

OFFICIAL



**Government
of South Australia**

Administration of the
Freedom of Information Act 1991
2024-25 Annual Report

Administration of the *Freedom of Information Act 1991*

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To:

Hon Kyam Maher MLC

Deputy Premier

Minister for Aboriginal Affairs

Attorney-General

Minister for Industrial Relations and Public Sector

Special Minister of State

This annual report will be presented to Parliament to meet the statutory reporting requirements of the *Freedom of Information Act 1991* (FOI Act) and the requirements of Premier and Cabinet Circular *PC013 Annual Reporting*.

This is the thirty fourth freedom of information annual report to be tabled in Parliament since the commencement of the FOI Act in January 1992.

This report is verified to be accurate for the purposes of annual reporting to the Parliament of South Australia.

Submitted on behalf of State Records of South Australia on the Administration of the *Freedom of Information Act 1991* by:

Stephanie Coleman

Director, State Records of South Australia

Date 10 October 2025

Signature



From the Attorney General

This report provides an overview on the administration of the *Freedom of Information Act 1991* (FOI Act) and details FOI application data for the 2024-25 financial year, as reported by agencies subject to the FOI Act. Agencies include South Australian state and local government agencies and universities.

This year agencies reported receiving 15,441 FOI applications, a 10% increase on FOI applications received in 2023-24 and, for the third year in a row, a record in applications received in South Australia. This is attributed to a 15% increase in applications for personal information – 1,701 more than last year – with law enforcement, health, education and child protection impacted most.

Applications for non-personal information, which are often more complex and time consuming, decreased for the second year in a row, this year by 12%. This result was largely influenced by a 22% reduction in applications submitted by Members of Parliament (MPs).

80% of all applications were determined within legislated timeframes. This is an improvement on last year's 75% and 66% for the year before. Additionally, formal extensions of time reduced by 10% and internal reviews by 36%.

The rates of information release, whether full, partial or refused, remained almost identical to 2023-24.

I thank the agency staff, in particular those designated as Accredited FOI Officers and other FOI support staff, as they continue to assist and serve the community by providing access to government information.

Hon Kyam Maher MLC
Attorney-General

Contents

Overview: *Freedom of Information Act 1991* 5

 Objects..... 5

 Administration 5

 Agencies subject to the FOI Act..... 6

Performance 7

 Contribution to whole of government objectives..... 7

 Specific objectives and performance 7

Reporting required under the Act..... 8

 FOI Act statistical information 2024-25..... 8

Overview: *Freedom of Information Act 1991*

Objects

The objects of the FOI Act include a responsibility to:

- promote openness in government and accountability of Ministers and other agencies and thereby enhance respect for the law and further good government in South Australia, and
- facilitate more effective participation by members of the public in the processes involved in the making and administration of laws and policies.

This is achieved by:

- ensuring that information concerning the operations of government is readily available to members of the public, Members of Parliament and the media
- conferring on members of the public a legally enforceable right of access to documents held by South Australian state and local government and universities, subject only to such restrictions that are consistent with the public interest and the preservation of personal privacy
- enabling each member of the public to apply for the amendment of government records concerning their personal affairs if those records are incomplete, incorrect, out-of-date or misleading.

The FOI Act and its subordinate regulations can be accessed via the South Australian legislation website at www.legislation.sa.gov.au.

Administration

State Records of South Australia (State Records) is a business unit within the Attorney-General's Department and has within its remit responsibility for supporting the Minister (the Attorney-General) in the administration of the FOI Act.

This support includes:

- provision of policy and legislative advice to agency FOI enquiries
- development of information sheets and guidelines
- preparation of the FOI annual report
- management and support for FOI reporting
- provision of regular and ad hoc reports to the Minister
- provision of FOI training and advice to agencies
- responding to public FOI enquiries.

To produce the FOI annual report, all agencies subject to the FOI Act are required to make available to State Records statistical information relating to FOI applications and determinations as well as the number of contracts entered into containing approved confidentiality clauses.

Agencies subject to the FOI Act

Section 4 of the FOI Act defines those agencies that are subject to the FOI Act. The definition of 'agency' is inclusive of most South Australian state government agencies and statutory authorities, local government councils (municipal and district) and universities.

Schedule 2 of the FOI Act and the *Freedom of Information (Exempt Agency) Regulations 2008* prescribe those agencies that are exempt from the FOI Act.

Throughout this report a reference to agencies includes all entities subject to the FOI Act across the three sectors, i.e. state government, local government and universities.

Performance

Contribution to whole of government objectives

Key objective	Agency's contribution
Open and Transparent Government	<ul style="list-style-type: none"> • Provide access to government information in accordance with the FOI Act • Provide training, resources and advice to agencies to enable them to comply with the requirements of the FOI Act

Specific objectives and performance

Agency objectives	Indicators	Performance
Agencies and members of the public receive FOI advice	Agency staff and the community have timely access to information and assistance relevant to accessing government information.	State Records responded to 326 FOI enquiries.
Guidelines and information sheets are published	FOI Information sheets, brochures and forms are maintained.	A review of several key resources was completed in relation to proactive disclosure, sufficiency of search, cabinet documents, processing applications and public interest.
Accredited training for FOI officers is delivered	Accredited and non-Accredited officer training is offered and conducted.	97 participants completed the Accredited and non-Accredited Officer training (including 6 interactive webinars). This participation is slightly down on the previous year.
FOI education – FOI General Awareness and FOI Refresher education is available	Centralised education is available to support FOI officers undertake their roles.	The online FOI General Awareness and FOI Refresher courses were accessed 450 times during the reporting year, an increase on last year. These courses are also available for agencies to upload into their internal training systems. These statistics are unavailable.
Submission and payment for online FOI applications	An online mechanism is available for the community to lodge and pay for FOI applications.	State government agencies received 6,955 applications through the online FOI Application Form, an increase of 25% (+1,733) compared to 2023-24.

Reporting required under the Act

Freedom of Information Act 1991

Section 54 – Reports to Parliament

- (1) The Minister administering this Act must –
- a. as soon as practicable after 30 June and in any case before 31 October in each year prepare a report on the administration of this Act for the 12 months ending on 30 June; and
 - b. cause a copy of the report to be laid before both Houses of Parliament within six sitting days after preparation of the report is completed.
-

FOI Act statistical information 2024-25

Pursuant to Section 54AA of the FOI Act, FOI reporting requirements were gazetted on 26 June 2022. Agencies are required to manage their own FOI statistical information.

State Records has produced resources to assist agencies with the management of their reporting requirements.

The data collated by agencies, including the costs incurred by agencies in the administration of the FOI Act, is provided to State Records via an online form at the completion of the reporting period. The accuracy of the data is reliant on agencies.

Statistical information is available in Attachment 1 to this report and also on Data.SA.

Freedom of Information Annual Report 2024-25 FOI Statistical Data

The following statistical data has been compiled by State Records of South Australia from information provided by South Australian state and local government agencies and universities bound by the *Freedom of Information Act 1991* (FOI Act).

FOI data sets for prior financial years can also be found at Data.SA, and in past FOI annual reports on the State Records website.

Access applications received in 2024-25

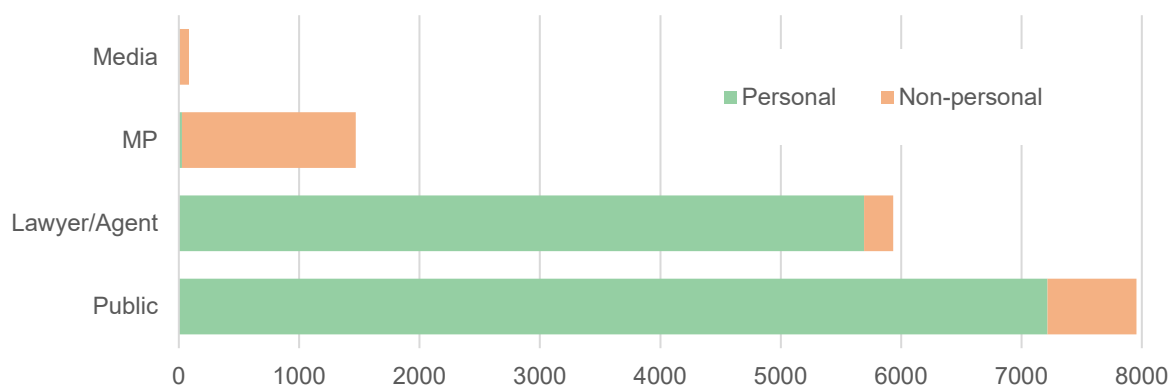
TABLE 1 Access applications received in 2024-25

Application	State		Local		University		All Sectors	
	2024-25	2023-24	2024-25	2023-24	2024-25	2023-24	2024-25	2023-24
Personal	12 720	11 027	176	176	44	36	12 940	11 239
Non-Personal	2 075	2 292	406	483	20	56	2 501	2 831
Total	14 795	13 319	582	659	64	92	15 441	14 070

TABLE 2 Access applications received by applicant type

Applicant type	State		Local		University		All sectors	
	2024-25	2023-24	2024-25	2023-24	2024-25	2023-24	2024-25	2023-24
Member of the Public	7 457	6 271	443	431	56	69	7 956	6 771
Lawyer / Agent	5 836	5 269	98	62	0	2	5 934	5 333
Member of Parliament	1 427	1 697	37	164	5	17	1 469	1 878
Media	77	82	4	2	3	4	84	88

Applicant type, by application type



Freedom of Information Annual Report 2024-25

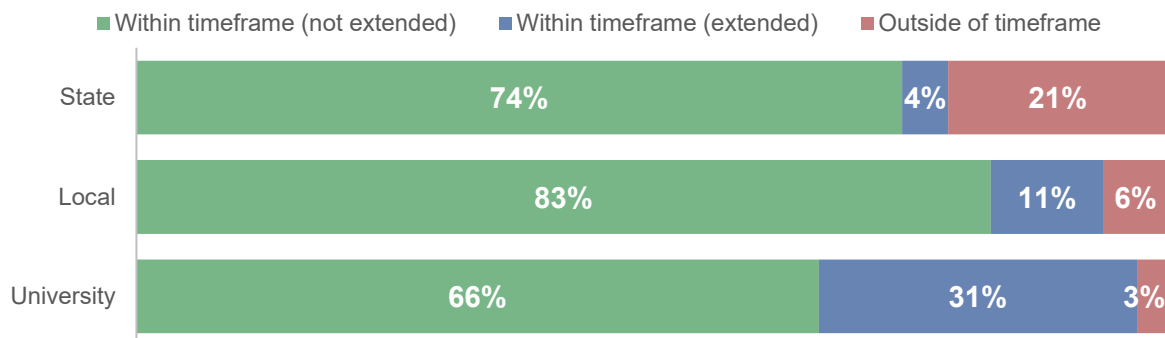
FOI Statistical Data

Access application response times and formal extensions

TABLE 3 Response times

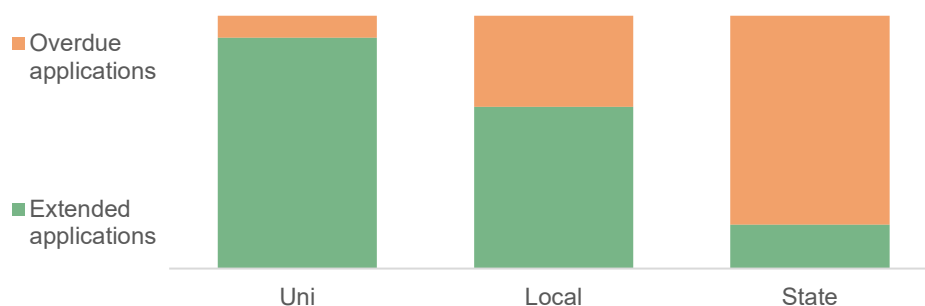
Time	State 2024-25	Local 2024-25	University 2024-25	All Sectors 2024-25	All Sectors 2023-24
Within timeframe (not extended)	10 384	483	45	10 912	9 057
Within timeframe (extended)	624	64	21	709	541
Outside of timeframe (deemed refusal)	2 974	36	2	3 012	3 542

Response Times


TABLE 4 Formal extensions of time

Extension reason	State	Local	University	All Sectors 2023-24	All Sectors 2023-24
Section 14(1)(a) – searching	343	31	15	389	432
Section 14(1)(b) – consultation	195	43	0	238	266
Total	538	74	15	627	698

Ratio of extended apps to overdue apps



Freedom of Information Annual Report 2024-25

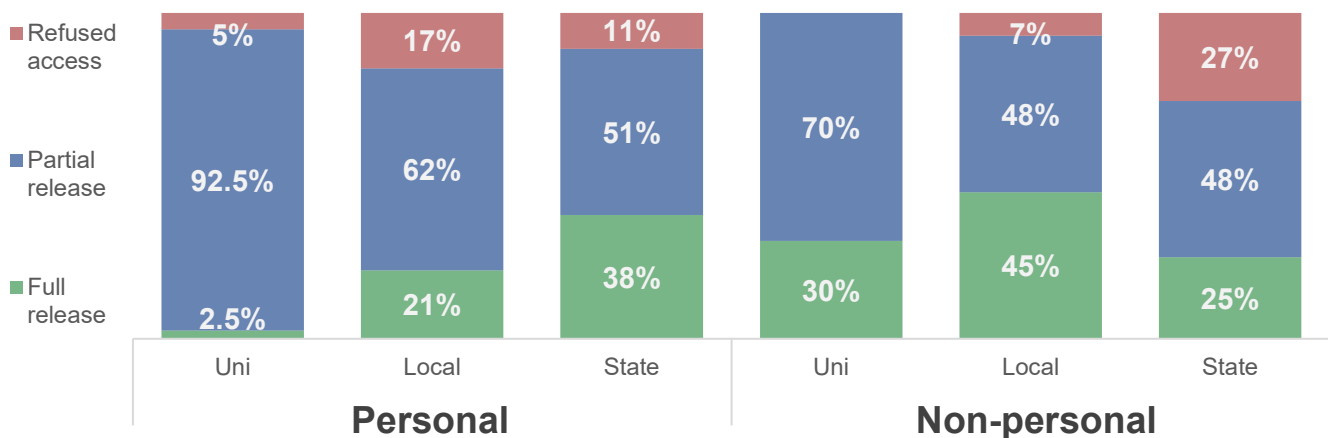
FOI Statistical Data

Access application outcomes

TABLE 5 Access application outcomes

Sector	Full Release		Partial Release		Refused in full	
	2024-25	2023-24	2024-25	2023-24	2024-25	2023-24
PERSONAL APPLICATIONS						
State Government	3 997	3 697	5 414	4 605	1 182	773
Local Government	33	47	97	80	26	26
Universities	1	4	37	24	2	2
All Sectors	4 031	3 748	5 548	4 709	1 210	801
NON-PERSONAL APPLICATIONS						
State Government	410	346	805	945	458	550
Local Government	154	166	164	201	23	37
Universities	7	9	16	30	0	1
All Sectors	571	521	985	1 176	481	588

Release ratio


TABLE 6 Access application outcomes (cont.)

Outcome	State	Local	University	All Sectors 2024-25	All Sectors 2023-24
Transferred	271	7	0	278	279
Withdrawn/closed	1 328	79	5	1 412	1 318
Total	1 599	86	5	1 690	1 597

Freedom of Information Annual Report 2024-25

FOI Statistical Data

Access refusals and exemptions

TABLE 7 Reasons for rejecting or refusing access

REJECTING	State	Local	Uni	Total 2024-25	Total 2023-24
Section 20(1)(b)(c)(d) – Documents otherwise available *	187	27	0	214	119
Document does not exist/lost	703	21	5	729	676
REFUSING					
Section 15 - Application incomplete/wrongly directed*	5	3	0	8	16
Section 18(1) - Unreasonable diversion of an agency's resources *	31	1	0	32	27
Section 18(2(a)) - Abuse of right of access *	7	2	0	9	22
Section 18(3) - Fees not paid	34	2	0	36	69
Section 19(2) - Deemed refusal - over 30 days to respond	75	1	1	77	242
Section 20(1) - Exempt *	4 319	102	33	4 454	2 916
Exempt agency	27	1	0	28	17

* The number of applications where the reason for rejection/refusal has been applied.

TABLE 8 Exemptions

Most commonly applied exemptions	2024-25	2023-24
Clause 1&2 – Cabinet and/or Executive Council documents	63	134
Clause 3 – exempt documents communicated by another government	3	3
Clause 4 – documents affecting law enforcement and public safety	1 153	399
Clause 5 – Inter-government or local government relations	16	22
Clause 6 – documents affecting personal affairs	3 959	2 915
Clause 7 – documents affecting business affairs	224	337
Clause 8 – conduct of research	3	3
Clause 9 – internal working documents	311	272
Clause 10 – documents subject to legal professional privilege	137	87
Clause 11 – documents relating to judicial functions	97	36
Clause 12 – documents the subject of secrecy provisions	848	245
Clause 13 – documents containing confidential material	225	404
Clause 14&15 – economy/financial or property interests	8	7
Clause 16 – documents concerning the operations of agencies	374	269
Clause 17 – subject to contempt	41	68
Clause 18 – companies and securities	3	1

Freedom of Information Annual Report 2024-25

FOI Statistical Data

Amendment applications and contracts containing confidentiality clauses

TABLE 9 Amendment applications

Outcome	2024-25	2023-24
New applications	174	114

TABLE 10 Amendment application outcomes

Outcome	2024-25	2023-24
Amendment in full	64	18
Partial amendment	13	12
Notation added	8	2
Amendment refused	17	66
Withdrawn/closed	49	13

TABLE 11 Amendment application response times

Time	2024-25	2023-24
Within timeframe	144	101
Outside of timeframe	7	10

TABLE 12 Contracts reported with approved confidentiality clauses

Sector	2024-25	2023-24
State Government	97	119
Local Government	128	120
Universities	0	0
Total	225	239

Freedom of Information Annual Report 2024-25

FOI Statistical Data

Application reviews and applications for Cabinet documents

TABLE 13 Applications for review received

Applications reviewed	2024-25	2023-24
Internal review	335	493
External review - Ombudsman	176	297
External review - South Australian Civil and Administrative Tribunal	32	26
Total	543	816

TABLE 14 Internal review application outcomes

Outcome	2024-25*	2023-24*
Decision confirmed	226	227
Decision varied	78	190
Decision reversed	18	21

* Internal Review application outcomes include applications carried over from the previous reporting year

TABLE 15 Cabinet docs 10 years or older - requests for access

Requests	2024-25	2023-24	2022-23
MPs	0	12	7
Public	13	8	14
Media	34	0	0
Lawyer/Agent	0	0	10
Total	47	20	31

TABLE 16 Cabinet docs 10 years or older – access determinations

Determination	2024-25	2023-24	2022-23
Released in full	16	11	31
Released in part	11	8	9
Refused in full	0	1	1
Withdrawn	0	0	1
Total	27	20	42

Freedom of Information Annual Report 2024-25

FOI Statistical Data

The cost of administering the FOI Act

TABLE 17 Overall cost of administering FOI

Cost category	2024-25 \$	2023-24 \$	2022-23 \$
Salary	\$11 433 936	\$11 884 569	\$11 275 051
Other expenses	\$1 311 869	\$919 970	\$273 020
Total	\$12 746 805	\$12 804 539	\$11 548 071

TABLE 18 Staffing

Sector	Number of staff		Full-time equivalent	
	2024-25	2023-24	2024-25	2023-24
State Government	327	323	97.9	103.5
Local Government	130	149	15.1	16.6
Universities	14	12	2.5	2.1
Total	471	484	115.5	122.2

TABLE 19 Application and processing fees assessed versus collected

Sector	2024-25	2023-24	2022-23
ASSESSED*			
State Government	\$441 083	\$504 869	\$384 749
Local Government	\$53 775	\$37 158	\$44 009
Universities	\$2 770	\$3 255	\$1 709
Total	\$497 628	\$545 282	\$430 467
COLLECTED			
State Government	\$468 354	\$430 478	\$372 811
Local Government	\$39 054	\$23 389	\$18 378
Universities	\$884	\$1 161	\$1 127
Total	\$508 292	\$455 028	\$392 316

* Assessed fees and charges is defined in the FOI Annual Reporting Guideline as: Aggregation of all access application fees and charges that could be levied. Excludes exempt fees and charges i.e. application fees for concession card holders and MPs.

Freedom of Information Annual Report 2024-25
FOI Statistical Data

Applications not determined as at 30 June 2025

TABLE 20 Applications open as at 30 June 2025

Sector	Within 30 day timeframe	Outside 30 day timeframe	Total
State Government	1 608	1 193	2 801
Local Government	17	1	18
Universities	3	2	5
Total	1 628	1 196	2 824

TABLE 21 Overdue applications open as at 30 June 2025

Sector	Personal	Non-Personal	Total
State Government	1 022	171	1 193
Local Government	0	1	1
Universities	2	0	2
Total	1 024	172	1 196

Freedom of Information Annual Report 2024-25

FOI Statistical Data

State Government access application breakdown

	Personal	Non-Personal	Total
Aboriginal Affairs; Attorney-General; Industrial Relations and Public Sector; Special Minister of State	294	206	500
Attorney-General's Department	78	133	211
Courts Administration Authority	61	29	90
Equal Opportunity SA	2	1	3
First Nations Voice to Parliament - Region 1: Central	0	1	1
First Nations Voice to Parliament - Region 2: Far North	0	1	1
First Nations Voice to Parliament - Region 3: Flinders and Upper North	0	1	1
First Nations Voice to Parliament - Region 4: Riverland and South East	0	1	1
First Nations Voice to Parliament - Region 5: West and West Coast	0	1	1
First Nations Voice to Parliament - Region 6: Yorke and Mid North	0	1	1
First Nations Voice to Parliament - State Voice	2	1	3
Legal Services Commission	8	1	9
Office of the Attorney-General, Hon Kyam Maher MLC	2	31	33
Office of the Public Advocate	2	0	2
ReturnToWorkSA	139	3	142
South Australian Civil and Administrative Tribunal (SACAT)	0	1	1
Child Protection; Women and the Prevention of Domestic, Family and Sexual Violence	619	117	736
Department for Child Protection	615	81	696
Office of the Hon Katrine Hildyard MP	4	36	40
Climate, Environment and Water	14	140	154
Alinytjara Wilurara Landscape Board	0	1	1
Botanic Gardens and State Herbarium Board	0	5	5
Department for Environment and Water	6	67	73
Environment Protection Authority	1	15	16
Eyre Peninsula Landscape Board	0	1	1
Green Adelaide	0	1	1
Green Industries SA	0	8	8
Hills and Fleurieu landscape board	3	2	5

Freedom of Information Annual Report 2024-25

FOI Statistical Data

State Government access application breakdown

	Personal	Non-Personal	Total
Climate, Environment and Water (cont.)			
Kangaroo Island Landscape Board	0	1	1
Limestone Coast Landscape Board	0	1	1
Murraylands and Riverland Landscape Board	0	2	2
Native Vegetation Council	0	4	4
Northern and Yorke Landscape Board	2	0	2
Office of the Deputy Premier	1	32	33
South Australian Arid Lands Landscape Board	0	1	1
Education, Training and Skills	345	111	456
Department for Education	322	62	384
Education Standards Board	0	2	2
History Trust of South Australia	0	1	1
Office of the Minister for Education, Training and Skills	1	32	33
SACE Board of South Australia	2	5	7
TAFE SA	17	7	24
Teachers Registration Board of SA	3	2	5
Emergency and Correctional Services; Autism; Recreation, Sport and Racing	579	80	659
Department for Correctional Services	560	40	600
Office for Recreation, Sport and Racing	0	3	3
Office of the Hon Dan Cregan MP*	10	26	36
Office of the Hon Emily Burke MP	1	8	9
South Australian Fire and Emergency Services Commission	4	2	6
South Australian State Emergency Services	4	1	5
Energy and Mining	1	76	77
Department for Energy and Mining	1	61	62
Office of Hydrogen Power SA	0	15	15

*Before retiring in January 2025, the Hon Dan Cregan MP was Minister for Police, Emergency Services and Correctional Services and Special Minister of State. In February 2025, the ministerial portfolio for Police was transferred to the Treasurer and the Attorney-General made Special Minister of State. The Hon Emily Burke MP was sworn in, taking on responsibility for Emergency and Correctional Services, Recreation, Sport and Racing and the new Autism portfolio.

Freedom of Information Annual Report 2024-25

FOI Statistical Data

State Government access application breakdown

	Personal	Non-Personal	Total
Health and Wellbeing	7209	239	7448
Barossa Hills Fleurieu Local Health Network	246	10	256
Central Adelaide Local Health Network	2591	34	2625
Department for Health and Wellbeing	65	58	123
Drug and Alcohol Services SA	36	0	36
Eyre and Far North Local Health Network	82	6	88
Flinders and Upper North Local Health Network	183	6	189
Health Services Charitable Gifts Board	0	2	2
Limestone Coast Local Health Network	254	8	262
Northern Adelaide Local Health Network	1305	11	1316
Office of the Minister for Health and Wellbeing	6	46	52
Riverland Mallee Coorong Local Health Network	141	2	143
SA Ambulance Service	401	13	414
Southern Adelaide Local Health Network	1266	16	1282
Women's and Children's Health Network	503	18	521
Yorke and Northern Local Health Network	130	9	139
Housing and Urban Development; Housing Infrastructure; Planning	47	147	194
Department for Housing and Urban Development	12	62	74
Office of the Hon Nick Champion MP	2	40	42
Renewal SA Urban Renewal Authority	17	0	17
SA Water	16	45	61
Human Services; Seniors and Ageing Well	205	75	280
Department of Human Services	104	13	117
Office of the Minister for Human Services	3	25	28
SA Housing Trust	98	37	135
Industry, Innovation and Science	2	43	45
Department of State Development	2	43	45

Freedom of Information Annual Report 2024-25

FOI Statistical Data

State Government access application breakdown

	Personal	Non-Personal	Total
Infrastructure and Transport	50	155	205
Department for Infrastructure and Transport	41	98	139
Office of the Hon Tom Koutsantonis MP	4	51	55
Office of the National Rail Safety Regulator	5	6	11
Premier and Cabinet	7	114	121
Cross Border Commissioner	0	1	1
Department of Premier and Cabinet	3	57	60
Office of the Commissioner for Public Sector Employment	0	5	5
Office of the Hon Peter Malinauskas MP	4	48	52
Premier's Delivery Unit	0	1	1
South Australian MotorSport Board	0	2	2
Primary Industries and Regional Development; Forest Industries	4	106	110
Department of Primary Industries and Regions	4	66	70
ForestrySA	0	1	1
Office of the Hon Clare Scriven MLC	0	36	36
Veterinary Surgeons Board of South Australia	0	3	3
Small and Family Business; Consumer and Business Affairs; Arts	1	37	38
Art Gallery of South Australia	0	2	2
Office of the Hon Andrea Michaels MP	0	28	28
South Australian Film Corporation	0	1	1
South Australian Museum	0	2	2
South Australian Small Business Commissioner	1	0	1
State Library of South Australia	0	4	4

**FOI applications submitted to Consumer and Business Services are processed by the Attorney-General's Department and included in their reported data.*

Freedom of Information Annual Report 2024-25

FOI Statistical Data

State Government access application breakdown

	Personal	Non-Personal	Total
Tourism; Multicultural Affairs	4	19	23
Office of the Hon Zoe Bettison MP	4	18	22
South Australian Tourism Commission	0	1	1
Trade and Investment; Veterans Affairs; Local Government	7	23	30
Office of the Hon Joe Szakacs MP	7	23	30
Treasurer; Defence and Space; Police	3332	387	3719
CTP Insurance Regulator	0	1	1
Defence SA	2	3	5
Department of Treasury and Finance	19	150	169
Essential Services Commission of SA	2	0	2
Lifetime Support Authority	0	20	20
Office of the Hon Stephen Mullighan MP	1	53	54
SA Lotteries Commission	0	1	1
South Australia Police	3304	139	3443
State Superannuation Office (Super SA)	4	20	24

Freedom of Information Annual Report 2024-25

FOI Statistical Data

Local Government access application breakdown

	Pers	Non-Pers	Total		Pers	Non-Pers	Total
Adelaide Hills Council	11	10	21	District Council of Grant	1	1	2
Adelaide Plains Council	1	1	2	District Council of Lower Eyre Peninsula	1	0	1
Alexandrina Council	0	13	13	District Council of Mount Remarkable	1	1	2
Barunga West Council	0	3	3	District Council of Robe	1	0	1
Berri Barmera Council	6	0	6	District Council of Yankalilla	2	0	2
Campbelltown City Council	0	12	12	Light Regional Council	0	1	1
City of Adelaide	6	18	24	Mid Murray Council	5	2	7
City of Burnside	9	14	23	Mount Barker District Council	3	8	11
City of Charles Sturt	0	35	35	Municipal Council of Roxby Downs	1	0	1
City of Holdfast Bay	0	32	32	Naracoorte Lucindale Council	0	1	1
City of Marion	1	17	18	Port Augusta City Council	3	0	3
City of Mitcham	7	11	18	Port Pirie Regional Council	4	8	12
City of Mount Gambier	1	2	3	Renmark Paringa Council	1	2	3
City of Norwood Payneham & St Peters	0	11	11	Tatiara District Council	1	0	1
City of Onkaparinga	24	36	60	The Barossa Council	0	9	9
City of Playford	0	23	23	The Flinders Ranges Council	1	0	1
City of Port Adelaide Enfield	15	24	39	The Rural City of Murray Bridge	3	10	13
City of Prospect	4	0	4	Town of Gawler	3	0	3
City of Salisbury	10	4	14	Wattle Range Council	0	1	1
City of Tea Tree Gully	28	8	36	Yorke Peninsula Council	4	0	4
City of Unley	4	1	5				
City of Victor Harbor	1	0	1				
City of West Torrens	6	14	20				
City of Whyalla	2	0	2				
Clare & Gilbert Valleys Council	1	1	2				
Coorong District Council	1	0	1				
Copper Coast Council	0	42	42				
Corporation of the Town of Walkerville	0	25	25				
District Council of Ceduna	1	0	1				
District Council of Cleve	0	4	4				
District Council of Coober Pedy	2	1	3				

Freedom of Information Annual Report 2024-25

FOI Statistical Data

University access application breakdown

	Personal	Non-Pers	Total
Flinders University	25	7	32
UniSA	14	1	15
University of Adelaide	5	12	17

Freedom of Information Annual Report 2024-25 FOI Statistical Data

Amendment application breakdown

	Total
South Australia Police	95
Department for Child Protection	21
City of Marion	18
Northern Adelaide Local Health Network	11
Central Adelaide Local Health Network	10
Barossa Hills Fleurieu Local Health Network	3
Department for Correctional Services	3
City of Whyalla	2
Department of Human Services	2
Limestone Coast Local Health Network	2
District Council of Mount Remarkable	1
SA Housing Trust	1
Office of the Public Advocate	1
Department for Education	1
Department for Infrastructure and Transport	1
Women's and Children's Health Network	1
University of Adelaide	1

* Refer to tables 9 and 10 for totals and outcomes.