



**Office of the
Information Commissioner**

Freedom of information for Western Australia

ANNUAL REPORT

2015/2016



Contact Details

Office address

Albert Facey House
469 Wellington Street
PERTH WA 6000

Telephone

(08) 6551 7888

Free call for WA country regions

1800 621 244

Facsimile

(08) 6551 7889

Email

info@foi.wa.gov.au

Website

www.foi.wa.gov.au

This annual report and previous annual reports are available on the OIC website



Office of the
Information Commissioner

Freedom of information for Western Australia

DEAR MR PRESIDENT
DEAR MR SPEAKER

ANNUAL REPORT 2015-2016

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 2016 which has been prepared in compliance with the provisions and reporting requirements of both Acts.

Sven Bluemmel
INFORMATION COMMISSIONER

21 September 2016

Albert Facey House, 469 Wellington Street, PERTH WA 6000
Telephone: (08) 6551 7888 Facsimile: (08) 6551 7889
Freecall (WA country): 1800 621 244
Email: info@foi.wa.gov.au
Web: www.foi.wa.gov.au

About this report

Welcome to the Office of the Information Commissioner's 2015/16 annual report.

The aim of our annual report is to give a comprehensive overview of our performance during the year and provide insight into the goals and operations of our office. The services we deliver are designed to provide an outcome that gives the people of Western Australia access to documents held by WA State and local government agencies as required by the law and provide a mechanism to ensure their personal information is accurate and up-to-date. In addition, we educate agencies on their responsibilities under FOI legislation.

Given that the key message of the freedom of information legislation – that is, greater accountability and transparency – mirrors the purpose of agency annual reports, we trust that this report on our activities and performance during 2015/16 provides valuable insight to all of our stakeholders.

Strategic goals 2016-2019

Provide a fair, independent and timely external review service

Foster improvement in agency practice

Enhance public awareness of rights to government information

Build the capacity of our people

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Overview

1. What is Freedom of Information?

A legislative right to access government information remains a hallmark of an open, transparent and accountable democracy. The *Freedom of Information Act 1992 (the FOI Act)* gives everyone a legally enforceable right to government information in Western Australia.

The objects of the FOI Act are to enable the public to participate more effectively in governing the State and to make the persons and bodies that are responsible for State and local government more accountable to the public. The FOI Act achieves this primarily by creating a general right of access to documents and requiring that certain documents concerning State and local government operations be made available to the public. Dealing with requests under the FOI Act is not merely an administrative process but is a means of dispensing justice to the people of Western Australia.

In the absence of privacy legislation, the FOI Act also provides a means to ensure personal information is accurate, complete, up-to-date and not misleading.

The FOI Act is supported by the *Freedom of Information Regulations 1993*.

How does it work?

Anyone has the right to lodge a freedom of information (FOI) application to WA State and local government agencies and

Ministers (collectively referred to as 'agencies'), requesting access to, or copies of, documents, or to apply to have their personal information amended if it is incomplete, inaccurate, out of date or misleading. Agencies are then obliged to make a decision on access or amendment in accordance with the FOI Act.

Role of the Information Commissioner

The functions of the Information Commissioner (**the Commissioner**) are to provide independent external review of decisions made by agencies under the FOI Act and to ensure that agencies and the public are aware of their responsibilities and rights under the FOI Act.

When relevant, the Commissioner also recommends legislative or administrative changes that could be made to help the objects of the FOI Act be achieved.

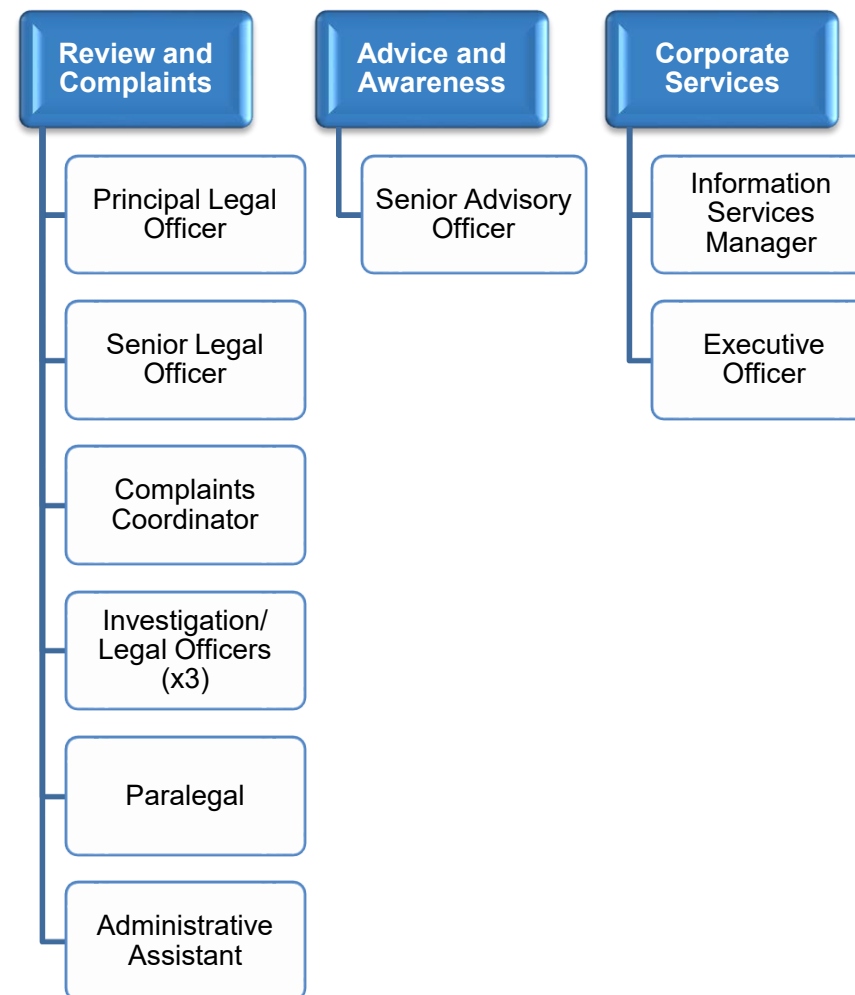
The office of Information Commissioner is established by section 55(1) of the FOI Act and the occupant is directly accountable to Parliament for the performance of the functions prescribed by that Act. The Commissioner is independent of executive government and reports directly to the Parliament and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

2. About the Office of the Information Commissioner

Mr Sven Bluemmel was appointed Information Commissioner by the Governor in 2009 for a five year term, which was renewed in 2014 for a further five years. As at 30 June 2016, the Commissioner was supported by 11 staff in the Office of the Information Commissioner (**the OIC**). Due to the small size of the office, the OIC employs a simple reporting structure whereby all staff report directly to the Commissioner. Two service teams operate to assist the Commissioner in meeting the objectives of the FOI Act, as follows.

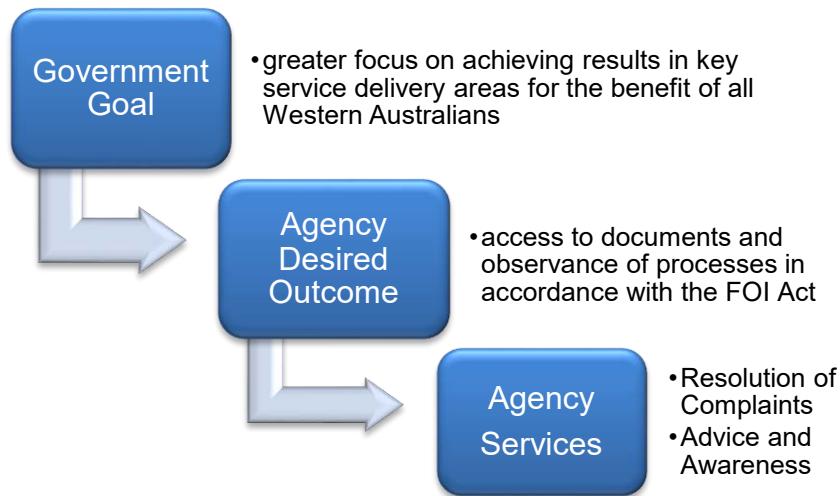
- *Resolution of Complaints (External Review)* provides an independent review and complaint resolution process that strives to resolve cases in a timely manner and balances the competing needs and expectations of applicants, agencies and Parliament within the legislative requirements prescribed by the FOI Act.
- *Advice and Awareness* provides objective advice and information to members of the public and agencies to assist in the proper lodgement and processing of applications under the FOI Act; proposes initiatives to enhance efficiency in agency administration when dealing with applications received; and conducts briefings and training sessions for agency staff.

The Information Services Manager and the Executive Officer provide information technology support, executive support and corporate services management.



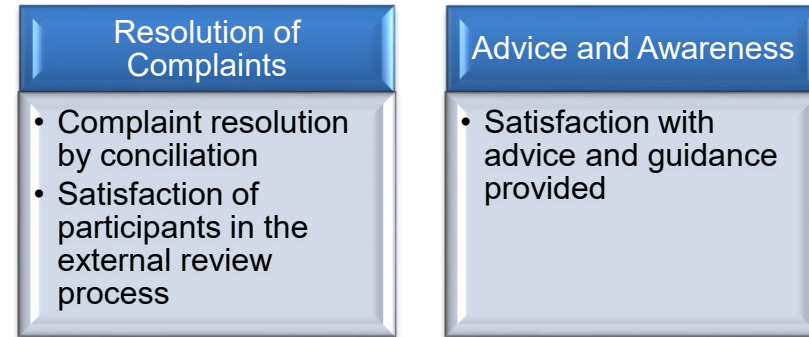
Performance management framework

As part of the outcome based management framework required of public sector agencies, the OIC’s services strive to achieve an overarching desired outcome, which in turn is mapped to a whole of government goal:



The OIC’s outcome based management framework has not changed during the year, nor did it share any responsibilities with other agencies.

Key performance indicators have been developed to measure the effectiveness of our services:



Service efficiency is measured by the cost of each external review application and advice unit provided. Further analysis of these key performance indicators as audited by the Office of the Auditor General are outlined in the Key Performance Indicators section of this report.

Legislative compliance

In the performance of our functions, the OIC complies with the following legislation.

- *Auditor General Act 2006*
- *Corruption Crime and Misconduct Act 2003*
- *Disability Services Act 1993*
- *Equal Opportunity Act 1984*
- *Financial Management Act 2006*
- *Industrial Relations Act 1979*
- *Occupational Safety and Health Act 1984*
- *Public Interest Disclosure Act 2003*
- *Public Sector Management Act 1994*
- *Salaries and Allowances Act 1975*
- *State Records Act 2000*
- *State Supply Commission Act 1991*

The reporting required by some of these can be found under the Disclosures and Legal Compliance section further in this report.

3. Executive Summary – the year in review



Freedom of Information remains an important element of our Parliamentary democracy. While we expect FOI to be a mechanism of government accountability, it is worthwhile remembering that the first goal of FOI, as expressed by Parliament in section 3 of the *Freedom of Information Act 1992*, is to enable

the public to participate more effectively in governing the State.

Following on from our 2013 plan, my office developed a new strategic plan during the year to guide our efforts. Our goals include providing a fair, independent and timely external review service; improving agency FOI practice; and enhancing public awareness of information rights. To achieve these outcomes, the plan also commits to building the capacity of my office to encourage productivity, innovation and creativity. While we have made significant improvements to the external review process over the last few years, there is more to be done to meet the challenges of the future.

One challenge is the increasing complexity of disputes coming before my office. This is due to a combination of the number and length of documents in dispute, the complexity of the legal and public interest arguments made by the parties and the number of parties involved. An entrenched underlying dispute between the parties or a charged political backdrop add further layers that need to be navigated. Providing an independent, fair and timely external review service in such situations is challenging.

A further potential challenge is that agencies may be tempted to de-prioritise their FOI and information release functions in times of increasing budget pressure. While I understand the pressures faced by agencies, compliance with statutory obligations cannot be seen as an optional extra to an agency's core business. Instead, I encourage agencies to take a proactive approach to information release. Experience has shown that releasing information proactively or upon informal request can be much more efficient than going through the formal FOI process.

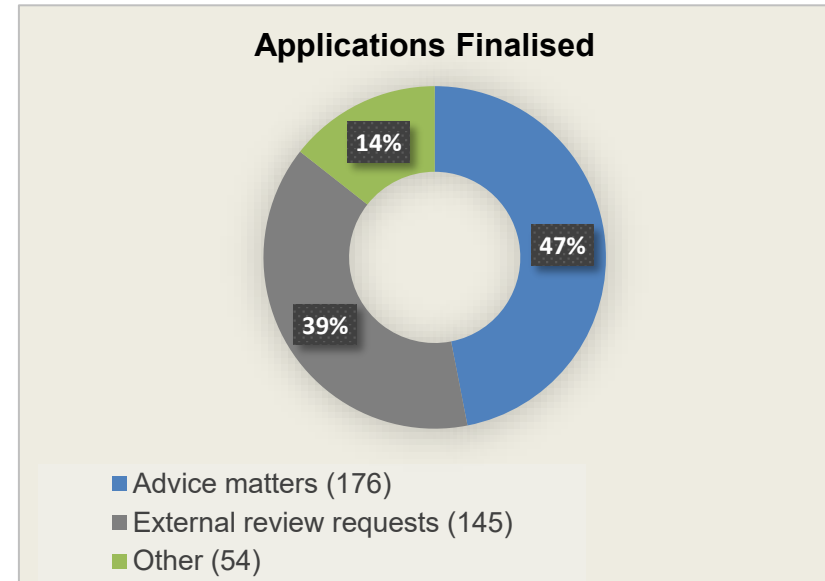
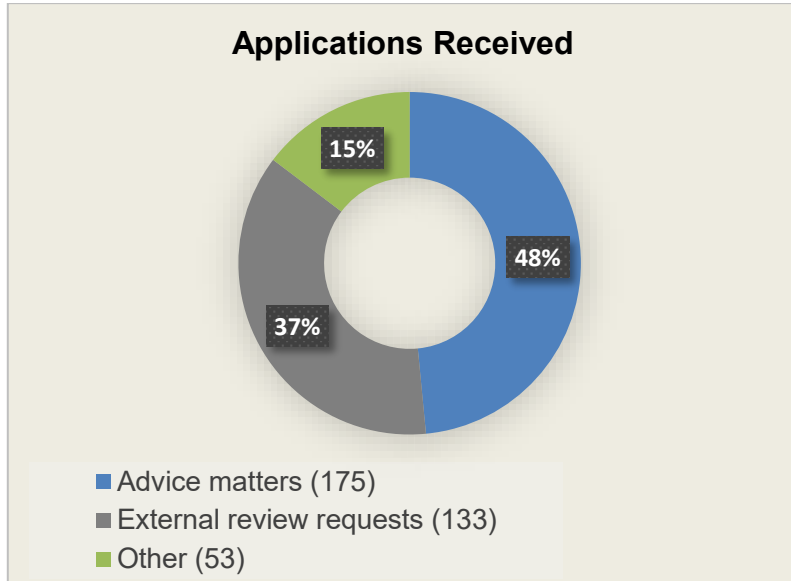
In keeping with my office's preferred approach of working constructively with agencies, this year saw the creation of the Agency FOI Reference Group to assist my office in promoting good FOI practice in Western Australia and to hear about agencies' experiences and needs in administering the FOI Act. The group consists of 10 officers from a variety of small, large, regional and metropolitan government agencies in Western Australia. I have already found their contributions to be very valuable and look forward to working with them into the future.

I thank the agency officers who are at the forefront of administering information rights in Western Australia. I also thank all members of my staff for their continuing dedication and professionalism in discharging their duties for the benefit of the people of our State.

Sven Bluemmel
Information Commissioner

Agency Performance

4. Report on operations



- Advice matters refer to the more formal written requests for advice regarding freedom of information from the public sector and the general public. Also included are written requests that have been misdirected to the OIC whereby a response outlining the correct process is provided. It does not include verbal advice.
- External review requests are valid applications for external review requesting the Information Commissioner's determination.
- Other matters refer to requests for the Information Commissioner's determination such as: informal/invalid requests whereby it is not clear if the Information Commissioner has jurisdiction; requests to waive the requirement to consult third parties; requests to extend or reduce the time required for an agency to deal with an application; applications for external review without applying for internal review; and requests to apply for external review out of time.

Our financial performance

	Estimate \$000	Actual \$000	Variation \$000
Total cost of services	2,513	2,268	245
Net cost of services	2,509	2,268	241
Total equity	233	294	61
Net increase/(decrease) in cash held	(8)	155	163

The OIC realised cost savings and an increase in cash assets as a result of a reduction in salary expenditure. This is due to the fact that not all positions that had been vacated were filled as at 30 June 2016.

The OIC's audited financial statements can be found in the Financial Statements chapter. Due to the OIC's total cost of services being below the required threshold of \$3 million, the financial statements do not contain explanatory statements in respect of variances.

Overview of our performance indicators

	Estimate	Actual	Variation
<i>Outcome: Access to documents and observance of processes in accordance with the FOI Act</i>			
Resolution of Complaints	80%	89%	9%
<i>Key effectiveness indicators:</i>			
Participants satisfied with complaint resolution and external review processes			
Applications for external review resolved by conciliation ^(a)	60%	70%	10%
<i>Key efficiency indicator</i>			
Average cost per external review finalised	\$11,133	\$7,751	(\$3,382)

- (a) An unexpected increase in the number of complaints resolved by conciliation in the financial year and the first full year effect of classifying as conciliated a particular type of complaint closure resulted in the variation to the conciliation rate.

	Estimate	Actual	Variation
Advice and Awareness			
<i>Key effectiveness indicator</i>			
Agencies satisfied with advice and guidance provided	98%	99%	1%
<i>Key efficiency indicator</i>			
Average cost of service per application lodged ^(b)	\$208	\$262	\$54

- (b) An unexpected decrease in the number of recipients of advisory services was experienced this year. This impacts the unit cost as the total cost of this output is largely fixed, being made up of staffing and accommodation costs.

To measure the satisfaction of the external review service, a post review questionnaire (**PRQ**) is sent to all the parties involved at the completion of every external review matter.

- 320 PRQs sent
- 221 reminders sent
- 181 responses received

We focussed on improving the response rate to PRQs during the year by revising the format and sending the PRQ after one week as opposed to 28 days, allowing respondents to reply when the outcome is still fresh in their mind. The time within which to send reminders was also reduced from 28 days to two weeks (from the date the initial PRQ was sent). As a result, the response rate increased by 8%.

The level of satisfaction with the advice and awareness services provided by the OIC is determined by responses received from agencies in a state-wide survey issued at the end of each financial year. Satisfaction with the advice and awareness service encompasses advice provided by telephone or email; agency training and briefings; and guidance provided by online material.

5. Key Highlights

Strategic and operational planning

Our first three year operational plan was developed in 2013 and expired on 30 June 2016. During the year, the initiatives outlined in the plan were reviewed and updated for the 2016-2019 plan.

The review showed that we:

- established an early assessment, resolution and conciliation process including an initial ‘blitz’ of outstanding external review matters that were conciliated in a new conciliation conference process;
- evaluated and updated our legal research tools;
- developed drafting guidelines for decisions and style guides for publications;
- undertook better utilisation of our knowledge management system for capturing precedents;
- developed a case management framework;
- revised advice and training materials, focussing on proactive disclosure of documents;
- reviewed and updated the agency survey in respect of agency obligations regarding information disclosure;
- reviewed the training program including content, taking into account agency preferences;

- investigated and decided upon an effective mechanism for delivery of online training;
- reviewed existing publications, and identified and prioritised publications to be updated, created or deleted;
- gathered information from agencies on their needs for FOI resources; and
- developed a framework and guidelines for drafting, approving and reviewing publications.

Our focus during our first strategic planning period was the external review process, training materials and our online publications. In the next three years we aim to build on the initiatives already completed and focus more on raising awareness of FOI in the public sphere by:

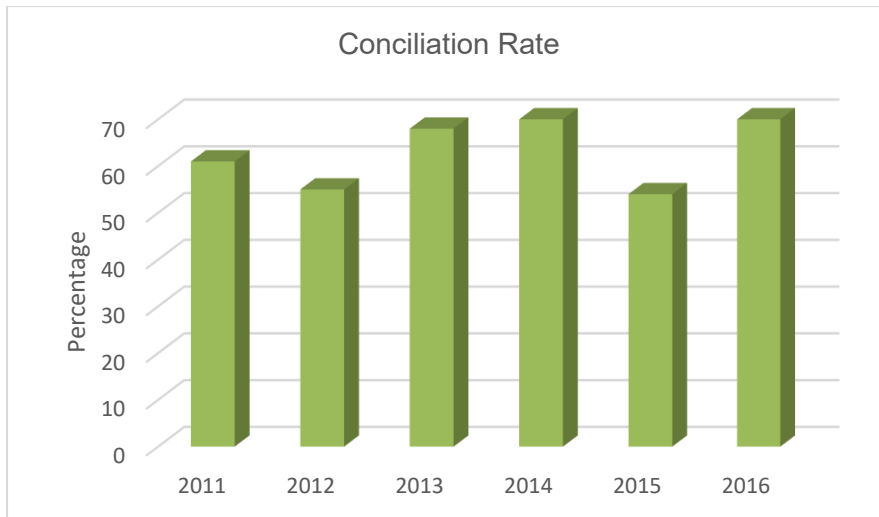
- exploring the use of social media;
- working with relevant user groups and targeted organisations to promote awareness; and
- conducting surveys to gauge the level of awareness.

We will also build the capacity of our staff by:

- developing a program for individual professional development;
- reviewing the structure of the OIC; and
- developing a more flexible and healthy work environment.

Conciliation

The Commissioner has powers to deal with complaints in a number of ways including by conciliation, negotiation and compulsory conferences. These are in addition to the Commissioner's power to resolve a complaint by issuing a binding determination. It has always been the focus of the OIC to ensure that the conduct of external review proceedings is not unduly legalistic or formal, preferring to negotiate a conciliated outcome between the parties rather than preparing a formal determination.



New external review matters generally proceed to a compulsory conciliation conference unless it is considered the circumstances of the matter do not warrant it. Conciliation conferences provide complainants with the opportunity to put their case directly to the agency and hear the agency's

response. It also allows matters to be addressed without undue delay or formality.

Conciliation is an important element of the external review process and can result either in settlement of the complaint, or clarification or narrowing of the issues in dispute, making the external review process more efficient for those matters that require further review.

Conciliation case study 1

The complainant had sought a substantial number of documents relating to particular commercial arrangements of the agency. The agency had provided some, but not all, of the documents to the complainant before the matter came before the Commissioner on external review.

At a conciliation conference conducted by the OIC, the agency considered the threshold question 'what is the harm if the documents are released?' After concluding that much of the material was already known or in the public domain and any potential harm in disclosure was minimal, the agency released the remaining documents to the complainant.

Under the FOI Act agencies have a discretion to release documents that are technically exempt. This office encourages agencies to always consider, before claiming an exemption, the threshold question of whether any real harm will result from disclosure of the requested documents.

Conciliation case study 2

The agency refused the complainant access to documents on the grounds that they contained information concerning the commercial or business affairs of a third party.

During the conciliation process, the complainant advised the Commissioner that he only wanted information that revealed the actions of the agency, not the commercial affairs of the third party. The complainant agreed to accept access to the disputed documents with information concerning the commercial or business affairs of the third party deleted.

The Commissioner informed the agency and the third party of this agreement and identified the information in the documents that could be deleted on that basis. The Commissioner told the agency and the third party that he considered the remaining information in the documents was not exempt and invited them both to reconsider their positions. As a result, the agency and the third party both agreed to disclosure of the documents to the complainant in the form proposed and the matter was resolved.

Clear communication and the cooperation of all parties resulted in what could have otherwise been a drawn out dispute being resolved quickly and to the satisfaction of all of the parties.

Decisions of the Information Commissioner

The Commissioner may need to resolve a complaint by issuing a binding determination. If a complaint cannot be resolved by conciliation the Commissioner may, after considering all of the material and the disputed documents, inform the parties of his preliminary view of the complaint, including reasons. Each party then has the option of reconsidering its position and may withdraw or provide additional material in support of its view.

If any matters remain in dispute the Commissioner will, after considering any further information and submissions, formally determine the issues in dispute between the parties. The Commissioner informs the parties in writing of his final decision and the reasons for it. The Commissioner is required to have his decisions published in full or in an abbreviated, summary or note form and those are published on the OIC's website. It is the usual practice of the Commissioner to identify all of the parties to the complaint in the published decision, except in certain circumstances.

During the reporting period the Information Commissioner published 21 decisions.

Case Study 1 – Traffic infringements issued to senior public office holders including Ministers

Re Seven Network (Operations) Limited and Western Australia Police [2015] WAICmr 14

The complainant applied for access to documents relating to traffic infringements involving government vehicles assigned to certain senior public office holders including Ministers. The agency gave the complainant access to an edited copy of the documents but withheld the name of the person to whom each traffic infringement related.

The Commissioner accepted that the deleted names amount to personal information which is, on its face, exempt. Two of the people named in the traffic infringements informed the Commissioner that they consented to disclosure of their names. In determining whether disclosure of the remaining names was in the public interest, the Commissioner recognised that there is a strong public interest in maintaining personal privacy. The Commissioner was of the view that election to office or appointment as a Minister, or appointment to a senior public office, does not mean that the office holder forfeits the right to privacy.

In favour of disclosure, the Commissioner considered that there is a public interest in senior government officers being accountable, and being seen to be accountable, for acting in accordance with the law.

The Commissioner also considered that the objects of the FOI Act and the Ministerial Code of Conduct reflect a public interest in Ministers being individually accountable to the public for acting in accordance with the law, particularly when they are using publicly funded resources. The Commissioner was also of the view that senior public officers who are provided vehicles at expense to the taxpayer should be accountable to the public for their use of publicly funded resources.

The Commissioner concluded that disclosure of the names was in the public interest.

Case Study 2 – Documents relating to the adoption of a child

Re 'L' and Department for Child Protection and Family Support [2015] WAICmr 16

The complainant applied to the agency for documents relating to her son and his adoptive parents, including notes of an interview between the complainant and a named person around the time of her son's birth relating to the adoption.

An agency can refuse access to requested documents without identifying them if it is apparent, from the nature of the documents as described in the access application, that those documents are exempt and there is no obligation to give access to an edited copy of any of the documents.

The Commissioner considered that it was apparent from the nature of the documents described in the complainant's access application that they would all reveal information relating to the adoption of a child, and that those documents are all exempt. The Commissioner also decided that the agency was not obliged to give the complainant access to an edited copy of any of the requested documents. The Commissioner considered that the very nature of the documents requested by the complainant suggested that disclosing any part of them would reveal information relating to the adoption of a child, which is exempt information. The Commissioner confirmed the agency's decision to refuse access.

Case Study 3 – Documents relating to a proposed rail extension

Re Travers and Public Transport Authority [2015] WAICmr 20

The documents in dispute in this matter related to the potential extension of the Thornlie train line to Cockburn Central.

The Commissioner was not satisfied that disclosure of the documents would reveal the deliberations or decisions of Cabinet or another Executive body, or that the documents contain policy options or recommendations prepared for possible submission to an Executive body.

The Commissioner accepted that the documents contain opinion or advice obtained in the course of the agency's deliberations to determine the route, station locations and other associated works involved in the development and construction of a potential rail extension. However, the Commissioner was not persuaded that disclosure would be contrary to the public interest.

The Commissioner recognised that there may be a public interest in agencies carrying out their deliberations on particular issues without those deliberations being undermined by the premature disclosure of relevant documents. However, the Commissioner noted that there was already a large amount of information about the proposed rail link and station locations in the public domain and considered that disclosure would facilitate, not hinder, future debate within the community.

While the Commissioner considered that sectional interests may use the information in the documents to support or undermine options according to their own interests, the Commissioner was of the view that it is part of the role of government to make project decisions which are in the best interests of the public, even in the face of various lobbying efforts.

The Commissioner found that the documents were not exempt.

Case Study 4 – Confidential information given to an investigation

Re Alexander and Department of Fisheries [2015] **WAICmr 23**

The document in dispute in this matter was a report into an investigation. The agency gave the applicant access to an edited copy of the report. Most of the information deleted from the report consisted of notes of interviews with people as part of the investigation. The Commissioner found that disclosure of that information would reveal information of a confidential nature obtained in confidence. The investigator had advised the interviewees that the information they provide would be treated in confidence.

The Commissioner also found that disclosure of the information could reasonably be expected to prejudice the future supply of information of that kind to the Government or to an agency. As there was no statutory obligation on any party to assist the investigation, and the investigator relied upon full and frank disclosure by the people interviewed, the release of the disputed information would impact adversely on relevant individuals' inclination to take part in such investigations in the future.

The Commissioner considered that the provision of an edited copy of the report to the complainant went a considerable way to satisfying the public interest in agencies being accountable for how they discharge their duties and obligations. The Commissioner decided that disclosure of the remaining information was not in the public interest.

Case Study 5 – CCTV footage of an altercation outside a business

Re Papalia and Western Australia Police [2016] **WAICmr 1**

The documents in dispute in this matter consisted of CCTV footage of an incident outside a business premises that was investigated by the Police. The complainant was acting on behalf of a constituent who was involved in the incident.

The Commissioner was satisfied that the CCTV footage would, if disclosed, reveal personal information about individuals. The Commissioner was satisfied that the public interest in ensuring community confidence in the way the agency conducts investigations into incidents such as those captured in the footage had been largely satisfied by the information already given to the complainant's constituent. The Commissioner decided that the public interest in protecting the privacy of third parties outweighed the public interest in disclosure.

Case Study 6 – CCTV footage at a prison

Re Seven Network (Operations) Limited and Department of Corrective Services [2016] WAICmr 8

The complainant applied for access to any documents, including CCTV footage, relating to items that had been thrown over the fence at Western Australian prisons or detention centres. The Commissioner accepted the agency's claim that disclosure of some of the CCTV footage identified could reasonably be expected to endanger the security of a prison and found that that footage was exempt. Disclosure of that footage could reasonably be expected to compromise the agency's systems for the detection and prevention of the introduction of contraband into the prison, taking into consideration factors such as camera angles, footage quality and camera location.

However, the Commissioner was not satisfied that disclosure of the remainder of the CCTV footage in dispute could reasonably be expected to endanger the security of a prison, noting that that footage was captured from cameras that were easily discernible from the exterior of the prison and that the locations captured are obvious from outside the prison. The Commissioner found that that footage was not exempt and varied the agency's decision.

Case Study 7 – Information given to the Ombudsman for an investigation

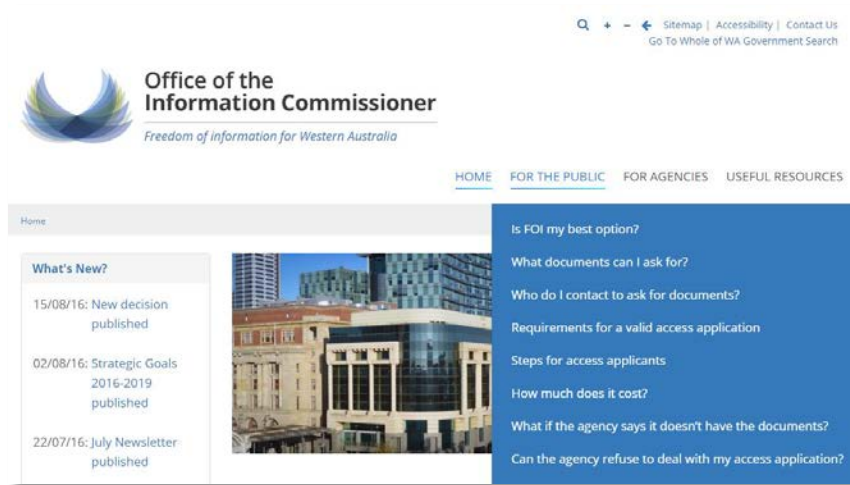
Re Helm and Department of Planning [2016] WAICmr 9

The document in dispute in this matter was a briefing note from a department to a Minister. The Commissioner found that the information deleted from the edited copy of that document given to the complainant was exempt under clause 14(1)(c) of Schedule 1 to the FOI Act.

Clause 14(1)(c) provides that matter is exempt if it is matter of a kind mentioned in section 23(1) of the *Parliamentary Commissioner Act 1971* (WA) (**the PC Act**), being information obtained by the Parliamentary Commissioner for Administrative Investigations (**the Ombudsman**) or their staff in the course of, or for the purpose of, an investigation under the PC Act. The agency had provided the disputed document to the Ombudsman's office for the purposes of an investigation under the PC Act. Consequently, the Commissioner was satisfied that the disputed information is exempt under the FOI Act.

New website

Our new website launched in September 2015 is organised to allow members of the public and agencies to obtain clear information about freedom of information that is relevant to them. The site includes drop-down menus with information according to its relevance to members of the public and officers of agencies respectively. Detailed publications available include guides to certain exemptions under the FOI Act, the FOI Coordinators Manual and OIC Annual Reports.



Links to relevant legislation and all published decisions of the Commissioner are included. The online search tool allows the user to search the Commissioner's formal decisions based on specific exemptions, sections of the FOI Act and catchwords.

Agency FOI Coordinators Reference Group established

The Agency FOI Coordinators Reference Group was formed in August 2015. The group meets quarterly and currently consists of officers from ten agencies that are representative agencies subject to the FOI Act. The terms of reference for the group are available on our website at [http://www.foi.wa.gov.au/materials/Agency FOI reference group Terms of Reference Aug 2015.pdf](http://www.foi.wa.gov.au/materials/Agency%20FOI%20reference%20group%20Terms%20of%20Reference%20Aug%202015.pdf). Meetings provide an opportunity to obtain feedback on current issues facing agencies in respect to freedom of information and about continuing and proposed advice and awareness activities of the OIC.

FOI Newsletter

The new OIC newsletter was launched in May 2015 and six editions of the newsletter were produced in the financial year. The newsletter aims to provide brief and clear information about freedom of information. While the information contained in the newsletter is primarily targeted for agency staff, it includes information that may be of interest to members for the public. There are currently 216 subscribers to the newsletter who also receive alerts when decisions of the Commissioner are published on our website. Subscriptions can be registered at: <http://foi.wa.gov.au/en-us/UR100>.

Training and briefings for individual agencies

An understanding of the basics of freedom of information should be part of the competency for any public sector employee, and the OIC is prepared to provide in-house briefings to agency staff to assist with this. In addition, the OIC participates in the Public Sector Commission's induction briefings given to new public servants. The decision to give more specific onsite decision-making training is based on the needs of particular agencies and the resources of the OIC. Where possible agency decision-makers are encouraged to attend the training that is offered at OIC premises.

Training provided:

- Eight FOI Coordinator Workshops run for agency staff.
- Two Decision-makers Forums and two Decision Writing Workshops run for agency staff.
- 26 general FOI briefings and training to agencies onsite.
- Two community groups received onsite briefings.
- Eight speeches and presentations by the Commissioner
- One information session for the public

Advice and Awareness trip to the Pilbara

In April 2016, the Commissioner and the Senior Advisory Officer visited Port Hedland and Karratha to provide briefings and training to agencies in the Pilbara. Training and briefings were provided to Department of Health staff at the Hedland Health Campus and Karratha's Nickol Bay Hospital. This training was also accessed by various health services using videoconferencing technology.

Training was also provided to local government staff in the Town of Port Hedland and the City of Karratha. Staff from a number of government agencies in the City of Karratha also attended the FOI decision-making training. Elected members from the Town of Port Hedland received a briefing about FOI from the Commissioner.

Regional trips are a useful way for the Commissioner to gain an understanding of some of the issues facing regional officers when dealing with freedom of information. It is also an opportunity for officers of agencies based in the regions to receive FOI training without the expense of travelling to Perth.

Speeches by the Commissioner

The Commissioner has been a guest lecturer at a number of WA Universities and has introduced students to important legal issues associated with freedom of information legislation. He has also accepted invitations to talk about freedom of information to a variety of groups that recognise the importance of freedom of information to their members and to the wider society.

Briefings for community service groups

This year the OIC has provided briefings for the Health Consumer Council and other health advocates and for members of Community Legal Centres Association (WA) Inc.

Briefings for community groups and not-for-profit groups can equip advocates to make effective access applications. While briefings for advocacy groups include advice about rights to access documents under the FOI Act, they also stress the desirability of working with agencies to achieve a mutually acceptable outcome. The role of those briefings can be to ensure that applicants are realistic in their expectations of what an agency can provide.

Law Week seminar for members of the public

In May 2016 as part of Law Week 2016, the OIC offered a seminar for members of the public entitled '*FOI – Ever wanted to access government documents in WA?*' The session included information about how the FOI Act works in practice, the types of documents a person can expect to access and some tips for making an FOI application. A small but enthusiastic audience found the presentation worthwhile and asked pertinent questions, indicating that there is a demand for more of this type of session in future. We intend to participate in Law Week in 2017 and will be more proactive in promoting the seminar to members of the public and to advocacy groups that may benefit from the information.

FOI Coordinator and Decision Writing workshops

The FOI Coordinators Workshop is the key training forum provided by the OIC. Participants in this workshop include officers who have responsibility for information access processes and decisions within their agencies. Some participants are new to freedom of information and some use the workshop as a refresher to ensure that the processes and policies continue to accord with best practice.

In 2016, the OIC replaced the Decision-makers Forum with a Decision Writing Workshop. This change was made in response to our perception of the needs of officers attending the Decision-Makers Forum, and to concerns about the quality of some agencies' decisions.

The OIC introduced an online feedback survey following completion of the training sessions. This has enabled participants to give considered feedback about what was or was not helpful about the training. That feedback is reviewed and suggestions from participants have already been implemented.

The Decision Writing Workshop aims to build on the same material addressed in the FOI Coordinators Workshop (which can also be obtained by pre-reading the FOI Coordinators Workshop manual) to assist attendees understand what is needed to write a notice of decision that complies with the requirements of the FOI Act. It also demonstrates an appropriate process to use in reaching a decision in response to an FOI access application.

Enrolment at each workshop was capped at 20 participants to create a workshop format – rather than lecture format – to encourage greater participation from attendees. A waitlist was also introduced to ensure we can backfill workshops when there are cancellations.

The feedback received about our training has been very positive. It is recognised that feedback from participants with a variety of experience and needs can sometimes result in contradictory feedback. The OIC seeks to address these concerns by providing a clear idea of what will be provided in training and by having more materials available outside of training.

OIC publications

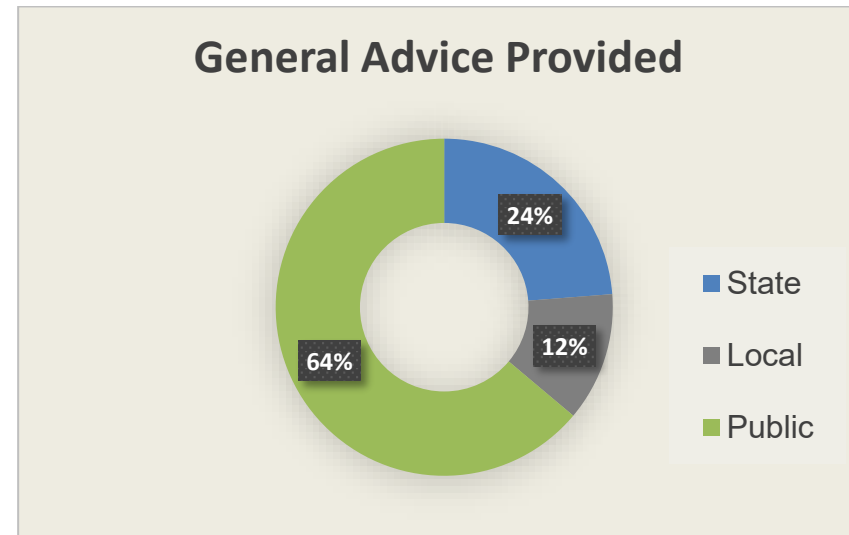
A revised suite of publications was launched with our new website in September 2015. This followed a six month communications project that incorporated a review of our current publications and consultation with the Agency FOI Coordinators Reference Group.

The OIC publications as at 30 June 2016 are listed in the OIC Statistics chapter of this report and are all available on our website under ‘Publications’.

Advice service

The OIC provides a general advisory service for members of the public and agency staff. The intention in giving advice is to ensure members of the public are equipped with the knowledge to access to documents both outside the FOI Act, where possible, and in accordance with the FOI Act when an access application is appropriate. Agency officers are assisted to understand their obligations under the FOI Act.

Advice given does not include legal advice or specific rulings on particular issues or sets of facts.



“Very informative website, pertinent training and timely responses to requests for advice.”

(survey respondent)

Audit

Personnel risk

As part of the strategic audit plan, we engaged Braxford Consultancy in September 2015 to assess our personnel risk. The audit objective was to assess the effectiveness and efficiency of our controls to ensure:

- adequate staff allocation;
- adequate staff knowledge and regular training;
- ability to multi-task and support other roles;
- adequacy of workload;
- staff planning; and
- strategic performance management.

The key findings of the audit identified issues that are faced by many small agencies in respect of structure, career development and the risks associated with investing key

responsibilities to single employees. Nonetheless, as one of our strategic goals is to ‘build the capacity of our people’ by being a workplace of choice and having a clear structure that supports productivity, we have taken the recommendations on board to be incorporated into our structure review.

Recommendation	Action
Introduction of a team structure to improve work efficiency and better monitoring of employee performance and development/training needs.	A review of the organisational structure, performance management plan and the professional development needs of staff was incorporated into the reviewed strategic operational plan.
Introduction of another administrative person to provide back-up when key staff are unavailable and provide additional administrative support to those staff, allowing them to focus on strategic matters.	To be included in the review of the organisational structure.

Internal financial audit

In July 2016 an internal audit was conducted by Braxford Consultancy of the OIC's finance and payroll processes during 2015/16. Nine recommendations of low to medium risk were made, including finalisation of the OIC's finance manual. Recommendations were also made for additional quality checking of transactions and checklists as a result of discrepancies found, or missing supporting documentation.

These recommendations have been taken on board and can be linked with the personnel risk audit outlined previously, as all financial and HR transactions are processed by the Chief Finance Officer in the absence of other administrative support. All reports and transactions are broadly reviewed by the Commissioner on a monthly or quarterly basis. However, there is no scope for appropriate segregation of duties and quality assurance checks at the time of transaction.

Being able to transfer general transactions to another officer would allow the Chief Finance Officer to have a more quality assurance role and focus on other outstanding tasks, such as completion of the finance manual.

External audit

As with the previous two years, the OIC's external audit by the Office of the Auditor General has been conducted in two stages: the financial statements in mid-July and the key performance indicators in mid-August. Delaying the audit of key performance indicators allows survey data collected

throughout July from State and local government agencies to be properly collated and reviewed.

This approach continues to suit the OIC and the Office of the Auditor General, and the OIC has been named a best practice agency in the small agencies category in the Auditor General's Audit Results Report for the past three years.

Our workplace

The Commissioner employs 11 staff to assist him in his functions under the FOI Act. One of the benefits of a small office is the close-knit environment. The OIC maximises the benefits of this through the long standing establishment of a staff funded social club that organises events throughout the year to unwind and strengthen relationships.

Our operational plan includes the development and implementation of an office wellness policy to formalise our commitment to looking after our employees. The physical, mental and emotional wellbeing of staff is vital in a happy and productive environment. Volunteering in community events is encouraged and is an area staff have already agreed to build on.

Law Week Walk for Justice

On 17 May 2016 OIC fielded a team of four walkers to participate in the Law Week Inaugural Walk for Justice along the Perth foreshore with representatives from the major law firms, barristers and judicial officers. The walk was led by the Chief Justice of Western Australia and celebrated pro bono

work carried out by the legal profession. OIC staff raised \$367,500 for the Law Access Pro Bono Referral Service, which provides free legal assistance for those who cannot afford legal fees. Altogether the walk raised over \$26,000.

Tristan Jepson Memorial Foundation

In 2014/15 the OIC became a signatory to the Psychological Wellbeing Best Practice Guidelines for the Legal Profession developed by the Tristan Jepson Memorial Foundation. The Foundation is an independent, volunteer, charitable organisation whose objective is to decrease work-related psychological ill-health in the legal community and promote workplace psychological health and safety.

OIC hosted a morning tea for Marie Jepson, the mother of Tristan Jepson, on 24 August 2016. Mrs Jepson addressed the staff and discussed the importance of psycho-social factors and also the benefits of maintaining healthy workplaces in the legal profession.

Standing desks

The majority of employee work involves PC based work, and it is commonly known that many hours spent sitting at a desk can be harmful. The OIC has trialled height adjustable desks that sit on existing desks and can be raised and lowered as required, allowing officers to do their PC based work while either sitting or standing.

After an initial trial, the majority of staff agreed they felt physically more comfortable being able to change between seated and standing positions and individual desks were ordered for those employees.

Continuing professional development for legal officers

Individual Continuing Development Plans are maintained for each legal officer, which now includes our Paralegal who was admitted to practice as a Barrister and Solicitor of the Supreme Court of Western Australia on 1 September 2015.

Significant Issues and Trends

6. Recommended legislative and administrative changes

The FOI Act requires the Information Commissioner to include in the annual report any recommendations as to legislative or administrative changes that could be made to help the objects of the FOI Act to be achieved.

From 2016, our strategic and operational plan includes an initiative to 'identify and seek to implement changes to the FOI Act that facilitates improved agency practice'. Listed below are some of the legislative changes that the Commissioner has previously recommended and which will be included in this initiative.

Consultation with officers of government agencies

Section 32 of the FOI Act presently requires an agency not to give access to a document containing personal information about a third party unless the agency has taken such steps as are reasonably practicable to obtain the views of that third party as to whether the document contains matter that is exempt personal information under clause 3 of Schedule 1.

Third parties may include officers of government agencies. Certain 'prescribed details' about those officers, such as their names, positions and things done in the course of their duties, are not exempt under clause 3. However, section 32 requires agencies to consult with officers of government agencies,

even when the personal information about them amounts to prescribed details and is not exempt. This is often time consuming without adding to achieving the objects of the FOI Act.

As recommended in previous annual reports to Parliament, the Commissioner recommends the amendment of section 32 to remove the requirement to consult an officer of an agency in respect of the disclosure of personal information about them that consists of prescribed details only. Such an amendment would not prevent an agency from seeking the views of officers where it would still be prudent to do so, for example where the agency considers that disclosure of information to an access applicant may endanger the safety of an officer of an agency.

Outdated references to intellectually handicapped persons and closest relative

Sections 23(5), 32(4) and 98 of the FOI Act refer to 'intellectually handicapped persons'. For consistency with other legislation and in keeping with good practice, this should be replaced by a more appropriate term such as 'persons with intellectual disability'.

Sections 32, 45 and 98(b) currently use the term 'closest relative' which is inconsistent with the term 'nearest relative' in section 3 of the *Guardianship and Administration Act 1990*. This sometimes causes difficulties for agencies in identifying

the closest relative for the purposes of the FOI Act and should be amended to 'nearest relative', as defined in the *Guardianship and Administration Act 1990*, for consistency and to remove ambiguity.

Appointment of staff by the Information Commissioner

Under section 61(1) of the FOI Act, all OIC staff – other than those seconded from other State government agencies – are appointed by the Governor in Executive Council on the recommendation of the Commissioner. This can result in a delay of up to a month in making an offer of employment to a preferred candidate after the selection process has concluded. It also adds to the workload of Cabinet and Executive Council.

The Commissioner recommends an amendment to section 61(1) to allow the Commissioner to appoint staff directly.

7. Submissions and consultations

The Commissioner has made the following submissions in respect of legislative proposals or administrative practices affecting the FOI Act, information disclosure generally or the OIC.

Whole of Government Data Classification Policy

The Commissioner was invited to comment on the draft Policy coordinated by the Office of the Government Chief Information Officer. The Commissioner has made submissions to ensure the Policy works in concert with the objects and intentions of the FOI Act. He and the Principal Legal Officer have attended

a meeting of the Data Classification Sub-group of the Statistical Policy Committee, and the Principal Legal Officer is a member of the Data Classification – Final Stage Working Group.

Review of the Western Australia's Data Linkage Capability

The Commissioner made submission to the Data Linkage Expert Advisory Group in respect of the second key focus area 'to examine the barriers and impediments to data linkage, and address how they can be improved'. The Commissioner submitted that the absence of privacy legislation in WA could frustrate data linkage initiatives, as it potentially does now in respect of information sharing between WA public sector agencies.

Commissioner's Instruction – appointment of former public service officers ceasing employment with statutory offices

The Commissioner provided comment to the Public Sector Commissioner in respect of the draft Instruction as the OIC was listed as a statutory office affected by the Instruction.

Energy Legislation Amendment and Repeal Bill 2016

The Public Utilities Office requested feedback on proposed amendment to the FOI Act resulting from the Bill. The amendments were minor amendments to the Glossary and the A/Commissioner responded with no objections.

Standards for Effectively Managing Mental Health Complaints

The Commissioner provided comment to the Health and Disability Services Complaints Office on the confidentiality aspects of the Standard to ensure it was consistent with access rights under the FOI Act or other legal requirements of disclosure.

8. Supreme Court appeals

An appeal lies to the Supreme Court on any question of law arising out of a decision of the Commissioner – it is not a further full merits review. There is no appeal to the Supreme Court in relation to decisions on a deferral of access, imposition of charges, or the payment of a deposit. During the year, one decision of the Commissioner was the subject of an appeal to the Supreme Court.

In that matter, the complainant lodged an appeal against the Commissioner's decision to stop dealing with her complaint under section 67(1)(b) of the FOI Act. As at the end of the reporting period, the Court has not delivered its judgement.

At the end of 2014/15, there were three outstanding appeals before the Supreme Court arising out of the Commissioner's decisions. The outcomes of those appeals heard are as follows.

- On 7 August 2015, the Supreme Court delivered its judgement on the appeal against the Commissioner's decision in [Re 'H' and Department of Education \[2014\]](#)

[WAICmr 21](#). Justice Chaney dismissed the appeal and upheld the Commissioner's decision: see [H v Department of Education \[2015\] WASC 276](#).

- On 6 April 2016 the Supreme Court delivered its judgment on the appeal against the Commissioner's decision in [Re Latro Lawyers and Department of State Development \[2015\] WAICmr 7](#). Beech J upheld the appeal, set aside the Commissioner's decision and remitted the matter to the Commissioner for rehearing: see [Department of State Development v Latro Lawyers \[2016\] WASC 108](#).
- As at the end of the reporting period, the Court had not delivered its judgement on the appeal arising from the Commissioner's decision in [Re 'I' and Department of Agriculture and Food \[2014\] WAICmr 22](#).

9. FOI in the sector

A total of 16,969 applications were made to agencies during the reporting year, and only a small percentage of these matters comes to the OIC for review. Trends and issues faced by agencies are recognised through the external review process or via our Advice and Awareness service. How agencies manage their FOI responsibilities and information disclosure generally can impact on the volume of matters dealt with by this office.

The OIC endeavours to provide agencies with the tools to promote proactive disclosure and reduce the impact FOI can have on agency resources.

A more detailed analysis of agency statistics can be found in the Disclosures and Legal Compliance section.

- 2015/16 is only the third year in which the number of FOI applications to agencies has been less than the preceding year.
- 90% of decisions made by agencies were to provide access in some form.
- The most used exemption continues to be for the protection of personal information about third parties.
- The average time taken by agencies remains well within the 45 day limit.

Disclosing the identity of a dog owner

Before amendments to the *Dog Act 1976 (WA)* in 2013, any person could inspect and take copies of any entries in the dog register maintained by a local government upon payment of a fee. This meant people could establish the identity of the registered owner of a dog from the entries in the dog register. The 2013 amendments to the *Dog Act* removed this right. As a result, the identity of the registered owner of a dog is no longer publicly available from a dog register.

Since the amendments to the *Dog Act*, the OIC has dealt with a number of matters where people have sought access to documents under the FOI Act that disclose the identity of the registered owner of a dog. All matters were resolved without a published decision.

Case study – access to identity of registered dog owner

The complainant's dog was seriously injured by another dog. The injured party applied to the relevant local government agency for access to the contact details of the owner of the attacking dog. The agency refused access on the ground that the information is personal information and exempt from disclosure.

During the external review process, the Commissioner accepted that the information about the dog owner is personal information, but in this case he considered that the public interest in disclosure of that information outweighed the public interest in protecting the privacy of the dog owner because:

- the *Dog Act* provides that the owner of a dog causing injury to another dog is liable for any damages;
- non-disclosure of the information is likely to result in the denial of justice to individuals seeking damages for injury to people or animals; and
- the ownership of the offending dog was not in dispute.

The Commissioner gave the dog owner the opportunity to provide their views. The dog owner accepted the Commissioner's view and the agency disclosed the information to the complainant.

The Commissioner considers that in cases where a person needs to pursue a legal remedy and there is no other means of obtaining information, there is a strong public interest in favour of disclosure of that information under the FOI Act. However, each matter needs to be considered on its merits and on the facts in each case.

If an agency does propose to give access to personal information about someone other than the access applicant, it must take reasonable steps to seek that person's views about whether that information is exempt. That person does not have a right of veto but does have a right to provide their views and to seek review of an agency's decision to give access to their personal information.

The importance of internal review

If a person is dissatisfied with a FOI decision made by an agency, they can ask for an internal review by the agency. Last year, a quarter of agency decisions were varied or reversed by the agency on internal review.

The internal review is an important aspect of the FOI process. It provides a cost effective, quick and accessible form of review and reduces the likelihood of a matter being subject to external review.

Sometimes agencies elect to have the principal officer of the agency make the initial decision in relation to an access application. The effect of this is that internal review is not available and the only option for a dissatisfied applicant is to apply directly to the Commissioner for external review. This is not a desirable outcome and the Commissioner discourages the practice of the principal officer of an agency routinely making the initial decision.

Alternative access to documents

The FOI Act creates a legally enforceable right to access documents of an agency. The wording of the Act means that this right is limited to documents that are already in existence at the time of the FOI application. As such, agencies are not required to create a document in order to give access to information. However, there is no impediment under the FOI Act for an agency to do so in order to facilitate access to information where circumstances allow.

In this case study, the agency demonstrated a practical and sensible approach in order to resolve a complaint by creating a document.

Case study – creating a document

An application was made to a local government agency for access to the statements from two witnesses to a dog attack. The agency refused access in full as disclosure would reveal personal information about third parties, in part because the handwriting style in the documents may reveal the identity of some individuals.

During the external review process, the agency was invited to consider providing access to a typed extract of each of the witness statements, with personal information – including the handwriting – deleted. Both the agency and the applicant accepted the proposal and the edited typed extracts were released.

Disclosures and Legal Compliance

10. Report on agency statistics

Section 111 of the FOI 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 FOI Act during the year. To enable that to occur, agencies are required to provide the Commissioner with the specified information. That information for 2015/16 is set out in detail in the statistical tables in the Agency Statistics chapter of this report. The following is an overview.

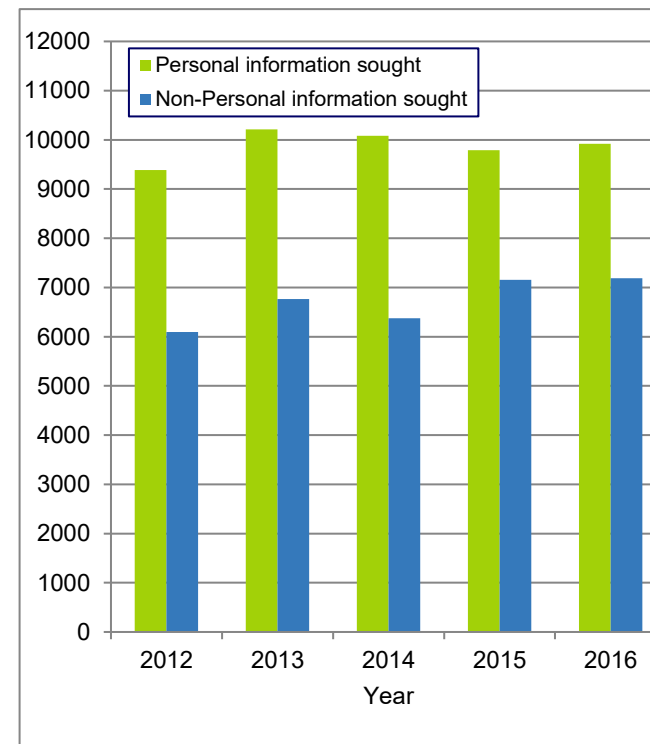
The number of access applications made to agencies under the FOI Act was 16,969 for the year under review. That represents a slight decrease from last year (17,557) and is only the third year in which the number of applications to agencies has been less than the preceding year.

Decisions

As can be seen in Table 14 (from page [104](#)), of the decisions on access made by Ministers in the reporting period, six were to give full access; 55 were to give access to edited copies of documents; and nine decisions were to refuse access. In nine cases, no documents could be found.

Table 14 also reveals that 14,591 decisions on access were made by State government agencies (exclusive of local government agencies and Ministers) in 2015/16.

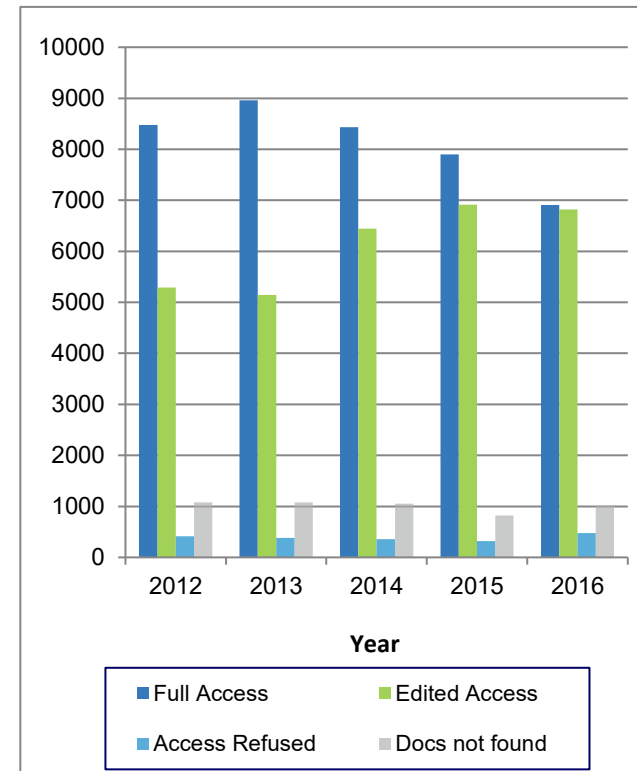
Figure 1
Number of applications decided –all agencies



- 46.3% of decisions (50.7% in 2014/15) resulted in the applicant being given access in full to the documents sought;
- 43.0% (41.9% in 2014/15) resulted in the applicant being given access to edited copies of the documents sought;
- 1.0% (0.7% in 2014/15) resulted in either access being given but deferred, or being given in accordance with section 28 of the FOI Act (by way of a medical practitioner);
- in 6.6% of applications (5% in 2014/15) the agency could not find the requested documents; and
- 3.0% of the decisions made (1.8% in 2014/15) were to refuse access.

The above figures indicate that approximately 90.4% of the 14,591 decisions made (93.2% in 2014/15) by State Government agencies on FOI applications were to the effect that access in some form was given.

Figure 2
Outcome of decisions – all agencies



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 6,253 times in the year under review. Figure 3 compares the use of this clause with all other clauses used since 1993/94, which indicates continued use of the exemption to protect personal privacy.

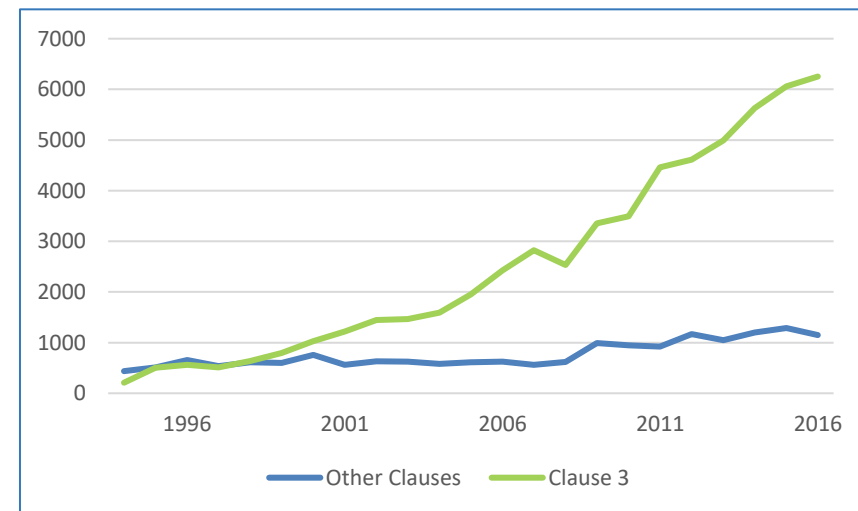
The next most frequently claimed exemptions were:

- clause 8, which protects confidential communications in some circumstances (196 times);
- clause 7, which protects from disclosure documents which would be privileged from production in legal proceedings on the ground of legal professional privilege (174 times);
- clause 4, which relates to certain commercial or business information of private individuals and organisations (164 times);
- clause 5, which relates to law enforcement, public safety and property security (164 times); and
- clause 6, which relates to the deliberative processes of government (91 times).

Consistent with the previous reporting period, the exemption clauses claimed most by Ministers were clause 3 (personal information); clause 1 (Cabinet and Executive Council); and clause 12 (contempt of Parliament or court).

Internal review

Figure 3 – Use of exemption clauses



Agencies received 264 applications for internal review of decisions relating to access applications during 2015/16 (see Table 16 on page [120](#)). This represents about 1.7% of all decisions made and about 55% of those decisions in which access was refused. In the year under review, 257 applications for internal review were dealt with (including

some that were received in the previous period). The decision under review was confirmed on 169 occasions, varied on 76 occasions, reversed on eight occasions and the application for internal review was withdrawn on four occasions.

Amendment of personal information

Agencies received 39 applications for amendment of personal information during the year (see Table 17 on page [125](#)), 33 of which were dealt with during the year:

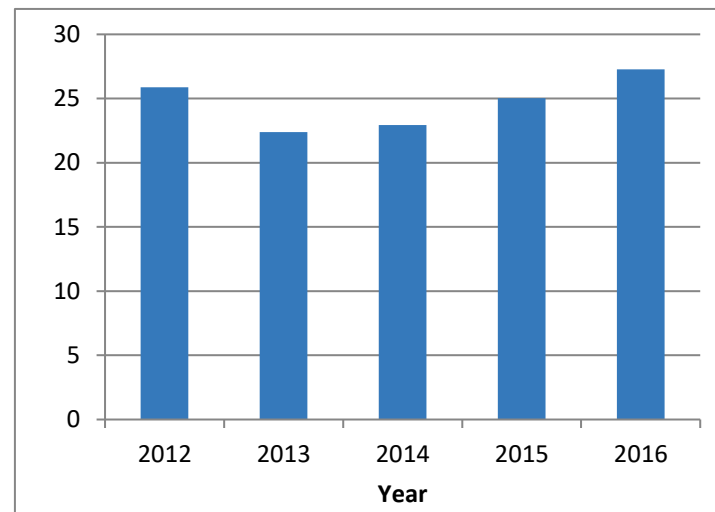
- information was amended on 15 occasions;
- not amended on 13 occasions;
- amended, but not as requested, on five occasions; and
- two applications were withdrawn.

Of the seven applications for internal review of decisions relating to the amendment of personal information dealt with during the year, six decisions were made to confirm the original decision and one decision was varied (see Table 18 on page [126](#)).

Average time

The average time taken by agencies to deal with access applications (27 days) is slightly higher than the previous year (25 days) and remains within the maximum period of 45 days permitted by the FOI Act (see Figure 4).

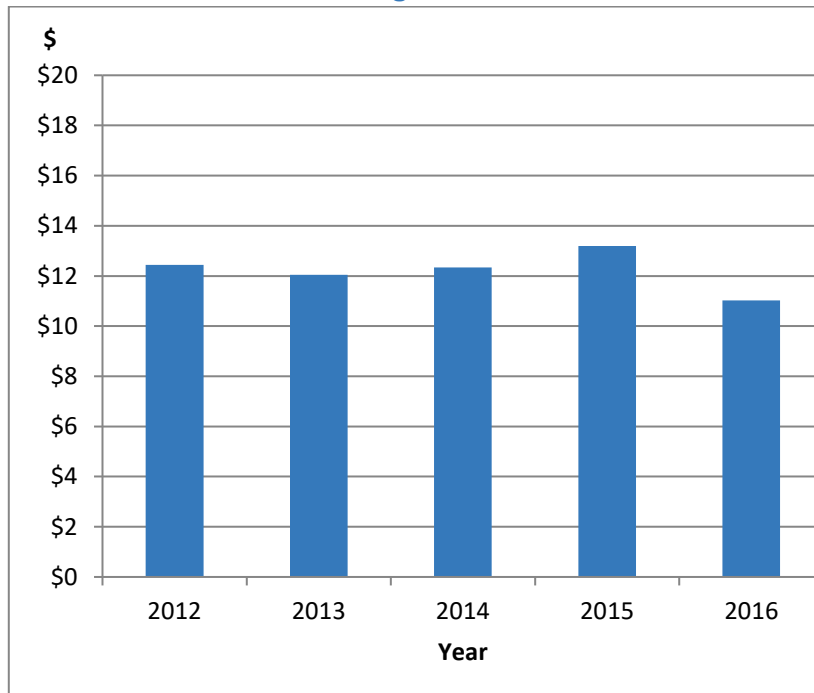
Figure 4
Average days – all agencies



Average charges

The average amount of charges imposed by agencies for dealing with access applications decreased to \$11.03. This is slightly lower than the 2014/15 average charge of \$13.19 (see Figure 5).

Figure 5
Average charge for access – all agencies



11. Other financial disclosures

- All services provided by the OIC are free of charge. The fees and charges prescribed by the FOI Act for making an FOI application are paid directly to the agency receiving the application.
- The OIC has no capital works projects.

Staff matters

	2016	2015
Full-time permanent	9	8
Full-time contract	1	3
Part-time measured on a FTE basis	1.4	2.84
On secondment	1	0

- July 2015 saw the end of a specific, fixed-term communications project. A temporary Communications Officer position was created and filled for six months.
- A new Paralegal position was created in the previous reporting year, initially on a contract basis to determine the suitability of the position to the OIC’s functions. After a

review of the position in December 2015, a permanent appointment was made.

- Two of the OIC's part-time officers ceased employment during the year. The Senior Legal Officer had been on secondment to the State Solicitor's Office since January 2014 and permanently transferred in December 2015. Our Senior Advisory Officer retired in October 2015. Acting arrangements within the OIC have been made to cover both these vacancies.
- Due to an extended period of leave between May and September 2016, the OIC arranged a secondment to cover the Administrative Assistant position.

Due to the whole of government recruitment freeze in place during the year, the two vacant positions (Senior Legal Officer and Senior Advisory Officer) were not advertised. In addition, the update to the OIC's operational plan now includes review of the office structure and position descriptions. Therefore, the acting arrangements in place are likely to remain until this review is finalised.

Staff development

Also part of the updated operational plan are initiatives to:

- further develop flexible working arrangements;
- design and develop a program for individual professional development; and

- develop and implement an office wellness policy.

The OIC has always had a very low rate of staff turnover and it has been recognised that ongoing professional development opportunities (other than for legal officers) can become stagnant, especially for those who have worked here for more than 15 years in the same position. Traditionally, staff have managed their own professional development by seeking the Commissioner's approval to attend training or further education, which would only be denied in very extenuating circumstances. A more structured individual professional development program will be a positive development for the future.

Unauthorised use of credit cards

On one occasion during the year an officer inadvertently used their purchasing card for personal use. This misuse was recognised by the officer reconciling the December 2015 card statement on 29 December 2015. It was immediately brought to the attention of the cardholder and on 4 January 2016, the cardholder advised that the purchasing card had been used in error instead of their personal credit card. OIC policy is for purchasing cards to be kept in a safe place on the premises, and the cardholder agreed that he had forgotten to do so after last using it for work related purposes.

The cardholder was invoiced for reimbursement of \$45.00 on 4 January 2016, and payment was received in the OIC's bank account on 5 January 2016.

All actions were documented and no disciplinary action was considered necessary, as it was clear the cardholder acted inadvertently. The Commissioner reminded the cardholder of purchasing card requirements, including the requirement to store purchasing cards in a safe place at OIC's office when not being used for official purchasing.

2016

Aggregate amount of personal use expenditure	\$45
Aggregate amount of personal use expenditure settled within 5 working days	\$45
Aggregate amount of personal use expenditure settled after 5 working days	n/a
Aggregate amount of personal use expenditure outstanding at balance date	n/a

12. Governance disclosures

- No senior officers, or firms of which senior officers are members, or entities in which senior officers have substantial interests, had any interests in existing or proposed contracts with the OIC other than normal contracts of employment service.
- The OIC has no boards or committees, and therefore no remuneration costs in this regard.
- There has been no expenditure on advertising, market research, polling or direct mail.

Conflicts of interest

The OIC maintains a Conflicts of Interest Register. During the reporting period, four potential conflicts were brought to the Commissioner's attention. All related to staff family members having an external relationship with a State or local government agency and, by association, the staff member could be seen to have a conflict of interest if they were to then be involved in an external review matter involving those agencies. The officers concerned lodged the potential conflicts with the Commissioner, which were added to the Register with a directive that those officers would not deal with external review matters involving those agencies.

Gifts register

The OIC's gifts register is available on our website at <http://foi.wa.gov.au/H004>. Twelve gifts were registered during the reporting period, the majority being small gifts for guest speaker roles. All gifts were accepted with no gifts exceeding \$50.00.

Disability Access and Inclusion Plan

The OIC lodged a progress report to the Disability Services Commissioner in respect of its Plan in June 2016. Fifteen strategies are outlined in the Plan with nine already implemented, as follows:

- Provide a mechanism on the OIC website for people with disability to comment on access to our services, including being able to exercise their rights under the FOI Act.
- Ensure organised events consider accessibility for people with disability.
- Ensure physical access to the OIC's premises is equally available to all persons, regardless of disability.
- Upgrade OIC website to ensure content meets WCAG guidelines.
- Create and disseminate to staff disability access and inclusion policy.

- Ensure requests for public consultations are conducted in a way that will invite and include people with disability.
- Ensure the OIC's current Plan is available for public comment.
- Ensure that recruitment activities are accessible to people with disability.
- Ensure staff with disability are provided with appropriate support to carry out their responsibilities.

The OIC is committed to ensuring that people with disability, their families and carers are able to fully access the range of services and facilities of the office. The OIC will, whenever required, consult with people with disability, their families and carers and disability organisations to ensure that barriers to access and inclusion are addressed appropriately.

The Plan is available on the OIC's website, or copies can be requested from this office.

Compliance with Public Sector Standards and ethical codes

The OIC operates under an established code of conduct that references the WA Code of Ethics. OIC also has an employee grievance resolution policy in place. All new staff are provided with a copy of the Code and grievance policy as part of an induction pack, and these documents are also available to all staff on the OIC's knowledge management system.

No new employees were appointed during the year other than the permanent appointment of an officer who had previously been on contract. Improvement to policies and procedures is always encouraged through open discussion and regular reviews.

Occupational health, safety and injury management

The OIC 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, and are provided the opportunity to report any issues at the monthly staff meetings via a standing agenda item for this purpose. All injury management targets have been met (see Table 12 on Page 96). There were no reported injuries or fatalities, and all managers have attended OSH and injury management training.

Records Management

The OIC's recordkeeping systems were evaluated during the review of the recordkeeping plan in the previous reporting period and considered to be suitable to the size of the office. Areas of improvement were identified in respect of disaster recovery and archiving/disposal. No further progress was made during 2015/16 regarding these issues, but remain on the agenda.

Training in the use of the recordkeeping system is provided as required depending on staff turnover. The system in use is very basic and does not require the use of complex databases.

New staff are provided with a copy of the OIC's Recordkeeping Manual and policy at induction. General staff responsibilities in respect of recordkeeping practices are minimal (other than ensuring they retain relevant records) as the filing protocols are centralised to one officer.

Key Performance Indicators

Certification of Key Performance Indicators

We hereby certify that the key 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 2016.



Sven Bluemmel
Information Commissioner

29 August 2016



Tony Pruyn
Complaints Coordinator

29 August 2016



13. Government Goal

Results-based service delivery

Greater focus on achieving results in key service delivery areas for the benefit of all Western Australians.

14. Desired outcome

Access to documents and observance of processes in accordance with the FOI Act.

15. 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 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.

Service 1: Resolution of Complaints.

Service 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 will either publish a written decision with reasons or decide to stop dealing with a matter which is lacking in substance under section 67 of the FOI Act.

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 below:

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.

16. Effectiveness performance indicators

Satisfaction of parties with external review process

	2011	2012	2013	2014	2015	2016
Target	85%	80%	80%	80%	80%	80%
Outcome	77%	81%	86%	85%	86%	86%

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 320 parties who participated in an external review process following finalisation of the review process. 181 participants returned a completed PRQ. 124 responses were received from agencies, 55 were received from complainants and two were received from third parties.

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 management purposes. Information in response to all four questions is taken into account when reviewing external review procedures.

Of the 181 respondents, 155 (86%) answered ‘yes’ to question 2 and confirmed that they were satisfied with the manner in which the external review was conducted by the OIC.

Satisfaction of agencies with advice and guidance provided

	2011	2012	2013	2014	2015	2016
Target	98%	98%	98%	98%	98%	98%
Outcome	98%	98%	98%	98%	98%	99%

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 300 State and local government agencies and Ministers. Of the 300 surveys sent, 281 agencies (94%) responded by returning a completed survey. Of the 281 respondent agencies, 199 (71%) confirmed receiving advice and guidance from this office.

Of those 199 agencies that received advice, 197 agencies (99%) expressed satisfaction with the advice and guidance provided to them by this office.

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 below 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.

	2011	2012	2013	2014	2015	2016
Target	55%	60%	60%	60%	60%	60%
Outcome	61%	55%	68%	70%	54%	70%

In total, 375 matters of all types were finalised by the OIC in 2015/16. However, of those 375 matters, only 145 were complaints, as defined in section 65 of the FOI Act. Of the 145 complaints resolved in 2015/16, 102 (70%) were resolved by conciliation. That is, as a result of inquiries conducted by the OIC, no issues remained in dispute which required a decision by the Commissioner.

Note: The variation in the actual outcome of the conciliation rate is primarily due an unexpected increase in the number of complaints resolved by conciliation in the financial year after the target was calculated as part of the budget estimate process and the first full year effect of classifying as conciliated a particular type of complaint closure.

17. 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 68% 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 32% of the OIC's resources are allocated to the delivery of advice and awareness services.

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 2015/16 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" as per the FOI Act. 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.

	2011	2012	2013	2014	2015	2016
Budget	\$8,752	\$8,156	\$7,455	\$8,067	\$7,946	\$11,133
Actual	\$8,429	\$8,359	\$9,909	\$8,094	\$8,021	\$7,751

The table above reflects the costs incurred in resolving complaints and applications (eg. 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 2015/16 (199) into the “cost of services” for the Resolution of Complaints output.

Note: The variation in the actual average cost is primarily due to the fluctuations in the number and complexity of matters received and resolved each financial year and an unexpected increase in the number of complaints finalised in the financial year after the budget estimate was calculated. The impact on the unit cost is significant as the total cost of this output is largely fixed, being made up of staffing and accommodation costs.

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 2014/15 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.

	2011	2012	2013	2014	2015	2016
Budget	\$184	\$196	\$208	\$240	\$312	\$208
Actual	\$150	\$196	\$294	\$236	\$228	\$262

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 2015/16 (2771) into “cost of services” for the Advice and Awareness output.

Note: The variation in the actual average cost is primarily due to the unexpected decrease in the number of recipients of advisory services in the financial year after the budget estimate was calculated. The impact on the unit cost is significant as the total cost of this output is largely fixed, being made up of staffing and accommodation costs.

Financial Statements



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 2016, 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.

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 2016 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.

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 for the Audit of the Financial Statements

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.

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7th Floor Albert Facey House 469 Wellington Street Perth MAIL TO: Perth BC PO Box 6489 Perth WA 6849 TEL: 08 6557 7500 FAX: 08 6557 7600

Report on Controls

I have audited the controls exercised by the Office of the Information Commissioner during the year ended 30 June 2016.

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.

Opinion

In my opinion, in all material respects, 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 2016.

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 for the Audit of Controls

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.

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 2016.

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

Opinion

In my opinion, in all material respects, 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 2016.

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 for the Audit of Key Performance Indicators

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.

Page 2 of 3

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.

Independence

In conducting the above audits, 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 2016 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 MURPHY
 AUDITOR GENERAL
 FOR WESTERN AUSTRALIA
 Perth, Western Australia
 31 August 2016

Disclosure and Legal Compliance

FINANCIAL STATEMENTS
 Certification of Financial Statements
 For the year ended 30 June 2016

The accompanying financial statements of 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 2016 and the financial position as at 30 June 2016.

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.



Sven Bluemmel
 Information Commissioner
 29 August 2016



Michelle Fitzgerald
 Chief Financial Officer
 29 August 2016



Statement of Comprehensive Income - 30 June 2016

	Note	2016 \$	2015 \$
COST OF SERVICES			
Expenses			
Employee benefits expense	<u>6</u>	1,594,229	1,661,753
Supplies and services	<u>7</u>	290,665	290,211
Depreciation expense	<u>8</u>	4,811	3,186
Accommodation expenses	<u>9</u>	275,080	270,413
Other expenses	<u>10</u>	103,493	110,050
Total cost of services		2,268,278	2,335,613
Income			
<i>Revenue</i>			
Other revenue	<u>11</u>	-	127
Total Revenue		-	127
Total income other than income from State Government		-	127
NET COST OF SERVICES			
Income from State Government	<u>12</u>		
Service appropriation		2,391,000	2,317,000
Services received free of charge		111,436	111,439
Total income from State Government		2,502,436	2,428,439
SURPLUS FOR THE PERIOD			
OTHER COMPREHENSIVE INCOME			
Items not reclassified subsequently to profit or loss			
Changes in asset revaluation surplus		-	-
Total other comprehensive income		-	-
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		234,158	92,953

The Statement of Comprehensive Income should be read in conjunction with the accompanying notes.

Statement of Financial Position – 30 June 2016

	Note	2016 \$	2015 \$
ASSETS			
Current Assets			
Cash and cash equivalents	<u>21</u>	471,936	264,293
Restricted cash and cash equivalents	<u>13, 21</u>	-	52,621
Receivables	<u>14</u>	13,987	17,050
Other Current Assets	<u>16</u>	39,794	38,062
Total Current Assets		525,718	372,026
Non-Current Assets			
Amounts receivable for services	<u>15</u>	36,000	36,000
Property, Plant and Equipment	<u>17</u>	18,634	9,945
Total Non-Current Assets		54,634	45,945
TOTAL ASSETS		580,352	417,971
LIABILITIES			
Current Liabilities			
Payables	<u>18</u>	22,551	57,308
Provisions	<u>19</u>	182,598	231,669
Total Current Liabilities		205,149	288,977
Non-Current Liabilities			
Provisions	<u>19</u>	81,470	69,418
Total Non-Current Liabilities		81,470	69,418
TOTAL LIABILITIES		286,619	358,395
NET ASSETS		293,733	59,576
EQUITY			
Contributed equity	<u>20</u>	37,000	37,000
Accumulated surplus/(deficiency)		256,733	22,576
TOTAL EQUITY		293,733	59,576

The Statement of Financial Position should be read in conjunction with the accompanying notes.

Statement of Cash Flows - 30 June 2016

	Note	2016 \$	2015 \$
CASH FLOWS FROM STATE GOVERNMENT			
Service appropriation		2,391,000	2,317,000
Net cash provided by State Government		2,391,000	2,317,000
Utilised as follows:			
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments			
Employee benefits		(1,682,351)	(1,553,077)
Supplies and services		(164,465)	(183,794)
Accommodation		(275,385)	(270,718)
Other payments		(103,314)	(109,867)
GST payments on purchases		(56,922)	(56,982)
Cost of disposal of non-current assets		-	-
Receipts			
Provision of services		-	-
GST receipts on sales		6	116
GST receipts from taxation authority		59,954	55,426
Other revenue		-	-
Net cash used in operating activities	<u>21</u>	(2,222,478)	(2,118,895)
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments			
Purchase of non-current physical assets		(13,500)	(8,736)
Receipts			
Proceeds from sale of non-current physical assets		-	-
Net cash provided by/(used in) investing activities		(13,500)	(8,736)
Net increase/(decrease) in cash and cash equivalents		155,022	189,368
Cash and cash equivalents at the beginning of the period		316,914	127,546
CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD	<u>21</u>	471,936	316,914

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

Statement of Changes in Equity - 30 June 2016

	Note	Contributed Equity \$	Reserves \$	Accumulated Surplus/ (deficit) \$	Total Equity \$
Balance at 1 July 2014	20	37,000	-	(70,377)	(33,377)
Changes in accounting policy or correction of prior period errors		-	-	-	-
Restated balance at 1 July 2014		37,000	-	(70,377)	(33,377)
Surplus/(Deficit)		-	-	92,953	92,953
Other Comprehensive Income		-	-	-	-
Total comprehensive income for the period		-	-	92,953	92,953
Transactions with owners in their capacity as owners:					
Capital appropriations		-	-	-	-
Other contributions by owners		-	-	-	-
Distributions to owners		-	-	-	-
Total		37,000	-	22,576	59,576
Balance at 30 June 2015		37,000	-	22,576	59,576
Balance at 1 July 2015		37,000	-	22,576	59,576
Surplus/(Deficit)		-	-	234,158	234,158
Other Comprehensive Income		-	-	-	-
Total comprehensive income for the period		-	-	234,158	234,158
Transactions with owners in their capacity as owners:					
Capital appropriations		-	-	-	-
Other contributions by owners		-	-	-	-
Distributions to owners		-	-	-	-
Total		-	-	-	-
Balance at 30 June 2016		37,000	-	256,733	293,733

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

Schedule of Income and Expenses by Service - 30 June 2016

	Resolution of Complaints		Advice and Awareness		Total	
	2016	2015	2016	2015	2016	2015
	\$	\$	\$	\$	\$	\$
COST OF SERVICES						
<u>Expenses</u>						
Employee benefits expense	1,084,075	1,129,992	510,153	531,761	1,594,229	1,661,753
Supplies and services	197,652	197,344	93,013	92,868	290,665	290,211
Depreciation expense	3,272	2,166	1,540	1,019	4,811	3,186
Accommodation expense	187,055	183,881	88,026	86,532	275,080	270,413
Other expenses	70,375	74,834	33,118	35,216	103,493	110,050
Total cost of services	1,542,429	1,588,217	725,849	747,396	2,268,278	2,335,614
<u>Income</u>						
Other income	-	127	-	-	-	127
Total income other than income from State Government	-	127	-	-	-	127
NET COST OF SERVICES	1,542,429	1,588,090	725,849	747,396	2,268,278	2,335,486
Income from State Government						
Service appropriation	1,625,880	1,575,560	765,120	741,440	2,391,000	2,317,000
Resources received free of charge	75,776	75,779	35,660	35,660	111,436	111,439
Total income from State Government	1,701,656	1,651,339	800,780	777,100	2,502,436	2,428,439
SURPLUS FOR THE PERIOD	159,227	63,248	74,930	29,704	234,158	92,953

Schedule of Assets and Liabilities by Service - 30 June 2016

	Resolution of Complaints		Advice and Awareness		Total	
	2016 \$	2015 \$	2016 \$	2015 \$	2016 \$	2015 \$
<u>Assets</u>						
Current assets	357,488	252,977	168,230	119,048	525,718	372,026
Non-current assets	37,151	31,243	17,483	14,703	54,634	45,945
Total assets	394,639	284,220	185,712	133,751	580,352	417,971
<u>Liabilities</u>						
Current liabilities	139,501	196,504	65,648	92,473	205,149	288,977
Non-current liabilities	55,400	47,204	26,070	22,214	81,470	69,418
Total liabilities	194,901	243,709	91,718	114,686	286,619	358,395
NET ASSETS/(LIABILITIES)	199,738	40,512	93,995	19,064	293,733	59,576

NOTES TO THE FINANCIAL STATEMENTS

Note 1. Australian Accounting Standards

General

The Commission's financial statements for the year ended 30 June 2016 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 any Australian Accounting Standards that have been issued or amended (but not operative) by the Commission for the annual reporting period ended 30 June 2016.

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 2006* 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.

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 Office of the Information Commissioner is the reporting entity and has no related bodies.

Role of the Information Commissioner

To provide independent external review of decisions made by agencies under the FOI Act and ensure that agencies and the public are aware of their responsibilities and rights under that Act. When relevant, the Information Commissioner also recommends legislative or administrative changes that could be made to help the objects of the FOI Act be achieved.

Services

Resolution of Complaints

Provides an independent review and complaint resolution process, which resolves cases in a timely manner and balances the competing needs and expectations of applicants, agencies and Parliament within the legislative requirements prescribed by the FOI Act.

Advice and Awareness

Provides objective advice to members of the public and agencies to assist in the proper lodgement and processing of applications under the FOI Act. Proposes initiatives to enhance efficiency in agency administration when dealing with applications received and conducts briefings and training sessions for agency staff.

(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.

(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 the 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 Appropriations 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 most recent determination, as quantified in the 2015-16 Budget Statements, the Commission retained \$nil (\$127 in 2015) from the following:

- other revenue.

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 and unrealised gains are usually recognised on a net basis. These include gains arising on the disposal of non-current assets and some revaluations of non-current assets.

(f) Plant and equipment

Capitalisation/expensing of assets

Items of property, plant and equipment and infrastructure costing \$5,000 or more are recognised as assets and the cost of utilising assets is expensed (depreciated) over their useful lives. Items of property, plant and equipment and infrastructure costing less than \$5,000 are immediately expensed direct to the Statement of Comprehensive Income (other than where they form part of a group of similar items which are significant in total).

Initial recognition and measurement

Plant and equipment is initially recognised at cost.

For items of property, plant and equipment and infrastructure 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, the historical cost model is used for the measurement of property, plant and equipment. Items of property, 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 which 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; and
- computers – 3 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 loss is recognised. Where an asset measured at cost is written down to recoverable amount, an impairment loss is recognised in profit or loss. Where a previously revalued asset is written down to recoverable amount, the loss is recognised as a revaluation decrement in other comprehensive income. As the Commission is a not-for-profit entity, unless a specialised 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. Operating leases are expensed on a straight line basis over the lease term as this represents the pattern of benefits derived from the leased properties.

(i) Financial instruments

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

- 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; and
- 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 the net fair value.

The accrued salaries suspense account (see Note 13 'Restricted cash and cash equivalents') 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 the 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 they are generally settled 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

Annual leave is not expected to be settled wholly within 12 months after the end of the reporting period and is therefore considered to be 'other long term employee benefits'. The annual leave liability 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.

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 reporting period.

Long Service Leave

Long service leave is not expected to be settled within 12 months after the end of the reporting period and is therefore 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 undiscounted amounts expected to be paid when the liabilities are settled.

Superannuation

The Government Employees Superannuation Board (**GESB**) and other fund providers administer public sector superannuation arrangements in Western Australia in accordance with legislative requirements. Eligibility criteria for membership in particular schemes for public sector employees vary according to commencement and implementation dates.

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.

Employees commencing employment prior to 16 April 2007 who were not members of either the Pension Scheme 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**). From 30 March 2012, existing members of the WSS or GESBS and new employees have been able to choose their preferred superannuation provider.

The Commission makes contributions to GESB or other fund providers on behalf of employees in compliance with the Commonwealth Government's *Superannuation Guarantee (Administration) Act 1992*. Contributions to these accumulation funds extinguish the Commission's liability for superannuation charges in respect of employees who are not members of the Pension Scheme or GSS.

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 agency's obligations to the related superannuation liability.

The Commission has no liabilities under the Pension or the GSS Schemes. 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.

The GESB makes all benefit payments in respect of the Pension and GSS Schemes, and is recouped by 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 is recognised in the Statement of Comprehensive Income and comprises employer contributions paid to the GSS (concurrent contributions), the WSS, the GESBS or other superannuation funds. The employer contribution paid to the GESB in respect of the GSS is paid back into the Consolidated Account by the GESB.

(q) **Assets and services received free of charge or for nominal cost**

Assets or services received free of charge or for nominal cost, that the Commission would otherwise purchase if not donated, are recognised as income at the fair value of the assets or services where they can be reliably measured. A corresponding expense is recognised for services received. 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. 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 Australian Accounting Standards effective for annual reporting periods

beginning on or after 1 July 2015 that impacted on the Commission.

AASB 2013-9 - Amendments to Australian Accounting Standards - Conceptual Framework, Materiality and Financial Instruments

Part C of this Standard defers the application of AASB 9 to 1 January 2017. The application date of AASB 9 was subsequently deferred to 1 January 2018 by AASB 2014-1. The Commission has not yet determined the application or the potential impact of AASB 9.

AASB 2014-8 – Amendments to Australian Accounting Standards arising from AASB 9 (December 2014) – Application of AASB 9 (December 2009) and AASB 9 (December 2010) [AASB 9 (2009 & 2010)]

This Standard makes amendments to AASB 9 Financial Instruments (December 2009) and AASB 9 Financial Instruments (December 2010), arising from the issuance of AASB 9 Financial Instruments in December 2014. The Commission has not yet determined the application or the potential impact of AASB 9.

AASB 2015-3 – Amendments to Australian Accounting Standards arising from the Withdrawal of AASB 1031 Materiality

This Standard completes the withdrawal of references to AASB 1031 in all Australian Accounting Standards and

Interpretations, allowing that Standard to effectively be withdrawn. There is no financial impact.

AASB 2015-7 – Amendments to Australian Accounting Standards - Fair Value Disclosures of Not-for-Profit Public Sector Entities [AASB 13]

This Standard relieves not-for-profit public sector entities from the reporting burden associated with various disclosures required by AASB 13 for assets within the scope of AASB 116 that are held primarily for their current service potential rather than to generate future net cash inflows. It has no financial impact.

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 or by an exemption from TI 1101. By virtue of a limited exemption, the Commission has early adopted AASB 2015-7 Amendments to Australian Accounting Standards - Fair Value Disclosures of Not-for-Profit Public Sector Entities. Where applicable, the Commission plans to apply the following Australian Accounting Standards from their application date.

**Operative for
reporting
periods
beginning
on/after**

AASB 9	<i>Financial Instruments</i>	1 Jan 2018
	This Standard supersedes AASB 139 Financial Instruments: Recognition and Measurement, introducing a number of changes to accounting treatments.	
	The mandatory application date of this Standard is currently 1 January 2018 after being amended by AASB 2012-6, AASB 2013-9 and AASB 2014-1 Amendments to Australian Accounting Standards. The Commission has not yet determined the	

application or the potential impact of the Standard.

AASB 15	<i>Revenue from Contracts with Customers</i>	1 Jan 2018
	This Standard establishes the principles that the Commission shall apply to report useful information to users of financial statements about the nature, amount, timing and uncertainty of revenue and cash flows arising from a contract with a customer. The Commission has not yet determined the application or the potential impact of the Standard.	
AASB 16	<i>Leases</i>	1 Jan 2019
	This Standard introduces a single lessee accounting model and requires a lessee to recognise assets and liabilities for all leases with a term of more than 12 months, unless the underlying asset is of low value. The Commission has not yet determined the application or the potential impact of the Standard.	

AASB 1057	<p><i>Application of Australian Accounting Standards</i></p> <p>This Standard lists the application paragraphs for each other Standard (and Interpretation), grouped where they are the same. There is no financial impact.</p>	1 Jan 2016	AASB 2014-1	<p><i>Amendments to Australian Accounting Standards</i></p> <p>Part E of this Standard makes amendments to AASB 9 and consequential amendments to other Standards. It has not yet been assessed by the Commission to determine the application or potential impact of the Standard.</p>	1 Jan 2018
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 & 1038 and Int 2, 5, 10, 12, 19 & 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.</p> <p>The mandatory application date of this Standard has been amended by AASB 2012-6 and AASB 2014-1 to 1 January 2018. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2018	AASB 2014-3	<p><i>Amendments to Australian Accounting Standards – Accounting for Acquisitions of Interests in Joint Operations [AASB 1 & 11]</i></p> <p>The Commission establishes Joint Operations in pursuit of its objectives and does not routinely acquire interests in Joint Operations. Therefore, there is no financial impact on application of the Standard.</p>	1 Jan 2016

AASB
2014-4

Amendments to Australian Accounting Standards – Clarification of Acceptable Methods of Depreciation and Amortisation [AASB 116 & 138]

The adoption of this Standard has no financial impact for the Commission as depreciation and amortisation is not determined by reference to revenue generation, but by reference to consumption of future economic benefits.

1 Jan 2016

This Standard gives effect to the consequential amendments to Australian Accounting Standards (including Interpretations) arising from the issuance of AASB 9 (December 2014). The Commission has not yet determined the application or the potential impact of the Standard.

AASB
2014-9

Amendments to Australian Accounting Standards – Equity Method in Separate Financial Statements [AASB 1, 127 & 128]

1 Jan 2016

This Standard amends AASB 127, and consequentially amends AASB 1 and AASB 28, to allow entities to use the equity method of accounting for investments in subsidiaries, joint ventures and associates in their separate financial statements. The Commission has not yet determined the application or the potential impact of the Standard.

AASB
2014-5

Amendments to Australian Accounting Standards arising from AASB 15

This Standard gives effect to the consequential amendments to Australian Accounting Standards (including Interpretations) arising from the issuance of AASB 15. The mandatory application date of this Standard has been amended by AASB 2015-8 to 1 January 2018. The Commission has not yet determined the application or the potential impact of the Standard.

1 Jan 2018

AASB
2014-7

Amendments to Australian Accounting Standards arising from AASB 9 (December 2014)

1 Jan 2018

AASB 2014-10	<i>Amendments to Australian Accounting Standards – Sale or Contribution of Assets between an Investor and its Associate or Joint Venture [AASB 10 & 128]</i>	1 Jan 2016		AASB 2015-2	<i>Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 101 [AASB 7, 101, 134 & 1049]</i>	1 Jan 2016	
	This Standard amends AASB 10 and AASB 128 to address an inconsistency between the requirements in AASB 10 and those in AASB 128 (August 2011), in dealing with the sale or contribution of assets between an investor and its associate or joint venture. The Commission has not yet determined the application or the potential impact of the Standard.				This Standard amends AASB 101 to provide clarification regarding the disclosure requirements in AASB 101. Specifically, the Standard proposes narrow-focus amendments to address some of the concerns expressed about existing presentation and disclosure requirements and to ensure entities are able to use judgement when applying a Standard in determining what information to disclose in their financial statements. There is no financial impact.		
AASB 2015-1	<i>Amendments to Australian Accounting Standards – Annual Improvements to Australian Accounting Standards 2012–2014 Cycle [AASB 1, 2, 3, 5, 7, 11, 110, 119, 121, 133, 134, 137 & 140]</i>	1 Jan 2016		AASB 2015-6	<i>Amendments to Australian Accounting Standards – Extending Related Party Disclosures to Not-for-Profit Public Sector Entities [AASB 10, 124 & 1049]</i>	1 Jul 2016	
	These amendments arise from the issuance of International Financial Reporting Standard Annual Improvements to IFRSs 2012–2014 Cycle in September 2014, and editorial corrections. The Commission has determined that the application of the Standard has no financial impact.				The amendments extend the scope of AASB 124 to include application by not-for-profit public sector entities. Implementation guidance is included to assist application of the Standard by not-for-profit public sector entities. There is no financial impact.		

AASB 2015-8	<i>Amendments to Australian Accounting Standards – Effective Date of AASB 15</i>	1 Jan 2017	AASB 2016-2	<i>Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 107</i>	1 Jan 2017
	<p>This Standard amends the mandatory effective date (application date) of AASB 15 Revenue from Contracts with Customers so that AASB 15 is required to be applied for annual reporting periods beginning on or after 1 January 2018 instead of 1 January 2017. The Commission has not yet determined the application or the potential impact of AASB 15.</p>			<p>This Standard amends AASB 107 Statement of Cash Flows (August 2015) to require disclosures that enable users of financial statements to evaluate changes in liabilities arising from financing activities, including both changes arising from cash flows and non-cash changes. There is no financial impact.</p>	
AASB 2015-10	<i>Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 & 128</i>	1 Jan 2016	AASB 2016-3	<i>Amendments to Australian Accounting Standards – Clarifications to AASB 15</i>	1 Jan 2018
	<p>This Standard defers the mandatory effective date (application date) of amendments to AASB 10 & 128 that were originally made in AASB 2014-10 so that the amendments are required to be applied for annual reporting periods beginning on or after 1 January 2018 instead of 1 January 2016. The Commission has not yet determined the application or the potential impact of AASB 2014-10.</p>			<p>This Standard clarifies identifying performance obligations, principal versus agent considerations, timing of recognising revenue from granting a licence, and, provides further transitional provisions to AASB 15. The Commission has not yet determined the application or the potential impact.</p>	

AASB
2016-4*Amendments to Australian Accounting Standards – Recoverable Amount of Non-Cash-Generating Specialised Assets of Not-for-Profit Entities*

1 Jan 2017

This Standard clarifies that the recoverable amount of primarily non-cash-generating assets of not-for-profit entities, which are typically specialised in nature and held for continuing use of their service capacity, is expected to be materially the same as fair value determined under AASB 13 Fair Value Measurement. The Commission has not yet determined the application or the potential impact.

Note 6. Employee benefits expense

	2016 \$	2015 \$
Salaries and wages ^(a)	1,446,499	1,513,179
Superannuation - defined contribution plans ^(b)	147,730	148,574
	1,594,229	1,661,753

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

(b) Defined contribution plans include West State, Gold State and GESB Super Scheme and other eligible funds.

Employment on-costs, including workers' compensation insurance are included at note 10 'Other expenses'.

The related liability is included in note 19 'Provisions – Employment On-Costs'.

Note 7. Supplies and services

	2016 \$	2015 \$
Goods and supplies	23,579	19,139
Services and contracts	267,086	271,072
	290,665	290,211

Note 8. Depreciation expense

Depreciation		
Equipment	4,811	3,186
Total depreciation	4,811	3,186

Note 9. Accommodation expenses

Lease rentals	275,080	270,413
	275,080	270,413

Note 10. Other expenses

	2016 \$	2015 \$
Communication expenses	4,613	5,747
Printing and binding	99	46
Electricity	11,263	11,222
Insurance	13,923	12,111
Travel and accommodation	7,816	8,386
Software licenses	17,272	7,127
Professional services	25	12,785
Professional development	11,393	7,694
Audit fees	29,075	34,971
Other expenses ^(a)	8,014	9,961
	103,493	110,050

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

Note 11. Other revenue

Other revenue	-	127
	-	127

Note 12. Income from State Government

Appropriation received during the period:^(a)

	2016 \$	2015 \$
Service appropriations	2,113,000	2,039,000
Service appropriations - Other Statutes	278,000	278,000
	2,391,000	2,317,000

Services received free of charge from other State Government agencies during the period:^(b)

Department of Finance - Building Management and Works	111,436	111,439
	111,436	111,439
	2,502,436	2,428,439

(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 liabilities 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 13. Restricted cash and cash equivalents

	2016 \$	2015 \$
Current		
Accrued salaries suspense account ^(a)	-	52,621
Non-current		
Accrued salaries suspense account ^(a)	-	-
	<u>-</u>	<u>52,621</u>

(a) Funds held in the suspense account used only for the purposes of meeting the 27th pay in a financial year that occurs every 11 years. The 27th pay was paid on 30 June 2016.

Note 14. Receivables

	2016 \$	2015 \$
Current		
Receivables	251	-
GST receivable	13,737	17,050
	<u>13,987</u>	<u>17,050</u>

Note 15. Amounts receivable for services (holding account)

Current	-	-
Non-Current	36,000	36,000
	<u>36,000</u>	<u>36,000</u>

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

Note 16. Other current assets

	2016 \$	2015 \$
Current		
Prepayments	39,794	38,062
	<u>39,794</u>	<u>38,062</u>

Note 17. Property, plant and equipment**Office equipment and computers**

At cost	53,827	53,517
Accumulated depreciation	(35,193)	(43,571)
	<u>18,634</u>	<u>9,945</u>

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

Note 19. Provisions

Office equipment and computers \$

2016

Carrying amount at start of year	9,945
Depreciation	(4,811)
Additions	13,500
Carrying amount at end of year	18,633

2015

Carrying amount at start of year	4,395
Depreciation	(3,186)
Additions	8,736
Carrying amount at end of year	9,945

Note 18. Payables

2016 **2015**
\$ \$

Current

Trade payables	22,549	6,107
GST Payable	2	98
Accrued salaries	-	51,104
	22,551	57,308

Current

Employee benefits provision

Annual leave ^(a)	53,579	75,923
Long service leave ^(b)	128,184	154,687
	181,763	230,610

Other provisions

Employment on-costs ^(c)	835	1,059
	182,598	231,669

Non-current

Employee benefits provision

Long service leave ^(b)	80,086	69,101
Superannuation on-cost	1,012	-
	81,098	69,101
	2016	2015
	\$	\$

Other provisions

Employment on-costs ^(c)	372	317
	81,470	69,418

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

	2016 \$	2015 \$
Within 12 months of the end of the reporting period	49,534	75,923
More than 12 months after the reporting period	4,045	-
	53,579	75,923

(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 reporting period. Assessments indicate that actual settlement of the liabilities will occur as follows:

Within 12 months of the end of the reporting period	52,978	63,628
More than 12 months after the reporting period	156,304	160,160
	209,282	223,788

(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 included as part of 'Other expenses - Other staffing expenses' (see Note 10).

Movements in Other provisions

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

Employment on-cost provision

Carrying amount at start of year	1,376	908
Additional/(reversals of) provisions recognised	(169)	468
Carrying amount at end of year	1,207	1,376

Note 20. Equity

The Western Australian 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.

Contributed equity

Balance at start of the period	37,000	37,000
Balance at end of the period	37,000	37,000

	2016 \$	2015 \$
Accumulated surplus/(deficit)		
Balance at start of the year	22,576	(70,377)
Result for the period	234,158	92,953
Balance at end of the year	<u>256,733</u>	<u>22,576</u>
Total equity	293,733	59,576

Note 21. 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 item in the Statement of Financial Position as follows:

Cash and cash equivalents

Cash and cash equivalents	471,936	264,293
Restricted cash and cash equivalents (note 13 'Restricted cash and cash equivalents')	-	52,621
	<u>471,936</u>	<u>316,914</u>

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

	2016 \$	2015 \$
Net cost of services	(2,268,278)	(2,335,486)
<i>Non-cash items:</i>		
Depreciation expense (note 8 'Depreciation expense')	4,811	3,186
Resources received free of charge (note 12 'Income from State Government')	111,436	111,439
<i>(Increase)/decrease in assets:</i>		
Current receivables ^(a)	(251)	(127)
Current other assets	(1,733)	(2,371)
<i>Increase/(decrease) in liabilities:</i>		
Current payables ^(a)	16,442	(2,955)
Current accrued salaries	(51,104)	6,825
Current other provisions	(49,071)	100,531
Non-current other provisions	12,052	1,321
Net GST receipts/(payments) ^(b)	3,217	(1,257)
Change in GST in receivables/payables ^(c)	-	-
Net cash provided by/(used in) operating activities	<u>(2,222,478)</u>	<u>(2,118,895)</u>

(a) Note that the Australian Taxation Office 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, ie cash transactions.

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

Note 22. Services provided free of charge

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

Note 23. Commitments

The commitments listed below are inclusive of GST where relevant.

Non-cancellable operating lease commitments

	2016 \$	2015 \$
Commitments for the minimum lease payments are payable as follows:		
Within 1 year	301,877	301,877
Later than 1 year and not later than 5 years	309,424	626,583

The non-cancellable operating leases represent the Commission's property lease. The property lease is a non-cancellable lease with a term expiring July 2018. 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. Events occurring after the end of the reporting period

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

Note 26. Explanatory statement

The OIC does not meet the threshold of TI 945(1)(ii) requiring explanatory statements.

Note 27. Senior officers remuneration

Remuneration of senior officers

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

	2016 Number	2015 Number
\$290,001 - \$300,000	1	1
	1	1

	2016 \$	2015 \$
Base remuneration and superannuation	286,043	275,288
Annual leave and long service leave accruals	(949)	11,689
Other benefits	6,117	5,754
	<u>291,211</u>	<u>292,731</u>

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

Note 28. Remuneration of Auditor

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

Auditing of accounts, financial statements and performance indicators.	26,300	25,700
	<u>26,300</u>	<u>25,700</u>

Note 29. 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, receivables and payables. 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 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 29(c) 'Financial instruments disclosures' and note 14 'Receivables'.

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 the 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 liabilities at the end of the reporting period are:

	2016 \$	2015 \$
Financial assets		
Cash and cash equivalents	471,936	264,293
Restricted cash and cash equivalents	-	52,621
Receivables ^(a)	36,000	36,000
Financial liabilities		
Financial liabilities measured at amortised cost	22,551	57,308

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

(c) Financial Instrument disclosures**Credit risk**

The following table discloses 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 financial assets as shown below. The table discloses the ageing of financial assets that are past due but not impaired and impaired 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 enhancement relating to the financial assets it holds.

	Ageing analysis of financial assets ^(a)							Impaired financial assets \$
	Carrying amount \$	Not past due and not impaired \$	Up to 1 month \$	1-3 months \$	3 months to 1 year \$	1-5 years \$	More than 5 years \$	
Financial Assets								
2016								
Cash and cash equivalents	471,936	471,936	-	-	-	-	-	-
Restricted cash and cash equivalents	-	-	-	-	-	-	-	-
Receivables	251	251	-	-	-	-	-	-
Amounts receivable for services	36,000	36,000	-	-	-	-	-	-
	508,187	508,187	-	-	-	-	-	-
2015								
Cash and cash equivalents	264,293	264,293	-	-	-	-	-	-
Restricted cash and cash equivalents	52,621	52,621	-	-	-	-	-	-
Receivables	-	-	-	-	-	-	-	-
Amounts receivable for services	36,000	36,000	-	-	-	-	-	-
	352,914	352,914	-	-	-	-	-	-

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

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 analyses only the carrying amounts of each item.

Interest rate exposure and maturity analysis of financial assets and liabilities^(a)

	Weighted average effective interest rate %	Interest Rate Exposure				Nominal amount \$	Maturity date				
		Carrying amount \$	Fixed Interest rate \$	Variable Interest rate \$	Non Interest bearing \$		Up to 1 month \$	1-3 months \$	3 months to 1 year \$	1-5 years \$	More than 5 years \$
2016											
<u>Financial Assets</u>											
Cash and cash equivalents	0.00%	471,936	-	-	471,936	471,936	471,936	-	-	-	-
Restricted cash and cash equivalents	0.00%	-	-	-	-	-	-	-	-	-	-
Receivables	0.00%	251	-	-	251	251	251	-	-	-	-
Amounts receivable for services	0.00%	36,000	-	-	36,000	36,000	-	-	-	-	36,000
		508,187	-	-	508,187	508,187	472,187	-	-	-	36,000
<u>Financial Liabilities</u>											
Payables		22,551	-	-	22,551	22,551	22,551	-	-	-	-
		22,551	-	-	22,551	22,551	22,551	-	-	-	-
2015											
<u>Financial Assets</u>											
Cash and cash equivalents	0.00%	264,293	-	-	264,293	264,293	264,293	-	-	-	-
Restricted cash and cash equivalents	0.00%	52,621	-	-	52,621	52,621	-	-	52,621	-	-
Receivables	0.00%	-	-	-	-	-	-	-	-	-	-
Amounts receivable for services	0.00%	36,000	-	-	36,000	36,000	-	-	-	-	36,000
		352,914	-	-	352,914	352,914	264,293	-	52,621	-	36,000
<u>Financial Liabilities</u>											
Payables		57,308	-	-	57,308	57,308	57,308	-	-	-	-
		57,308	-	-	57,308	57,308	57,308	-	-	-	-

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

OIC STATISTICS

Section 111 of the FOI Act requires the Commissioner to provide a report to the Speaker of the Legislative Assembly and the President of the Legislative Council on the operation of the legislation during the financial year. As well as providing data on the operation of the FOI Act across the sector (see following section on 'Agency Statistics'), the Commissioner is required to provide data as follows:

- the number of complaints made to the Commissioner and the results of the complaints;
- the number of other applications made to the Commissioner and the results of those applications; and
- the number of appeals to the Supreme Court and the results of those appeals.

The following is the statistical data reflecting complaints and applications made to the OIC during the year, and their outcomes. Details of Supreme Court appeals are outlined under Significant Issues and Trends.

For reference, a 'complaint' is a request for external review on a decision of an agency made under the FOI Act. An 'application' refers to other types of requests made to the Commissioner, including: a request to lodge an application for external review when no internal review has been completed or the time limit within which to lodge an external

review has expired; requests from agencies to waive the requirement to consult with third parties; and requests for an extension or reduction of time within which agencies are required to deal with an application.

Other statistical data in respect of the OIC's operations are also included in this section.

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

APPLICATIONS FOR EXTERNAL REVIEW		No. RECEIVED	No. DEALT WITH
Complaints	- valid	133	145
Complaints	- informal / invalid	26	26
Section 66(6)	- applications - no internal review	11	11
Section 66(4)	- applications - out of time	9	10
Section 13(4)	- applications for reduction of time	1	1
Section 13(5)	- applications for reduction of time	3	3
Section 13(7)	- applications for extension of time	1	1
Section 35(1)	- waiver of requirement to consult	2	2
TOTAL		186	199

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

APPLICANT GROUP	No.	AGENCY GROUP	No.
Individual Citizen	88	Department (ex. Police & Health)	53
Company	11	Local Government	35
Media	10	Health Related	10
Member of Parliament	19	Minister	11
Prisoner	1	Board, Committee, Commission, Authority, Corporation	16
Not for Profit	4	Police	1
		University	6
		Individual as Agency	1
TOTAL	133	TOTAL	133

Table 3: Complaints received by the Information Commissioner

AGENCY	COMPLAINTS	INVALID	TOTAL		
State Agencies:					
Attorney General, Department of the	1	2	3		
Bentley Health Service	1	0	1		
Curtin University of Technology	3	0	3		
Child Protection and Family Support, Department for	2	0	2		
Commerce, Department of	0	1	1		
Corrective Services, Department of	6	0	6		
Culture and the Arts, Department of	1	0	1		
Disability Services Commission	1	0	1		
Education, Department of	4	1	5		
Education Services, Department of	2	0	2		
Environment Regulation, Department of	3	0	3		
Finance, Department of	1	0	1		
Fisheries, Department of	4	0	4		
Great Southern Development Commission	1	0	1		
Health, Department of	1	0	1		
Heritage Office, Department of the State	1	0	1		
Housing Authority	3	0	3		
Landgate	0	1	1		
Lands, Department of	1	0	1		
Local Government and Communities, Department of	3	0	3		
Main Roads Western Australia	3	0	3		
Mental Health Commission	1	0	1		
Mines and Petroleum, Department of	3	0	3		
Murdoch University	1	0	1		
NMHS - King Edward Memorial Hospital	0	1	1		
NMHS - Sir Charles Gairdner Hospital	1	2	3		
Parks and Wildlife, Department of	1	0	1		
Planning, Department of	2	0	2		
Polytechnic West	1	0	1		
Public Sector Commission	1	0	1		
Public Transport Authority	7	0	7		
Public Trust Office	1	0	1		
Racing and Wagering Western Australia	1	0	1		
RSPCA, General Inspector Douthat	1	0	1		
SMHS - Armadale Health Service	2	0	2		
SMHS - Fiona Stanley Hospital	0	1	1		
SMHS - Fremantle Hospital and Health Service	0	1	1		
SMHS - Royal Perth Hospital	3	0	3		
Transport, Department of	11	3	14		
University of Western Australia, The	2	0	2		
WACHS - South West	1	0	1		
Water, Department of	1	0	1		
Water Corporation	1	0	1		
Western Australia Police	1	5	6		
Western Australian Land Authority (LandCorp)	1	0	1		
Western Power	1	1	2		
<i>Sub-total: State Agencies</i>			87	19	106

AGENCY	COMPLAINTS	INVALID	TOTAL
Local Agencies:			
Albany, City of	1	0	1
Belmont, City of	1	0	1
Bunbury, City of	3	0	3
Canning, City of	2	0	2
Dardanup, Shire of	0	1	1
Denmark, Shire of	1	1	2
East Pilbara, Shire of	0	1	1
Joondalup, City of	4	1	5
Kojonup, Shire of	1	0	1
Manjimup, Shire of	1	0	1
Melville, City of	4	0	4
Mundaring, Shire of	2	1	3
Nedlands, City of	1	0	1
Perth, City of	2	0	2
Port Hedland, Town of	1	0	1
Rockingham, City of	1	0	1
South Perth, City of	1	0	1
Stirling, City of	2	0	2
Swan, City of	1	0	1
Victoria Park, Town of	1	0	1
Wanneroo, City of	0	1	1
York, Shire of	5	0	5
<i>Sub-total: Local Agencies</i>	35	6	41

AGENCY	COMPLAINTS	INVALID	TOTAL
Ministers:			
Energy, Minister for	2	0	2
Environment, Minister for	2	0	2
Health, Minister for	1	0	1
Planning, Minister for	1	0	1
Transport, Minister for	4	0	4
Water, Minister for	1	0	1
<i>Sub-total: Ministers</i>	11	0	11
Agency is Unknown	0	1	1
TOTAL	133	26	159

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)	EXTENSION OF TIME s.13(7)	WAIVER OF REQUIREMENT TO CONSULT s.35(1)	TOTAL
Agriculture and Food, Department of	1						1
Attorney General, Department of the	1						1
Busselton, Shire of				1			1
Child Protection and Family Support, Department for	1						1
Corrective Services, Department of		2					2
Culture and the Arts, Department of		1					1
Dardanup, Shire of				1			1
Education, Department of	1						1
Fremantle, City of		2					2
Joondalup, City of	1	1	1				3
Main Roads Western Australia		1			1		2
Mines and Petroleum, Department of	1						1
Premier and Cabinet, Department of the						2	2
Public Sector Commission	1						1
Public Transport Authority		1					1
Victoria Park, Town of	1						1
WACHS - Wheatbelt	1						1
Water Corporation				1			1
Western Australia Police		3					3
TOTAL	9	11	1	3	1	2	27

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
		AGENCY DECISION CONFIRMED	AGENCY DECISION VARIED	AGENCY DECISION SET ASIDE AND SUBSTITUTED		
State Agencies:						
Aboriginal Affairs, Department of	1	1				2
Agriculture and Food, Department of	1					1
Attorney General, Department of the	1				2	3
Child Protection and Family Support, Department for		1			1	2
Commerce, Department of					1	1
Corrective Services, Department of	4		1			5
Culture and the Arts, Department of	3					3
Disability Services Commission	1					1
Education, Department of	1				1	2
Environment Regulation, Department of	2					2
Finance, Department of	1	1			1	3
Fisheries, Department of	4	1				5
Great Southern Development Commission	1					1
Health, Department of	2					2
Housing Authority	2	1				3
Lands, Department of	3					3
Landgate		1			1	2
Local Government and Communities, Department of	5					5
Main Roads Western Australia	1					1
Mental Health Commission					1	1
Mines and Petroleum, Department of	2				2	3

AGENCY	CONCILIATED	PUBLISHED DECISION BY INFORMATION COMMISSIONER			DECLINED UNDER s.67(1)(a) or s.67(1)(b)	TOTAL MATTERS FINALISED
Murdoch University	1					1
NMHS - King Edward Memorial Hospital					1	1
NMHS - Sir Charles Gairdner Hospital	2				2	4
Environmental Protection Authority, Office of the	1					1
Parks and Wildlife, Department of	1					1
Planning, Department of	2		2			3
Premier and Cabinet, Department of the	3					3
Public Advocate, Office of the		1				1
Public Transport Authority	4			1	2	7
SMHS - Armadale Health Service		1			1	2
SMHS - Fiona Stanley Hospital					1	1
SMHS - Fremantle Hospital and Health Service	1				1	2
SMHS - Royal Perth Hospital	2	2			1	5
Sport and Recreation, Department of	1					1
State Solicitor's Office					1	1
Transport, Department of	4				7	11
University of Western Australia, The	2					2
WACHS - South West	1					1
Water, Department of	1					1
Water Corporation	1					1
Western Australia Police	2	2	1		8	13
Western Power					1	1
WorkCover Western Australia Authority (WorkCover WA)	1					1
<i>Sub-Total: State Agencies</i>	65 (56.0%)	12 (10.3%)	3 (2.6%)	1 (0.9%)	35 (30.2%)	116 (67.8%)

AGENCY	CONCILIATED	PUBLISHED DECISION BY INFORMATION COMMISSIONER			DECLINED UNDER s.67(1)(a) or s.67(1)(b)	TOTAL MATTERS FINALISED
Local Agencies:						
Albany, City of	1					1
Bunbury, City of	2					2
Canning, City of	1				1	2
Dardanup, Shire of	1		1		1	3
Denmark, Shire of	1				1	2
East Pilbara, Shire of					1	1
Esperance, Shire of	1					1
Joondalup, City of	2	1			2	5
Kojonup, Shire of	1					1
Melville, City of	2					2
Mundaring, Shire of	1				1	2
Nedlands, City of		1				1
Perth, City of	1					1
Port Hedland, Town of					1	1
South Perth, City of	1					1
Stirling, City of	1	1			1	3
Swan, City of	2					2
Wanneroo, City of					2	2
York, Shire of	6				1	7
<i>Sub-Total: Local Agencies</i>	24 (60.0%)	3 (7.5%)	1 (2.5%)	0 (0.0%)	12 (30.0%)	40 (23.4%)

AGENCY	CONCILIATED	PUBLISHED DECISION BY INFORMATION COMMISSIONER			DECLINED UNDER s.67(1)(a) or s.67(1)(b)	TOTAL MATTERS FINALISED
Ministers:						
Energy, Minister for	3					3
Environment, Minister for	3					3
Health, Minister for	1					1
Local Government, Minister for				1		1
Planning, Minister for	1					1
Transport, Minister for	4					4
Water, Minister for	1					1
<i>Sub-Total: Ministers</i>	13 (92.9%)	0 (0.0%)	0 (0.0%)	1 (7.1%)	0 (0.0%)	14 (8.2%)
Agency is Unknown					1	1
Totals	102 (59.6%)	15 (8.8%)	4 (2.3%)	2 (1.2%)	48 (28.1%)	171 (100%)

Note: The Information Commissioner may not deal or stop dealing with a complaint if it is outside his jurisdiction or if it is frivolous, vexatious, misconceived or lacking in substance. Table 5 includes Informal/Invalid complaints. Twenty two of the complaints declined related to formal complaints and the remaining 26 declined related to informal/invalid complaints.

Table 6: Published decisions

Decision #	Complainant	Agency	Decision Date
D0132015	Stuckey	City of Nedlands	29/07/2015
D0142015	Seven Network (Operations) Limited	Western Australia Police	24/08/2015
D0152015	'K'	Office of the Public Advocate	26/08/2015
D0162015	'L'	Department for Child Protection and Family Support	21/09/2015
D0172015	Krieg	Minister for Local Government	24/09/2015
D0182015	McCauley	City of Stirling	1/10/2015
D0192015	Twiby	Western Australian Land Information Authority	12/10/2015
D0202015	Travers	Public Transport Authority	30/10/2015
D0212015	Ferguson	Shire of Dardanup	9/11/2015
D0222015	Mulrooney	SMHS Royal Perth Hospital	16/11/2015
D0232015	Alexander	Department of Fisheries	10/12/2015

Decision #	Complainant	Agency	Decision Date
D0012016	Papalia	Western Australia Police	29/01/2016
D0022016	Dacey	Western Australia Police	8/02/2016
D0032016	Sideris	City of Joondalup	17/02/2016
D0042016	Bowden	Department of Finance	14/03/2016
D0052016	'M'	SMHS - Armadale Health Service	21/03/2016
D0062016	Kimberley Community Legal Services Inc	Department of Aboriginal Affairs	30/03/2016
D0072016	'N'	SMHS - Royal Perth Hospital	11/05/2016
D0082016	Seven Network (Operations) Limited	Department of Corrective Services	30/05/2016
D0092016	Helm	Department of Planning	3/06/2016
D0102016	'O'	Housing Authority	16/06/2016

Table 7: Outcome of other applications finalised

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)		EXTENSION OF TIME s.13(7)	WAIVER OF REQUIREMENT TO CONSULT s.35(1)	TOTAL MATTERS FINALISED
	R	R	W	R	A	C	R	A	
State Agencies:									
Agriculture and Food, Department of	1								1
Attorney General, Department of the	1								1
Child Protection and Family Support, Department for	1								1
Corrective Services, Department of		1	1						2
Culture and the Arts, Department of		1							1
Education, Department of	1								1
Main Roads Western Australia		1					1		2
Mines and Petroleum, Department of	1								1
Premier and Cabinet, Department of								2	2
Public Sector Commission	1								1
Public Transport Authority			1						1
WACHS - Wheatbelt	1								1
Western Australia Police		3							3
Water Corporation						1			1
<i>Sub-total: State Agencies</i>	7	6	2	0	0	1	1	2	19
Legend: A=Approved; C=Conciliated; R=Refused; W=Withdrawn									

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)		EXTENSION OF TIME s.13(7)	WAIVER OF REQUIREMENT TO CONSULT s.35(1)	TOTAL MATTERS FINALISED
	R	R	W	R	A	C	R	A	
Local Agencies:									
Bunbury, City of	1								1
Busselton, Shire of					1				1
Dardanup, Shire of						1			1
Fremantle, City of		2							1
Joondalup, City of	1	1		1					3
Victoria Park, Town of	1								1
<i>Sub-total: Local Agencies</i>	3	3	0	1	1	1	0	0	9
TOTAL	10	9	2	1	1	2	1	2	28

Legend: A=Approved; C=Conciliated; R=Refused; W=Withdrawn

Table 8: Formal training and presentations

DATE	PRESENTATION STYLE	AUDIENCE
22 July 2015	Decision Makers Forum	Officers of State and Local Government
27 July 2015	FOI Briefing - Information Commissioner Speech	Victims of Crime Reference Group
12 August 2015	FOI Briefing	PSC Induction
19 August 2015	FOI Coordinators Workshop	Officers of State and Local Government
26 August 2015	FOI Briefing - Information Commissioner Speech	Governance Institute
10 September 2015	FOI Briefing	Officers of Royal Perth Hospital
16 September 2015	FOI Training	Officers of the City of Karratha
23 September 2015	FOI Training	Officers of the City of Karratha
24 September 2015	FOI Coordinators Workshop	Officers of State and Local Government
30 September 2015	FOI Briefing (non-government)	Health Consumer Council
20 October 2015	FOI Briefing for University Students	Guest lecture at University of Western Australia
21 October 2015	Decision Makers Forum	Officers of State and Local Government
4 November 2015	FOI Briefing	PSC Induction
5 November 2015	FOI Briefing	Officers of the Department of Planning, Mandurah
17 November 2015	FOI Coordinators Workshop	Officers of State and Local Government
9 December 2015	FOI Coordinators Workshop	Officers of State and Local Government
11 December 2015	Decision Makers Training	Officers of the Department of Lands
11 December 2015	FOI Briefing (non-government)	Community Legal Centres Inc
20 January 2016	Decision Writing Workshop	Officers of State and Local Government
28 January 2016	FOI Briefing for University Students	Guest lecture at University of Western Australia
9 February 2016	FOI Coordinators Workshop	Officers of State and Local Government
17 February 2015	Decision Makers Training	Officers of Department of Agriculture
23 February 2016	FOI Training	Officers of Nickol-Bay Hospital
2 March 2016	FOI Briefing	PSC Induction
2 March 2016	FOI Training	Legalwise training for legal practitioners
10 March 2016	FOI Coordinators Workshop	Officers of State and Local Government
17 March 2016	FOI Briefing	Officers of Curtin University
17 March 2016	FOI Briefing	Officers of Curtin University

DATE	PRESENTATION STYLE	AUDIENCE
18 March 2016	FOI Briefing for University Students	Guest lecture at Edith Cowan University
31 March 2016	Training for legal practitioners (non-government)	Legalwise -Why Don't People Read What I Send Them? 7,584 Unread Electronic Messages
4 April 2016	Decision Writing Workshop	Officers of State and Local Government
8 April 2016	FOI Briefing - Information Commissioner Speech	John Curtin Institute of Public Policy - Freedom of Information – Will government ever embrace a culture of transparency?
19 April 2016	Decision Makers Training	Officers of the Town of Port Hedland
19 April 2016	FOI Briefing	Officers of the Town of Port Hedland
19 April 2016	FOI Briefing	Elected Members from the Town of Port Hedland
20 April 2016	FOI Briefing	Officers of Port Hedland Health Campus
20 April 2016	FOI Training	Officers of Port Hedland Health Campus
20 April 2016	FOI Training	Officers of Port Hedland Health Campus
21 April 2016	FOI Briefing	Officers of City of Karratha Executive
21 April 2016	Decision Makers Training	Officers of State and Local Government in Karratha
21 April 2016	FOI Briefing	Officers of Nickol Bay Hospital
21 April 2016	FOI Training	Officers of Nickol Bay Hospital
4 May 2016	FOI Briefing - Information Commissioner Speech	Legal officers from Australian Federal and State Governments
11 May 2016	FOI Coordinators Workshop	Officers of State and Local Government
19 May 2016	FOI Briefing (non-government)	Members of the Public as part of a Law week information session
25 May 2016	Decision Makers Training	RSPCA
1 June 2016	FOI Briefing	Public Sector Induction
9 June 2016	FOI Coordinators Workshop	Officers of State and Local Government
21 June 2016	FOI Briefing	Officers of the Health and Disability Services Complaints Office
21 June 2016	FOI Briefing - Information Commissioner Speech	Australasian Study of Parliaments Group

Table 9: Attendees at presentations

TRAINING SESSIONS (No.)	STATE GOVERNMENT	LOCAL GOVERNMENT	MINISTERIAL STAFF	PUBLIC	TOTAL
FOI Coordinators Workshops (8)	100	40	2	1	143
Decision-makers Forums (2)	20	3	0	0	23
Decision Writing Workshops (2)	26	4	0	0	30
				<i>Sub-total:</i>	196
BRIEFINGS (No.)					TOTAL
FOI Briefings and Training at agency offices (26)					463
Non-Government FOI Briefings (3)					41
Other speeches by the Information Commissioner (8)					641
				<i>Sub-total:</i>	1145
GRAND TOTAL (ATTENDEES)					1341

Table 10: Misdirected applications (received & dealt with)

Year	Department of Corrective Services	Western Australia Police	Other	Total
2008/2009	15	33	25	73
2009/2010	15	20	30	65
2010/2011	13	13	31	57
2011/2012	6	11	12	29
2012/2013	4	12	13	29
2013/2014	8	4	12	24
2014/2015	5	5	18	28
2015/2016	2	5	19	26

Table 11: OIC publications

Information Sheets for members of the Public	Information Sheets for Agency officers
Amendment of personal information.	Amendment of personal information.
Can I get everything I want under FOI?	Calculating charges.
Can others access information about me or my business?	Consulting third parties.
Can the agency refuse to deal with my application?	Flowchart - Dealing with an FOI application.
Children and people with intellectual difficulties.	Key FOI principles for agencies.
How long should it take to deal with an access application?	Key questions for decision-makers to consider.
How much does it cost?	How long should it take to deal with an access application?
Is FOI my best option?	Information Statements and other required publications.
Requirements for a valid access application.	Large, complex or time-consuming applications.
Review of agency decisions.	Making submissions to the Information Commissioner.
Role of the Information Commissioner.	Releasing documents that may be technically exempt.
Steps for access applicants.	Repeated requests and unreasonable conduct.
The public interest.	The exemptions.
What documents can I ask for?	Thinking outside the FOI box.
What happens in an external review?	Training for agencies.
What if the agency says it doesn't have the documents?	What if the documents cannot be found?
What is personal information?	What if there are many third parties to consult?
Who do I contact to ask for documents?	What is personal information?
	What happens in an external review?
	Writing a notice of decision.

Information about the External Review Process	Information about the FOI Process	Guides to Exemptions under the FOI Act
Complaints procedure - guide for parties	Accessing Government documents in Western Australia.	Clause 4(2) – Information that has a commercial value.
Producing documents to the Information Commissioner – guide for agencies	Third parties and their rights - guide for the public.	Clause 4(3) – Business, professional, commercial or financial affairs.
Preparing for a conciliation conference - guide for parties	Calculating time and days guide.	Clause 6 – Deliberative processes of Government.
Understanding the conciliation process - guide for parties	Consulting officers of agencies as third parties - guide for agencies.	Clause 7 – Legal professional privilege.
Consulting with third parties during external review - guide for agencies	FOI Coordinators Manual.	Clause 8 – Confidential communications.
Decisions of the Information Commissioner – guide for access applicants	Dealing with requests for documents related to an ‘exempt agency’.	
Decisions of the Information Commissioner – guide for agencies		

Table 12: Injury management targets

Measure	Actual		Results against target	
	2013/14	2015/16	Target	Comment on Result
Number of fatalities	0	0	Zero (0)	No lost time injuries were experienced in the reporting period.
Lost time injury and/or disease incidence rate (LTI/D)	0	0	Zero (0) or 10% reduction	
Lost time injury and/or disease severity	0	0	Zero (0) or 10% reduction	
Percentage of injured workers returned to work within: (i) 13 weeks: (ii) 26 weeks:	N/A N/A	N/A N/A	Greater than or equal to 80% Greater than or equal to 80%	
Percentage of managers trained in occupational safety, health and injury management responsibilities	100%	100%	Greater than or equal to 80%	

AGENCY STATISTICS

Section 111 of the FOI Act requires the Commissioner to provide a report to the Speaker of the Legislative Assembly and the President of the Legislative Council on the operation of the legislation during the financial year. In order to ascertain this, the following statistical information is required from each agency:

- the number of access applications received and dealt with;
- the number of decisions to: give access to documents; give access to edited copies of documents; defer giving access to documents; give access to a document in the manner referred to in section 28; refuse access to documents; and the number of times each of the exemption clauses was used;
- the number and outcome of applications for internal review;
- the number of applications for amendment of personal information received and dealt with;
- the number of decisions to amend personal information in accordance with an application and not to amend personal information in accordance with an application;

- the number and outcome of applications for internal review in respect of applications for amendment of personal information; and
- the amounts of fees and charges collected and details of fees and charges that were reduced or waived.

At the completion of each financial year, the OIC provides an electronic form to all agencies in order that they may provide this information. The data is then collated and the results are outlined in the tables following.

An overview of particular trends is outlined in Section 10 of this report.

Table 13: Requests received by agencies

AGENCY NAME	No.
Group: Boards, Committees, Commissions, Authorities, Corporations	
Acacia Prison	222
Albany Port Authority	1
Animal Resources Authority	0
Botanic Gardens and Parks Authority	0
Broome Port Authority	0
Building and Construction Industry Training Fund	0
Bunbury Water Board (Aqwest)	0
Burswood Park Board	0
Busselton Water	0
Chemistry Centre Western Australia	0
Commissioner for Children and Young People, Office of the	0
Construction Industry Long Service Leave Payments Board	1
Country High School Hostels Authority, Office of the	0
Court Security and Custodial Services	0
Disability Services Commission	25
Economic Regulation Authority	1
Electoral Commission, Western Australian	4
Equal Opportunity Commission	1
Fire and Emergency Services Authority of Western Australia	183
Forest Products Commission	2
Fremantle Port Authority	5
Gascoyne Development Commission	0
Geraldton Port Authority	0
Gold Corporation	1
Goldfields Esperance Development Commission	0

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

AGENCY NAME	No.
Government Employees Superannuation Board	5
Great Southern Development Commission *	0
Greyhound Racing Association, Western Australian	0
Heritage Council of Western Australia	2
Horizon Power	5
Industrial Relations Commission, Office of the Registrar	0
Institute of Sport, Western Australian	0
Insurance Commission of Western Australia	93
Kimberley Development Commission	0
Land Authority (LandCorp), Western Australian	7
Landgate	10
Law Reform Commission	0
Legal Aid Western Australia	5
Legal Practice Board of WA, The	0
Legal Profession Complaints Committee	2
Lotteries Commission	11
Metropolitan Cemeteries Board	0
Metropolitan Redevelopment Authority	6
Mid West Development Commission	0
Minerals and Energy Research Institute of Western Australia	0
National Trust of Australia (WA)	0
Peel Development Commission	0
Pilbara Development Commission	0
Port Hedland Port Authority	3
Professional Combat Sports Commission	0
Public Advocate, Office of the	7
Public Sector Commission	5
Public Transport Authority	32

AGENCY NAME	No.
Racing and Wagering Western Australia	2
Rottneest Island Authority	1
Salaries and Allowances Tribunal	0
School Curriculum and Standards Authority	2
Small Business Development Corporation	0
South West Development Commission	2
Sports Centre Trust (VenuesWest)	4
Synergy	3
Tourism Commission, Western Australian *	0
Treasury Corporation, Western Australian	1
Trotting Association, Western Australian	0
Wandoo Reintegration Facility	5
Water Corporation	38
Western Power	11
Wheatbelt Development Commission	0
WorkCover Western Australia Authority (WorkCover WA)	166
Zoological Parks Authority	2
<i>Sub-Total: Boards, Committees, Commissions, Authorities, Corporations</i>	
	876
Group: Departments (except Police and Health agencies)	
Agriculture and Food, Department of	22
Attorney General, Department of the	42
C Y O'Connor College of TAFE	0
Central Regional TAFE	0
Challenger Institute of Technology	0
Child Protection and Family Support, Department for	310
Commerce, Department of	450
Corrective Services, Department of	1,010
Culture and the Arts, Department of	4
Durack Institute of Technology	0

AGENCY NAME	No.
Education, Department of	29
Education Services, Department of	12
Environment Regulation, Department of	209
Environmental Protection Authority, Office of the	32
Finance, Department of	29
Fisheries, Department of	14
Great Southern Institute of Technology	0
Housing, Department of	203
Indigenous Affairs, Department of	11
Kimberley Training Institute	0
Lands, Department of	15
Local Government, Department of	19
Main Roads Western Australia	48
Mines and Petroleum, Department of	548
North Regional TAFE	0
Parks and Wildlife, Department of	25
Pilbara Institute	0
Planning, Department of	121
Polytechnic West	2
Premier and Cabinet, Department of the	25
Public Trust Office	2
Racing, Gaming and Liquor, Department of	8
Road Safety Commission	2
South Metropolitan TAFE	1
South Regional TAFE	0
South West Institute of Technology	0
Sport and Recreation, Department of	2
State Development, Department of	3
Training and Workforce Development, Department of	2
* - Agency received no new requests but dealt with a request received in a prior period.	

AGENCY NAME	No.
Transport, Department of	341
Treasury, Department of	12
Water, Department of	45
West Coast Institute of Training	4
<i>Sub-Total: Departments (except Police and Health agencies)</i>	3,602

Group: Health-related agencies

C&AHS - Princess Margaret Hospital for Children	325
Dental Health Services	0
Health, Department of	55
Health and Disability Services Complaints Office	1
Health Promotion Foundation WA	0
Kalamunda Hospital	0
Mental Health Commission	9
NMHS - King Edward Memorial Hospital	129
NMHS - Mental Health	310
NMHS - Osborne Park Hospital	106
NMHS - Sir Charles Gairdner Hospital	1,076
NMHS - Sir Charles Gairdner Hospital Mental Health Unit	43
PathWest Laboratory Medicine WA	9
Peel Health Campus	229
SMHS - Armadale-Kelmscott Memorial Hospital	450
SMHS - Bentley Hospital	195
SMHS - Fiona Stanley Hospital	562
SMHS - Fremantle Hospital and Health Service	288
SMHS - Rockingham-Kwinana District Hospital	407
SMHS - Royal Perth Hospital	2,072
WACHS - Goldfields	338
WACHS - Great Southern	290

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

AGENCY NAME	No.
WACHS - Kimberley	345
WACHS - Midwest	285
WACHS - Pilbara	486
WACHS - South West	454
WACHS - Wheatbelt	574
<i>Sub-Total: Health-related agencies</i>	9,038

Group: Local government agencies

Albany, City of	5
Armadale, City of	11
Ashburton, Shire of	1
Augusta-Margaret River, Shire of	10
Bassendean, Town of	5
Bayswater, City of	28
Belmont, City of	13
Beverley, Shire of	0
Boddington, Shire of	0
Bridgetown-Greenbushes, Shire of	0
Brookton, Shire of	0
Broome, Shire of	5
Broomehill, Shire of	0
Bruce Rock, Shire of	0
Bunbury, City of	12
Busselton, Shire of	12
Cambridge, Town of	6
Canning, City of	20
Capel, Shire of	2
Carnamah, Shire of	0
Carnarvon, Shire of	5

AGENCY NAME	No.
Chapman Valley, Shire of	
Chittering, Shire of	4
Claremont, Town of	6
Cockburn, City of	21
Collie, Shire of	3
Coolgardie, Shire of	0
Coorow, Shire of	0
Corrigin, Shire of	0
Cottesloe, Town of	6
Cranbrook, Shire of	0
Cunderdin, Shire of	0
Dandaragan, Shire of	0
Dardanup, Shire of	5
Denmark, Shire of	7
Derby-West Kimberley, Shire of	1
Donnybrook-Balingup, Shire of	4
Dumbleyung, Shire of	0
Dundas, Shire of	0
East Fremantle, Town of	3
East Pilbara, Shire of	5
Esperance, Shire of	5
Exmouth, Shire of	3
Fremantle, City of	27
Gingin, Shire of	12
Gnowangerup, Shire of	0
Goomalling, Shire of	0
Gosnells, City of	20
Greater Geraldton, City of	12
Halls Creek, Shire of	0

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

AGENCY NAME	No.
Harvey, Shire of	4
Irwin, Shire of	1
Jerramungup, Shire of	0
Joondalup, City of	56
Kalamunda, Shire of	33
Kalgoorlie-Boulder, City of	10
Karratha, City of	1
Katanning, Shire of	0
Kellerberrin, Shire of	0
Kent, Shire of	0
Kojonup, Shire of	0
Kulin, Shire of	0
Kwinana, Town of	5
Lake Grace, Shire of	0
Laverton, Shire of	1
Leonora, Shire of	0
Mandurah, City of	5
Manjimup, Shire of	2
Meekatharra, Shire of	0
Melville, City of	25
Menzies, Shire of	0
Merredin, Shire of	0
Morawa, Shire of	0
Mosman Park, Town of	11
Mount Magnet, Shire of	0
Mount Marshall, Shire of	1
Mukinbudin, Shire of	0
Mundaring, Shire of	22
Murray, Shire of	12

AGENCY NAME	No.
Nannup, Shire of	1
Narembeen, Shire of	0
Narrogin, Shire of	0
Narrogin, Town of	2
Nedlands, City of	18
Ngaanyatjarraku, Shire of	0
Northam, Shire of	8
Northampton, Shire of	0
Perenjori, Shire of	0
Perth, City of	27
Pingelly, Shire of	0
Plantagenet, Shire of	0
Port Hedland, Town of	15
Ravensthorpe, Shire of	0
Rockingham, City of	13
Sandstone, Shire of	0
Serpentine/Jarrahdale, Shire of	13
Shark Bay, Shire of	1
South Perth, City of	10
Stirling, City of	56
Subiaco, City of	8
Swan, City of	55
Tammin, Shire of	0
Three Springs, Shire of	0
Toodyay, Shire of	4
Trayning, Shire of	0
Upper Gascoyne, Shire of	0
Victoria Park, Town of	18
Victoria Plains, Shire of	0

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

AGENCY NAME	No.
Vincent, City of	20
Wagin, Shire of	0
Wandering, Shire of	0
Wanneroo, City of	27
Waroona, Shire of	1
West Arthur, Shire of	0
Wickepin, Shire of	0
Williams, Shire of	1
Wiluna, Shire of	0
Wongan-Ballidu, Shire of	0
Woodanilling, Shire of	0
Wyalkatchem, Shire of	0
Wyndham-East Kimberley, Shire of	2
Yalgoo, Shire of	0
Yilgarn, Shire of	0
York, Shire of	10
<i>Sub-Total: Local government agencies</i>	
778	

Group: Ministers

Collier MLC, Hon P	3
Davies MLA, Hon M	8
Day MLA, Hon J	2
Francis MLA, Hon J	6
Hames MLA, Hon K	5
Harvey MLA, Hon L	4
Jacob MLA, Hon A	3
K Baston MLC, Hon	0
Marmion MLA, Hon B	0
Mischin MLC, Hon M	4

Table 14: Decisions made – outcome

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Group: Boards, Committees, Commissions, Authorities, Corporations						
Acacia Prison	110(52.4)	93(44.3)	0(0.0)	1(0.5)	3(1.4)	4(1.9)
Albany Port Authority	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)	0(0.0)
Construction Industry Long Service Leave Payments Board	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Disability Services Commission	1(5.6)	16(88.9)	0(0.0)	1(5.6)	1(5.6)	0(0.0)
Economic Regulation Authority	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Electoral Commission, Western Australian	1(25.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	3(75.0)
Equal Opportunity Commission	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Fire and Emergency Services Authority of Western Australia	2(1.1)	172(95.6)	0(0.0)	0(0.0)	4(2.2)	2(1.1)
Forest Products Commission	0(0.0)	2(66.7)	0(0.0)	0(0.0)	0(0.0)	1(33.3)
Fremantle Port Authority	0(0.0)	3(60.0)	0(0.0)	0(0.0)	0(0.0)	2(40.0)
Gold Corporation	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)
Government Employees Superannuation Board	0(0.0)	5(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Great Southern Development Commission	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)
Heritage Council of Western Australia	3(60.0)	2(40.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Horizon Power	0(0.0)	3(60.0)	0(0.0)	0(0.0)	2(40.0)	0(0.0)
Insurance Commission of Western Australia	2(4.8)	38(90.5)	0(0.0)	0(0.0)	1(2.4)	1(2.4)
Land Authority (LandCorp), Western Australian	5(71.4)	2(28.6)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Landgate	1(12.5)	1(12.5)	0(0.0)	0(0.0)	3(37.5)	3(37.5)
Legal Aid Western Australia	3(75.0)	0(0.0)	0(0.0)	1(25.0)	1(25.0)	0(0.0)
Legal Profession Complaints Committee	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Lotteries Commission	0(0.0)	10(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Metropolitan Redevelopment Authority	0(0.0)	3(75.0)	0(0.0)	0(0.0)	1(25.0)	0(0.0)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Port Hedland Port Authority	1(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(50.0)
Public Advocate, Office of the	1(14.3)	6(85.7)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Public Sector Commission	0(0.0)	4(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Public Transport Authority	11(39.3)	5(17.9)	0(0.0)	0(0.0)	3(10.7)	9(32.1)
Racing and Wagering Western Australia	0(0.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	1(50.0)
Rottnest Island Authority	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
School Curriculum and Standards Authority	1(50.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
South West Development Commission	1(50.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Sports Centre Trust (VenuesWest)	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Tourism Commission, Western Australian	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Treasury Corporation, Western Australian	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Wandoo Reintegration Facility	4(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Water Corporation	6(18.8)	25(78.1)	0(0.0)	0(0.0)	0(0.0)	1(3.1)
Western Power	0(0.0)	11(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Wheatbelt Development Commission	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
WorkCover Western Australia Authority (WorkCover WA)	125(75.8)	3(1.8)	0(0.0)	0(0.0)	36(21.8)	1(0.6)
Zoological Parks Authority	1(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(50.0)
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>						
	281(35.71)	415(52.73)	0(0.00)	3(0.38)	56(7.12)	32(4.07)

Group: Departments (except Police and Health agencies)

Agriculture and Food, Department of	0(0.0)	18(81.8)	0(0.0)	0(0.0)	4(18.2)	0(0.0)
Attorney General, Department of the	0(0.0)	17(51.5)	0(0.0)	0(0.0)	10(30.3)	6(18.2)
Child Protection and Family Support, Department for	8(3.7)	180(84.1)	0(0.0)	0(0.0)	17(7.9)	9(4.2)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Commerce, Department of	169(36.7)	198(43.0)	85(18.5)	0(0.0)	2(0.4)	6(1.3)
Corrective Services, Department of	186(23.5)	499(63.2)	2(0.3)	3(0.4)	66(8.4)	37(4.7)
Culture and the Arts, Department of	0(0.0)	4(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Education, Department of	3(10.3)	19(65.5)	0(0.0)	0(0.0)	3(10.3)	4(13.8)
Education Services, Department of	2(20.0)	4(40.0)	0(0.0)	0(0.0)	3(30.0)	1(10.0)
Environment Regulation, Department of	22(14.9)	47(31.8)	0(0.0)	0(0.0)	78(52.7)	1(0.7)
Environmental Protection Authority, Office of the	7(30.4)	12(52.2)	0(0.0)	0(0.0)	0(0.0)	4(17.4)
Finance, Department of	13(61.9)	3(14.3)	0(0.0)	0(0.0)	1(4.8)	4(19.0)
Fisheries, Department of	2(25.0)	6(75.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Housing, Department of	155(87.6)	12(6.8)	0(0.0)	0(0.0)	10(5.6)	0(0.0)
Indigenous Affairs, Department of	0(0.0)	10(83.3)	0(0.0)	0(0.0)	2(16.7)	0(0.0)
Lands, Department of	0(0.0)	13(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Local Government, Department of	1(5.3)	17(89.5)	0(0.0)	0(0.0)	0(0.0)	1(5.3)
Main Roads Western Australia	6(16.7)	23(63.9)	2(5.6)	0(0.0)	0(0.0)	5(13.9)
Mines and Petroleum, Department of	135(25.9)	56(10.7)	0(0.0)	0(0.0)	317(60.7)	14(2.7)
Parks and Wildlife, Department of	4(16.7)	13(54.2)	0(0.0)	0(0.0)	3(12.5)	4(16.7)
Planning, Department of	0(0.0)	86(82.7)	0(0.0)	0(0.0)	15(14.4)	3(2.9)
Polytechnic West	1(50.0)	0(0.0)	0(0.0)	0(0.0)	1(50.0)	0(0.0)
Premier and Cabinet, Department of the	5(16.7)	20(66.7)	0(0.0)	0(0.0)	3(10.0)	2(6.7)
Public Trust Office	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	2(100.0)
Racing, Gaming and Liquor, Department of	0(0.0)	8(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Road Safety Commission	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
South Metropolitan TAFE	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Sport and Recreation, Department of	0(0.0)	1(100.0)	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. (%)
State Development, Department of	0(0.0)	2(66.7)	0(0.0)	0(0.0)	1(33.3)	0(0.0)
Training and Workforce Development, Department of	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Transport, Department of	154(48.1)	26(8.1)	0(0.0)	0(0.0)	26(8.1)	114(35.6)
Treasury, Department of	3(25.0)	7(58.3)	0(0.0)	0(0.0)	0(0.0)	2(16.7)
Water, Department of	14(38.9)	5(13.9)	0(0.0)	0(0.0)	17(47.2)	0(0.0)
West Coast Institute of Training	3(75.0)	1(25.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
<i>Sub-total: Departments (except Police and Health agencies)</i>	896(28.96)	1308(42.28)	89(2.88)	3(0.10)	579(18.71)	219(7.08)
Group: Health related agencies						
C&AHS - Princess Margaret Hospital for Children	107(37.7)	147(51.8)	0(0.0)	12(4.2)	18(6.3)	12(4.2)
Health, Department of	18(40.0)	16(35.6)	0(0.0)	1(2.2)	7(15.6)	4(8.9)
Health and Disability Services Complaints Office	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Mental Health Commission	2(25.0)	6(75.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
NMHS - King Edward Memorial Hospital	66(48.5)	66(48.5)	1(0.7)	8(5.9)	1(0.7)	2(1.5)
NMHS - Mental Health	271(90.0)	16(5.3)	0(0.0)	2(0.7)	11(3.7)	3(1.0)
NMHS - Osborne Park Hospital	7(53.8)	2(15.4)	0(0.0)	2(15.4)	4(30.8)	0(0.0)
NMHS - Sir Charles Gairdner Hospital	373(60.2)	190(30.6)	0(0.0)	0(0.0)	29(4.7)	28(4.5)
NMHS - Sir Charles Gairdner Hospital Mental Health Unit	2(5.9)	25(73.5)	0(0.0)	0(0.0)	2(5.9)	5(14.7)
PathWest Laboratory Medicine WA	8(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Peel Health Campus	211(98.6)	0(0.0)	1(0.5)	0(0.0)	1(0.5)	1(0.5)
SMHS - Armadale-Kelmscott Memorial Hospital	394(93.1)	26(6.1)	0(0.0)	8(1.9)	2(0.5)	1(0.2)
SMHS - Bentley Hospital	14(7.4)	150(79.8)	2(1.1)	0(0.0)	15(8.0)	7(3.7)
SMHS - Fiona Stanley Hospital	495(91.0)	33(6.1)	1(0.2)	0(0.0)	15(2.8)	0(0.0)
SMHS - Fremantle Hospital and Health Service	285(95.6)	11(3.7)	0(0.0)	1(0.3)	1(0.3)	1(0.3)
SMHS - Rockingham-Kwinana District Hospital	285(68.2)	124(29.7)	0(0.0)	0(0.0)	9(2.2)	0(0.0)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
SMHS - Royal Perth Hospital	1960(98.5)	1(0.1)	0(0.0)	0(0.0)	19(1.0)	9(0.5)
WACHS - Goldfields	331(98.5)	1(0.3)	4(1.2)	0(0.0)	0(0.0)	0(0.0)
WACHS - Great Southern	27(9.0)	257(85.7)	2(0.7)	1(0.3)	8(2.7)	6(2.0)
WACHS - Kimberley	199(58.7)	122(36.0)	6(1.8)	0(0.0)	11(3.2)	1(0.3)
WACHS - Midwest	5(1.8)	249(91.5)	0(0.0)	0(0.0)	17(6.3)	1(0.4)
WACHS - Pilbara	175(37.4)	283(60.5)	0(0.0)	0(0.0)	5(1.1)	5(1.1)
WACHS - South West	19(4.4)	384(88.3)	1(0.2)	2(0.5)	29(6.7)	2(0.5)
WACHS - Wheatbelt	251(44.3)	295(52.0)	0(0.0)	0(0.0)	20(3.5)	1(0.2)
<i>Sub-total: Health related agencies</i>	5505(66.50)	2405(29.05)	18(0.22)	37(0.45)	224(2.71)	89(1.08)
Group: Local government agencies						
Albany, City of	4(66.7)	1(16.7)	0(0.0)	0(0.0)	1(16.7)	0(0.0)
Armadale, City of	0(0.0)	8(88.9)	0(0.0)	0(0.0)	1(11.1)	0(0.0)
Ashburton, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Augusta-Margaret River, Shire of	5(50.0)	3(30.0)	2(20.0)	0(0.0)	0(0.0)	0(0.0)
Bassendean, Town of	5(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Bayswater, City of	3(11.5)	21(80.8)	0(0.0)	0(0.0)	1(3.8)	1(3.8)
Belmont, City of	0(0.0)	11(91.7)	0(0.0)	0(0.0)	0(0.0)	1(8.3)
Broome, Shire of	0(0.0)	2(50.0)	0(0.0)	0(0.0)	1(25.0)	1(25.0)
Bunbury, City of	3(23.1)	9(69.2)	0(0.0)	0(0.0)	1(7.7)	0(0.0)
Busselton, Shire of	0(0.0)	9(90.0)	0(0.0)	0(0.0)	1(10.0)	0(0.0)
Cambridge, Town of	3(50.0)	2(33.3)	0(0.0)	0(0.0)	1(16.7)	0(0.0)
Canning, City of	0(0.0)	20(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Capel, Shire of	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Carnarvon, Shire of	4(80.0)	1(20.0)	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. (%)
Chittering, Shire of	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Claremont, Town of	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Cockburn, City of	16(94.1)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(5.9)
Collie, Shire of	1(33.3)	2(66.7)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Cottesloe, Town of	0(0.0)	6(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Dardanup, Shire of	5(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Denmark, Shire of	0(0.0)	4(100.0)	0(0.0)	0(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)	0(0.0)	1(100.0)
Donnybrook-Balingup, Shire of	1(33.3)	2(66.7)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
East Fremantle, Town of	1(50.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
East Pilbara, Shire of	0(0.0)	5(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Esperance, Shire of	0(0.0)	3(60.0)	0(0.0)	0(0.0)	1(20.0)	1(20.0)
Exmouth, Shire of	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Fremantle, City of	9(33.3)	15(55.6)	0(0.0)	0(0.0)	3(11.1)	0(0.0)
Gingin, Shire of	3(42.9)	2(28.6)	0(0.0)	0(0.0)	2(28.6)	0(0.0)
Gosnells, City of	1(5.9)	15(88.2)	0(0.0)	0(0.0)	1(5.9)	0(0.0)
Greater Geraldton, City of	3(27.3)	8(72.7)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Halls Creek, Shire of	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Harvey, Shire of	3(60.0)	2(40.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Joondalup, City of	2(3.8)	48(92.3)	0(0.0)	0(0.0)	1(1.9)	1(1.9)
Kalamunda, Shire of	8(25.0)	24(75.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Kalgoorlie-Boulder, City of	2(22.2)	7(77.8)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Kwinana, Town of	3(60.0)	2(40.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Laverton, Shire of	1(100.0)	0(0.0)	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. (%)
Mandurah, City of	0(0.0)	5(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Manjimup, Shire of	0(0.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	1(50.0)
Melville, City of	9(37.5)	9(37.5)	0(0.0)	0(0.0)	4(16.7)	2(8.3)
Mosman Park, Town of	0(0.0)	7(87.5)	0(0.0)	0(0.0)	1(12.5)	0(0.0)
Mount Marshall, Shire of	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Mundaring, Shire of	3(14.3)	18(85.7)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Murray, Shire of	2(16.7)	9(75.0)	0(0.0)	0(0.0)	1(8.3)	0(0.0)
Nannup, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Narrogin, Town of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Nedlands, City of	1(6.7)	8(53.3)	0(0.0)	0(0.0)	1(6.7)	5(33.3)
Northam, Shire of	0(0.0)	5(83.3)	0(0.0)	0(0.0)	1(16.7)	0(0.0)
Perth, City of	11(31.4)	16(45.7)	1(2.9)	0(0.0)	3(8.6)	4(11.4)
Port Hedland, Town of	3(23.1)	9(69.2)	0(0.0)	0(0.0)	1(7.7)	0(0.0)
Rockingham, City of	2(16.7)	0(0.0)	4(33.3)	0(0.0)	6(50.0)	0(0.0)
Serpentine/Jarrahdale, Shire of	0(0.0)	12(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Shark Bay, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
South Perth, City of	1(10.0)	5(50.0)	2(20.0)	0(0.0)	2(20.0)	0(0.0)
Stirling, City of	10(19.2)	35(67.3)	0(0.0)	0(0.0)	6(11.5)	1(1.9)
Subiaco, City of	2(33.3)	4(66.7)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Swan, City of	0(0.0)	49(92.5)	0(0.0)	0(0.0)	4(7.5)	0(0.0)
Toodyay, Shire of	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Victoria Park, Town of	3(30.0)	6(60.0)	0(0.0)	0(0.0)	0(0.0)	1(10.0)
Vincent, City of	1(5.6)	14(77.8)	0(0.0)	0(0.0)	1(5.6)	2(11.1)
Wanneroo, City of	2(10.0)	15(75.0)	0(0.0)	0(0.0)	1(5.0)	2(10.0)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Waroona, Shire of	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)
Wyndham-East Kimberley, Shire of	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
York, Shire of	0(0.0)	11(84.6)	0(0.0)	0(0.0)	0(0.0)	2(15.4)
<i>Sub-total: Local government agencies</i>	140(19.72)	486(68.45)	9(1.27)	0(0.00)	47(6.62)	28(3.94)
Group: Ministers						
Collier MLC, Hon P	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Davies MLA, Hon M	2(20.0)	3(30.0)	0(0.0)	0(0.0)	2(20.0)	3(30.0)
Day MLA, Hon J	0(0.0)	1(33.3)	0(0.0)	0(0.0)	0(0.0)	2(66.7)
Francis MLA, Hon J	2(28.6)	3(42.9)	0(0.0)	0(0.0)	2(28.6)	0(0.0)
Hames MLA, Hon K	1(16.7)	3(50.0)	0(0.0)	0(0.0)	2(33.3)	0(0.0)
Harvey MLA, Hon L	0(0.0)	4(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Jacob MLA, Hon A	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Mischin MLC, Hon M	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(25.0)	3(75.0)
Morton MLC, Hon H	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Nahan MLA, Hon M	0(0.0)	9(90.0)	0(0.0)	0(0.0)	1(10.0)	0(0.0)
Nalder MLA, Hon D	1(5.9)	15(88.2)	0(0.0)	0(0.0)	0(0.0)	1(5.9)
Redman MLA, Hon T	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Simpson MLA, Hon T	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Waldron MLA, Hon T	0(0.0)	6(85.7)	0(0.0)	0(0.0)	1(14.3)	0(0.0)
<i>Sub-total: Ministers</i>	6(7.59)	55(69.62)	0(0.00)	0(0.00)	9(11.39)	9(11.39)
Group: Police						
Police, Western Australia	77(3.2)	2138(88.6)	0(0.0)	1(0.0)	102(4.2)	95(3.9)
<i>Sub-total: Police</i>	77(3.2)	2138(88.6)	0(0.0)	1(0.0)	102(4.2)	95(3.9)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Group: Universities						
Curtin University of Technology	0(0.0)	3(60.0)	0(0.0)	0(0.0)	0(0.0)	1(20.0)
Edith Cowan University	1(16.7)	5(83.3)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Murdoch University	0(0.0)	2(66.7)	0(0.0)	0(0.0)	0(0.0)	1(33.3)
University of Western Australia, The	2(33.3)	4(66.7)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
<i>Sub-total: Universities</i>	3(15.78)	14(73.68)	0(0.00)	0(0.00)	0(0.00)	2(10.53)
Total	6,908	6,821	116	44	1,017	474
Percentage	44.91%	44.34%	0.75%	0.29%	6.61%	3.08%
Grand Total	15,380					

Summary						
Boards, Committees, Commissions, Authorities, Corporations	281(35.71)	415(52.73)	0(0.00)	3(0.38)	56(7.12)	32(4.07)
Departments (except Police and Health agencies)	896(28.96)	1308(42.28)	89(2.88)	3(0.10)	579(18.71)	219(7.08)
Health-related agencies	5505(66.50)	2405(29.05)	18(0.22)	37(0.45)	224(2.71)	89(1.08)
Local government agencies	140(19.72)	486(68.45)	9(1.27)	0(0.00)	47(6.62)	28(3.94)
Ministers	6(7.59)	55(69.62)	0(0.00)	0(0.00)	9(11.39)	9(11.39)
Police	77(3.20)	2138(88.60)	0(0.00)	1(0.00)	102(4.20)	95(3.90)
Universities	3(15.00)	14(70.00)	0(0.00)	0(0.00)	0(0.00)	2(10.00)
Total	6,908	6,821	116	44	1,017	474
Percentage	44.91%	44.34%	0.75%	0.29%	6.61%	3.08%
Grand Total	15,380					

Note: This table reflects decisions made by agencies. Those agencies which did not decide any applications in 2015-16 are not listed.

Table 15: Number of times exemption clauses were used by agencies

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Group: Boards, Committees, Commissions, Authorities, Corporations																
Acacia Prison	0	0	102	0	0	3	0	0	0	0	0	0	0	0	0	0
Albany Port Authority	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0
Disability Services Commission	0	0	16	2	0	0	0	0	0	0	0	0	0	0	0	0
Electoral Commission, Western Australian	0	0	2	0	0	0	0	0	2	0	0	0	0	0	0	0
Fire and Emergency Services Authority of Western	2	0	172	1	0	4	1	0	0	0	1	0	1	0	0	0
Forest Products Commission	1	0	2	1	0	0	1	0	0	0	0	0	0	0	0	0
Fremantle Port Authority	0	0	3	0	0	0	0	0	0	0	2	0	0	0	0	0
Gold Corporation	0	0	0	0	0	0	1	0	0	0	1	0	0	0	0	1
Government Employees Superannuation Board	0	0	3	0	0	0	1	1	0	0	0	0	0	0	0	0
Great Southern Development Commission	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0
Heritage Council of Western Australia	0	0	2	0	0	0	0	1	0	0	0	0	0	0	0	0
Horizon Power	0	0	1	2	0	0	2	2	2	0	0	0	0	0	0	0
Insurance Commission of Western Australia	0	0	40	16	0	2	17	12	1	0	0	0	0	0	0	0
Land Authority (LandCorp), Western Australian	0	0	2	1	0	0	1	0	0	0	0	0	0	0	0	0
Landgate	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Legal Aid Western Australia	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0
Legal Profession Complaints Committee	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Lotteries Commission	0	0	10	0	0	0	0	0	0	0	0	0	0	0	0	0
Metropolitan Redevelopment Authority	1	0	6	2	0	0	0	0	2	0	0	0	0	0	0	0
Port Hedland Port Authority	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Advocate, Office of the	0	0	6	0	0	0	0	0	5	0	0	0	0	0	0	0
Public Sector Commission	0	0	4	0	0	1	0	1	0	0	0	0	0	0	0	0

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Public Transport Authority	0	0	12	0	1	1	0	1	0	2	0	0	0	0	0	0
Racing and Wagering Western Australia	0	0	1	1	0	0	0	0	1	0	1	0	0	0	0	0
Rottneest Island Authority	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
School Curriculum and Standards Authority	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0
Sports Centre Trust (VenuesWest)	0	0	4	1	0	0	0	0	0	0	0	0	0	0	0	0
Tourism Commission, Western Australian	1	0	1	1	0	0	0	1	0	0	0	0	0	0	0	0
Treasury Corporation, Western Australian	0	0	2	0	0	0	0	0	0	0	3	0	0	0	0	0
Water Corporation	1	0	21	5	0	1	2	2	2	0	0	0	1	0	0	0
Western Power	0	0	11	1	0	0	0	0	0	0	1	0	0	0	0	0
WorkCover Western Australia Authority (WorkCover)	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0
Zoological Parks Authority	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	6	0	430	36	1	12	26	22	15	2	10	1	2	0	3	1
Group: Departments, (except Police and Health agencies)																
Attorney General, Department of the	0	0	5	0	0	1	0	2	1	0	0	0	0	0	0	0
Child Protection and Family Support, Department for	0	0	181	0	0	36	2	1	6	0	0	0	0	2	90	0
Commerce, Department of	0	0	200	13	0	1	4	86	29	0	0	0	6	0	0	0
Corrective Services, Department of	4	0	529	0	0	5	4	0	0	0	1	56	0	0	0	0
Culture and the Arts, Department of	1	0	4	0	0	0	1	0	3	0	0	1	2	0	0	0
Education Services, Department of	0	0	5	3	1	1	0	1	0	0	0	0	1	0	0	0
Environment Regulation, Department of	1	0	15	8	0	4	3	2	12	0	0	0	0	0	0	0
Environmental Protection Authority, Office of the	1	0	0	2	0	0	1	0	0	0	0	0	0	0	0	0
Finance, Department of	4	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0
Fisheries, Department of	0	0	6	6	0	0	0	1	1	0	0	0	0	0	0	0
Housing, Department of	1	0	11	2	0	0	0	2	0	0	0	0	0	0	0	0

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Indigenous Affairs, Department of	1	0	8	1	0	1	3	4	0	0	0	0	1	0	0	0
Lands, Department of	0	0	12	1	0	0	0	1	0	0	0	0	0	0	0	0
Local Government, Department of	2	0	8	0	0	1	4	1	3	0	0	0	0	0	0	0
Main Roads Western Australia	1	0	20	1	0	0	0	0	2	0	1	1	1	0	0	0
Mines and Petroleum, Department of	0	0	34	25	0	18	0	3	2	0	1	1	1	0	0	0
Parks and Wildlife, Department of	4	0	10	0	0	1	0	0	0	0	0	0	0	0	0	0
Planning, Department of	6	0	68	2	0	1	10	4	0	0	1	0	0	0	0	0
Premier and Cabinet, Department of the	2	1	19	1	0	1	0	6	1	0	1	0	2	0	0	0
Public Trust Office	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0
Racing, Gaming and Liquor, Department of	0	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0
Road Safety Commission	1	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0
Sport and Recreation, Department of	0	0	2	2	0	0	1	1	0	0	0	0	0	0	0	0
State Development, Department of	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Transport, Department of	5	0	110	1	0	7	6	2	3	1	0	1	1	0	0	0
Treasury, Department of	6	3	1	0	0	0	1	1	0	1	2	0	2	0	0	0
Water, Department of	1	0	3	0	0	0	1	2	0	0	0	0	0	0	0	0
West Coast Institute of Training	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total: Departments (Except Police and Health agencies)</i>	41	4	1264	72	1	78	41	120	63	2	7	60	19	2	90	0
Group: Health related agencies																
C&AHS - Princess Margaret Hospital for Children	0	0	157	1	0	0	0	0	2	0	0	0	0	0	0	0
Health, Department of	0	0	18	3	0	2	0	0	1	0	1	0	3	0	0	0
Health and Disability Services Complaints Office	0	0	1	0	0	0	1	0	1	0	0	0	0	0	0	0
Mental Health Commission	2	0	1	0	0	0	1	0	1	0	0	1	0	0	0	0
NMHS - King Edward Memorial Hospital	0	0	73	0	0	0	0	0	0	0	0	0	0	0	0	0

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
NMHS - Mental Health	0	0	17	0	0	0	0	0	9	0	0	0	0	0	0	0
NMHS - Osborne Park Hospital	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
NMHS - Sir Charles Gairdner Hospital	0	0	214	0	0	0	0	0	0	0	0	0	0	0	0	0
NMHS - Sir Charles Gairdner Hospital Mental Health	0	0	25	0	0	0	0	0	19	0	0	20	0	0	0	0
Peel Health Campus	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
SMHS - Armadale-Kelmscott Memorial Hospital	0	0	26	0	0	0	0	0	0	0	0	0	0	0	0	0
SMHS - Bentley Hospital	0	0	150	0	0	0	0	0	0	0	0	0	0	0	0	0
SMHS - Fremantle Hospital and Health Service	0	0	11	0	0	0	0	0	3	0	0	0	0	0	0	0
SMHS - Rockingham-Kwinana District Hospital	0	0	117	0	0	0	0	0	59	0	0	0	0	0	0	0
SMHS - Royal Perth Hospital	0	0	4	0	0	2	0	0	1	0	0	0	0	0	0	0
WACHS - Great Southern	0	0	265	0	0	0	0	0	0	0	0	0	0	0	0	0
WACHS - Midwest	0	0	250	1	0	0	0	0	0	0	0	0	0	0	0	0
WACHS - Pilbara	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0
WACHS - South West	0	0	387	0	0	0	0	0	0	0	0	0	0	0	0	0
WACHS - Wheatbelt	0	0	294	0	0	0	1	0	1	0	0	0	0	0	0	0
<i>Sub-total: Health related agencies</i>	2	0	2015	5	0	5	3	0	97	0	1	21	3	0	0	0
Group: Local government agencies																
Armadale, City of	0	0	8	0	0	0	0	1	0	0	0	0	0	0	0	0
Augusta-Margaret River, Shire of	0	0	2	1	0	1	0	0	0	0	0	0	0	0	0	0
Bayswater, City of	0	0	18	3	0	4	0	1	0	0	0	0	0	0	0	0
Belmont, City of	0	0	10	1	0	0	1	2	0	0	0	0	0	0	0	0
Broome, Shire of	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
Bunbury, City of	0	0	7	2	0	1	1	1	3	0	0	0	0	0	0	0
Busselton, Shire of	0	0	9	2	0	0	0	0	1	0	0	0	0	0	0	0

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Cambridge, Town of	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0
Capel, Shire of	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Carnarvon, Shire of	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
Chittering, Shire of	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Claremont, Town of	0	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0
Collie, Shire of	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Cottesloe, Town of	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0
Dardanup, Shire of	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Denmark, Shire of	0	0	4	2	0	0	1	0	0	0	0	0	0	0	0	0
Derby-West Kimberley, Shire of	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Donnybrook-Balingup, Shire of	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
East Fremantle, Town of	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0
East Pilbara, Shire of	1	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0
Esperance, Shire of	0	0	3	0	0	0	0	0	0	0	0	2	0	0	0	0
Exmouth, Shire of	0	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0
Fremantle, City of	0	0	12	0	0	0	1	1	0	0	0	0	0	0	0	0
Gingin, Shire of	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Gosnells, City of	0	0	12	4	0	1	0	0	1	0	0	0	0	0	0	0
Greater Geraldton, City of	0	0	6	1	0	2	0	0	0	0	0	0	0	0	0	0
Harvey, Shire of	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Joondalup, City of	0	0	46	0	0	8	0	0	1	0	0	0	0	0	0	0
Kalamunda, Shire of	0	0	23	2	0	1	0	0	0	0	0	0	0	0	0	0
Kalgoorlie-Boulder, City of	0	0	9	0	0	0	0	0	0	0	0	0	0	0	0	0
Kwinana, Town of	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Mandurah, City of	0	0	5	1	0	0	1	0	0	0	0	0	0	0	0	0
Manjimup, Shire of	0	0	2	0	0	0	0	0	1	0	0	0	0	0	0	0
Melville, City of	0	0	10	1	0	0	0	0	0	0	0	0	0	0	0	0
Mosman Park, Town of	0	0	3	0	0	2	0	0	0	0	0	0	0	0	0	0
Mount Marshall, Shire of	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Mundaring, Shire of	0	0	18	0	0	0	0	0	0	0	0	0	0	0	0	0
Nedlands, City of	0	0	12	0	0	1	0	1	0	0	0	0	0	0	0	0
Northam, Shire of	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Perth, City of	0	0	14	2	0	0	0	2	0	0	0	0	0	0	0	0
Rockingham, City of	0	0	4	1	0	0	1	1	2	0	0	0	1	0	0	0
South Perth, City of	0	0	5	0	0	0	0	1	0	0	0	0	0	0	0	0
Stirling, City of	0	0	35	1	0	9	1	2	0	0	0	0	0	0	0	0
Subiaco, City of	0	0	4	0	0	1	0	1	0	0	0	0	0	0	0	0
Swan, City of	0	0	49	3	0	3	0	1	0	0	0	0	0	0	0	0
Victoria Park, Town of	0	0	6	0	0	0	1	1	1	0	0	0	0	0	0	0
Vincent, City of	0	0	15	0	0	0	0	1	0	0	0	0	0	0	0	0
Wanneroo, City of	0	0	15	2	0	0	0	0	1	0	0	0	0	0	0	0
Waroona, Shire of	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Wyndham-East Kimberley, Shire of	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
York, Shire of	0	0	7	3	0	0	0	4	1	0	0	0	0	0	0	0
<i>Sub-total: Local government agencies</i>	1	0	401	39	0	35	9	23	16	0	0	2	1	0	0	0
Group: Ministers																
Davies MLA, Hon M	3	0	3	0	0	0	0	0	0	0	0	0	4	0	0	0
Day MLA, Hon J	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Francis MLA, Hon J	1	0	3	0	0	0	0	0	0	0	0	0	1	0	0	0
Hames MLA, Hon K	0	0	3	1	0	0	0	1	0	0	0	0	0	0	0	0
Harvey MLA, Hon L	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0
Jacob MLA, Hon A	1	0	2	0	0	0	0	1	0	0	0	0	2	0	0	0
Mischin MLC, Hon M	1	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0
Morton MLC, Hon H	1	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0
Nahan MLA, Hon M	2	0	9	2	0	0	0	2	0	0	2	0	3	0	0	0
Nalder MLA, Hon D	11	1	15	2	0	0	3	0	0	0	0	0	9	0	0	0
Redman MLA, Hon T	1	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0
Simpson MLA, Hon T	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Waldron MLA, Hon T	5	0	6	0	0	0	0	1	0	0	1	0	3	0	0	0
<i>Sub-total: Ministers</i>	26	1	55	5	0	0	3	6	0	0	3	0	24	0	0	0
Group: Police																
Police, Western Australia	2	0	2074	4	0	33	5	0	1	1	0	0	18	0	0	0
<i>Sub-total: Police</i>	2	0	2074	4	0	33	5	0	1	1	0	0	18	0	0	0
Group: Universities																
Curtin University of Technology	0	0	2	0	0	1	0	2	0	0	0	0	0	0	0	0
Edith Cowan University	0	0	4	0	0	0	0	0	1	0	0	1	0	0	0	0
Murdoch University	0	0	5	3	0	0	3	0	3	0	0	3	0	0	0	0
University of Western Australia, The	0	0	3	0	0	0	1	1	0	0	0	0	0	0	0	0
<i>Sub-total: Universities</i>	0	0	14	3	0	1	4	3	4	0	0	4	0	0	0	0
Total	78	5	6253	164	2	164	91	174	196	5	21	88	67	2	93	1

Note: Agencies which did not cite exemptions are omitted.

Table 16: Outcome of requests for internal review

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
Group: Boards, Committees, Commissions, Authorities, Corporations					
Acacia Prison	1	1	0	0	0
Albany Port Authority	1	0	0	0	0
Disability Services Commission	2	1	1	0	0
Electoral Commission, Western Australian	3	2	0	1	0
Fire and Emergency Services Authority of Western Australia	2	2	0	0	0
Forest Products Commission	1	0	0	1	0
Fremantle Port Authority	1	0	1	0	0
Gold Corporation	1	1	0	0	0
Government Employees Superannuation Board	2	1	1	0	0
Great Southern Development Commission	1	1	0	0	0
Heritage Council of Western Australia	2	1	1	0	0
Horizon Power	1	0	1	0	0
Insurance Commission of Western Australia	2	0	1	0	1
Land Authority (LandCorp), Western Australian	1	0	0	0	0
Landgate	1	1	0	0	0
Legal Aid Western Australia	1	1	0	0	0
Lotteries Commission	2	2	0	0	0
Public Sector Commission	1	1	0	0	0
Public Transport Authority	5	4	1	0	0
Racing and Wagering Western Australia	1	1	0	0	0
South West Development Commission	1	0	1	0	0

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
Water Corporation	1	1	0	0	0
Western Power	2	0	2	0	0
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	36	21	10	2	1
Group: Departments (except Police and Health agencies)					
Agriculture and Food, Department of	4	3	1	0	0
Attorney General, Department of the	2	2	0	0	0
Child Protection and Family Support, Department for	11	6	5	0	0
Commerce, Department of	3	3	0	0	0
Corrective Services, Department of	8	6	1	0	1
Culture and the Arts, Department of	3	0	3	0	0
Education, Department of	2	0	1	0	0
Education Services, Department of	3	1	2	0	0
Environment Regulation, Department of	2	0	1	0	0
Finance, Department of	4	1	2	0	0
Fisheries, Department of	4	2	2	0	0
Lands, Department of	2	2	0	0	0
Local Government, Department of	2	0	2	0	0
Main Roads Western Australia	5	4	0	1	0
Mines and Petroleum, Department of	8	4	4	0	0
Parks and Wildlife, Department of	3	2	1	0	0
Planning, Department of	9	5	4	0	0
Polytechnic West	1	0	1	0	0
Premier and Cabinet, Department of the	7	6	0	0	1
Public Trust Office	3	3	0	0	0

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
Racing, Gaming and Liquor, Department of	1	0	1	0	0
Sport and Recreation, Department of	1	1	0	0	0
Transport, Department of	16	14	2	0	0
Treasury, Department of	2	0	1	0	0
Water, Department of	2	1	0	0	0
West Coast Institute of Training	4	4	0	0	0
<i>Sub-total: Departments (except Police and Health agencies)</i>	112	70	34	1	2
Group: Health related agencies					
Health, Department of	5	3	2	0	0
Health and Disability Services Complaints Office	1	0	1	0	0
Mental Health Commission	2	2	0	0	0
NMHS - Mental Health	4	3	1	0	0
NMHS - Osborne Park Hospital	1	1	0	0	0
NMHS - Sir Charles Gairdner Hospital	7	6	1	0	0
PathWest Laboratory Medicine WA	1	0	1	0	0
SMHS - Bentley Hospital	1	1	0	0	0
SMHS - Fremantle Hospital and Health Service	2	1	1	0	0
SMHS - Royal Perth Hospital	3	3	0	0	0
<i>Sub-total: Health related agencies</i>	27	20	7	0	0
Group: Local government agencies					
Albany, City of	1	1	0	0	0
Armada, City of	1	1	0	0	0
Belmont, City of	1	0	1	0	0
Bunbury, City of	4	3	1	0	0

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
Cambridge, Town of	2	0	2	0	0
Canning, City of	3	3	0	0	0
Denmark, Shire of	1	1	0	0	0
East Pilbara, Shire of	4	1	3	0	0
Fremantle, City of	1	1	0	0	0
Gosnells, City of	1	1	0	0	0
Greater Geraldton, City of	1	0	1	0	0
Joondalup, City of	2	0	2	0	0
Kalamunda, Shire of	1	0	1	0	0
Kalgoorlie-Boulder, City of	1	0	0	0	0
Manjimup, Shire of	1	1	0	0	0
Melville, City of	5	3	1	1	0
Mundaring, Shire of	2	2	0	0	0
Murray, Shire of	1	0	0	1	0
Nedlands, City of	5	5	0	0	0
Perth, City of	2	1	2	0	0
Port Hedland, Town of	2	2	0	0	0
Rockingham, City of	2	1	1	0	0
South Perth, City of	1	1	0	0	0
Stirling, City of	7	3	4	0	0
Swan, City of	2	1	1	0	0
Victoria Park, Town of	1	1	0	0	0
Vincent, City of	1	1	0	0	0
Wanneroo, City of	2	0	0	2	0

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
York, Shire of	3	3	0	0	0
<i>Sub-total: Local government agencies</i>	61	37	20	4	0
Group: Police					
Police, Western Australia	21	18	1	1	1
<i>Sub-total: Police</i>	21	18	1	1	1
Group: Universities					
Curtin University of Technology	3	2	1	0	0
Edith Cowan University	1	0	1	0	0
Murdoch University	2	1	1	0	0
University of Western Australia, The	1	0	1	0	0
<i>Sub-total: Universities</i>	7	3	4	0	0
Total	264	169	76	8	4

Table 17: Requests for amendment of personal information

AGENCY	Applications	Amended	Not Amended	Amended (not as requested)	Withdrawn
Claremont, Town of	1	1	0	0	0
Corrective Services, Department of	2	0	1	0	0
Education, Department of	3	1	0	2	0
Housing, Department of	1	1	0	0	0
Joondalup, City of	2	2	0	0	0
NMHS - King Edward Memorial Hospital	1	0	0	0	1
NMHS - Mental Health	5	3	2	0	0
NMHS - Sir Charles Gairdner Hospital	3	0	2	0	1
NMHS - Sir Charles Gairdner Hospital Mental Health Unit	1	1	0	0	0
Peel Health Campus	1	1	0	0	0
Perth, City of	1	0	0	0	0
Police, Western Australia	1	1	0	0	0
Polytechnic West	1	0	1	0	0
Public Advocate, Office of the	1	0	0	1	0
SMHS - Armadale-Kelmscott Memorial Hospital	5	1	3	1	0
SMHS - Royal Perth Hospital	4	0	4	0	0
Training and Workforce Development, Department of	2	2	0	0	0
WACHS - Midwest	3	1	0	0	0
WACHS - South West	1	0	0	1	0
Total	39	15	13	5	2

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

Table 18: Internal review re: amendment of personal information

AGENCY	Applications	Confirmed	Varied	Reversed	Withdrawn
NMHS - Mental Health,	1	1	0	0	0
NMHS - Sir Charles Gairdner Hospital	1	1	0	0	0
Polytechnic West,	1	0	1	0	0
SMHS - Royal Perth Hospital,	4	4	0	0	0
Total	7	6	1	0	0

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

Table 19: Fees and charges calculated by agencies

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
Group: Boards, Committees, Commissions, Authorities, Corporations			
Acacia Prison	60	-	-
Albany Port Authority	60	60	-
Disability Services Commission	390	-	-
Economic Regulation Authority	30	-	-
Electoral Commission, Western Australian	120	120	-
Fire and Emergency Services Authority of Western Australia	5,460	1,317	3,444
Forest Products Commission	60	60	150
Fremantle Port Authority	150	-	-
Gold Corporation	30	-	-
Government Employees Superannuation Board	90	-	-
Heritage Council of Western Australia	90	80	121
Horizon Power	120	120	-
Insurance Commission of Western Australia	2,790	-	-
Land Authority (LandCorp), Western Australian	210	-	-
Landgate	180	-	-
Legal Profession Complaints Committee	30	-	-
Lotteries Commission	330	-	-
Metropolitan Redevelopment Authority	210	-	-
Port Hedland Port Authority	2	-	-
Public Sector Commission	3	-	-
Public Transport Authority	1,020	-	-
Racing and Wagering Western Australia	30	-	-
Rottnest Island Authority	30	-	-
School Curriculum and Standards Authority	60	-	-
South West Development Commission	60	-	-

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
Sports Centre Trust (VenuesWest)	120	-	-
Synergy	30	30	-
Treasury Corporation, Western Australian	30	-	-
Water Corporation	840	1,178	-
Western Power	330	-	-
WorkCover Western Australia Authority (WorkCover WA)	2,910	-	-
Zoological Parks Authority	60	-	-
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	15,935	2,965	3,715

Group: Departments (except Police and Health agencies)

Agriculture and Food, Department of	660	-	-
Attorney General, Department of the	630	-	-
Child Protection and Family Support, Department for	2,100	-	-
Commerce, Department of	13,320	9,580	-
Corrective Services, Department of	690	180	-
Culture and the Arts, Department of	2	-	-
Education, Department of	840	-	-
Education Services, Department of	360	-	512
Environment Regulation, Department of	5,940	-	-
Environmental Protection Authority, Office of the	2,040	2,040	-
Finance, Department of	750	-	-
Fisheries, Department of	420	1,342	403
Housing, Department of	450	1,979	-
Indigenous Affairs, Department of	300	570	405
Lands, Department of	480	-	-
Local Government, Department of	420	-	1,240
Main Roads Western Australia	3	1,170	150

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
Mines and Petroleum, Department of	15,450	2,660	3,877
Parks and Wildlife, Department of	810	-	-
Planning, Department of	3,600	-	-
Premier and Cabinet, Department of the	780	-	-
Public Trust Office	60	60	-
Racing, Gaming and Liquor, Department of	240	-	-
Road Safety Commission	30	-	-
Sport and Recreation, Department of	60	-	-
State Development, Department of	90	-	-
Transport, Department of	8,760	-	-
Treasury, Department of	360	-	-
Water, Department of	1,230	-	-
<i>Sub-total: Departments (except Police and Health agencies)</i>	60,875	19,581	6,587

Group: Health related agencies

C&AHS - Princess Margaret Hospital for Children	300	-	-
Health, Department of	1,710	188	-
Mental Health Commission	90	-	120
NMHS - King Edward Memorial Hospital	60	-	-
NMHS - Mental Health	390	-	-
NMHS - Sir Charles Gairdner Hospital	4,890	150	-
NMHS - Sir Charles Gairdner Hospital Mental Health Unit	60	-	-
SMHS - Armadale-Kelmscott Memorial Hospital	1,260	576	60
SMHS - Bentley Hospital	330	-	-
SMHS - Fiona Stanley Hospital	4,170	4,170	-
SMHS - Fremantle Hospital and Health Service	1,920	915	-
SMHS - Rockingham-Kwinana District Hospital	1,680	4901	-

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
SMHS - Royal Perth Hospital	9,240	-	-
WACHS - Great Southern	480	-	-
WACHS - Kimberley	750	2,330	450
WACHS - Midwest	180	-	-
WACHS - Pilbara	520	1,030	-
WACHS - South West	1,710	-	-
<i>Sub-total: Health related agencies</i>	29,740	14,260	630
Group: Local government agencies			
Albany, City of	150	-	-
Armadale, City of	330	-	-
Ashburton, Shire of	30	30	-
Augusta-Margaret River, Shire of	300	300	-
Bassendean, Town of	60	60	-
Bayswater, City of	720	-	-
Belmont, City of	330	195	-
Broome, Shire of	150	-	-
Bunbury, City of	360	692	-
Busselton, Shire of	360	806	220
Cambridge, Town of	180	128	-
Canning, City of	600	-	-
Capel, Shire of	60	-	-
Carnarvon, Shire of	-	-	150
Chittering, Shire of	60	162	-
Claremont, Town of	280	-	-
Cockburn, City of	630	30	-
Collie, Shire of	90	384	-
Cottesloe, Town of	180	-	-
Dardanup, Shire of	120	105	30

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
Denmark, Shire of	210	1,234	-
Derby-West Kimberley, Shire of	30	-	-
Donnybrook-Balingup, Shire of	90	-	-
East Fremantle, Town of	90	-	-
East Pilbara, Shire of	120	97	-
Esperance, Shire of	150	-	-
Exmouth, Shire of	90	-	-
Fremantle, City of	750	-	601
Gingin, Shire of	300	62	-
Gosnells, City of	540	540	-
Greater Geraldton, City of	330	769	-
Harvey, Shire of	90	-	-
Irwin, Shire of	30	-	-
Joondalup, City of	1,650	456	718
Kalamunda, Shire of	810	200	-
Kalgoorlie-Boulder, City of	210	-	-
Karratha, City of	30	-	-
Kwinana, Town of	150	960	-
Laverton, Shire of	30	-	30
Mandurah, City of	150	-	-
Manjimup, Shire of	60	107	-
Melville, City of	720	398	114
Mosman Park, Town of	330	1,453	240
Mount Marshall, Shire of	30	-	180
Mundaring, Shire of	660	-	-
Murray, Shire of	210	-	-
Nannup, Shire of	30	30	-
Narrogin, Town of	60	-	-

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
Nedlands, City of	540	290	-
Northam, Shire of	180	46	20
Perth, City of	720	1,367	-
Port Hedland, Town of	360	-	-
Rockingham, City of	390	385	-
Serpentine/Jarrahdale, Shire of	390	985	-
Shark Bay, Shire of	30	32	-
South Perth, City of	210	331	-
Stirling, City of	1,680	218	-
Subiaco, City of	240	1,517	-
Swan, City of	1,650	446	-
Toodyay, Shire of	90	90	-
Victoria Park, Town of	480	-	-
Vincent, City of	420	1,723	-
Wanneroo, City of	720	-	30
Waroona, Shire of	30	30	-
Williams, Shire of	30	-	-
Wyndham-East Kimberley, Shire of	60	-	-
York, Shire of	180	1144	-
<i>Sub-total: Local government agencies)</i>	21,340	17,802	2,333
Group: Ministers			
Collier MLC, Hon P	60	-	-
Davies MLA, Hon M	240	-	-
Day MLA, Hon J	60	-	-
Francis MLA, Hon J	90	-	-
Hames MLA, Hon K	120	-	-
Harvey MLA, Hon L	120	-	-
Jacob MLA, Hon A	90	-	-

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
Marmion MLA, Hon B	30	-	-
Mischin MLC, Hon M	90	-	-
Morton MLC, Hon H	60	-	-
Nahan MLA, Hon M	210	-	-
Nalder MLA, Hon D	360	-	-
Redman MLA, Hon T	60	-	-
Simpson MLA, Hon T	90	-	-
Waldron MLA, Hon T	150	-	-
<i>Sub-total: Ministers</i>	1,830	0	0
Group: Police			
Police, Western Australia	74,760	19,249	332
<i>Sub-total: Police</i>	74,760	19,249	332
Group: Universities			
Curtin University of Technology	150	-	-
Edith Cowan University	30	-	30
Murdoch University	90	-	-
University of Western Australia, The	90	-	105
<i>Sub-total: Universities</i>	360	0	135
TOTAL	204,840	73,857	13,732

Table 20: Reasons for reduction of charges

REASONS FOR REDUCTION	No.	%
Impecunious	6	1.42
Pensioner	3	0.71
Other	413	97.87
Total	422	100.00

