



WESTERN AUSTRALIA

Office of the **Information Commissioner**

# ANNUAL REPORT 2011/2012

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*This annual report and previous annual reports are  
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Office of the Information Commissioner

DEAR MR PRESIDENT  
DEAR MR SPEAKER

#### ANNUAL REPORT 2011-2012

In accordance with the provisions of the *Financial Management Act 2006* and the *Freedom of Information Act 1992*, I submit my report for the year ended 30 June 2012 which has been prepared in compliance with the provisions and reporting requirements of both Acts.

A handwritten signature in blue ink, appearing to read 'S. Bluemmel'.

Sven Bluemmel  
INFORMATION COMMISSIONER

27 September 2012

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# 1 OVERVIEW

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## 1.1 Commissioner's foreword



The past year has been one of significant change for the Office of the Information Commissioner. As part of the Government Office Accommodation Master Plan, the office has relocated to Albert Facey

House in Perth. Being co-located with other integrity agencies allows for the efficient sharing of high quality resources, including training and meeting facilities.

Being located in Albert Facey House also encourages greater dialogue between my office and other Integrity agencies located in the building, including the offices of the Auditor General and the Ombudsman. The heads of those agencies, together with the Public Sector Commissioner and the Corruption and Crime Commissioner, constitute the Integrity Coordinating Group, or ICG. This group aims to promote policy coherence and operational coordination in the ongoing work of Western Australia's core public sector integrity institutions. Being co-located with several of those agencies will help to achieve those aims.

Additional resources allocated to the office in the 2011 State Budget became available during the year, which allowed me to hire two additional staff to help address the backlog of complaints about agency decisions under the *Freedom of Information Act 1992* (the 'FOI Act'). I expect that the positive effect on office productivity will become fully apparent from next financial year.

During the year, the Supreme Court delivered its judgment on appeal against my decision to require the disclosure of documents relating to facilities on Varanus Island, which was the site of a gas pipeline explosion on 3 June 2008. In *Apache Northwest Pty Ltd v Department of Mines and Petroleum [No 2]* [2011] WASC 283, his Honour Justice Edelman upheld the decision and provided important guidance on the interpretation of various exemptions under the FOI Act as well as the process which the Act lays down for the Information Commissioner to follow when undertaking reviews of agencies' FOI decisions.

An area which continues to cause confusion is the rights of third parties. Under the FOI Act, an agency is obliged to seek the views of third parties before giving access to documents which contain

personal, commercial or business information about them. If the agency has already formed the view that the relevant information is exempt from disclosure, then consultation is not necessary and may cause unnecessary confusion and delay. On the other hand, if the agency does consult, having formed the view that the information is not exempt from disclosure, the third party does not have a right of veto over its disclosure. After obtaining the third party's views, the agency must make its own decision whether the information is in fact exempt under the FOI Act, even if the third party objects.

A final point to remember is that making decisions under the FOI Act has a direct and very real impact on people's rights. Decision makers at all levels play a crucial role in dispensing justice. In doing so, they must not only act in accordance with the specific legislative provisions of the FOI Act, but must do so in a way which is consistent with the FOI Act's objects of allowing more effective public participation in government and making government more accountable to the public.

Sven Bluemmel  
Information Commissioner

## 1.2 Operational structure

The office of Information Commissioner is established by s.55(1) of the *Freedom of Information Act 1992* (the Act) and the occupant is directly accountable to Parliament for the performance of the functions prescribed by the Act. The Information Commissioner is independent of executive government and reports directly to the Parliament and not to, or through, a Government Minister. The Attorney General is the Minister responsible for the administration of the Act, but has no specific role under the legislation.

The Commissioner is supported by staff in the Office of the Information Commissioner (OIC). The main function of the OIC is to provide independent external review of agencies' decisions by dealing with complaints about decisions made by agencies under the Act.

Other responsibilities prescribed by the Act include:

- ❖ ensuring that agencies are aware of their responsibilities under the Act [s.63(2)(d)];

- ❖ ensuring members of the public are aware of the Act and their rights under it [s.63(2)(e)];
- ❖ providing assistance to members of the public and agencies on matters relevant to the Act [s.63(2)(f)]; and
- ❖ recommending to Parliament legislative or administrative changes that could be made to help the objects of the Act be achieved [s.111(4)].

The Commissioner has a statutory duty to undertake these functions and the OIC accordingly has two service teams – *Resolution of Complaints (External Review)* and *Advice and Awareness*.

The following principles or values are part of the corporate philosophy of the OIC:

- ❖ Being accepted by participants as an independent and impartial review authority.
- ❖ Being recognised by agencies as a model of “best practice” for the FOI complaint review process.
- ❖ Serving as an example to agencies of accountability and responsibility.

## Relevant legislation

*Freedom of Information Act 1992*

*Freedom of Information Regulations 1993*

## 1.3 Performance management framework

The primary desired outcome is access to documents and observance of processes in accordance with the Act.

This outcome contributes to the Government goals of financial and economic responsibility, outcomes based service delivery and social and environmental responsibility.

The OIC provides an FOI complaint mechanism and advisory service which is independent, objective and fair, and which balances the competing needs of applicants, agencies and Parliament, subject to the requirements and processes prescribed in the Act.

## 2 AGENCY PERFORMANCE

### 2.1 Resolution of complaints (External Review)

As outlined under s.65(1) of the Act, an applicant has the right to make an external review application to the Information Commissioner in respect of an agency's decision to:

- ❖ refuse access to documents;
- ❖ give access to documents;
- ❖ give access to edited copies of documents;
- ❖ refuse to deal with access applications;
- ❖ defer giving access to documents;
- ❖ apply s.28 of the Act;
- ❖ impose a charge or require the payment of a deposit; or
- ❖ not amend personal information or make a notation as requested.

During 2011/2012, as shown in Table 1 on page 63, 114 of these applications for external review (i.e. complaints) were received by the OIC (a 9% increase from the previous year) and 101 were finalised.

In addition to these requests, the Information Commissioner received 31 other applications, and finalised 32 other applications (one from a complaint lodged in 2011/12) under the Act, as follows.

- ❖ s.66(4) - request to lodge an external review application out of time: 3 of these requests were received and 4 decided, all of which were refused. The Information Commissioner has the discretionary power to accept applications out of time, but each application is considered on its merits and generally only in exceptional circumstances will it be accepted.
- ❖ s.66(6) - request for external review without first applying for an internal review: 13 of these applications were received during the year, 9 of which were refused; 2 were withdrawn by the applicant; and 2 were allowed. Again, the Information Commissioner considers the reasons for the applicant making a request to circumvent the internal review process, and can allow it in exceptional circumstances.

- ❖ s.13(5) - request (by an agency) for an extension of time to deal with an access application: 5 of these applications were received and decided: 1 was allowed; 3 were refused; and 1 was withdrawn. The Information Commissioner will always expect an agency to have previously requested an extension of time from the applicant before considering granting an extension.
- ❖ s.13(4) - request (by an applicant) for a reduction in the time allowed to an agency to deal with an access application: 3 were received and all were refused.
- ❖ s.35(1) - request (by an agency) to waive the requirement to consult with third parties when processing an access application: 7 were received and of these 3 were withdrawn, 2 refused and 2 allowed.

Finally, 27 applications regarded as informal or invalid were received during the year. These include general complaints about the manner in which an agency has processed or dealt with a complainant's access application or application for amendment, but was not a

complaint about a decision of a kind set out in s.65(1) or s.65(3). If the complaint is invalid, the Information Commissioner may refer the issue to the Advice and Awareness section for follow-up with the agency, but the matter cannot be dealt with as an external review.

Further breakdown of the types of applications received and dealt with and the agencies involved can be found in tables 2 - 7 in the appendix.

### Decisions of Interest 2011/2012

The following section outlines some particular decisions by the Information Commissioner during the reporting period which may be of broader interest.

#### Inter-governmental relations

Under clause 2 of Schedule 1 to the FOI Act, matter is exempt if its disclosure could reasonably be expected to damage relations between the Government and any other government or if its disclosure would reveal information of a confidential nature communicated in confidence to the Government (whether directly or indirectly) by any other government. The term 'other government' is defined to mean "*the government of the Commonwealth,*

*another State, a Territory or a foreign country or state*". The exemption is subject to a public interest test which provides that matter is not exempt if its disclosure would, on balance, be in the public interest.

This exemption has only been considered by the Commissioner in three decisions: *Re Cyclists Rights Action Group and Department of Transport* [1995] WAICmr 16; *Re Ravlich and Department of Productivity and Labour Relations* [2000] WAICmr 58; and, during this reporting period, in *Re The Wilderness Society (WA) Inc. and Department of Environment and Conservation* [2011] WAICmr 24.

*Re The Wilderness Society* concerned documents which contained communications between the State Government and the Commonwealth Government in relation to the proposal for a liquefied natural gas hub to process gas from the Browse Basin gas field off the State's north coast. The agency claimed the documents were exempt under clause 2(1)(b) on the basis that their disclosure would reveal information of a confidential nature communicated in confidence to the State Government by the Commonwealth Government.

Although the Commissioner was satisfied that the requirements of clause 2(1)(b) had been met, the Commissioner found that disclosure of two of three of the disputed documents would, on balance, be in the public interest. In light of evidence before the Commissioner that the Commonwealth did not object to the release of those two documents, the Commissioner did not accept the agency's claim that their disclosure would be contrary to the public interest because it would adversely affect inter-governmental cooperation. However, the Commissioner considered that it would be contrary to the public interest to disclose the remaining disputed document because there was a real possibility that such disclosure would reduce the free flow of information between governments.

#### Contravention of a direction of the Coroner

*Re Nine Network Australia Pty Ltd and Western Australia Police* [2011] WAICmr 27 concerned an application to the agency for voice recordings made from asylum seekers on board a boat which crashed onto rocks at Christmas Island in December 2010. The agency refused access to the voice recordings on the ground they were exempt under clause 5(1)(b) of Schedule 1 to the FOI Act. The



## 2 AGENCY PERFORMANCE

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complainant submitted that the voice recordings had been played in open court before the State Coroner on 18 May 2011 and their content published by major media outlets.

On external review, the Commissioner has the power to ‘stand in the shoes’ of an agency’s decision-maker. Under clause 12(b) of Schedule 1 to the FOI Act, matter is exempt matter if its public disclosure would, apart from the FOI Act and any immunity of the Crown, contravene any order or direction of a person or body having power to receive evidence on oath.

On the information before him, the Commissioner considered that disclosure of the voice recordings would contravene a direction from the Coroner, who has the power to receive evidence on oath under the *Coroners Act 1996*, and found that the voice recordings were exempt under clause 12(b).

### Witness statements

Under clause 3 of Schedule 1 to the FOI Act, personal information about an individual – as defined in the FOI Act – is exempt from disclosure, subject to a number of limitations. One of those limitations is where disclosure would, on balance, be in the public interest.

In *Re Mackenzie and Western Australia Police* [2011] WAICmr 28, the complainant, a prisoner convicted of wilful murder, applied to the agency for certain documents relating to the murder investigation, including witness statements. The agency refused access to the witness statements on the ground they were exempt under clause 3(1).

The Commissioner found that those witness statements were *prima facie* exempt under clause 3(1) because they would, if disclosed, reveal personal information about private individuals, which was inextricably interwoven with personal information about the complainant.

The complainant claimed, among other things, that he needed the documents to prove his innocence. The Commissioner accepted that where a complainant’s liberty is at stake and there is evidence that the disclosure of disputed documents might assist in proving that individual’s innocence, the public interest in disclosure would be a strong one. However, in the present case, it was not evident that the disclosure of the documents would assist the complainant to establish that he did not commit the murder for which he was convicted or to obtain any legal remedy.

The Commissioner recognised that under the FOI Act there is a strong public interest in maintaining personal privacy and that none of the third parties referred to in the documents had consented to the disclosure of their personal information, some of which was sensitive and confronting. While accepting that the disclosure of the third parties’ personal information was necessary for the purpose of the police investigation and court processes involving the complainant, the Commissioner considered that the third parties should now have a reasonable expectation that no further disclosure of their personal information would occur unless required by law or subsequent legal proceedings and that there was no demonstrable benefit to the public in making their statements public.

In weighing the competing public interests, the Commissioner considered that the public interests in non-disclosure outweighed those favouring disclosure and found the witness statements exempt under clause 3(1).

### Legal professional privilege – improper purpose

Clause 7(1) of Schedule 1 to the FOI Act provides that matter is exempt matter if it



would be privileged from production in legal proceedings on the ground of legal professional privilege.

In *Re Duggan and Department of Agriculture and Food* [2011] WAICmr 31, the agency refused the complainant access under clause 7(1) to certain documents which related to legal action the agency had commenced against him. The complainant claimed that the disputed documents were not exempt as claimed because they were communications made in furtherance of an unlawful or improper purpose and consequently legal professional privilege never attached to them.

On the information before him, the Commissioner was satisfied that the disputed documents would be *prima facie* privileged from production in legal proceedings. The Commissioner took the view that where documents held by an agency are *prima facie* privileged, the decision of the Supreme Court of Western Australia in *Department of Housing and Works v Bowden* [2005] WASC 123 constrains him from considering further matters, including a consideration of whether the communication was made for an improper purpose.

In any event, the Commissioner noted that, on the information before him, he was not persuaded that the disputed documents were prepared in furtherance of any illegal or improper activity or purpose, for the detailed reasons given in his decision. Accordingly, the Commissioner found the disputed documents exempt under clause 7(1).

### Contempt of court

In *Re West Australian Newspapers Limited and Department of Mines and Petroleum* [2011] WAICmr 37, the complainant had applied to the agency for the investigation report into the pipeline explosion that occurred on Varanus Island on 3 June 2008, entitled “*Offshore Petroleum Safety Regulation Varanus Island Incident Investigation*” (‘the Report’). The agency refused access to the Report under clause 12(a) of Schedule 1 to the FOI Act, which provides that matter is exempt matter if its public disclosure would, apart from this Act and any immunity of the Crown, be in contempt of court.

The Commissioner was satisfied that the disclosure of the Report to the complainant would be in contempt of court in that its disclosure would be in

contravention of an undertaking which the Minister for Mines and Petroleum (‘the Minister’) had given to the Supreme Court and could, in addition, prejudice the then current prosecution of Apache Northwest Pty Ltd and Apache Energy Limited (‘Apache’). Accordingly, the Commissioner found that the Report was exempt under clause 12(a)<sup>1</sup>.

### Travel expense claims of a local government councillor

*Re “K” and City of Canning and “L”* [2012] WAICmr 3 involved documents relating to the travel expense claims of a local government councillor.

The Commissioner considered that some information in the documents - the name of the councillor and the references to the councillor’s attendances at various places and events in the course of performing functional duties as an elected member – consisted of prescribed details about the

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<sup>1</sup> After fulfilling the undertaking to the Court “*not to release the Report to any member of the public without first affording Apache a reasonable opportunity to be heard in relation to the contents of the Report*”, the Minister subsequently tabled the Report in Parliament on 24 May 2012.

## 2 AGENCY PERFORMANCE

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councillor which are not exempt under clause 3(1) because of the application of the limit on exemption in clause 3(3).

The Commissioner found that information consisting of the travel expenses claimed by the councillor was not exempt under clause 3(1) because disclosure would, on balance, be in the public interest. The Commissioner considered that the details of travel and the amount claimed in respect of the travel was not personal or private information. The Commissioner deemed it desirable for public officers to be accountable for the expenditure of public funds and that the provision of information about the travel expenses of the councillor would assist in informing the public as to how ratepayer funds are distributed.

In balancing the competing public interests, the Commissioner was of the view that the public interests in the disclosure of that information outweighed any right to privacy in this case.

### **Infringing the privileges of Parliament**

In *Re Saffioti and Minister for Transport; Housing* [2012] WAICmr 10, the Commissioner found documents, which consisted of contentious issues

briefing notes and emails sent internally between the Minister for Transport's staff and emails from those staff to staff at the offices of the Premier and other Ministers, exempt under clause 12(c) of Schedule 1 to the FOI Act.

Clause 12(c) provides, in brief, that matter is exempt matter if its public disclosure would infringe the privileges of Parliament. The Commissioner noted that clause 12(c) is an absolute exemption designed to protect parliamentary privilege.

The Commissioner looked at the meaning of 'public disclosure' in clause 12(c) and considered that only intentional and general waiver of parliamentary privilege may be taken into account when applying clause 12(c). The Commissioner considered the meaning of the terms 'the privileges of Parliament' and 'infringe the privileges of Parliament'.

The Commissioner accepted that where information is directly referable to 'proceedings in Parliament', because documents have been prepared for the purpose of, or incidental to, the transacting of parliamentary business, parliamentary

privilege attaches to those documents and they may be brought within the exemption in clause 12(c).

In considering the meaning of 'infringe', the Commissioner had regard to the plain meaning of that word and was of the view that clause 12(c) requires him to determine whether the public disclosure of the disputed matter would encroach or trespass upon the privileges of Parliament.

In the circumstances of this case, the Commissioner was satisfied that the public disclosure of the disputed matter would infringe the privileges of Parliament because Parliament had not authorised its public disclosure. Consequently, disclosure would infringe upon Parliament's power to control the publication of documents and information incidental to transacting the business of the Legislative Assembly. Accordingly, the Commissioner found the disputed matter exempt under clause 12(c).

### 2.2 Advice and awareness

The *Advice and Awareness* team provides members of the public and agencies with assistance in exercising their respective rights and obligations under the Act. Many potential disputes are resolved informally with the assistance of the OIC.

The OIC also encourages agencies to develop, promulgate and implement policies and procedures dealing with information disclosure. Such policies can make a positive contribution to achieving the objects of the FOI Act.

All members of the OIC contribute to the advice and awareness function, including through assisting in the delivery of training courses, workshops, briefings, responding to queries and maintenance of statistical data to assist in reporting to Parliament.

#### Training courses and briefings

The OIC is proactive in raising awareness and understanding of the procedures and processes prescribed by the Act. Apart from requests received for training or assistance, public sector needs are identified from a survey of agencies. Due to staff turnover in agencies, there is a periodic need for new agency staff to be briefed on the FOI process and agencies'

obligations. This is done by conducting workshops, special forums, briefings, seminars or presentations for FOI Coordinators and decision-makers. These are conducted on an interactive basis, allowing for immediate response to questions and clarification of issues concerning FOI procedures and practices.

The OIC provides speakers in response to invitations from organisations requiring an explanation of the FOI process. A number of formal briefings, presentations and training sessions were conducted throughout the year under review. Briefings are tailored in each case to meet the needs of applicants or agencies.

The Legal Practice Board of Western Australia recognises the OIC as a QA Provider for the purposes of the *Legal Profession Rules 2009*. Accordingly, legal practitioners may claim CPD points for attendance at training provided by the OIC as outlined on the OIC website.

A summary of training courses and briefings delivered during the reporting period is shown in Table 8 on page 76. A summary of attendees at these events is shown in Table 9 on page 77.

#### FOI coordinators workshops

The OIC delivers intensive workshops to agencies at no charge. Eight full-day FOI coordinators workshops were delivered for agencies in metropolitan and regional areas during the year. The workshops introduce participants to the FOI legislation and the requirements which must be observed when dealing with an FOI application. Each session covers requests for information and the process to follow; exemptions; third party consultation; application fees and charges; notices of decision; and the role of the Commissioner. Participants have the opportunity to raise issues of concern and have the process explained to them in a practical way. Participants meet staff of the OIC who can subsequently be contacted should they require assistance when dealing with FOI requests. A comprehensive manual is provided to each participant at the course for future reference.

A benefit of the shared resources arising from co-location with other accountability agencies is that OIC was able to host the majority of the FOI coordinators workshops in 2011/12 at its own premises. Feedback from participants who attended the workshops was very positive.

## 2 AGENCY PERFORMANCE

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### Decision-makers forums

The half-day decision-makers forum assists staff in agencies, including senior managers, to act as the decision-maker in respect of FOI applications or requests for internal review. It covers the options available to agencies when responding to large applications; assisting an applicant to re-define the scope of an application; refusing to deal with an application; considering exemptions; applying the public interest test; preparing a notice of decision that complies with the Act; understanding the internal and external review processes; and making decisions. Attendees also establish a relationship with staff of the OIC who may be contacted for advice in the future, which is especially useful for those agencies that do not receive many applications. Five decision-makers forums were conducted in 2011/12.

### Regional awareness program

Regional visits offer the opportunity to raise public and agency awareness of FOI procedures and processes to improve decision-making.

On 18 June 2012, OIC presented two briefing sessions to staff of the Western Australian Country Health Service via video-link which covered country and

regional hospitals. Video-conferencing is an effective and efficient way to deliver an interactive FOI briefing session to a number of officers at country hospitals and remote area health services.

OIC conducted a comprehensive FOI briefing session for officers of the Shire of Chittering on 11 April 2012.

The Regional Awareness Program will continue into next year with a visit to the Pilbara in August 2012. This will include seminars for community groups, members of the public and regionally-based public sector agencies from State and local government.

### Web site and electronic communications

The OIC web site ([www.foi.wa.gov.au](http://www.foi.wa.gov.au)) contains extensive information about the FOI process. It is structured into sections including: *About FOI* which provides assistance with the objects of the Act including *Frequently Asked Questions (FAQs)*, guides to the *FOI process* and some of the most frequently cited exemption clauses; *Publications* which contains links to the Act and Regulations, annual reports, brochures and articles giving guidance on the FOI process; and *Decisions* which contains copies of all

formal decisions made on complaints, including links to appeal decisions of the Supreme Court.

The web site allows searches of published decisions to be conducted in a variety of ways, such as: searching by agency or complainant name; by exemption clause; by section of the Act; or by catchword. This is a valuable resource for agencies and members of the public who may be researching the interpretation given to particular exemptions and sections of the Act. Such ready access to precedents contributes to a higher level of understanding and application of the legislation by decision-makers.

The section entitled *Training* contains the latest news and training information available and a facility to register for training courses. The *Miscellaneous* section provides ancillary information, such as our contact details and feedback facilities. There are also links to other related web sites.

The patronage of the web site remained generally consistent with that experienced in previous years. There was an average of 10,337 separate visits per month recorded with each visitor, on average, accessing two web pages per visit. Visitors were less

prevalent in the earlier months of the year with only 8,000 - 9,000 visitors increasing to 13,415 visitors in May 2012, dropping slightly to 12,476 in June 2012. Visitors were recorded as having spent an average of approximately 7 minutes per visit compared with an average of approximately 9 minutes per visit in 2010/11. As in previous years the page most frequented, apart from the home page, was that describing the FOI process. Other pages frequently accessed were those listing reports and the page showing our training schedule.

### Telephone enquiries

There were 1,401 telephone enquiries received during the year (1,627 in 2010/11). Over 56% of telephone enquiries received (59% in 2010/11) were from members of the public seeking advice on how to make an application or to enquire about or confirm their review rights. The balance was from officers of State government (32%) and local government (11%) agencies seeking assistance in dealing with access applications or advice regarding other statutory obligations under the Act.

### Written enquiries

Written requests for advice and misdirected access applications are dealt with almost exclusively by members of the *Advice and Awareness* team. The average turnaround time for responses to written enquiries of this nature is two days. These matters are separately identified and reported on as part of the *Advice and Awareness* output.

There were 224 written enquiries for advice and assistance received and dealt with during the year. The written enquiries were received by letter and by email. 29 of these were misdirected access applications. That is, they were applications which should have been sent to the agency holding the documents sought and not to this office. As in past years, the agencies the subject of the greatest number of misdirected applications were the Western Australia Police (11) and the Department of Corrective Services (6).

Written enquiries, including misdirected applications, resulted in advice being given to the correspondent as to the proper procedures to be followed or other matters relating to the administration of the Act. In some cases, where the enquiry was from an applicant, enquiries were also made with the agency concerned to ascertain the

status of the application to assist the office in responding helpfully to the applicant and, if necessary, advice was also given to the agency in those cases.

Table 10 on page 78 shows a summary of applications that were mistakenly directed to the OIC instead of to the agency holding the documents.

Of the remaining written enquiries, 182 were requests for advice concerning applications made under the FOI Act and a further 13 dealt with written advice dealing with other matters.



## 2 AGENCY PERFORMANCE

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### 2.3 Administration

The Commissioner's statutory function under the Act necessitates the delivery of a range of services to the public, agencies and Parliament, including:

- ❖ complaint resolution;
- ❖ giving advice about the Act and procedures;
- ❖ the publication of formal decisions on complaints;
- ❖ the distribution of awareness raising and educational material;
- ❖ talks and information sessions for community groups;
- ❖ a free call telephone line for WA country callers;
- ❖ a web site located at:  
<http://www.foi.wa.gov.au>;
- ❖ a telephone advisory service;
- ❖ FOI training sessions;
- ❖ specifically tailored meetings or advisory sessions for agencies; and
- ❖ providing an annual report on the workings of the legislation.

The OIC has a Customer Service Charter and Code of Conduct, which all staff are required to observe. Copies are available on request.

Performance standards have been established to ensure that all staff undertake their duties in a manner that is a credit to the professional and independent status of the OIC

### 3.1 Non-compliant notices of decision

As was the case in the previous reporting period, this office has again identified a significant number of notices of decision that did not comply with section 30 of the FOI Act.

Section 30 sets out the details that must be included in an agency's notice of decision given to an access applicant. In cases where an agency decides to refuse access to a document, section 30(f) of the FOI Act provides that an agency's notice of decision must include the reasons for the refusal; the findings on any material questions of fact underlying those reasons; and reference to the material on which those findings were based.

It is not sufficient compliance to cite the particular exemption clause claimed. For example, agencies frequently cite clause 4(2) but fail to explain why the information in the document has commercial value or why disclosure of the document in question could reasonably be expected to destroy or diminish that commercial value. It is necessary to explain the elements of the exemption and how they apply in a given case. The FOI Act has been in operation for nearly 20 years and, in my

opinion, there is no excuse for any government agency to be ignorant of its obligations concerning the legislation.

The obligation to provide applicants with notices of decision that contain all of the information prescribed by s.30 is intended to ensure that the true basis of a decision is clearly explained to the applicant. If an agency gives an applicant a notice of decision that does not contain sufficient findings of fact and a clear statement of the basis on which an exemption is claimed, it is unlikely that the applicant will have a clear understanding of the reasons why access is refused and why the requirements of any exemption clause are satisfied. An applicant is entitled to reasons for the agency's decision. Only if applicants understand all of the elements involved in applying a particular exemption and why access is refused are they in a position to decide whether to accept the decision or to test it by way of external review on complaint to the Information Commissioner.

An inadequate notice of decision from an agency invariably increases the time it takes for this office to deal with a matter on external review.

### 3.2 Consultation with third parties

Another significant issue that has arisen during the year relates to third party consultation, with agencies unnecessarily consulting third parties or placing undue reliance on the objections of third parties.

Under sections 32 and 33 of the FOI Act, agencies are required to take reasonable steps to obtain the views of third parties before giving access to a document that contains personal, commercial, business, professional or financial information about that party.

However, in cases where an agency does not propose to give access to the relevant information because the agency has formed the view that the information is exempt, consultation with third parties is not required. Unnecessary consultation with third parties in such cases increases the time it takes for an agency to deal with an access application. In addition, consultation in those circumstances often raises unnecessary concerns and is likely to hinder rather than assist in the process of dealing with the application.

Where an agency does obtain the views of a third party, this should be done in a



### 3 SIGNIFICANT ISSUES AND TRENDS

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targeted and clear manner. The agency should make it clear to that party that the agency has already formed the view that the information should be disclosed and invite the third party to provide persuasive arguments as to why the party considers that the information is exempt under the FOI Act. The consultation process should not be an open ended invitation for the third party to express a general preference about disclosure of the information.

If the views of a third party are obtained, those views are not decisive of a matter. An agency should take those views into account but must make its own decision based on the information before it. Agencies should not place undue weight on the objections of a third party, without supporting information. In cases where an agency is not persuaded by the objections of a third party, agencies should make a decision to give access. Of course, the agency should then defer giving effect to this decision to allow the third party to exercise its rights of review under the FOI Act as outlined in section 34 of the Act.

Agencies should note that a considerable amount of time can be saved when dealing with an FOI application if they consult with an applicant at the commencement of the FOI process as to

whether he or she requires third party information or whether that information can be excluded from the scope of the application by agreement.

#### 3.3 Supreme Court appeals

This year there has been no new appeal made to the Supreme Court from a decision of the Commissioner

On 17 October 2011, the Court delivered its decision on the appeal from the Commissioner's decision in *Re Apache Northwest Pty Ltd and Department of Mines and Petroleum and Anor* [2010] WAICmr 35 (*Apache Northwest Pty Ltd v Department of Mines and Petroleum* [No 2] [2011] WASC 283). This appeal was lodged with the Supreme Court in the previous reporting year.

In *Re Apache*, the Department of Mines and Petroleum decided to give an applicant access to documents relating to the facilities on Varanus Island, where a gas pipeline explosion on 3 June 2008 resulted in a 30% reduction in natural gas supplies to Western Australia for a two month period. The operator of the facilities on Varanus Island, Apache Northwest Pty Ltd ('Apache'), objected to disclosure of the documents and sought

external review of the Department's decision. With some limited exceptions, the Commissioner confirmed the Department's decision.

Apache appealed the Commissioner's decision to the Supreme Court. On 17 October 2011, Edelman J dismissed the appeal. Apache subsequently appealed against the decision of Edelman J. That appeal was heard by the Court of Appeal on 7 June 2012. As at the end of the reporting period, the Court had not delivered its judgment<sup>2</sup>.

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<sup>2</sup> The Court of Appeal delivered its judgment on 23 August 2012, dismissing the appeal. A link to the judgment can be found at <http://www.foi.wa.gov.au>

### 3.4 Agency statistics 2011/12

Section 111 of the Act requires that the Commissioner's annual report to the Parliament is to include certain specified information relating to the number and nature of applications dealt with by agencies under the Act during the year. To enable that to occur, agencies are required by s.111 to provide the Commissioner with the specified information. That information for 2011/12 is set out in detail in the statistical tables found in the Appendix at the end of this report. The following is an overview.

The primary responsibility for making decisions on FOI applications, and otherwise giving effect to the provisions of the Act, rests with agencies. Applications under the Act are made in the first instance to the government agency holding, or likely to hold, the documents sought, and the agency must deal with and decide the application. As can be seen from a review of previous annual reports of the Commissioner, the number of access applications made to agencies under the Act has steadily increased, from 3,323 at the end of the first full financial year of operation of the Act (1994/95) to 16,634 in the year under review. That represents an increase of approximately

400% in 17 years from 1995 and 5.8% from last year (15,716).

#### 3.4.1 Applications

From Table 12, found on page 79 of the Appendix to this report, it can be seen that, as in recent previous years, the Western Australia Police received the highest number of applications made to a single agency (2,446 - an increase of 3% from last year), with the next highest number received by Royal Perth Hospital (1,969 - an increase of 5.1% from last year), followed by Sir Charles Gairdner Hospital (1,208 - an increase of 8.6% from last year). A further 5,923 applications were received by various other health service providers (hospitals, health services and the Department of Health), representing an increase of 8.24% over last year.

Of the 16,634 applications received by agencies in 2011/12, 633 (just over 3.8%) were received by local government agencies and 16,001 (96.2%) by State government agencies. Of the local government agencies, the City of Stirling received the highest number of applications (63), followed by the City of Swan (45), the City of Joondalup (40), the City of Cockburn (22) and the cities of

Canning and Melville (21 each). A number of local government agencies located in country areas reported having received either no applications or very few applications.

Of the applications made to State government agencies, 146 were made to Ministers, which was slightly more than the number made to Ministers last year (125). The Minister receiving the highest number of applications was the Hon T Buswell MLA, Minister for Transport with 22 applications, with the Hon E Constable MLA, Minister for Education and the Hon R Johnson MLA, Minister for Police each receiving 14 applications.

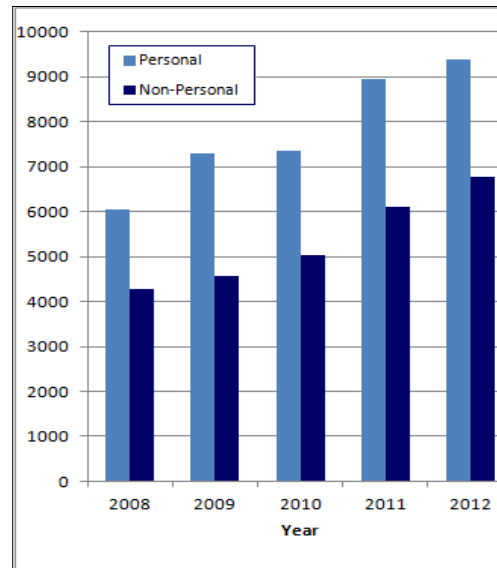
### 3 SIGNIFICANT ISSUES AND TRENDS

#### 3.4.2 Decisions

Of the decisions on access made by Ministers in the reporting period 7 were to give full access; 98 were to give access to edited copies of documents and 6 decisions were to refuse access. In 16 cases, no documents could be found.

Table 13 (on page 84) also reveals that 14,683 decisions on access applications were made by State government agencies (exclusive of local government agencies and Ministers), under the Act in 2011/12. Of those decisions, 56.8% resulted in the applicant being given access in full to the documents sought; 32.9% resulted in the applicant being given access to edited copies of the documents sought; and 0.8% resulted in either access being given but deferred, or being given in accordance with s.28 of the Act (by way of an approved medical practitioner). In 7% of applications the agency could not find the requested documents. Only 2.5% of the decisions made were to refuse access. The above figures indicate that approximately 89.7% of the 14,683 decisions made by State Government agencies on FOI applications were to the effect that access in some form was given. That is a slight improvement from the previous year (89.1%).

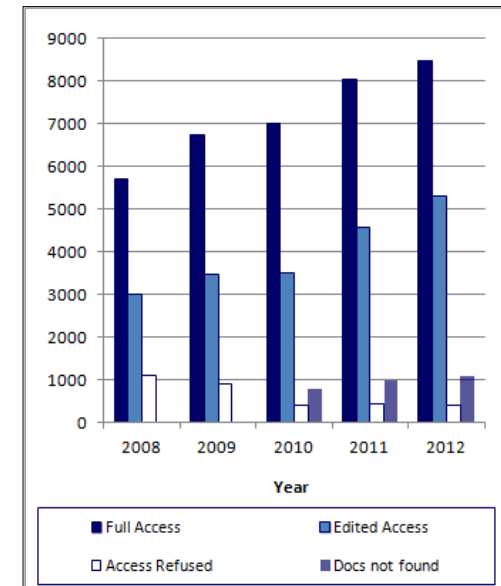
**Figure 1**  
**Number of applications decided – all agencies**



#### 3.4.3 Exemptions

Also consistent with previous years, the exemption clause most frequently claimed by agencies from both State and local government sectors (excepting those claimed by Ministers and described below) was clause 3, which exempts from disclosure personal information about individuals other than the applicant. That clause was claimed 4,609 times in the year under review. Figure 3 (on the next page) compares the use of this clause with

**Figure 2**  
**Outcome of decisions – all agencies**



all other clauses used since 1994/95, which indicates continued use of the exemption to protect personal privacy. The next most frequently claimed exemptions were: clause 4, which relates to certain commercial or business information of private individuals and organisations (248 times); clause 6, which relates to the deliberative processes of government (247 times); clause 7, which protects from disclosure documents which would be privileged from production in legal

proceedings on the ground of legal professional privilege (187 times); clause 1, which relates to Cabinet and Executive Council documents (121 times); clause 5, which relates to law enforcement, public safety and property security (120 times); and clause 8, which protects certain types of confidential communications (86 times).

The exemption clauses claimed most by Ministers were clause 3 (personal information); clause 1 (Cabinet and Executive Council documents); and clause 12 (contempt of Parliament or court).

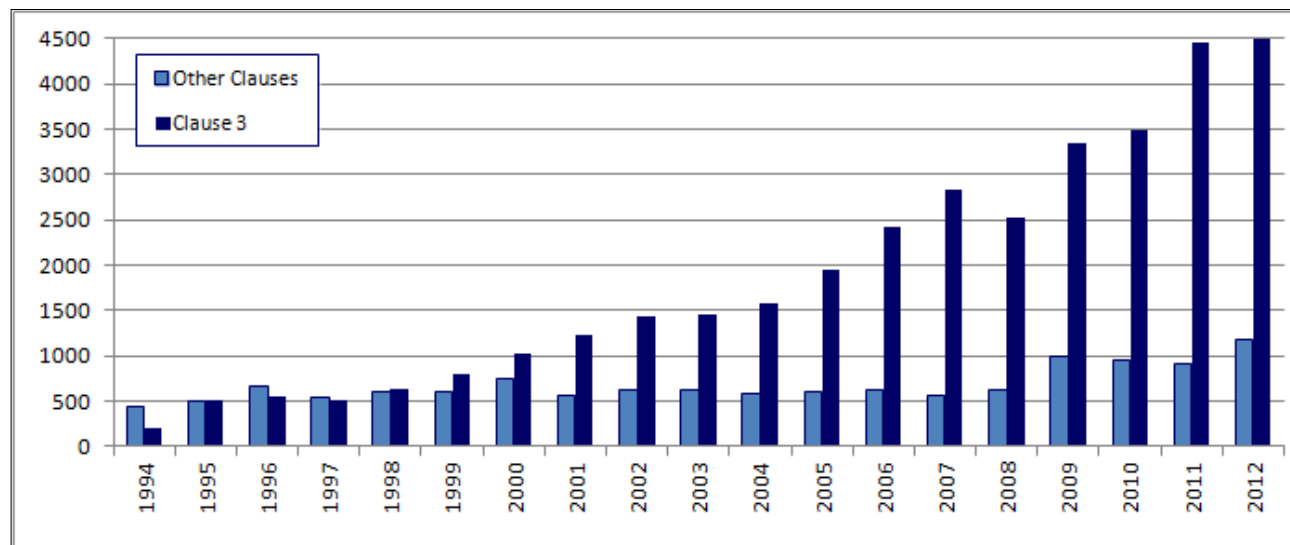
#### 3.4.4 Internal review

Agencies received 330 applications for internal review of decisions relating to access applications during 2011/12. This represents about 2.1% of all decisions made and about 22% of those decisions in which access was refused. In the year under review, 334 applications for internal review were dealt with (including some that were received in the previous period). The decision under review was confirmed on 244 occasions, varied on 72 occasions,

reversed on 9 occasions and the application for internal review was withdrawn on 9 occasions.

No new applications for amendment of personal information were made to agencies during the year. However, two applications made to NMAHS - Osborne Park Hospital in a previous period were withdrawn.

**Figure 3 – Use of exemption clauses – all agencies**

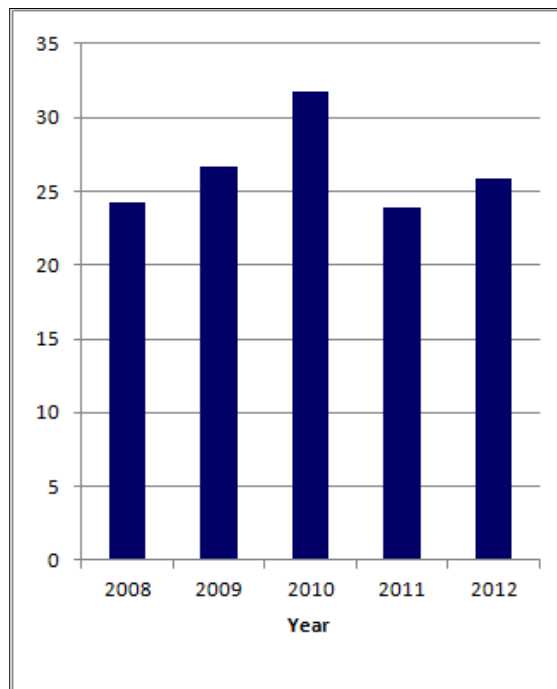


### 3 SIGNIFICANT ISSUES AND TRENDS

#### 3.4.5 Average time

The average time taken by agencies to deal with access applications (25.9 days) increased by just over two days from the previous year (23.9 days) and remains within the maximum period of 45 days permitted by the Act. Figure 4, which depicts the average days taken by agencies in dealing with access applications, is shown below.

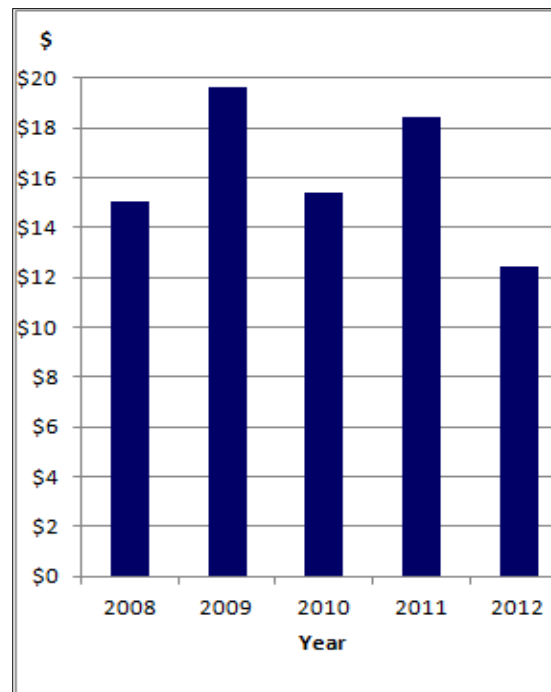
**Figure 4**  
**Average days – all agencies**



#### 3.4.6 Average charges

The average amount of charges imposed by agencies for dealing with access applications decreased to \$12.44. This was \$5.97 per non-personal application less than the 2010/11 average charge of \$18.41 (see Figure 5 - below).

**Figure 5**  
**Average charge for access – all agencies**



### Compliance with other acts

Compliance with legislative and associated reporting requirements which apply to the office, and which is not dealt with elsewhere in this report, is reported on below.

*Disability Services Act 1993 (s.29):* Work continues on the implementation of the office's Disability Access and Inclusion Plan (DAIP) to ensure the six goals of the DAIP continue to be met.

*Electoral Act 1907 (s.175ZE):* there was no expenditure incurred on advertising, market research polling, direct mail or media advertising activities during the year:

*State Records Act 2000 (s.61), and State Records Commission Standards, Standard 2, Principle 6:* The first revision of the Office's Record Keeping Plan was approved by the State Records Commission on 23 March 2009. The office administrative record keeping system adheres to the Keyword AAA record keeping system, and the office Records Manager has the responsibility of ensuring that all records are properly logged and filed. The Records Manager

attends workshops and seminars on records management issues as required, and further staff instruction on the record keeping practices of the OIC is conducted.

*Occupational Health and Safety Act 1984:* The office is committed to an occupational safety and health and injury management system which has been established by the OIC for the benefit of all staff. A documented injury management system is in place which is compliant with the *Workers' Compensation and Injury Management Act 1981* and the associated *Workers' Compensation Code of Practice (Injury Management) 2005*. This system has been formally introduced to staff and is made available through the OIC's Knowledge Management System.

Relevant staff are conversant with occupational health and safety and injury management policies, procedures and programs in order to meet legislative requirements. All injury management targets have been met. There were no reported injuries or fatalities, and all managers have attended OSH and injury management training.

### Public Sector Management Act 1994, s.31(1)

There were no compliance issues arising during the financial year regarding the Public Sector Standards, the WA Code of Ethics, or the agency Code of Conduct. The OIC has a Grievance Policy in place based on the PSC Employee Grievance Resolution Standard.

### Government policies

The OIC endeavours to comply with government policies insofar as they do not interfere with or compromise the independence of the operation of the OIC from executive government.

### Performance Indicator Certification

We hereby certify that the performance indicators are based on proper records, are relevant and appropriate for assisting users to assess the performance of the Office of the Information Commissioner, and fairly represent the performance of the Office of the Information Commissioner for the financial year ended 30 June 2012.



Sven Bluemmel  
Information Commissioner

12 September 2012



Tony Pruyn  
Complaints Coordinator

12 September 2012





### Desired outcome

Access to documents and observance of processes in accordance with the Freedom of Information Act 1992 ('the FOI Act').

### Description

Under the FOI Act, the main function of the Information Commissioner ('the Commissioner') is to provide independent external review of agencies' decisions by dealing with complaints about decisions made by agencies under the FOI Act. The Commissioner's other responsibilities include:

- ❖ ensuring that agencies are aware of their responsibilities under the FOI Act;
- ❖ ensuring members of the public are aware of the FOI Act and their rights under it;
- ❖ providing assistance to members of the public and agencies on matters relevant to the FOI Act; and
- ❖ recommending to Parliament legislative or administrative changes that could be made to help the objects of the FOI Act to be achieved.

The Office of the Information Commissioner ('the OIC') is made up of the Commissioner and the staff appointed by the Governor to assist the Commissioner to discharge those functions and responsibilities under delegated authority. These functions take the form of two outputs.

**Output 1: Resolution of complaints.**

**Output 2: Advice and awareness.**

The intent of the FOI Act is to ensure that proceedings on external review are conducted with as little formality and technicality as the requirements of the FOI Act and a proper consideration of the matters before the Commissioner permit. Therefore, when dealing with complaints, the policy of the Commissioner is to ensure that wherever possible the conduct of external review proceedings is not unduly legalistic or formal. Accordingly, the preferred method of resolving complaints is by negotiating a conciliated outcome between the parties. However, where a conciliated outcome cannot reasonably be achieved, the Commissioner is required to make a determination and publish a written decision with reasons.

Officers delivering the Advice and Awareness output also emphasise the spirit of the FOI Act when delivering advisory services. Wherever possible, agencies are encouraged to release information outside the FOI process where it is reasonable to do so or, where necessary, to follow the correct processes for dealing with an access application or an application for amendment of personal information under the FOI Act. Policy development within agencies which establishes routine information disclosure outside formal FOI processes is encouraged so that the impact of the obligations placed on agencies by the FOI Act on the day-to-day operations of those agencies is minimised. Many potential disputes are also resolved informally with assistance from the OIC.

The Performance Indicators ('the PIs') of the OIC detailed below have been designed to reflect the satisfaction of parties who utilise the services of the OIC, show the extent to which conciliation is achieved and measure efficiency by relating workload to costs. There are three Effectiveness PIs and two Efficiency PIs, which are summarised over the page.

## 5 PERFORMANCE INDICATORS

### Effectiveness performance indicators

1. Satisfaction of parties with external review process.
2. Satisfaction of agencies with advice and guidance provided.
3. The extent to which complaints were resolved by conciliation.

### Efficiency performance indicators

4. Average cost of external reviews finalised.
5. Average cost of advisory services delivered per recipient.

#### 1. Effectiveness performance indicators

##### 1.1 Satisfaction of parties with external review process

	2007	2008	2009	2010	2011	2012
Target	80%	85%	90%	90%	85%	80%
Outcome	75%	88%	91%	84%	77%	81%

The above indicator shows the level of satisfaction with the external review process by the parties to each of the complaints finalised during the year.

A Post Review Questionnaire (PRQ) is sent to the parties to an external review to seek their views on whether there was an

independent, objective and fair process with an emphasis on user-friendly processes which met their needs. Four key questions are asked:

1. Were you satisfied with the outcome of the external review?
2. Regardless of the outcome, were you satisfied with the manner in which the external review was conducted by the Office of the Information Commissioner?
3. Do you consider that you were kept adequately informed regarding the progress of the external review?
4. Was the officer assigned to the external review professional in his or her dealings with you?

A PRQ was sent to each of 204 parties who participated in an external review process following finalisation of the review process. 121 participants returned a completed PRQ. 82 responses were received from agencies, 38 were received from complainants and 1 was received from a third party.

The outcome of answers to question 2 above is used to calculate this indicator. The answers to questions 1, 3 and 4 are also used by the OIC, but for internal performance management of complaints officers. Information in response to all four questions is taken into account when reviewing external review procedures.

Of the 121 respondents, 98 (81%) answered 'yes' to question 2 and confirmed that they were satisfied with the manner in which the external review was conducted by the Office of the Information Commissioner.

### 1.2 Satisfaction of agencies with advice and guidance provided

	2007	2008	2009	2010	2011	2012
<b>Target</b>	98%	98%	98%	98%	98%	98%
<b>Outcome</b>	97%	97%	97%	98%	98%	98%

The Advice and Awareness section of the OIC provides a range of advisory services. Those services are provided direct by telephone, email and counter enquiries and through group training presentations and briefings and indirectly through published information and the internet website of the OIC.

A survey is conducted on an annual basis in conjunction with the annual statistical returns of agencies. The survey was sent to each of 293 State and local government agencies and Ministers. Of the 293 surveys sent, 274 agencies (94%) responded by returning a completed survey. Of the 274 respondent agencies, 214 (78%) confirmed receiving advice and guidance from this office.

Of those 214 agencies that received advice, 209 agencies (98%) expressed satisfaction with the advice and guidance provided to them by this office.

### 1.3 The extent to which complaints were resolved by conciliation

The external review model adopted by the OIC emphasises informal resolution processes such as negotiation and conciliation, wherever possible. If a complaint cannot be resolved by conciliation between the parties to the complaint, the Commissioner is required to make a formal determination.

The PI set out in 1.3 is designed to represent the success rate of the preferred resolution method. Therefore, the PI shows, as a percentage, those complaints finalised by conciliation as opposed to those complaints that required a decision by the Commissioner.

	2007	2008	2009	2010	2011	2012
<b>Target</b>	74%	75%	70%	65%	55%	60%
<b>Outcome</b>	74%	62%	59%	56%	61%	55%

In total, 371 matters of all types were finalised by the OIC in 2011/12. However, of those 371 matters, only 101 were complaints, as defined in s.65 of the FOI Act. Of the 101 complaints resolved in 2011/12, 56 (55%) were resolved by conciliation. That is, as a result of negotiations conducted by the OIC, the parties agreed that no issues remained in dispute which required a decision by the Commissioner.

## 5 PERFORMANCE INDICATORS

### 2. Efficiency performance indicators

The OIC currently operates with 12 FTEs to deliver services under the two main functions prescribed by the FOI Act. As the primary function of the OIC is to deal with complaints received under the FOI Act, approximately 70% of the OIC's resources are allocated to the complaint resolution (external review) function. The other main function of the OIC is to provide advisory services to agencies and to the public. About 30% of the OIC's resources are allocated to the delivery of advice and awareness services.

#### 2.1 Output 1 – Resolution of complaints

##### Average cost of external reviews finalised

Included in calculating this PI are only those matters dealt with by the Resolution of Complaints section of the OIC in 2011/12 which were technically formal "complaints" (see s.65 of the FOI Act) and applications that required a determination under the FOI Act rather than general complaints or requests for assistance that are not technically "complaints". General requests for assistance or for the intervention of the OIC, including misdirected applications, are reported on as part of the output of the Advice and Awareness Services. Most of those kinds of matters are dealt with by officers in the Advice and Awareness section of the OIC.

	2007	2008	2009	2010	2011	2012
Budget	\$5,548	\$6,692	\$6,006	\$6,875	\$8,752	\$8,156
Actual	\$6,456	\$5,869	\$7,234	\$7,426	\$8,429	\$8,359

The table above reflects the costs incurred in resolving complaints and applications (e.g. to lodge a complaint out of time; permission not to consult; etc.) that may require a determination. It is calculated by dividing the number of complaints and applications resolved by the OIC in 2011/12 (160) into the "cost of services" for the Resolution of Complaints output.

*Note: The variation in the actual and budget average cost is primarily due to the fluctuations in the number and complexity of matters received and resolved each financial year. The OIC also took active steps to reduce accrued leave liability. Therefore, although 2011/12 saw salary costs maintained as budgeted there was an increase in approved absences of staff and thus a small decrease in productive output.*

#### 2.2 Output 2 – Advice and awareness services

##### Average cost of advisory services delivered per recipient

In calculating this PI the total output units delivered by the Advice and Awareness section of the OIC in 2011/12 was used. The output units recorded by the OIC relate to where direct advisory services were provided. Those units will consist of a total of all telephone calls attended, written advice given by email and letter, counter inquiries attended and recipients of training and briefings.

	2007	2008	2009	2010	2011	2012
<b>Budget</b>	\$120	\$152	\$187	\$233	\$184	\$196
<b>Actual</b>	\$92	\$107	\$133	\$176	\$150	\$196

The table above reflects the average cost of providing advice and awareness services to recipients. It is calculated by dividing the total number of recipients of advice and awareness services provided by the OIC in 2011/12 (3206) into “cost of services” for the Advice and Awareness output.

*Note: The OIC took active steps to reduce accrued leave liability. Therefore, although 2011/12 saw salary costs maintained as budgeted there was an increase in approved absences of staff and thus a small decrease in productive output. The increase in the actual cost from previous years is primarily due to a small decrease in the availability of key advisory services staff.*

## 6 FINANCIAL STATEMENTS

Office of the Information Commissioner - 30 June 2012

### Disclosures and Legal Compliance

#### Financial Statements

#### Certification of Financial Statements

For the year ended 30 June 2012

The accompanying financial statements for the Office of the Information Commissioner have been prepared in compliance with the provisions of the *Financial Management Act 2006* from proper accounts and records to present fairly the financial transactions for the financial year ended 30 June 2012 and the financial position as at 30 June 2012.

At the date of signing we are not aware of any circumstances which would render the particulars included in the financial statements misleading or inaccurate.



Michelle Fitzgerald  
Chief Finance Officer

Date: 12/9/12



Sven-Bildemiel  
Information Commissioner

Date: 12/9/12



Auditor General

#### INDEPENDENT AUDITOR'S REPORT

To the Parliament of Western Australia

#### OFFICE OF THE INFORMATION COMMISSIONER

#### Report on the Financial Statements

I have audited the accounts and financial statements of the Office of the Information Commissioner.

The financial statements comprise the Statement of Financial Position as at 30 June 2012, the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows, Schedule of Income and Expenses by Service, Schedule of Assets and Liabilities by Service, and Summary of Consolidated Account Appropriations and Income Estimates for the year then ended, and Notes comprising a summary of significant accounting policies and other explanatory information.

#### Information Commissioner's Responsibility for the Financial Statements

The Information Commissioner is responsible for keeping proper accounts, and the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the Treasurer's Instructions, and for such internal control as the Information Commissioner determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibility

As required by the Auditor General Act 2006, my responsibility is to express an opinion on the financial statements based on my audit. The audit was conducted in accordance with Australian Auditing Standards. Those Standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Information Commissioner's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Information Commissioner, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### Opinion

In my opinion, the financial statements are based on proper accounts and present fairly, in all material respects, the financial position of the Office of the Information Commissioner at 30 June 2012 and its financial performance and cash flows for the year then ended. They are in accordance with Australian Accounting Standards and the Treasurer's Instructions.

Page 1 of 3

7th Floor Albert Facey House 469 Wellington Street Perth MAIL TO: Perth BC PO Box 8489 Perth WA 6849 TEL: 08 6557 7500 FAX: 08 6557 7600

2012/04/01



**Report on Controls**

I have audited the controls exercised by the Office of the Information Commissioner during the year ended 30 June 2012.

Controls exercised by the Office of the Information Commissioner are those policies and procedures established by the Information Commissioner to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of property, and the incurring of liabilities have been in accordance with legislative provisions.

*Information Commissioner's Responsibility for Controls*

The Information Commissioner is responsible for maintaining an adequate system of internal control to ensure that the receipt, expenditure and investment of money, the acquisition and disposal of public and other property, and the incurring of liabilities are in accordance with the Financial Management Act 2006 and the Treasurer's Instructions, and other relevant written law.

*Auditor's Responsibility*

As required by the Auditor General Act 2006, my responsibility is to express an opinion on the controls exercised by the Office of the Information Commissioner based on my audit conducted in accordance with Australian Auditing and Assurance Standards.

An audit involves performing procedures to obtain audit evidence about the adequacy of controls to ensure that the Information Commissioner complies with the legislative provisions. The procedures selected depend on the auditor's judgement and include an evaluation of the design and implementation of relevant controls.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my audit opinion.

**Opinion**

In my opinion, the controls exercised by the Office of the Information Commissioner are sufficiently adequate to provide reasonable assurance that the receipt, expenditure and investment of money, the acquisition and disposal of property, and the incurring of liabilities have been in accordance with legislative provisions during the year ended 30 June 2012.

**Report on the Key Performance Indicators**

I have audited the key performance indicators of the Office of the Information Commissioner for the year ended 30 June 2012.

The key performance indicators are the key effectiveness indicators and the key efficiency indicators that provide information on outcome achievement and service provision.

*Information Commissioner's Responsibility for the Key Performance Indicators*

The Information Commissioner is responsible for the preparation and fair presentation of the key performance indicators in accordance with the Financial Management Act 2006 and the Treasurer's Instructions and for such controls as the Information Commissioner determines necessary to ensure that the key performance indicators fairly represent indicated performance.

*Auditor's Responsibility*

As required by the Auditor General Act 2006, my responsibility is to express an opinion on the key performance indicators based on my audit conducted in accordance with Australian Auditing and Assurance Standards.

An audit involves performing procedures to obtain audit evidence about the key performance indicators. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the key performance indicators. In making these risk assessments the auditor considers internal control relevant to the Information Commissioner's preparation and fair presentation of the key performance indicators in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the relevance and appropriateness of the key performance indicators for measuring the extent of outcome achievement and service provision.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my audit opinion.

**Opinion**


In my opinion, the key performance indicators of the Office of the Information Commissioner are relevant and appropriate to assist users to assess the Information Commissioner's performance and fairly represent indicated performance for the year ended 30 June 2012.

**Independence**

In conducting this audit, I have complied with the independence requirements of the Auditor General Act 2006 and Australian Auditing and Assurance Standards, and other relevant ethical requirements.

**Matters Relating to the Electronic Publication of the Audited Financial Statements and Key Performance Indicators**

This auditor's report relates to the financial statements and key performance indicators of the Office of the Information Commissioner for the year ended 30 June 2012 included on the Information Commissioner's website. The Information Commissioner's management is responsible for the integrity of the Information Commissioner's website. This audit does not provide assurance on the integrity of the Information Commissioner's website. The auditor's report refers only to the financial statements and key performance indicators described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these financial statements or key performance indicators. If users of the financial statements and key performance indicators are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial statements and key performance indicators to confirm the information contained in this website version of the financial statements and key performance indicators.

  
COLIN MURRAY  
AUDITOR GENERAL  
FOR WESTERN AUSTRALIA  
Perth, Western Australia  
17 September 2012



## 6 FINANCIAL STATEMENTS

### Statement of Comprehensive Income for the year ended 30 June 2012

	Note	2012 \$	2011 \$
<b>COST OF SERVICES</b>			
<b>Expenses</b>			
Employee benefits expense	<a href="#">6.</a>	1,334,504	1,270,654
Supplies and services	<a href="#">7.</a>	285,231	174,789
Depreciation expense	<a href="#">8.</a>	7,319	7,850
Accommodation expenses	<a href="#">9.</a>	243,702	234,002
Loss on disposal of non-current assets	<a href="#">12.</a>	-	18
Other expenses	<a href="#">10.</a>	96,174	85,162
<b>Total cost of services</b>		<b>1,966,930</b>	<b>1,772,475</b>
<b>Income</b>			
<i>Revenue</i>			
Other Revenue	<a href="#">11.</a>	5,915	1,963
<b>Total Revenue</b>		<b>5,915</b>	<b>1,963</b>
<b>Total income other than income from State Government</b>		<b>5,915</b>	<b>1,963</b>
<b>NET COST OF SERVICES</b>		<b>1,961,015</b>	<b>1,770,512</b>
<b>Income from State Government</b>			
Service Appropriation	<a href="#">13.</a>	1,968,000	1,582,000
Resources received free of charge	<a href="#">13.</a>	46,497	6,295
<b>Total income from State Government</b>		<b>2,014,497</b>	<b>1,588,295</b>
<b>SURPLUS/(DEFICIT) FOR THE PERIOD</b>		<b>53,482</b>	<b>(182,217)</b>
<b>OTHER COMPREHENSIVE INCOME</b>		<b>-</b>	<b>-</b>
<b>TOTAL COMPREHENSIVE INCOME FOR THE PERIOD</b>		<b>53,482</b>	<b>(182,217)</b>

See also the ['Schedule of Income and Expenses by Service'](#). The Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

## Statement of Financial Position as at 30 June 2012

	Note	2012 \$	2011 \$
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and cash equivalents	<a href="#">22.</a>	180,618	88,206
Receivables	<a href="#">15.</a>	36,474	14,188
Other current assets	<a href="#">17.</a>	5,864	7,032
<b>Total Current Assets</b>		222,956	109,426
<b>Non-Current Assets</b>			
Restricted cash and cash equivalents	<a href="#">14.</a> <a href="#">22.</a>	26,512	22,254
Amounts receivable for services	<a href="#">16.</a>	30,000	30,000
Plant and equipment	<a href="#">18.</a>	16,929	11,558
<b>Total Non-Current Assets</b>		73,441	63,812
<b>TOTAL ASSETS</b>		296,397	173,238
<b>LIABILITIES</b>			
<b>Current Liabilities</b>			
Payables	<a href="#">19.</a>	137,199	56,501
Provisions	<a href="#">20.</a>	143,545	168,961
<b>Total Current Liabilities</b>		280,744	225,462
<b>Non-Current Liabilities</b>			
Provisions	<a href="#">20.</a>	71,332	56,937
<b>Total Non-Current Liabilities</b>		71,332	56,937
<b>TOTAL LIABILITIES</b>		352,076	282,399
<b>NET LIABILITIES</b>		(55,679)	(109,161)
<b>EQUITY</b>			
Contributed Equity	<a href="#">21.</a>	37,000	37,000
Accumulated surplus/(deficiency)	<a href="#">21.</a>	(92,679)	(146,161)
<b>TOTAL EQUITY</b>		(55,679)	(109,161)

See also the '[Schedule of Assets and Liabilities by Service](#)'. The Statement of Financial Position should be read in conjunction with the accompanying notes.

## 6 FINANCIAL STATEMENTS

### Statement of Changes in Equity for the year ended 30 June 2012

	Note	Contributed Equity \$	Reserves \$	Accumulated surplus/(deficit) \$	Total Equity \$
<b>Balance at 1 July 2010</b>	<u>21.</u>	37,000	-	36,056	73,056
Changes in accounting policy or correction of prior period errors		-	-	-	-
<b>Restated balance at 1 July 2010</b>		37,000	-	36,056	73,056
Surplus/(deficit)		-	-	(182,217)	(182,217)
Other comprehensive income		-	-	-	-
Total Comprehensive Income for the period		-	-	(182,217)	(182,217)
Transactions with owners in their capacity as owners:					
Capital appropriations		-	-	-	-
Total		-	-	-	-
<b>Balance at 30 June 2011</b>		37,000	-	(146,161)	(109,161)
<b>Balance at 1 July 2011</b>		37,000	-	(146,161)	(109,161)
Surplus/(deficit)		-	-	53,482	53,482
Other comprehensive income		-	-	-	-
Total comprehensive income for the period		-	-	53,482	53,482
Transactions with owners in their capacity as owners:					
Capital appropriations		-	-	-	-
Total		-	-	-	-
<b>Balance at 30 June 2012</b>		37,000	-	(92,679)	(55,679)

The Statement of Changes in Equity should be read in conjunction with the accompanying notes.

### Statement of Cash Flows for the year ended 30 June 2012

	Note	2012 \$	2011 \$
<b>CASH FLOWS FROM STATE GOVERNMENT</b>			
Service appropriations		1,968,000	1,582,000
<b>Net cash provided by State Government</b>		1,968,000	1,582,000
Utilised as follows:			
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Payments</b>			
Employee benefits		(1,289,033)	(1,265,282)
Supplies and services		(559,381)	(501,501)
GST payments on purchases		(66,193)	(60,368)
<b>Receipts</b>			
Receipts from service		1,041	4,816
GST receipts on sales		26	147
GST receipts from taxation authority		54,900	63,259
<b>Net cash provided by/(used in) operating activities</b>	<u>22.</u>	(1,858,640)	(1,758,929)
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
<b>Payments</b>			
Purchase of non-current physical assets		(12,690)	-
<b>Net cash provided by/(used in) investing activities</b>		(12,690)	-
Net increase/(decrease) in cash and cash equivalents		96,670	(176,929)
Cash and cash equivalents at the beginning of the period		110,460	287,389
<b>CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD</b>	<u>22.</u>	207,130	110,460

The Statement of Cash Flows should be read in conjunction with the accompanying notes.

## 6 FINANCIAL STATEMENTS

### Schedule of Income and Expenses By Service for the year ended 30 June 2012

	Resolution of complaints		Advice and Awareness		Total	
	2012	2011	2012	2011	2012	2011
	\$	\$	\$	\$	\$	\$
<b>COST OF SERVICES</b>						
<u>Expenses</u>						
Employee benefit expense	907,463	864,045	427,041	406,609	1,334,504	1,270,654
Supplies and services	193,957	118,857	91,274	55,932	285,231	174,789
Depreciation and amortisation expense	4,977	5,338	2,342	2,512	7,319	7,850
Accommodation expenses	165,717	159,121	77,985	74,881	243,702	234,002
Loss on disposal of non-current assets	-	12	-	6	-	18
Other expenses	65,398	57,910	30,776	27,252	96,174	85,162
<b>Total cost of services</b>	<b>1,337,512</b>	<b>1,205,283</b>	<b>629,418</b>	<b>567,192</b>	<b>1,966,930</b>	<b>1,772,475</b>
<u>Income</u>						
Other revenue	5,915	1,963	-	-	5,915	1,963
<b>Total income other than income from State Government</b>	<b>5,915</b>	<b>1,963</b>	<b>-</b>	<b>-</b>	<b>5,915</b>	<b>1,963</b>
<b>NET COST OF SERVICES</b>	<b>1,331,597</b>	<b>1,203,320</b>	<b>629,418</b>	<b>567,192</b>	<b>1,961,015</b>	<b>1,770,512</b>
 <u>Income from State Government</u>						
Service appropriation	1,338,240	1,075,760	629,760	506,240	1,968,000	1,582,000
Resources received free of charge	31,618	4,281	14,879	2,014	46,497	6,295
<b>Total income from State Government</b>	<b>1,369,858</b>	<b>1,080,041</b>	<b>644,639</b>	<b>508,254</b>	<b>2,014,497</b>	<b>1,588,295</b>
 <b>SURPLUS/DEFICIT FOR THE PERIOD</b>	<b>38,261</b>	<b>(123,279)</b>	<b>15,221</b>	<b>(58,938)</b>	<b>53,482</b>	<b>(182,217)</b>

The Schedule of Income and Expenses by Service should be read in conjunction with the accompanying notes.

### Schedule of Assets and Liabilities by Service as at 30 June 2012

	Resolution of complaints		Advice and Awareness		Total	
	2012	2011	2012	2011	2012	2011
	\$	\$	\$	\$	\$	\$
<u>Assets</u>						
Current assets	151,610	74,410	71,346	35,016	222,956	109,426
Non-current assets	49,940	43,392	23,501	20,420	73,441	63,812
<b>Total assets</b>	<b>201,550</b>	<b>117,802</b>	<b>94,847</b>	<b>55,436</b>	<b>296,397</b>	<b>173,238</b>
<u>Liabilities</u>						
Current liabilities	190,906	153,314	89,838	72,148	280,744	225,462
Non-current liabilities	48,506	38,717	22,826	18,220	71,332	56,937
<b>Total liabilities</b>	<b>239,412</b>	<b>192,031</b>	<b>112,664</b>	<b>90,368</b>	<b>352,076</b>	<b>282,399</b>
<b>NET LIABILITIES</b>	<b>(37,862)</b>	<b>(74,229)</b>	<b>(17,817)</b>	<b>(34,932)</b>	<b>(55,679)</b>	<b>(109,161)</b>

The Schedule of Assets and Liabilities by Service should be read in conjunction with the accompanying notes.

## 6 FINANCIAL STATEMENTS

### Summary of Consolidated Account Appropriations and Income Estimates for the year ended 30 June 2012

	2012 Estimate \$	2012 Actual \$	Variance \$	2012 Actual \$	2011 Actual \$	Variance \$
<u>Delivery of Services</u>						
Item 56 Net amount appropriated to deliver services	1,729,000	1,729,000	-	1,729,000	1,362,000	367,000
Amount Authorised by Other Statutes						
- <i>Freedom of Information Act 1992</i>	239,000	239,000	-	239,000	220,000	19,000
<b>Total appropriations provided to deliver services</b>	<b>1,968,000</b>	<b>1,968,000</b>	<b>-</b>	<b>1,968,000</b>	<b>1,582,000</b>	<b>386,000</b>
<u>Capital</u>						
Capital appropriations	-	-	-	-	-	-
<b>GRAND TOTAL</b>	<b>1,968,000</b>	<b>1,968,000</b>	<b>-</b>	<b>1,968,000</b>	<b>1,582,000</b>	<b>386,000</b>
<u>Details of Expenses by Service</u>						
Resolution of Complaints	1,375,000	1,337,512	(37,488)	1,337,512	1,205,283	132,229
Advice and Awareness	589,000	629,418	40,418	629,418	567,192	62,226
Total Cost of Services	1,964,000	1,966,930	2,930	1,966,930	1,772,475	194,455
Less Total Income	(4,000)	(5,915)	(1,915)	(5,915)	(1,963)	(3,952)
Net Cost of Services	1,960,000	1,961,015	1,015	1,961,015	1,770,512	190,503
Adjustment	8,000	6,985	(1,015)	6,985	(188,512)	195,497
<b>Total appropriations provided to deliver services</b>	<b>1,968,000</b>	<b>1,968,000</b>	<b>-</b>	<b>1,968,000</b>	<b>1,582,000</b>	<b>386,000</b>
<u>Capital Expenditure</u>						
Purchase of non-current physical assets	-	12,690	12,690	12,690	-	12,690
Adjustments for other funding sources	-	(12,690)	(12,690)	(12,690)	-	(12,690)
<b>Capital appropriations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Adjustments comprise movements in cash balances and other accrual items such as receivables, payables and superannuation.

Note [27](#) 'Explanatory statement' provides details of any significant variations between estimates and actual results for 2012 and between the actual results for 2012 and 2011.



**Office of the Information  
Commissioner****Notes to the financial statements****For the year ended 30 June 2012****Note 1. Australian Accounting  
Standards****General**

The Office of the Information Commissioner's (the "Commission" for the purpose of these notes) financial statements for the year ended 30 June 2012 have been prepared in accordance with Australian Accounting Standards. The term 'Australian Accounting Standards' includes Standards and Interpretations issued by the Australian Accounting Standard Board (AASB).

The Commission has adopted any applicable new and revised Australian Accounting Standards from their operative dates.

**Early adoption of standards**

The Commission cannot early adopt an Australian Accounting Standard unless specifically permitted by TI 1101 Application of Australian Accounting Standards and Other Pronouncements.

There has been no early adoption of Australian Accounting Standards that have been issued or amended (but not operative) by the Commission for the annual reporting period ended 30 June 2012.

**Note 2. Summary of significant  
accounting policies****(a) General statement**

The Commission is a not-for-profit reporting entity that prepares general purpose financial statements in accordance with Australian Accounting Standards, the Framework, Statements of Accounting Concepts and other authoritative pronouncements of the AASB as applied by the Treasurer's instructions. Several of these are modified by the Treasurer's instructions to vary application, disclosure, format and wording.

The *Financial Management Act* and the Treasurer's instructions impose legislative provisions that govern the preparation of financial statements and take precedence over Australian Accounting Standards, the Framework, Statements of Accounting Concepts and other authoritative pronouncements of the AASB.

Where modification is required and has had a material or significant financial effect upon the reported results, details of that modification and the resulting financial effect are disclosed in the notes to the financial statements.

**(b) Basis of preparation**

The financial statements have been prepared on the accrual basis of accounting using the historical cost convention.

The accounting policies adopted in the preparation of the financial statements have been consistently applied throughout all periods presented unless otherwise stated.

The financial statements are presented in Australian dollars and all values are rounded to the nearest dollar.

Note 3 'Judgements made by management in applying accounting policies' discloses judgements that have been made in the process of applying the Commission's accounting policies resulting in the most significant effect on amounts recognised in the financial statements.

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Note 4 'Key sources of estimation uncertainty' discloses key assumptions made concerning the future, and other key sources of estimation uncertainty at the end of the reporting period, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

### (c) Reporting entity

The reporting entity comprises the Commission.

#### Mission

The Commission's mission is to promote public understanding and confidence in the decision making process of government agencies through access to relevant information. The Commission is predominantly funded by Parliamentary appropriations. It does not provide services on a fee-for-service basis. The financial statements encompass all funds through which the Commission controls resources to carry on its functions.

#### Services

The Commission provides the following services:

*Service 1: Resolution of complaints*

Provides an independent review and complaint resolution process.

#### *Service 2: Advice and Awareness*

Provides objective advice, information and training to members of the public and agencies to assist in the proper lodgement and processing of applications under the *Freedom of Information Act 1992*.

### (d) Contributed equity

AASB Interpretation 1038 *Contributions by Owners Made to Wholly-Owned Public Sector Entities* requires transfers in the nature of equity contributions, other than as a result of a restructure of administrative arrangements, to be designated by the Government (the owner) as contributions by owners (at the time of, or prior to transfer) before such transfers can be recognised as equity contributions. Capital appropriations have been designated as contributions by owners by TI 955 *Contributions by Owners made to Wholly Owned Public Sector Entities* and have been credited directly to Contributed equity.

The transfer of net assets to/from other agencies, other than as a result of a restructure of administrative arrangements, are designated as

contributions by owners where the transfers are non-discretionary and non-reciprocal.

### (e) Income

#### Revenue recognition

Revenue is recognised and measured at the fair value of consideration received or receivable. Revenue is recognised for the major business activities as follows:

#### *Sale of goods*

Revenue is recognised from the sale of goods and disposal of other assets when the significant risks and rewards of ownership transfer to the purchaser and can be measured reliably.

#### *Provision of services*

Revenue is recognised by reference to the stage of completion of the transaction.

#### *Service appropriations*

Service Appropriations are recognised as revenues at fair value in the period in which the Commission gains control of the appropriated funds. The Commission gains control of appropriated funds at the time those funds are deposited to the bank account or credited to the 'Amounts

receivable for services' (holding account) held at Treasury.

### *Net Appropriation Determination*

The Treasurer may make a determination providing for prescribed receipts to be retained for services under the control of the Commission. In accordance with the determination specified in the 2011-2012 Budget Statements, the Commission retained \$5,915 in 2012 (\$1,963 in 2011) from the following:

- other receipts.

### *Grants, donations, gifts and other non-reciprocal contributions*

Revenue is recognised at fair value when the Commission obtains control over the assets comprising the contributions, usually when cash is received. Other non-reciprocal contributions that are not contributions by owners are recognised at their fair value. Contributions of services are only recognised when a fair value can be reliably determined and the services would be purchased if not donated.

### Gains

Realised or unrealised gains are usually recognised on a net basis. These include

gains arising on the disposal of non-current assets.

### **(f) Plant and equipment**

#### Capitalisation/expensing of assets

Items of plant and equipment costing \$5,000 or more are recognised as assets and the cost of utilising assets is expensed (depreciated) over their useful lives. Items of plant and equipment costing less than \$5,000 are immediately expensed direct to the Statement of Comprehensive Income.

#### Initial recognition and measurement

Plant and equipment is initially recognised at cost.

For items of plant and equipment acquired at no cost or for nominal cost, the cost is the fair value at the date of acquisition.

#### Subsequent measurement

Subsequent to initial recognition as an asset, historical cost model is used for the measurement of plant and equipment. Items of plant and equipment are stated at historical cost less accumulated depreciation and accumulated impairment losses. The Commission does not hold any land, buildings or infrastructure assets.

### Derecognition

Upon disposal or derecognition of an item of plant and equipment, any revaluation surplus relating to that asset is retained in the asset revaluation surplus.

### Depreciation

All non-current assets having a limited useful life are systematically depreciated over their estimated useful lives in a manner that reflects the consumption of their future economic benefits.

Depreciation is calculated using the straight line method, using rates which are reviewed annually. Estimated useful lives for each class of depreciable asset are:

Office equipment: 5 years

Computer: 2 years

### **(g) Impairment of assets**

Plant and equipment assets are tested for any indication of impairment at the end of each reporting period. Where there is an indication of impairment, the recoverable amount is estimated. Where the recoverable amount is less than the carrying amount, the asset is considered impaired and is written down to the recoverable amount and an impairment

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loss is recognised. As the Commission is a not-for-profit entity, unless an asset has been identified as a surplus asset, the recoverable amount is the higher of an asset's fair value less costs to sell and depreciated replacement cost.

The risk of impairment is generally limited to circumstances where an asset's depreciation is materially understated, where the replacement cost is falling or where there is a significant change in useful life. Each relevant class of assets is reviewed annually to verify that the accumulated depreciation/amortisation reflects the level of consumption or expiration of the asset's future economic benefits and to evaluate any impairment risk from falling replacement costs.

The recoverable amount of assets identified as surplus assets is the higher of fair value less costs to sell and the present value of future cash flows expected to be derived from the asset. Surplus assets carried at fair value have no risk of material impairment where fair value is determined by reference to market-based evidence. Where fair value is determined by reference to depreciated replacement cost, surplus assets are at risk of impairment and the recoverable amount is measured. Surplus assets at cost are

tested for indications of impairment at the end of each reporting period.

### (h) Leases

The Commission holds operating leases for buildings and motor vehicles. Operating leases are expensed on a straight line basis over the lease term as this represents the pattern of benefits derived from the leased property and motor vehicles.

### (i) Financial instruments

In addition to cash, the Commission has two categories of financial instrument:

- ❖ Loans and receivables; and
- ❖ Financial liabilities measured at amortised cost.

Financial instruments have been disaggregated into the following classes:

- ❖ Financial Assets
  - Cash and cash equivalents
  - Restricted cash and cash equivalents
  - Receivables
  - Amounts receivable for services

### ❖ Financial Liabilities

- Payables

Initial recognition and measurement of financial instruments is at fair value which normally equates to the transaction cost or the face value. Subsequent measurement is at amortised cost using the effective interest method.

The fair value of short-term receivables and payables is the transaction cost or the face value because there is no interest rate applicable and subsequent measurement is not required as the effect of discounting is not material.

### (j) Cash and cash equivalents

For the purpose of the Statement of Cash Flows, cash and cash equivalent (and restricted cash and cash equivalent) assets comprise cash on hand and short-term deposits with original maturities of three months or less that are readily convertible to a known amount of cash and which are subject to insignificant risk of changes in value.

### **(k) Accrued salaries**

Accrued salaries represent the amount due to staff but unpaid at the end of the financial year. Accrued salaries are settled within a fortnight of the financial year end. The Commission considers the carrying amount of accrued salaries to be equivalent to its net fair value.

The accrued salaries suspense account consists of amounts paid annually into a suspense account over a period of 10 financial years to largely meet the additional cash outflow in each eleventh year when 27 pay days occur instead of the normal 26. No interest is received on this account.

### **(l) Amounts receivable for services (holding account)**

The Commission receives funding on an accrual basis. The appropriations are paid partly in cash and partly as an asset (holding account receivable). The accrued amount receivable is accessible on the emergence of the cash funding requirement to cover leave entitlements and asset replacement.

### **(m) Receivables**

Receivables are recognised at original

invoice amount less an allowance for any uncollectible amounts (i.e. impairment). The collectability of receivables is reviewed on an ongoing basis and any receivables identified as uncollectible are written-off against the allowance account. The allowance for uncollectible amounts (doubtful debts) is raised when there is objective evidence that the Commission will not be able to collect the debts. The carrying amount is equivalent to fair value as it is due for settlement within 30 days.

### **(n) Payables**

Payables are recognised at the amounts payable when the Commission becomes obliged to make future payments as a result of a purchase of assets or services. The carrying amount is equivalent to fair value, as settlement is generally within 30 days.

### **(o) Provisions**

Provisions are liabilities of uncertain timing or amount and are recognised where there is a present legal or constructive obligation as a result of a past event and when the outflow of resources embodying economic benefits is probable and a reliable estimate can be made of the amount of the obligation. Provisions are reviewed at the end of each reporting period.

### **Provisions - employee benefits**

All annual leave and long service leave provisions are in respect of employees' services up to the end of the reporting period.

### **Annual leave**

The liability for annual leave that is expected to be settled within 12 months after the end of the reporting period is recognised and measured at the undiscounted amounts expected to be paid when the liability is settled.

Annual leave that is not expected to be settled within 12 months after the end of the reporting period is recognised and measured at the present value of amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

When assessing expected future payments consideration is given to expected future wage and salary levels including non-salary components such as employer superannuation contributions, as well as the experience of employee departures and periods of service. The expected future payments are discounted using market yields at the end of the



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reporting period on national government bonds with terms to maturity that match, as closely as possible, the estimated future cash outflows.

The provision for annual leave is classified as a current liability as the Commission does not have an unconditional right to defer settlement of the liability for at least 12 months after the end reporting period.

### *Long service leave*

The liability for long service leave that is expected to be settled within 12 months after the end of the reporting period is recognised and measured at the undiscounted amounts expected to be paid when the liability is settled.

Long service leave that is not expected to be settled within 12 months after the end of the reporting period is recognised and measured at the present value of amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

When assessing expected future payments consideration is given to expected future wage and salary levels including non-salary components such as employer superannuation contributions, as

well as the experience of employee departures and periods of service. The expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity that match, as closely as possible, the estimated future cash outflows.

Unconditional long service leave provisions are classified as current liabilities as the Commission does not have an unconditional right to defer settlement of the liability for at least 12 months after the end of the reporting period. Pre-conditional and conditional long service leave provisions are classified as non-current liabilities because the Commission has an unconditional right to defer the settlement of the liability until the employee has completed the requisite years of service.

### *Purchased leave*

The provision for purchased leave relates to Public Service employees who have entered into an agreement to self-fund up to an additional 10 weeks leave per calendar year. The provision recognises the value of salary set aside for employees and is measured at the nominal amounts expected to be paid when the liabilities are

settled. The liability is measured on the same basis as annual leave.

### *Superannuation*

The Government Employees Superannuation Board (GESB) administers public sector superannuation arrangements in Western Australia in accordance with legislative requirements.

Eligible employees contribute to the Pension Scheme, a defined benefit pension scheme closed to new members since 1987, or the Gold State Superannuation Scheme (GSS), a defined benefit lump sum scheme closed to new members since 1995.

The GSS is a defined benefit scheme for the purposes of employees and whole-of-government reporting. However, it is a defined contribution plan for agency purposes because the concurrent contributions (defined contributions) made by the Commission to GESB extinguishes the Commission's obligations to the related superannuation liability.

The Commission has no liabilities under the Pension Scheme or the GSS. The liabilities for the unfunded Pension Scheme and the unfunded GSS transfer benefits attributable to members who

transferred from the Pension Scheme, are assumed by the Treasurer. All other GSS obligations are funded by concurrent contributions made by the Commission to the GESB.

Employees commencing employment prior to 16 April 2007 who were not members of either the Pension or the GSS became non-contributory members of the West State Superannuation Scheme (WSS). Employees commencing employment on or after 16 April 2007 became members of the GESB Super Scheme (GESBS). Both of these schemes are accumulation schemes. The Commission makes concurrent contributions to GESB on behalf of employees in compliance with the Commonwealth *Government's Superannuation Guarantee (Administration) Act 1992*. These contributions extinguish the liability for superannuation charges in respect of the WSS and GESBS.

The GESB makes all benefit payments in respect of the Pension and GSS, and is recouped from the Treasurer for the employer's share.

### **Provisions – other**

#### *Employment on-costs*

Employment on-costs, including workers' compensation insurance, are not employee benefits and are recognised separately as liabilities and expenses when the employment to which they relate has occurred. Employment on-costs are included as part of 'Other expenses' and are not included as part of the Commission's 'Employee benefits expense'. The related liability is included in 'Employment on-costs provision'.

### **(p) Superannuation expense**

The superannuation expense in the Statement of Comprehensive Income comprises of employer contributions paid to the GSS (concurrent contributions), the WSS, and the GESBS. The employer contribution paid to the GESB in respect of the GSS is paid back into the Consolidated Account by the GESB.

### **(q) Resources received free of charge or for nominal cost**

Resources received free of charge or for nominal cost that can be reliably measured are recognised as income at fair value. Where the resource received represents a service that the Commission would otherwise pay for, a corresponding expense is recognised. Receipts of assets

are recognised in the Statement of Financial Position.

Assets or services received from other State Government agencies are separately disclosed under Income from State Government in the Statement of Comprehensive Income.

### **(r) Comparative figures**

Comparative figures are, where appropriate, reclassified to be comparable with the figures presented in the current financial year.

### **Note 3. Judgements made by management in applying accounting policies**

The preparation of financial statements requires management to make judgements about the application of accounting policies that have a significant effect on the amounts recognised in the financial statements. The Commission evaluates these judgements regularly.

### **Operating lease commitments**

The Commission has entered into a commercial lease and has determined that the lessor retains substantially all the risks and rewards incidental to ownership.



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Accordingly, this lease has been classified as an operating lease.

### **Note 4. Key sources of estimation uncertainty**

Key estimates and assumptions concerning the future are based on historical experience and various other factors that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next financial year.

### **Long service leave**

Several estimations and assumptions used in calculating the Commission's long service leave provision include expected future salary rates, discount rates, employee retention rates and expected future payments. Changes in these estimations and assumptions may impact on the carrying amount of the long service leave provision.

### **Note 5. Disclosure of changes in accounting policy and estimates**

#### **Initial application of an Australian Accounting Standard**

The Commission has applied the following Australia Accounting Standards effective for annual reporting beginning on or after 1 July 2011 that impacted on the Commission.

AASB 1054	<p><i>Australian Additional Disclosures</i></p> <p>This Standard, in conjunction with AASB 2011-1 <i>Amendments to Australian Accounting Standards arising from the Trans-Tasman Convergence Project</i>, removes disclosure requirements from other Standards and incorporates them in a single Standard to achieve convergence between Australian and New Zealand Accounting Standards. There is no financial impact.</p>
AASB 2009-12	<p><i>Amendments to Australian Accounting Standards [AASB 5, 8, 108, 110, 112, 119, 133, 137, 139, 1023 &amp; 1031 and Int 2, 4, 16, 1039 &amp; 1052]</i></p> <p>This Standard makes editorial amendments to a range of Australian Accounting Standards and Interpretations. There is no financial impact.</p>

AASB 2010-4	<p><i>Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project [AASB 1, 7, 101 &amp; 134 and Int 13]</i></p> <p>The amendments to AASB 7 clarify financial instrument disclosures in relation to credit risk. The carrying amount of financial assets that would otherwise be past due or impaired whose terms have been renegotiated is no longer required to be disclosed. There is no financial impact.</p> <p>The amendments to AASB 101 clarify the presentation of the statement of changes in equity. The disaggregation of other comprehensive income reconciling the carrying amount at the beginning and the end of the period for each component of equity is no longer required. There is no financial impact.</p>
AASB 2010-5	<p><i>Amendments to Australian Accounting Standards [AASB 1, 3, 4, 5, 101, 107, 112, 118, 119, 121, 132, 133, 134, 137, 139, 140, 1023 &amp; 1038 and Int 112, 115, 127, 132 &amp; 1042]</i></p> <p>This Standard makes editorial amendments to a range of Australian Accounting Standards and Interpretations. There is no financial impact.</p>
AASB 2011-1	<p><i>Amendments to Australian Accounting Standards arising from the Trans-Tasman Convergence Project [AASB 1, 5, 101, 107, 108, 121, 128, 132 &amp; 134 and Int 2, 112 &amp; 113]</i></p> <p>This Standard, in conjunction with AASB 1054, removes disclosure requirements from other Standards and incorporates them in a single Standard to achieve convergence between Australian and New Zealand Accounting Standards. There is no financial impact.</p>

### Future impact of Australian Accounting Standards not yet operative

The Commission cannot early adopt an Australian Accounting Standard unless specifically permitted by TI 1101 *Application of Australian Accounting Standards and Other Pronouncements*. Consequently, the Commission has not applied early any following Australian Accounting Standards that have been issued that may impact the Commission. Where applicable, the Commission plans to apply these Australian Standards from their application date:

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		Operative for reporting periods beginning on/after
AASB 9	<p><i>Financial Instruments</i></p> <p>This Standard supersedes AASB 139 <i>Financial Instruments: Recognition and Measurement</i>, introducing a number of changes to accounting treatments.</p> <p>The Standard was reissued in December 2010. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2013
AASB 10	<p><i>Consolidated Financial Statements</i></p> <p>This Standard supersedes requirements under AASB 127 <i>Consolidated and Separate Financial Statements</i> and Int 112 <i>Consolidation – Special Purpose Entities</i>, introducing a number of changes to accounting treatments.</p> <p>The Standard was issued in August 2011. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2013
AASB 11	<p><i>Joint Arrangements</i></p> <p>This Standard supersedes AASB 131 <i>Interests in Joint Ventures</i>, introducing a number of changes to accounting treatments.</p> <p>The Standard was issued in August 2011. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2013
AASB 12	<p><i>Disclosure of Interests in Other Entities</i></p> <p>This Standard supersedes disclosure requirements under AASB 127 <i>Consolidated and Separate Financial Statements</i> and AASB 131 <i>Interests in Joint Ventures</i>.</p> <p>The Standard was issued in August 2011. The Commission has not yet determined the application or the potential impact of the Standard</p>	1 Jan 2013

AASB 13	<p><i>Fair Value Measurement</i></p> <p>This Standard defines fair value, sets out a framework for measuring fair value and requires disclosures about fair value measurements. There is no financial impact.</p>	1 Jan 2013
AASB 119	<p><i>Employee Benefits</i></p> <p>This Standard supersedes AASB 119 <i>Employee Benefits</i>, introducing a number of changes to accounting treatments.</p> <p>The Standard was issued in September 2011. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2013
AASB 127	<p><i>Separate Financial Statements</i></p> <p>This Standard supersedes requirements under AASB 127 <i>Consolidated and Separate Financial Statements</i>, introducing a number of changes to accounting treatments.</p> <p>The Standard was issued in August 2011. The Commission has not yet determined the application or the potential impact of the Standard</p>	1 Jan 2013
AASB 128	<p><i>Investments in Associates and Joint Ventures</i></p> <p>This Standard supersedes AASB 128 <i>Investments in Associates</i>, introducing a number of changes to accounting treatments.</p> <p>The Standard was issued in August 2011. The Commission has not yet determined the application or the potential impact of the Standard</p>	1 Jan 2013
AASB 1053	<p><i>Application of Tiers of Australian Accounting Standards</i></p> <p>This Standard establishes a differential financial reporting framework consisting of two tiers of reporting requirements for preparing general purpose financial statements. There is no financial impact.</p>	1 Jul 2013
AASB 2009-11	<p><i>Amendments to Australian Accounting Standards arising from AASB 9 [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 121, 127, 128, 131, 132, 136, 139, 1023 &amp; 1038 and Int 10 &amp; 12]</i></p> <p>[Modified by AASB 2010-7]</p>	1 Jul 2013

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AASB 2010-2	<p><i>Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements [AASB 1, 2, 3, 5, 7, 8, 101, 102, 107, 108, 110, 111, 112, 116, 117, 119, 121, 123, 124, 127, 128, 131, 133, 134, 136, 137, 138, 140, 141, 1050 &amp; 1052 and Int 2, 4, 5, 15, 17, 127, 129 &amp; 1052]</i></p> <p>This Standard makes amendments to Australian Accounting Standards and Interpretations to introduce reduced disclosure requirements for certain types of entities. There is no financial impact.</p>	1 Jul 2013
AASB 2010-7	<p><i>Amendments to Australian Accounting Standards arising from AASB 9 (December 2010) [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 120, 121, 127, 128, 131, 132, 136, 137, 139, 1023 &amp; 1038 and Int 2, 5, 10, 12, 19 &amp; 127]</i></p> <p>This Standard makes consequential amendments to other Australian Accounting Standards and Interpretations as a result of issuing AASB 9 in December 2010. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2013
AASB 2011-2	<p><i>Amendments to Australian Accounting Standards arising from the Trans-Tasman Convergence Project – Reduced Disclosure Requirements [AASB 101 &amp; 1054]</i></p> <p>This Standard removes disclosure requirements from other Standards and incorporates them in a single Standard to achieve convergence between Australian and New Zealand Accounting Standards for reduced disclosure reporting. There is no financial impact.</p>	1 Jul 2013
AASB 2011-6	<p><i>Amendments to Australian Accounting Standards – Extending Relief from Consolidation, the Equity Method and Proportionate Consolidation – Reduced Disclosure Requirements [AASB 127, 128 &amp; 131]</i></p> <p>This Standard extends the relief from consolidation, the equity method and proportionate consolidation by removing the requirement for the consolidated financial statements prepared by the ultimate or any intermediate parent entity to be IFRS compliant, provided that the parent entity, investor or venturer and the ultimate or intermediate parent entity comply with Australian Accounting Standards or Australian Accounting Standards – Reduced Disclosure Requirements. There is no financial impact.</p>	1 Jul 2013
AASB 2011-7	<p><i>Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangements Standards [AASB 1, 2, 3, 5, 7, 9, 2009-11, 101, 107, 112, 118, 121, 124, 132, 133, 136, 138, 139, 1023 &amp; 1038 and Int 5, 9, 16 &amp; 17]</i></p>	1 Jan 2013

	<p>This Standard gives effect to consequential changes arising from the issuance of AASB 10, AASB 11, AASB 127 Separate Financial Statements and AASB 128 <i>Investments in Associates and Joint Ventures</i>. The Commission has not yet determined the application or the potential impact of the Standard.</p>	
AASB 2011-8	<p><i>Amendments to Australian Accounting Standards arising from AASB 13 [AASB 1, 2, 3, 4, 5, 7, 9, 2009-11, 2010-7, 101, 102, 108, 110, 116, 117, 118, 119, 120, 121, 128, 131, 132, 133, 134, 136, 138, 139, 140, 141, 1004, 1023 &amp; 1038 and Int 2, 4, 12, 13, 14, 17, 19, 131 &amp; 132]</i></p> <p>This Standard replaces the existing definition and fair value guidance in other Australian Accounting Standards and Interpretations as the result of issuing AASB 13 in September 2011. There is no financial impact.</p>	1 Jan 2013
AASB 2011-9	<p><i>Amendments to Australian Accounting Standards – Presentation of Items of Other Comprehensive Income [AASB 1, 5, 7, 101, 112, 120, 121, 132, 133, 134, 1039 &amp; 1049]</i></p> <p>This Standard requires to group items presented in other comprehensive income on the basis of whether they are potentially reclassifiable to profit or loss subsequently (reclassification adjustments). The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jul 2012
AASB 2011-10	<p><i>Amendments to Australian Accounting Standards arising from AASB 119 (September 2011) [AASB 1, 8, 101, 124, 134, 1049 &amp; 2011-8 and Int 14]</i></p> <p>This Standard makes amendments to other Australian Accounting Standards and Interpretations as a result of issuing AASB 119 Employee Benefits in September 2011. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2013
AASB 2011-11	<p><i>Amendments to AASB 119 (September 2011) arising from Reduced Disclosure Requirements</i></p> <p>This Standard gives effect to Australian Accounting Standards – Reduced Disclosure Requirements for AASB 119 (September 2011). There is no financial impact.</p>	1 Jan 2013

## 6 FINANCIAL STATEMENTS

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### Notes to the Financial Statements for the year ended 30 June 2012

#### *Note 6. Employee benefits expense*

	2012	2011
	\$	\$
Wages and salaries <sup>(a)</sup>	1,219,326	1,149,839
Superannuation - defined contribution plans <sup>(b)</sup>	115,178	120,815
	<b>1,334,504</b>	<b>1,270,654</b>

(a) Includes the value of the fringe benefit to the employee plus the fringe benefit tax component, leave entitlements including superannuation contribution component.

(b) Defined contribution plans include West State, Gold State and GESB Super Scheme (contributions paid).

Employment on-costs expenses, such as workers' compensation insurance are included at note [10](#) 'Other Expenses'.  
The employment on-costs liability is included in note [20](#) 'Provisions'.

#### *Note 7. Supplies and Services*

	2012	2011
	\$	\$
Goods and supplies	67,565	34,489
Services and contracts	217,666	140,300
	<b>285,231</b>	<b>174,789</b>

#### *Note 8. Depreciation and amortisation expense*

	2012	2011
	\$	\$
<u>Depreciation</u>		
Equipment	7,319	7,850
<b>Total depreciation</b>	<b>7,319</b>	<b>7,850</b>



### *Note 9. Accommodation expenses*

	2012	2011
	\$	\$
Building rental operating lease expense	243,702	234,002
	<b>243,702</b>	<b>234,002</b>

### *Note 10. Other expenses*

	2012	2011
	\$	\$
Communication expenses	11,897	12,724
Printing and binding	3,296	714
Equipment and vehicles operating lease expense	4,289	5,193
Electricity	5,008	4,098
Insurance	9,159	5,978
Repairs and Maintenance	1,278	1,818
Other expenses <sup>(a)</sup>	61,247	54,637
	<b>96,174</b>	<b>85,162</b>

(a) Includes workers compensation insurance; other employment on-costs; Auditor fees and other costs.

### *Note 11. Other revenue*

	2012	2011
	\$	\$
Other revenue	5,915	1,963
	<b>5,915</b>	<b>1,963</b>

### *Note 12. Net gain/(loss) on disposal of non-current assets*

	2012	2011
	\$	\$
<b><u>Costs of disposal of non-current assets</u></b>		
Plant and equipment	-	(18)
<b>Net gain/(loss)</b>	<b>-</b>	<b>(18)</b>

## 6 FINANCIAL STATEMENTS

### Note 13. Income from State Government

	2012 \$	2011 \$
Appropriation received during the period:		
Service appropriation <sup>(a)</sup>	1,968,000	1,582,000
	<b>1,968,000</b>	<b>1,582,000</b>
Resources received free of charge <sup>(b)</sup>		
Determined on the basis of the following estimates provided by agencies:		
Department of Finance- Building and Management Works	46,497	6,295
	46,497	6,295
	<b>2,014,497</b>	<b>1,588,295</b>

(a) Service appropriations fund the net cost of services delivered. Appropriation revenue comprises a cash component and a receivable (asset). The receivable (holding account) comprises the depreciation expense for the year and any agreed increase in leave liability during the year.

(b) Assets or services received free of charge or for nominal cost are recognised as revenue at fair value of the assets and/or services that can be reliably measured and which would have been purchased if they were not donated. Contributions of assets or services in the nature of contributions by owners are recognised direct to equity.

### Note 14. Restricted cash and cash equivalents

	2012 \$	2011 \$
<u>Non-current</u>		
Accrued salaries suspense account <sup>(a)</sup>	26,512	22,254
	<b>26,512</b>	<b>22,254</b>

(a) Funds held in the suspense account used only for the purpose of meeting the 27<sup>th</sup> pay in a financial year that occurs every 11 years.

### Note 15. Receivables

	2012 \$	2011 \$
<u>Current</u>		
Receivables	4,874	-
GST receivable	31,600	14,188
<b>Total current</b>	<b>36,474</b>	<b>14,188</b>

### Total receivables

36,474	14,188
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### *Note 16. Amounts receivable for services (Holding Account)*

	2012	2011
	\$	\$
Current	-	-
Non-Current	30,000	30,000
	<b>30,000</b>	<b>30,000</b>

Represents the non-cash component of service appropriations. It is restricted in that it can only be used for asset replacement or payment of leave liability.

### *Note 17. Other Assets*

	2012	2011
	\$	\$
Current		
Prepayments	5,864	7,032
<b>Total current</b>	<b>5,864</b>	<b>7,032</b>

### *Note 18. Plant and Equipment*

	2012	2011
	\$	\$
<u>Office equipment and computers</u>		
At cost	86,739	74,048
Accumulated depreciation	(69,810)	(62,490)
	<b>16,929</b>	<b>11,558</b>

### Reconciliation

Reconciliations of the carrying amounts of plant and equipment at the beginning and end of the reporting period are set out below:

	2012	2011
	\$	\$
Carrying amount at start of period	11,558	19,408
Additions	12,690	-
Depreciation	(7,319)	(7,850)
<b>Carrying amount at end of period</b>	<b>16,929</b>	<b>11,558</b>

## 6 FINANCIAL STATEMENTS

### Note 19. Payables

	2012	2011
	\$	\$
<u>Current</u>		
Trade payables	107,815	25,220
Accrued Salaries	29,384	31,281
<b>Total current</b>	<b>137,199</b>	<b>56,501</b>

### Note 20. Provisions

	2012	2011
	\$	\$
<u>Current</u>		
<i>Employee benefits provision</i>		
Annual leave <sup>(a)</sup>	62,758	45,668
Long service leave <sup>(b)</sup>	80,128	122,510
	<b>142,886</b>	<b>168,178</b>
 Other provisions:		
Employment on-costs <sup>(c)</sup>	659	783
	<b>143,545</b>	<b>168,961</b>
 <u>Non-current</u>		
<i>Employee benefits provision</i>		
Long service leave <sup>(b)</sup>	71,014	56,680
	<b>71,014</b>	<b>56,680</b>
 Other provisions:		
Employment on-costs <sup>(c)</sup>	318	257
	<b>318</b>	<b>257</b>
	<b>71,332</b>	<b>56,937</b>

(a) Annual leave liabilities have been classified as current as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

## 6 FINANCIAL STATEMENTS

	2012	2011
	\$	\$
Within 12 months of the end of the reporting period	56,880	45,241
More than 12 months after the end of reporting period	5,878	427
	<b>62,758</b>	<b>45,668</b>

(b) Long service leave liabilities have been classified as current where there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	2012	2011
	\$	\$
Within 12 months of the end of the reporting period	23,735	47,333
More than 12 months after the end of reporting period	127,407	131,857
	<b>151,142</b>	<b>179,190</b>

(c) The settlement of annual and long service leave liabilities gives rise to the payment of employment on-costs including workers compensation insurance. The provision is the present value of expected future payments. The associated expense is disclosed in Note [10](#) 'Other expenses'.

### Movements in other provisions

Movements in each class of provisions during the financial year, other than employee benefits, are set out below.

	2012	2011
	\$	\$
<u>Employment on-cost provision</u>		
Carrying amount at start of period	1,040	1,088
Additional provisions recognised	(63)	(48)
<b>Carrying amount at end of period</b>	<b>977</b>	<b>1,040</b>

### Note 21. Equity

The Government holds the equity interest in the Commission on behalf of the community. Equity represents the residual interest in the net assets of the Commission. The asset revaluation surplus represents that portion of equity resulting from the revaluation of non-current assets.

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### Contributed equity

	2012 \$	2011 \$
Balance at the start of period	37,000	37,000
<u>Contribution by owners</u>		
Capital contributions	-	-
<b>Total contributions by owners</b>	<b>-</b>	<b>-</b>
<b>Balance At End Of Period</b>	<b>37,000</b>	<b>37,000</b>

### Accumulated surplus/(deficit)

	2012 \$	2011 \$
Balance at the start of the period	(146,161)	36,056
Result for the period	53,482	(182,217)
<b>Balance at end of the period</b>	<b>(92,679)</b>	<b>(146,161)</b>
<b>Total Equity at end of period</b>	<b>(55,679)</b>	<b>(109,161)</b>

### Note 22. Notes to the Cash Flow Statement

#### Reconciliation of cash

Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:

	2012 \$	2011 \$
Cash and cash equivalents	180,618	88,206
Restricted cash and cash equivalents (refer to Note 14 'Restricted cash and cash equivalents')	26,512	22,254
	<b>207,130</b>	<b>110,460</b>

### Reconciliation of net cost of services to net cash flows provided by/(used in) operating activities

	2012 \$	2011 \$
Net cost of services	(1,961,015)	(1,770,512)
<u>Non-cash items:</u>		
Depreciation and amortisation expense (Note 8 'Depreciation and amortisation expense')	7,319	7,850
Resources received free of charge (Note 13 'Income from State Government')	46,497	6,295
<u>(Increase)/decrease in assets:</u>		
Current receivables <sup>(a)</sup>	(4,874)	2,853
Other current assets	1,168	14
<u>Increase/(decrease) in liabilities:</u>		
Current payables	80,698	2,914
Current provisions	(25,416)	(15,527)
Non-current provisions	14,395	5,499
Net GST receipts/(payments) <sup>(b)</sup>	(11,267)	3,038
Change in GST in receivables/payables <sup>(c)</sup>	(6,145)	(1,353)
<b>Net cash provided by/(used in) operating activities</b>	<b>(1,858,640)</b>	<b>(1,758,929)</b>

(a) Note that the Australian Taxation Office (ATO) receivable/payable in respect of GST and the receivable/payable in respect of the sale/purchase of non-current assets are not included in these items as they do not form part of the reconciling items.

(b) This is the net GST paid/received, i.e. cash transactions.

(c) This reverses out the GST in receivables and payables.

### **Note 23. Resources provided free of charge**

The Commission did not provide any resources to other agencies free of charge.

### **Note 24. Commitments**

The commitments below are inclusive of GST where relevant.



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### Non cancellable operating lease commitments

Commitments for minimum lease payments are payable as follows:

Within 1 year

Later than 1 year and not later than 5 years

2012	2011
\$	\$
286,814	221,426
583,666	13,666
<b>870,480</b>	<b>235,092</b>

The non cancellable operating leases represent the Commission's property lease. The property lease is a non-cancellable lease with a term expiring July 2015. Rent, outgoings and car parking rental are payable monthly. Contingent rent provisions within the lease agreement allow for the minimum lease payments to be reviewed and increased in line with movements in market rents.

### *Note 25. Contingent liabilities and contingent assets*

There are no contingent liabilities and contingent assets for the financial year 2011-2012.

### *Note 26. Event occurring after the balance sheet date*

There were no events occurring after the reporting date that impact on the financial statements.

### *Note 27. Explanatory Statement*

Significant variations between estimates and actual results for income and expenses as presented in the financial statement 'Summary of Consolidated Account Appropriations and Income Estimates' are shown below: Significant variations are considered to be those greater than 10% or \$150,000.

### **Total appropriation to deliver services for the year**

Significant variances between actuals results for 2012 and 2011

	2012	2011	Variance
	\$	\$	\$
Net amount appropriated to deliver services	1,729,000	1,362,000	367,000

A funding increase of \$300,000 was approved for 2011-2012 to allow an increase in the Commission's FTE ceiling and create two additional positions.

### Significant variances between actuals results for 2012 and 2011

	2012 \$	2011 \$	Variance \$
Total Income	5,915	1,963	3,952

Revenue can be solely attributed to expenditure recoups.

### Significant variances between actuals results for 2012 and 2011

	2012 \$	2011 \$	Variance \$
Complaint Resolution	1,337,512	1,205,283	132,229
Advice & Awareness	629,418	567,192	62,226

A funding increase of \$300,000 was approved for 2011-2012 to allow an increase in the Commission's FTE ceiling and create two additional positions.

### **Note 28. Financial Instruments**

#### **(a) Financial Risk Management Objectives and Policies**

Financial Instruments held by the Commission are cash and cash equivalents, restricted cash and cash equivalents, and receivables and payables. The Commission has limited exposure to financial risks. The Commission's overall risk management program focuses on managing the risks identified below.

#### Credit risk

Credit risk arises when there is the possibility of the Commission's receivables defaulting on their contractual obligations resulting in financial loss to the Commission.

The maximum exposure to the credit risk at the end of the reporting period in relation to each class of recognised financial assets is the gross carrying amount of those assets inclusive of any allowance for impairment, as shown in the table at Note [28\(c\)](#) 'Financial instruments disclosures' and Note [15](#) 'Receivables'.

## 6 FINANCIAL STATEMENTS

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Credit risk associated with the Commission's financial assets is minimal because the main receivable is the amounts receivable for services (Holding Account). For receivables other than government, the Commission trades only with recognised, creditworthy third parties. The Commission has policies in place to ensure that sales of products and services are made to customers with an appropriate credit history. In addition, receivable balances are monitored on an ongoing basis with the result that the Commission's exposure to bad debts is minimal. At the end of the reporting period there were no significant concentrations of credit risk.

### Liquidity risk

Liquidity risk arises when the Commission is unable to meet its financial obligations as they fall due.

The Commission is exposed to liquidity risk through its trading in the normal course of business.

The Commission has appropriate procedures to manage cash flows including drawdowns of appropriations by monitoring forecast cash flows to ensure that sufficient funds are available to meet its commitments.

### Market risk

Market risk is the risk that changes in market prices such as foreign exchange rates and interest rates will affect the Commission's income or value of its holdings of financial instruments. The Commission does not trade in foreign currency and is not materially exposed to other price risks.

The Commission is not exposed to interest rate risk because all other cash and cash equivalents and restricted cash are non-interest bearing, and the Commission has no borrowings.

### **(b) Categories of Financial Instruments**

In addition to cash, the carrying amounts of each of the following categories of financial assets and financial liabilities at the end of the reporting period are:

	2012 \$	2011 \$
<u>Financial Assets</u>		
Cash and cash equivalents	180,618	88,206
Restricted cash and cash equivalents	26,512	22,254
Loans and receivables <sup>(a)</sup>	34,874	30,000
<u>Financial Liabilities</u>		
Financial Liabilities measured at amortised cost	137,199	56,501

(a) The amount of loans and receivables excludes GST recoverable from the ATO (statutory receivable).

### (c) Financial Instrument disclosures

#### Credit Risk

The following table details the Commission's maximum exposure to credit risk, and the ageing analysis of financial assets. The Commission's maximum exposure to credit risk at the end of the reporting period is the carrying amount of the financial assets as shown below. The table discloses the ageing of financial assets that are past due but not impaired and impaired in financial assets. The table is based on information provided to senior management of the Commission.

The Commission does not hold any collateral as security or other credit enhancements relating to the financial assets it holds.

Aged analysis of financial assets							
	Carrying Amount \$	Not past due and not impaired \$	Past due but not impaired				
			Up to 1 month \$	1-3 months \$	3 months to 1 year \$	1-5 years \$	More than 5 years \$
<b>2012</b>							
Cash and cash equivalents	180,618	180,618	-	-	-	-	-
Restricted cash and cash equivalent	26,512	26,512	-	-	-	-	-
Receivables <sup>(a)</sup>	4,874	4,874	-	-	-	-	-
Amounts receivable for services	30,000	30,000	-	-	-	-	-
	242,004	242,004	-	-	-	-	-
<b>2011</b>							
Cash and cash equivalents	88,206	88,206	-	-	-	-	-
Restricted cash and cash equivalent	22,254	22,254	-	-	-	-	-
Receivables <sup>(a)</sup>	-	-	-	-	-	-	-
Amounts receivable for services	30,000	30,000	-	-	-	-	-
	140,460	140,460	-	-	-	-	-

(a) The amount of receivables excludes the GST recoverable from the ATO (statutory receivable).

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### Liquidity Risk and interest rate exposure

The following table details the Commission's interest rate exposure and the contractual maturity analysis of financial assets and financial liabilities. The maturity analysis section includes interest and principal cash flows. The interest rate exposure section analyses only the carrying amounts of each item.

#### **Interest rate exposure and maturity analysis of financial assets and financial liabilities**

		<u>Interest rate exposure</u>				<u>Maturity Dates</u>					
	Weighted average effective interest Rate %	Carrying Amount \$	Fixed interest rate \$	Variable interest rate \$	Non- interest bearing \$	Total Nominal Amount \$	Up to 1 month \$	1-3 months \$	3 months to 1 year \$	1-5 years \$	More than 5 years \$
<b>2012</b>											
<u>Financial Assets</u>											
Cash and cash equivalents		180,618	-	-	180,618	180,618	180,618	-	-	-	-
Restricted cash and cash equivalent		26,512	-	-	26,512	26,512	-	-	-	26,512	-
Receivables <sup>(a)</sup>		4,874	-	-	4,874	4,874	4,874	-	-	-	-
Amounts receivable for services		30,000	-	-	30,000	30,000	-	-	-	-	30,000
		242,004	-	-	242,004	242,004	185,492	-	-	26,512	30,000
<u>Financial Liabilities</u>											
Payables		137,199	-	-	137,199	137,199	137,199	-	-	-	-
		137,199	-	-	137,199	137,199	137,199	-	-	-	-

(a) The amount of receivables excludes the GST recoverable from the ATO (statutory receivable).

## Interest rate exposure and maturity analysis of financial assets and financial liabilities

		Interest rate exposure				Maturity Dates					
	Weighted average effective interest Rate %	Carrying Amount \$	Fixed interest rate \$	Variable interest rate \$	Non- interest bearing \$	Total Nominal Amount \$	Up to 1 month \$	1-3 months \$	3 months to 1 year \$	1-5 years \$	More than 5 years \$
2011											
Financial Assets			-	-							
Cash and cash equivalents		88,206	-	-	88,206	88,206	88,206	-	-	-	-
Restricted cash and cash equivalent		22,254	-	-	22,254	22,254	-	-	-	22,254	-
Receivables <sup>(a)</sup>		-	-	-	-	-	-	-	-	-	-
Amounts receivable for services		30,000	-	-	30,000	30,000		-	-	-	30,000
		140,460	-	-	140,460	140,460	88,206	-	-	22,254	30,000
Financial Liabilities											
Payables		56,501	-	-	56,501	56,501	56,501	-	-	-	-
		56,501	-	-	56,501	56,501	56,501	-	-	-	-

(a) The amount of receivables excludes the GST recoverable from the ATO (statutory receivable).

## 6 FINANCIAL STATEMENTS

### *Note 29. Remuneration of senior officers*

The number of senior officers whose total fees, salaries, superannuation, non-monetary benefits and other benefits for the financial year, fall within the following bands are:

	2012	2011
\$		
240,001 - 250,000		1
250,001 - 260,000	1	
	\$	\$
<b>The total remuneration of senior officers</b>	<u>254,449</u>	<u>242,597</u>

The total remuneration includes the superannuation expense incurred by the Commission in respect of senior officers.

### *Note 30. Remuneration of Auditor*

Remuneration paid or payable to the Auditor General in respect of the audit for the current financial year is as follows:

	2012	2011
\$	\$	\$
Auditing the accounts, financial statements and key performance indicators	21,800	20,500
	<u>21,800</u>	<u>20,500</u>



**Table 1: Applications received and dealt with by Information Commissioner**

APPLICATIONS FOR EXTERNAL REVIEW		No. RECEIVED	No. DEALT WITH
Complaints	- valid	114	101
Complaints	- informal / invalid	27	27
Section 66(6)	- applications - no internal review	13	13
Section 35(1)	- waiver of requirement to consult	7	7
Section 13(5)	- applications for extension of time	5	5
Section 66(4)	- applications - out of time	3	4
Section 13(4)	- applications for reduction of time	3	3
<b>TOTAL</b>		<b>172</b>	<b>160</b>

**Table 2: Breakdown of valid complaints made to Information Commissioner**

APPLICANT GROUP	No.	RESPONDENT GROUP	No.
Individual Citizen	58	Department (ex. Police & Health)	43
Company	22	Local Government	26
Member of Parliament	19	Board, Committee, Commission, Authority, Corporation	8
NFP Group	5	Minister	9
Media	2	Health Related	13
Prisoner	8	Police	12
		University	3
<b>TOTAL</b>	<b>114</b>	<b>TOTAL</b>	<b>114</b>

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**Table 3: Complaints received by Information Commissioner**

AGENCY	COMPLAINTS	INVALID	TOTAL
<b>State Agencies:</b>			
Agency Unknown	0	1	1
Agriculture and Food, Department of	1	0	1
Attorney General, Department of	3	1	4
Child Protection, Department for	2	0	2
Commerce, Department of	3	4	7
Corrective Services, Department of	2	1	3
Curtin University of Technology	2	0	2
Edith Cowan University	1	0	1
Education, Department of	3	1	4
Energy, Office of	1	0	1
Environment, Department of	1	0	1
Environment and Conservation, Department of	3	0	3
Environment Protection Authority, Office of	2	0	2
Finance, Department of	1	0	1
Fisheries, Department of	1	0	1
Fremantle Port Authority	2	0	2
Government Employees Superannuation Board	1	0	1
Health, Department of	2	1	3
Health and Disability Services Complaints Office	0	1	1
Housing, Department of	2	1	3

AGENCY	COMPLAINTS	INVALID	TOTAL
Institute of Sport, Western Australian	1	0	1
Legal Profession Complaints Committee	1	2	3
Local Government, Department of	1	0	1
Mines and Petroleum, Department of	5	0	5
NMAHS - Graylands Selby-Lemnos and Special Care Health Services	3	0	3
NMAHS - Mental Health	2	0	2
NMAHS - Sir Charles Gairdner Hospital	1	0	1
Planning, Department of	2	0	2
Police, Western Australia	12	4	16
Port Hedland Port Authority	1	0	1
Premier and Cabinet, Department of the	1	0	1
Public Transport Authority	1	0	1
Racing, Gaming and Liquor, Department of	1	0	1
Regional Development and Lands, Department of	2	0	2
SMAHS - Armadale-Kelmscott Memorial Hospital	1	0	1
SMAHS -South Metropolitan Mental Health Services	1	0	1
Sport and Recreation, Department of	1	0	1
Transport, Department of	3	0	3
WACHS - Great Southern	1	0	1
WACHS - South West	1	0	1
Water, Department of	2	0	2
<i>Sub-total: State Agencies</i>	<b>78</b>	<b>16</b>	<b>94</b>

AGENCY	COMPLAINTS	INVALID	TOTAL
<b>Local Agencies:</b>			
Albany, City of	1	0	1
Augusta-Margaret River, Shire of	1	0	1
Bassendean, Town of	2	0	2
Bunbury, City of	0	1	1
Cambridge, Town of	1	0	1
Canning, City of	1	1	2
Cottesloe, Town of	1	0	1
Gingin, Shire of	1	0	1
Greater Geraldton, City of	1	0	1
Joondalup, City of	1	0	1
Mandurah, City of	3	2	5
Melville, City of	1	1	2
Port Hedland, Town of	2	0	2
Roebourne, Shire of	1	0	1
South Perth, City of	1	0	1
Subiaco, City of	1	0	1
Swan, City of	1	1	2
Victoria Plains, Shire of	1	0	1
Vincent, City of	1	0	1
Wanneroo, City of	3	0	3
York, Shire of	1	2	3
<i>Sub-total: Local Agencies</i>	<b>26</b>	<b>8</b>	<b>34</b>

AGENCY	COMPLAINTS	INVALID	TOTAL
<b>Ministers:</b>			
Deputy Premier	1	0	1
Energy, Minister for	1	2	3
Environment, Minister for	1	0	1
Forestry, Minister for	1	0	1
Transport, Minister for	5	0	5
<i>Sub-total: Ministers</i>	<b>9</b>	<b>2</b>	<b>11</b>
<b>Other Entities:</b>			
Peel Health Campus	1	1	2
<i>Sub-total Other entities:</i>	<b>1</b>	<b>1</b>	<b>2</b>
<b>TOTAL</b>	<b>114</b>	<b>27</b>	<b>141</b>

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**Table 4: Other applications received**

AGENCY	OUT OF TIME s.66(4)	NO INTERNAL REVIEW s.66(6)	REDUCTION OF TIME s.13(4)	EXTENSION OF TIME s.13(5)	WAIVER OF REQUIREMENT TO CONSULT s.35(1)	TOTAL
Albany, City of		1				1
Attorney General, Department of the				1		1
Cambridge, Town of		1				1
Canning, City of			1			1
Commerce, Department of		1				1
Communities, Department for					1	1
Education, Department of		1		1		2
Education Services, Department of				1		1
Environment, Minister for			1			1
Environment and Conservation, Department of			1		1	2
Fisheries, Department of					2	2
NMAHS - Graylands Selby-Lemnos and Special Care Health Service		1				1
Health, Department of		1			1	2
Main Roads Western Australia		1				1
Mandurah, City		1				1
Mines and Petroleum, Department of		1		1		2
Police, Western Australia	1	1				2
Port Hedland, Town of	1					1
Public Transport Authority		1				1
SMAHS - Armadale-Kelmscott Memorial Hospital		1				1
Stirling, City of	1					1
Department of Training and Workforce Development				1	1	2
WACHS - Midwest					1	1
Wanneroo, City of		1				1
<b>TOTAL</b>	<b>3</b>	<b>13</b>	<b>3</b>	<b>5</b>	<b>7</b>	<b>31</b>

Table 5: Outcome of complaints finalised (by agency and category)

AGENCY	CONCILIATED	PUBLISHED DECISION BY INFORMATION COMMISSIONER			DECLINED UNDER s.67(1)(a) or s.67(1)(b)	TOTAL MATTERS FINALISED No. (%)
		AGENCY DECISION CONFIRMED	AGENCY DECISION VARIED	AGENCY DECISION SET ASIDE AND SUBSTITUTED		
<b>Agency Unknown:</b>					1	1
<i>Sub-Total: Agency Unknown</i>	0 (0%)	0 (0%)	0 (0%)	0 (0%)	1 (100%)	1 (1%)
<b>State Agencies:</b>						
Agriculture and Food, Department of	3	1				4
Attorney General, Department of the					1	1
Challenger Institute of Technology		1				1
Chemistry Centre Western Australia			1			1
Child Protection, Department for		2				2
Commerce, Department of	1	1			3	5
Corrective Services, Department of	3	4			1	8
Curtin University of Technology		1				1
Education, Department of		1			1	2
Environment and Conservation, Department of	3		1			4
Environmental Protection Authority, Office of the	1					1
Fremantle Port Authority	1					1
Health, Department of	1				1	2
Health and Disability Services Complaints Office					1	1
Housing, Department of	1				1	2
Indigenous Affairs, Department of	1					1
Institute of Sport, Western Australian	1					1
Legal Aid Western Australia	1					1
Legal Practice Board of Western Australia			1			1
Legal Profession Complaints Committee					2	2

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AGENCY	CONCILIATED	PUBLISHED DECISION BY INFORMATION COMMISSIONER			DECLINED UNDER s.67(1)(a) or s.67(1)(b)	TOTAL MATTERS FINALISED No. (%)
		AGENCY DECISION CONFIRMED	AGENCY DECISION VARIED	AGENCY DECISION SET ASIDE AND SUBSTITUTED		
Local Government, Department of	1					1
Main Roads Western Australia	1					1
Mines and Petroleum, Department of		1				1
NMAHS - Graylands Selby-Lemnos and Special Care Health Services		1				1
NMAHS - Mental Health	1					1
NMAHS - Osborne Park Hospital	1					1
PathWest Laboratory Medicine WA	1					1
Planning, Department of	2					2
Police, Western Australia	4	4	2		6	16
Port Hedland Port Authority		1		1		2
Public Sector Commission	1					1
Public Transport Authority	1		1			2
Racing and Wagering Western Australia		1				1
Regional Development and Lands, Department of			1			1
SMAHS - Royal Perth Hospital	1					1
State Administrative Tribunal		1				1
State Development, Department of		1				1
Tourism Commission, Western Australian	1					1
Training and Workforce Development, Department of	1					1
Transport, Department of	1	1				2
WACHS - South West				1		1
Water, Department of	2					2
<i>Sub-Total: State Agencies</i>	<b>36 (43%)</b>	<b>22 (26%)</b>	<b>7 (8.5%)</b>	<b>2 (2.5%)</b>	<b>17 (20%)</b>	<b>84 (65.5%)</b>
						1

AGENCY	CONCILIATED	PUBLISHED DECISION BY INFORMATION COMMISSIONER			DECLINED UNDER s.67(1)(a) or s.67(1)(b)	TOTAL MATTERS FINALISED No. (%)
		AGENCY DECISION CONFIRMED	AGENCY DECISION VARIED	AGENCY DECISION SET ASIDE AND SUBSTITUTED		
<b>Local Agencies:</b>						
Belmont, City of	1					1
Beverley, Shire of	1					
Broome, Shire of			1			1
Bunbury, City of					1	1
Cambridge, Town of	2					2
Canning, City of			1		1	2
Denmark, Shire of	2					2
Joondalup, City of		2				2
Kalamunda, Shire of	1					1
Mandurah, City of	1		1		2	4
Melville, City of					1	1
Nedlands, City of			2			2
Port Hedland, Town of	1					1
Stirling, City of	1					1
Swan, City of		1			1	2
Toodyay, Shire of	1					1
Wanneroo, City of	1					1
York, Shire of					2	2
<i>Sub-Total: Local Agencies</i>	<b>12 (43%)</b>	<b>3 (10.5%)</b>	<b>5 (18%)</b>	<b>0 (0%)</b>	<b>8 (28.5%)</b>	<b>28 (21.5%)</b>
<b>Ministers:</b>						
Agriculture and Food, Minister for	1					1
Education, Minister for	1					1
Energy, Minister for					2	2

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AGENCY	CONCILIATED	PUBLISHED DECISION BY INFORMATION COMMISSIONER			DECLINED UNDER s.67(1)(a) or s.67(1)(b)	TOTAL MATTERS FINALISED No. (%)
		AGENCY DECISION CONFIRMED	AGENCY DECISION VARIED	AGENCY DECISION SET ASIDE AND SUBSTITUTED		
Environment, Minister for	1					1
Health, Minister for	2					2
Mines and Petroleum, Minister for			1			1
Planning, Minister for	2					2
Transport, Minister for	2	2				4
<i>Sub-Total: Ministers</i>	<b>9 (64%)</b>	<b>2 (14.5%)</b>	<b>1 (7%)</b>	<b>0 (0%)</b>	<b>2 (14.5%)</b>	<b>14 (11%)</b>
<b>Other Entities:</b>						
Peel Health Campus					1	1
<i>Sub-Total: Other Entities</i>	<b>0 (0%)</b>	<b>0 (0%)</b>	<b>0 (0%)</b>	<b>0 (0%)</b>	<b>1 (100%)</b>	<b>1 (1%)</b>
<b>Totals</b>	<b>57 (44.5%)</b>	<b>27 (21%)</b>	<b>13 (10%)</b>	<b>2 (1.5%)</b>	<b>29 (23%)</b>	<b>128 (100%)</b>

**Note:** The Information Commissioner does not deal with a complaint if it is outside his jurisdiction and may not deal with it if it is frivolous, vexatious, misconceived or lacking in substance (s.67 of the Act). Table 8 includes Informal/Invalid complaints. Two of the complaints declined (concerning Western Australia Police) related to formal complaints and the remainder declined related to informal/invalid complaints.



Table 6: Published decisions

DECISION NUMBER	COMPLAINANT	RESPONDENT	DECISION DATE
D0242011	The Wilderness Society (WA) Inc	Department of Environment and Conservation	13/07/2011
D0252011	MacDonald	City of Joondalup	14/07/2011
D0262011	Co-operative Bulk Handling Limited	Public Transport Authority	19/08/2011
D0272011	Nine Network Australia Pty Ltd	Western Australia Police	30/08/2011
D0282011	Mackenzie	Western Australia Police	31/08/2011
D0292011	Anna Plains Cattle Company Pty Ltd	Department of Regional Development and Lands	13/09/2011
D0302011	"F"	Department of Corrective Services	13/09/2011
D0312011	Duggan	Department of Agriculture and Food	13/09/2011
D0322011	"G"	Department for Child Protection	19/09/2011
D0332011	"H"	City of Nedlands	22/09/2011
D0342011	Clayton Utz	Port Hedland Port Authority	23/09/2011
D0352011	O'Donoghue	Legal Practice Board of Western Australia	29/09/2011
D0362011	Mackenzie	Chemistry Centre Western Australia	30/09/2011
D0372011	West Australian Newspapers Limited	Department of Mines and Petroleum	06/10/2011
D0382011	BGC (Australia) Pty Ltd	Port Hedland Port Authority	31/10/2011
D0392011	BGC (Australia) Pty Ltd	Minister for Transport	11/11/2011
D0402011	Biber	Department of Transport	17/11/2011
D0412011	Stayt	Western Australia Police	30/11/2011

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DECISION NUMBER	COMPLAINANT	RESPONDENT	DECISION DATE
D0422011	"I"	Western Australia Police	30/11/2011
D0432011	Melville	City of Mandurah	30/11/2011
D0442011	Post Newspapers Pty Ltd	City of Nedlands	30/12/2011
D0452011	Keating	Department of Corrective Services	30/12/2011
D0462011	"J"	Challenger Institute of Technology	30/12/2011
D0012012	McGowan	Minister for Mines and Petroleum and Mineralogy Pty Ltd	04/01/2012
D0022012	Mackenzie	Western Australia Police	05/01/2012
D0032012	"K"	City of Canning and "L"	12/01/2012
D0042012	Thompson	Department of Corrective Services	20/01/2012
D0052012	Farina	Department of State Development	14/02/2012
D0062012	Moore	Western Australia Police	16/02/2012
D0072012	Environs Kimberley Inc	Shire of Broome	29/02/2012
D0082012	"M"	WA Country Health Service - South West	14/03/2012
D0092012	Haigh	Department for Child Protection	15/03/2012
D0102012	Saffioti	Minister for Transport; Housing	11/04/2012
D0112012	Keating	Department of Corrective Services	26/04/2012
D0122012	Veale	City of Swan	9/05/2012
D0132012	Wyatt	Department of Education	15/05/2012
D0142012	Corr	City of Joondalup	15/05/2012

DECISION NUMBER	COMPLAINANT	RESPONDENT	DECISION DATE
D0152012	Brown	State Administrative Tribunal	17/05/2012
D0162012	"N"	North Metropolitan Area Health Service	31/05/2012
D0172012	Ravlich	Department of Commerce	31/05/2012
D0182012	Whisson	Curtin University of Technology	28/06/2012
D0192012	Miller	Racing and Wagering Western Australia	28/06/2012

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**Table 7: Outcome of other applications finalised**

AGENCY	OUT OF TIME s.66(4)	NO INTERNAL REVIEW s.66(6)		EXTENSION OF TIME s.13(5)			REDUCTION OF TIME s.13(4)	WAIVER OF REQUIREMENT TO CONSULT s.35(1)			TOTAL MATTERS FINALISED	
	R	A	R	W	A	R	W	R	A	D		W
State Agencies:												
Attorney General, Department of the						1						1
Commerce, Department of			1									1
Communities, Department for										1		1
Education, Department of			1				1					2
Education Services, Department of					1							1
Environment and Conservation, Department of								1	1			2
Fisheries, Department of									1		1	2
NMAHS - Graylands Selby-Lemnos and Special Care Health Service		1										1
Health, Department of				1						1		2
Main Roads Western Australia				1								1
Mines and Petroleum, Department of			1			1						2
Police, Western Australia	1		1									2
Public Transport Authority			1									1
SMAHS - Armadale-Kelmscott Memorial Hospital			1									1
Training and Workforce Development, Department of						1					1	2
WACHS - Midwest										1		1
Sub-total: State Agencies	1	1	6	2	1	3	1	1	2	2	3	23

AGENCY	OUT OF TIME s.66(4)	NO INTERNAL REVIEW s.66(6)			EXTENSION OF TIME s.13(5)			REDUCTION OF TIME s.13(4)	WAIVER OF REQUIREMENT TO CONSULT s.35(1)			TOTAL MATTERS FINALISED
	R	A	R	W	A	R	W	R	A	D	W	
Local Agencies:												
Albany, City of			1									1
Cambridge, Town of		1										1
Canning, City of								1				1
Mandurah, City of			1									1
Port Hedland, Town of	1											1
Stirling, City of	1											1
Wanneroo, City of			1									1
Sub-total: Local Agencies	2	1	3	0	0	0	0	1	0	0	0	7
Ministers:												
Environment, Minister for								1				0
Health, Minister for	1											0
Sub-total: Ministers	1	0	0	0	0	0	0	1	0	0	0	2
TOTAL	4	2	9	2	1	3	1	3	2	2	3	32

**Table 8: Formal training and presentations**

DATE	PRESENTATION STYLE	AUDIENCE
1 July 2011	FOI Briefing	Department of Education Services
6 July 2011	FOI Briefing	PSC – Induction
14 July 2011	FOI Briefing	Town of Mosman Park
21 July 2011	Presentation	AIAL National Admin Law Conference
28 July 2011	FOI Coordinators Workshop	Officers from State and local government agencies
11 August 2011	FOI Coordinators Workshop	WACHS – Midwest
12 August 2011	FOI Decision-makers Forum	WACHS – Midwest
17 August 2011	FOI Briefing	PSC – Induction
18 August 2011	FOI Decision-makers Forum	Officers from State and local government agencies
29 August 2011	FOI Briefing	Opposition MPs & Staffers
6 September 2011	Presentation	Law Society Seminar
6 September 2011	Presentation	ACS WA Conference
14 September 2011	FOI Briefing	Department of Health
15 September 2011	FOI Coordinators Workshop	Officers from State and local government agencies
6 October 2011	FOI Briefing	PSC – Induction
20 October 2011	FOI Coordinators Workshop	Officers from State and local government agencies
9 November 2011	FOI Briefing	PSC – Induction
16 November 2011	FOI Briefing	Department of Education
17 November 2011	FOI Decision-makers Forum	Officers from State and local government agencies
24 November 2011	FOI Briefing	Department of Fisheries
29 November 2011	Presentation	Department of Finance – leadership program
7 December 2011	FOI Briefing	Department of Education
1 February 2012	FOI Coordinators Workshop	Officers from State and local government agencies
6 February 2012	Presentation	UWA lecture
21 February 2012	Presentation	Department of Finance – Gov. procurement
23 February 2012	Presentation	Government lawyers seminar
1 March 2012	FOI Decision-makers Forum	Officers from State and local government agencies
20 March 2012	Presentation	Records & Information Mgt Seminar
21 March 2012	Presentation	Australian Lawyers for Human Rights
26 March 2012	FOI Briefing	Department of Education

DATE	PRESENTATION STYLE	AUDIENCE
27 March 2012	FOI Briefing	Department of Education
28 March 2012	FOI Briefing	PSC – Induction
4 April 2012	FOI Coordinators Workshop	Officers from State and local government agencies
10 April 2012	FOI Briefing	Department of Education
11 April 2012	FOI Briefing	Shire of Chittering
26 April 2012	FOI Briefing x 3	Department of Education
27 April 2012	Presentation	Department of Housing – Legal & Legislative Services
27 April 2012	FOI Briefing x 2	Department of Education
30 April 2012	FOI Briefing x 2	Department of Education
2 May 2012	FOI Coordinators Workshop	Officers from State and local government agencies
8 May 2012	FOI Briefing	PSC – Induction
9 May 2012	FOI Briefing	Serco (Fiona Stanley Hospital)
10 May 2012	FOI Briefing x 2	Department of Education
21 May 2012	Presentation	Department of the Attorney General & Department of Corrective Services

Table 9: Attendees at presentations

TRAINING SESSIONS (No.)	STATE GOVERNMENT	LOCAL GOVERNMENT	MINISTERIAL STAFF	TOTAL
FOI Coordinators Workshops (8)	147	21	1	169
Decision Makers Forums (5)	88	7	-	95
Sub-total:				264
BRIEFINGS (No.)				TOTAL
Agencies (32)				816
Public (2)				21
Speeches by the Information Commissioner (10)				465
Sub-total:				1302
GRAND TOTAL (ATTENDEES)				1566

**Table 10: Misdirected applications (received & dealt with)**

Year	Corrections	Police	Other	Total
2005/2006	22	23	17	62
2006/2007	16	35	40	91
2007/2008	15	24	33	72
2008/2009	15	33	25	73
2009/2010	15	20	30	65
2010/2011	13	13	31	57
2011/2012	6	11	12	29

**Table 11: Injury management targets**

Indicator	Target 2011/12	Actual 2011/12
Number of fatalities	Zero (0)	0
Lost time injury/disease (LTI/D) incidence rate	Zero (0) or 10% improvement on previous three (3) years	0
Lost time injury severity rate	Zero (0) or 10% improvement on previous three (3) years	0
Percentage of injured workers returned to work within (i) 13 weeks and (ii) 26 weeks	Greater than or equal to 80% return to work within 26 weeks	N/A
Percentage of managers trained in occupational safety, health and injury management responsibilities	Greater than or equal to 80%	100%



Table 12: Requests received by agencies

AGENCY NAME	No.	AGENCY NAME	No.
<b>Group: Boards, Committees, Commissions, Authorities, Corporations</b>		Independent Market Operator	0
Acacia Prison	264	Industrial Relations Commission, Office of the Registrar	0
Albany Port Authority	1	Institute of Sport, Western Australian	1
Animal Resources Authority	0	Insurance Commission of Western Australia	194
Broome Port Authority	0	Kimberley Development Commission	0
Bunbury Port Authority	0	Land Authority (LandCorp), Western Australian	8
Bunbury Water Board (Aqwest)	0	Land Information Authority, Western Australian	15
Burswood Park Board	1	Law Reform Commission	0
Busselton Water	0	Legal Aid Western Australia	9
Chemistry Centre Western Australia	3	Legal Practice Board of WA, The	1
College of Teaching, Western Australian	0	Legal Profession Complaints Committee	1
Commissioner for Children and Young People, Office of the	0	Liquor Commission	0
Construction Industry Long Service Leave Payments Board	0	Lotteries Commission	3
Country High School Hostels Authority, Office of the	0	Metropolitan Cemeteries Board	1
Court Security and Custodial Services	1	Metropolitan Redevelopment Authority	0
Dampier Port Authority	1	Mid West Development Commission	0
Disability Services Commission	11	Minerals and Energy Research Institute of Western Australia	0
Economic Regulation Authority	0	National Trust of Australia (WA)	2
Electoral Commission, Western Australian	0	Peel Development Commission	0
Equal Opportunity Commission	2	Perth Market Authority	0
Esperance Port Authority	2	Pilbara Development Commission	1
Fire and Emergency Services Authority of Western Australia	98	Port Hedland Port Authority	3
Forest Products Commission	1	Potato Marketing Corporation of Western Australia	1
Fremantle Port Authority	6	Professional Combat Sports Commission	0
Gascoyne Development Commission	0	Public Advocate, Office of the	4
Geraldton Port Authority	1	Public Sector Commission	24
Gold Corporation	0	Public Transport Authority	40
Goldfields Esperance Development Commission	0	Racing and Wagering Western Australia *	0
Government Employees Superannuation Board	2	Rottne Island Authority	3
Great Southern Development Commission	0	Salaries and Allowances Tribunal	2
Greyhound Racing Association, Western Australian	0	School Curriculum and Standards Authority	2
Heritage Council of Western Australia	1	Small Business Development Corporation	1
Horizon Power	3	South West Development Commission	0

\* - Agency received no new requests but dealt with a request received in a prior period.

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AGENCY NAME	No.
Sports Centre Trust (VenuesWest)	1
State Supply Commission	0
Synergy	8
Tourism Commission, Western Australian	11
Treasury Corporation, Western Australian	0
Trotting Association, Western Australian	0
Verve Energy	5
Water Corporation	29
Western Power	39
Wheatbelt Development Commission	0
Workcover Western Australia Authority (Workcover WA)	5
Zoological Parks Authority	0
<i>Sub-Total: Boards, Committees, Commissions, Authorities, Corporations</i>	<b>812</b>
<b>Group: Departments (except Police and Health agencies)</b>	
Agriculture and Food, Department of	21
Attorney General, Department of the	87
C Y O'Connor Institute	0
Central Institute of Technology	7
Challenger Institute of Technology	6
Child Protection, Department for	146
Commerce, Department of	288
Communities, Department for	11
Corrective Services, Department of	1070
Culture and the Arts, Department of	4
Durack Institute of Technology	2
Education, Department of	80
Education Services, Department of	15
Environment and Conservation, Department of	255
Environmental Protection Authority, Office of the	40
Finance, Department of	37
Fisheries, Department of	12
Great Southern Institute of Technology	0
Housing, Department of	111
Indigenous Affairs, Department of	16
Kimberley College of TAFE	0
Local Government, Department of	8

AGENCY NAME	No.
Main Roads Western Australia	44
Mines and Petroleum, Department of	512
Pilbara College of TAFE	0
Planning, Department of	115
Polytechnic West	0
Premier and Cabinet, Department of the	97
Public Trust Office	0
Racing, Gaming and Liquor, Department of	29
Regional Development and Lands, Department of	22
South West Regional College of TAFE	0
Sport and Recreation, Department of	7
State Development, Department of	28
Training and Workforce Development, Department of	14
Transport, Department of	149
Treasury, Department of	17
Water, Department of	195
West Coast Institute of Training	1
<i>Sub-Total: Department (except Police and Health agencies)</i>	<b>3446</b>
<b>Group: Health-related agencies</b>	
C&AHS - Princess Margaret Hospital for Children	354
Dental Health Services	0
Drug and Alcohol Office	3
Health, Department of	87
Health and Disability Services Complaints Office	1
Health Promotion Foundation WA	1
Joondalup Health Campus	497
NMAHS - King Edward Memorial Hospital	84
NMAHS - Mental Health / Graylands Selby-Lemnos and Special Care Health Svc's	213
NMAHS - Osborne Park Hospital	109
NMAHS - Sir Charles Gairdner Hospital	1208
NMAHS - Swan Kalamunda Health Service	136
PathWest Laboratory Medicine WA	14
Peel Health Campus	395
SMAHS - Armadale Health Service	329
SMAHS - Bentley Hospital	141
SMAHS - Fremantle Hospital	784

AGENCY NAME	No.
SMAHS - Rockingham-Kwinana District Hospital	228
SMAHS - Royal Perth Hospital	1969
WACHS - Goldfields	660
WACHS - Great Southern	141
WACHS - Kimberley	335
WACHS - Midwest	187
WACHS - Pilbara	497
WACHS - South West	363
WACHS - Wheatbelt	364
<i>Sub-Total: Health-related agencies</i>	<b>9100</b>
<b>Group: Local government agencies</b>	
Albany, City of	10
Armadale, City of	15
Ashburton, Shire of	0
Augusta-Margaret River, Shire of	6
Bassendean, Town of	4
Bayswater, City of	17
Belmont, City of	11
Beverley, Shire of	1
Boddington, Shire of	0
Boyup Brook, Shire of	0
Bridgetown-Greenbushes, Shire of	2
Brookton, Shire of	0
Broome, Shire of	5
Broomehill, Shire of	1
Bruce Rock, Shire of	0
Bunbury, City of	12
Busselton, Shire of	7
Cambridge, Town of	16
Canning, City of	21
Capel, Shire of	3
Carnamah, Shire of	0
Carnarvon, Shire of	0
Chapman Valley, Shire of	0
Chittering, Shire of	1
Claremont, Town of	5

AGENCY NAME	No.
Cockburn, City of	22
Cottesloe, Town of	4
Cunderdin, Shire of	0
Dardanup, Shire of	1
Denmark, Shire of	1
Derby-West Kimberley, Shire of	0
Donnybrook-Balingup, Shire of	1
Dumbleyung, Shire of	0
East Fremantle, Town of	2
East Pilbara, Shire of	2
Esperance, Shire of	1
Exmouth, Shire of	4
Fremantle, City of	16
Gingin, Shire of	4
Gnowangerup, Shire of	0
Goomalling, Shire of	0
Gosnells, City of	15
Greater Geraldton, City of	9
Harvey, Shire of	4
Irwin, Shire of	0
Jerramungup, Shire of	0
Joondalup, City of	40
Kalamunda, Shire of	17
Kalgoorlie-Boulder, City of	6
Katanning, Shire of	1
Kent, Shire of	0
Kulin, Shire of	0
Kwinana, Town of	4
Lake Grace, Shire of	0
Laverton, Shire of	0
Leonora, Shire of	0
Mandurah, City of	13
Manjimup, Shire of	2
Meekatharra, Shire of	0
Melville, City of	21
Moora, Shire of	0

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AGENCY NAME	No.
Morawa, Shire of	0
Mosman Park, Town of	12
Mount Magnet, Shire of	0
Mount Marshall, Shire of	0
Mukinbudin, Shire of	0
Mundaring, Shire of	14
Murchison, Shire of	0
Murray, Shire of	10
Nannup, Shire of	0
Narrogin, Shire of	0
Nedlands, City of	8
Ngaanyatjarraku, Shire of	0
Northam, Shire of	2
Northampton, Shire of	0
Nungarin, Shire of	0
Peppermint Grove, Shire of	0
Perth, City of	19
Pingelly, Shire of	0
Plantagenet, Shire of	0
Port Hedland, Town of	19
Ravensthorpe, Shire of	0
Rockingham, City of	14
Roebourne, Shire of	5
Sandstone, Shire of	0
Serpentine/Jarrahdale Shire	8
Shark Bay, Shire of	1
South Perth, City of	16
Stirling, City of	63
Subiaco, City of	8
Swan, City of	45
Three Springs, Shire of	0
Toodyay, Shire of	1
Upper Gascoyne, Shire of	0
Victoria Park, Town of	8
Victoria Plains, Shire of	1
Vincent, City of	16

AGENCY NAME	No.
Wagin, Shire of	0
Wandering, Shire of	0
Wanneroo, City of	23
Waroon, Shire of	1
Westonia, Shire of	0
Wickepin, Shire of	0
Williams, Shire of	0
Wiluna, Shire of	0
Wongan-Ballidu, Shire of	0
Woodanilling, Shire of	0
Wyalkatchem, Shire of	1
Wyndham-East Kimberley, Shire of	4
Yalgoo, Shire of	0
Yilgarn, Shire of	0
York, Shire of	7
<i>Sub-Total: Local government agencies</i>	<b>633</b>
<b>Group: Ministers</b>	
Buswell MLA, Hon T	22
Castrilli MLA, Hon J	4
Collier MLC, Hon P	10
Constable MLA, Hon E	14
Day MLA, Hon J	9
Grylls MLA, Hon B	9
Hames MLA, Hon K	10
Johnson MLA, Hon R	14
Marmion MLA, Hon B	13
McSweeney MLC, Hon R	2
Moore MLC, Hon N	10
Morton MLC, Hon H	3
O'Brien MLC, Hon S	4
Porter MLA, Hon C	11
Redman MLA, Hon T	7
Waldron MLA, Hon T	4
<i>Sub-Total: Ministers</i>	<b>146</b>

AGENCY NAME	No.
<b>Group: Universities</b>	
Curtin University of Technology	10
Edith Cowan University	24
Murdoch University	6
University of Western Australia, The	11
<i>Sub-Total: Universities</i>	<b>51</b>

AGENCY NAME	No.
<b>Group: Police</b>	
Police, Western Australia	2446
<i>Sub-Total: Police</i>	<b>2446</b>
<b>TOTALS</b>	<b>16634</b>

**Notes:**

- (1) This table reflects the total number of applications lodged and includes applications which may have been transferred to another agency, withdrawn or which are still to be dealt with.
- (2) The number actually dealt with by a decision issued to the applicant is reflected in the following table.
- (3) If an agency does not appear in this table, this is because the required statistical data was not received in time for publication.

Table 13: Decisions made – outcome

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
<b>Group: Boards, Committees, Commissions, Authorities, Corporations</b>						
Acacia Prison	76(34.1)	126(56.5)	0(0)	0(0)	17(7.6)	4(1.8)
Albany Port Authority	1(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Animal Resources Authority	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Broome Port Authority	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Bunbury Port Authority	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Bunbury Water Board (Aqwest)	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Burswood Park Board	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Busselton Water	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Chemistry Centre Western Australia	0(0)	0(0)	0(0)	0(0)	0(0)	3(100)
College of Teaching, Western Australian	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Commissioner for Children and Young People, Office of the	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Construction Industry Long Service Leave Payments Board	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Country High School Hostels Authority, Office of the	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Court Security and Custodial Services	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
Dampier Port Authority	1(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Disability Services Commission	1(10)	9(90)	0(0)	0(0)	0(0)	0(0)
Economic Regulation Authority	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Electoral Commission, Western Australian	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Equal Opportunity Commission	0(0)	1(50)	0(0)	0(0)	0(0)	1(50)
Esperance Port Authority	0(0)	0(0)	0(0)	0(0)	0(0)	1(100)
Fire and Emergency Services Authority of Western Australia	3(3.3)	76(82.6)	9(9.8)	0(0)	2(2.2)	2(2.2)
Forest Products Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Fremantle Port Authority	0(0)	1(33.3)	0(0)	0(0)	0(0)	2(66.7)
Gascoyne Development Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Geraldton Port Authority	0(0)	0(0)	0(0)	0(0)	0(0)	1(100)
Gold Corporation	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Goldfields Esperance Development Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Government Employees Superannuation Board	1(50)	0(0)	0(0)	0(0)	0(0)	1(50)
Great Southern Development Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Greyhound Racing Association, Western Australian	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Heritage Council of Western Australia	0(0)	2(100)	0(0)	0(0)	0(0)	0(0)
Horizon Power	0(0)	2(100)	0(0)	0(0)	0(0)	0(0)
Independent Market Operator	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Industrial Relations Commission, Office of the Registrar	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Institute of Sport, Western Australian	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
Insurance Commission of Western Australia	8(3.9)	192(94.6)	0(0)	0(0)	1(0.5)	2(1)
Kimberley Development Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Land Authority (LandCorp), Western Australian	5(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Land Information Authority, Western Australian	4(26.7)	2(13.3)	0(0)	0(0)	9(60)	0(0)
Law Reform Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Legal Aid Western Australia	5(71.4)	1(14.3)	0(0)	0(0)	1(14.3)	0(0)
Legal Practice Board of WA, The	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
Legal Profession Complaints Committee	0(0)	2(100)	0(0)	0(0)	0(0)	0(0)
Liquor Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Lotteries Commission	1(33.3)	1(33.3)	0(0)	0(0)	1(33.3)	0(0)
Metropolitan Cemeteries Board	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
Metropolitan Redevelopment Authority	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)

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AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Mid West Development Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Minerals and Energy Research Institute of Western Australia	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
National Trust of Australia (WA)	2(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Peel Development Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Perth Market Authority	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Pilbara Development Commission	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
Port Hedland Port Authority	0(0)	3(100)	0(0)	0(0)	0(0)	0(0)
Potato Marketing Corporation of Western Australia	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
Professional Combat Sports Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Public Advocate, Office of the	1(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Public Sector Commission	0(0)	14(73.7)	0(0)	0(0)	2(10.5)	3(15.8)
Public Transport Authority	14(34.1)	22(53.7)	0(0)	0(0)	3(7.3)	2(4.9)
Racing and Wagering Western Australia	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
Rottnest Island Authority	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
Salaries and Allowances Tribunal	0(0)	1(50)	0(0)	0(0)	0(0)	1(50)
School Curriculum and Standards Authority	0(0)	0(0)	0(0)	1(0)	0(0)	0(0)
Small Business Development Corporation	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
South West Development Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Sports Centre Trust (VenuesWest)	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
State Supply Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Synergy	0(0)	6(100)	0(0)	0(0)	0(0)	0(0)
Tourism Commission, Western Australian	0(0)	10(90.9)	0(0)	0(0)	0(0)	1(9.1)
Treasury Corporation, Western Australian	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Trotting Association, Western Australian	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Verve Energy	2(33.3)	4(66.7)	0(0)	0(0)	0(0)	0(0)



AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Water Corporation	15(46.9)	8(25)	0(0)	0(0)	9(28.1)	0(0)
Western Power	21(60)	13(37.1)	0(0)	0(0)	1(2.9)	0(0)
Wheatbelt Development Commission	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Workcover Western Australia Authority (Workcover WA)	3(75)	1(25)	0(0)	0(0)	0(0)	0(0)
Zoological Parks Authority	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	<b>164(21.8)</b>	<b>507(67.5)</b>	<b>9(1.2)</b>	<b>1(0.1)</b>	<b>46(6.1)</b>	<b>24(3.2)</b>
<b>Group: Departments (except Police and Health agencies)</b>						
Agriculture and Food, Department of	4(25)	10(62.5)	0(0)	0(0)	2(12.5)	0(0)
Attorney General, Department of the	6(12)	13(26)	0(0)	0(0)	4(8)	27(54)
C Y O'Connor Institute	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Central Institute of Technology	6(85.7)	0(0)	0(0)	0(0)	1(14.3)	0(0)
Challenger Institute of Technology	2(28.6)	5(71.4)	0(0)	0(0)	0(0)	0(0)
Child Protection, Department for	3(2.2)	103(74.1)	0(0)	0(0)	26(18.7)	7(5)
Commerce, Department of	9(3.2)	231(82.5)	26(9.3)	0(0)	4(1.4)	10(3.6)
Communities, Department for	0(0)	7(87.5)	0(0)	0(0)	1(12.5)	0(0)
Corrective Services, Department of	296(33.6)	426(48.4)	0(0)	1(0.1)	102(11.6)	57(6.5)
Culture and the Arts, Department of	2(50)	2(50)	0(0)	0(0)	0(0)	0(0)
Durack Institute of Technology	2(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Education, Department of	10(18.9)	35(66)	0(0)	0(0)	4(7.5)	4(7.5)
Education Services, Department of	2(25)	3(37.5)	0(0)	0(0)	2(25)	1(12.5)
Environment and Conservation, Department of	31(12.3)	74(29.2)	0(0)	0(0)	142(56.1)	6(2.4)
Environmental Protection Authority, Office of the	3(9.7)	11(35.5)	1(3.2)	0(0)	15(48.4)	1(3.2)
Finance, Department of	5(20.8)	17(70.8)	0(0)	0(0)	1(4.2)	1(4.2)
Fisheries, Department of	0(0)	5(100)	0(0)	0(0)	0(0)	0(0)

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AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Great Southern Institute of Technology	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Housing, Department of	7(6.9)	87(85.3)	0(0)	0(0)	8(7.8)	0(0)
Indigenous Affairs, Department of	4(36.4)	6(54.5)	0(0)	0(0)	0(0)	1(9.1)
Kimberley College of TAFE	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Local Government, Department of	0(0)	8(100)	0(0)	0(0)	0(0)	0(0)
Main Roads Western Australia	16(51.6)	15(48.4)	0(0)	0(0)	0(0)	0(0)
Mines and Petroleum, Department of	140(27.2)	109(21.2)	0(0)	0(0)	250(48.6)	15(2.9)
Pilbara College of TAFE	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Planning, Department of	22(21)	30(28.6)	1(1)	0(0)	25(23.8)	27(25.7)
Polytechnic West	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Premier and Cabinet, Department of the	11(12.6)	59(67.8)	0(0)	0(0)	11(12.6)	6(6.9)
Public Trust Office	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Racing, Gaming and Liquor, Department of	4(17.4)	13(56.5)	1(4.3)	0(0)	4(17.4)	1(4.3)
Regional Development and Lands, Department of	2(10)	14(70)	0(0)	0(0)	3(15)	1(5)
South West Regional College of TAFE	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Sport and Recreation, Department of	1(14.3)	6(85.7)	0(0)	0(0)	0(0)	0(0)
State Development, Department of	2(9.1)	11(50)	0(0)	0(0)	3(13.6)	6(27.3)
Training and Workforce Development, Department of	2(16.7)	6(50)	0(0)	0(0)	1(8.3)	3(25)
Transport, Department of	72(51.8)	17(12.2)	1(0.7)	0(0)	25(18)	24(17.3)
Treasury, Department of	0(0)	9(81.8)	0(0)	0(0)	0(0)	2(18.2)
Water, Department of	9(4.6)	10(5.2)	0(0)	0(0)	172(88.7)	3(1.5)
West Coast Institute of Training	1(100)	0(0)	0(0)	0(0)	0(0)	0(0)
<i>Sub-total: Department (except Police and Health agencies)</i>	<b>674(22.1)</b>	<b>1342(43.9)</b>	<b>30(1)</b>	<b>1(0)</b>	<b>806(26.4)</b>	<b>203(6.6)</b>

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
<b>Group: Health related agencies</b>						
C&AHS - Princess Margaret Hospital for Children	229(82.7)	0(0)	0(0)	21(7.6)	29(10.5)	19(6.9)
Dental Health Services	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Drug and Alcohol Office	3(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Health, Department of	28(43.1)	19(29.2)	0(0)	0(0)	15(23.1)	3(4.6)
Health and Disability Services Complaints Office	0(0)	0(0)	0(0)	0(0)	1(100)	0(0)
Health Promotion Foundation WA	1(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Joondalup Health Campus	475(99.4)	3(0.6)	0(0)	2(0.4)	0(0)	0(0)
NMAHS - King Edward Memorial Hospital	49(90.7)	0(0)	0(0)	16(29.6)	3(5.6)	2(3.7)
NMAHS - Mental Health / Graylands Selby-Lemnos and Special Care Health Services	159(84.1)	18(9.5)	0(0)	4(2.1)	10(5.3)	2(1.1)
NMAHS - Osborne Park Hospital	107(100)	0(0)	0(0)	0(0)	0(0)	0(0)
NMAHS - Sir Charles Gairdner Hospital	1095(94.6)	57(4.9)	0(0)	2(0.2)	3(0.3)	3(0.3)
NMAHS - Swan Kalamunda Health Service	132(99.2)	1(0.8)	0(0)	0(0)	0(0)	0(0)
PathWest Laboratory Medicine WA	10(71.4)	2(14.3)	0(0)	0(0)	0(0)	2(14.3)
Peel Health Campus	393(99.5)	0(0)	0(0)	0(0)	0(0)	2(0.5)
SMAHS - Armadale Health Service	313(95.4)	13(4)	0(0)	2(0.6)	1(0.3)	1(0.3)
SMAHS - Bentley Hospital	2(1.4)	140(95.2)	4(2.7)	0(0)	0(0)	1(0.7)
SMAHS - Fremantle Hospital	700(97.8)	5(0.7)	0(0)	0(0)	9(1.3)	2(0.3)
SMAHS - Rockingham-Kwinana District Hospital	178(84.4)	28(13.3)	0(0)	2(0.9)	3(1.4)	2(0.9)
SMAHS - Royal Perth Hospital	1890(98.3)	12(0.6)	0(0)	2(0.1)	16(0.8)	5(0.3)
WACHS - Goldfields	613(95.8)	3(0.5)	0(0)	1(0.2)	24(3.8)	0(0)
WACHS - Great Southern	88(65.7)	45(33.6)	0(0)	2(1.5)	0(0)	1(0.7)
WACHS - Kimberley	334(100)	0(0)	0(0)	0(0)	0(0)	0(0)
WACHS - Midwest	7(3.8)	169(90.9)	0(0)	3(1.6)	1(0.5)	9(4.8)
WACHS - Pilbara	449(90.3)	44(8.9)	0(0)	0(0)	4(0.8)	0(0)

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AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
WACHS - South West	0(0)	349(97.8)	0(0)	0(0)	8(2.2)	0(0)
WACHS - Wheatbelt	163(46.6)	167(47.7)	12(3.4)	0(0)	8(2.3)	0(0)
<i>Sub-total: Health related agencies</i>	<b>7418(84.7)</b>	<b>1075(12.3)</b>	<b>16(0.2)</b>	<b>57(0.7)</b>	<b>135(1.5)</b>	<b>54(0.6)</b>
<b>Group: Local government agencies</b>						
Albany, City of	7(77.8)	2(22.2)	0(0)	1(11.1)	0(0)	0(0)
Armadale, City of	1(9.1)	8(72.7)	0(0)	0(0)	1(9.1)	1(9.1)
Ashburton, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Augusta-Margaret River, Shire of	6(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Bassendean, Town of	1(33.3)	0(0)	0(0)	0(0)	2(66.7)	0(0)
Bayswater, City of	5(31.3)	8(50)	0(0)	0(0)	3(18.8)	0(0)
Belmont, City of	1(10)	9(90)	0(0)	0(0)	0(0)	0(0)
Beverley, Shire of	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
Boddington, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Boyup Brook, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Bridgetown-Greenbushes, Shire of	2(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Brookton, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Broome, Shire of	0(0)	4(100)	0(0)	0(0)	0(0)	0(0)
Broomehill, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Bruce Rock, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Bunbury, City of	3(25)	9(75)	0(0)	0(0)	0(0)	0(0)
Busselton, Shire of	2(28.6)	5(71.4)	0(0)	0(0)	0(0)	0(0)
Cambridge, Town of	4(28.6)	10(71.4)	0(0)	0(0)	0(0)	0(0)
Canning, City of	3(18.8)	10(62.5)	0(0)	0(0)	3(18.8)	0(0)
Capel, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Carnamah, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Carnarvon, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Chapman Valley, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Chittering, Shire of	1(50)	1(50)	0(0)	0(0)	0(0)	0(0)
Claremont, Town of	2(40)	1(20)	0(0)	0(0)	1(20)	1(20)
Cockburn, City of	14(77.8)	3(16.7)	0(0)	0(0)	1(5.6)	0(0)
Cottesloe, Town of	3(75)	0(0)	0(0)	0(0)	0(0)	1(25)
Cunderdin, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Dardanup, Shire of	1(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Denmark, Shire of	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
Derby-West Kimberley, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Donnybrook-Balingup, Shire of	1(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Dumbleyung, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
East Fremantle, Town of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
East Pilbara, Shire of	2(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Esperance, Shire of	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
Exmouth, Shire of	4(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Fremantle, City of	4(28.6)	9(64.3)	0(0)	0(0)	1(7.1)	0(0)
Gingin, Shire of	2(50)	1(25)	0(0)	0(0)	0(0)	1(25)
Gnowangerup, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Goomalling, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Gosnells, City of	3(20)	9(60)	0(0)	0(0)	3(20)	0(0)
Greater Geraldton, City of	3(37.5)	0(0)	0(0)	0(0)	0(0)	5(62.5)
Harvey, Shire of	2(66.7)	0(0)	0(0)	0(0)	0(0)	1(33.3)
Irwin, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)

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AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Jerramungup, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Joondalup, City of	5(12.5)	31(77.5)	0(0)	0(0)	4(10)	0(0)
Kalamunda, Shire of	3(20)	12(80)	0(0)	0(0)	0(0)	0(0)
Kalgoorlie-Boulder, City of	2(33.3)	3(50)	0(0)	0(0)	0(0)	1(16.7)
Katanning, Shire of	1(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Kent, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Kulin, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Kwinana, Town of	0(0)	4(100)	0(0)	0(0)	0(0)	0(0)
Lake Grace, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Laverton, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Leonora, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Mandurah, City of	0(0)	6(85.7)	0(0)	0(0)	0(0)	1(14.3)
Manjimup, Shire of	0(0)	2(100)	0(0)	0(0)	0(0)	0(0)
Meekatharra, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Melville, City of	2(10.5)	16(84.2)	0(0)	0(0)	0(0)	1(5.3)
Moora, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Morawa, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Mosman Park, Town of	2(20)	6(60)	0(0)	0(0)	1(10)	1(10)
Mount Magnet, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Mount Marshall, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Mukinbudin, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Mundaring, Shire of	0(0)	12(100)	0(0)	0(0)	0(0)	0(0)
Murchison, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Murray, Shire of	1(10)	9(90)	0(0)	0(0)	0(0)	0(0)
Nannup, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Narrogin, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Nedlands, City of	2(50)	0(0)	0(0)	0(0)	1(25)	1(25)
Ngaanyatjarraku, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Northam, Shire of	0(0)	1(50)	0(0)	0(0)	0(0)	1(50)
Northampton, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Nungarin, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Peppermint Grove, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Perth, City of	2(11.8)	15(88.2)	0(0)	0(0)	0(0)	0(0)
Pingelly, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Plantagenet, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Port Hedland, Town of	3(33.3)	6(66.7)	0(0)	0(0)	0(0)	0(0)
Ravensthorpe, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Rockingham, City of	3(27.3)	5(45.5)	0(0)	0(0)	2(18.2)	1(9.1)
Roebourne, Shire of	5(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Sandstone, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Serpentine/Jarrahdale Shire	2(25)	3(37.5)	1(12.5)	0(0)	0(0)	2(25)
Shark Bay, Shire of	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
South Perth, City of	0(0)	14(93.3)	0(0)	0(0)	1(6.7)	0(0)
Stirling, City of	4(6.5)	50(80.6)	0(0)	0(0)	7(11.3)	1(1.6)
Subiaco, City of	1(14.3)	4(57.1)	0(0)	0(0)	1(14.3)	1(14.3)
Swan, City of	4(8.7)	37(80.4)	0(0)	0(0)	4(8.7)	1(2.2)
Three Springs, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Toodyay, Shire of	0(0)	1(100)	0(0)	0(0)	0(0)	0(0)
Upper Gascoyne, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Victoria Park, Town of	3(37.5)	4(50)	0(0)	0(0)	1(12.5)	0(0)

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AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Victoria Plains, Shire of	0(0)	0(0)	0(0)	0(0)	1(100)	0(0)
Vincent, City of	0(0)	13(81.3)	0(0)	0(0)	0(0)	3(18.8)
Wagin, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Wandering, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Wanneroo, City of	1(4.5)	15(68.2)	0(0)	0(0)	1(4.5)	5(22.7)
Waroon, Shire of	1(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Westonia, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Wickepin, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Williams, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Wiluna, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Wongan-Ballidu, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Woodanilling, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Wyalkatchem, Shire of	1(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Wyndham-East Kimberley, Shire of	4(100)	0(0)	0(0)	0(0)	0(0)	0(0)
Yalgoo, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
Yilgarn, Shire of	0(0)	0(0)	0(0)	0(0)	0(0)	0(0)
York, Shire of	0(0)	2(40)	0(0)	0(0)	1(20)	2(40)
<i>Sub-total: Local government agencies</i>	<b>129(22.8)</b>	<b>364(64.2)</b>	<b>1(0.2)</b>	<b>1(0.2)</b>	<b>40(7.1)</b>	<b>32(5.6)</b>
<b>Group: Ministers</b>						
Buswell MLA, Hon T	1(5)	17(85)	0(0)	0(0)	1(5)	1(5)
Castrilli MLA, Hon J	0(0)	3(75)	0(0)	0(0)	1(25)	0(0)
Collier MLC, Hon P	1(11.1)	8(88.9)	0(0)	0(0)	0(0)	0(0)
Constable MLA, Hon E	0(0)	13(100)	0(0)	0(0)	0(0)	0(0)
Day MLA, Hon J	0(0)	5(71.4)	0(0)	0(0)	2(28.6)	0(0)
Grylls MLA, Hon B	0(0)	7(100)	0(0)	0(0)	0(0)	0(0)



AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Hames MLA, Hon K	0(0)	6(85.7)	0(0)	0(0)	0(0)	1(14.3)
Johnson MLA, Hon R	1(7.1)	13(92.9)	0(0)	0(0)	0(0)	0(0)
Marmion MLA, Hon B	0(0)	6(66.7)	0(0)	0(0)	2(22.2)	1(11.1)
McSweeney MLC, Hon R	0(0)	1(50)	0(0)	0(0)	1(50)	0(0)
Moore MLC, Hon N	2(22.2)	4(44.4)	0(0)	0(0)	2(22.2)	1(11.1)
Morton MLC, Hon H	1(33.3)	1(33.3)	0(0)	0(0)	1(33.3)	0(0)
O'Brien MLC, Hon S	0(0)	0(0)	0(0)	0(0)	3(100)	0(0)
Porter MLA, Hon C	1(10)	7(70)	0(0)	0(0)	1(10)	1(10)
Redman MLA, Hon T	0(0)	5(83.3)	0(0)	0(0)	1(16.7)	0(0)
Waldron MLA, Hon T	0(0)	2(50)	0(0)	0(0)	1(25)	1(25)
<i>Sub-total: Ministers</i>	<b>7(5.5)</b>	<b>98(77.2)</b>	<b>0(0)</b>	<b>0(0)</b>	<b>16(12.6)</b>	<b>6(4.7)</b>
<b>Group: Police</b>						
Police, Western Australia	82(3.9)	1872(90.1)	0(0)	0(0)	33(1.6)	90(4.3)
<i>Sub-total: Police</i>	<b>82(3.9)</b>	<b>1,872(90.1)</b>	<b>0(0)</b>	<b>0(0)</b>	<b>33(1.6)</b>	<b>90(4.3)</b>
<b>Group: Universities</b>						
Curtin University of Technology	0(0)	3(50)	2(33.3)	0(0)	1(16.7)	0(0)
Edith Cowan University	3(14.3)	14(66.7)	0(0)	0(0)	2(9.5)	2(9.5)
Murdoch University	2(33.3)	2(33.3)	0(0)	0(0)	2(33.3)	0(0)
University of Western Australia, The	0(0)	10(90.9)	0(0)	0(0)	1(9.1)	0(0)
<i>Sub-total: Universities</i>	<b>5(11.4)</b>	<b>29(65.9)</b>	<b>2(4.5)</b>	<b>0(0)</b>	<b>6(13.6)</b>	<b>2(4.5)</b>
<b>Total</b>	<b>8479</b>	<b>5287</b>	<b>58</b>	<b>60</b>	<b>1,082</b>	<b>411</b>
<b>Percentage</b>	<b>55.1%</b>	<b>34.4%</b>	<b>0.4%</b>	<b>0.4%</b>	<b>7.0%</b>	<b>2.7%</b>
<b>Grand Total</b>	<b>15377</b>					

**Note:** This table reflects decisions made by agencies. Those agencies which have not decided any applications in 2011-12 are not listed.

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**Table 14: Number of times exemption clauses were used by agencies**

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
<b>Group: Boards, Committees, Commissions, Authorities, Corporations</b>																
Acacia Prison	0	0	101	0	0	18	0	0	0	0	0	0	0	0	0	0
Chemistry Centre Western Australia	0	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0
Dampier Port Authority	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Disability Services Commission	0	0	9	0	0	0	0	0	0	0	0	0	0	0	0	0
Equal Opportunity Commission	0	0	0	0	0	0	1	1	0	0	0	0	0	0	2	0
Esperance Port Authority	0	0	0	1	0	0	0	0	1	0	0	0	0	0	1	0
Fire and Emergency Services Authority of Western Australia	3	2	71	1	0	2	4	1	0	0	0	0	0	0	0	0
Fremantle Port Authority	0	0	0	2	0	0	1	0	2	1	2	0	0	0	0	0
Geraldton Port Authority	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0
Government Employees Superannuation Board	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Heritage Council of Western Australia	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0
Horizon Power	0	0	2	2	0	0	0	0	0	0	1	0	0	0	0	0
Institute of Sport, Western Australian	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0
Insurance Commission of Western Australia	0	0	182	53	0	0	83	51	0	0	0	0	0	0	0	0
Land Information Authority, Western Australian	0	0	2	0	0	0	1	1	0	0	0	0	0	0	0	0
Legal Practice Board of WA, The	0	0	1	0	0	0	1	0	1	0	0	0	0	0	0	0
Legal Profession Complaints Committee	0	0	2	0	0	0	1	2	0	0	0	0	0	0	0	0
Metropolitan Cemeteries Board	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Pilbara Development Commission	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Port Hedland Port Authority	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0
Potato Marketing Corporation of Western Australia	1	0	1	1	0	1	1	1	0	1	1	0	0	0	0	0
Public Sector Commission	2	0	18	0	0	2	3	2	5	0	0	3	0	0	0	0

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Public Transport Authority	4	1	17	5	0	3	6	0	3	0	1	0	0	0	1	0
Racing and Wagering Western Australia	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Rottneest Island Authority	1	0	1	1	0	0	1	0	0	0	0	0	0	0	0	0
Salaries and Allowances Tribunal	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
School Curriculum and Standards Authority	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Small Business Development Corporation	18	1	7	16	0	0	10	0	0	0	0	0	0	0	0	0
Sports Centre Trust (VenuesWest)	3	0	23	16	0	0	7	0	0	0	0	0	0	0	0	0
Synergy	2	0	0	2	0	0	6	2	0	0	0	0	0	0	0	0
Tourism Commission, Western Australian	3	1	9	4	0	0	2	0	6	0	5	0	0	0	0	0
Verve Energy	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0
Water Corporation	0	0	6	3	0	0	0	0	2	0	0	0	0	0	0	0
Western Power	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Workcover Western Australia Authority (Workcover WA)	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Sub-total: Boards, Committees, Commissions, Authorities, Corporations	37	5	460	113	0	29	128	67	20	2	11	3	0	0	4	0
Group: Departments (except Police and Health agencies)																
Agriculture and Food, Department of	0	0	10	2	0	0	1	1	0	0	1	0	0	0	0	0
Attorney General, Department of the	11	0	18	0	0	2	17	2	4	0	0	0	0	0	0	0
Challenger Institute of Technology	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Child Protection, Department for	0	0	103	1	0	32	1	5	5	0	0	0	0	0	16	0
Communities, Department for	0	0	8	1	0	0	1	0	0	0	0	0	0	0	0	0
Corrective Services, Department of	0	0	453	0	0	6	11	0	0	0	0	13	0	0	0	0
Culture and the Arts, Department of	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0
Education Services, Department of	1	0	3	0	0	0	1	1	0	0	0	0	0	0	0	0
Environment and Conservation, Department of	4	0	67	6	0	3	10	7	2	0	0	0	5	0	0	0
Environmental Protection Authority, Office of the	0	0	11	0	0	0	3	2	1	0	0	0	2	0	0	0

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AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Finance, Department of	4	1	12	1	0	4	2	4	1	0	5	0	0	0	0	0
Fisheries, Department of	1	0	5	1	0	0	0	1	0	0	0	0	0	0	0	0
Housing, Department of	1	0	90	1	0	0	6	1	0	0	0	0	0	0	0	0
Indigenous Affairs, Department of	0	0	5	0	0	0	3	3	2	0	0	0	0	0	0	0
Local Government, Department of	0	0	7	0	0	0	1	0	1	0	0	0	0	0	0	0
Main Roads Western Australia	1	0	13	2	0	0	2	0	2	0	0	1	0	0	0	0
Mines and Petroleum, Department of	0	0	101	21	0	8	6	7	5	0	1	2	0	0	0	0
Planning, Department of	0	0	43	2	0	0	5	6	0	0	0	0	0	0	0	0
Premier and Cabinet, Department of the	12	5	57	7	0	2	2	10	5	0	1	0	18	0	0	0
Racing, Gaming and Liquor, Department of	0	0	13	3	0	0	6	2	0	0	0	0	0	0	0	0
Sport and Recreation, Department of	0	1	1	6	0	0	2	0	1	0	0	0	0	0	0	0
State Development, Department of	3	3	10	9	0	0	6	1	4	1	3	0	1	0	0	0
Transport, Department of	1	1	38	3	0	0	2	2	0	0	1	0	0	0	0	0
Treasury, Department of	7	1	4	0	0	1	5	2	1	1	0	0	1	0	0	0
Water, Department of	0	0	9	1	0	0	0	1	0	0	0	0	0	0	0	0
Sub-total: Departments (Except Police and Health agencies)	46	12	1083	71	0	58	93	58	34	2	12	16	27	0	16	0
Group: Health related agencies																
Health, Department of	3	0	12	2	0	0	4	3	4	0	0	2	0	0	0	0
Health and Disability Services Complaints Office	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
NMAHS - Mental Health / Graylands Selby-Lemnos and Special Care Health Services	0	0	39	0	0	2	0	0	4	0	0	0	0	0	0	0
NMAHS - Sir Charles Gairdner Hospital	0	0	60	0	0	0	0	0	0	1	0	0	0	0	0	0
WACHS - Goldfields	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
WACHS - Great Southern	0	0	47	0	0	0	0	0	0	0	0	0	0	0	0	0
WACHS - Midwest	1	2	177	0	0	1	0	1	0	0	0	0	0	0	0	0
Sub-total: Health related agencies	4	2	336	2	0	3	4	4	9	1	0	2	0	0	0	0

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)																
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15	
Group: Local government agencies																	
Albany, City of	0	0	2	2	0	0	0	0	1	0	0	0	0	0	0	0	
Armadale, City of	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	
Bassendean, Town of	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	
Bayswater, City of	0	0	8	1	0	1	0	0	0	0	0	0	0	0	0	0	
Belmont, City of	0	1	10	10	0	0	1	1	0	0	0	0	0	0	0	0	
Beverley, Shire of	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	
Broome, Shire of	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	
Busselton, Shire of	0	0	3	0	0	2	0	0	0	0	0	0	0	0	0	0	
Cambridge, Town of	0	0	10	0	0	0	0	2	0	0	0	0	0	0	0	0	
Canning, City of	0	0	14	2	0	0	0	0	0	0	0	0	0	0	0	0	
Chittering, Shire of	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	
Claremont, Town of	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	
Cottesloe, Town of	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	
Denmark, Shire of	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	
Esperance, Shire of	0	0	12	0	0	0	0	3	0	0	0	0	0	0	0	0	
Fremantle, City of	0	0	9	0	0	2	0	1	0	0	0	0	0	0	0	0	
Gingin, Shire of	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	
Gosnells, City of	0	0	9	2	0	0	0	1	0	0	0	0	0	0	0	0	
Joondalup, City of	0	0	36	0	0	4	0	0	1	0	0	0	0	0	0	0	
Kalamunda, Shire of	0	0	10	2	0	0	1	2	0	0	1	0	0	0	0	0	
Kalgoorlie-Boulder, City of	0	0	2	0	0	0	0	1	0	0	0	0	0	0	0	0	
Kwinana, Town of	0	0	4	0	0	1	0	0	0	0	0	0	0	0	0	0	
Mandurah, City of	0	0	5	2	0	0	0	2	0	0	0	0	0	0	0	0	
Melville, City of	0	0	15	2	0	1	0	1	1	0	0	0	0	0	0	0	

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AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Nedlands, City of	0	0	1	1	0	0	0	1	0	0	0	1	0	0	0	0
Northam, Shire of	0	0	49	0	0	0	0	0	0	0	0	0	0	0	0	0
Perth, City of	0	0	15	6	0	0	0	0	2	0	0	0	0	0	0	0
Port Hedland, Town of	0	0	2	2	0	1	0	0	0	0	0	0	0	0	0	0
Rockingham, City of	0	1	4	2	0	1	1	1	0	0	0	0	0	0	0	0
Roebourne, Shire of	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Serpentine/Jarrahdale Shire	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0
Shark Bay, Shire of	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Stirling, City of	0	0	50	0	0	2	2	6	2	0	1	0	0	0	0	0
Subiaco, City of	0	0	2	2	0	0	0	1	2	0	0	1	0	0	0	0
Toodyay, Shire of	0	0	1	0	0	0	0	1	0	0	0	0	0	0	1	0
Victoria Park, Town of	0	0	4	0	0	0	0	1	0	0	0	0	0	0	0	0
Vincent, City of	0	0	13	0	0	0	0	2	0	0	0	0	0	0	0	0
Wanneroo, City of	0	0	18	3	0	0	0	1	0	0	0	1	0	0	0	0
York, Shire of	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0
Sub-total: Local government agencies	0	2	328	43	0	15	5	33	11	0	2	3	0	0	2	0
Group: Ministers																
Buswell MLA, Hon T	10	1	16	0	0	0	6	4	0	0	0	0	13	0	0	0
Castrilli MLA, Hon J	0	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0
Collier MLC, Hon P	3	0	8	0	0	0	0	1	0	0	0	0	3	0	0	0
Constable MLA, Hon E	5	0	12	0	0	0	0	0	0	0	0	0	6	0	0	0
Grylls MLA, Hon B	0	0	7	0	0	0	0	0	0	0	0	0	0	0	0	0
Hames MLA, Hon K	0	0	6	1	0	0	2	1	0	0	0	0	0	0	0	0
Johnson MLA, Hon R	3	0	13	0	0	1	0	0	1	0	0	0	1	0	0	0
Marmion MLA, Hon B	5	0	7	3	0	0	1	1	0	0	0	0	2	0	0	0

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
McSweeney MLC, Hon R	0	0	20	0	0	0	0	0	0	0	0	0	2	0	0	0
Moore MLC, Hon N	0	0	4	3	0	0	0	2	1	0	0	0	0	0	0	0
Morton MLC, Hon H	0	0	1	0	0	0	0	1	1	0	0	0	0	0	0	0
O'Brien MLC, Hon S	0	0	1	3	0	0	0	0	0	0	0	0	0	0	0	0
Porter MLA, Hon C	4	0	9	3	1	0	3	4	0	0	0	0	0	0	0	0
Redman MLA, Hon T	1	0	4	1	0	0	0	2	0	0	0	0	1	0	0	0
Waldron MLA, Hon T	2	0	2	2	0	0	1	0	0	0	0	0	0	0	0	0
<i>Sub-total: Ministers</i>	<b>33</b>	<b>1</b>	<b>112</b>	<b>16</b>	<b>1</b>	<b>1</b>	<b>13</b>	<b>16</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>29</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Group: Police</b>																
Police, Western Australia	1	0	2262	2	0	13	2	3	2	0	0	1	0	0	0	0
<i>Sub-total: Police</i>	<b>1</b>	<b>0</b>	<b>2262</b>	<b>2</b>	<b>0</b>	<b>13</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Group: Universities</b>																
Curtin University of Technology	0	0	5	0	0	0	2	0	0	0	0	2	0	0	0	0
Edith Cowan University	0	0	13	1	0	1	0	3	5	0	0	4	0	0	0	0
Murdoch University	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
University of Western Australia, The	0	0	9	0	0	0	0	3	2	0	0	0	0	0	0	0
<i>Sub-total: Universities</i>	<b>0</b>	<b>0</b>	<b>28</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>6</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>121</b>	<b>22</b>	<b>4609</b>	<b>248</b>	<b>1</b>	<b>120</b>	<b>247</b>	<b>187</b>	<b>86</b>	<b>5</b>	<b>25</b>	<b>31</b>	<b>56</b>	<b>0</b>	<b>22</b>	<b>0</b>

**Note:** Agencies which did not cite exemptions are omitted.

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**Table 15: Outcome of requests for internal review**

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision reversed	Withdrawn
<b>Group: Boards, Committees, Commissions, Authorities, Corporations</b>					
Acacia Prison	3	2	1	0	0
Albany Port Authority	1	1	0	0	0
Court Security and Custodial Services	0	1	0	0	0
Dampier Port Authority	0	1	0	0	0
Esperance Port Authority	0	0	0	0	1
Fire and Emergency Services Authority of Western Australia	1	0	1	0	0
Forest Products Commission	1	0	1	0	0
Fremantle Port Authority	2	1	1	0	0
Geraldton Port Authority	1	1	0	0	0
Government Employees Superannuation Board	2	0	1	0	0
Insurance Commission of Western Australia	7	6	1	0	0
Land Information Authority, Western Australian	6	3	3	0	0
Legal Profession Complaints Committee	2	1	1	0	0
Metropolitan Cemeteries Board	1	0	1	0	0
Port Hedland Port Authority	1	1	0	0	0
Public Sector Commission	4	2	1	0	0
Public Transport Authority	1	0	1	0	0
Racing and Wagering Western Australia	1	1	0	0	0
School Curriculum and Standards Authority	2	0	1	0	0
Small Business Development Corporation	1	0	1	0	0
Sports Centre Trust (VenuesWest)	0	1	0	0	0
Water Corporation	1	1	0	0	0



AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision reversed	Withdrawn
Workcover Western Australia Authority (Workcover WA)	1	1	0	0	0
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	<b>39</b>	<b>24</b>	<b>15</b>	<b>0</b>	<b>1</b>
<b>Group: Departments (except Police and Health agencies)</b>					
Agriculture and Food, Department of	2	0	2	0	0
Attorney General, Department of the	7	6	1	0	0
Child Protection, Department for	12	10	3	0	0
Commerce, Department of	11	7	4	0	0
Corrective Services, Department of	10	7	2	0	0
Education, Department of	6	4	1	0	0
Education Services, Department of	2	0	1	1	0
Environment and Conservation, Department of	15	6	8	1	0
Environmental Protection Authority, Office of the	3	1	1	0	0
Finance, Department of	4	1	2	0	1
Fisheries, Department of	3	2	1	0	0
Housing, Department of	4	4	0	0	0
Indigenous Affairs, Department of	2	2	0	0	0
Local Government, Department of	1	0	0	0	1
Main Roads Western Australia	4	3	1	0	0
Mines and Petroleum, Department of	11	5	6	0	0
Planning, Department of	7	6	1	0	0
Premier and Cabinet, Department of the	9	6	3	0	0
Racing, Gaming and Liquor, Department of	1	1	0	0	0
Sport and Recreation, Department of	2	2	0	0	0
State Development, Department of	3	0	2	0	0

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AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision reversed	Withdrawn
Training and Workforce Development, Department of	2	0	2	0	0
Transport, Department of	8	4	2	1	1
Water, Department of	4	2	2	0	0
West Coast Institute of Training	1	1	0	0	0
<i>Sub-total: Departments (except Police and Health agencies)</i>	<b>134</b>	<b>80</b>	<b>45</b>	<b>3</b>	<b>3</b>
<b>Group: Health related agencies</b>					
C&AHS - Princess Margaret Hospital for Children	4	3	1	0	0
Health, Department of	4	4	0	0	0
NMAHS - Mental Health / Graylands Selby-Lemnos and Special Care Health Services	4	3	1	0	0
NMAHS - Sir Charles Gairdner Hospital	2	1	0	0	0
SMAHS - Armadale Health Service	1	0	0	0	0
SMAHS - Bentley Hospital	1	1	0	0	0
SMAHS - Fremantle Hospital	1	0	1	0	0
SMAHS - Rockingham-Kwinana District Hospital	2	2	0	0	0
SMAHS - Royal Perth Hospital	1	0	1	0	0
WACHS - Midwest	2	0	0	1	0
WACHS - Pilbara	38	38	0	0	0
<i>Sub-total: Health related agencies</i>	<b>60</b>	<b>52</b>	<b>4</b>	<b>1</b>	<b>0</b>
<b>Group: Local government agencies</b>					
Albany, City of	1	1	0	0	0
Broome, Shire of	1	1	0	0	0
Canning, City of	1	0	0	1	0
Cottesloe, Town of	1	0	1	0	0
Dardanup, Shire of	1	1	0	0	0

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision reversed	Withdrawn
Denmark, Shire of	1	1	0	0	0
Gingin, Shire of	1	1	0	0	0
Greater Geraldton, City of	3	2	0	1	0
Joondalup, City of	3	3	0	0	0
Kwinana, Town of	1	4	0	0	0
Mandurah, City of	3	3	0	0	0
Melville, City of	1	1	0	0	0
Nedlands, City of	2	2	0	0	0
Northam, Shire of	1	0	1	0	0
Perth, City of	1	1	0	0	0
Port Hedland, Town of	18	17	0	0	1
Rockingham, City of	2	1	0	1	0
Roebourne, Shire of	1	1	0	0	0
Shark Bay, Shire of	1	1	0	0	0
Stirling, City of	3	2	1	0	0
Subiaco, City of	1	0	1	0	0
Swan, City of	1	1	0	0	0
Toodyay, Shire of	1	0	1	0	0
Victoria Plains, Shire of	1	1	0	0	0
Vincent, City of	2	1	0	0	1
Wanneroo, City of	6	6	0	0	0
York, Shire of	1	4	0	1	0
<i>Sub-total: Local government agencies</i>	<b>60</b>	<b>58</b>	<b>5</b>	<b>4</b>	<b>3</b>

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AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision reversed	Withdrawn
<b>Group: Police</b>					
Police, Western Australia	24	18	2	1	3
<i>Sub-total: Police</i>	<b>24</b>	<b>18</b>	<b>2</b>	<b>1</b>	<b>3</b>
<b>Group: Universities</b>					
Curtin University of Technology	7	6	1	0	0
Edith Cowan University	6	6	0	0	0
<i>Sub-total: Universities</i>	<b>13</b>	<b>12</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>Total</b>	<b>330</b>	<b>242</b>	<b>72</b>	<b>9</b>	<b>9</b>

**Table 16: Internal review re: amendment of personal information**

AGENCY	Applications	Confirmed	Varied	Reversed	W/drawn
NMAHS - Osborne Park Hospital	2	0	0	0	2
Augusta-Margaret River, Shire of	6	6	0	0	0
Roebourne, Shire of	1	1	0	0	0
<b>Total</b>	<b>9</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>2</b>

**Note:** Agencies may carry-over applications from previous years.

Table 17: Fees and charges calculated by agencies

AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Group: Boards, Committees, Commissions, Authorities, Corporations			
Albany Port Authority	30	30	-
Burswood Park Board	30	-	-
Chemistry Centre Western Australia	60	30	-
Dampier Port Authority	30	-	-
Disability Services Commission	30	-	-
Fire and Emergency Services Authority of Western Australia	2970	1104	973
Fremantle Port Authority	180	-	-
Geraldton Port Authority	30	30	-
Heritage Council of Western Australia	30	146	74
Horizon Power	90	-	-
Insurance Commission of Western Australia	5820	-	-
Land Authority (LandCorp), Western Australian	210	-	-
Land Information Authority, Western Australian	450	77	88
Legal Profession Complaints Committee	30		
Lotteries Commission	60	855	30
Metropolitan Cemeteries Board	30	-	-
Pilbara Development Commission	30	-	-
Port Hedland Port Authority	90	270	-
Potato Marketing Corporation of Western Australia	30	30	-
Public Sector Commission	450	-	

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AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Public Transport Authority	1050	-	-
Rottneest Island Authority	60	-	-
Salaries and Allowances Tribunal	60	-	-
School Curriculum and Standards Authority	-	30	-
Small Business Development Corporation	30	-	951
Sports Centre Trust (VenuesWest)	30	-	-
Synergy	180	180	-
Tourism Commission, Western Australian	330		
Verve Energy	60		
Water Corporation	720	-	-
Western Power	150		
Workcover Western Australia Authority (Workcover WA)	35	1	
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	<b>\$13,385</b>	<b>\$2,783</b>	<b>\$2,116</b>
<b>Group: Departments (except Police and Health agencies)</b>			
Agriculture and Food, Department of	540	-	-
Attorney General, Department of the	270	-	-
Challenger Institute of Technology	150	49	-
Child Protection, Department for	1170	-	-
Commerce, Department of	8460	9841	-
Communities, Department for	210	-	-
Corrective Services, Department of	690	603	-
Culture and the Arts, Department of	60	-	-
Education, Department of	2220	-	-

AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Education Services, Department of	360	241	
Environment and Conservation, Department of	7680	1348	-
Environmental Protection Authority, Office of the	1050	401	
Finance, Department of	870	-	-
Fisheries, Department of	210	347	-
Housing, Department of	900	2398	-
Indigenous Affairs, Department of	450	533	153
Local Government, Department of	210	-	-
Main Roads Western Australia	1080	-	-
Mines and Petroleum, Department of	14160	6176	2478
Planning, Department of	3930	-	-
Premier and Cabinet, Department of the	2400	-	-
Racing, Gaming and Liquor, Department of	720	-	90
Sport and Recreation, Department of	210	-	-
State Development, Department of	720	764	-
Training and Workforce Development, Department of	180	-	-
Transport, Department of	3990	149	90
Treasury, Department of	360	-	-
Water, Department of	5760	-	-
<i>Sub-total: Departments (except Police and Health agencies)</i>	<b>\$59,010</b>	<b>\$22,850</b>	<b>\$2,811</b>
<b>Group: Health related agencies)</b>			
Drug and Alcohol Office	30	30	-

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AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Health, Department of	1830	582	7
Health Promotion Foundation WA	30	-	-
Joondalup Health Campus	8220	16505	168
NMAHS - King Edward Memorial Hospital	-	-	30
NMAHS - Mental Health / Graylands Selby-Lemnos and Special Care Health Services	60	-	-
NMAHS - Sir Charles Gairdner Hospital	1620	581	150
SMAHS - Armadale Health Service	690	60	60
SMAHS - Fremantle Hospital	390	232	-
SMAHS - Rockingham-Kwinana District Hospital	30	30	-
SMAHS - Royal Perth Hospital	6960	785	248
WACHS - Goldfields	270	432	
WACHS - Great Southern	-	15	60
WACHS - Kimberley	1410	3740	
WACHS - Midwest	150	-	-
WACHS - South West	480	-	-
<i>Sub-total: Health related agencies</i>	<b>\$22,170</b>	<b>\$22,992</b>	<b>\$723</b>
<b>Group: Local government agencies</b>			
Albany, City of	300	-	-
Armadale, City of	420	-	-
Augusta-Margaret River, Shire of	150	-	-
Bassendean, Town of	120	571	-
Bayswater, City of	510	510	-
Belmont, City of	300	978	-



AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Beverley, Shire of	30		
Bridgetown-Greenbushes, Shire of	60	80	-
Broome, Shire of	150	150	-
Broomehill, Shire of	30	-	-
Bunbury, City of	360	149	127
Busselton, Shire of	210	1148	-
Cambridge, Town of	5	729	-
Canning, City of	630	-	-
Capel, Shire of	60	-	-
Chittering, Shire of	30	53	-
Claremont, Town of	150	150	-
Cockburn, City of	660	-	-
Cottesloe, Town of	120	-	-
Dardanup, Shire of	30	-	-
Denmark, Shire of	30	150	-
Donnybrook-Balingup, Shire of	30	30	-
East Fremantle, Town of	60	-	-
East Pilbara, Shire of	60	-	-
Esperance, Shire of	30	-	-
Exmouth, Shire of	120	-	-
Fremantle, City of	390	-	443
Gingin, Shire of	120	70	-
Gosnells, City of	450	1072	-

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AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Greater Geraldton, City of	270	-	-
Harvey, Shire of	90	76	-
Joondalup, City of	1170	-	-
Kalamunda, Shire of	360	90	-
Kalgoorlie-Boulder, City of	120	118	-
Katanning, Shire of	30	-	-
Kwinana, Town of	120	291	-
Mandurah, City of	270	390	-
Manjimup, Shire of	60	40	-
Melville, City of	570	337	571
Mosman Park, Town of	300	400	100
Mundaring, Shire of	390	-	-
Murray, Shire of	180	265	-
Nedlands, City of	320	340	700
Northam, Shire of	60	12	-
Perth, City of	420	886	9
Port Hedland, Town of	420	420	30
Rockingham, City of	270	79	50
Roebourne, Shire of	5	5	-
Serpentine/Jarrahdale Shire	240	137	-
Shark Bay, Shire of	30	64	-
South Perth, City of	420	420	60
Stirling, City of	1860	870	-

AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Subiaco, City of	240	193	200
Swan, City of	1290	64	-
Victoria Park, Town of	240	920	-
Victoria Plains, Shire of	30	-	-
Vincent, City of	480	618	-
Wanneroo, City of	690	273	-
Waroona, Shire of	30		
Wyalkatchem, Shire of	31	31	
Wyndham-East Kimberley, Shire of	120	-	-
York, Shire of	210	-	-
<i>Sub-total: Local government agencies</i>	<b>\$16,951</b>	<b>\$13,179</b>	<b>\$2,290</b>
<b>Group: Ministers</b>			
Buswell MLA, Hon T	570	-	-
Castrilli MLA, Hon J	120	610	-
Collier MLC, Hon P	300	-	-
Constable MLA, Hon E	420	-	-
Day MLA, Hon J	270	-	60
Grylls MLA, Hon B	270	-	-
Hames MLA, Hon K	300		
Johnson MLA, Hon R	420	-	-
Marmion MLA, Hon B	390	390	-
McSweeney MLC, Hon R	60	60	-
Moore MLC, Hon N	270	-	-

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AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Morton MLC, Hon H	60	-	-
O'Brien MLC, Hon S	90	120	-
Porter MLA, Hon C	300	300	30
Redman MLA, Hon T	180	-	-
Waldron MLA, Hon T	120	-	-
<i>Sub-total: Ministers</i>	<b>\$4,140</b>	<b>\$1,480</b>	<b>\$90</b>
<b>Group: Police</b>			
Police, Western Australia	70800	18680	-
<i>Sub-total: Police</i>	<b>\$70,800</b>	<b>\$18,680</b>	<b>\$0</b>
<b>Group: Universities</b>			
Curtin University of Technology	210	1821	-
Edith Cowan University	120	-	60
Murdoch University	30	-	-
University of Western Australia, The	5	406	-
<i>Sub-total: Universities</i>	<b>\$365</b>	<b>\$2,227</b>	<b>\$60</b>
<b>Total</b>	<b>\$186,821</b>	<b>\$84,191</b>	<b>\$8,090</b>

**Table 18: Reasons for reduction of charges**

REASONS FOR REDUCTION	No.	%
Impecunious	149	27.90
Pensioner	32	5.99
Other	353	66.10
<b>Total</b>	<b>534</b>	<b>100.00</b>