



**Office of the
Information Commissioner**

Freedom of information for Western Australia

ANNUAL REPORT

2016/2017



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Office of the
Information Commissioner

Freedom of information for Western Australia

PRESIDENT OF THE LEGISLATIVE ASSEMBLY

SPEAKER OF THE LEGISLATIVE COUNCIL

ANNUAL REPORT TO 30 JUNE 2017

In accordance with section 63 of the *Financial Management Act 2006* I hereby submit my report for the reporting period ended 30 June 2017.

The annual report has been prepared in accordance with the provisions of the *Financial Management Act 2006* and the reporting requirements of the *Freedom of Information Act 1992*.

Sven Bluemmel
INFORMATION COMMISSIONER

13 September 2017

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About this report

Welcome to the Office of the Information Commissioner's 2016/17 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 2016/17 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.

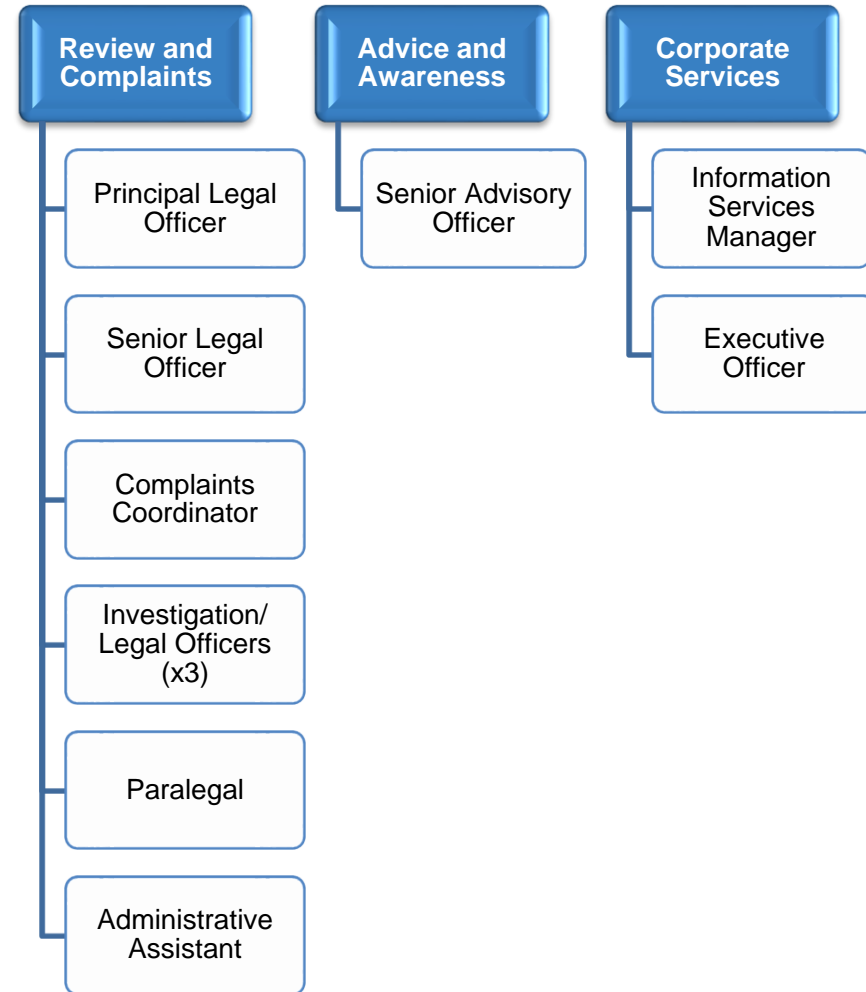
The Attorney General is the Minister responsible for the administration of the FOI Act, but has no express role under the legislation.

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 2017, 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.

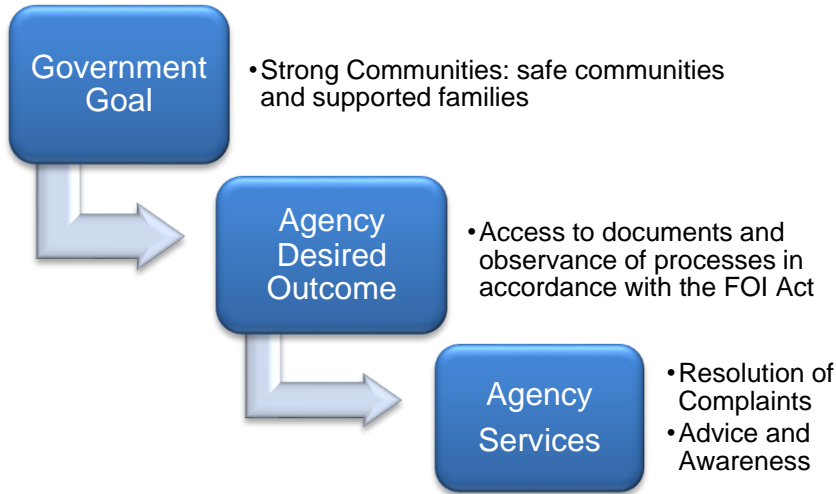
- *Resolution of Complaints (External Review)* provides an independent review and complaint resolution process that strives to resolve cases in a timely manner and balances the competing needs and expectations of applicants, agencies and Parliament within the legislative requirements prescribed by the 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

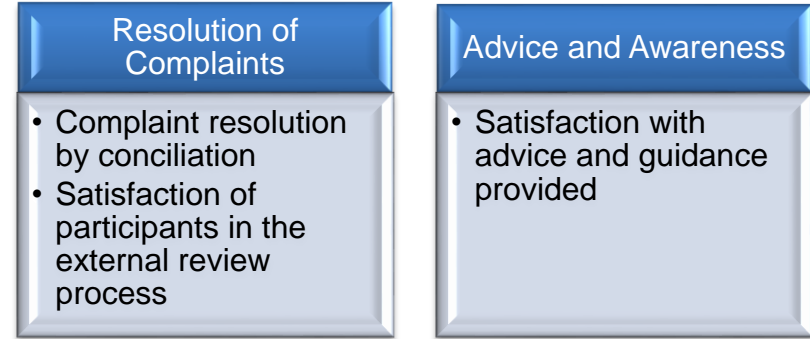
As part of the outcome based management framework required of public sector agencies, the OIC’s services strive to achieve an overarching desired outcome, which in turn is mapped to a whole of government goal:



The whole of government goal was updated during the year to reflect the new Government’s priorities. One of the objects of the FOI Act is to ‘enable the public to participate more effectively in governing the State’, a concept that contributes to building strong communities by fostering equity and inclusiveness.

The OIC is independent office and does not 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



This will be my ninth and final annual report as Western Australia's Information Commissioner before I leave to take up a new position.

Many of the themes I observed during the year are consistent with previous years. FOI disputes before my office are getting more complex, access to CCTV footage under the FOI Act raises difficult issues and information plays a greater role in all of our lives. I continue to encourage agencies to consider the FOI process as just one component of their approach to information release. I am therefore pleased to say that many agencies have, or are developing, policies and practices for proactive release of information or for dealing with application for information outside the FOI Act. However, there is still much more that can be done across the sector.

Since the new government was sworn in following this year's election, it has embarked on a program of public sector renewal. This includes Machinery of Government changes, the Service Priority Review and an Inquiry into Government Programs and Projects. These have potentially significant impacts on the administration of the FOI Act. My office has worked with agencies to assist them in meeting their FOI obligations during this period.

One area of potential legislative reform that has gained increasing prominence this year is that of privacy and data

sharing. The Attorney-General confirmed government is working on privacy legislation to end WA's status as the only Australian jurisdiction without dedicated laws governing the collection, storage, release and use of personal information. In addition to enshrining reasonable expectations of information privacy into law, such legislation would also provide a solid foundation for responsible information sharing between agencies. This is currently lacking.

While the form of the legislation and its oversight mechanisms are a matter for government and ultimately the Parliament, I note that there are now numerous established examples to draw on in this regard, including Queensland, the Commonwealth, New South Wales and Victoria.

During the year, my office planned the first "FOI in WA Conference" for practitioners in State and local government. The conference took place on 10 August 2017 and will be reported on more fully in next year's annual report. In the interim, I am happy to say that the conference was a success as evidenced by feedback received from participants. Members of the public would be pleased to have heard FOI officers at the conference discussing better ways of disclosing information more effectively and raising the standard of FOI practice across the board.

In closing, I would like to thank all the staff at the Office of the Information Commissioner that have supported me over the last 8 years. They are a team of dedicated professionals who consistently display the highest standards of integrity and fairness regardless of the challenges in front of them. They never lose sight of the importance of working towards

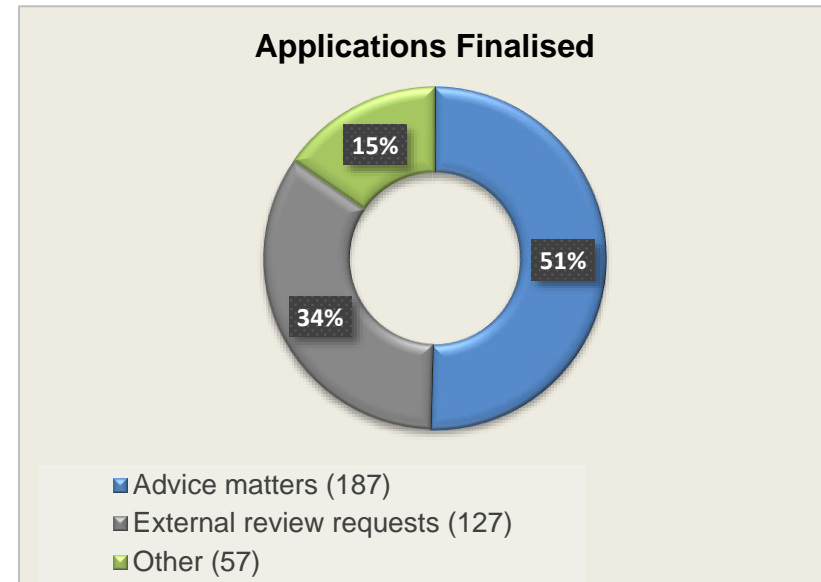
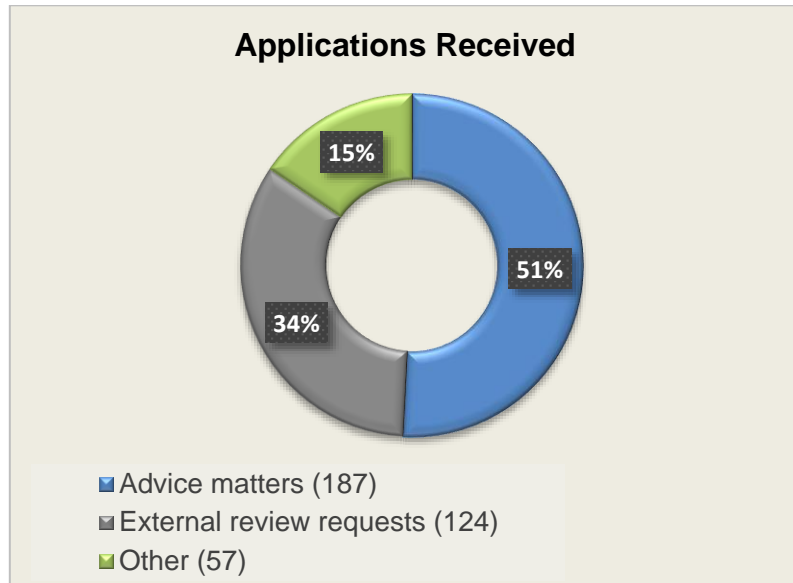
achieving the legislative objects enshrined in the FOI Act. I could not have achieved anything in this role without them.

It has been a privilege to serve the people of Western Australia and I leave knowing that the administration of freedom on information in our state is in good hands.

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	2,458	2,393	(65)
Net cost of services	2,454	2,392	(62)
Total equity	44	339	295
Net increase/(decrease) in cash held	(8)	133	125
Approved salary expense level	1,514	1,544	30

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			
<i>Key effectiveness indicators:</i>			
Participants satisfied with complaint resolution and external review processes	85%	88%	3%
Applications for external review resolved by conciliation	60%	69%	9%
<i>Key efficiency indicator</i>			
Average cost per external review finalised	\$8,067	\$8,844	\$777

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. The PRQ is designed 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. During the year, 245 PRQs and 146 reminders were sent, resulting in 129 responses.

Falling response rates prompted revision of the PRQ form and process during 2015-16 and we were able to report improvements to the PRQ response rate at the end of that year. In 2016/17 the response rate was 53%. Specifically, we saw a significant increase in responses from applicants but a drop in responses from agencies. In the May 2017 newsletter we reminded agencies of the importance of the PRQ process and encouraged agency participation in that process.

	Estimate	Actual	Variation
Advice and Awareness			
<i>Key effectiveness indicator</i>			
Agencies satisfied with advice and guidance provided	98%	98%	0%
<i>Key efficiency indicator</i>			
Average cost of service per application lodged	\$268	\$251	(\$17)

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

- [25 decisions published](#)
- [69% conciliation rate](#)
- [88% satisfaction rate](#)

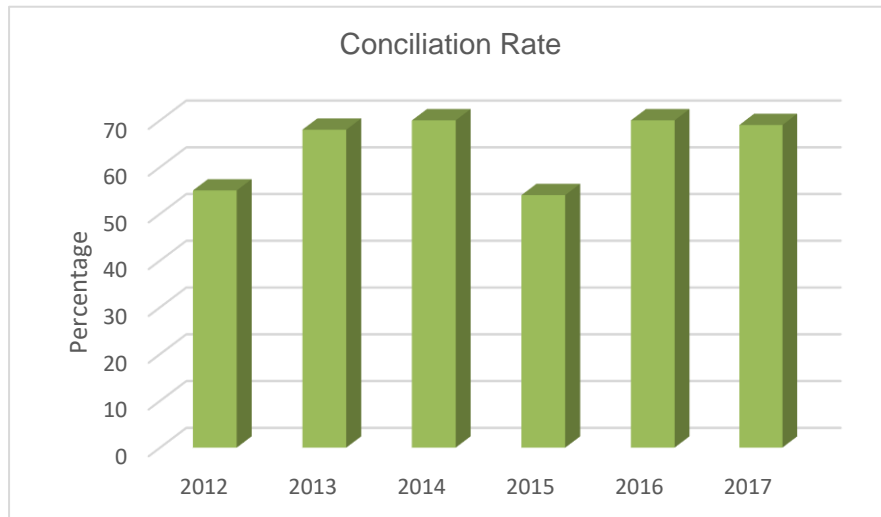
- [Review of tasks required for the effective and efficient delivery of our services](#)



- [New publications](#)
- [Briefings to agencies](#)
- [Workshops for FOI practitioners](#)
- [FOI Coordinator secondment](#)
- [98% satisfaction rate](#)
- [FOI in WA Conference](#)

- [Briefings to community groups](#)

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.

The conciliation rate forms one of the OIC's three effectiveness indicators.

Conciliation case study 1

The agency refused to deal with the complainant's access application on the ground that to do so would divert a substantial and unreasonable portion of the agency's resources away from its other operations.

The agency tried to assist the complainant to reduce the scope of their application to a manageable level, but had not been successful. The Commissioner's officer met with the complainant to explain the relevant provisions of the FOI Act and to discuss the possibility of changing the scope of the application to reduce the amount of work needed for the agency to deal with it.

As a result of the meeting, the complainant agreed to reduce the scope of their application and the agency agreed that it could deal with the application in that form. The complainant and agency then agreed between themselves on the timeframe for the application to be dealt with, resolving the matter.

This meant that a good working relationship was maintained between the agency and the complainant. It also saved work for the complainant and the agency as the original application was dealt with by the agency, rather than the complainant having to make a fresh application to the agency.

‘... we respect the process and through conciliation it was agreed by all parties that the applicant could receive a redacted version of the disputed document.’

(PRQ survey respondent)

Conciliation Case Study 2

The complainant applied to the agency for documents that contained information of a sensitive personal nature about other people. The agency refused access to the requested documents.

At a conciliation conference conducted by the OIC, the agency and the complainant agreed to work on informal access to the information through the creation of a document containing high level information of the type requested by the complainant, but which did not identify individual people. The provision of that document satisfied the complainant’s request and the complainant withdrew the application for external review.

The cooperation and constructive approach of both parties resulted in the informal resolution of the matter and is a good example of parties ‘thinking outside the FOI box’ to achieve an outcome that satisfied both parties.

Importance of preliminary views

One of the major milestones during the course of an external review is when a written preliminary view is issued to the parties to a complaint. The preliminary view is provided to the parties prior to a formal published decision and usually when conciliation to date has not been successful.

The purpose of the preliminary view is to give the involved parties an opportunity to review the Commissioner's understanding of the matters in dispute; identify any factual errors; and provide new and relevant information or submissions before the matter is finalised. While there is no legislative requirement to provide a preliminary view, the FOI Act does provide that the parties to a complaint are to be given a reasonable opportunity to make submissions.

The preliminary view will generally include the following information:

- the background to the complaint (when relevant);
- a summary of the key steps taken during the external review process;
- a description of any preliminary issues and their outcomes;
- a description of the matter that remains in dispute;
- a summary of the relevant submissions made to date; and
- the Commissioner's consideration and preliminary view based on all of the information then before him.

The preliminary view letter is addressed in full to the party to whom the Commissioner's preliminary view is largely adverse, with a copy provided to the other parties (abridged if necessary to avoid disclosure of potentially exempt matter). Based on the preliminary view of the Commissioner, each party is provided the opportunity to reconsider their position and either choose to withdraw from the matter or provide further submissions in support of their claim.

Decisions of the Information Commissioner

The Commissioner may need to resolve a complaint by issuing a binding determination.

If any matters remain in dispute the Commissioner will, after considering any further information and submissions following the preliminary view, formally determine the issues in dispute between the parties. The parties are informed in writing of the final decision and the reasons for it. The Commissioner is required to publish decisions in full or in an abbreviated, summary or note form which are published on the OIC's website. It is the usual practice 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 25 decisions. Applications under the FOI Act for access to CCTV footage continue to raise complex issues. Some of the year's decisions are highlighted below.

Case Study 1 – documents relating to the Perth Children’s Hospital

Re John Holland Pty Ltd and Department of Treasury
[\[2016\] WAICmr 17 \(PDF\)](#)

In this matter the then Leader of the Opposition (now the Premier) applied to the agency for documents relating to the commissioning and opening of the Perth Children’s Hospital. The complainant, a third party, sought review of the agency’s decision to give access to the documents that contained information about the third party. The Commissioner found that the disputed documents were not exempt and confirmed the agency’s decision to give access to them.

The Commissioner was not satisfied that the disputed documents had a commercial value to the third party that could reasonably be expected to be destroyed or diminished by disclosure, nor did the Commissioner accept that disclosure of the information could reasonably be expected to endanger the life or physical safety of any person or the security of any property. The Commissioner also considered that the agency had given the complainant no reason to believe that the information it provided to the agency was provided on a confidential basis or that disclosure of the disputed information could be reasonably expected to prejudice

the future supply of information of that kind to the Government or to an agency.

Case Study 2 – documents relating to a proposed gas pipeline

Re Johnston and Department of State Development
[\[2017\] WAICmr 1 PDF](#)

The complainant sought access to documents relating to a proposed gas pipeline between Bunbury and Albany, including the agency’s draft invitation for expressions of interest to perform work on the pipeline project. The agency refused access to the requested documents.

The Commissioner found that the agency did not establish that disclosure of the disputed documents would, on balance, be contrary to the public interest. The Commissioner referred to the Productivity Commission’s report titled ‘Public Infrastructure – Productivity Commission Inquiry Report’ dated 27 May 2014, which concluded that public disclosure of cost-benefit analyses is unlikely to jeopardise a government’s ability to optimise value for money through competitive tender processes if the bidding process is truly competitive.

The Commissioner considered that there is a strong public interest in the disclosure of a document that is fundamental to the agency's accountability for the performance of its functions and expenditure of public funds relating to the development of a major infrastructure project of this nature.

The Commissioner did not accept the agency's claims that disclosure of the disputed documents would have a substantial adverse effect on the financial affairs of the State or the agency or that disclosure would reveal information relating to research being undertaken, or to be undertaken, by an officer of an agency or by a person on behalf of an agency. The Commissioner considered that disclosure of the documents would, in any event, be in the public interest. The Commissioner was also not satisfied that the document, which consisted of the agency's draft invitation for expressions of interest, contained policy options or recommendations prepared for possible submission to an Executive body or that that document was prepared to brief a Minister in relation to matters prepared for possible submission to an Executive body, as claimed by the agency.

The Commissioner found that the disputed documents were not exempt and set aside the agency's decision.

Case Study 3 - Documents relating to the Perth Freight Link project

Re MacTiernan and Main Roads Western Australia [2017] WAICmr 2 PDF

The documents in dispute in this matter related to the Perth Freight Link project.

The Commissioner was satisfied that disclosure of the documents would reveal opinions, advice or recommendations or consultation or deliberations that had taken place in the course of, or for the purpose of, the deliberative processes of Government. While the Commissioner acknowledged that the deliberative process had not been completed for some stages of the project, he did not consider that meant disclosure would necessarily be contrary to the public interest.

The Commissioner noted that there is a strong public interest in the public, as a whole, being informed about the costs and benefits of major public infrastructure projects and how they are to be delivered, and that responsible government requires an appropriate degree of transparency and capacity for public scrutiny of important projects and government decisions.

The Commissioner also observed that it is the role of government to make and effectively communicate

project decisions that are in the best interests of the public. The Commissioner referred to the object of the FOI Act of enabling the public to participate more effectively in governing the State. He noted that the public's ability to do so is reduced if the public is only informed about the analysis underpinning major projects after decisions have been made and contracts signed. The Commissioner found that disclosure of the disputed documents would not, on balance, be contrary to the public interest.

The Commissioner also found that the documents did not contain information that had a commercial value to an agency or, if it did, that disclosure could reasonably be expected to destroy or diminish that value.

The agency claimed that it was engaged in commercial activities because it contracts with private sector entities and lets large contracts to deliver services. However, the Commissioner was not satisfied that disclosure of the documents would reveal information concerning the commercial affairs of an agency when the agency's primary function is to construct, maintain and supervise roads, using a budget allocated by the Parliament for that purpose.

The Commissioner found that the disputed documents were not exempt.

Case Study 4 - Draft local planning strategy

Re Park and City of Nedlands [\[2016\] WAICmr 14](#) (PDF)

The complainant applied for access to a copy of the agency's draft Local Planning Strategy submitted to the Western Australian Planning Commission (WAPC). The Commissioner was satisfied that the disputed document contains opinion, advice or recommendations that have been obtained or prepared by officers of the agency in the course of, or for the purpose of, the deliberative processes of the agency and the WAPC.

While the Commissioner accepted that disclosure of documents may not be in the public interest when the relevant deliberations in an agency are ongoing or have not been completed, he considered that is only the case when disclosure will undermine, hamper or adversely affect those continuing or future deliberations. The Commissioner was not persuaded that that would be the case in this matter.

The Commissioner was not satisfied that disclosure of the disputed document would adversely affect the deliberative processes of the agency or the WAPC or that any other public interest would be harmed or adversely affected by disclosure such that disclosure would, on balance, be contrary to the public interest. The Commissioner found that the disputed document was not exempt.

Case Study 5 – CCTV footage of assaults on public officers

Re Seven Network (Operations) Limited and City of Perth [\[2016\] WAICmr 12](#) [\(PDF\)](#)

The complainant applied to the agency for access to documents that included CCTV footage of physical assaults of parking inspectors, commercial car park attendants and rangers.

The complainant accepted the Commissioner's preliminary view that some of the requested footage contained personal information about third parties and was exempt and that some of the footage was outside the scope of the complainant's access application. As a result, the Commissioner was not required to make a determination about that footage.

The Commissioner found that the footage that remained in dispute was not exempt because it did not contain personal information. Based on the quality of the footage and the orientation and proximity of the individuals in the footage, the Commissioner considered that disclosure of the footage would not reveal personal information about those individuals because their identities were not apparent or could not reasonably be ascertained from that information.

Case Study 6 - CCTV footage of incidents assaults at level crossings or railway stations

Re Seven Network (Operations) Limited and Public Transport Authority [\[2017\] WAICmr 12](#) [\(PDF\)](#)

The complainant applied for access to certain CCTV footage related to incidents at level crossings or railway stations. The Commissioner considered the question of when an individual's identity can reasonably be ascertained from footage. The Commissioner noted that determining that question of fact requires an analysis of the circumstances of the particular case, which may include, among other things, the number of steps required to ascertain the individual's identity and the number of people who have the necessary knowledge or contextual information to ascertain the individual's identity.

The Commissioner was inclined to the view that if only one other person or only a small group of people could possibly or potentially ascertain an individual's identity in an image recorded in CCTV footage from the contextual information known or available to them, that of itself does not mean that the individual's identity can reasonably be ascertained from the footage.

The Commissioner was of the view that much will turn on the quality of the footage in each case and that the quality of footage is determined by factors such as the size and resolution of the image, the position of the individual to the camera and the degree to which the individual's face and other identifying characteristics are visible.

In this case, the Commissioner was not persuaded that the identities of the individuals in the footage were apparent or could reasonably be ascertained from the footage. As a result, he found that the CCTV footage did not contain personal information as defined in the FOI Act and that it was not exempt.

Case Study 7 - Examination reports for the assessment of a PhD thesis

Re Jewish Community Council of WA Inc. and Curtin University of Technology [\[2017\] WAICmr 15 \(PDF\)](#)

The disputed documents in this matter were two examination reports for the assessment of a PhD candidate's thesis. The reports were prepared by members of the academic staff of two other universities. The agency and third parties maintained that certain information contained in reports prepared by external

examiners regarding the merits of a particular PhD thesis was exempt personal information about those third parties.

The Commissioner was satisfied that it was likely that the authors of the disputed documents were engaged under a contract for services with the agency. The Commissioner considered that disclosure of the disputed documents would reveal things done by the authors in performing services under the contract and that the documents were not exempt on that basis. The Commissioner also decided that the names and titles of employees of the agency in the documents were prescribed details and not exempt.

In addition, the Commissioner found that disclosure of the disputed documents was in the public interest. The Commissioner considered that open data access and transparency were public interest factors in favour of disclosure and that the public interest in maintaining personal privacy was less compelling in the circumstances of this case.

The Commissioner found that the disputed documents were not exempt.

Case Study 8 - Statutory declaration relating to a land transaction

Re Shuttleworth and Town of Victoria Park [\[2016\] WAICmr 13 \(PDF\)](#)

The disputed document was a copy of a statutory declaration that had been executed by a third party and provided to the agency for the purpose of verifying that certain work had been carried out on a block of land prior to its subdivision and sale as a strata titled block. The complainant was the purchaser of the strata titled block and acted in reliance on the statutory declaration. The agency gave the complainant an edited copy of the document, deleting the name, address, occupation and signature of the third party.

The Commissioner considered that the deleted information would reveal personal information about an individual. However, the Commissioner considered there is a strong public interest in the public generally being able to rely upon the contents of a statutory declaration, as well as a strong public interest in persons in the complainant's position being able to seek redress or compensation where a statutory declaration has been relied upon in good faith and a person suffers or may suffer a detriment in reliance upon that statutory declaration.

The Commissioner decided that disclosure of the name, address and occupation of the third party would, on balance, be in the public interest and he found that information was not exempt. The Commissioner found that the third party's signature was exempt personal information.

Case Study 9 - Transcript of a Stewards' Inquiry

Re Banovic and Edwards and Racing and Wagering Western Australia [\[2016\] WAICmr 16 \(PDF\)](#)

The complainants sought access to a transcript of the proceedings of a Stewards' Inquiry. The Commissioner was satisfied that the transcript contained personal information about a number of third parties which was, on its face, exempt.

The Commissioner considered that the public interest in the transparency and accountability of government agencies was served by the public availability of the Racing Penalties Appeal Tribunal's decision and by the agency providing a copy of the relevant stewards' findings to the complainants.

The Commissioner did not consider that the public interests favouring disclosure outweighed the very strong public interest in the protection of the personal privacy of third parties in this instance. The Commissioner found that the transcript was exempt. He also found that it was not practicable to give access to an edited copy of the document with the exempt information deleted as it would render the document unintelligible to a reader.

Case Study 10 - Documents relating to an investigation concerning a child

Re 'S' and Department for Child Protection and Family Support [\[2017\] WAICmr 10](#) ([PDF](#))

The complainant applied for access to documents about the investigation of a complaint made by the complainant to the agency concerning the complainant's child. The agency provided full access to one document and access to an edited copy of 15 documents on the basis that the deleted matter was personal information about other individuals.

While the Commissioner accepted that there is a strong public interest in the protection of children, he did not consider that disclosure of the disputed matter would promote that public interest. The Commissioner was of the view that the public interest in protecting the privacy of third parties outweighed the public interest in disclosure and he found that the disputed matter was exempt.

Case Study 11 - Legal opinions and correspondence relating to those opinions

Re Gascoine and Shire of Chittering [\[2017\] WAICmr 11](#) ([PDF](#))

The disputed documents in this matter consisted of legal opinions and correspondence relating to those opinions. The Commissioner was satisfied that the disputed documents consisted of confidential communications between clients and their legal advisers made for the dominant purpose of giving or obtaining legal advice.

Applying the Supreme Court decision in *Department of Housing and Works v Bowden* [2005] WASC 123, the Commissioner considered that it is not within his

jurisdiction to consider whether the agency had waived legal professional privilege. Accordingly, the Commissioner found that the disputed documents were exempt on the basis that they would be privileged from production in legal proceedings on the ground of legal professional privilege.

Case Study 12 - Documents that could not be found or do not exist

Re Wells and Legal Profession Complaints Committee [2017] WAICmr 14 (PDF)

The complainant applied for access to certain documents that included communications between the agency and the Chief Justice of Western Australia. The agency gave the complainant access to two documents and the complainant sought review on the basis that he believed additional documents should exist that were not provided by the agency. The Commissioner was satisfied that there were reasonable grounds to believe additional documents of the kind set out in the complainant's access application should exist in the agency.

Following additional searches by the agency, the Commissioner was satisfied that the agency had taken all reasonable steps to find the requested documents and that further documents either cannot be found or do not exist.

Website

The OIC [website](#) 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. Other useful resources are available such as annual reports; the FOI Coordinator's Manual; exemption guides; the newsletter; and external review procedure guidelines.

Governance documents are also available, such as our customer service charter; Disability Access and Inclusion Plan; gift register; and corporate card statements.

Online decision search tool

All published decisions of the Commissioner are available on the OIC's website. A comprehensive search facility is available for full decisions whereby users can search for specific exemption clauses, sections of the FOI Act or words

and phrases. The tool will search the catchwords found at the beginning of each full decision:

FREEDOM OF INFORMATION – refusal of access – lease of premises commonly known as ‘Indiana Tea House’ – section 30(f) – the requirements of a notice of decision if the decision is to refuse access – section 102 – burden of proof – section 33 – safeguards for affected third parties – clause 4(3) – adverse effect on business affairs – clause 4(7) – public interest – clause 8(1) – breach of confidence – clause 8(2) – information of a confidential nature obtained in confidence.

The OIC also publishes decision notes. These decisions are not as comprehensive as full decisions but are captured by the search facility when searching by agency or complainant name, selecting decisions between dates, or based on a particular outcome.

A Google search is also available that will search the full text of both full decisions and decision notes.

The decision search facility is a very helpful tool for FOI practitioners to search for precedents in respect of matters they are dealing with.

New publications

Prompted by a decision by the Supreme Court following an appeal of one of the Commissioner’s decisions, the OIC published a new FOI process guide ‘[Dealing with personal information about an officer of an agency](#)’. This clarifies the limitation on the personal information exemption regarding ‘prescribed details’ about an officer of the agency. The Supreme Court decision provides that the limitation relates only to the prescribed details of officers of an agency to which the application was made.

Following a trend in advice requested from the OIC, a new FOI guide was published ‘[Dealing with requests for documents related to an exempt agency](#)’. This includes general advice regarding the meaning of ‘exempt agency’, notification requirements, and personal information about officers of an exempt agency.

The FOI Coordinator’s manual is used for the FOI Coordinator’s workshop run throughout the year. It is a comprehensive reference tool for FOI Coordinators and is intended to be an evolving resource. The manual is available online and is updated with new guidance material as required and references to new decisions of the Commissioner when relevant.

Agency FOI Coordinators Reference Group (AFRG)

The AFRG, formed in August 2015, meets quarterly and currently consists of officers from ten agencies that are representative of the different agency types in the sector. The purpose of the AFRG is to promote and advocate good FOI practice and the meetings continue to provide an opportunity for the OIC to hear directly about current issues facing agencies in respect to freedom of information.

These discussions are an important contributing factor to the advice and awareness activities of the OIC. It was feedback via the reference group meetings that prompted the OIC to host a conference for FOI practitioners.

FOI in WA Conference Steering Committee

Planning for the inaugural FOI in WA Conference has been underway throughout the year and the Committee was formed using recommendations from – and members of – the AFRG. Members of the Committee include FOI practitioners from Royal Perth Hospital; Fiona Stanley Hospital; Department for Child Protection and Family Support; Department of Transport; Main Roads WA; and the Department of the Premier and Cabinet.

A survey to FOI practitioners across the sector was conducted to ascertain what they would find most beneficial at a conference on FOI, and the results were collated to inform the program.

The FOI in WA Conference took place on 10 August 2017 and was hosted at Fiona Stanley Hospital.

The contribution and willingness of the Committee members to share their time, skills and experience to assist in developing a successful conference to improve the administration of freedom of information in Western Australia is much appreciated.

FOI Newsletter

Our newsletter is published quarterly and provides an opportunity to address current or recurring issues in FOI. While the information contained in the newsletter is primarily targeted to agency staff, it includes information that may be of interest to members of the public and subscribers to the

newsletter 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>. All issues are available on our website at <http://foi.wa.gov.au/en-us/Newsletters>.

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 provides 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:

- 9 FOI Coordinators Workshops run for agency staff.
- 5 Decision Writing Workshops run for agency staff.
- 34 general FOI briefings and training to agencies onsite.
- 5 presentations to non-agency attendees.

Advice and Awareness to the Kimberley

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.

In November 2016, the Commissioner and the Senior Advisory Officer visited Kununurra and Broome. Training and briefings were provided to officers in the region from the Shires of Broome, Halls Creek and Wyndham/East Kimberley, and the regional offices of the Department of Planning; Department of Education; Department of Parks and Wildlife; Department of Sport and Recreation; Main Roads WA; Broome Hospital; Kununurra Hospital; Department of Housing; Department of Lands; and the Kimberley Development Commission. Our thanks to the Shires of Broome and Wyndham/East Kimberley for hosting us and the use of their offices to provide training to other officers in the area.

Advice and Awareness to the Murchison

The Commissioner conducted a FOI Coordinators Workshop at the Shire of Cue in May 2017 which was also attended by officers from the surrounding Shires of Murchison, Mount Magnet, Meekatharra and Yalgoo.

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 Anglo-Australasian Lawyers Society and a joint presentation with the Public Sector Commission and Ombudsman to the Glyde-In Community Learning Centre.

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.

FOI Coordinators 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.

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

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

‘Attending the FOI Coordinators and Decision making workshops following the submission of the initial FOI request helped to understand the process, clarified my role as Coordinator and the reasoning behind the FOI Act. It was very worthwhile.’

(PRQ survey respondent)

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 be able 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.



Legal advice or specific rulings on particular issues or sets of facts is not provided by Advice and Awareness staff.

Audit

Internal financial audit

In May 2017 an internal audit was conducted by Braxford Consultancy of the OIC's finance, human resource and asset processes. Four 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.

These recommendations have been taken on board and can be linked with the personnel risk audit outlined in a personnel risk audit conducted in the previous year, 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 additional segregation of duties and quality assurance checks at the time of transaction.

In the new year the OIC plans to look at additional administrative staff to assist the Chief Finance Officer.

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 first stage for the financial statements and the second stage for the key performance indicators. 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.

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 16 May 2017, for the second year OIC fielded a team of walkers to participate in the Law Week 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 \$420.00 for the Law Access Pro Bono Referral Service, which provides free legal assistance for those who cannot afford legal fees. Altogether the walk in WA raised over \$28,000, with over \$173,000 raised nationally.

Tristan Jepson Memorial Foundation

The OIC continues to support 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.

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.

Not confirming the existence of documents exempt under clause 14(5) of Schedule 1

The exemption in clause 14(5) of Schedule 1 to the FOI Act provides that matter is exempt if its disclosure would reveal or tend to reveal the identity of certain persons whose identity needs to be protected in the public interest. It would be desirable for section 31 of the FOI Act to be amended expressly to provide that nothing in the Act requires an agency to give information as to the existence or non-existence of a document containing matter that would be exempt under clause 14(5).

Public health facilities operated by non-government operators

A number of privately operated health facilities provide public patient services to Western Australians pursuant to contracts between the operator and the Minister for Health. A recent example of this is the Midland Health Campus. Unlike the operators of privately run correctional facilities, these operators are not subject to the FOI Act even to the extent that they are providing publicly funded health services to the public. The FOI Act should be amended to close this gap. One mechanism to do so would be to amend the definitions of 'contractor' and 'subcontractor' to include such operators.

7. Association of Information Access Commissioners (AIAC)

The AIAC was established in 2010 and consists of the statutory officers in each Australian and New Zealand jurisdiction responsible for freedom of information and information access.

The purpose of the AIAC is to exchange information and experience about the exercise of their respective oversight responsibilities and promote best practice and consistency in information access policies and laws. Meetings were held in Sydney in November 2016 and in Melbourne in March 2017.

Right to Know Day

On 28 September 2016 the Australian AIAC members issued a joint media statement to promote their commitment to the importance of open government and the right to access government-held information and data on international Right to Know Day. The centrepiece of the Right to Know campaign was the Solomon Lecture 'Collaboration in Place: the central role of information and data in securing Queensland's future prosperity', held in Queensland.

Open Government Partnership and National Action Plan

The multilateral Open Government Partnership (**OGP**) was created to secure commitments from governments to promote transparency, empower citizens, fight corruption, and harness technologies to strengthen governance. There are now 70 countries – including Australia – participating in the OGP.

On 7 December 2016, the Australian Government announced the finalisation of Australia's first Open Government National Action Plan. The Plan contains 15 commitments focused on: transparency and accountability in business; open data and digital transformation; access to government information; integrity in the public sector; and public participation and engagement.

Australian AIAC members, led by New South Wales, contributed to the development of the Plan through the inclusion of Commitment 3.2 on information access rights utilisation.

Further information on Australia's involvement in the OGP, including the Plan, is available at ogpau.pmc.gov.au. See also our website for a summary of the OIC's involvement: http://foi.wa.gov.au/Open_Government.

8. 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.

Strengthening Information Sharing Arrangements – discussion paper

The Commissioner was invited to comment on issues raised in the discussion paper by the Royal Commission into Institutional Responses to Child Sexual Abuse. The Commissioner raised the following points:

- The FOI Act is generally not well suited to information sharing in respect of the subject matter as the FOI Act does not allow any restrictions to be placed on what a recipient of information can do with the information they receive. Due to the sensitive nature of much of the information contemplated by the Discussion Paper, such restrictions would often be highly desirable, if not essential.
- The FOI Act requires an agency to seek the views of any third parties whose personal information it proposes to disclose. In the context of the Discussion Paper, this could result in the problematic situation of an agency needing to

seek the views of a perpetrator or potential perpetrator before disclosing information to another agency about a child at risk.

- Victims of child abuse and survivors experience difficulties in accessing records about their time in institutional care, including where access is sought under freedom of information legislation. These include an applicant's requirement to be specific, the costs involved, potential editing of exempt material and the consideration of third party privacy.
- Individuals seeking access to such documents would be better suited to first approach agencies outside the confines of the FOI process. The FOI Act expressly provides that nothing in that Act is intended to prevent or discourage the giving of access to documents otherwise than under the FOI Act if that can properly be done, and State and local government agencies are consistently encouraged by the OIC to deal with requests for information outside the FOI process unless there is good reason not to do so.

Inquiry into education, training and communications initiatives of Victorian oversight agencies

The Commissioner provided details of the awareness raising and training activities of the OIC, which is the Western Australian equivalent of the Victorian Freedom of Information Commissioner's office; the benefit of those activities to the work of the OIC, government agencies and the wider

community; the challenges in engaging stakeholders; and the value of collaboration between related information access agencies across Australia and internationally.

9. 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, three decisions of the Commissioner were the subject of an appeal to the Supreme Court.

Those three appeals, arising from the Commissioner's decisions in *Re Johnston and Department of State Development* [2017] WAICmr 1 (filed by the agency); *Re 'S' and Department for Child Protection and Family Support* [2017] WAICmr 10 (filed by the complainant); and *Re Seven Network (Operations) Limited and Public Transport Authority* [2017] WAICmr 12 (filed by the agency) had not been heard by the Court as at the end of the reporting period. However, after the end of the reporting period, the agency withdrew its appeal in the Johnston matter.

At the end of 2015-16, there were two outstanding appeals before the Supreme Court arising out of the Commissioner's decisions. The outcome of those appeals heard are as follows.

- On 26 August 2016, the Supreme Court delivered its judgement on the appeal against the Commissioner's decision in *Re 'I' and Department of Agriculture and Food* [2014] WAICmr 22. Justice Corboy upheld the appeal: see *I v Department of Agriculture and Food [No 2]* [2016] WASC 272.

The effect of this decision has resulted in the 'prescribed details' limit of the personal information exemption to apply only to officers of the agency to which the FOI application was made. The OIC has published a guide '[Dealing with personal information about an officer of an agency - FOI process guide](#)' to assist agencies in this regard.

- On 17 October 2016, the Supreme Court delivered its judgement on the appeal against a decision of the Commissioner to stop dealing with a complaint under section 67(1)(b) of the FOI Act on the basis that the complaint was lacking in substance. Justice Corboy dismissed the appeal. His Honour noted that the Court's jurisdiction is limited to determining questions of law; it cannot conduct a review of the merits of the Commissioner's decision: see *Morris v Information Commissioner at WA Office* [2016] WASC 336.

It was also reported last year that, in *Department of State Development v Latro Lawyers* [2016] WASC 108, the Supreme Court upheld the appeal against the Commissioner's decision in *Re Latro Lawyers and Department of State Development* [2015] WAICmr 7, set aside the Commissioner's

decision and remitted the matter to the Commissioner for rehearing. Before the matter was reheard the complainant withdrew its complaint to the Commissioner and the matter did not proceed.

10. FOI in the sector

- 17,306 applications were made to agencies.
- 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 to process FOI applications remains well within the 45 day limit.

The total of applications made to agencies in 2016/17 increased by just under 2% from the previous reporting year, and only a small percentage of these matters come 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.

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 34% 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.

Disclosures and Legal Compliance

11. 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 2016/17 is set out in detail in the statistical tables in the [Agency Statistics](#) chapter of this report. The following is an overview.

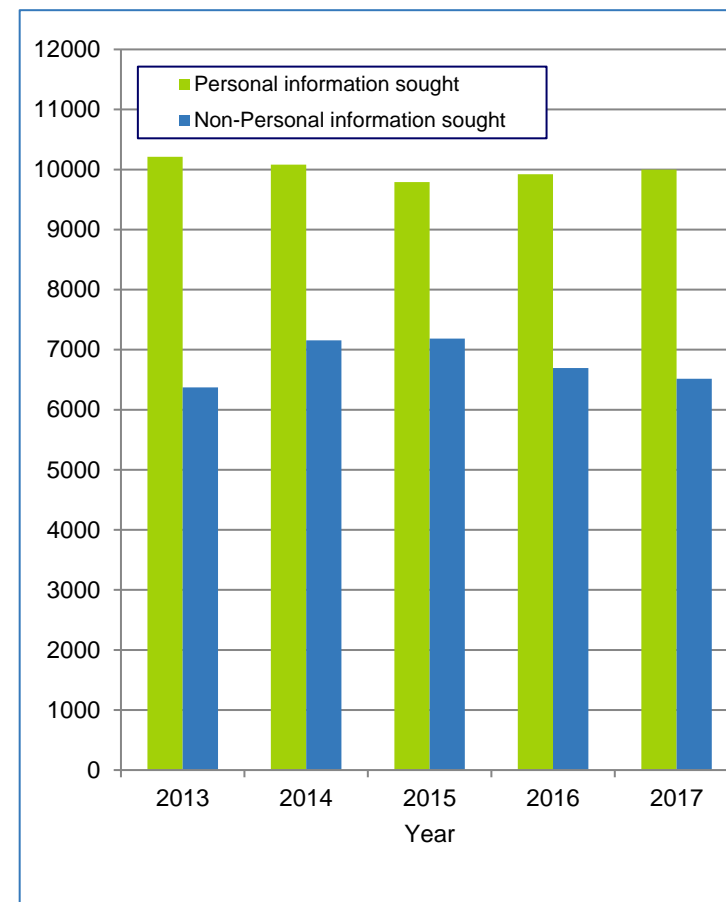
The number of access applications made to agencies under the FOI Act was 17,306 for the year under review. That represents a slight increase from last year (16,969).

Decisions

As can be seen in [Table 14](#), of the decisions on access made by Ministers in the reporting period, 12 were to give full access; 23 were to give access to edited copies of documents; and two decisions were to refuse access. In four cases, no documents could be found.

Table 14 also reveals that 14,775 decisions on access were made by State government agencies (exclusive of local government agencies and Ministers) in 2016/17.

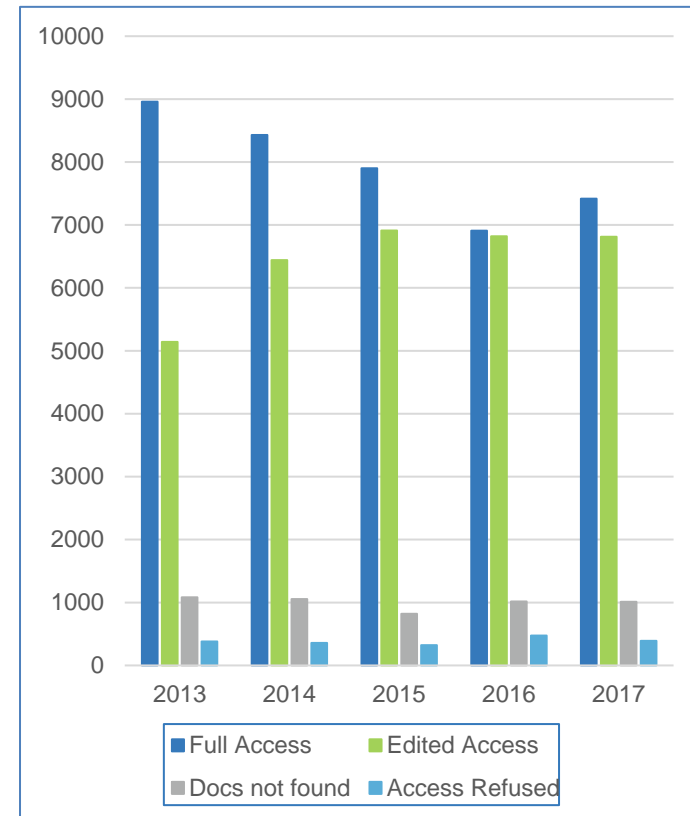
Figure 1
Number of applications decided –all agencies



- 49.2% of decisions (46.3% in 2015/16) resulted in the applicant being given access in full to the documents sought;
- 41.6% (43.0% in 2015/16) resulted in the applicant being given access to edited copies of the documents sought;
- 0.2% (1.0% in 2015/16) 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 6.5% of applications (6.6% in 2015/16) the agency could not find the requested documents; and
- 2.5% of the decisions made (3.0% in 2015/16) were to refuse access.

The above figures indicate that approximately 91.0% of the 14,775 decisions made (90.4% in 2015/16) 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

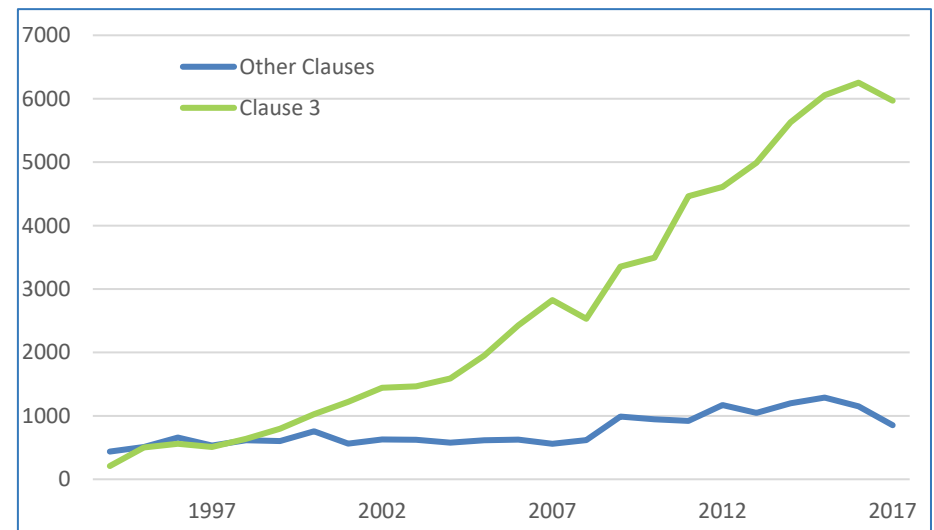
Also consistent with previous years, the exemption clause most frequently claimed by agencies from both State and local government sectors (excepting those claimed by Ministers and described below) was clause 3, which exempts from disclosure personal information about individuals other than the applicant. That clause was claimed 5,969 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 5, which relates to law enforcement, public safety and property security (156 times);
- clause 7, which protects from disclosure documents which would be privileged from production in legal proceedings on the ground of legal professional privilege (128 times);
- clause 4, which relates to certain commercial or business information of private individuals and organisations (122 times);
- clause 8, which protects confidential communications in some circumstances (106 times); and
- clause 14, which relates to information protected by certain statutory provisions.

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

Figure 3 – Use of exemption clauses



Internal review

Agencies received 286 applications for internal review of decisions relating to access applications during 2016/17 (see [Table 16](#)). This represents about 1.9% of all decisions made and about 73% of those decisions in which access was refused. In the year under review, 296 applications for internal review were dealt with (including some that were

received in the previous period). The decision under review was confirmed on 172 occasions, varied on 91 occasions, reversed on eight occasions and the application for internal review was withdrawn on 25 occasions.

Amendment of personal information

Agencies received 23 applications for amendment of personal information during the year (see [Table 17](#)), all of which were dealt with during the year:

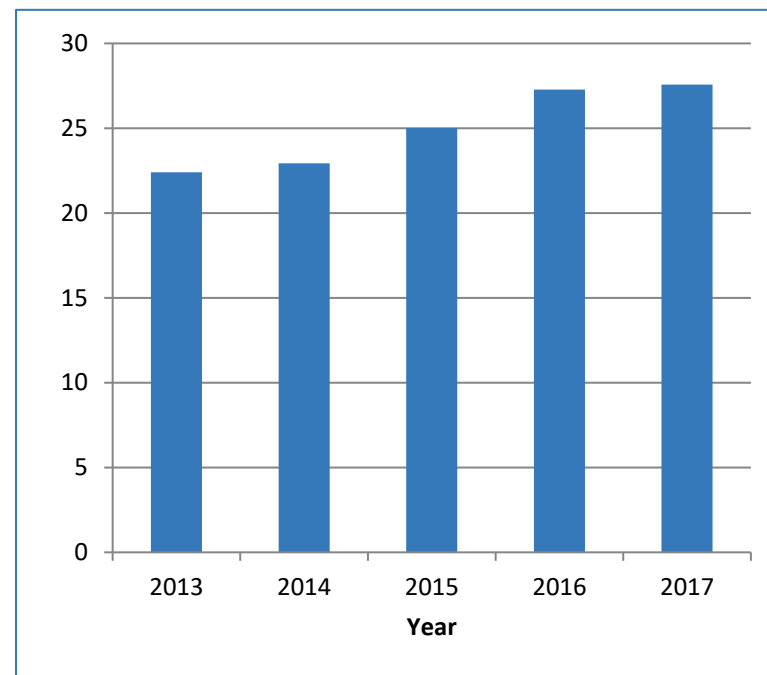
- information was amended on nine occasions;
- not amended on eight occasions;
- amended, but not as requested, on five occasions; and
- one application was withdrawn.

Of the seven applications for internal review of decisions relating to the amendment of personal information dealt with during the year (including some that were received in the previous period), six decisions were made to confirm the original decision and one decision was varied (see [Table 18](#)).

Average time

The average time taken by agencies to deal with access applications (27.57 days) is slightly higher than the previous year (27.28 days) and remains within the maximum period of 45 days permitted by the FOI Act (see Figure 4).

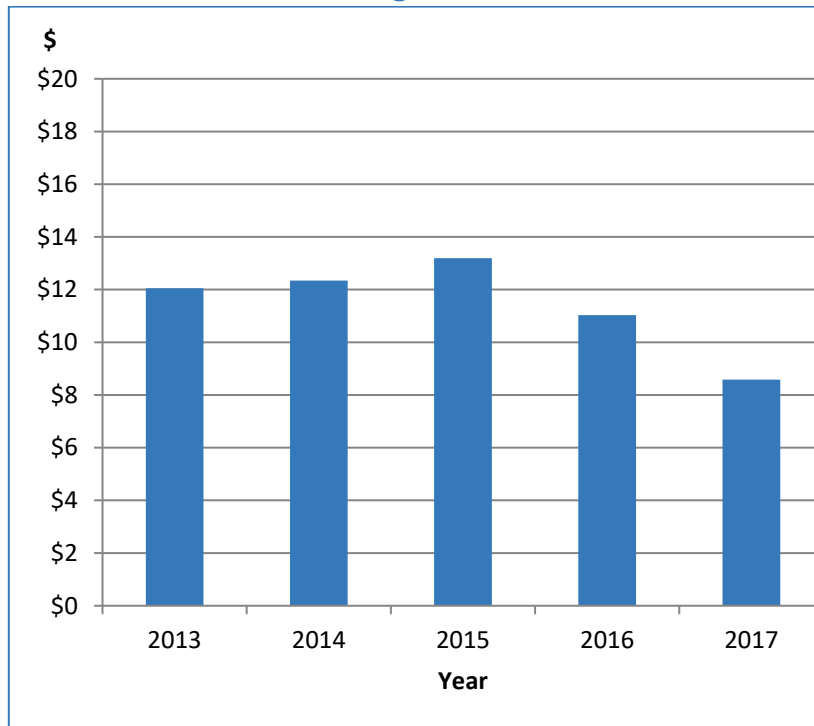
Figure 4
Average days – all agencies



Average charges

The average amount of charges imposed by agencies for dealing with access applications decreased to \$8.58. This is significantly lower than the 2015-16 average charge of \$11.03.

Figure 5
Average charge for access – all agencies



12. 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.
- There were no workers' compensation claims made during the reporting period.

Staff profile

	2017	2016
Full-time permanent	9	9
Full-time contract	1	1
Part-time measured on a FTE basis	1.4	1.4

- During the year the OIC offered two consecutive three month secondments to staff of the FOI Unit at the Department of the Premier and Cabinet. One of the operational initiatives of the strategic plan of the OIC is to offer secondment opportunities to experienced FOI officers within the sector, the benefits of which are twofold: providing insight into the external review process that can

be used to benefit the FOI practices of agencies; and to assist my office with its current workload where OIC budget allows.

- 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 the previous reporting period, two vacant positions were not advertised. Acting arrangements remain in place to cover one of these positions. The other position was abolished and the savings harvested to cover the OIC's contribution to the Agency Expenditure Review. The duties of this position have been transferred to another officer whose normal duties have been allocated to other staff.
- During 2016/17 the first stage of an office structure review was finalised in that an analysis of the duties and tasks currently carried out by staff was conducted. This data will form the basis of the review, and the temporary arrangements outlined in the point above will be formalised as part of this review.

Staff development

- There are six legal officers employed with the OIC who are required to maintain, improve and broaden their legal knowledge, expertise and competence and as their employer, the OIC is obliged to ensure they are given the appropriate opportunities to do so. All legal staff maintain

a Continuing Professional Development (**CPD**) Record as required by the *Legal Profession Rules 2009*.

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 has been recognised in the OIC's strategic plan as a positive development for the future. A project plan is in development and is scheduled for implementation 2017/18.

- Development of a formal flexible working arrangement policy and office wellness policy is scheduled for 2017/18.

13. 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, five potential conflicts were brought to the Commissioner's attention by the officer with the potential conflict. All related to the officer having an external link in some way with either a party to an existing external review matter, or a potential external review matter. The Commissioner confirmed there was no current conflict with four matters and that there was a potential conflict with one matter, which was managed by that officer not being involved in the external review.

Gifts register

The OIC's gifts register is available on our website at <http://foi.wa.gov.au/H004>. Seven gifts were registered during the reporting period: five were accepted and two were declined. Gifts for services provided (predominantly for briefings or speaking engagements) are generally accepted and shared within the office. Gifts that are promoting services or where a discretionary authority exists with the gift recipient (eg purchasing discretion), are declined.

Disability Access and Inclusion Plan

The OIC lodged a progress report to the Disability Services Commissioner in respect of its Plan in June 2017. 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.

One of the outstanding strategies is to arrange training to staff on communicating with people with mental health issues or communication difficulties. A full day Mental Health Communication training course was attended by all staff in July 2017.

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.

Three short term secondments were offered during the reporting period, and no permanent appointments. 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 2016/17 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

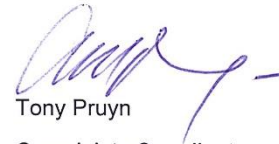
Certification of Key Performance Indicators

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 2017.



Sven Bluemmel
Information Commissioner

30 August 2017



Tony Pruyn
Complaints Coordinator

30 August 2017



14. Government Goal

Results-based service delivery

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

15. Desired outcome

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

16. 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.

17. Effectiveness performance indicators

Satisfaction of parties with external review process

	2012	2013	2014	2015	2016	2017
Target	80%	80%	80%	80%	80%	85%
Outcome	81%	86%	85%	86%	86%	88%

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 245 parties who participated in an external review process following finalisation of the review process. 181 participants returned a completed PRQ. 129 participants returned a completed PRQ. 79 responses were received from agencies and 50 were received from complainants.

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 129 respondents, 114 (88%) answered 'yes' to question 2 and confirmed that they were satisfied with the manner in which the external review was conducted by the Office of the Information Commissioner.

Satisfaction of agencies with advice and guidance provided

	2012	2013	2014	2015	2016	2017
Target	98%	98%	98%	98%	98%	98%
Outcome	98%	98%	98%	98%	99%	98%

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

A survey is conducted on an annual basis in conjunction with the annual statistical returns of agencies. The survey was sent to each of 303 State and local government agencies and Ministers. Of the 303 surveys sent, 283 agencies (93%) responded by returning a completed survey. Of the 283 respondent agencies, 213 (75%) confirmed receiving advice and guidance from this office.

Of those 213 agencies that received advice, 209 agencies (98%) 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 in 1.3 is designed to represent the success rate of the preferred resolution method. Therefore, the PI shows, as a percentage, those complaints finalised by conciliation as opposed to those complaints that required a decision by the Commissioner.

	2012	2013	2014	2015	2016	2017
Target	60%	60%	60%	60%	60%	60%
Outcome	55%	68%	70%	54%	70%	69%

In total, 371 matters of all types were finalised by the OIC in 2016/17. However, of those 371 matters, only 127 were complaints, as defined in s.65 of the FOI Act. Of the 127 complaints resolved in 2016/17, 88 (69%) 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.

18. Efficiency performance indicators

The OIC currently operates with 11.4 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 2016/17 which were technically formal “complaints” (see section 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.

	2012	2013	2014	2015	2016	2017
Budget	\$8,156	\$7,455	\$8,067	\$7,946	\$11,133	\$8,067
Actual	\$8,359	\$9,909	\$8,094	\$8,021	\$7,751	\$8,844

The table above reflects the costs incurred in resolving complaints and applications (e.g. to lodge a complaint out of time; permission not to consult; etc.) that may require a determination. It is calculated by dividing the number of complaints and applications resolved by the OIC in 2016/17

(184) 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. The same fluctuations influence the calculation of estimates for budget purposes.

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 2016/17 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.

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 2016/17 (3,050) into “cost of services” for the Advice and Awareness output.

	2012	2013	2014	2015	2016	2017
Budget	\$196	\$208	\$240	\$312	\$208	\$268
Actual	\$196	\$294	\$236	\$228	\$262	\$251

Financial Statements



Auditor General

INDEPENDENT AUDITOR'S REPORT

To the Parliament of Western Australia

OFFICE OF THE INFORMATION COMMISSIONER

Report on the Financial Statements

Opinion

I have audited the financial statements of the Office of the Information Commissioner which comprise the Statement of Financial Position as at 30 June 2017, 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.

In my opinion, the financial statements are based on proper accounts and present fairly, in all material respects, the operating results and cash flows of the Office of the Information Commissioner for the year ended 30 June 2017 and the financial position at the end of that period. They are in accordance with Australian Accounting Standards, the *Financial Management Act 2006* and the Treasurer's Instructions.

Basis for Opinion

I conducted my audit in accordance with the Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Information Commissioner in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial statements. I have also fulfilled my other ethical responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibility of the Information Commissioner 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, the *Financial Management Act 2006* 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.

In preparing the financial statements, the Information Commissioner is responsible for assessing the agency's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Western Australian Government has made policy or funding decisions affecting the continued existence of the Information Commissioner.

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. The objectives of my audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

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As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgment and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the agency's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Information Commissioner.
- Conclude on the appropriateness of the Information Commissioner's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the agency's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Information Commissioner regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on Controls

Opinion

I have undertaken a reasonable assurance engagement on the design and implementation of controls exercised by the Office of the Information Commissioner. The controls exercised by 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 (the overall control objectives).

My opinion has been formed on the basis of the matters outlined in this report.

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 2017.

The Information Commissioner's Responsibilities

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

Page 2 of 4

Auditor General's Responsibilities

As required by the *Auditor General Act 2006*, my responsibility as an assurance practitioner is to express an opinion on the suitability of the design of the controls to achieve the overall control objectives and the implementation of the controls as designed. I conducted my engagement in accordance with Standard on Assurance Engagements ASAE 3150 *Assurance Engagements on Controls* issued by the Australian Auditing and Assurance Standards Board. That standard requires that I comply with relevant ethical requirements and plan and perform my procedures to obtain reasonable assurance about whether, in all material respects, the controls are suitably designed to achieve the overall control objectives and the controls, necessary to achieve the overall control objectives, were implemented as designed.

An assurance engagement to report on the design and implementation of controls involves performing procedures to obtain evidence about the suitability of the design of controls to achieve the overall control objectives and the implementation of those controls. The procedures selected depend on my judgement, including the assessment of the risks that controls are not suitably designed or implemented as designed. My procedures included testing the implementation of those controls that I consider necessary to achieve the overall control objectives.

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

Limitations of Controls

Because of the inherent limitations of any internal control structure it is possible that, even if the controls are suitably designed and implemented as designed, once the controls are in operation, the overall control objectives may not be achieved so that fraud, error, or noncompliance with laws and regulations may occur and not be detected. Any projection of the outcome of the evaluation of the suitability of the design of controls to future periods is subject to the risk that the controls may become unsuitable because of changes in conditions.

Report on the Key Performance Indicators**Opinion**

I have undertaken a reasonable assurance engagement on the key performance indicators of the Office of the Information Commissioner for the year ended 30 June 2017. The key performance indicators are the key effectiveness indicators and the key efficiency indicators that provide performance information about achieving outcomes and delivering services.

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 2017.

The 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 internal control as the Information Commissioner determines necessary to enable the preparation of key performance indicators that are free from material misstatement, whether due to fraud or error.

In preparing the key performance indicators, the Information Commissioner is responsible for identifying key performance indicators that are relevant and appropriate having regard to their purpose in accordance with Treasurer's Instruction 904 *Key Performance Indicators*.

Auditor General's Responsibility

As required by the *Auditor General Act 2006*, my responsibility as an assurance practitioner is to express an opinion on the key performance indicators. The objectives of my engagement are to obtain reasonable assurance about whether the key performance indicators are relevant and appropriate to assist users to assess the agency's performance and whether the key performance indicators are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. I conducted my engagement in accordance with Standard on Assurance Engagements ASAE 3000 *Assurance Engagements Other than Audits or Reviews of Historical Financial Information* issued by the Australian Auditing and Assurance Standards Board. That standard requires that I comply with relevant ethical requirements relating to assurance engagements.

An assurance engagement involves performing procedures to obtain evidence about the amounts and disclosures in the key performance indicators. It also involves evaluating the relevance and appropriateness of the key performance indicators against the criteria and guidance in Treasurer's Instruction 904 for measuring the extent of outcome achievement and the efficiency of service delivery. The procedures selected depend on my judgement, including the assessment of the risks of material misstatement of the key performance indicators. In making these risk assessments I obtain an understanding of internal control relevant to the engagement in order to design procedures that are appropriate in the circumstances.

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

My Independence and Quality Control Relating to the Reports on Controls and Key Performance Indicators

I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQC 1 *Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements*, the Office of the Auditor General maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory 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 2017 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
3 August 2017

Disclosure and Legal Compliance

FINANCIAL STATEMENTS
Certification of Financial Statements
For the year ended 30 June 2017

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 2017 and the financial position as at 30 June 2017.


Sven Blumenthal
Information Commissioner
30 August 2017


Michelle Fitzgerald
Chief Financial Officer
30 August 2017



Statement of Comprehensive Income - 30 June 2017

	Note	2017 \$	2016 \$
COST OF SERVICES			
Expenses			
Employee benefits expense	<u>6</u>	1,694,647	1,594,229
Supplies and services	<u>8</u>	311,456	290,665
Depreciation expense	<u>9</u>	7,093	4,811
Accommodation expenses	<u>10</u>	274,472	275,080
Other expenses	<u>11</u>	105,399	103,493
Total cost of services		2,393,066	2,268,278
Income			
<i>Revenue</i>			
Other revenue	<u>13</u>	1,392	-
Total Revenue		1,392	-
Total income other than income from State Government		1,392	-
NET COST OF SERVICES			
Income from State Government	<u>14</u>		
Service appropriation		2,336,000	2,391,000
Services received free of charge		101,286	111,436
Total income from State Government		2,437,286	2,502,436
SURPLUS FOR THE PERIOD		45,611	234,158
OTHER COMPREHENSIVE INCOME			
Total other comprehensive income		-	-
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		45,611	234,158

See also the 'Schedule of Income and Expenses by Service'.

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

Statement of Financial Position – 30 June 2017

	Note	2017 \$	2016 \$
ASSETS			
Current Assets			
Cash and cash equivalents	<u>23</u>	599,876	471,936
Receivables	<u>16</u>	11,153	13,987
Other Current Assets	<u>18</u>	21,162	39,794
Total Current Assets		632,191	525,718
Non-Current Assets			
Restricted cash and cash equivalents	<u>15, 23</u>	4,912	-
Amounts receivable for services	<u>17</u>	36,000	36,000
Property, Plant and Equipment	<u>19</u>	11,541	18,634
Total Non-Current Assets		52,453	54,634
TOTAL ASSETS		684,645	580,352
LIABILITIES			
Current Liabilities			
Payables	<u>20</u>	21,857	22,551
Provisions	<u>21</u>	232,551	182,598
Total Current Liabilities		254,408	205,149
Non-Current Liabilities			
Provisions	<u>21</u>	90,892	81,470
Total Non-Current Liabilities		90,892	81,470
TOTAL LIABILITIES		345,300	286,619
NET ASSETS		339,344	293,733
EQUITY			
Contributed equity	<u>22</u>	37,000	37,000
Accumulated surplus/(deficiency)		302,344	256,733
TOTAL EQUITY		339,344	293,733

See also the 'Schedule of Assets and Liabilities by Service'.

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

Statement of Cash Flows - 30 June 2017

	Note	2017 \$	2016 \$
CASH FLOWS FROM STATE GOVERNMENT			
Service appropriation		2,336,000	2,391,000
Net cash provided by State Government		2,336,000	2,391,000
Utilised as follows:			
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments			
Employee benefits		(1,629,397)	(1,682,351)
Supplies and services		(198,405)	(164,465)
Accommodation		(274,472)	(275,385)
GST payments on purchases		(56,874)	(56,992)
Other payments		(105,327)	(103,314)
Receipts			
GST receipts on sales		141	6
GST receipts from taxation authority		59,794	59,954
Other receipts		1,392	-
Net cash provided by/(used in) operating activities	<u>23</u>	(2,203,148)	(2,222,478)
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments			
Purchase of non-current physical assets		-	(13,500)
Receipts			
		-	-
Net cash provided by/(used in) investing activities		-	(13,500)
Net increase/(decrease) in cash and cash equivalents		132,852	155,022
Cash and cash equivalents at the beginning of the period		471,936	316,914
CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD	<u>23</u>	604,788	471,936

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

Statement of Changes in Equity - 30 June 2017

	Note	Contributed Equity \$	Reserves \$	Accumulated Surplus/ (deficit) \$	Total Equity \$
Balance at 1 July 2015	<u>22</u>	37,000	-	22,576	59,576
Changes in accounting policy or correction of prior period errors		-	-	-	-
Restated 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		37,000	-	256,733	293,733
Balance at 30 June 2016		37,000	-	256,733	293,733
Balance at 1 July 2016		37,000	-	256,733	293,733
Surplus/(Deficit)		-	-	45,611	45,611
Other Comprehensive Income		-	-	-	-
Total comprehensive income for the period		-	-	45,611	45,611
Transactions with owners in their capacity as owners:					
Capital appropriations		-	-	-	-
Other contributions by owners		-	-	-	-
Distributions to owners		-	-	-	-
Total		-	-	-	-
Balance at 30 June 2017		37,000	-	302,344	339,344

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

Schedule of Income and Expenses by Service - 30 June 2017

	Resolution of Complaints		Advice and Awareness		Total	
	2017	2016	2017	2016	2017	2016
	\$	\$	\$	\$	\$	\$
COST OF SERVICES						
Expenses						
Employee benefits expense	1,152,360	1,084,075	542,287	510,153	1,694,647	1,594,229
Supplies and services	211,790	197,652	99,666	93,013	311,456	290,665
Depreciation expense	4,823	3,272	2,270	1,540	7,093	4,811
Accommodation expense	186,641	187,055	87,831	88,026	274,472	275,080
Other expenses	71,671	70,375	33,728	33,118	105,399	103,493
Total cost of services	1,627,285	1,542,429	765,781	725,850	2,393,066	2,268,278
Income						
Other revenue	1,392	-	-	-	1,392	-
Total income other than income from State Government	1,392	-	-	-	1,392	-
NET COST OF SERVICES	1,625,893	1,542,429	765,781	725,850	2,391,675	2,268,278
Income from State Government						
Service appropriation	1,588,480	1,625,880	747,520	765,120	2,336,000	2,391,000
Resources received free of charge	68,874	75,776	32,412	35,660	101,286	111,436
Total income from State Government	1,657,354	1,701,656	779,932	800,780	2,437,286	2,502,436
SURPLUS FOR THE PERIOD	31,461	159,227	14,150	74,930	45,611	234,158

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

Schedule of Assets and Liabilities by Service - 30 June 2017

	Resolution of Complaints		Advice and Awareness		Total	
	2017 \$	2016 \$	2017 \$	2016 \$	2017 \$	2016 \$
<u>Assets</u>						
Current assets	429,890	357,488	202,301	168,230	632,191	525,718
Non-current assets	35,668	37,151	16,785	17,483	52,453	54,634
Total assets	465,558	394,639	219,086	185,713	684,645	580,352
<u>Liabilities</u>						
Current liabilities	172,998	139,501	81,411	65,648	254,408	205,149
Non-current liabilities	61,806	55,400	29,085	26,070	90,892	81,470
Total liabilities	234,804	194,901	110,496	91,718	345,300	286,619
NET ASSETS	230,754	199,738	108,590	93,995	339,344	293,733

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

NOTES TO THE FINANCIAL STATEMENTS

Note 1. Australian Accounting Standards

General

The Office's financial statements for the year ended 30 June 2017 have been prepared in accordance with Australian Accounting Standards. The term 'Australian Accounting Standards' includes Standards and Interpretations issued by the Australian Accounting Standards Board (**AASB**).

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

Early adoption of standards

The Office 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 Office for the annual reporting period ended 30 June 2017.

Note 2. Summary of significant accounting policies

(a) General statement

The Office 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 Office'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 reporting period.

(c) Reporting entity

The Office 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 Office gains control of the appropriated funds. The Office 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 Office. In accordance with the most recent determination, as quantified in the 2016/17 Budget Statements, the Office retained \$1,392 (nil in 2016) from the following:

- other revenue.

Grants, donations, gifts and other non-reciprocal contributions

Revenue is recognised at fair value when the Office 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 plant and equipment costing \$5,000 or more are recognised as assets and the cost of utilising assets is expensed (depreciated) over their useful lives. Items of plant and equipment costing less than \$5,000 are immediately expensed direct to the Statement of Comprehensive Income (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 plant and equipment acquired at no cost or for nominal cost, the cost is the fair value at the date of acquisition.

Subsequent measurement

Subsequent to initial recognition as an asset, the historical cost model is used for the measurement of plant and equipment. Items of plant and equipment are stated at historical cost less accumulated depreciation and accumulated impairment losses.

The Office 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 Office 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 Office 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 Office 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 (see Note 20 'Payables') represent the amount due to staff but unpaid at the end of the reporting period. Accrued salaries are settled within a fortnight of the reporting period end. The Office considers the carrying amount of accrued salaries to be equivalent to its fair value.

The accrued salaries suspense account (See Note 15 'Restricted cash and cash equivalents') consists of amounts paid annually, from the Office appropriations for salaries expense, into a suspense account to meet the additional cash outflow for employee salary payments in reporting periods with 27 pay days instead of the normal 26. No interest is received on this account.

(l) Amounts receivable for services (holding account)

The Office receives funding on an accrual basis. The appropriations are paid in cash.

(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 Office 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 Office 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 Office 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 Office 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 Office 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 Office 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 Office'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 Office to GESB extinguishes the agency's obligations to the related superannuation liability.

The Office has no liabilities under the Pension Scheme or the GSS. The liabilities for the unfunded Pension Scheme and the unfunded GSS transfer benefits attributable to members who transferred from the Pension Scheme, are assumed by the Treasurer. All other GSS obligations are funded by concurrent contributions made by the Office to the GESB.

The GESB makes all benefit payments in respect of the Pension Scheme and GSS, 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 Office's 'Employee benefits expense'. The related liability is included in 'Employment on-costs provision'.

(p) Superannuation expense

The superannuation expense is recognised in the profit or loss of 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 Office 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 reporting period.

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 Office evaluates these judgements regularly.

Operating lease commitments

The Office has entered into a single lease for office accommodation 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 reporting period.

Long service leave

Several estimations and assumptions used in calculating the Office'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 Office has applied the following Australian Accounting Standards effective, or adopted, for annual reporting periods beginning on or after 1 July 2016 that impacted on the Office.

AASB 1057 – Application of Australian Accounting Standards

This Standard lists the application paragraphs for each other Standard (and Interpretation), grouped where they are the same. There is no financial impact.

AASB 2014-3 – Amendments to Australian Accounting Standards – Accounting for Acquisitions of Interests in Joint Operations [AASB 1 & 11]

The Office 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.

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 Office as depreciation and amortisation is not determined by reference to revenue generation, but by reference to consumption of future economic benefits.

AASB 2014-9 – Amendments to Australian Accounting Standards – Equity Method in Separate Financial Statements [AASB 1, 127 & 128]

This Standard amends AASB 127, and consequentially amends AASB 1 and AASB 128, to allow entities to use the equity method of accounting for investments in subsidiaries, joint ventures and associates in their separate financial statements. As the Office has no joint ventures and associates, the application of the Standard has no financial impact.

AASB 2015-1 – 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]

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 Office has determined that the application of the Standard has no financial impact.

AASB 2015-2 – Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 101 [AASB 7, 101, 134 & 1049]

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 2015-6 – Amendments to Australian Accounting Standards – Extending Related Party Disclosures to Not-For-Profit Public Sector Entities [AASB 10, 124 & 1049]

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 2015-10 – Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 & 128

This Standard defers the mandatory effective date (application date) of amendments to AASB 10 & AASB 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. There is no financial impact.

Future impact of Australian Accounting Standards not yet operative

The Office 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 Office has early adopted AASB 2015-7 *Amendments to Australian Accounting Standards – Fair Value Disclosures of Not-for-Profit Public Sector Entities*. Where applicable, the Office plans to apply the following Australian Accounting Standards from their application date.

Operative for reporting periods beginning on/after

AASB 9 *Financial Instruments* 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 Office has not yet determined the application or the potential impact of the Standard.

Entities and will be unaffected by this change. However, the Office has not yet determined the potential impact of the Standard on 'User charges and fees' and 'Sales' revenues. In broad terms, it is anticipated that the terms and conditions attached to these revenues will defer revenue recognition until the Office has discharged its performance obligations.

AASB 16 *Leases* 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.

Whilst the impact of AASB 16 has not yet been quantified, the entity currently has no operating lease commitments so it likely to have no impact on the Office.

AASB 15 *Revenue from Contracts with Customers* 1 Jan 2019

This Standard establishes the principles that the Office 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 Office's income is principally derived from appropriations which will be measured under AASB 1058 *Income of Not-for-Profit*

AASB 1058 *Income of Not-For-Profit Entities* 1 Jan 2019

This Standard clarifies and simplifies the income recognition requirements that apply to not-for-profit entities, more closely reflecting the economic reality of NFP entity transactions that are not contracts with customers. Timing of income recognition is dependent on whether such a transaction gives rise to a liability, a performance obligation (a promise to

transfer a good or service), or, an obligation to acquire an asset. The Office has not yet determined the application or the potential impact of the Standard.

determine the application or potential impact of the Standard.

AASB 2010-7 *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]* 1 Jan 2018

AASB 2014-5 *Amendments to Australian Accounting Standards arising from AASB 15* 1 Jan 2018

This Standard makes consequential amendments to other Australian Accounting Standards and Interpretations as a result of issuing AASB 9 in December 2010.

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 Office has not yet determined the application or the potential impact of the Standard.

The mandatory application date of this Standard has been amended by AASB 2012-6 and AASB 2014-1 to 1 January 2018. The Office has not yet determined the application or the potential impact of the Standard.

AASB 2014-7 *Amendments to Australian Accounting Standards arising from AASB 9 (December 2014)* 1 Jan 2018

AASB 2014-1 *Amendments to Australian Accounting Standards* 1 Jan 2018

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

Part E of this Standard makes amendments to AASB 9 and consequential amendments to other Standards. It has not yet been assessed by the Office to

AASB 2014-10 *Amendments to Australian Accounting Standards – Sale or Contribution of Assets* 1 Jan 2018

between an Investor and its Associate or Joint Venture [AASB 10 & 128]

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 Office has determined that the Standard has no financial impact.

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.

AASB 2015-8 *Amendments to Australian Accounting Standards – Effective Date of AASB 15* 1 Jan 2019

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. For not-for-profit entities, the mandatory effective date has subsequently been amended to 1 January 2019 by AASB 2016-7. The Office has not yet determined the application or the potential impact of AASB 15.

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 Office has not yet determined the application or the potential impact.

AASB 2016-4 *Amendments to Australian Accounting Standards – Recoverable Amount of Non-Cash-Generating Specialised Assets of Not-for-Profit Entities* 1 Jan 2017

AASB 2016-2 *Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 107* 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 Office has not yet determined the application or the potential impact.

AASB 2016-7	<i>Amendments to Australian Accounting Standards – Deferral of AASB 15 for Not-For-Profit Entities</i>	1 Jan 2017
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This Standard amends the mandatory effective date (application date) of AASB 15 and defers the consequential amendments that were originally set out in AASB 2014-5 *Amendments to Australian Accounting Standards arising from AASB 15* for not-for-profit entities to annual reporting periods beginning on or after 1 January 2019, instead of 1 January 2018. There is no financial impact.

AASB 2016-8	<i>Amendments to Australian Accounting Standards – Australian Implementation Guidance for Not-For-Profit Entities</i>	1 Jan 2019
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This Standard inserts Australian requirements and authoritative implementation guidance for not-for-profit entities into AASB 9 and AASB 15. This guidance assists not-for-profit entities in applying those Standards to particular transactions and other events. There is no financial impact.

AASB 2017-2	<i>Amendments to Australian Accounting Standards – Further Annual Improvements 2014-2016 Cycle</i>	1 Jan 2017
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This Standard clarifies the scope of AASB 12 by specifying that the disclosure requirements apply to an entity's interests in other entities that are classified as held for sale, held for distribution to owners in their capacity as owners or discontinued operations in accordance with AASB 5. There is no financial impact.

Note 6. Employee benefits expense

	2017 \$	2016 \$
Wages and salaries ^(a)	1,546,924	1,446,499
Superannuation - defined contribution plans ^(b)	147,723	147,730
	1,694,647	1,594,229

(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 and other eligible funds.

Employment on-costs, including workers' compensation insurance are included at Note 11 'Other expenses'.

The related liability is included in note 21 'Provisions – Employment On-Costs'.

Note 7. Compensation for key management personnel

Remuneration of senior officers

The Office has determined that key management personnel includes the Information Commissioner.

Compensation band (\$)	2017	2016
290,001 - 300,000	-	1
300,001 - 310,000	1	-
	<u>1</u>	<u>1</u>

	2017 \$	2016 \$
Short-term employment benefits	261,210	267,343
Post-employment benefits	24,227	24,817
Other long-term benefits	21,626	(949)
	<u>307,063</u>	<u>291,211</u>

Note 8. Supplies and services

Goods and supplies	32,035	23,579
Services and contracts	279,421	267,086
	<u>311,456</u>	<u>290,665</u>

Note 9. Depreciation expense

	2017 \$	2016 \$
Depreciation		
Equipment	7,093	4,811
Total depreciation	<u>7,093</u>	<u>4,811</u>

Note 10. Accommodation expenses

Lease rentals	274,472	275,080
	<u>274,472</u>	<u>275,080</u>

Note 11. Other expenses

Communication expenses	4,989	4,613
Printing and binding	-	99
Electricity	11,456	11,263
Insurance	12,996	13,923
Travel and accommodation	13,642	7,816
Software licenses	11,905	17,272
Professional services	120	25
Professional development	6,186	11,393
Audit fees	39,238	29,075
Other expenses ^(a)	4,867	8,014
	<u>105,399</u>	<u>103,493</u>

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

Note 12. Related Party Transactions

The Office is a wholly owned and controlled entity of the State of Western Australia. In conducting its activities, the Office is required to pay various taxes and levies based on the standard terms and conditions that apply to all tax and levy payers to the State and entities related to the State.

Related parties of the department include:

- all senior officers and their close family members, and their controlled or jointly controlled entities;
- other departments and public sector entities, including related bodies included in the whole of government consolidated financial statements; and
- the Government Employees Superannuation Board (**GESB**).

Signification transactions with government related entities

Significant transactions include:

- service appropriations (Note 14);
- services received free of charge from the Department of Finance – Building and Works (Note 14);
- superannuation payments to GESB (Note 6); and
- lease rental payments to the Department of Finance (Note 10).

Material transactions with related parties

The Office had no material related party transactions with senior officers or their close family members during the reporting period.

Note 13. Other revenue

	2017 \$	2016 \$
Other revenue	1,392	-
	<u>1,392</u>	<u>-</u>

Note 14. Income from State Government

Appropriation received during the period:^(a)

Service appropriations	2,058,000	2,113,000
Service appropriations - Other Statutes	278,000	278,000
	<u>2,336,000</u>	<u>2,391,000</u>

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

Department of Finance - Building Management and Works	101,286	111,436
	<u>101,286</u>	<u>111,436</u>
	<u>2,437,286</u>	<u>2,502,436</u>

(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.

Note 15. Restricted cash and cash equivalents

	2017 \$	2016 \$
Current	-	-
Non-current		
Accrued salaries suspense account ^(a)	4,912	-
	<u>4,912</u>	<u>-</u>

(a) Funds held in the suspense account for the purposes of meeting the 27th pay in a reporting period that occurs every 11th year.

Note 16. Receivables

Current		
Receivables	503	251
GST receivable	10,650	13,737
	<u>11,153</u>	<u>13,988</u>

Note 17. Amounts receivable for services (holding account)

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.

Note 18. Other current assets

	2017 \$	2016 \$
Current		
Prepayments	21,162	39,794
	<u>21,162</u>	<u>39,794</u>

Note 19. Property, plant and equipment**Office equipment and computers**

At cost	46,314	53,827
Accumulated depreciation	(34,773)	(35,193)
	<u>11,541</u>	<u>18,634</u>

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

**Office equipment
and computers
\$**

2017	
Carrying amount at start of year	18,634
Depreciation	(7,093)
Carrying amount at end of year	<u>11,541</u>

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		18,634

Note 20. Payables

2017
\$

2016
\$

Current

Trade payables	15,970	22,549
GST Payable	48	2
Accrued salaries	5,840	-
	21,857	22,551

Note 21. Provisions

Current

Employee benefits provision

Annual leave ^(a)	82,178	53,579
Long service leave ^(b)	149,308	128,184
	231,486	181,763

Other provisions

Employment on-costs ^(c)	1,065	835
	232,551	182,598

Non-current

Employee benefits provision

Long service leave ^(b)	90,478	81,098
	90,478	81,098

Other provisions

Employment on-costs ^(c)	414	372
	90,892	81,470

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

Within 12 months of the end of the reporting period	75,039	49,534
More than 12 months after the end of the reporting period	7,139	4,045
	82,178	53,579

(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:

	2017 \$	2016 \$
Within 12 months of the end of the reporting period	47,849	52,978
More than 12 months after the reporting period	191,937	156,304
	239,786	209,282

(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 Note 11 'Other expenses'.

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	1,207	1,376
Additional/(reversals of) provisions recognised	272	(169)
Carrying amount at end of period	1,479	1,207

Note 22. Equity

The Western Australian Government holds the equity interest in the Office on behalf of the community. Equity represents the residual interest in the net assets of the Office. 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

Accumulated surplus/(deficit)

Balance at start of the period	256,733	22,576
Result for the period	45,611	234,158
Balance at end of the period	302,344	256,733
Total equity	339,344	293,733

Note 23. Notes to the Statement of Cash Flows

Reconciliation of cash

Cash at the end of the reporting period 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	599,876	471,936
Restricted cash and cash equivalents (Note 15 'Restricted cash and cash equivalents')	4,912	-
	604,788	471,936

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

	2017 \$	2016 \$
Net cost of services	(2,391,675)	(2,268,278)
<i>Non-cash items:</i>		
Depreciation expense (note 9 'Depreciation expense')	7,093	4,811
Resources received free of charge (note 14 'Income from State Government')	101,286	111,436
<i>(Increase)/decrease in assets:</i>		
Current receivables ^(a)	(252)	(251)
Other current assets	18,632	(1,733)
<i>Increase/(decrease) in liabilities:</i>		
Current payables ^(a)	(6,579)	16,442
Current accrued salaries	5,840	(51,104)
Current other provisions	49,953	(49,071)
Non-current other provisions	9,422	12,052
Net GST receipts/(payments) ^(b)	3,133	3,217
Net cash provided by/(used in) operating activities	(2,203,148)	(2,222,479)

(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 24. Services provided free of charge

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

Note 25. Commitments

The commitments listed below are inclusive of GST where relevant.

Non-cancellable operating lease commitments

	2017 \$	2016 \$
Commitments for the minimum lease payments are payable as follows:		
Within 1 year	307,203	301,877
Later than 1 year and not later than 5 years	-	309,424
	307,203	611,301

The non-cancellable operating leases represent the Office'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 26. Contingent liabilities and contingent assets

There are no contingent liabilities and contingent assets for the financial year 2016 - 2017.

Note 27. 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 28. Explanatory statement

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

Note 29. Remuneration of Auditor

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

	2017	2016
	\$	\$
Auditing of accounts, financial statements and performance indicators	26,700	26,300
	<u>26,700</u>	<u>26,300</u>

Note 30. Financial instruments

(a) Financial risk management objectives and policies

Financial instruments held by the Office are cash and cash equivalents, restricted cash and cash equivalents, receivables and payables. The Office has limited exposure to financial risks. The

Office's overall risk management program focuses on managing the risks identified below.

Credit risk

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

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 30(c) 'Financial instruments disclosures' and Note 16 'Receivables'.

Credit risk associated with the Office's financial assets is minimal because the main receivable is the amounts receivable for services (holding account). For receivables other than government, the Office trades only with recognised, creditworthy third parties. In addition, receivable balances are monitored on an ongoing basis with the result that the Office'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 Office is unable to meet its financial obligations as they fall due.

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

The Office 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 Office's income or the value of its holdings of financial instruments. The Office does not trade in foreign currency and is not materially exposed to other price risks.

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

(b) Categories of financial instruments

The carrying amounts of each of the following categories of financial assets and liabilities at the end of the reporting period are:

	2017 \$	2016 \$
Financial assets		
Cash and cash equivalents	599,876	471,936
Restricted cash and cash equivalents	4,912	-
Receivables ^(a)	36,503	36,251
Financial liabilities		
Financial liabilities measured at amortised cost	21,857	22,551

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

(c) Financial instrument disclosures

Credit risk

The following table discloses the Office's maximum exposure to credit risk and the ageing analysis of financial assets. The Office'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 Office.

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

	Ageing analysis of financial assets							Impaired financial assets \$
	Carrying amount \$	Not past due and not impaired \$	<u>Past due but not impaired</u>					
			Up to 1 month \$	1-3 months \$	3 months to 1 year \$	1-5 years \$	More than 5 years \$	
2017								
Cash and cash equivalents	599,876	599,876	-	-	-	-	-	-
Restricted cash and cash equivalents	4,912	4,912	-	-	-	-	-	-
Receivables ^(a)	503	503	-	-	-	-	-	-
Amounts receivable for services	36,000	36,000	-	-	-	-	-	-
	641,292	641,292	-	-	-	-	-	-
2016								
Cash and cash equivalents	471,936	471,936	-	-	-	-	-	-
Restricted cash and cash equivalents	-	-	-	-	-	-	-	-
Receivables ^(a)	251	251	-	-	-	-	-	-
Amounts receivable for services	36,000	36,000	-	-	-	-	-	-
	508,187	508,187	-	-	-	-	-	-

(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 Office’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

	Interest Rate Exposure					Maturity dates					
	Weighted average effective interest rate %	Carrying amount \$	Fixed Interest rate \$	Variable Interest rate \$	Non Interest bearing \$	Nominal amount \$	Up to 1 month \$	1-3 months \$	3 months to 1 year \$	1-5 years \$	More than 5 years \$
2017											
<u>Financial Assets</u>											
Cash and cash equivalents	-	599,876	-	-	599,876	599,876	599,876	-	-	-	-
Restricted cash and cash equivalents	-	4,912	-	-	4,912	4,912	4,912	-	-	-	-
Receivables ^(a)	-	503	-	-	503	503	503	-	-	-	-
Amounts receivable for services	-	36,000	-	-	36,000	36,000	-	-	-	-	36,000
		641,292	-	-	641,292	641,292	605,292	-	-	-	36,000
<u>Financial Liabilities</u>											
Payables		21,857	-	-	21,857	21,857	21,857	-	-	-	-
		21,857	-	-	21,857	21,857	21,857	-	-	-	-
2016											
<u>Financial Assets</u>											
Cash and cash equivalents	-	471,936	-	-	471,936	471,936	471,936	-	-	-	-
Restricted cash and cash equivalents	-	-	-	-	-	-	-	-	-	-	-
Receivables ^(a)	-	251	-	-	251	251	251	-	-	-	-
Amounts receivable for services	-	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	-	-	-	-

(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 those 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 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 made by an agency 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.

Index to tables

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

APPLICATIONS FOR EXTERNAL REVIEW	No. RECEIVED	No. DEALT WITH
Complaints - valid	124	127
Complaints - informal / invalid	40	40
Section 66(6) - applications - no internal review	9	9
Section 66(4) - applications - out of time	6	6
Section 13(4) - applications for reduction of time	1	1
Section 35(1) - waiver of requirement to consult	1	1
TOTAL	181	184

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

APPLICANT GROUP	No.	AGENCY GROUP	No.
Individual Citizen	77	Department (ex. Police & Health)	41
Company	13	Local Government	23
Media	8	Health Related	11
Member of Parliament	6	Minister	4
Prisoner	15	Board, Committee, Commission, Authority, Corporation	22
Not for Profit	5	Police	17
		University	6
TOTAL	124	TOTAL	124

Table 3: Complaints received by the Information Commissioner

AGENCY	COMPLAINTS	INVALID	TOTAL
State Agencies:			
Acacia Prison	1	0	1
Agriculture and Food, Department of	2	0	2
Attorney General, Department of the	3	1	4
C&AHS - Princess Margaret Hospital for Children	0	1	1
Child Protection and Family Support, Department for	4	0	4
Corrective Services, Department of	5	3	8
Culture and the Arts, Department of	1	0	1
Curtin University of Technology	2	1	3
Edith Cowan University	1	0	1
Education, Department of	0	2	2
EMHS - Bentley Health Service	1	0	1
EMHS - Royal Perth Hospital	1	1	2
Environment Regulation, Department of	5	0	5
Fisheries, Department of	1	0	1
Gold Corporation	1	0	1
Health, Department of	2	0	2
Housing Authority	5	0	5
Land Authority (LandCorp), Western Australian	2	0	2
Landgate	0	1	1
Legal Profession Complaints Committee	1	0	1
Local Government and Communities, Department of	0	1	1
Lotteries Commission	2	1	3

AGENCY	COMPLAINTS	INVALID	TOTAL
Main Roads Western Australia	1	0	1
Mental Health Commission	2	0	2
Mines and Petroleum, Department of	7	0	7
Murdoch University	1	1	2
NMHS - Mental Health	3	1	4
NMHS - Women and Newborn Health Service	0	2	2
Parks and Wildlife, Department of	1	0	1
Planning, Department of	2	1	3
Police, Western Australia	17	8	25
Public Sector Commission	1	0	1
Regional Development, Department of	1	0	1
Public Transport Authority	2	0	2
SMHS - Rockingham Hospital	1	0	1
Southern Ports Authority	1	0	1
Sport and Recreation, Department of	2	0	2
State Administrative Tribunal	1	0	1
State Solicitor's Office	2	0	2
Synergy	1	1	2
Transport, Department of	2	0	2
Treasury, Department of	2	0	2
University of Western Australia, The	2	0	2
WACHS - Midwest	0	1	1
WACHS - South West	1	0	1

AGENCY	COMPLAINTS	INVALID	TOTAL
Water Corporation	3	0	3
Western Power	1	1	2
<i>Sub-total: State Agencies</i>	97	28	125
Local Agencies:			
Augusta-Margaret River, Shire of	1	1	2
Bruce Rock, Shire of	0	1	1
Busselton, City of	1	0	1
Cambridge, Town of	0	1	1
Canning, City of	2	1	3
Chittering, Shire of	1	0	1
Cottesloe, Town of	1	0	1
Gosnells, City of	2	0	2
Irwin, Shire of	1	0	1
Joondalup, City of	1	0	1
Kalgoorlie-Boulder, City of	1	0	1
Mandurah, City of	0	1	1

AGENCY	COMPLAINTS	INVALID	TOTAL
Melville, City of	4	1	5
Mundaring, Shire of	0	1	1
Nedlands, City of	2	0	2
Quairading, Shire of	1	0	1
Serpentine-Jarrahdale, Shire of	2	1	3
South Perth, City of	2	1	3
Stirling, City of	0	1	1
Wanneroo, City of	1	0	1
<i>Sub-total: Local Agencies</i>	23	10	33
Ministers:			
Attorney General	2	0	2
Minister for Mental Health	1	0	1
Minister for Sport and Recreation	1	0	1
<i>Sub-total: Local Ministers</i>	4	0	4
Agency is Unknown:	0	2	2
<i>Sub-total: Agency is Unknown</i>	0	2	2
TOTAL	124	40	164

Table 4: Other applications received

AGENCY	OUT OF TIME s.66(4)	NO INTERNAL REVIEW s.66(6)	REDUCTION OF TIME s.13(4)	WAIVER OF REQUIREMENT TO CONSULT s.35(1)	TOTAL
Agency is unknown	1				1
Attorney General, Department of the		2			2
Cottesloe, Town of	1				1
Education, Department of		1			1
Environment Regulation, Department of		1			1
Gosnells, City of		1			1
Housing Authority		1			1
Nedlands, City of			1		1
Police, Western Australia	3	2			5
Transport, Department of	1				1
University of Western Australia, The				1	1
Western Power		1			1
TOTAL	6	9	1	1	17

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:						
Acacia Prison	1					1
Agriculture and Food, Department of	1					1
Attorney General, Department of the	2				1	3
EMHS - Bentley Health Service		1				1
C&AHS - Princess Margaret Hospital for Children					1	1
Child Protection and Family Support, Department for	3	1				4
Corrective Services, Department of	7				4	11
Culture and the Arts, Department of		1				1
Curtin University of Technology	3		1		1	5
Education, Department of	1				2	3
Education Services, Department of	2					2
EMHS - Royal Perth Hospital	1				1	2
Environment Regulation, Department of	3					3
Fisheries, Department of	2				1	3
Health, Department of	3					3
Housing Authority	4					4
Land Authority (LandCorp), Western Australian	1					1
Landgate					1	1
Legal Profession Complaints Committee		1				1
Local Government and Communities, Department of					1	1

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		
Lotteries Commission	1				2	3
Main Roads Western Australia	1			1		2
Mental Health Commission	2					2
Mines and Petroleum, Department of	5					5
Murdoch University	1				1	2
NMHS - Mental Health	2				2	4
NMHS - Women and Newborn Health Service					2	2
North Metropolitan TAFE	1					1
Parks and Wildlife, Department of	1					1
Planning, Department of	2				1	3
Police, Western Australia	7	2			10	19
Public Sector Commission		2				2
Public Transport Authority	1			1		2
Public Trust Office	1					1
Racing and Wagering Western Australia			1			1
Regional Development, Department of	1					1
RSPCA - General Inspector	1					1
SMHS - Rockingham Hospital		1				1
State Development, Department of				1		1
State Heritage Office, Department of the	1					1
Synergy	1				1	2
Transport, Department of	3	2				5
Treasury, Department of	1	1				2

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		
University of Western Australia, The	1					1
WACHS - Midwest					1	1
WACHS - South West					1	1
Water Corporation	1					1
Western Power	1				2	3
<i>Sub-Total: State Agencies</i>	70 (56.9%)	12 (9.7%)	2 (1.6%)	3 (2.4%)	36 (29.3%)	123 (73.6%)
Local Agencies:						
Augusta-Margaret River, Shire of					1	1
Belmont, City of	1					1
Bruce Rock, Shire of					1	1
Bunbury, City of	1					1
Busselton, City of		1				1
Cambridge, Town of					1	1
Canning, City of					1	1
Chittering, Shire of		1				1
Cottesloe, Town of	1					1
Gosnells, City of	1					1
Irwin, Shire of	1					1
Joondalup, City of		1				1
Kalgoorlie-Boulder, City of	1					1
Mandurah, City of					1	1

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		
Manjimup, Shire of	1					1
Melville, City of	3				3	6
Mundaring, Shire of	1				1	2
Nedlands, City of				3	1	4
Perth, City of				1		1
Quairading, Shire of	1					1
Serpentine-Jarrahdale, Shire of	1				1	2
South Perth, City of	1				2	3
Stirling, City of					1	1
Victoria Park, Town of			1			1
Wanneroo, City of	1					1
<i>Sub-Total: Local Agencies</i>	15 (40.5%)	3 (8.1%)	1 (2.7%)	4 (10.8%)	14 (37.8%)	37 (22.1%)
Ministers:						
Attorney General					2	2
Minister for Mental Health	1					1
Minister for Sport and Recreation	1					1
Minister for Transport	1					1
<i>Sub-Total: Ministers</i>	3 (60.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (40.0%)	5 (3.0%)
Agency is unknown					2	2
<i>Sub-Total: Agency is unknown</i>	0 (0.0%)	0 (0.0%)	0 (0.0%)	0 (0.0%)	2 (100.0%)	2 (1.2%)
TOTAL	88 (52.7%)	15 (9.0%)	3 (1.8%)	7 (4.2%)	54 (32.3%)	167 (100%)

Note: The Information Commissioner may not deal with – 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. Fourteen of the complaints declined related to formal complaints and the remaining 40 declined related to informal/invalid complaints.

Table 6: Published decisions

Decision No.	Complainant	Agency	Decision Date
D0112016	'P'	SMHS - Bentley Health Service	21/07/2016
D0122016	Seven Network (Operations) Limited	City of Perth	12/08/2016
D0132016	Shuttleworth	Town of Victoria Park	04/10/2016
D0142016	Park	City of Nedlands	28/10/2016
D0152016	Jones	Department of Transport	28/10/2016
D0162016	Banovic and Edwards	Racing and Wagering Western Australia	31/10/2016
D0172016	John Holland Pty Ltd	Department of Treasury	02/12/2016
D0182016	Jennings	City of Nedlands and Palmaya Pty Ltd	21/12/2016
D0012017	Johnston	Department of State Development	24/01/2017
D0022017	MacTiernan	Main Roads Western Australia	25/01/2017
D0032017	Appleton	Public Sector Commission	27/01/2017
D0042017	Hollins	Western Australia Police	10/03/2017
D0052017	Seymour	Department of Transport	10/03/2017
D0062017	Macdonald	City of Joondalup	21/03/2017
D0072017	'Q'	Western Australia Police	04/04/2017
D0082017	'R'	SMHS - Rockingham Hospital	06/04/2017
D0092017	Wong	Department of Culture and the Arts	12/04/2017
D0102017	'S'	Department for Child Protection and Family Support	23/05/2017
D0112017	Gascoine	Shire of Chittering	23/05/2017
D0122017	Seven Network (Operations) Limited	Public Transport Authority	26/05/2017
D0132017	Harvey	Public Sector Commission	20/06/2017
D0142017	Wells	Legal Profession Complaints Committee	21/06/2017
D0152017	Jewish Community Council of Western Australia Incorporated and 'T'	Curtin University of Technology	29/06/2017
D0162017	Event Health Management	City of Busselton	29/06/2017
D0172017	Park	City of Nedlands	30/06/2017

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)	WAIVER OF REQUIREMENT TO CONSULT s.35(1)	TOTAL MATTERS FINALISED
	Refused	Refused	Refused	Conciliated	
State Agencies:					
Attorney General, Department of the		2			2
Education, Department of		1			1
Housing Authority		1			1
Environment Regulation, Department of		1			1
Police, Western Australia	3	2			5
Transport, Department of	1				1
University of Western Australia, The				1	1
Western Power		1			1
<i>Sub-total: State Agencies</i>	4	8	0	1	13
Local Agencies:					
Cottesloe, Town of	1				1
Gosnells, City of		1			1
Nedlands, City of			1		1
<i>Sub-total: Local Agencies</i>	1	1	1	0	3
Agency is unknown	1				1
TOTAL	6	9	1	1	17

Table 8: Formal training and presentations

DATE	PRESENTATION STYLE	AUDIENCE
13/07/2016	FOI Decision Writing Workshop	State and local government officers
14/07/2016	FOI Briefing	Public Sector Induction attendees
27/07/2016	FOI Briefing	Officers of Metropolitan Redevelopment Authority
28/07/2016	FOI Briefing	Officers of Department of Environment Regulation
09/08/2016	FOI Briefing	City of Perth Elected Members
10/08/2016	FOI Coordinators Workshop	State and local government officers
17/08/2016	FOI Decision Makers Training	Officers of Metropolitan Redevelopment Authority
25/08/2016	Community FOI Briefing	Members of the Anglo-Australasian Lawyers Society (Western Australia)
31/08/2016	FOI Briefing	Public Sector Induction attendees
12/09/2016	FOI Briefing	Officers of the Shire of Serpentine-Jarrahdale
14/09/2016	FOI Coordinators Workshop	State and local government officers
20/09/2016	FOI Briefing	Officers of the Office of the Environmental Protection Authority
22/09/2016	FOI Briefing	Officers of the Office of the Auditor General
12/10/2016	FOI Decision Writing Workshop	State and local government officers
18/10/2016	FOI Lecture	University of Western Australia Juris Doctor students
20/10/2016	FOI Decision Writing Workshop	State and local government officers
31/10/2016	Community FOI Briefing	Community Group
09/11/2016	FOI Coordinators Workshop	State and local government officers
16/11/2016	FOI Briefing	Public Sector Induction attendees
28/11/2016	FOI Briefing	Officers of Department of Fisheries, Broome
28/11/2016	FOI Briefing	Public sector regional officers from Broome and Halls Creek
28/11/2016	FOI Briefing	Officers of Shire of Broome
28/11/2016	FOI Coordinators Training	Officers of the Shires of Broome and Halls Creek

DATE	PRESENTATION STYLE	AUDIENCE
29/11/2016	FOI Briefing	Broome Hospital staff
29/11/2016	FOI Briefing	Officers of the Shire of Wyndham-East Kimberley
29/11/2016	FOI Coordinators Training	Broome Hospital staff
30/11/2016	FOI Briefing	Kununurra Hospital staff
30/11/2016	FOI Briefing	Public sector regional officers in Kununurra
30/11/2016	FOI Briefing	Officers of the Shire of Wyndham-East Kimberley
30/11/2016	FOI Coordinators Training	Officers of Kununurra Hospital
06/12/2016	FOI Coordinators Workshop	State and local government officers
07/12/2016	FOI Briefing	Officers of the Department of Mines and Petroleum
07/12/2016	FOI Decision Makers Training	Officers of the Department of Mines and Petroleum
18/01/2017	FOI Coordinators Workshop	State and local government officers
08/02/2017	FOI Coordinators Workshop	State and local government officers
13/02/2017	FOI Briefing	Officers of the City of Stirling
27/02/2017	FOI Briefing	City of South Perth elected members
27/02/2017	FOI Briefing	Officers of the City of South Perth
08/03/2017	FOI Decision Writing Workshop	State and local government officers
15/03/2017	FOI Briefing	Public Sector Induction attendees
22/03/2017	FOI Briefing	State and local government officers attending the FOI Coordinators Network Meeting
24/03/2017	FOI Lecture	Edith Cowan University Administrative Law students
27/03/2017	FOI Briefing	Transport Portfolio Governance Council
06/04/2017	FOI Coordinators Workshop	State and local government officers
19/04/2017	FOI Briefing	Officers of the City of Kwinana
21/04/2017	FOI Briefing	Officers of the Melaleuca Remand and Reintegration Facility
26/04/2017	FOI Briefing	Officers of the Mental Health Commission

DATE	PRESENTATION STYLE	AUDIENCE
09/05/2017	FOI Coordinators Training	Officers from the Shires of Cue, Meekatharra, Mt Magnet, Yalgoo and Murchison
16/05/2017	FOI Coordinators Workshop	State and local government officers
25/05/2017	FOI Decision Writing Workshop	State and local government officers
14/06/2017	FOI Coordinators Workshop	State and local government officers
29/06/2017	Community FOI Briefing	New members of Parliament

Table 9: Attendees at presentations

TRAINING SESSIONS (No.)	STATE GOVERNMENT	LOCAL GOVERNMENT	COMMUNITY	TOTAL
FOI Coordinators Workshops (13)	136	44	0	180
Decision Writing Workshops (7)	82	15	0	97
<i>Sub-total:</i>	218	59	0	277
BRIEFINGS (No.)				TOTAL
FOI Briefings and Training at agency offices (27)	474	262	0	736
Community FOI Briefings (2)	0	0	34	34
Other speeches by the Information Commissioner (4)	90	0	258	348
<i>Sub-total:</i>	564	262	292	1,118
GRAND TOTAL (ATTENDEES)	782	321	292	1,395

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
2016/2017	7	4	15	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	
	2014/15	2016/17	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 collate 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 amount 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 results of the collated data for 2016/17 are outlined in the following tables.

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

Index to tables

13. [Requests received](#)
14. [Decisions made](#)
15. [Exemption clauses](#)
16. [Outcomes: Internal Review](#)
17. [Amendment of Personal Information](#)
18. [Amendment of PI: Internal Review](#)
19. [Fees and charges](#)
20. [Reduction of charges](#)

Table 13: Requests received by agencies

AGENCY NAME	No.
Group: Boards, Committees, Commissions, Authorities, Corporations	
Acacia Prison	321
Albany Port Authority	3
Animal Resources Authority	1
Botanic Gardens and Parks 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	11
Economic Regulation Authority	1
Electoral Commission, Western Australian	0
Equal Opportunity Commission	5
Forest Products Commission	2
Fremantle Ports	0
Gascoyne Development Commission	0
Gold Corporation	1
Goldfields Esperance Development Commission	0
Government Employees Superannuation Board	1
Great Southern Development Commission	1
Greyhound Racing Association, Western Australian	0
Heritage Council of Western Australia	2

AGENCY NAME	No.
Horizon Power	2
Industrial Relations Commission, Office of the Registrar	0
Institute of Sport, Western Australian	0
Insurance Commission of Western Australia	80
Kimberley Development Commission	0
Kimberley Ports Authority	0
Land Authority (LandCorp), Western Australian	3
Landgate	10
Law Reform Commission	0
Legal Aid Western Australia	4
Legal Practice Board of WA, The	1
Legal Profession Complaints Committee	5
Lotteries Commission	1
Melaleuca Remand and Reintegration Facility	0
Metropolitan Cemeteries Board	1
Metropolitan Redevelopment Authority	10
Mid West Development Commission	0
Midwest Ports Authority	0
Minerals and Energy Research Institute of Western	0
National Trust of Australia (WA)	0
Peel Development Commission	0
Pilbara Development Commission	0
Pilbara Ports Authority	1
Professional Combat Sports Commission	1
Public Advocate, Office of the	5
Public Sector Commission	10
Public Transport Authority	33
Racing and Wagering Western Australia	1

AGENCY NAME	No.
Rottneest Island Authority	6
Salaries and Allowances Tribunal	0
School Curriculum and Standards Authority	3
Small Business Development Corporation	0
South West Development Commission	3
Sports Centre Trust (VenuesWest)	0 *
State Administrative Tribunal	2
Synergy	3
Tourism Commission, Western Australian	2
Treasury Corporation, Western Australian	0
Trotting Association, Western Australian	0
Wandoo Reintegration Facility	2
Water Corporation	41
Western Power	27
Wheatbelt Development Commission	0
WorkCover Western Australia Authority (WorkCover WA)	154
Zoological Parks Authority	0
<i>Sub-Total: Boards, Committees, Commissions, Authorities, Corporations</i>	761
Group: Departments (except Police and Health agencies)	
Aboriginal Affairs, Department of	10
Agriculture and Food, Department of	149
Attorney General, Department of the	45
Central Regional TAFE	0
Child Protection and Family Support, Department for	366
Commerce, Department of	505
Corrective Services, Department of	1,080
Culture and the Arts, Department of	2
Education, Department of	15

AGENCY NAME	No.
Education Services, Department of	5
Environment Regulation, Department of	217
Environmental Protection Authority, Office of the	108
Finance, Department of	27
Fire and Emergency Services, Department of	173
Fisheries, Department of	14
Housing, Department of	161
Lands, Department of	20
Local Government and Communities, Department of	6
Main Roads Western Australia	48
Mines and Petroleum, Department of	422
Parks and Wildlife, Department of	15
Planning, Department of	124
Premier and Cabinet, Department of the	28
Public Trust Office	1
Racing, Gaming and Liquor, Department of	15
Regional Development, Department of	3
Road Safety Commission	2
South Metropolitan TAFE	1
South Regional TAFE	2
Sport and Recreation, Department of	7
State Development, Department of	8
Training and Workforce Development, Department of	4
Transport, Department of	311
Treasury, Department of	13
Water, Department of	54
<i>Sub-Total: Departments (except Police and Health agencies)</i>	3,961

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

AGENCY NAME	No.
Group: Health-related agencies	
C&AHS - Princess Margaret Hospital for Children	304
Dental Health Services	1
EMHS - Armadale Kalamunda Group	478
EMHS - Bentley Health Service	273
EMHS - Corporate Office	1
EMHS - Royal Perth Hospital	2,006
<i>Sub-total: EMHS</i>	2,758
Health, Department of	46
Health and Disability Services Complaints Office	1
Health Promotion Foundation WA	0
Mental Health Commission	5
NMHS - Corporate Office	7
NMHS - Mental Health	283
NMHS - Osborne Park Hospital	106
NMHS - PathWest Laboratory Medicine WA	8
NMHS - Sir Charles Gairdner Hospital	709
NMHS - Women and Newborn Health Service	115
<i>Sub-total: NMHS</i>	1,228
SMHS - Corporate Office	3
SMHS - Fiona Stanley Hospital	875
SMHS - Fremantle Hospital	239
SMHS - Peel Health Campus	233
SMHS - Rockingham Hospital	407
<i>Sub-total: SMHS</i>	1,757
WACHS - Central Office	3
WACHS - Goldfields	311
WACHS - Great Southern	299
WACHS - Kimberley	348
WACHS - Midwest	332

AGENCY NAME	No.
WACHS - Pilbara	663
WACHS - South West	480
WACHS - Wheatbelt	446
<i>Sub-total: WACHS</i>	2,882
<i>Sub-Total: Health-related agencies</i>	8,982
Group: Local government agencies	
Albany, City of	13
Armadale, City of	28
Ashburton, Shire of	1
Augusta-Margaret River, Shire of	5
Bassendean, Town of	8
Bayswater, City of	26
Belmont, City of	10
Beverley, Shire of	0
Boddington, Shire of	1
Boyup Brook, Shire of	0
Bridgetown-Greenbushes, Shire of	2
Brookton, Shire of	1
Broome, Shire of	0
Broomehill-Tambellup, Shire of	0
Bruce Rock, Shire of	0
Bunbury, City of	9
Busselton, City of	18
Cambridge, Town of	20
Canning, City of	20
Capel, Shire of	4
Carnamah, Shire of	0
Carnarvon, Shire of	4
Chapman Valley, Shire of	0
Chittering, Shire of	10

AGENCY NAME	No.
Claremont, Town of	8
Cockburn, City of	30
Collie, Shire of	6
Corrigin, Shire of	0
Cottesloe, Town of	11
Cranbrook, Shire of	0
Cuballing, Shire of	0
Cue, Shire of	0
Cunderdin, Shire of	0
Dalwallinu, Shire of	1
Dandaragan, Shire of	1
Dardanup, Shire of	4
Denmark, Shire of	3
Derby-West Kimberley, Shire of	2
Donnybrook-Balingup, Shire of	2
Dowerin, Shire of	1
Dumbleyung, Shire of	0
Dundas, Shire of	2
East Fremantle, Town of	5
East Pilbara, Shire of	1
Esperance, Shire of	7
Exmouth, Shire of	3
Fremantle, City of	26
Gingin, Shire of	3
Gnowangerup, Shire of	0
Goomalling, Shire of	0
Gosnells, City of	17
Greater Geraldton, City of	9
Halls Creek, Shire of	1
Harvey, Shire of	3

AGENCY NAME	No.
Irwin, Shire of	1
Jerramungup, Shire of	0
Joondalup, City of	68
Kalamunda, Shire of	38
Kalgoorlie-Boulder, City of	17
Karratha, City of	5
Katanning, Shire of	1
Kellerberrin, Shire of	1
Kent, Shire of	0
Kojonup, Shire of	0
Kulin, Shire of	0
Kwinana, City of	14
Lake Grace, Shire of	0
Laverton, Shire of	0
Leonora, Shire of	0
Mandurah, City of	3
Manjimup, Shire of	0
Meekatharra, Shire of	2
Melville, City of	44
Merredin, Shire of	1
Morawa, Shire of	4
Mosman Park, Town of	7
Mount Magnet, Shire of	0
Mount Marshall, Shire of	0
Mukinbudin, Shire of	0
Mundaring, Shire of	17
Murchison, Shire of	0
Murray, Shire of	6
Nannup, Shire of	0
Narembeen, Shire of	0

AGENCY NAME	No.
Narrogin, Shire of	3
Nedlands, City of	10
Ngaanyatjarraku, Shire of	0
Northam, Shire of	8
Northampton, Shire of	0
Peppermint Grove, Shire of	0
Perth, City of	26
Pingelly, Shire of	1
Plantagenet, Shire of	0
Port Hedland, Town of	10
Quairading, Shire of	1
Ravensthorpe, Shire of	0
Rockingham, City of	17
Sandstone, Shire of	0
Serpentine-Jarrahdale, Shire of	19
Shark Bay, Shire of	0
South Perth, City of	15
Stirling, City of	72
Subiaco, City of	7
Swan, City of	68
Tammin, Shire of	0
Three Springs, Shire of	1
Toodyay, Shire of	6
Trayning, Shire of	0
Upper Gascoyne, Shire of	0
Victoria Park, Town of	33
Victoria Plains, Shire of	0
Vincent, City of	19
Wagin, Shire of	0
Wandering, Shire of	0

AGENCY NAME	No.
Wanneroo, City of	39
Waroona, Shire of	0
West Arthur, Shire of	1
Wickepin, Shire of	0
Williams, Shire of	0
Wiluna, Shire of	0
Woodanilling, Shire of	0
Wyalkatchem, Shire of	0
Wyndham-East Kimberley, Shire of	5
Yalgoo, Shire of	0
Yilgarn, Shire of	0
York, Shire of	4
<i>Sub-Total: Local government agencies</i>	
920	
Group: Ministers	
Collier MLC, Hon P	1
Cook MLA, Hon R H	1
Davies MLA, Hon M	1
Dawson MLC, Hon S N	0
Day MLA, Hon J	2
Ellery MLC, Hon S M	1
Faragher MLC, Hon D	3
Francis MLA, Hon J	2
Grylls MLA, Hon B	2
Harvey MLA, Hon L	2
Holt MLC, Hon C	0
Jacob MLA, Hon A	0
Johnston MLA, Hon W J	2
Kelly MLA, Hon D J	1
L'Estrange MLA, Hon S	4
Lewis MLC, Hon M	3

AGENCY NAME	No.
Logan MLA, Hon F M	6
MacTiernan MLC, Hon A	2
Marmion MLA, Hon B	2
McGurk MLA, Hon S F	0
Miles MLA, Hon P	1
Mischin MLC, Hon M	1
Mitchell MLA, Hon A	1
Murray MLA, Hon M P	0
Nahan MLA, Hon M	3
Nalder MLA, Hon D	1
Papalia MLA, Hon P	0
Quigley MLA, Hon J R	0
Redman MLA, Hon T	4
Roberts MLA, Hon M H	0
Saffioti MLA, Hon R	1
Simpson MLA, Hon T	1
Templeman MLA, Hon D A	0
Tinley MLA, Hon P C	0
Wyatt MLA, Hon B S	3
<i>Sub-Total: Ministers</i>	51

AGENCY NAME	No.
Group: Police	
Police, Western Australia	2,596
<i>Sub-Total: Police</i>	2,596
Group: Universities	
Curtin University of Technology	8
Edith Cowan University	12
Murdoch University	8
University of Western Australia, The	7
<i>Sub-Total: Universities</i>	35
TOTAL	17,306

SUMMARY	No.
Boards, Committees, Commissions, Authorities, Corp's	761
Departments (except Police and Health agencies)	3,961
Health-related agencies	8,982
Local government agencies	920
Ministers	51
Police	2,596
Universities	35
TOTAL	17,306

Notes:

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

Table 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	166(51.2)	143(44.1)	0(0.0)	1(0.3)	10(3.1)	5(1.5)
Albany Port Authority	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Animal Resources Authority	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Construction Industry Long Service Leave Payments Board	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Disability Services Commission	0(0.0)	7(77.8)	0(0.0)	0(0.0)	0(0.0)	2(22.2)
Economic Regulation Authority	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)	0(0.0)
Equal Opportunity Commission	3(75.0)	1(25.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Forest Products Commission	1(33.3)	1(33.3)	0(0.0)	0(0.0)	0(0.0)	1(33.3)
Gold Corporation	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Government Employees Superannuation Board	0(0.0)	1(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	1(33.3)	1(33.3)	0(0.0)	0(0.0)	1(33.3)	0(0.0)
Horizon Power	0(0.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	1(50.0)
Insurance Commission of Western Australia	1(2.0)	49(96.1)	0(0.0)	0(0.0)	0(0.0)	1(2.0)
Land Authority (LandCorp), Western Australian	1(16.7)	3(50.0)	1(16.7)	0(0.0)	1(16.7)	0(0.0)
Landgate	0(0.0)	8(88.9)	0(0.0)	0(0.0)	1(11.1)	0(0.0)
Legal Aid Western Australia	2(50.0)	0(0.0)	0(0.0)	0(0.0)	2(50.0)	0(0.0)
Legal Practice Board of WA, The	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Legal Profession Complaints Committee	2(66.7)	1(33.3)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Lotteries Commission	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Metropolitan Cemeteries Board	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Metropolitan Redevelopment Authority	0(0.0)	9(81.8)	2(18.2)	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. (%)
Pilbara Ports Authority	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Professional Combat Sports Commission	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Public Advocate, Office of the	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Public Sector Commission	1(14.3)	6(85.7)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Public Transport Authority	4(14.8)	19(70.4)	0(0.0)	0(0.0)	2(7.4)	2(7.4)
Racing and Wagering Western Australia	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Rottneest Island Authority	3(60.0)	1(20.0)	0(0.0)	0(0.0)	0(0.0)	1(20.0)
School Curriculum and Standards Authority	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	2(100.0)
South West Development Commission	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Sports Centre Trust (VenuesWest)	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
State Administrative Tribunal	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	2(100.0)
Synergy	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Tourism Commission, Western Australian	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Wandoo Reintegration Facility	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Western Power	0(0.0)	31(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
WorkCover Western Australia Authority (WorkCover WA)	107(69.5)	6(3.9)	0(0.0)	0(0.0)	41(26.6)	0(0.0)
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	301(41.4)	338(46.5)	3(0.4)	1(0.1)	64(8.8)	20(2.8)
Group: Departments (except Police and Health agencies)						
Aboriginal Affairs, Department of	2(25.0)	6(75.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Agriculture and Food, Department of	0(0.0)	14(9.9)	0(0.0)	0(0.0)	127(89.4)	1(0.7)
Attorney General, Department of the	2(9.5)	4(19.0)	1(4.8)	0(0.0)	8(38.1)	6(28.6)
Child Protection and Family Support, Department for	11(4.5)	202(82.4)	0(0.0)	1(0.4)	16(6.5)	16(6.5)
Commerce, Department of	254(61.1)	154(37.0)	0(0.0)	14(3.4)	0(0.0)	8(1.9)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Corrective Services, Department of	187(23.6)	524(66.2)	1(0.1)	1(0.1)	54(6.8)	26(3.3)
Culture and the Arts, Department of	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Education, Department of	3(42.9)	4(57.1)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Education Services, Department of	0(0.0)	4(66.7)	0(0.0)	0(0.0)	1(16.7)	1(16.7)
Environment Regulation, Department of	40(20.8)	29(15.1)	0(0.0)	0(0.0)	123(64.1)	0(0.0)
Environmental Protection Authority, Office of the	9(8.4)	10(9.3)	0(0.0)	0(0.0)	86(80.4)	2(1.9)
Finance, Department of	13(72.2)	1(5.6)	0(0.0)	0(0.0)	0(0.0)	4(22.2)
Fire and Emergency Services, Department of	0(0.0)	166(94.3)	0(0.0)	0(0.0)	5(2.8)	5(2.8)
Fisheries, Department of	1(6.7)	9(60.0)	2(13.3)	0(0.0)	2(13.3)	1(6.7)
Housing, Department of	128(83.7)	11(7.2)	0(0.0)	0(0.0)	10(6.5)	4(2.6)
Lands, Department of	0(0.0)	18(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Local Government and Communities, Department of	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Main Roads Western Australia	4(8.7)	34(73.9)	0(0.0)	0(0.0)	2(4.3)	6(13.0)
Mines and Petroleum, Department of	111(58.7)	78(41.3)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Parks and Wildlife, Department of	6(42.9)	5(35.7)	0(0.0)	0(0.0)	0(0.0)	3(21.4)
Planning, Department of	2(1.7)	96(82.8)	0(0.0)	0(0.0)	17(14.7)	1(0.9)
Premier and Cabinet, Department of the	2(18.2)	4(36.4)	0(0.0)	0(0.0)	2(18.2)	3(27.3)
Public Trust Office	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)
Racing, Gaming and Liquor, Department of	2(20.0)	6(60.0)	0(0.0)	0(0.0)	2(20.0)	0(0.0)
Regional Development, Department of	0(0.0)	2(66.7)	0(0.0)	0(0.0)	1(33.3)	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(50.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
South Regional TAFE	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Sport and Recreation, Department of	0(0.0)	5(83.3)	0(0.0)	0(0.0)	0(0.0)	1(16.7)
State Development, Department of	0(0.0)	2(40.0)	0(0.0)	0(0.0)	1(20.0)	2(40.0)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Training and Workforce Development, Department of	0(0.0)	4(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Transport, Department of	132(46.6)	62(21.9)	0(0.0)	0(0.0)	23(8.1)	66(23.3)
Treasury, Department of	4(50.0)	2(25.0)	0(0.0)	0(0.0)	0(0.0)	2(25.0)
Water, Department of	21(40.4)	3(5.8)	0(0.0)	0(0.0)	27(51.9)	1(1.9)
<i>Sub-total: Departments (except Police and Health agencies)</i>	937(30.3)	1466(47.4)	4(0.1)	16(0.5)	507(16.4)	160(5.2)
Group: Health related agencies						
C&AHS - Princess Margaret Hospital for Children	195(69.4)	54(19.2)	0(0.0)	0(0.0)	2(0.7)	30(10.7)
Dental Health Services	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
EMHS - Armadale Kalamunda Group	417(91.0)	40(8.7)	0(0.0)	1(0.2)	0(0.0)	1(0.2)
EMHS - Bentley Health Service	10(3.8)	227(86.0)	0(0.0)	1(0.4)	25(9.5)	2(0.8)
EMHS - Corporate Office	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)	0(0.0)
EMHS - Royal Perth Hospital	1988(97.8)	3(0.1)	0(0.0)	0(0.0)	27(1.3)	14(0.7)
Health, Department of	19(48.7)	7(17.9)	0(0.0)	0(0.0)	8(20.5)	5(12.8)
Mental Health Commission	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
NMHS - Corporate Office	0(0.0)	12(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
NMHS - Mental Health	254(92.4)	8(2.9)	0(0.0)	1(0.4)	11(4.0)	2(0.7)
NMHS - Osborne Park Hospital	104(98.1)	0(0.0)	0(0.0)	0(0.0)	2(1.9)	0(0.0)
NMHS - PathWest Laboratory Medicine WA	7(87.5)	0(0.0)	1(12.5)	0(0.0)	0(0.0)	0(0.0)
NMHS - Sir Charles Gairdner Hospital	535(74.4)	155(21.6)	0(0.0)	1(0.1)	26(3.6)	3(0.4)
NMHS - Women and Newborn Health Service	56(48.3)	54(46.6)	0(0.0)	0(0.0)	5(4.3)	1(0.9)
SMHS - Corporate Office	0(0.0)	2(66.7)	0(0.0)	0(0.0)	1(33.3)	0(0.0)
SMHS - Fiona Stanley Hospital	696(95.5)	0(0.0)	0(0.0)	1(0.1)	29(4.0)	4(0.5)
SMHS - Fremantle Hospital	146(83.9)	26(14.9)	0(0.0)	4(2.3)	2(1.1)	0(0.0)
SMHS - Peel Health Campus	195(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
SMHS - Rockingham Hospital	324(82.4)	61(15.5)	0(0.0)	0(0.0)	6(1.5)	2(0.5)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
WACHS - Central Office	0(0.0)	1(33.3)	0(0.0)	0(0.0)	1(33.3)	1(33.3)
WACHS - Goldfields	303(99.7)	0(0.0)	1(0.3)	0(0.0)	0(0.0)	0(0.0)
WACHS - Great Southern	17(6.7)	224(88.2)	0(0.0)	0(0.0)	13(5.1)	0(0.0)
WACHS - Kimberley	120(37.6)	188(58.9)	0(0.0)	0(0.0)	7(2.2)	4(1.3)
WACHS - Midwest	2(0.6)	319(94.9)	0(0.0)	0(0.0)	14(4.2)	1(0.3)
WACHS - Pilbara	217(33.5)	418(64.6)	0(0.0)	0(0.0)	5(0.8)	7(1.1)
WACHS - South West	58(13.8)	338(80.7)	0(0.0)	0(0.0)	18(4.3)	5(1.2)
WACHS - Wheatbelt	100(23.3)	313(72.8)	0(0.0)	0(0.0)	17(4.0)	0(0.0)
<i>Sub-total: Health related agencies</i>	5766(67.6)	2450(28.7)	2(0.02)	9(0.11)	220(2.6)	82(1.0)
Group: Local government agencies						
Albany, City of	3(23.1)	10(76.9)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Armadale, City of	2(9.1)	20(90.9)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Augusta-Margaret River, Shire of	1(20.0)	3(60.0)	0(0.0)	0(0.0)	1(20.0)	0(0.0)
Bassendean, Town of	0(0.0)	8(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Bayswater, City of	7(31.8)	14(63.6)	0(0.0)	0(0.0)	1(4.5)	0(0.0)
Belmont, City of	0(0.0)	8(88.9)	0(0.0)	0(0.0)	1(11.1)	0(0.0)
Boddington, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Bridgetown-Greenbushes, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Brookton, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Bunbury, City of	1(11.1)	8(88.9)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Busselton, City of	2(15.4)	8(61.5)	1(7.7)	0(0.0)	2(15.4)	0(0.0)
Cambridge, Town of	6(37.5)	9(56.3)	0(0.0)	0(0.0)	0(0.0)	1(6.3)
Canning, City of	1(5.9)	12(70.6)	0(0.0)	0(0.0)	2(11.8)	2(11.8)
Capel, Shire of	2(50.0)	1(25.0)	0(0.0)	0(0.0)	1(25.0)	0(0.0)
Carnarvon, Shire of	4(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. (%)
Chittering, Shire of	1(12.5)	5(62.5)	0(0.0)	0(0.0)	1(12.5)	1(12.5)
Claremont, Town of	2(25.0)	5(62.5)	0(0.0)	0(0.0)	1(12.5)	0(0.0)
Cockburn, City of	0(0.0)	30(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Collie, Shire of	0(0.0)	5(83.3)	0(0.0)	0(0.0)	1(16.7)	0(0.0)
Cottesloe, Town of	1(9.1)	9(81.8)	0(0.0)	0(0.0)	1(9.1)	0(0.0)
Dalwallinu, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Dandaragan, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Dardanup, Shire of	1(33.3)	1(33.3)	0(0.0)	0(0.0)	1(33.3)	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	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Donnybrook-Balingup, Shire of	0(0.0)	1(100.0)	0(0.0)	1(100.0)	0(0.0)	0(0.0)
Dowerin, Shire of	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)	0(0.0)
Dundas, Shire of	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
East Fremantle, Town of	2(40.0)	3(60.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
East Pilbara, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Esperance, Shire of	4(50.0)	3(37.5)	0(0.0)	0(0.0)	1(12.5)	0(0.0)
Exmouth, Shire of	1(33.3)	2(66.7)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Fremantle, City of	5(20.0)	20(80.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Gingin, Shire of	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Gosnells, City of	0(0.0)	16(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Greater Geraldton, City of	1(14.3)	5(71.4)	0(0.0)	0(0.0)	1(14.3)	0(0.0)
Halls Creek, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Harvey, Shire of	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Irwin, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Joondalup, City of	3(4.5)	56(84.8)	0(0.0)	0(0.0)	6(9.1)	1(1.5)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Kalamunda, Shire of	5(12.5)	34(85.0)	0(0.0)	0(0.0)	0(0.0)	1(2.5)
Kalgoorlie-Boulder, City of	1(5.9)	14(82.4)	0(0.0)	0(0.0)	1(5.9)	1(5.9)
Karratha, City of	1(25.0)	3(75.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Kellerberrin, Shire of	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Kwinana, City of	7(53.8)	6(46.2)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Mandurah, City of	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Meekatharra, Shire of	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Melville, City of	16(39.0)	21(51.2)	0(0.0)	0(0.0)	2(4.9)	2(4.9)
Merredin, Shire of	0(0.0)	0(0.0)	0(0.0)	1(0.0)	0(0.0)	0(0.0)
Morawa, Shire of	3(75.0)	1(25.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Mosman Park, Town of	0(0.0)	6(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Mundaring, Shire of	4(21.1)	15(78.9)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Murray, Shire of	0(0.0)	5(83.3)	0(0.0)	0(0.0)	1(16.7)	0(0.0)
Narrogin, Shire of	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Nedlands, City of	0(0.0)	7(77.8)	0(0.0)	0(0.0)	0(0.0)	2(22.2)
Northam, Shire of	0(0.0)	6(75.0)	0(0.0)	0(0.0)	2(25.0)	0(0.0)
Perth, City of	0(0.0)	21(91.3)	0(0.0)	0(0.0)	2(8.7)	0(0.0)
Pingelly, Shire of	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)
Port Hedland, Town of	0(0.0)	8(80.0)	0(0.0)	0(0.0)	1(10.0)	1(10.0)
Quairading, Shire of	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Rockingham, City of	4(30.8)	7(53.8)	0(0.0)	0(0.0)	0(0.0)	2(15.4)
Serpentine-Jarrahdale, Shire of	2(14.3)	11(78.6)	0(0.0)	0(0.0)	1(7.1)	0(0.0)
South Perth, City of	0(0.0)	8(72.7)	0(0.0)	0(0.0)	2(18.2)	1(9.1)
Stirling, City of	9(12.5)	62(86.1)	0(0.0)	0(0.0)	0(0.0)	1(1.4)
Subiaco, City of	0(0.0)	7(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. (%)
Swan, City of	4(6.8)	54(91.5)	0(0.0)	0(0.0)	1(1.7)	0(0.0)
Three Springs, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Toodyay, Shire of	6(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Victoria Park, Town of	5(18.5)	13(48.1)	0(0.0)	0(0.0)	9(33.3)	0(0.0)
Vincent, City of	0(0.0)	14(93.3)	0(0.0)	0(0.0)	0(0.0)	1(6.7)
Wanneroo, City of	0(0.0)	32(88.9)	0(0.0)	0(0.0)	2(5.6)	2(5.6)
Wyndham-East Kimberley, Shire of	4(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Yalgoo, Shire of	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Yilgarn, Shire of	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
York, Shire of	0(0.0)	5(100.0)	0(0.0)	2(40.0)	0(0.0)	0(0.0)
<i>Sub-total: Local government agencies</i>	140(16.52)	636(75.08)	1(0.12)	4(0.47)	46(5.43)	20(2.36)
Group: Ministers						
Collier MLC, Hon P	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)	0(0.0)
Davies MLA, Hon M	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)	0(0.0)
Day MLA, Hon J	1(50.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Ellery MLC, Hon S M	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Faragher MLC, Hon D	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Francis MLA, Hon J	1(50.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Grylls MLA, Hon B	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Harvey MLA, Hon L	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Johnston MLA, Hon W J	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)	0(0.0)
L'Estrange MLA, Hon S	1(25.0)	3(75.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Lewis MLC, Hon M	0(0.0)	1(33.3)	1(33.3)	0(0.0)	1(33.3)	0(0.0)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Logan MLA, Hon F M	4(80.0)	1(20.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
MacTiernan MLC, Hon A	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Marmion MLA, Hon B	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	2(100.0)
Mischin MLC, Hon M	1(50.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Mitchell MLA, Hon A	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Nahan MLA, Hon M	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Nalder MLA, Hon D	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Redman MLA, Hon T	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Saffioti MLA, Hon R	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Simpson MLA, Hon T	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
<i>Sub-total: Ministers</i>	12(28.6)	23(54.8)	1(2.4)	0(0.00)	4(9.5)	2(4.8)
Group: Police						
Police, Western Australia	259(10.8)	1870(78.1)	0(0.0)	2(0.1)	168(7.0)	96(4.0)
<i>Sub-total: Police</i>	259(10.8)	1870(78.1)	0(0.00)	2(0.1)	168(7.0)	96(4.0)
Group: Universities						
Curtin University of Technology	0(0.0)	7(77.8)	0(0.0)	0(0.0)	1(11.1)	1(11.1)
Edith Cowan University	1(10.0)	8(80.0)	0(0.0)	0(0.0)	0(0.0)	1(10.0)
Murdoch University	1(10.0)	4(40.0)	0(0.0)	0(0.0)	0(0.0)	5(50.0)
University of Western Australia, The	0(0.0)	2(40.0)	0(0.0)	0(0.0)	0(0.0)	3(60.0)
<i>Sub-total: Universities</i>	2(5.9)	21(61.8)	0(0.0)	0(0.0)	1(2.9)	10(29.4)
Total	7,417	6,804	11	32	1,010	390
Percentage	47.35%	43.43%	0.07%	0.20%	6.45%	2.49%
Grand Total	15,664					

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Summary						
Boards, Committees, Commissions, Authorities, Corporations	301(41.40)	338(46.49)	3(0.41)	1(0.14)	64(8.80)	20(2.75)
Departments (except Police and Health agencies)	937(30.32)	1466(47.44)	4(0.13)	16(0.52)	507(16.41)	160(5.18)
Health-related agencies	5766(67.60)	2450(28.72)	2(0.02)	9(0.11)	220(2.57)	82(0.96)
Local government agencies	140(16.52)	636(75.08)	1(0.12)	4(0.47)	46(5.43)	20(2.36)
Ministers	12(28.57)	23(54.76)	1(2.38)	0(0.00)	4(9.52)	2(4.76)
Police	259(10.81)	1870(78.07)	0(0.00)	2(0.08)	168(7.01)	96(4.00)
Universities	2(5.88)	21(61.76)	0(0.00)	0(0.00)	1(2.94)	10(29.41)
Total	7,417	6,804	11	32	1,010	390
Percentage	47.35%	43.43%	0.07%	0.20%	6.45%	2.49%
Grand Total	15,664					

Note: This table reflects decisions made by agencies.
Those agencies which did not decide any applications in 2016/17 are not listed.

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

AGENCY	EXEMPTION CLAUSE (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	138	0	0	5	0	0	0	0	0	0	0	0	0	0
Disability Services Commission	0	0	7	0	0	2	0	0	0	0	0	0	0	0	0	0
Equal Opportunity Commission	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0
Forest Products Commission	2	0	9	0	0	0	0	0	0	0	0	0	0	0	0	0
Great Southern Development Commission	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Heritage Council of Western Australia	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Horizon Power	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0
Insurance Commission of Western Australia	0	0	50	2	0	0	17	17	1	0	0	0	0	0	0	0
Land Authority (LandCorp), Western Australian	0	0	3	0	0	0	1	1	0	0	0	0	0	0	0	0
Landgate	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0
Legal Practice Board of WA, The	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	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	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Metropolitan Redevelopment Authority	0	0	13	3	0	0	0	0	0	0	0	0	0	0	0	0
Pilbara Ports Authority	0	0	1	1	0	0	0	0	0	0	1	0	0	0	0	0
Professional Combat Sports Commission	0	0	1	0	0	1	0	0	1	0	0	1	0	0	0	0
Public Advocate, Office of the	0	0	3	0	0	0	0	0	3	0	0	0	0	0	0	0
Public Sector Commission	1	0	5	1	0	0	1	3	0	0	0	1	0	0	0	0
Public Transport Authority	1	0	17	2	0	0	3	1	0	0	2	0	0	0	0	0
Racing and Wagering Western Australia	0	0	1	0	0	1	0	0	1	0	0	0	0	0	0	0
Rottneest Island Authority	1	0	1	1	0	0	1	1	0	0	0	0	0	0	0	0
School Curriculum and Standards Authority	0	0	0	0	0	0	0	1	1	0	1	1	0	0	0	0

AGENCY	EXEMPTION CLAUSE (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
South West Development Commission	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sports Centre Trust (VenuesWest)	0	0	1	1	0	0	1	1	1	0	0	0	1	0	0	0
Synergy	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Tourism Commission, Western Australian	1	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0
Water Corporation	0	0	29	7	0	0	0	5	0	0	0	0	0	0	0	0
Western Power	0	0	25	0	0	0	3	3	0	0	0	0	0	0	0	0
WorkCover Western Australia Authority (WorkCover)	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0	0
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	9	0	320	21	0	9	29	36	8	0	4	3	2	0	0	0
Group: Departments, (except Police and Health agencies)																
Aboriginal Affairs, Department of	1	0	6	1	0	0	1	1	0	0	0	0	0	0	0	0
Agriculture and Food, Department of	2	1	15	6	0	0	0	7	0	0	2	0	0	0	0	0
Attorney General, Department of the	0	1	3	0	0	1	1	2	2	0	0	0	0	0	0	0
Child Protection and Family Support, Department for	1	1	205	0	0	40	3	9	5	0	0	1	1	4	98	0
Commerce, Department of	3	0	155	9	0	5	6	5	1	0	0	0	0	0	0	0
Corrective Services, Department of	0	1	547	1	0	7	1	0	0	0	0	42	0	0	0	0
Education, Department of	1	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0
Education Services, Department of	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0
Environment Regulation, Department of	1	0	14	2	0	2	2	2	21	0	0	0	0	0	0	0
Environmental Protection Authority, Office of the	0	0	11	0	0	1	0	3	0	0	0	0	0	0	0	0
Finance, Department of	2	0	3	0	0	1	1	0	0	0	0	0	0	0	0	0
Fire and Emergency Services, Department of	0	0	165	0	0	2	0	0	2	0	0	0	0	0	0	0
Fisheries, Department of	2	0	5	2	0	2	1	0	1	0	0	0	0	0	0	0
Housing, Department of	1	0	10	2	0	1	0	2	2	0	0	0	0	0	0	0
Lands, Department of	0	0	18	3	0	0	2	2	1	0	0	0	0	0	0	0

AGENCY	EXEMPTION CLAUSE (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Local Government and Communities, Department of	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0
Main Roads Western Australia	0	0	32	2	0	0	6	0	5	0	1	0	0	0	0	0
Parks and Wildlife, Department of	2	0	5	2	0	0	0	0	1	0	0	0	1	0	0	0
Planning, Department of	6	0	91	6	0	0	8	5	0	0	0	0	2	0	0	0
Premier and Cabinet, Department of the	4	0	3	0	0	1	1	1	0	1	0	0	0	0	0	0
Public Trust Office	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Racing, Gaming and Liquor, Department of	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Regional Development, Department of	1	0	2	0	0	0	1	0	0	0	1	0	0	0	0	0
Road Safety Commission	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Sport and Recreation, Department of	4	0	3	4	0	0	2	0	2	0	2	0	0	0	0	0
State Development, Department of	1	0	2	1	0	0	0	1	1	0	0	0	0	0	0	0
Training and Workforce Development, Department of	0	1	4	0	0	0	0	0	0	0	0	0	0	0	0	0
Transport, Department of	0	0	113	3	0	2	0	1	4	0	0	0	1	0	0	0
Treasury, Department of	4	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
Water, Department of	0	0	1	0	0	0	0	3	0	0	0	0	0	0	0	0
<i>Sub-total: Departments (Except Police and Health agencies)</i>	36	5	1426	44	0	66	36	44	48	1	6	43	6	4	98	0
Group: Health related agencies																
C&AHS - Princess Margaret Hospital for Children	0	0	84	1	0	0	0	0	0	0	0	0	0	0	0	0
EMHS - Armadale Kalamunda Group	0	0	41	0	0	0	0	0	0	0	0	0	0	0	0	0
EMHS - Bentley Health Service	0	0	208	0	0	0	0	0	0	0	0	0	0	0	0	0
EMHS - Royal Perth Hospital	0	0	14	0	0	0	0	0	1	0	0	0	0	0	0	0
Health, Department of	1	0	4	1	0	0	0	0	1	0	0	0	0	0	0	0
NMHS - Corporate Office	0	0	3	0	0	4	1	0	1	0	0	0	0	0	0	0
NMHS - Mental Health	0	0	7	0	0	1	0	0	5	0	0	0	0	0	0	0

AGENCY	EXEMPTION CLAUSE (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
NMHS - Sir Charles Gairdner Hospital	0	0	157	1	0	0	0	0	0	0	0	0	0	0	0	0
NMHS - Women and Newborn Health Service	0	0	54	0	0	1	0	0	0	0	0	0	0	0	0	0
SMHS - Corporate Office	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
SMHS - Fiona Stanley Hospital	0	0	22	0	0	0	0	0	0	0	0	0	0	0	0	0
SMHS - Fremantle Hospital	0	0	24	0	0	0	0	0	2	0	0	0	0	0	0	0
SMHS - Rockingham Hospital	0	0	60	0	0	0	0	0	23	0	0	0	0	0	0	0
WACHS - Central Office	0	0	1	0	0	0	1	0	2	0	0	0	1	0	0	0
WACHS - Great Southern	0	0	226	0	0	0	0	0	0	0	0	0	0	0	0	0
WACHS - Midwest	0	0	319	0	0	1	1	1	2	0	0	0	0	0	0	0
WACHS - Pilbara	0	0	158	0	0	0	0	0	0	0	0	0	0	0	0	0
WACHS - South West	0	0	338	1	0	0	0	0	0	0	0	1	0	0	0	0
NMHS - Sir Charles Gairdner Hospital	0	0	157	1	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total: Health related agencies</i>	1	0	1723	4	0	7	3	1	37	0	0	1	1	0	0	0
Group: Local government agencies																
Armadale, City of	0	0	22	0	0	0	0	3	0	0	0	0	0	0	0	0
Augusta-Margaret River, Shire of	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0
Bayswater, City of	0	0	11	1	0	2	0	1	0	0	0	0	0	0	0	0
Belmont, City of	0	0	8	0	0	0	0	1	0	0	0	0	0	0	0	0
Bridgetown-Greenbushes, Shire of	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Bunbury, City of	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0
Busselton, City of	0	0	8	1	0	1	0	0	1	0	0	0	0	0	0	0
Cambridge, Town of	0	0	9	3	0	1	2	1	2	0	0	0	0	0	0	0
Canning, City of	0	0	17	2	0	0	2	0	0	0	0	1	0	0	0	0
Capel, Shire of	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0

AGENCY	EXEMPTION CLAUSE (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Chittering, Shire of	0	0	5	0	0	0	0	2	0	0	0	0	0	0	0	0
Claremont, Town of	0	0	4	1	0	0	0	0	0	0	0	0	0	0	0	0
Collie, Shire of	0	0	47	0	0	0	0	0	0	0	0	0	0	0	0	0
Cottesloe, Town of	0	0	9	0	0	0	0	0	0	0	0	0	0	0	0	0
Dardanup, Shire of	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Denmark, Shire of	0	0	4	2	0	0	0	0	0	0	0	0	0	0	1	0
Donnybrook-Balingup, Shire of	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0
Dowerin, Shire of	0	0	0	1	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
Esperance, Shire of	0	0	3	1	0	0	0	0	0	0	0	1	0	0	0	0
Fremantle, City of	0	0	16	1	0	0	0	4	0	0	0	0	0	0	0	0
Gosnells, City of	0	0	17	0	0	0	0	0	0	0	0	0	0	0	0	0
Greater Geraldton, City of	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0
Joondalup, City of	0	0	57	0	0	16	0	2	0	0	0	0	0	0	0	0
Kalamunda, Shire of	0	0	34	0	0	2	0	0	0	0	0	0	0	0	0	0
Kalgoorlie-Boulder, City of	0	0	12	0	0	0	0	0	0	0	0	0	0	0	0	0
Karratha, City of	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0
Kellerberrin, Shire of	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Kwinana, City of	0	0	3	2	0	1	1	4	0	0	2	0	0	0	0	0
Mandurah, City of	0	0	3	1	0	0	0	0	0	0	0	0	0	0	0	0
Meekatharra, Shire of	0	0	2	1	0	0	0	2	0	0	0	0	0	0	0	0
Melville, City of	0	0	22	1	0	0	1	1	1	0	0	0	0	0	0	0
Merredin, Shire of	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Morawa, Shire of	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0

AGENCY	EXEMPTION CLAUSE (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Mosman Park, Town of	0	0	6	1	0	0	0	1	0	0	0	0	0	0	0	0
Mundaring, Shire of	0	0	16	1	0	1	0	1	0	0	0	0	0	0	0	0
Nedlands, City of	0	0	8	2	0	0	1	1	0	0	0	0	0	0	0	0
Northam, Shire of	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0
Perth, City of	0	0	21	2	0	1	0	4	0	0	0	0	0	0	0	0
Pingelly, Shire of	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Port Hedland, Town of	0	0	4	2	0	1	0	0	0	0	0	0	0	0	0	0
Quairading, Shire of	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Rockingham, City of	0	0	7	1	0	1	0	0	0	0	0	0	0	0	0	0
Serpentine-Jarrahdale, Shire of	0	0	15	6	0	0	2	0	0	0	0	0	0	0	0	0
South Perth, City of	0	0	6	1	0	0	0	0	0	0	0	0	0	0	1	0
Stirling, City of	0	0	62	0	0	0	0	0	0	0	0	0	0	0	0	0
Subiaco, City of	0	0	7	2	0	0	0	0	0	0	0	0	0	0	0	0
Swan, City of	0	0	53	1	0	11	0	5	0	0	0	0	0	0	0	0
Toodyay, Shire of	0	0	0	0	0	0	0	1	1	0	0	0	0	0	1	0
Victoria Park, Town of	0	0	10	2	0	0	0	1	0	0	0	0	0	0	0	0
Vincent, City of	0	0	15	0	0	0	0	0	0	0	0	0	0	0	0	0
Wanneroo, City of	0	0	34	0	0	0	0	0	0	0	0	0	0	0	0	0
York, Shire of	0	0	5	1	0	1	0	3	0	0	0	0	0	0	1	0
<i>Sub-total: Local government agencies</i>	0	0	611	47	0	39	9	40	5	0	2	2	0	0	4	0
Group: Ministers																
Day MLA, Hon J	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Faragher MLC, Hon D	0	0	3	1	0	0	0	2	0	0	0	0	1	0	0	0
Francis MLA, Hon J	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0

AGENCY	EXEMPTION CLAUSE (Schedule 1 of the FOI Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Grylls MLA, Hon B	1	1	1	1	0	0	1	0	0	0	0	0	0	0	0	0
Harvey MLA, Hon L	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
L'Estrange MLA, Hon S	0	0	3	0	0	0	0	0	0	0	1	0	1	0	0	0
Lewis MLC, Hon M	1	0	2	1	0	0	0	1	0	0	0	0	1	0	0	0
Logan MLA, Hon F M	1	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Marmion MLA, Hon B	1	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
Mischin MLC, Hon M	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0
Mitchell MLA, Hon A	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0
Nahan MLA, Hon M	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Nalder MLA, Hon D	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0
Redman MLA, Hon T	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0
Saffioti MLA, Hon R	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total: Ministers</i>	5	1	21	3	0	0	2	4	0	0	1	0	6	0	0	0
Group: Police																
Police, Western Australia	6	0	1863	1	0	28	6	1	2	0	0	1	2	0	0	0
<i>Sub-total: Police</i>	6	0	1863	1	0	28	6	1	2	0	0	1	2	0	0	0
Group: Universities																
Curtin University of Technology	0	0	5	0	0	1	0	3	0	0	0	0	0	0	0	0
Edith Cowan University	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Murdoch University	0	0	7	3	0	0	4	0	5	0	0	4	0	0	0	0
University of Western Australia, The	0	0	2	0	0	5	1	0	2	0	0	0	0	0	0	0
<i>Sub-total: Universities</i>	0	0	14	3	0	7	5	3	7	0	0	4	0	0	0	0
Total	57	6	5978	123	0	156	90	129	107	1	13	54	17	4	102	0

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	5	4	1	0	0
Albany Port Authority	1	0	0	0	1
Disability Services Commission	2	0	2	0	0
Great Southern Development Commission	1	0	1	0	0
Heritage Council of Western Australia	1	0	1	0	0
Insurance Commission of Western Australia	1	1	0	0	0
Land Authority (LandCorp), Western Australian	2	0	2	0	0
Landgate	1	0	1	0	0
Legal Practice Board of WA, The	1	0	1	0	0
Legal Profession Complaints Committee	1	1	0	0	0
Lotteries Commission	1	1	0	0	0
Metropolitan Redevelopment Authority	1	0	1	0	0
Public Sector Commission	1	0	1	0	0
Public Transport Authority	4	2	0	0	2
School Curriculum and Standards Authority	2	1	1	0	0
Synergy	1	0	1	0	0
Water Corporation	5	5	0	0	0
Western Power	1	1	0	0	0
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	32	16	13	0	3

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
Group: Departments (except Police and Health agencies)					
Aboriginal Affairs, Department of	2	0	1	1	0
Agriculture and Food, Department of	3	3	0	0	0
Attorney General, Department of the	7	6	1	0	0
Child Protection and Family Support, Department for	12	8	3	0	0
Commerce, Department of	4	3	0	0	1
Corrective Services, Department of	22	13	5	0	2
Education, Department of	1	0	1	0	0
Environment Regulation, Department of	3	0	2	1	0
Finance, Department of	2	1	1	0	0
Fire and Emergency Services, Department of	2	0	2	0	0
Fisheries, Department of	2	1	0	0	1
Housing, Department of	3	1	1	0	1
Lands, Department of	1	0	1	0	0
Local Government and Communities, Department of	1	1	0	0	0
Main Roads Western Australia	3	1	2	0	0
Parks and Wildlife, Department of	4	0	2	2	0
Planning, Department of	10	5	5	0	0
Premier and Cabinet, Department of the	2	1	0	0	0
Regional Development, Department of	1	0	0	0	1
Road Safety Commission	1	0	1	0	0
Sport and Recreation, Department of	3	3	0	0	0
State Development, Department of	1	1	0	0	0
Transport, Department of	12	8	3	0	1

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
Treasury, Department of	1	1	0	0	0
Water, Department of	1	0	1	0	0
<i>Sub-total: Departments (except Police and Health agencies)</i>	104	57	32	4	7
Group: Health related agencies					
C&AHS - Princess Margaret Hospital for Children	4	3	1	0	0
EMHS - Armadale Kalamunda Group	2	2	0	0	0
EMHS - Bentley Health Service	2	2	0	0	0
EMHS - Royal Perth Hospital	2	2	0	0	0
Mental Health Commission	1	0	1	0	0
NMHS - Mental Health	4	2	2	0	0
SMHS - Fiona Stanley Hospital	2	0	1	0	1
SMHS - Rockingham Hospital	1	1	0	0	0
WACHS - Pilbara	0	0	0	0	10
WACHS - South West	2	2	0	0	0
<i>Sub-total: Health related agencies</i>	20	14	5	0	11
Group: Local government agencies					
Albany, City of	1	1	0	0	0
Armadale, City of	1	1	0	0	0
Ashburton, Shire of	0	1	0	0	0
Bayswater, City of	1	0	0	1	0
Bridgetown-Greenbushes, Shire of	0	1	0	0	1
Bunbury, City of	1	0	1	0	0
Busselton, City of	2	1	1	0	0
Canning, City of	3	1	2	0	0

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
Cottesloe, Town of	2	2	0	0	0
Dardanup, Shire of	1	0	0	0	1
Esperance, Shire of	1	0	0	1	0
Fremantle, City of	1	1	0	0	0
Gosnells, City of	1	1	0	0	0
Irwin, Shire of	1	1	0	0	0
Joondalup, City of	4	3	1	0	0
Kalamunda, Shire of	2	0	2	0	0
Kalgoorlie-Boulder, City of	0	1	0	0	0
Kwinana, City of	3	0	3	0	0
Meekatharra, Shire of	1	0	1	0	0
Melville, City of	5	2	3	0	0
Mosman Park, Town of	1	0	1	0	0
Nedlands, City of	3	3	0	0	0
Perth, City of	1	1	0	0	0
Pingelly, Shire of	1	1	0	0	0
Serpentine-Jarrahdale, Shire of	4	3	1	0	0
South Perth, City of	2	2	0	0	0
Stirling, City of	2	1	1	0	0
Vincent, City of	1	0	1	0	0
Wanneroo, City of	3	2	1	0	0
York, Shire of	1	0	1	0	0
<i>Sub-total: Local government agencies</i>	50	30	20	2	2

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
Group: Police					
Police, Western Australia	68	45	19	2	2
<i>Sub-total: Police</i>	68	45	19	2	2
Group: Universities					
Curtin University of Technology	2	1	1	0	0
Edith Cowan University	2	1	1	0	0
Murdoch University	4	4	0	0	0
University of Western Australia, The	2	2	0	0	0
<i>Sub-total: Universities</i>	10	8	2	0	0
Total	284	170	91	8	25

Table 17: Requests for amendment of personal information

AGENCY	Applications	Amended	Not Amended	Amended (not as requested)	Withdrawn
Child Protection and Family Support, Department for	1	0	1	0	0
Corrective Services, Department of	3	1	0	1	1
Education Services, Department of	1	0	1	0	0
EMHS - Armadale Kalamunda Group	1	1	0	0	0
EMHS - Royal Perth Hospital	1	0	1	0	0
Murdoch University	1	0	1	0	0
NMHS - Mental Health	2	0	0	2	0
NMHS - Sir Charles Gairdner Hospital	6	6	0	0	0
Police, Western Australia	2	0	2	0	0
Transport, Department of	2	0	0	2	0
WACHS - South West	2	1	1	0	0
WACHS - Wheatbelt	1	0	1	0	0
Total	23	9	8	5	1

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

Table 18: Internal review re: amendment of personal information

AGENCY	Applications	Confirmed	Varied	Reversed	Withdrawn
Transport, Department of	1	1	0	0	0
WACHS - South West	1	0	1	0	0
Police, Western Australia	1	1	0	0	0
Bridgetown-Greenbushes, Shire of	0	1	0	0	1
Child Protection and Family Support, Department for	1	1	0	0	0
EMHS - Armadale Kalamunda Group	1	1	0	0	0
EMHS - Royal Perth Hospital	1	1	0	0	0
Total	6	6	1	0	1

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	120	0	0
Albany Port Authority	120	120	0
Construction Industry Long Service Leave Payments Board	30	0	0
Disability Services Commission	240	0	0
Economic Regulation Authority	30	0	0
Equal Opportunity Commission	60	101	0
Forest Products Commission	60	0	0
Gold Corporation	30	30	0
Government Employees Superannuation Board	30	0	0
Great Southern Development Commission	30	0	0
Heritage Council of Western Australia	60	0	110
Horizon Power	60	0	0
Insurance Commission of Western Australia	1350	0	0
Land Authority (LandCorp), Western Australian	90	0	0
Landgate	270	46	0
Legal Practice Board of WA, The	30	0	0
Legal Profession Complaints Committee	60	0	0
Lotteries Commission	30	0	0
Metropolitan Cemeteries Board	30	0	0
Metropolitan Redevelopment Authority	240	0	0
Pilbara Ports Authority	30	0	0
Professional Combat Sports Commission	30	0	0
Public Sector Commission	210	0	0
Public Transport Authority	990	639	0
Racing and Wagering Western Australia	30	0	0
Rottneest Island Authority	180	0	0

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
School Curriculum and Standards Authority	90	0	0
South West Development Commission	90	90	0
State Administrative Tribunal	60	0	0
Synergy	30	30	60
Tourism Commission, Western Australian	60	0	0
Water Corporation	990	1020	30
Western Power	810	1557	0
WorkCover Western Australia Authority (WorkCover WA)	3140	0	0
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	9,710	3,633	200
Group: Departments (except Police and Health agencies)			
Aboriginal Affairs, Department of	330	405	103
Agriculture and Food, Department of	4350	216	0
Attorney General, Department of the	480	0	0
Child Protection and Family Support, Department for	2430	0	0
Commerce, Department of	15210	7721	0
Corrective Services, Department of	780	250	0
Education, Department of	390	0	0
Education Services, Department of	60	0	292
Environment Regulation, Department of	6450	0	0
Environmental Protection Authority, Office of the	4080	4080	0
Finance, Department of	660	0	0
Fire and Emergency Services, Department of	5190	726	2665
Fisheries, Department of	390	1112	815
Housing, Department of	510	1203	0
Lands, Department of	540	0	0
Local Government and Communities, Department of	30	0	0
Main Roads Western Australia	1290	0	60
Parks and Wildlife, Department of	420	0	0
Planning, Department of	5183	0	8

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
Premier and Cabinet, Department of the	570	0	0
Premier and Cabinet, Department of the	270	0	0
Public Trust Office	30	0	0
Racing, Gaming and Liquor, Department of	330	352	0
Regional Development, Department of	90	0	0
Road Safety Commission	60	30	0
Sport and Recreation, Department of	210	0	0
State Development, Department of	180	0	0
Training and Workforce Development, Department of	120	1695	0
Transport, Department of	5160	0	0
Treasury, Department of	360	0	0
Water, Department of	1590	0	0
<i>Sub-total: Departments (except Police and Health agencies)</i>	57,743	17,790	3,943
Group: Health related agencies			
C&AHS - Princess Margaret Hospital for Children	210	0	0
EMHS - Armadale Kalamunda Group	1590	1590	0
EMHS - Bentley Health Service	360	0	0
EMHS - Corporate Office	30	30	0
EMHS - Royal Perth Hospital	8880	0	0
Health, Department of	1320	0	0
Mental Health Commission	60	0	30
NMHS - Corporate Office	150	0	0
NMHS - Mental Health	480	0	0
NMHS - Sir Charles Gairdner Hospital	6450	119	0
NMHS - Women and Newborn Health Service	60	0	0
SMHS - Fiona Stanley Hospital	7320	0	0
SMHS - Fremantle Hospital	2100	0	0
SMHS - Rockingham Hospital	1440	1844	94

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
WACHS - Central Office	60	0	500
WACHS - Kimberley	300	178	150
WACHS - Midwest	120	0	0
WACHS - Pilbara	274	450	0
WACHS - South West	1920	1100	1100
WACHS - Wheatbelt	30	0	0
<i>Sub-total: Health related agencies</i>	33,154	5,311	1,874
Group: Local government agencies			
Albany, City of	300	300	0
Armadale, City of	780	1279	1934
Ashburton, Shire of	30	0	0
Augusta-Margaret River, Shire of	150	0	0
Bassendean, Town of	240	552	0
Bayswater, City of	660	0	0
Belmont, City of	300	360	0
Boddington, Shire of	30	30	0
Bridgetown-Greenbushes, Shire of	60	0	0
Brookton, Shire of	30	56	0
Bunbury, City of	240	0	0
Busselton, City of	540	783	374
Cambridge, Town of	600	390	139
Canning, City of	490	0	0
Capel, Shire of	120	596	0
Carnarvon, Shire of	90	90	30
Chittering, Shire of	300	300	200
Claremont, Town of	240	0	0
Cockburn, City of	900	0	0
Collie, Shire of	180	634	308
Cottesloe, Town of	330	0	0

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
Dalwallinu, Shire of	30	0	0
Dandaragan, Shire of	30	327	0
Dardanup, Shire of	90	0	30
Denmark, Shire of	120	928	109
Donnybrook-Balingup, Shire of	60	0	2
Dowerin, Shire of	30	0	0
Dundas, Shire of	60	0	0
East Fremantle, Town of	150	22	0
East Pilbara, Shire of	30	30	0
Esperance, Shire of	210	0	0
Exmouth, Shire of	90	0	0
Fremantle, City of	720	0	353
Gingin, Shire of	90	123	0
Gosnells, City of	480	0	0
Greater Geraldton, City of	240	511	0
Halls Creek, Shire of	30	30	0
Harvey, Shire of	90	0	0
Irwin, Shire of	30	0	0
Joondalup, City of	2040	222	0
Kalamunda, Shire of	1110	0	0
Kalgoorlie-Boulder, City of	412	0	1
Karratha, City of	150	289	0
Katanning, Shire of	30	52	0
Kellerberrin, Shire of	30	160	0
Kwinana, City of	420	560	0
Mandurah, City of	90	0	0
Meekatharra, Shire of	30	0	0
Melville, City of	1230	474	110
Merredin, Shire of	60	90	0

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
Morawa, Shire of	120	0	0
Mosman Park, Town of	210	1113	0
Mundaring, Shire of	570	0	0
Murray, Shire of	150	0	0
Narrogin, Shire of	90	0	0
Nedlands, City of	300	390	0
Northam, Shire of	240	83	90
Perth, City of	690	1457	1
Pingelly, Shire of	30	0	0
Port Hedland, Town of	270	270	0
Quairading, Shire of	30	184	0
Rockingham, City of	540	438	189
Serpentine-Jarrahdale, Shire of	570	1669	0
South Perth, City of	420	30	0
Stirling, City of	2070	2010	60
Subiaco, City of	210	1167	0
Swan, City of	1980	1388	0
Three Springs, Shire of	30	30	0
Toodyay, Shire of	180	180	0
Victoria Park, Town of	990	0	0
Vincent, City of	450	1507	127
Wanneroo, City of	1110	0	60
Wyndham-East Kimberley, Shire of	120	162	0
York, Shire of	120	127	372
<i>Sub-total: Local government agencies)</i>	26,282	21,393	4,489
Group: Ministers			
Collier MLC, Hon P	30	0	0
Cook MLA, Hon R H	30	0	0
Davies MLA, Hon M	30	0	0

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
Day MLA, Hon J	30	0	0
Ellery MLC, Hon S M	0	30	0
Faragher MLC, Hon D	150	0	0
Francis MLA, Hon J	60	0	0
Grylls MLA, Hon B	60	0	0
Harvey MLA, Hon L	60	0	0
Johnston MLA, Hon W J	30	0	0
Kelly MLA, Hon D J	30	0	0
L'Estrange MLA, Hon S	120	0	0
Lewis MLC, Hon M	60	0	0
Logan MLA, Hon F M	180	0	0
MacTiernan MLC, Hon A	60	60	0
Marmion MLA, Hon B	60	0	0
Mischin MLC, Hon M	30	0	0
Mitchell MLA, Hon A	30	0	0
Nahan MLA, Hon M	90	0	0
Nalder MLA, Hon D	30	0	0
Redman MLA, Hon T	120	0	0
Saffioti MLA, Hon R	30	0	0
Simpson MLA, Hon T	60	0	0
Wyatt MLA, Hon B S	90	0	0
<i>Sub-total: Ministers</i>	1,470	90	0
Group: Police			
Police, Western Australia	69,090	7,658	0
<i>Sub-total: Police</i>	69,090	7,658	0
Group: Universities			
Curtin University of Technology	240	0	0
Edith Cowan University	60	0	0

AGENCY	Application Fees Collected (\$)	AMOUNT OF CHARGES	
		Collected (\$)	Reduced or Waived (\$)
Murdoch University	120	0	0
University of Western Australia, The	120	0	1410
<i>Sub-total: Universities</i>	540	0	1,410
TOTAL	197,989	55,875	11,916

Table 20: Reasons for reduction of charges

REASONS FOR REDUCTION	No.	%
Impecunious	19	12.50
Pensioner	9	5.92
Other	124	81.58
Total	152	100.00