



WESTERN AUSTRALIA

Office of the **Information Commissioner**

ANNUAL REPORT 2012/2013

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Office of the Information Commissioner

DEAR MR PRESIDENT
DEAR MR SPEAKER

ANNUAL REPORT 2012-2013

In accordance with the provisions of the *Financial Management Act 2006* and the *Freedom of Information Act 1992*, I submit my report for the year ended 30 June 2013 which has been prepared in compliance with the provisions and reporting requirements of both Acts.

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

Sven Bluemmel
INFORMATION COMMISSIONER

25 September 2013

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Contents

1. Overview	2
1.1 Commissioner's foreword	2
1.2 Operational structure	3
1.3 Performance management framework	3
2. Agency performance	4
2.1 Resolution of complaints	4
2.2 Advice and awareness	11
2.3 Administration	14
3. Significant issues and trends	16
3.1 Release of information outside FOI	16
3.2 Removal of requirement to consult officers of an agency	16
3.3 Access to documents from private providers of government services	17
3.4 Supreme Court Appeals	17
3.5 Agency statistics 2012/13	18
4. Disclosures and legal compliance	22
5. Performance indicators	23
6. Financial statements	28
7. Appendix (of figures and tables)	66

1 OVERVIEW

1.1 Commissioner's foreword



Twenty years ago, the passage of the *Freedom of Information Act 1992* changed the relationship between Western Australians and their government. It would be wrong to claim that

government never disclosed information prior to this change. However, it was largely up to government to decide what should be disclosed and when. Since the passage of the Act, all Western Australians have the right to access any government information for whatever reason they wish, subject only to the limitations determined by Parliament in the FOI Act. This has resulted in a tremendous increase in government transparency and accountability.

While the FOI Act has served Western Australians well, there are challenges ahead, particularly where government works with the private and not for profit sectors to deliver public services. In *Re Pisano and Health Solutions (WA) Pty Ltd trading as Peel Health Campus* [2012] WAICmr 24, I determined that the private sector provider of a public health facility is

not an agency under the FOI Act. While public patients in the relevant facility are generally able to access their medical records as a requirement of the contract between the State and the provider, this does not provide the same level of transparency as applies to a public health facility operated by the State.

This year also saw the first time that the Court of Appeal delivered a judgment arising out of a decision made under the FOI Act. In *Apache Northwest Pty Ltd v Department of Mines and Petroleum* [2012] WASCA 167 the Court ultimately upheld a decision to require the disclosure of documents relating to facilities on Varanus Island, which was the site of a gas pipeline explosion in 2008. The Court also provided significant guidance on the interpretation of exemptions under the Act.

The number of applications made to the office for external review of agency FOI decisions increased significantly during the year compared with the previous 12 months. To help ensure the greatest possible efficiency and effectiveness in dealing with the increasing workload, the office undertook a strategic and operational planning exercise to help focus its efforts into the future. One of the major initiatives to come out of this exercise is a

greater focus on resolving complaints through early face-to-face conciliation. A pilot project is currently underway.

A new unit in the Department of the Premier and Cabinet which supports Ministers in dealing with FOI applications has now been operational for over a year. I am pleased to note that it appears to be having a very positive impact on the quality and consistency of FOI decisions made by Ministers.

My office continued its regional outreach program with other accountability agencies, visiting locations in the Pilbara, the Wheatbelt, Bunbury and Geraldton during the year.

Finally I wish to acknowledge the generosity and assistance of the Office of the Queensland Information Commissioner which hosted one of my officers for three days during the year. The purpose of the visit was to gather information about that office's knowledge management and complaints management process and its training and publications program. This was invaluable in informing my office's strategic and operational planning noted above.

Sven Bluemmel
Information Commissioner

1.2 Operational structure

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

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

Other responsibilities prescribed by the Act include:

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

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

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

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

Relevant legislation

Freedom of Information Act 1992

Freedom of Information Regulations 1993

1.3 Performance management framework

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

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

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

2 AGENCY PERFORMANCE

2.1 Resolution of complaints (External Review)

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

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

During 2012/2013, as shown in Table 1 on page 66, 129 of these applications for external review (i.e. complaints) were received by the OIC (a 13% increase from the previous year) and 119 were finalised.

In addition to these requests, the Information Commissioner received, and finalised, 16 other applications under the Act, as follows.

- ❖ s.66(4) - request to lodge an external review application out of time: three of these requests were received and four decided. Of these four, one was conciliated and two were refused. The Information Commissioner has the discretionary power to accept applications out of time, but each application is considered on its merits and generally only in exceptional circumstances will it be accepted.
- ❖ s.66(6) - request for external review without first applying for an internal review: Six of these applications were received during the year, five of which were refused, the other withdrawn by the applicant. Again, the Information Commissioner considers the reasons for the applicant making a request to circumvent the internal review process, and can allow it in exceptional circumstances.
- ❖ s.13(5) - request (by an agency) for an extension of time to deal with an

access application: Two of these applications were received and decided – both were refused. The Information Commissioner will always expect an agency to have previously requested an extension of time from the applicant before considering granting an extension.

- ❖ s.35(1) - request (by an agency) to waive the requirement to consult with third parties when processing an access application: Five were received and of these two were conciliated, two refused and one allowed.

Finally, 25 applications regarded as informal or invalid were received during the year. These include general complaints about the manner in which an agency has processed or dealt with a complainant's access application or application for amendment, but was not a complaint about a decision of a kind set out in s.65(1) or s.65(3). If the complaint is invalid, the Information Commissioner may refer the issue to the Advice and Awareness section for follow-up with the agency, but the matter cannot be dealt with as an external review.

Further breakdown of the types of applications received and dealt with and the

agencies involved can be found in tables 2 - 7 in the appendix.

Decisions of Interest 2012/2013

The following section outlines some particular decisions by the Information Commissioner during the reporting period which may be of broader interest. In particular, some of the matters demonstrate the increasing complexity of the documents agencies are required to deal with under the FOI Act. They also show how the boundaries have shifted in the time since the FOI Act commenced 20 years ago from the traditional understanding of a document being paper based to electronic documents, emails, databases and CCTV footage.

Definition of an agency

In *Re Pisano and Health Solutions (WA) Pty Ltd trading as Peel Health Campus* [2012] WAICmr 24, the complainant applied to Health Solutions (WA) Pty Ltd trading as Peel Health Campus ('PHC') under the FOI Act for access to a document sent by a senior clinician to staff at Peel Health Campus. PHC refused to deal with the application and the complainant applied to the Information Commissioner for external review of that decision.

On external review, the Commissioner had to decide whether or not the PHC is an agency as defined in the FOI Act. If it is not an agency under the FOI Act, the complainant had no right of access to the requested document under the FOI Act and PHC was entitled to refuse to deal with the access application.

After careful consideration the Commissioner upheld PHC's decision and found that the PHC is not a public body or office, as defined in the FOI Act, and therefore not an agency under the FOI Act. In particular, the Commissioner was not satisfied that the PHC is a body or office that is established for a public purpose under a written law, as required by paragraph (e) of the definition of 'public body or office'. The Commissioner noted that PHC had an agreement with the government which included a requirement that PHC have a policy permitting access by public patients to their personal information. However, that obligation did not extend to documents of the kind to which the complainant sought access in this case. In any event, any access under such a policy would be separate to access rights under the FOI Act.

Building plans

The applicant in *'R' and City of Greater Geraldton and 'S'* [2012] WAICmr 25 sought access to the building plans of the private residence of their neighbour. The building plans sought were limited to two drawings regarding only the external features and elevations of the property. The agency refused access to those documents under clause 3(1) of Schedule 1 to the FOI Act as they contained personal information.

In the particular circumstances of this case, the Commissioner considered that the personal information that would be revealed by the disclosure of the documents - an address; the name of an individual; and the size and certain external features of the building on the property - was not information of a particularly private or sensitive nature nor that its disclosure would involve any real intrusion on the personal privacy of the third party.

The Commissioner considered that the accountability of government agencies includes informing the public, where possible, of the basis for decision-making and the material considered relevant to that process. In this case, the complainant and the third party had been in a long running

2 AGENCY PERFORMANCE

neighbourhood dispute and the Commissioner considered that there was a public interest in both parties being kept fully informed. The Commissioner was also of the view that there are public interests in private individuals who have dealings with government agencies maintaining trust in those agencies and being – and being seen to have been – fairly dealt with.

On the information before him, the Commissioner was not persuaded that the public interest in the third party's privacy overrides other public interests in this case. In balancing the competing public interests, the Commissioner considered that those favouring disclosure outweighed those favouring non-disclosure. Consequently, the Commissioner found that the documents were not exempt under clause 3.

During the external review process, the third party also claimed that the documents were exempt under clause 5(1)(f) of Schedule 1 to the FOI Act, which provides that matter is exempt if its disclosure could reasonably be expected to endanger the security of a property. Having examined the documents, the Commissioner noted that they showed windows and doors but there was nothing to indicate their strength or material or the internal layout of the

property. The Commissioner considered that knowing the placement of doors and windows, without more, could not reasonably be expected to endanger the security of the property and found that the documents were not exempt under clause 5(1)(f). The Commissioner also found that, as the documents were subject to copyright belonging to a person other than the State, access should be given by way of inspection only, pursuant to s.27(2)(c) of the FOI Act.

Public interest in disclosure of documents relating to the investigation of a death

In August 2008, Kieran Watmore passed away at Albany Regional Hospital ('the ARH'). The State Coroner conducted an inquest into the incident and his report, dated 30 September 2009, is a public document. Kieran Watmore's family subsequently received a public apology in Parliament from the Minister for Health, who said *"Kieran should not have died when he did, there were a number of systemic deficiencies that led to his death and these cannot be ignored"* and noted that the Department of Health would implement all of the Coroner's recommendations.

Kieran Watmore's father applied under the FOI Act to the WA Country Health Service – Great Southern ('the agency') for documents containing the findings of an internal investigation by the ARH into his son's death; the complaint from the ARH to the Nurses and Midwives Board of Western Australia (now the Australian Health Practitioner Regulation Agency) in relation to the nursing staff responsible for his son's care at the time of the incident; and the decision of the Department of Health or the ARH not to renew the employment contract of a particular staff member.

The agency refused access to the requested documents – without identifying any of them - under clauses 3(1) and 8(2) of Schedule 1 to the FOI Act which relate, respectively, to personal information and confidential communications.

Mr Watmore applied to the Information Commissioner for external review of the agency's decision. During the external review process, the agency identified four documents within the scope of the complainant's application and subsequently gave Mr Watmore access to two of them. The agency withdrew its claim for exemption under clause 8(2) for the other two documents but claimed they were subject to qualified privilege under section

124Y of the *Health Insurance Act 1973* (Cth). The Acting Information Commissioner ultimately found that the agency's claim of qualified privilege was not made out. However, she considered whether those two documents were exempt under clause 3(1) of Schedule 1 to the FOI Act.

In the circumstances of the case, the A/Commissioner considered that disclosure of the documents would further the public interests in government transparency and accountability by contributing to an understanding of the events surrounding Kieran Watmore's death and the ensuing investigations. Consequently, apart from a small amount of information, the A/Commissioner decided that disclosure of the documents would, on balance, be in the public interest and found that they were not exempt under clause 3: *Re Watmore and WA Country Health Service – Great Southern* [2012] WAICmr 29.

Documents of an agency

Under the FOI Act, the right of access to documents is created by section 10 of the Act and is a right of access to "documents of an agency (other than an exempt agency)" subject to and in accordance with the provisions of the FOI Act.

In *Re Ninan and Department of Commerce* [2012] WAICmr 31, the Commissioner was required to determine whether certain valuations and reports are 'documents of an agency' as defined in the FOI Act. Pursuant to section 23(1)(b) of the FOI Act, an agency may refuse access to a document if it is not a document of the agency, which is in effect what the agency did in this case.

The complainants accepted that the agency did not have physical possession of the requested valuations and reports. However, they contended that if an access applicant applies to the agency for valuations and reports that are held not by the agency but by private individuals or organisations, then the agency should obtain those documents pursuant to its powers under section 69 of the *Fair Trading Act 2010* ('the FT Act'), and give access to them pursuant to the FOI Act. Under s.69 of the FT Act an authorised person within the agency has the power, for the purposes of an investigation or inquiry, to require any person to produce any document relevant to the investigation or inquiry.

The Commissioner considered that the requested valuations and reports could only be under the control of the agency (and therefore 'documents of an agency') if the agency has a present legal entitlement to

control the use or physical possession of those documents. The Commissioner was of the view that the power to require the production of documents under section 69 of the FT Act does not give the agency a present legal entitlement to obtain possession of those documents for the purposes of the FOI Act. If the agency has not taken possession of the documents for the purposes of an investigation or inquiry under section 69, the FOI Act cannot be used to require the agency to take the step of carrying out an investigation or inquiry in order to obtain the documents.

Accordingly, the Commissioner decided that the requested valuations and reports are not documents of the agency within the meaning of clause 4(1) of the Glossary to the FOI Act and confirmed the agency's decision to refuse access to those documents under s.23(1)(b) of the FOI Act.

2 AGENCY PERFORMANCE

Environmental management plan and occupational hygiene management plan

In *Re Pillsbury and Department of Mines and Petroleum and Others* [2013] WAICmr 1, the complainant applied to the agency for access to an environmental management plan and occupational hygiene management plan concerning a demolition project at the Derby Export Facility. After consulting with the two third parties who prepared the requested documents, the agency refused access on the basis that the documents were exempt under clause 4(2) (information of a commercial value) and clause 4(3) (information concerning commercial and business affairs) of Schedule 1 to the FOI Act. The complainant applied to the Commissioner for external review of the agency's decision and the two third parties were joined as parties to the complaint. At that stage, the third parties claimed that the documents were also exempt under clause 8(2) (confidential communications).

During the external review process, the Commissioner informed the parties that he was of the preliminary view that the requested documents were not exempt as claimed by either the agency or the third parties. As a result, the agency withdrew

its exemption claims. However, as the third parties maintained their objection to disclosure, the Commissioner was required to determine the matter by formal published decision.

The Commissioner recognised that private organisations or persons having business dealings with government must necessarily expect greater scrutiny of, and accountability for, those dealings than in respect of their other dealings but should not suffer commercial disadvantage because of them. However, on the information before him, the Commissioner was not persuaded that disclosure of the requested documents could reasonably be expected to give the third parties' competitors a commercial advantage nor that an independent buyer would pay to obtain the information in the documents as the third parties claimed. On the evidence provided, the Commissioner was not satisfied that the requested documents had a commercial value to either of the third parties or that their disclosure could reasonably be expected to destroy or diminish any commercial value in the information in the documents. Consequently, the Commissioner found that the documents were not exempt under clause 4(2). The Commissioner was also

not persuaded by the third parties' claim that disclosure of the documents could reasonably be expected to prejudice the future supply of information of that kind to the Government or to an agency, in light of the apparent statutory requirement to provide the information in the requested documents. In the absence of material to establish that disclosure of the requested documents could reasonably be expected to have an adverse effect on the commercial or business affairs of the third parties, the Commissioner found that the requested documents were not exempt under clause 4(3).

In relation to the third parties' claim that the documents were exempt under clause 8(2), the Commissioner accepted that the information in the documents may have been of a confidential nature because it was not in the public domain and appeared to be only known to a small number of people. However, the Commissioner was not satisfied that the documents were obtained in confidence as required by clause 8(2)(a) and noted the agency's advice that there was no evidence that the documents were given to or received by the agency on a confidential basis. Further, as the Commissioner did not consider that disclosure of the documents could

reasonably be expected to prejudice the future supply of information of that kind to the Government or to an agency, the requirements of clause 8(2)(b) were not established. Accordingly, the Commissioner found that the documents were not exempt under clause 8(2).

The other issue that arose in this matter related to the manner in which access could be given to the requested documents. Under s.27 of the FOI Act, if giving an applicant a copy of a document would involve an infringement of copyright belonging to a person other than the State, access may be given by way of inspection only. In this case, the Commissioner was satisfied that the requested documents were subject to copyright and decided that access should be given by way of inspection only.

CCTV footage

The complainant in *Re Flahive and City of Stirling* [2013] WAICmr 7 was involved in an incident at a recreational facility ('the facility') operated by the City of Stirling ('the agency'). On the day of the incident Western Australia Police ('WAPOL') officers attended the facility and viewed CCTV footage related to the incident. Certain CCTV footage related to the incident was

downloaded and provided to WAPOL officers on a DVD.

The complainant applied to the agency for access to CCTV footage from the facility car park and reception area for a specified period on the day of the incident ('the requested footage'). The applicant did not pay the \$30 fee that is payable under the FOI Act for applications for non-personal information (which this application was) until more than two months after making his application. The agency transferred the application in full to WAPOL under section 15(1) of the FOI Act¹ and the complainant applied to the Commissioner for review of the agency's decision to transfer the application.

The Commissioner considered that the agency's decision to transfer the access application to WAPOL implied that the agency had conducted searches for the requested footage and that it had decided it did not hold them. Consequently, the Commissioner dealt with the complaint as a review of a deemed decision of the agency to refuse the complainant access to the requested footage under section 26 of the

¹ WAPOL's decision following the transfer of the application was also the subject of external review by the Information Commissioner – see *Re Flahive and Western Australia Police* [2013] WAICmr 6

FOI Act. Section 26 provides that an agency may refuse access to a document if the agency is satisfied that all reasonable steps have been taken to find the document and the document cannot be found or does not exist. The Commissioner noted that CCTV footage is a document for the purposes of the FOI Act.

In this case, on the date the complainant paid the required application fee, the requested footage had been automatically overwritten and no longer existed. The Commissioner expressed concern that the agency had not taken steps to protect the requested footage once it was aware of the complainant's intention to make an access application. He also expressed the view that the agency should have given the complainant more timely written advice that his application was invalid (because he had not paid the required \$30 fee) and the consequence of not making a valid application would be that the CCTV footage may be automatically overwritten after 30 days. The Commissioner also expressed concern that the agency had failed to make a record of the CCTV footage given to WAPOL. However, the Commissioner noted that the agency had subsequently instituted policies and procedures that

2 AGENCY PERFORMANCE

would limit the potential for similar problems to occur in the future.

Although the Commissioner expressed concern about the process followed by the agency, he ultimately found that the agency had taken all reasonable steps to find the requested footage but that it could not be found or does not exist. Consequently, the Commissioner confirmed the agency's decision to refuse access to the requested footage pursuant to section 26 of the FOI Act.

Access to database available outside the FOI Act

Section 6 of the FOI Act provides that the access rights in the FOI Act do not apply to documents that are already available. In *Re Terrestrial Ecosystems and Department of Environment and Conservation* [2013] WAICmr 9, the Commissioner considered whether the requested document in that case – the relevant parts of a database – was available to the public, for purchase or free distribution, such that under s.6 of the FOI Act, the access rights in the FOI Act did not apply.

The Commissioner noted that section 6 is explicitly concerned with documents, not information, and did not accept the agency's submission that s.6(a) applies to

information. Therefore, the Commissioner considered that for s.6(a) to apply in this case, the requested document must be available to the public for purchase or free distribution. The Commissioner was of the view that the requested document is available for 'free distribution' to the public if that document is given out at no cost to the public.

Ultimately, the Commissioner found that the requested document, apart from certain exempt matter, was available for free distribution to the public because members of the public could access the database through an online portal. In this case, the online portal was not a separate database, but a tool or system to access a number of different databases, one of which was the requested document.

The complainant did not dispute that the requested document could be downloaded from the online portal. Rather, the complainant submitted that it was not easily accessible, because it could not be downloaded all at once, but required downloading in stages. However, the Commissioner noted that section 6 of the FOI Act is not concerned with difficulty or unreasonableness of access.

Cut-off date for documents within scope of an access application

In *Re Georgeson and Government Employees Superannuation Board* [2013] WAICmr 10, the parties disputed the time frame of the documents sought in the complainant's access application. In particular, the matter raised the question of the precise 'cut-off date' for determining which documents were covered by the terms of the complainant's access application, which was framed in terms of seeking access to "all documents...to the present date".

The Commissioner considered that it is clear from the provisions of the FOI Act that an access application only applies to existing documents and not to documents that may come into existence at some time in the future.

The Commissioner noted that past decisions of his predecessors have considered that, depending on the circumstances of the particular application, an access application may apply to documents of an agency which come into existence after the date of the access application, but before the date of the agency's decision: see *Re Brown and Police Force of Western Australia* [1995]

WAICmr 22 at [13]-[18] and *Re Musulin and Potato Market Corporation of Western Australia and Others* [2001] WAICmr 26 at [19]-[21].

The Commissioner considered that the circumstances of the present case were distinguishable from *Re Musulin* and *Re Brown* because those cases concerned only two to three documents that came into existence a short time after the access application was lodged and hence it was considered reasonable to take those documents into account. However, the Commissioner considered that the positions in *Re Musulin* and *Re Brown* should not be followed in the circumstances of the present case, having regard to the number of documents and time involved in dealing with the application if the 'cut-off date' was extended beyond the date the application was received.

The Commissioner also considered relevant and persuasive two recent decisions of the Commonwealth Administrative Appeals Tribunal, which determined that a request made under the Commonwealth *Freedom of Information Act 1982* is limited to documents in the possession of the agency on the day the request is received (*Radar Investments Pty Ltd and Health Insurance Commission*

[2004] AATA 166 and *Lobo and Department of Immigration and Citizenship* [2010] AATA 583).

After reviewing the terms of the complainant's application, the Commissioner decided that the agency was required to consider her request only in relation to documents that were in existence at the time the agency received the request.

2.2 Advice and awareness

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

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

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

Training courses and briefings

The OIC is proactive in raising awareness and understanding of the procedures and processes prescribed by the Act. Apart from requests received for training or assistance, public sector needs are identified from a survey of agencies. Due to staff turnover in agencies, there is a periodic need for new agency staff to be briefed on the FOI process and agencies' obligations. This is done by conducting workshops, special forums, briefings, seminars or presentations for FOI Coordinators and decision-makers. These are conducted on an interactive basis, allowing for immediate response to questions and clarification of issues concerning FOI procedures and practices.

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

The Legal Practice Board of Western Australia recognises the OIC as a QA Provider for the purposes of the *Legal Profession Rules 2009*. Accordingly, legal

2 AGENCY PERFORMANCE

practitioners may claim CPD points for attendance at training provided by the OIC as outlined on the OIC website.

A summary of training courses and briefings delivered during the reporting period is shown in Table 8 on page 77. A summary of attendees at these events is shown in Table 9 on page 78.

FOI coordinators workshops

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

participant at the course for future reference.

A benefit of the shared resources arising from co-location with other accountability agencies is that OIC was able to host the majority of the FOI coordinators workshops in 2012/13 at its own premises. Feedback from participants who attended the workshops was very positive.

Decision-makers forums

The half-day decision-makers forum assists staff in agencies, including senior managers, to act as the decision-maker in respect of FOI applications or requests for internal review. It covers the options available to agencies when responding to large applications; assisting an applicant to re-define the scope of an application; refusing to deal with an application; considering exemptions; applying the public interest test; preparing a notice of decision that complies with the Act; understanding the internal and external review processes; and making decisions. Attendees also establish a relationship with staff of the OIC who may be contacted for advice in the future, which is especially useful for those agencies that do not receive many applications. Three decision-makers forums were conducted in 2012/13.

Regional awareness and accessibility program

Regional visits offer the opportunity to raise public and agency awareness of FOI procedures and processes to improve decision-making and to meet officers of State and local government agencies. Face-to-face meetings give regional officers the opportunity to raise issues and the Information Commissioner and staff to provide clarification and advice about the requirements of the FOI Act.

As part of the Regional Awareness Program, the OIC visited the Pilbara, Bunbury and Geraldton together with other key accountability agencies.

Seminars were held for community groups, members of the public and regionally-based public sector agencies. The OIC delivered a number of workshops and briefings explaining the process and procedures that apply when dealing with applications for documents held by State or local government agencies.

The visit to the Pilbara in August 2012 included comprehensive presentations to a number of agencies including the Dampier Port Authority, local governments in the Pilbara and local community groups. The OIC also provided a briefing session to

Nickol Bay Hospital. This was also presented to staff of the Western Australian Country Health Service, Pilbara region via video-link. Video-conferencing is an effective and efficient way to deliver an interactive FOI briefing session to a number of officers at country hospitals and remote area health services.

OIC conducted a comprehensive FOI briefing session for officers of the Shire of York in February 2013.

In March 2013, OIC visited Bunbury and provided seminars to State and local government agencies in the region, including Bunbury Regional Hospital.

In May 2013 the OIC conducted FOI briefing sessions for officers of Midwest Health Services – Geraldton and the City of Greater Geraldton. This followed on from a joint presentation by members of the Integrity Coordinating Group, including the Information Commissioner, for State and local government agencies in the Midwest Region.

The Regional Awareness and Accessibility Program will continue into next year with a visit to Kununurra planned for November 2013. This will include seminars for community groups, members of the public

and regionally-based public sector agencies from State and local government.

Web site and electronic communications

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

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

contributes to a higher level of understanding and application of the legislation by decision-makers.

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

The patronage of the web site increased slightly when compared with previous years. There was an average of 11,669 separate visits (10,337 in previous year) per month recorded. The average number of web pages viewed per visit increased steadily over the course of the year from 2.93 pages in July 2012 (and 2.32 pages in August 2012) increasing to 4.79 pages in June 2013. Visitors were more prevalent in the earlier months of the year with more than 13,000 visitors in July and August 2012, dropping to an average of 11,000 visitors for the period from December 2012 through to June 2013. Visitors were recorded as having spent an average of 6.5 minutes per visit compared with an average of approximately 7 minutes per visit in 2011/12. The page most frequented, apart from the home page, was that listing the

2 AGENCY PERFORMANCE

2012/13 decisions published by the Information Commissioner. A list of publications added to the web site during the course of the year is provided below:

- Guideline for agencies when producing documents to the Information Commissioner
- Guideline for calculating time and days under the FOI Act.
- Guideline for agencies when consulting with third parties during external review.

Telephone enquiries

There were 1,150 telephone enquiries received during the year (1,401 in 2011/12). Over 62% of telephone enquiries received (56% in 2011/12) were from members of the public seeking advice on how to make an application or to enquire about or confirm their review rights. The balance was from officers of State government (27%) and local government (11%) agencies seeking assistance in dealing with access applications or advice regarding other statutory obligations under the Act.

Written enquiries

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

There were 237 written enquiries for advice and assistance received and dealt with during the year. The written enquiries were received by letter and by email. 29 of these were misdirected access applications. That is, they were applications which should have been sent to the agency holding the documents sought and not to this office. The agencies the subject of the greatest number of misdirected applications were: the Western Australia Police (12); the Department for Child Protection (4); and the Department of Corrective Services (4).

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

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

Table 10 on page 79 shows a summary of applications that were mistakenly directed to the OIC instead of to the agency holding the documents.

Of the remaining written enquiries, 200 were requests for advice concerning applications made under the FOI Act and a further eight concerned other matters.

2.3 Administration

The OIC is not part of the Public Service as defined in Part 3 of the *Public Sector Management Act 1994*. However, to ensure the highest standards in all administrative activities, the OIC endeavours to comply with policies set out for the public sector service whenever this does not compromise the OIC's ability faithfully to discharge its obligations under the FOI Act. The main purpose of the FOI Act is to promote accountability and transparency, and as such the OIC is committed to following whole of government agency policies to facilitate this.

Code of Conduct and Code of Ethics

The OIC has an established Code of Conduct. This code was reviewed and distributed to staff during the year. The Code is linked to the WA Public Sector Code of Ethics as a general guide to ethical decision-making. Generally, both these guides are complementary to the requirements of the FOI Act, but the FOI Act prevails in the event of any inconsistency.

Public Sector Standards

Since the return of the recruitment function from Shared Services to agencies in 2011, the OIC has, for the first time, been in full control of its recruitment process. Some reliance had previously been placed on other agencies providing the OIC with corporate services in ensuring compliance with the relevant Public Sector Standards in Human Resources Management, particularly the employment standard. During 2012/13, the OIC has updated its policies to reflect the return of full recruitment functions and ensure that the process is in line with the principles of merit, equity, interest and transparency. Guidelines, forms, policies and checklists have been created to assist in this regard.

Decommission of Shared Services

In February 2013, the OIC was rolled out of Shared Services. Payroll, human resource services and financial services assistance (including the CFO Assist function) had been provided by Shared Services, all of which were returned to the OIC for management. This was, in essence, a new arrangement for the OIC as prior to Shared Services, the OIC received payroll services and financial services assistance from the Department of the Attorney General. Therefore, this is the first time all services are managed by the OIC.

However, due to the small size of the office, there is no scope for all functions to be managed in-house. The OIC has contracted an external organisation through the Common Use Agreement list to provide a similar service as the Shared Services CFO Assist unit. In addition, the OIC agreed with several other smaller agencies to 'cluster' for the purposes of payroll services.

In light of these changes, all human resource and finance policies required updating, which was completed in June. In addition, work has commenced on drafting a human resource procedures manual and a finance procedures manual which will

incorporate all the OIC's policies, and provide staff with a comprehensive 'how to' guide.

Records Management

As part of the review of the OIC's record keeping plan in 2009, the commitment was made to review record keeping practices and develop performance indicators. A survey was subsequently provided to all staff on the record keeping system of the OIC, with very positive results, but with some room for improvement. The performance indicators were drafted and recommendations on improvement to the record keeping practices of the office were made. All these results were reflected in a report prepared in 2012/13.

3 SIGNIFICANT ISSUES AND TRENDS

3.1 Release of information outside FOI

The contact that this office has had with agencies and members of the public in the past year has highlighted the importance of agencies making government information available outside the FOI process as much as possible, unless there is a good reason not to do so.

Part I of the FOI Act indicates that the FOI process supplements, rather than replaces, other procedures for making information available. Agencies and applicants can often avoid the need for a FOI application by engaging in meaningful dialogue at the start of the process. If a matter can be dealt with outside the FOI Act, an applicant is likely to obtain the requested documents much sooner and the agency is likely to be able to save time and effort in the process.

As recommended in the Commissioner's report to Parliament following a review of the administration of FOI in Western Australia in 2010², agencies should,

² *The Administration of Freedom of Information in Western Australia* 31 August 2010: <http://www.foi.wa.gov.au/Materials/FOI%20Review%202010%20-%20Comprehensive%20Report.pdf>

unless there is a good reason not to, disclose information on request without requiring a formal FOI application and should investigate means of more proactive, automated and timely disclosure of information. To this end, an agency's Information Statement can be a valuable tool. The FOI Act requires most agencies to publish Information Statements, which should inform the public of the structure and functions of the agency. They also outline the types of documents held by the agency, and give advice on how they can be accessed by the public. As also recommended in the above report, as part of their annual review of Information Statements, agencies should periodically review what information they routinely make available to the public outside the FOI process. A good Information Statement can be a very useful resource for both agencies and members of the public.

3.2 Removal of requirement to consult officers of an agency about disclosure of personal information

The requirement to consult officers of an agency before disclosing work-related

information about them continues to be a significant issue.

As noted in last year's annual report, certain work-related information about officers of agencies, such as an officer's name, title and things done in the course of the officer's duties, will usually not be exempt under clause 3(1) of Schedule 1 to the FOI Act, even though it is 'personal information' as defined in the FOI Act³. However, as a result of s.32 of the FOI Act, an agency is not to give access to that personal information unless the agency has taken such steps as are reasonably practicable to obtain the views of the officer as to whether the information is exempt under clause 3. Compliance by agencies with the current statutory obligation can be time consuming and delay access to documents without achieving a significant benefit.

The Commissioner has previously drawn to Parliament's attention the merit of amending the FOI Act to remove the legislative requirement for agencies to consult with officers where the agency only proposes to disclose non-exempt information about those persons. As noted in this office's 2011 annual report,

³ Agencies should note that the information could be exempt for other reasons

the Commissioner strongly recommends agencies engage in meaningful discussions with applicants to explain the requirement to consult with officers and attempt to have such work-related information excluded from the scope of the application with the agreement of the applicant. However, in cases where applicants want such work related information, it is likely they would obtain access to the relevant documents in a more timely fashion if the requirement to consult under s.32 is removed.

In the past year this office has spent considerable time dealing with this issue when dealing with external review matters and requests by agencies under s.35(1) to waive the requirement to consult with third parties (mostly officers of an agency) when processing an access application; when responding to requests for advice and inquiries from agencies; when delivering training services to agencies; and during regional visits by the Information Commissioner. This issue contributes to the time it takes for this office to finalise external review applications and can cause confusion in agencies. For example, in one recent matter an agency refused an applicant access to work-related information about

officers on the basis that it had not complied with its obligation to consult with the relevant officers under s.32. The position taken by the agency added to the time it took to resolve the matter.

If the FOI Act were to be amended as suggested above, agencies would still need to be vigilant to ensure that information about officers of agencies which may be exempt for other reasons, such as where a threat has been made to an officer or where the information amounts to more than prescribed details, is not inappropriately disclosed.

3.3 Access to documents from private providers of government services

Section 10 of the FOI Act creates for any person a general right of access to documents of an agency. ‘Agency’ is defined in the Glossary to the FOI Act as a Minister or a public body or office. The definition of ‘public body or office’ includes departments of the public service, local government and contractors or subcontractors. The term ‘contractor’ is given a specific meaning in the Glossary to the FOI Act, applying only to private

providers of prison management, court security and prisoner transport services.

Contracting out of certain services by government is now established practice. For example hospital and health care services, some community housing arrangements, disability services, certain community services and infrastructure projects may all be undertaken by non-government providers through contract arrangements with government.

While the definition of agency in the Glossary to the FOI Act includes limited types of contractors and subcontractors, the Commissioner’s decision in *Re Pisano and Health Solutions (WA) Pty Ltd trading as Peel Health Campus* [2012] WAICmr 24⁴ shows that where government services are delivered by a private provider, it may not be possible for a member of the public to obtain documents from the private provider under the FOI Act.

⁴ See ‘Decisions of interest 2012/2013’ in this annual report

3 SIGNIFICANT ISSUES AND TRENDS

3.4 Supreme Court appeals

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

As noted in last year's annual report, on 23 August 2012 the Court of Appeal delivered its judgment on the appeal against the decision of Edelman J in *Apache Northwest Pty Ltd v Department of Mines and Petroleum [No 2]* [2011] WASC 283, which arose out of the Commissioner's decision in *Re Apache Northwest Pty Ltd and Department of Mines and Petroleum and Anor* [2010] WAICmr 35. The Court of Appeal dismissed the appeal and upheld the Commissioner's decision.

Significantly, this was the first occasion since the passage of the FOI Act that the Court of Appeal has heard an appeal arising out of a decision of the Information Commissioner.

3.5 Agency statistics 2012/13

Section 111 of the Act requires that the Commissioner's annual report to the Parliament is to include certain specified information relating to the number and nature of applications dealt with by agencies under the Act during the year.

To enable that to occur, agencies are required by s.111 to provide the Commissioner with the specified information. That information for 2012/13 is set out in detail in the statistical tables found in the Appendix at the end of this report. The following is an overview.

The primary responsibility for making decisions on FOI applications, and otherwise giving effect to the provisions of the Act, rests with agencies. Applications under the Act are made in the first instance to the government agency holding, or likely to hold, the documents sought, and the agency must deal with and decide the application. As can be seen from a review of previous annual reports of the Commissioner, the number of access applications made to agencies under the Act has steadily increased, from 3,323 at the end of the first full financial year of operation of the Act (1994/95) to 17,175 in the year under review. That represents an increase of approximately 417% in 18 years from 1995 and a 3.25% increase from last year (16,634).

3.5.1 Applications

From Table 12, found on page 80 of the Appendix to this report, it can be seen that Royal Perth Hospital received the highest

number of applications made to a single agency (2,333 - an increase of 18.5% from last year), with the next highest number received by the Western Australia Police (2,248 - a decrease of 8.1% from last year), followed by Sir Charles Gairdner Hospital (1,288 - an increase of 1.65% from last year). A further 6,611 applications were received by various other health service providers (hospitals, health services and the Department of Health), representing an increase of 12.4% over last year.

Of the 17,175 applications received by agencies in 2012/13, 660 (just over 3.8%) were received by local government agencies and 16,515 (96.2%) by State government agencies. Of the local government agencies, the City of Swan received the highest number of applications (60), followed by the cities of Joondalup (51) and Stirling (46).

Of the applications made to State government agencies, 65 were made to Ministers, which was less than half the number made to Ministers last year (146). The Minister receiving the highest number of applications was the Hon T Buswell MLA, Treasurer; Minister for Transport; Fisheries with 14 applications.

3.5.2 Decisions

As can be seen in Table 13 (on page 85), of the decisions on access made by Ministers in the reporting period, five were to give full access; 35 were to give access to edited copies of documents and five decisions were to refuse access. In 15 cases, no documents could be found.

Table 13 also reveals that 15,033 decisions on access applications were made by State government agencies (exclusive of local government agencies and Ministers) under the Act in 2012/13. Of those decisions, 58.6% resulted in the applicant being given access in full to the documents sought; 31.2% resulted in the applicant being given access to edited copies of the documents sought; and 0.9% resulted in either access being given but deferred, or being given in accordance with s.28 of the Act (by way of a medical practitioner). In 6.8% of applications the agency could not find the requested documents. Only 2.5% of the decisions made were to refuse access. The above figures indicate that approximately 89.8% of the 15,063 decisions made by State Government agencies on FOI applications were to the effect that access in some form was given (similar to the previous year of 89.7%).

Figure 1
Number of applications decided – all agencies

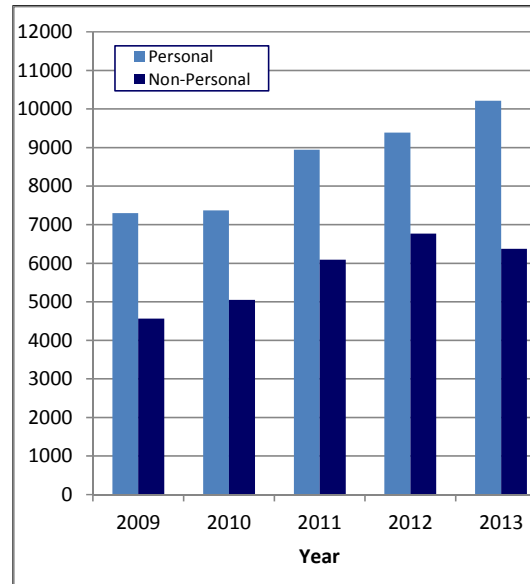
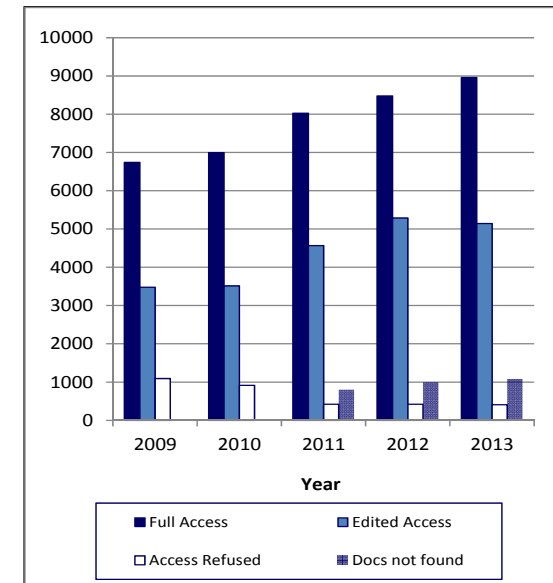


Figure 2
Outcome of decisions – all agencies



3.5.3 Exemptions

Also consistent with previous years, the exemption clause most frequently claimed by agencies from both State and local government sectors (excepting those claimed by Ministers and described below) was clause 3, which exempts from disclosure personal information about individuals other than the applicant. That clause was claimed 4,958 times in the year under review. Figure 3 (on the next page) compares the use of this clause with

all other clauses used since 1994/95, which indicates continued use of the exemption to protect personal privacy. The next most frequently claimed exemptions were: clause 7, which protects from disclosure documents which would be privileged from production in legal proceedings on the ground of legal professional privilege (221 times); clause 4, which relates to certain commercial or business information of private individuals

3 SIGNIFICANT ISSUES AND TRENDS

and organisations (214 times); clause 6, which relates to the deliberative processes of government (141 times); and clause 5, which relates to law enforcement, public safety and property security (135 times).

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

3.5.4 Internal review

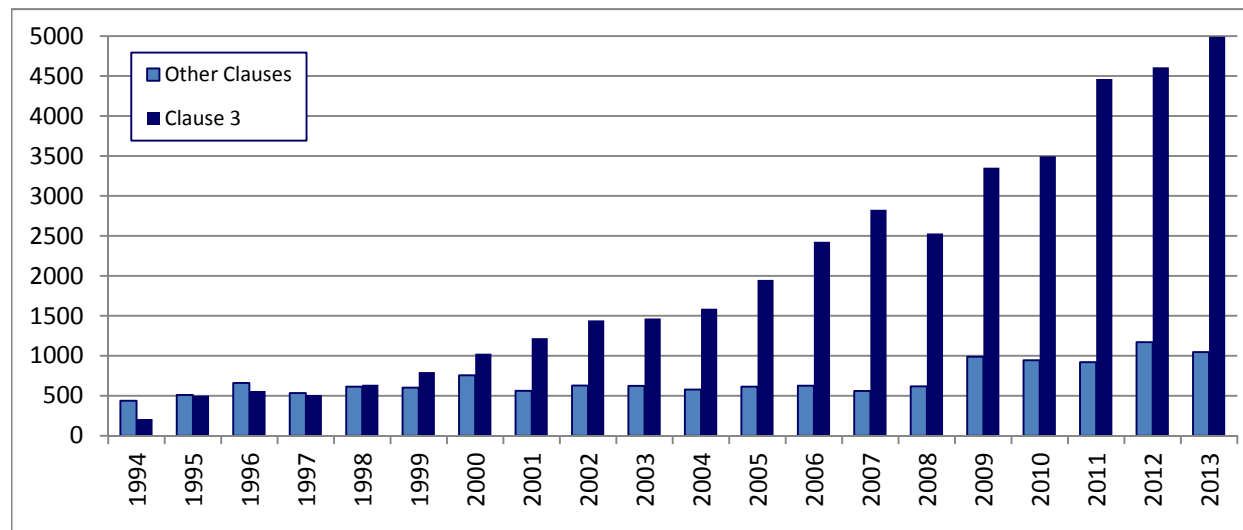
Agencies received 251 applications for internal review of decisions relating to access applications during 2012/13 (see Table 15 on page 101). This represents

about 1.6% of all decisions made and about 17% of those decisions in which access was refused. In the year under review, 256 applications for internal review were dealt with (including some that were received in the previous period). The decision under review was confirmed on 185 occasions, varied on 55 occasions, reversed on 10 occasions and the application for internal review was withdrawn on 6 occasions.

3.5.5 Amendment of personal information

Thirty nine applications for amendment of personal information were made to agencies during the year (see Table 16 on page 106). Thirty eight of these applications were dealt with, resulting in personal information being amended on 15 occasions, not amended on 12 occasions and amended, but not as requested, on 7 occasions. Of the 14 reported applications for internal review of decisions relating to the amendment of personal information, only two were varied (see Table 17 on page 107).

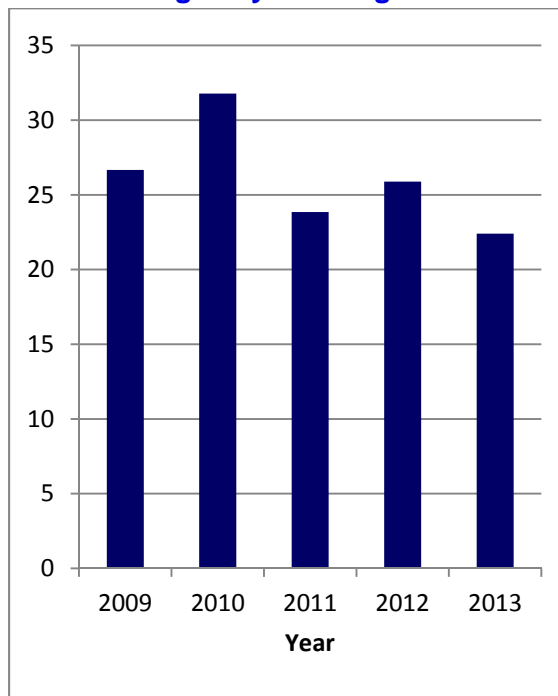
Figure 3 – Use of exemption clauses – all agencies



3.5.6 Average time

The average time taken by agencies to deal with access applications (22.4 days) decreased by 2.5 days from the previous year (25.9 days) and remains within the maximum period of 45 days permitted by the Act. Figure 4, which depicts the average days taken by agencies in dealing with access applications, is shown below.

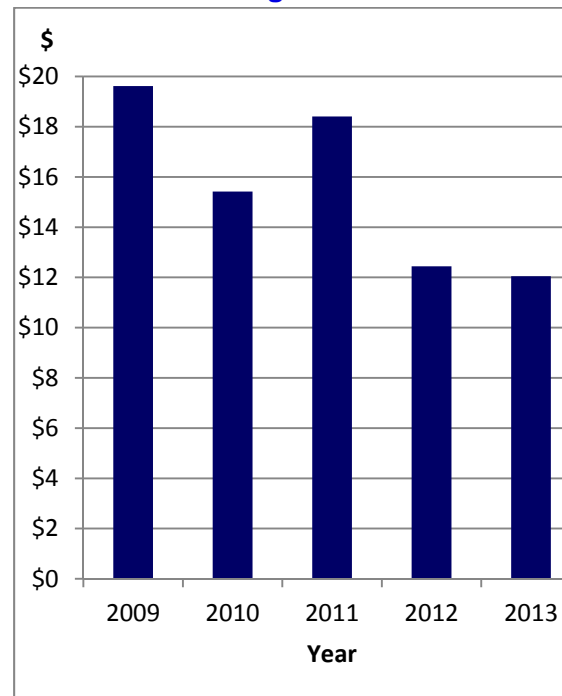
Figure 4
Average days – all agencies



3.5.7 Average charges

The average amount of charges imposed by agencies for dealing with access applications decreased to \$12.04. This was \$0.40 per non-personal application less than the 2011/12 average charge of \$12.44 (see Figure 5 - below).

Figure 5
Average charge for access – all agencies



4 DISCLOSURES AND LEGAL COMPLIANCE

Compliance with other acts

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

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

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

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

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

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

Relevant staff are conversant with occupational health and safety and injury management policies, procedures and programs in order to meet legislative requirements. All injury management targets have been met (see Table 11 on Page 79). There were no reported injuries or fatalities, and all managers have attended OSH and injury management training.

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

The Office of the Information Commissioner 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 Intranet.

The OIC has a low rate of staff turnover and has only recently been solely responsible for its own staff recruitment and human resource processes. Three new employees were appointed during 2012/13 and the employment standard was adhered to at all levels. Improvement to our policies and procedures is always encouraged through open discussion and regular audits.

Government policies

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


Performance Indicator Certification

We hereby certify that the performance indicators are based on proper records, are relevant and appropriate for assisting users to assess the performance of the Office of the Information Commissioner, and fairly represent the performance of the Office of the Information Commissioner for the financial year ended 30 June 2013.



Sven Bluemmel
Information Commissioner

2 September 2013



Tony Pruyn
Complaints Coordinator

2 September 2013



5 PERFORMANCE INDICATORS

Desired outcome

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

Description

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

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

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

Output 1: Resolution of complaints.

Output 2: Advice and awareness.

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

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

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

Effectiveness performance indicators

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

Efficiency performance indicators

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

1. Effectiveness performance indicators

1.1 Satisfaction of parties with external review process

	2008	2009	2010	2011	2012	2013
Target	85%	90%	90%	85%	80%	80%
Outcome	88%	91%	84%	77%	81%	86%

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

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

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

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

A PRQ was sent to each of 241 parties who participated in an external review process following finalisation of the review process. 134 participants returned a completed PRQ. 82 responses were received from agencies, 49 were received from complainants and 3 were received from third parties.

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

Of the 134 respondents, 115 (86%) 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.

5 PERFORMANCE INDICATORS

1.2 Satisfaction of agencies with advice and guidance provided

	2008	2009	2010	2011	2012	2013
Target	98%	98%	98%	98%	98%	98%
Outcome	97%	97%	98%	98%	98%	98%

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

A survey is conducted on an annual basis in conjunction with the annual statistical returns of agencies. The survey was sent to each of 291 State and local government agencies and Ministers. Of the 291 surveys sent, 276 agencies (95%) responded by returning a completed survey. Of the 276 respondent agencies, 205 (74%) confirmed receiving advice and guidance from this office.

Of those 205 agencies that received advice, 201 agencies (98%) expressed satisfaction with the advice and guidance provided to them by this office.

1.3 The extent to which complaints were resolved by conciliation

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

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

	2008	2009	2010	2011	2012	2013
Target	75%	70%	65%	55%	60%	60%
Outcome	62%	59%	56%	61%	55%	68%

In total, 389 matters of all types were finalised by the OIC in 2012/13. However, of those 389 matters, only 119 were complaints, as defined in s.65 of the FOI Act. Of the 119 complaints resolved in 2012/13, 81 (68%) were resolved by conciliation. That is, as a result of negotiations conducted by the OIC, the parties agreed that no issues remained in dispute which required a decision by the Commissioner.

2. Efficiency performance indicators

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

2.1 Output 1 – Resolution of complaints

Average cost of external reviews finalised

Included in calculating this PI are only those matters dealt with by the Resolution of Complaints section of the OIC in 2012/13 which were technically formal “complaints” (see s.65 of the FOI Act) and applications that required a determination under the FOI Act rather than general complaints or requests for assistance that are not technically “complaints”. General requests for assistance or for the intervention of the OIC, including misdirected applications, are reported on as part of the output of the Advice and Awareness Services. Most of those kinds of matters are dealt with by officers in the Advice and Awareness section of the OIC.

	2008	2009	2010	2011	2012	2013
Budget	\$6,692	\$6,006	\$6,875	\$8,752	\$8,156	\$7,455
Actual	\$5,869	\$7,234	\$7,426	\$8,429	\$8,359	\$9,909

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 2012/13 (160) into the “cost of services” for the Resolution of Complaints output.

2.2 Output 2 – Advice and awareness services

Average cost of advisory services delivered per recipient

In calculating this PI the total output units delivered by the Advice and Awareness section of the OIC in 2012/13 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.

	2008	2009	2010	2011	2012	2013
Budget	\$152	\$187	\$233	\$184	\$196	\$208
Actual	\$107	\$133	\$176	\$150	\$196	\$294

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 2012/13 (2536) into “cost of services” for the Advice and Awareness output.

Disclosure and Legal Compliance

FINANCIAL STATEMENTS
Certification of Financial Statements
For the year ended 30 June 2013

The accompanying financial statements of the Office of the Information Commissioner ('the Commission') 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 ending 30 June 2013 and the financial position as at 30 June 2013.

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



Sven Bluemmel
Information Commissioner
2 September 2013



Michelle Fitzgerald
Chief Financial Officer
2 September 2013



Auditor General

INDEPENDENT AUDITOR'S REPORT

To the Parliament of Western Australia

OFFICE OF THE INFORMATION COMMISSIONER

Report on the Financial Statements

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

The financial statements comprise the Statement of Financial Position as at 30 June 2013, the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows, Schedule of Income and Expenses by Service, Schedule of Assets and Liabilities by Service, and Summary of Consolidated Account Appropriations and Income Estimates for the year then ended, and Notes comprising a summary of significant accounting policies and other explanatory information.

Information Commissioner's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Page 1 of 3

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

Opinion

In my opinion, the financial statements are based on proper accounts and present fairly, in all material respects, the financial position of the Office of the Information Commissioner at 30 June 2013 and its financial performance and cash flows for the year then ended. They are in accordance with Australian Accounting Standards and the Treasurer's Instructions.

Report on Controls

I have audited the controls exercised by the Office of the Information Commissioner during the year ended 30 June 2013.

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

Information Commissioner's Responsibility for Controls

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

Auditor's Responsibility

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

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

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

Opinion

In my opinion, the controls exercised by the Office of the Information Commissioner are sufficiently adequate to provide reasonable assurance that the receipt, expenditure and investment of money, the acquisition and disposal of property, and the incurring of liabilities have been in accordance with legislative provisions during the year ended 30 June 2013.

Report on the Key Performance Indicators

I have audited the key performance indicators of the Office of the Information Commissioner for the year ended 30 June 2013.

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

Information Commissioner's Responsibility for the Key Performance Indicators

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

Auditor's Responsibility

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

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

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

Opinion

In my opinion, the key performance indicators of the Office of the Information Commissioner are relevant and appropriate to assist users to assess the Information Commissioner's performance and fairly represent indicated performance for the year ended 30 June 2013.

Independence

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

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

This auditor's report relates to the financial statements and key performance indicators of the Office of the Information Commissioner for the year ended 30 June 2013 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
4 September 2013

6 FINANCIAL STATEMENTS

Statement of comprehensive income for the year ended 30 June 2013

	Note	2013 \$	2012 \$
COST OF SERVICES			
Expenses			
Employee benefits expense	6	1,615,118	1,334,504
Services and supplies	7	328,518	285,231
Depreciation expense	8	8,084	7,319
Accommodation expenses	9	262,330	243,702
Loss on disposal of non-current assets	12	-	-
Other expenses	10	117,454	96,174
Total cost of services		2,331,504	1,966,930
Income			
Revenue			
Other revenue	11	60,920	5,915
Total Revenue		60,920	5,915
Total income other than income from State Government		60,920	5,915
NET COST OF SERVICES		2,270,584	1,961,015
Income from State Government			
Service appropriation	13	2,062,000	1,968,000
Resources received free of charge		85,794	46,497
Total income from State Government		2,147,794	2,014,497
SURPLUS/(DEFICIT) FOR THE PERIOD		(122,790)	53,482
OTHER COMPREHENSIVE INCOME			
TOTAL COMPREHENSIVE INCOME FOR THE PERIOD		(122,790)	53,482

See also the 'Schedule of Income and Expense by Service'

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

Statement of financial position as at 30 June 2013

	Note	2013 \$	2012 \$
ASSETS			
Current Assets			
Cash and cash equivalents	22	58,687	180,618
Receivables	15	24,484	36,474
Other Current Assets	17	4,121	5,864
Total Current Assets		87,292	222,956
Non-Current Assets			
Restricted cash and cash equivalents	14,22	38,126	26,512
Amounts receivable for services	16	36,000	30,000
Plant and Equipment	18	8,845	16,929
Total Non-Current Assets		82,971	73,441
TOTAL ASSETS		170,263	296,397
LIABILITIES			
Current Liabilities			
Payables	19	51,687	137,199
Provisions	20	233,258	143,545
Total Current Liabilities		284,945	280,744
Non-Current Liabilities			
Provisions	20	63,787	71,332
Total Non-Current Liabilities		63,787	71,332
TOTAL LIABILITIES		348,732	352,076
NET ASSETS/(LIABILITIES)		(178,469)	(55,679)
EQUITY			
Contributed equity	21	37,000	37,000
Accumulated surplus/(deficiency)	21	(215,469)	(92,679)
TOTAL EQUITY		(178,469)	(55,679)

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

6 FINANCIAL STATEMENTS

Statement of cashflow for the year ended 30 June 2013

	Note	2013 \$	2012 \$
CASH FLOWS FROM STATE GOVERNMENT			
Service appropriation		2,056,000	1,968,000
Net cash provided by State Government		2,056,000	1,968,000
Utilised as follows:			
CASH FLOWS FROM OPERATING ACTIVITIES			
Payments			
Employee benefits		(1,497,517)	(1,289,033)
Services and supplies		(712,731)	(559,381)
GST payments on purchases		(70,380)	(66,193)
Receipts			
Provision of services		-	1,041
GST receipts on sales		-	26
GST receipts from taxation authority		83,184	54,900
Other revenue		31,128	-
Net cash used in operating activities	22	(2,166,317)	(1,858,640)
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments			
Purchase of non-current physical assets		-	(12,690)
Net cash provided by/(used in) investing activities		-	(12,690)
Net increase/(decrease) in cash and cash equivalents		(110,317)	96,670
Cash and cash equivalents at the beginning of the period		207,130	110,460
CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD	22	96,813	207,130
The Statement of Cash Flows should be read in conjunction with the accompanying notes.			

Statement of changes in equity for the year ended 30 June 2013

	Note	Contributed Equity \$	Reserves \$	Accumulated Surplus/ (deficit) \$	Total Equity \$
Balance at 1 July 2011	21	37,000	-	(146,161)	(109,161)
Changes in accounting policy or correction of prior period errors		-	-	-	-
Restated balance at 1 July 2011		37,000	-	(146,161)	(109,161)
Surplus/(Deficit)		-	-	53,482	53,482
Other Comprehensive Income		-	-	-	-
Total comprehensive income for the period		37,000	-	(92,679)	(55,679)
Transactions with owners in their capacity as owners:					
Capital appropriations		-	-	-	-
Other contributions by owners		-	-	-	-
Distributions to owners		-	-	-	-
Total		37,000	-	(92,679)	(55,679)
Balance at 30 June 2012		37,000	-	(92,679)	(55,679)
Balance at 1 July 2012		37,000	-	(92,679)	(55,679)
Surplus/(Deficit)		-	-	(122,790)	(122,790)
Other Comprehensive Income		-	-	-	-
Total comprehensive income for the period		-	-	(122,790)	(122,790)
Transactions with owners in their capacity as owners:					
Capital appropriations		-	-	-	-
Other contributions by owners		-	-	-	-
Distributions to owners		-	-	-	-
Total		-	-	-	-
Balance at 30 June 2013		37,000	-	(215,469)	(178,469)

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

6 FINANCIAL STATEMENTS

Schedule of income and expenses by service for the year ended 30 June 2013

	Resolution of Complaints		Advice and Awareness		Total	
	2013	2012	2013	2012	2013	2012
	\$	\$	\$	\$	\$	\$
COST OF SERVICES						
<u>Expenses</u>						
Employee benefits expense	1,098,280	907,463	516,838	427,041	1,615,118	1,334,504
Supplies and services	223,392	193,957	105,126	91,274	328,518	285,231
Depreciation expense	5,497	4,977	2,587	2,342	8,084	7,319
Accommodation expense	178,385	165,717	83,946	77,985	262,330	243,702
Loss on disposal of non-current assets	-	-	-	-	-	-
Other expenses	79,869	65,398	37,585	30,776	117,454	96,174
Total cost of services	1,585,423	1,337,512	746,081	629,418	2,331,504	1,966,930
<u>Income</u>						
Other income	60,920	5,915	-	-	60,920	5,915
Total income other than income from State Government	60,920	5,915	-	-	60,920	5,915
NET COST OF SERVICES	1,524,503	1,331,597	746,081	629,418	2,270,584	1,961,015
<u>Income from State Government</u>						
Service appropriation	1,402,160	1,338,240	659,840	629,760	2,062,000	1,968,000
Resources received free of charge	58,340	31,618	27,454	14,879	85,794	46,497
Total income from State Government	1,460,500	1,369,858	687,294	644,639	2,147,794	2,014,497
SURPLUS/DEFICIT FOR THE PERIOD	(64,003)	38,261	(58,787)	15,221	(122,790)	53,482

Schedule of assets and liabilities by service as at 30 June 2013

	Resolution of Complaints		Advice and Awareness		Total	
	2013 \$	2012 \$	2013 \$	2012 \$	2013 \$	2012 \$
Assets						
Current assets	59,358	151,610	27,933	71,346	87,292	222,956
Non-current assets	56,420	49,940	26,551	23,501	82,971	73,441
Total assets	115,779	201,550	54,484	94,847	170,263	296,397
Liabilities						
Current liabilities	193,763	190,906	91,182	89,838	284,945	280,744
Non-current liabilities	43,375	48,506	20,412	22,826	63,787	71,232
Total liabilities	237,138	239,412	111,594	112,664	348,732	351,976
NET ASSETS / (LIABILITIES)	(121,359)	(37,862)	(57,110)	(17,817)	(178,469)	(55,579)

6 FINANCIAL STATEMENTS

Summary of consolidated account appropriations and income estimates for the year ended 30 June 2013

	2013 Estimate \$	2013 Actual \$	Variance \$	2013 Actual \$	2012 Actual \$	Variance \$
<u>Delivery of Services</u>						
Item 56 Net amount appropriated to deliver services	1,749,000	1,800,000	51,000	1,800,000	1,729,000	71,000
Amount Authorised by Other Statutes -Freedom of Information Act 1992	251,000	262,000	11,000	262,000	239,000	23,000
Total appropriations provided to deliver services	2,000,000	2,062,000	62,000	2,062,000	1,968,000	94,000
<u>Capital</u>						
Capital appropriations	-	-	-	-	-	-
GRAND TOTAL	2,000,000	2,062,000	62,000	2,062,000	1,968,000	94,000
<u>Details of Expenses by Service</u>						
Resolution of Complaints	1,412,000	1,585,423	173,423	1,585,423	1,337,512	247,911
Advice and Awareness	605,000	746,081	141,081	746,081	629,418	116,663
Total Cost of Services	2,017,000	2,331,504	314,504	2,331,504	1,966,930	364,574
Less Total Income	(4,000)	(60,920)	(56,920)	(60,920)	(5,915)	(55,005)
Net Cost of Services	2,013,000	2,270,584	257,584	2,270,584	1,961,015	309,569
Adjustment	(13,000)	(208,584)	(195,584)	(208,584)	6,985	(215,569)
Total appropriations provided to deliver services	2,000,000	2,062,000	62,000	2,062,000	1,968,000	94,000
<u>Capital Expenditure</u>						
Purchase of non-current physical assets	-	-	-	-	12,690	(12,690)
Adjustments for other funding sources	-	-	-	-	(12,690)	12,690
Capital appropriations	-	-	-	-	-	-

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

Note 27 'Explanatory statement' provides details of any significant variations between estimates and actual results for 2013 and between the actual results for 2013 and 2012.

Notes to the financial statements for the year ended 30 June 2013

Note 1. Australian Accounting Standards

General

The Office of the Information Commissioner's ('the Commission's') financial statements for the year ended 30 June 2013 have been prepared in accordance with Australian Accounting Standards. The term 'Australian Accounting Standards' includes Standards and Interpretations issued by the Australian Accounting Standard Board (AASB).

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

Early adoption of standards

The Commission cannot early adopt an Australian Accounting Standard unless specifically permitted by TI 1101 'Application of Australian Accounting Standards and Other Pronouncements'. There has been no early adoption of Australian Accounting Standards that have been issued or amended (but not

operative) by the Commission for the annual reporting period ended 30 June 2013.

Note 2. Summary of significant accounting policies

(a) General statement

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

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

Where modification is required and has had a material or significant financial effect upon the reported results, details of that modification and the resulting financial

effect are disclosed in the notes to the financial statements.

(b) Basis of preparation

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

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

(c) Reporting entity

The Commission is the reporting entity and has no related bodies.

(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.

6 FINANCIAL STATEMENTS

Capital appropriations have been designated as contributions by owners by TI 955 'Contributions by Owners made to Wholly Owned Public Sector Entities' and have been credited directly to contributed equity.

(e) Income

Revenue recognition

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

Sale of goods

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

Provision of services

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

Service Appropriations

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

Net Appropriations Determination

"The Treasurer may make a determination providing for prescribed receipts to be retained for services under the control of the Commission. In accordance with the determination specified in the 2012 - 2013 Budget statements, the Commission retained \$60,920 in 2013 (\$5,915 in 2012) from the following:

- Other receipts

Grants, donations, gifts and other non-reciprocal contributions

Revenue is recognised at fair value when the Commission obtains control over the assets comprising the contributions, usually when cash is received.

Other non-reciprocal contributions that are not contributions by owners are recognised at their fair value.

Contributions of services are only recognised when a fair value can be reliably determined and the services would be purchased if not donated.

Gains

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

(f) Plant and equipment

Capitalisation/Expensing of assets

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

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 their fair value at the date of acquisition.

Subsequent measurement

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

Derecognition

Upon disposal or derecognition of an item of property, plant and equipment and infrastructure, 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

Computers: 3 years

(g) Impairment of assets

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

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

The recoverable amount of assets identified as surplus assets is the higher of

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

(h) Leases

The Commission holds an operating lease for buildings. Lease payments are expensed on a straight line basis over the lease term as this represents the pattern of benefits derived from the leased property.

(i) Financial instruments

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

- ❖ Receivables; and
- ❖ Financial liabilities measured at amortised cost.

6 FINANCIAL STATEMENTS

Financial instruments have been disaggregated into the following classes:

❖ Financial Assets

- Cash and Cash Equivalents
- Restricted Cash and Cash Equivalents
- Receivables
- Amounts receivable for services
- Financial Liabilities
- Payables

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

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

(j) Cash and cash Equivalents

For the purpose of the Statement of Cash Flows, cash and cash equivalent (and

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

(k) Accrued salaries

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

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

(l) Amounts receivable for services (Holding Account)

The Commission receives funding on an accrual basis. The appropriations are paid partly in cash and partly as an asset (holding account receivable). The accrued

amount receivable is accessible on the emergence of the cash funding requirement to cover items such as leave entitlements and asset replacement.

(m) Receivables

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

(n) Payables

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

(o) Provisions

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

Provisions - Employee Expenses

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

Annual leave

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

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

the remuneration rate expected to apply at the time of settlement.

When assessing expected future payments consideration is given to expected future wage and salary levels including non-salary components such as employer superannuation contributions, as well as the experience of employee departures and periods of service. The expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity that match, as closely as possible, the estimated future cash outflows.

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

Long service leave

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

Long service leave that is not expected to be settled within 12 months after the end

of the reporting period is recognised and measured at the present value of amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

When assessing expected future payments consideration is given to expected future wage and salary levels including non-salary components such as employer superannuation contributions, as well as the experience of employee departures and periods of service. The expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity that match, as closely as possible, the estimated future cash outflows.

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

6 FINANCIAL STATEMENTS

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

Superannuation

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

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

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

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

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

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

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

Provisions – Other

Employment on-costs

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

(p) Superannuation expense

The superannuation expense in the Statement of Comprehensive Income comprises of employer contributions paid to the GSS (concurrent contributions), the WSS and 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 can be reliably measured are recognised as income at the fair value of the assets and/or the fair value of those services that the Commission would otherwise pay for. A corresponding expense is recognised for services received. Receipts of assets are recognised in the Statement of Financial Position.

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

(r) Comparative Figures

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

Note 3. Judgements made by management in applying accounting policies

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

Operating lease commitments

The Commission has entered into a commercial lease and has determined that the lessor retains substantially all the risks and rewards incidental to ownership. Accordingly, this lease has been classified as an operating lease.

Note 4. Key sources of estimation uncertainty

Key estimates and assumptions concerning the future are based on historical experience and various other

factors that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next financial year.

Long service leave

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

6 FINANCIAL STATEMENTS

Note 5. Disclosure of changes in accounting policy and estimates

Initial application of an Australian Accounting Standard

The Commission has applied the following Australian Accounting Standards effective for annual reporting periods beginning on or after 1 July 2012 that impacted on the Commission.

AASB 2011-9	Amendments to Australian Accounting Standards – Presentation of Items of Other Comprehensive Income [AASB 1, 5, 7, 101, 112, 120, 121, 132, 133, 134, 1039 & 1049]
	This Standard requires to group items presented in other comprehensive income on the basis of whether they are potentially reclassifiable to profit or loss subsequently (reclassification adjustments). There is no financial impact.

Future impact of Australian Accounting Standards not yet operative

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

		Operative for reporting periods beginning on/after
AASB 9	<p><i>Financial Instruments</i></p> <p>This Standard supersedes AASB 139 '<i>Financial Instruments: Recognition and Measurement</i>', introducing a number of changes to accounting treatments.</p> <p>AASB 2012-6 Amendments to Australian Accounting Standards – Mandatory Effective Date of AASB 9 and Transition Disclosures amended the mandatory application date of this Standard to 1 January 2015. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2015

AASB 10	<p><i>Consolidated Financial Statements</i></p> <p>This Standard supersedes AASB 127 '<i>Consolidated and Separate Financial Statements</i>' and Int 112 '<i>Consolidation – Special Purpose Entities</i>', introducing a number of changes to accounting treatments.</p> <p>AASB 2012-10 '<i>Amendments to Australian Accounting Standards – Transition Guidance and Other Amendments</i>' amends the mandatory application date of this Standard to January 2014 for not-for-profit entities. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2014
AASB 11	<p><i>Joint Arrangements</i></p> <p>This Standard supersedes AASB 131 '<i>Interests in Joint Ventures</i>', introducing a number of changes to accounting treatments.</p> <p>AASB 2012-10 amends the mandatory application date of this Standard to 1 January 2014 for not-for-profit entities. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2014
AASB 12	<p><i>Disclosure of Interests in Other Entities</i></p> <p>This Standard supersedes disclosure requirements under AASB 127 '<i>Consolidated and Separate Financial Statements</i>' and AASB 131 '<i>Interests in Joint Ventures</i>'.</p> <p>AASB 2012-10 amends the mandatory application date of this Standard to 1 January 2014 for not-for-profit entities. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2014
AASB 13	<p><i>Fair Value Measurement</i></p> <p>This Standard defines fair value, sets out a framework for measuring fair value and requires disclosures about fair value measurements. The Commission has liaised with the Western Australian Land Information Commission (Valuation Services) to ensure that sufficient information will be provided to meet the disclosure requirements of this Standard. There is no financial impact.</p>	1 Jan 2013
AASB 119	<p><i>Employee Benefits</i></p> <p>This Standard supersedes AASB 119 (October 2010), making changes to the recognition, presentation and disclosure requirements.</p> <p>The Commission does not have any defined benefit plans, and therefore the financial impact will be limited to the effect of discounting annual leave and long service leave liabilities that were previously measured at the undiscounted amounts.</p>	1 Jan 2013

6 FINANCIAL STATEMENTS

AASB 127	<p><i>Separate Financial Statements</i></p> <p>This Standard supersedes AASB 127 '<i>Consolidated and Separate Financial Statements</i>', introducing a number of changes to accounting treatments.</p> <p>AASB 2012-10 amends the mandatory application date of this Standard to 1 January 2014 for not-for-profit entities. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2014
AASB 128	<p><i>Investments in Associates and Joint Ventures</i></p> <p>This Standard supersedes AASB 128 '<i>Investments in Associates</i>', introducing a number of changes to accounting treatments.</p> <p>AASB 2012-10 amends the mandatory application date of this Standard to 1 January 2014 for not-for-profit entities. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2014
AASB 1053	<p><i>Application of Tiers of Australian Accounting Standards</i></p> <p>This Standard establishes a differential financial reporting framework consisting of two tiers of reporting requirements for preparing general purpose financial statements. There is no financial impact.</p>	1 Jul 2013
AASB 1055	<p><i>Budgetary Reporting</i></p> <p><i>This Standard specifies the nature of budgetary disclosure, the circumstances in which they are to be included in the general purpose financial statements of not-for-profit entities within the GGS. The Commission will be required to disclose additional budgetary information and explanations of major variances between actual and budgeted amounts, though there is no financial impact.</i></p>	1 Jul 2014
AASB 2010-2	<p><i>Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements [AASB 1, 2, 3, 5, 7, 8, 101, 102, 107, 108, 110, 111, 112, 116, 117, 119, 121, 123, 124, 127, 128, 131, 133, 134, 136, 137, 138, 140, 141, 1050 & 1052 and Int 2, 4, 5, 15, 17, 127, 129 & 1052].</i></p> <p>This Standard makes amendments to Australian Accounting Standards and Interpretations to introduce reduced disclosure requirements for certain types of entities. There is no financial impact.</p>	1 Jul 2013
AASB 2010-7	<p><i>Amendments to Australian Accounting Standards arising from AASB 9 (December 2010) [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 120, 121, 127, 128, 131, 132, 136, 137, 139, 1023 & 1038 and Int 2, 5, 10, 12, 19 & 127]</i></p> <p>This Standard makes consequential amendments to other Australian Accounting Standards and Interpretations as a result of issuing AASB 9 in December 2010.</p>	1 Jul 2015

	AASB 2012-6 amended the mandatory application date of this Standard to 1 January 2015. The Commission has not yet determined the application or the potential impact of the Standard.	
AASB 2011-2	<p><i>Amendments to Australian Accounting Standards arising from the Trans-Tasman Convergence Project – Reduced Disclosure Requirements [AASB 101 & 1054]</i></p> <p>This Standard removes disclosure requirements from other Standards and incorporates them in a single Standard to achieve convergence between Australian and New Zealand Accounting Standards for reduced disclosure reporting. There is no financial impact.</p>	1 Jul 2013
AASB 2011-6	<p><i>Amendments to Australian Accounting Standards – Extending Relief from Consolidation, the Equity Method and Proportionate Consolidation – Reduced Disclosure Requirements [AASB 127, 128 & 131]</i></p> <p>This Standard extends the relief from consolidation, the equity method and proportionate consolidation by removing the requirement for the consolidated financial statements prepared by the ultimate or any intermediate parent entity to be IFRS compliant, provided that the parent entity, investor or venturer and the ultimate or intermediate parent entity comply with Australian Accounting Standards or Australian Accounting Standards – Reduced Disclosure Requirements. There is no financial impact.</p>	1 Jul 2013
AASB 2011-7	<p><i>Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangements Standards [AASB 1, 2, 3, 5, 7, 9, 2009-11, 101, 107, 112, 118, 121, 124, 132, 133, 136, 138, 139, 1023 & 1038 and Int 5, 9, 16 & 17]</i></p> <p>This Standard gives effect to consequential changes arising from the issuance of AASB 10, AASB 11, AASB 127 'Separate Financial Statements' and AASB 128 'Investments in Associates and Joint Ventures'. For not-for-profit entities it applies to annual reporting period beginning on or after 1 January 2014. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2013
AASB 2011-8	<p><i>Amendments to Australian Accounting Standards arising from AASB 13 [AASB 1, 2, 3, 4, 5, 7, 9, 2009-11, 2010-7, 101, 102, 108, 110, 116, 117, 118, 119, 120, 121, 128, 131, 132, 133, 134, 136, 138, 139, 140, 141, 1004, 1023 & 1038 and Int 2, 4, 12, 13, 14, 17, 19, 131 & 132]</i></p> <p>This Standard replaces the existing definition and fair value guidance in other Australian Accounting Standards and Interpretations as the result of issuing AASB 13 in September 2011. There is no financial impact.</p>	1 Jan 2013

6 FINANCIAL STATEMENTS

AASB 2011-10	<p><i>Amendments to Australian Accounting Standards arising from AASB 119 (September 2011) [AASB 1, 8, 101, 124, 134, 1049 & 2011-8 and Int 14]</i></p> <p>This Standard makes amendments to other Australian Accounting Standards and Interpretations as a result of issuing AASB 119 in September 2011. There is no financial impact.</p>	1 Jan 2013
AASB 2011-11	<p><i>Amendments to AASB 119 (September 2011) arising from Reduced Disclosure Requirements</i></p> <p>This Standard gives effect to Australian Accounting Standards – Reduced Disclosure Requirements for AASB 119 (September 2011). There is no financial impact.</p>	1 Jul 2013
AASB 2012-1	<p><i>Amendments to Australian Accounting Standards - Fair Value Measurement - Reduced Disclosure Requirements [AASB 3, 7, 13, 140 & 141]</i></p> <p>This Standard establishes and amends reduced disclosure requirements for additional and amended disclosures arising from AASB 13 and the consequential amendments implemented through AASB 2011-8. There is no financial impact.</p>	1 Jul 2013
AASB 2012-2	<p><i>Amendments to Australian Accounting Standards – Disclosures – Offsetting Financial Assets and Financial Liabilities [AASB 7 & 132]</i></p> <p>This Standard amends the required disclosures in AASB 7 to include information that will enable users of an entity’s financial statements to evaluate the effect or potential effect of netting arrangements, including rights of set-off associated with the entity’s recognised financial assets and recognised financial liabilities, on the entity’s financial position. There is no financial impact.</p>	1 Jan 2013
AASB 2012-3	<p><i>Amendments to Australian Accounting Standards – Offsetting Financial Assets and Financial Liabilities [AASB 132]</i></p> <p>This Standard adds application guidance to AASB 132 to address inconsistencies identified in applying some of the offsetting criteria, including clarifying the meaning of “currently has a legally enforceable right of set-off” and that some gross settlement systems may be considered equivalent to net settlement. There is no financial impact.</p>	1 Jan 2014
AASB 2012-5	<p><i>Amendments to Australian Accounting Standards arising from Annual Improvements 2009-11 Cycle [AASB 1, 101, 116, 132 & 134 and Int 2]</i></p> <p>This Standard makes amendments to the Australian Accounting Standards and Interpretations as a consequence of the annual improvements process. There is no financial impact.</p>	1 Jan 2013

AASB 2012-6	<p><i>Amendments to Australian Accounting Standards – Mandatory Effective Date of AASB 9 and Transition Disclosures [AASB 9, 2009-11, 2010-7, 2011-7 & 2011-8]</i></p> <p>This Standard amends the mandatory effective date of AASB 9 Financial Instruments to 1 January 2015. Further amendments are also made to consequential amendments arising from AASB 9 that will now apply from 1 January 2015 and to consequential amendments arising out of the standards that will still apply from 1 January 2013. There is no financial impact.</p>	1 Jan 2013
AASB 2012-7	<p><i>Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements [AASB 7, 12, 101 & 127]</i></p> <p>This Standard adds to or amends the Australian Accounting Standards to provide further information regarding the differential reporting framework and the two tiers of reporting requirements for preparing general financial statement. There is no financial impact.</p>	1 Jul 2013
AASB 2012-10	<p><i>Amendments to Australian Accounting Standards – Transition Guidance and Other Amendments [AASB 1, 5, 7, 8, 10, 11, 12, 13, 101, 102, 108, 112, 118, 119, 127, 128, 132, 133, 134, 137, 1023, 1038, 1039, 1049, & 2011-7 and Int 12]</i></p> <p>This Standard makes amendments to AASB 10 and related Standards to revise the transition guidance relevant to the initial application of those Standards, and to clarify the circumstances in which adjustments to an entity's previous accounting for its involvement with other entities are required and the timing of such adjustments.</p> <p>The Standard was issued in December 2012. The Commission has not yet determined the application or the potential impact of the Standard.</p>	1 Jan 2013
AASB 2012-11	<p><i>Amendments to Australian Accounting Standards – Reduced Disclosure Requirements and Other Amendments [AASB 1, 2, 8, 10, 107, 128, 133, 134 & 2011-4]</i></p> <p>This Standard makes various editorial corrections to Australian Accounting Standards – Reduced Disclosure Requirements (Tier 2). These corrections ensure that the Standards reflect decisions of the AASB regarding the Tier 2 requirements.</p> <p>This Standard also extends the relief from consolidation and the equity method (in the new Consolidation and Joint Arrangements Standards) to entities complying with Australian Accounting Standards – Reduced Disclosure Requirements. There is no financial impact.</p>	1 Jul 2013

6 FINANCIAL STATEMENTS

Notes to the Financial Statements for the year ended 30 June 2013

	2013	2012
	\$	\$
6. Employee benefits expense		
Salaries and wages ^(a)	1,477,854	1,219,326
Superannuation - defined contribution plans ^(b)	137,264	115,178
	1,615,118	1,334,504

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

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

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

The related liability is included in note 20 'Provisions - Employment On-Costs'.

	2013	2012
	\$	\$
7. Services and supplies		
Goods and services	33,437	67,565
Services and Contracts	295,081	217,666
	328,518	285,231

	2013	2012
	\$	\$
8. Depreciation		
Depreciation equipment	8,084	7,319
	8,084	7,319

6 FINANCIAL STATEMENTS

	2013	2012
	\$	\$
9. Accommodation expenses		
Building and operating lease expense	262,330	243,702
	262,330	243,702

	2013	2012
	\$	\$
10. Other expenses		
Communication expenses	12,905	11,897
Printing and binding	82	3,296
Equipment and vehicles operating lease expense	(17)	4,289
Electricity	8,887	5,008
Insurance	13,815	9,159
Repairs and maintenance	120	1,278
Travel and accommodation	14,734	15,223
Professional development	11,537	6,744
Audit	50,548	30,500
Other Expenses ^(a)	4,843	8,780
	117,454	96,174

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

	2013	2012
	\$	\$
11. Other revenue		
Other revenue	60,920	5,915
	60,920	5,915

6 FINANCIAL STATEMENTS

	2013 \$	2012 \$
12. Net gain/(loss) on disposal of non-current assets		
<u>Costs of disposals of non-current assets</u>		
Plant and equipment	-	-
Net (gain)/loss	<u>-</u>	<u>-</u>

The commission did not dispose of any non-current financial assets over the year.

	2013 \$	2012 \$
13. Income from State Government		
Appropriation received during the period: ^(a)		
Service appropriations	1,800,000	1,729,000
Service appropriations - Other Statutes	262,000	239,000
	<u>2,062,000</u>	<u>1,968,000</u>
Resources received free of charge ^(b)		
Determined on the basis of the following estimates provide by agencies:		
Department of Finance - Building and Management and Works	85,794	46,497
	<u>85,794</u>	<u>46,497</u>
	<u>2,147,794</u>	<u>2,014,497</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.

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

6 FINANCIAL STATEMENTS

	2013	2012
	\$	\$
14. Restricted cash and cash equivalents		
<u>Non-current</u>		
Accrued salaries suspense account ^(a)	38,126	26,512
	38,126	26,512

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

	2013	2012
	\$	\$
15. Receivables		
<u>Current</u>		
Receivables	3,331	4,874
GST receivable	21,153	31,600
	24,484	36,474

	2013	2012
	\$	\$
16. Amounts receivable for services (Holding Account)		
<u>Current</u>	-	-
Non-Current	36,000	30,000
	36,000	30,000

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

	2013	2012
	\$	\$
17. Other current assets		
<u>Current</u>		
Prepayments	4,121	5,864
	4,121	5,864

6 FINANCIAL STATEMENTS

	2013	2012
	\$	\$
18. Office equipment, computers and furniture		
<u>Office equipment and computers</u>		
At cost	86,739	86,739
Accumulated depreciation	(77,894)	(69,810)
	<u>8,845</u>	<u>16,929</u>

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

	2013	2012
	\$	\$
Carrying amount at start of year	16,929	11,558
Additions	-	12,690
Depreciation	(8,084)	(7,319)
Carrying amount at end of year	<u>8,845</u>	<u>16,929</u>

	2013	2012
	\$	\$
19. Payables		
<u>Current</u>		
Trade payables	14,306	107,815
GST Payable	2,357	-
Accrued salaries	35,024	29,384
	<u>51,687</u>	<u>137,199</u>

	2013 \$	2012 \$
20. Provisions		
<u>Current</u>		
<i>Employee benefits provision</i>		
Annual leave ^(a)	85,226	62,758
Long service leave ^(b)	147,024	80,128
	232,250	142,886
<i>Other provisions</i>		
Employment on-costs ^(c)	1,008	659
	233,258	143,545
<u>Non-current</u>		
<i>Employee benefits provision</i>		
Long service leave ^(b)	63,455	71,014
	63,455	71,014
<i>Other provisions</i>		
Employment on-costs ^(c)	332	318
	63,787	71,332

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

	2013 \$	2012 \$
Within 12 months of the end of the reporting period	74,413	56,880
More than 12 months after the reporting period	10,813	5,878
	85,226	62,758

(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:

6 FINANCIAL STATEMENTS

	2013 \$	2012 \$
Within 12 months of the end of the reporting period	27,156	23,735
More than 12 months after the reporting period	183,323	127,407
	210,479	151,142

(c) The settlement of annual and long service leave liabilities gives rise to the payment of employment on-costs including workers' compensation insurance. The provision is the present value of expected future payments. The associated expense is included as part of 'Other expenses - Other staffing expenses'. (See Note 9).

Movements in Other provisions, other than employee benefits, is set out below:

	2013 \$	2012 \$
<u>Employment on-cost provision</u>		
Carrying amount at start of the period	977	1,040
Additional/(reversals of) provisions recognised	363	(63)
Carrying amount at end of the period	1,340	977

	2013 \$	2012 \$
21. Equity		
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	(92,679)	(146,161)
Result for the period	(122,790)	53,482
Balance at end of the period	(215,469)	(92,679)
Total equity	(178,469)	(55,679)

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

22. Notes to the Cash Flow Statement

Reconciliation of cash

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

	2013	2012
	\$	\$
Cash and cash equivalents		
Cash and cash equivalents	58,687	180,618
Restricted Cash and cash equivalents (See note 14)	38,126	26,512
	96,813	207,130

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

	2013	2012
	\$	\$
Net cost of services	(2,270,584)	(1,961,015)
<u>Non-cash items:</u>		
Depreciation expense	8,084	7,319
Resources received free of charge	85,794	46,497
<u>(Increase)/decrease in assets:</u>		
Receivables	1,403	(4,874)
Current other assets	1,743	1,168

6 FINANCIAL STATEMENTS

Increase/(decrease) in liabilities:

Current payables	(85,009)	80,698
Current accrued salaries	5,640	-
Current other provisions	89,713	(25,416)
Non-current other provisions	(7,545)	14,395
Net GST receipts/(payments)	12,804	(11,267)
Change in GST in receivables/payables	(8,361)	(6,145)

Net cash used in operating activities

(2,166,317)	(1,858,640)
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23. Resources provided free of charge

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

24. Commitments

The commitments listed below are inclusive of GST where relevant.

Non-cancellable operating lease commitments

	2013	2012
	\$	\$
Commitments for the minimum lease payments are payable as follows:		
Within 1 year	286,341	286,814
Later than 1 year and not later than 5 years	296,362	583,666
	582,703	870,480

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

25. Contingent Liabilities and Contingent Assets

There are no contingent liabilities and contingent assets for the financial year 2012 - 2013.

26. Events occurring after the end of the reporting period

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

27. Explanatory statement

Significant variations between estimates and actual results for 2013 and between the actual results for 2012 and 2013 are shown below. Significant variations are considered to be those greater than 10% or \$150,000.

(a) Significant variations between estimated and actual result for 2013

	2013 Estimate \$	2013 Actual \$	Variance Fav/(Unfav) \$
Expenses			
Services and supplies ^(a)	216,000	328,518	(112,518)
Accommodation expenses ^(b)	205,000	262,330	(57,330)
Depreciation expense ^(c)	6,000	8,084	(2,084)
Other expenses ^(d)	54,000	117,454	(63,454)
Income			
Other revenue ^(e)	4,000	60,920	56,920
Income from State Government			
Resources received free of charge ^(f)	5,000	85,794	80,794

(a) The Commission decommissioned from Shared Services during the year and the increase is due to the additional expenses associated with the transition process.

(b) The Commission moved premises in March 2012 and was provided additional space for expected expansion. The potential expansion has not yet occurred, nor been funded.

(c) Two assets were purchased in 2011/12. The full year impact of depreciation is shown in 2012/13.

6 FINANCIAL STATEMENTS

(d) The majority of the increase is due to a full internal audit conducted after the Commission decommissioned from Shared Services.

(e) Two major recoups were received during the year: (a) leave liability for a staff member transferring from another agency; and (b) a refund from Building Management and Works following the Commission's relocation.

(f) Building Management and Works provided additional services on behalf of the Commission in the termination of lease arrangements with the lessors of the Commission's previous premises.

(b) Significant variances between actual results for 2013 and 2012.

	2013 Actual \$	2012 Actual \$	Variance Fav/(Unfav) \$
Expense			
Employee Benefits expense ^(a)	1,615,118	1,334,504	(280,614)
Services and supplies ^(b)	328,518	285,231	(43,287)
Other expenses ^(c)	117,454	96,174	(21,280)
Income			
Other revenue ^(d)	60,920	5,915	(55,005)
Income from State Government			
Resources received free of charge ^(e)	85,794	46,497	(39,297)

(a) Following receipt of additional funding and an increase to the FTE ceiling in 2011/12, the full year effect of the additional staff shows in 2012/13.

(b) The Commission decommissioned from Shared Services during the year and the increase is due to the additional expenses associated with the transition process.

(c) The majority of the increase is due to a full internal audit conducted after the Commission decommissioned from Shared Services.

(d) Two major recoups were received during the year: (a) leave liability for a staff member transferring from another agency; and (b) a refund from Building Management and Works following the Commission's relocation.

(e) Building Management and Works provided additional services on behalf of the Commission in the termination of lease arrangements with the lessors of the Commission's previous premises.

28. Senior Officers

Remuneration of Senior Officers

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

	2013	2012
\$		
\$240,001 - \$250,000	-	-
\$250,001 - \$260,000	-	1
\$260,001 - \$270,000	1	-
	<u>1</u>	<u>1</u>
	\$	\$

The total remuneration of senior officers is:

269,006	254,449
<u>269,006</u>	<u>254,449</u>

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

29. Remuneration of Auditor

2013	2012
\$	\$

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

Auditing of accounts, financial statements and performance indicators.	22,700	21,800
	<u>22,700</u>	<u>21,800</u>

6 FINANCIAL STATEMENTS

30. Financial Instruments

(a) Financial Risk Management Objectives and Policies

Financial instruments held by the Commission are cash and cash equivalents, restricted cash and cash equivalents, receivables and payables. The Commission's overall risk management program focuses on managing the risks identified below.

Credit risk

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

The maximum exposure to credit risk at the end of the reporting period in relation to each class of recognised financial assets is the gross carrying amount of those assets inclusive of any allowance for impairment as shown in the table at note 30(c) 'Financial instruments disclosures' and note 15 'Receivables'.

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

Liquidity risk

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

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

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

Market risk

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

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

(b) Categories of financial instruments

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

	2013	2012
	\$	\$
<u>Financial assets</u>		
Cash and cash equivalents	58,687	180,618
Restricted cash and cash equivalents	38,126	26,512
Receivables ^(a)	39,331	34,874
 <u>Financial liabilities</u>		
Financial liabilities measured at amortised cost	49,330	137,199

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

(c) Financial Instrument disclosures

Credit risk

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

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

6 FINANCIAL STATEMENTS

Ageing analysis of financial assets ^(a)							
Carrying Amount \$	Not past due and not impaired \$	Up to 1 month \$	1-3 months \$	3 months to 1 year \$	1-5 years \$	More than 5 years \$	Impaired financial assets \$
Financial Assets							
2013							
Cash and cash equivalents	58,687	58,687	-	-	-	-	-
Restricted cash and cash equivalents	38,126	38,126	-	-	-	-	-
Receivables	3,331	3,331	-	-	-	-	-
Amounts receivable for services	36,000	36,000	-	-	-	-	-
	136,144	136,144	-	-	-	-	-
2012							
Cash and cash equivalents	180,618	180,618	-	-	-	-	-
Restricted cash and cash equivalents	26,512	26,512	-	-	-	-	-
Receivables	4,874	4,874	-	-	-	-	-
Amounts receivable for services	30,000	30,000	-	-	-	-	-
	242,004	242,004	-	-	-	-	-

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

Financial Instruments (cont.)

The following table details the contractual maturity analysis for financial liabilities. The table includes interest and principal cash flows. An adjustment has been made where material.

Interest rate exposure and maturity analysis of financial assets and liabilities

	Weighted Average Effective Interest Rate %	<u>Interest Rate Exposure</u>				<u>Maturity date</u>					
		Carrying Amount \$	Fixed Interest Rate \$	Variable Interest Rate \$	Non Interest Bearing \$	Nominal Amount \$	Up to 1 months \$	1-3 months \$	3 months to 1 year \$	1-5 years \$	More than 5 years \$
2013											
<u>Financial Assets</u>											
Cash and cash equivalents	0.00%	58,687	-	-	58,687	58,687	58,687	-	-	-	
Restricted cash and cash equivalents	0.00%	38,126	-	-	38,126	-	-	-	38,126	-	
Receivables ^(a)	0.00%	3,331	-	-	3,331	3,331	-	-	-	-	
Amounts receivable for services	0.00%	36,000	-	-	36,000	-	-	-	-	36,000	
		136,144	-	-	136,144	136,144	62,018	-	-	38,126	36,000
<u>Financial Liabilities</u>											
Payables		49,330	-	-	49,330	49,330	49,330	-	-	-	
		49,330	-	-	49,330	49,330	49,330	-	-	-	
2012											
<u>Financial Assets</u>											
Cash and cash equivalents	0.00%	180,618	-	-	180,618	180,618	180,618	-	-	-	
Restricted cash and cash equivalents	0.00%	26,512	-	-	26,512	-	-	-	26,512	-	
Receivables	0.00%	4,874	-	-	4,874	4,874	4,874	-	-	-	
Amounts receivable for services		30,000	-	-	30,000	-	-	-	-	30,000	
		242,004	-	-	242,004	242,004	185,492	-	-	26,512	30,000
<u>Financial Liabilities</u>											
Payables		137,199	-	-	137,199	137,199	137,199	-	-	-	
		137,199	-	-	137,199	137,199	137,199	-	-	-	

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

7 APPENDIX

Table 1: Applications received and dealt with by Information Commissioner

APPLICATIONS FOR EXTERNAL REVIEW	No. RECEIVED	No. DEALT WITH
Complaints - valid	129	119
Complaints - informal / invalid	25	25
Section 66(6) - applications - no internal review	6	6
Section 35(1) - waiver of requirement to consult	5	5
Section 13(5) - applications for extension of time	2	2
Section 66(4) - applications - out of time	3	3
TOTAL	170	160

Table 2: Breakdown of valid complaints made to Information Commissioner

APPLICANT GROUP	No.	RESPONDENT GROUP	No.
Individual Citizen	88	Department (ex. Police & Health)	52
Company	22	Local Government	29
Prisoner	9	Board, Committee, Commission, Authority, Corporation	17
Member of Parliament	6	Health Related	11
NFP Group	2	Police	10
Media	1	University	7
Government agency	1	Minister	3
TOTAL	129	TOTAL	129

Table 3: Complaints received by Information Commissioner

AGENCY	COMPLAINTS	INVALID	TOTAL		
State Agencies:					
Agency not covered by FOI Act	0	1	1		
Acacia Prison	2	0	2		
Attorney General, Department of the	3	0	3		
C&AHS – Princess Margaret Hospital for Children	4	0	4		
Child Protection, Department for	4	0	4		
Commerce, Department of	5	1	6		
Corrective Services, Department of	7	0	7		
Curtin University of Technology	4	0	4		
Education, Department of	2	0	2		
Education Services, Department of	1	0	1		
Environment and Conservation, Department of	2	0	2		
Environmental Protection Authority, Office of the	1	0	1		
Fisheries, Department of	1	0	1		
Forest Products Commission	1	0	1		
Fremantle Port Authority	1	0	1		
Goldfields Esperance Development Commission	1	0	1		
Government Employees Superannuation Board	0	1	1		
Health, Department of	4	1	5		
Health and Disability Services Complaints Office	1	0	1		
Housing, Department of	6	0	6		
Indigenous Affairs, Department of	4	0	4		
Institute of Sport, Western Australian	1	0	1		
Insurance Commission of Western Australia	1	0	1		
Legal Profession Complaints Committee	1	0	1		
Local Government, Department of	1	0	1		
Main Roads Western Australia	1	1	2		
Metropolitan Cemeteries Board	0	1	1		
Mines and Petroleum, Department of	3	0	3		
Murdoch University	3	0	3		
NMAHS – Graylands Selby-Lemnos and Special Care Health Services	0	1	1		
NMAHS –Mental Health / Graylands Selby-Lemnos and Special Care Health Services	1	0	1		
NMAHS – Sir Charles Gairdner Hospital	1	0	1		
Peel Development Commission	1	0	1		
Planning, Department of	4	2	6		
Police, Western Australia	10	2	12		
Premier and Cabinet, Department of the	3	0	3		
Public Advocate, Office of the	1	0	1		
Public Transport Authority	1	0	1		
Rottneest Island Authority	1	0	1		
School Curriculum and Standards Authority	1	0	1		
SMAHS – Armadale-Kelmscott Memorial Hospital	0	2	2		
State Development, Department of	4	0	4		
Training and Workforce Development, Department of	0	1	1		
Water Corporation	4	0	4		
<i>Sub-total: State Agencies</i>			97	14	111

7 APPENDIX

AGENCY	COMPLAINTS	INVALID	TOTAL
Local Agencies:			
Albany, City of	1	0	1
Augusta-Margaret River, Shire of	0	1	1
Broome, Shire of	2	0	2
Bunbury, City of	0	1	1
Canning, City of	1	0	1
Carnarvon, Shire of	0	1	1
Claremont, Town of	1	0	1
Cottesloe, Town of	2	0	2
Joondalup, City of	1	0	1
Kalamunda, Shire of	2	0	2
Melville, City of	1	0	1
Mosman Park, Town of	1	0	1
Nedlands, City of	2	0	2
South Perth, City of	1	0	1
Stirling, City of	3	0	3
Swan, City of	1	0	1
Vincent, City of	1	0	1
Wanneroo, City of	2	1	3
York, Shire of	7	5	12
<i>Sub-total: Local Agencies</i>	29	9	38

AGENCY	COMPLAINTS	INVALID	TOTAL
Ministers:			
Attorney General	0	1	1
Planning, Minister for	2	0	2
Transport, Minister for	1	0	1
<i>Sub-total: Ministers</i>	3	1	4
Other Entities:			
Peel Health Campus	0	1	1
<i>Sub-total Other entities:</i>	0	1	1
TOTAL	129	25	154

Table 4: Other applications received

AGENCY	OUT OF TIME s.66(4)	NO INTERNAL REVIEW s.66(6)	EXTENSION OF TIME s.13(5)	WAIVER OF REQUIREMENT TO CONSULT s.35(1)	TOTAL
Albany, City of		1			1
Armadale, City of				1	1
Canning, City of		1			1
Curtin University of technology	1			1	2
Environment, Department of			1		1
Fisheries, Department of				1	1
Police, Western Australia	1	1			2
Rottneest Island Authority		1			1
SMAHS – Armadale-Kelmscott Memorial Hospital	1				1
State Development, Department of		1	1	1	3
York, Shire of		1		1	2
TOTAL	3	6	2	5	16

7 APPENDIX

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

AGENCY	CONCILIATED	PUBLISHED DECISION BY INFORMATION COMMISSIONER			DECLINED UNDER s.67(1)(a) or s.67(1)(b)	TOTAL MATTERS FINALISED No. (%)
		AGENCY DECISION CONFIRMED	AGENCY DECISION VARIED	AGENCY DECISION SET ASIDE AND SUBSTITUTED		
Agency not covered by FOI Act:					1	1
<i>Sub-Total: Agency not covered by FOI Act</i>	0 (0%)	0 (0%)	0 (0%)	0 (0%)	1 (100%)	1 (1%)
State Agencies:						
Agriculture and Food, Department of		1		1	1	3
Attorney General, Department of the	3					3
C&AHS – Princess Margaret Hospital for Children	1	2				3
Commerce, Department of	3	1			1	5
Corrective Services, Department of	2					2
Edith Cowan University		1				1
Education, Department of	2					2
Environment, Department of	1					1
Environment and Conservation, Department of	2		1			3
Environmental Protection Authority, Office of the	2					2
Finance, Department of	1					1
Fisheries, Department of	1	1				2
Fremantle Port Authority	2					2
Government Employees Superannuation Board		1			1	2
Health, Department of	1		1		1	3
Legal Profession Complaints Committee			1			1
Main Roads Western Australia	1				1	2
Metropolitan Cemeteries Board					1	1

AGENCY	CONCILIATED	PUBLISHED DECISION BY INFORMATION COMMISSIONER			DECLINED UNDER s.67(1)(a) or s.67(1)(b)	TOTAL MATTERS FINALISED No. (%)
		AGENCY DECISION CONFIRMED	AGENCY DECISION VARIED	AGENCY DECISION SET ASIDE AND SUBSTITUTED		
Mines and Petroleum, Department of	5			1	1	7
NMAHS – Graylands Selby-Lemnos and Special Care Health Service		2			1	3
NMAHS – Mental Health		1				1
NMAHS – Sir Charles Gairdner Hospital	1	1				2
Planning, Department of	2	1			2	5
Police, Western Australia	7	3	1		3	14
Premier and Cabinet, Department of the	1					1
Professional Combat Sports Commission	1					1
Public Advocate, Office of the	1					1
Public Transport Authority	1					1
Racing, Gaming and Liquor	1					1
Regional Development and Lands, Department of	2					2
SMAHS – Armadale-Kelmscott Memorial Hospital		1	1		2	4
Sport and Recreation, Department of	1					1
State Development, Department of	2					2
Training and Workforce Development, Department of					1	1
Transport, Department of	1					1
Treasury and Finance, Department of	1					1
WACHS – Great Southern			1			1
WACHS – South West		1				1
Water, Department of	1			1		2
Water Corporation	1					1
West Coast Institute of Training		1				1
<i>Sub-Total: State Agencies</i>	51 (54.3%)	18 (19.1%)	6 (6.4%)	3 (3.2%)	16 (17%)	94 (65%)

7 APPENDIX

AGENCY	CONCILIATED	PUBLISHED DECISION BY INFORMATION COMMISSIONER			DECLINED UNDER s.67(1)(a) or s.67(1)(b)	TOTAL MATTERS FINALISED No. (%)
		AGENCY DECISION CONFIRMED	AGENCY DECISION VARIED	AGENCY DECISION SET ASIDE AND SUBSTITUTED		
Local Agencies:						
Albany, City of	1					1
Augusta-Margaret River, Shire of	1				1	2
Bassendean, Town of	2					2
Bayswater, City of	1					1
Broome, Shire of	2					2
Bunbury, City of					1	1
Carnarvon, Shire of					1	1
Gingin, Shire of	1					1
Greater Geraldton, City of				1		1
Joondalup, City of		1				1
Mandurah, City of	1					1
Melville, City of					1	1
Mosman Park, Town of	1					1
Nedlands, City of	1					1
Port Hedland, Town of		1				1
South Perth, City of	1					1
Stirling, City of		1				1
Swan, City of	1					1
Victoria Plains, Shire of		1				1
Vincent, City of	1					1
Wanneroo, City of	3				1	4
York, Shire of	4				5	9
<i>Sub-Total: Local Agencies</i>	21 (58.3%)	4 (11.1%)	0 (0%)	1 (2.8%)	10 (27.8%)	36 (25%)

AGENCY	CONCILIATED	PUBLISHED DECISION BY INFORMATION COMMISSIONER			DECLINED UNDER s.67(1)(a) or s.67(1)(b)	TOTAL MATTERS FINALISED No. (%)
		AGENCY DECISION CONFIRMED	AGENCY DECISION VARIED	AGENCY DECISION SET ASIDE AND SUBSTITUTED		
Ministers:						
Attorney General					1	1
Deputy Premier	1					1
Energy, Minister for	1					1
Environment, Minister for	1					1
Forestry, Minister for	1					1
Planning, Minister for	1	1				2
Transport, Minister for	4					4
<i>Sub-Total: Ministers</i>	9 (81.8%)	1 (9.1%)	0 (0%)	0 (0%)	1 (9.1%)	11 (7.6%)
Other Entities:						
Peel Health Campus		1			1	2
<i>Sub-Total: Other Entities</i>	0 (0%)	1 (50%)	0 (0%)	0 (0%)	1 (50%)	2 (1.4%)
Totals	81 (56.3%)	24 (16.6%)	6 (4.2%)	4 (2.8%)	29 (20.1%)	144 (100%)

Note: The Information Commissioner does not deal with a complaint if it is outside his jurisdiction and may not deal with it if it is frivolous, vexatious, misconceived or lacking in substance (s.67 of the Act). Table 5 includes Informal/Invalid complaints. Four of the complaints declined (concerning Department of Agriculture and Food, City of Melville, Department of Mines and Petroleum and Western Australia Police) related to formal complaints and the remainder declined related to informal/invalid complaints.

7 APPENDIX

Table 6: Published decisions

DECISION NUMBER	COMPLAINANT	RESPONDENT	DECISION DATE
D0202012	Mallet	Edith Cowan University	17/07/2012
D0212012	"O"	North Metropolitan Health Service - Graylands Selby-Lemnos & Special Care Health Service	15/08/2012
D0222012	"P"	South Metropolitan Area Health Service – Mental Health	16/08/2012
D0232012	"Q"	Western Australia Police	23/08/2012
D0242012	Pisano	Health Solutions (WA) Pty Ltd trading as Peel Health Campus	11/09/2012
D0252012	"R"	City of Greater Geraldton and "S"	11/09/2012
D0262012	"T"	North Metropolitan Area Health Service - Osborne Community Mental Health Service	4/10/2012
D0272012	Duggan	Department of Agriculture and Food	5/10/2012
D0282012	"U"	North Metropolitan Area Health Service - Adult Mental Health	25/10/2012
D0292012	Watmore	WA Country Health Service - Great Southern	12/11/2012
D0302012	Stock	Shire of Victoria Plains	27/11/2012
D0312012	Ninan and George	Department of Commerce	30/11/2012
D0322012	Newbery-Starling	Town of Port Hedland	30/11/2012
D0332012	Pedrocchi	Department of Fisheries	30/11/2012
D0342012	Benson	Department of Agriculture and Food and Another	19/12/2012
D0352012	Coniglio	South Metropolitan Health Service - Armadale-Kelmscott Memorial Hospital	21/12/2012
D0362012	"V"	Legal Profession Complaints Committee	21/12/2012

DECISION NUMBER	COMPLAINANT	RESPONDENT	DECISION DATE
D0012013	Pillsbury	Department of Mines and Petroleum and Cimeco Pty Ltd and Rey Resources Limited	22/01/2013
D0022013	Farina	Department of Water and Others	31/01/2013
D0032013	Community & Public Sector Union / Civil Service Association of WA	Department of Health	1/02/2013
D0042013	"W"	Child and Adolescent Health Service	6/02/2013
D0052013	"X" and "Y"	Child and Adolescent Health Service	20/02/2013
D0062013	Flahive	Western Australia Police	7/03/2013
D0072013	Flahive	City of Stirling	7/03/2013
D0082013	Papworth	Western Australia Police	15/03/2013
D0092013	Terrestrial Ecosystems	Department of Environment and Conservation	25/03/2013
D0102013	Georgeson	Government Employees Superannuation Board	18/04/2013
D0112013	Hyde	Minister for Planning	30/04/2013
D0122013	Kitto	Department of Planning	10/05/2013
D0132013	"Z"	Western Australia Police	15/05/2013
D0142013	"A"	West Coast Institute of Training	17/05/2013
D0152013	Corr	City of Joondalup	30/05/2013
D0162013	Farina	WA Country Health Service - South West	31/05/2013
D0172013	"B"	North Metropolitan Health Service - Sir Charles Gairdner Hospital	28/06/2013

7 APPENDIX

Table 7: Outcome of other applications finalised

AGENCY	OUT OF TIME s.66(4)		NO INTERNAL REVIEW s.66(6)		EXTENSION OF TIME s.13(5)	WAIVER OF REQUIREMENT TO CONSULT s.35(1)			TOTAL MATTERS FINALISED
	C	R	R	W	R	A	C	R	
State Agencies:									
Curtin University of Technology	1							1	2
Environment, Department of					1				1
Fisheries, Department of								1	1
Police, Western Australia		1	1						2
Rottnest Island Authority				1					1
SMAHS - Armadale-Kelmscott Memorial Hospital		1							1
State Development, Department of			1		1		1		3
<i>Sub-total: State Agencies</i>	1	2	2	1	2	0	1	2	11
Local Agencies:									
Albany, City of			1						1
Armadale, City of							1		1
Canning, City of			1						1
York, Shire of			1			1			2
<i>Sub-total: Local Agencies</i>	0	0	3	0	0	1	1	0	5
TOTAL	1	2	5	1	2	1	2	2	16

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

Table 8: Formal training and presentations

DATE	PRESENTATION STYLE	AUDIENCE
8 August 2012	FOI Briefing	PSC - Induction
22 August 2012	FOI Coordinators Workshop	Officer of State and local government agencies
28 August 2012	FOI Briefing	Dampier Port Authority
29 August 2012	FOI Briefing	Officer of State and local government agencies
29 August 2012	FOI Coordinators Workshop	Shire of Roebourne
30 August 2012	FOI Briefing	Community groups
30 August 2012	FOI Briefing	Nickol Bay Hospital - Executive
30 August 2012	FOI Briefing	Nickol Bay Hospital
31 August 2012	FOI Briefing	Town of Port Hedland
13 September 2012	Presentation	Law Society WA – Government Lawyers Conference
25 September 2012	FOI Decision-makers Forum	Officer of State and local government agencies
26 September 2012	FOI Briefing	PSC - Induction
24 October 2012	FOI Coordinators Workshop	Officer of State and local government agencies
25 October 2012	Presentation	Government Lawyers CPD day – SSO
30 October 2012	FOI Briefing	Nickol Bay Hospital via VC
1 November 2012	FOI Briefing	PSC - Induction
1 November 2012	FOI Briefing	WA Institute of Hospital Engineers
27 November 2012	Presentation	Legalwise seminar on government accountability
12 December 2012	FOI Coordinators Workshop	Officer of State and local government agencies
30 January 2013	FOI Decision-makers Forum	Officer of State and local government agencies
31 January 2013	Presentation	DFT Government Procurement Leadership Program
11 February 2013	FOI Briefing	Shire of York
12 February 2013	FOI Briefing	PSC - Induction
13 February 2013	FOI Briefing	Department of Transport
20 February 2013	FOI Coordinators Workshop	Officer of State and local government agencies
26 February 2013	FOI Briefing	Department of Transport
5 March 2013	FOI Briefing	Department of Transport
11 March 2013	Presentation	Community Legal Centres Association (WA) Inc.
19 March 2013	FOI Briefing	State and local government agencies– Bunbury
19 March 2012	FOI Briefing	Community groups – Bunbury

7 APPENDIX

DATE	PRESENTATION STYLE	AUDIENCE
19 March 2013	FOI Briefing	WACHS-SW Bunbury Regional Hospital
20 March 2013	FOI Briefing	City of Bunbury
5 April 2013	FOI Briefing	Department of Communities
12 April 2013	FOI Briefing	Department of State Development
16 April 2013	FOI Briefing	Office of Environmental Protection Authority – Executive
17 April 2013	FOI Coordinators Workshop	Officer of State and local government agencies
23 April 2013	FOI Decision-makers Forum	Officer of State and local government agencies
3 May 2013	Presentation	Trim User Group WA
9 May 2013	Presentation	Integrity Coordinating Group – Geraldton
9 May 2013	FOI Briefing	Midwest Health Service – Geraldton
9 May 2013	FOI Briefing	City of Greater Geraldton
16 May 2013	FOI Briefing	PSC - Induction
12 June 2013	FOI Coordinators Workshop	Officer of State and local government agencies
13 June 2013	Presentation	Legalwise Seminar
18 June 2013	FOI Briefing	PSC - Induction

Table 9: Attendees at presentations

TRAINING SESSIONS (No.)	STATE GOVERNMENT	LOCAL GOVERNMENT	MINISTERIAL STAFF	TOTAL
FOI Coordinators Workshops (7)	92	37	0	129
Decision Makers Forums (3)	32	6	0	38
			<i>Sub-total:</i>	167
BRIEFINGS (No.)				TOTAL
Agencies (24)				549
Public (3)				30
Speeches by the Information Commissioner (8)				392
			<i>Sub-total:</i>	971
GRAND TOTAL (ATTENDEES)				1,138

Table 10: Misdirected applications (received & dealt with)

Year	Corrections	Police	Other	Total
2006/2007	16	35	40	91
2007/2008	15	24	33	72
2008/2009	15	33	25	73
2009/2010	15	20	30	65
2010/2011	13	13	31	57
2011/2012	6	11	12	29
2012/2013	4	12	13	29

Table 11: Injury management targets

Measure	Actual 2010/11	Actual 2011/12	Actual 2012/13	Target 2012/13
Number of fatalities	0	0	0	Zero (0)
Lost time injury/disease (LTI/D) incidence rate	0	0	0	Zero (0) or 10% improvement on previous three (3) years
Lost time injury/disease severity rate	0	0	0	Zero (0) or 10% improvement on previous three (3) years
Percentage of injured workers returned to work within: (i) 13 weeks: (ii) 26 weeks:	N/A N/A	N/A N/A	N/A N/A	Greater than or equal to 80% return to work within 26 weeks
Percentage of managers trained in occupational safety, health and injury management responsibilities	100%	100%	100%	Greater than or equal to 80%

Table 12: Requests received by agencies

AGENCY NAME	No.	AGENCY NAME	No.
Group: Boards, Committees, Commissions, Authorities, Corporations		Industrial Relations Commission, Office of the Registrar	0
Acacia Prison	162	Institute of Sport, Western Australian	1
Albany Port Authority	0	Insurance Commission of Western Australia	119
Animal Resources Authority	0	Kimberley Development Commission	0
Botanic Gardens and Parks Authority	1	Land Authority (LandCorp), Western Australian	7
Broome Port Authority	0	Landgate	5
Building and Construction Industry Training Fund	3	Law Reform Commission	0
Bunbury Port Authority	1	Legal Aid Western Australia	8
Bunbury Water Board (Aqwest)	0	Legal Practice Board of WA, The	4
Burswood Park Board	0	Legal Profession Complaints Committee	1
Busselton Water	0	Lotteries Commission	3
College of Teaching, Western Australian	0	Metropolitan Cemeteries Board	3
Commissioner for Children and Young People, Office of the	0	Metropolitan Redevelopment Authority	6
Construction Industry Long Service Leave Payments Board	0	Mid West Development Commission	0
Country High School Hostels Authority, Office of the	0	Minerals and Energy Research Institute of Western Australia	0
Court Security and Custodial Services	1	National Trust of Australia (WA)	2
Dampier Port Authority *	0	Peel Development Commission	1
Disability Services Commission	13	Perth Market Authority	2
Economic Regulation Authority	0	Pilbara Development Commission	0
Electoral Commission, Western Australian	1	Port Hedland Port Authority	2
Equal Opportunity Commission	1	Professional Combat Sports Commission	0
Esperance Port Authority	2	Public Advocate, Office of the	10
Fire and Emergency Services Authority of Western Australia	122	Public Sector Commission	10
Forest Products Commission	3	Public Transport Authority	43
Fremantle Port Authority	2	Racing and Wagering Western Australia	2
Gascoyne Development Commission	0	Rottneet Island Authority	4
Geraldton Port Authority	0	Salaries and Allowances Tribunal	0
Goldfields Esperance Development Commission	1	School Curriculum and Standards Authority	2
Government Employees Superannuation Board	2	Small Business Development Corporation	0
Great Southern Development Commission	0	Sports Centre Trust (VenuesWest)	0
Heritage Council of Western Australia	4	State Administrative Tribunal	3
Horizon Power	7	Synergy	8
Independent Market Operator	0	Tourism Commission, Western Australian	1

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

AGENCY NAME	No.
Treasury Corporation, Western Australian	0
Trotting Association, Western Australian	0
Verve Energy	9
Water Corporation	32
Western Power	41
Wheatbelt Development Commission	0
Workcover Western Australia Authority (Workcover WA)	52
Zoological Parks Authority	0
<i>Sub-Total: Boards, Committees, Commissions, Authorities, Corporations</i>	707
Group: Departments (except Police and Health agencies)	
Agriculture and Food, Department of	13
Attorney General, Department of the	25
C Y O'Connor Institute	0
Central Institute of Technology	14
Challenger Institute of Technology	1
Child Protection, Department for	229
Commerce, Department of	298
Communities, Department for	7
Corrective Services, Department of	952
Culture and the Arts, Department of	3
Durack Institute of Technology	0
Education, Department of	54
Education Services, Department of	1
Environment and Conservation, Department of	211
Environmental Protection Authority, Office of the	47
Finance, Department of	16
Fisheries, Department of	11
Great Southern Institute of Technology	2
Housing, Department of	167
Indigenous Affairs, Department of	14
Kimberley College of TAFE	0
Local Government, Department of	7
Main Roads Western Australia	32
Mines and Petroleum, Department of	496
Pilbara College of TAFE	0
WACHS - Great Southern	226

AGENCY NAME	No.
Planning, Department of	128
Polytechnic West	2
Premier and Cabinet, Department of the	53
Public Trust Office	2
Racing, Gaming and Liquor, Department of	16
Regional Development and Lands, Department of	19
South West Regional College of TAFE	1
Sport and Recreation, Department of	4
State Development, Department of	23
Training and Workforce Development, Department of	5
Transport, Department of	173
Treasury, Department of	17
Water, Department of	161
West Coast Institute of Training	0
<i>Sub-Total: Departments (except Police and Health agencies)</i>	3204
Group: Health-related agencies	
C&AHS - Princess Margaret Hospital for Children	219
Dental Health Services	1
Drug and Alcohol Office	4
Health, Department of	80
Health and Disability Services Complaints Office	1
Health Promotion Foundation WA	0
Joondalup Health Campus	951
NMAHS - King Edward Memorial Hospital	99
NMAHS - Mental Health	234
NMAHS - Osborne Park Hospital	71
NMAHS - Sir Charles Gairdner Hospital	1,288
NMAHS - Swan Kalamunda Health Service	203
PathWest Laboratory Medicine WA	11
Peel Health Campus	253
SMAHS - Armadale-Kelmscott Memorial Hospital	362
SMAHS - Bentley Hospital	168
SMAHS - Fremantle Hospital	669
SMAHS - Rockingham-Kwinana District Hospital	275
SMAHS - Royal Perth Hospital	2,333
WACHS - Goldfields	887
Cottesloe, Town of	2

7 APPENDIX

AGENCY NAME	No.
WACHS - Kimberley	350
WACHS - Midwest	198
WACHS - Pilbara	461
WACHS - South West	412
WACHS - Wheatbelt	476
	10232
<i>Sub-Total: Health-related agencies</i>	
Group: Local government agencies	
Albany, City of	9
Armadale, City of	8
Ashburton, Shire of	3
Augusta-Margaret River, Shire of	11
Bassendean, Town of	4
Bayswater, City of	20
Belmont, City of	18
Beverley, Shire of	0
Boddington, Shire of	1
Boyup Brook, Shire of	0
Bridgetown-Greenbushes, Shire of	2
Brookton, Shire of	0
Broome, Shire of	6
Broomehill, Shire of	0
Bruce Rock, Shire of	0
Bunbury, City of	8
Busselton, Shire of	5
Cambridge, Town of	13
Canning, City of	21
Capel, Shire of	1
Carnamah, Shire of	0
Carnarvon, Shire of	4
Chittering, Shire of	4
Claremont, Town of	4
Cockburn, City of	19
Collie, Shire of	3
Coolgardie, Shire of	1
Coorow, Shire of	0
Cranbrook, Shire of	0
Cunderdin, Shire of	0

AGENCY NAME	No.
Dardanup, Shire of	2
Denmark, Shire of	1
Derby-West Kimberley, Shire of	0
Donnybrook-Balingup, Shire of	4
Dumbleyung, Shire of	0
Dundas, Shire of	1
East Fremantle, Town of	1
East Pilbara, Shire of	4
Esperance, Shire of	1
Exmouth, Shire of	1
Fremantle, City of	15
Gingin, Shire of	3
Gnowangerup, Shire of	0
Goomalling, Shire of	0
Gosnells, City of	7
Greater Geraldton, City of	9
Halls Creek, Shire of	0
Harvey, Shire of	4
Irwin, Shire of	0
Jerramungup, Shire of	0
Joondalup, City of	51
Kalamunda, Shire of	27
Kalgoorlie-Boulder, City of	9
Katanning, Shire of	0
Kent, Shire of	0
Kojonup, Shire of	0
Kulin, Shire of	0
Kwinana, Town of	9
Lake Grace, Shire of	0
Laverton, Shire of	0
Leonora, Shire of	0
Mandurah, City of	24
Manjimup, Shire of	3
Meekatharra, Shire of	0
Melville, City of	28
Mingenew, Shire of	0
Morawa, Shire of	0

AGENCY NAME	No.
Mosman Park, Town of	8
Mount Magnet, Shire of	0
Mount Marshall, Shire of	0
Mukinbudin, Shire of	0
Mundaring, Shire of	18
Murchison, Shire of	0
Murray, Shire of	4
Nannup, Shire of	0
Narembeen, Shire of	0
Narrogin, Shire of	0
Nedlands, City of	6
Ngaanyatjarraku, Shire of	0
Northam, Shire of	5
Northampton, Shire of	0
Peppermint Grove, Shire of	0
Perenjori, Shire of	0
Perth, City of	19
Pingelly, Shire of	0
Plantagenet, Shire of	0
Port Hedland, Town of	14
Ravensthorpe, Shire of	0
Rockingham, City of	9
Roebourne, Shire of	6
Sandstone, Shire of	0
Serpentine/Jarrahdale Shire	4
Shark Bay, Shire of	1
South Perth, City of	15
Stirling, City of	46
Subiaco, City of	8
Swan, City of	60
Three Springs, Shire of	0
Toodyay, Shire of	1
Victoria Park, Town of	5
Victoria Plains, Shire of	0
Vincent, City of	18
Wagin, Shire of	0
Wanneroo, City of	18

AGENCY NAME	No.
West Arthur, Shire of	0
Wickepin, Shire of	0
Williams, Shire of	0
Wiluna, Shire of	0
Wongan-Ballidu, Shire of	0
Woodanilling, Shire of	0
Wyalkatchem, Shire of	0
Wyndham-East Kimberley, Shire of	1
Yalgoo, Shire of	0
York, Shire of	23
<i>Sub-Total: Local government agencies</i>	660
Group: Ministers	
Baston MLC, Hon K	1
Buswell MLA, Hon T	14
Castrilli MLA, Hon J	0
Collier MLC, Hon P	7
Constable MLA, Hon E *	0
Cowper MLA, Hon M	1
Day MLA, Hon J	2
Francis MLA, Hon J	4
Grylls MLA, Hon B	2
Hames MLA, Hon K	6
Harvey MLA, Hon L	3
Jacob MLA, Hon A	2
Mischin MLC, Hon M	0
Marmion MLA, Hon B	5
McSweeney MLC, Hon R *	0
Moore MLC, Hon N	2
Morton MLC, Hon Helen	4
Nahan MLA, Hon M	4
O'Brien MLC, Hon S	2
Redman MLA, Hon T	2
Simpson MLA, Hon T	1
Waldron MLA, Hon T	3
<i>Sub-Total: Ministers</i>	65

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

7 APPENDIX

AGENCY NAME	No.
Group: Universities	
Curtin University of Technology	24
Edith Cowan University	8
Murdoch University	9
University of Western Australia, The	18
<i>Sub-Total: Universities</i>	59

AGENCY NAME	No.
Group: Police	
Police, Western Australia	2,248
<i>Sub-Total: Police</i>	2,248
TOTALS	17175

Notes:

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

Table 13: Decisions made – outcome

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Group: Boards, Committees, Commissions, Authorities, Corporations						
Acacia Prison	64(39.5)	92(56.8)	0(0.0)	0(0.0)	2(1.2)	4(2.5)
Building and Construction Industry Training Fund	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Bunbury Port Authority	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Court Security and Custodial Services	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Dampier Port Authority	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)
Disability Services Commission	1(9.1)	9(81.8)	0(0.0)	0(0.0)	1(9.1)	0(0.0)
Electoral Commission, Western Australian	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)
Esperance Port Authority	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Fire and Emergency Services Authority of Western Australia	2(1.6)	105(85.4)	6(4.9)	0(0.0)	5(4.1)	5(4.1)
Forest Products Commission	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Fremantle Port Authority	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Goldfields Esperance Development Commission	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)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Heritage Council of Western Australia	1(50.0)	0(0.0)	0(0.0)	0(0.0)	1(50.0)	0(0.0)
Horizon Power	0(0.0)	4(66.7)	0(0.0)	0(0.0)	2(33.3)	0(0.0)
Institute of Sport, Western Australian	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Insurance Commission of Western Australia	1(1.6)	58(95.1)	0(0.0)	0(0.0)	0(0.0)	2(3.3)
Land Authority (LandCorp), Western Australian	0(0.0)	5(83.3)	0(0.0)	0(0.0)	0(0.0)	1(16.7)
Landgate	0(0.0)	3(60.0)	0(0.0)	0(0.0)	1(20.0)	1(20.0)
Legal Aid Western Australia	3(37.5)	3(37.5)	0(0.0)	0(0.0)	0(0.0)	2(25.0)
Legal Practice Board of WA, The	0(0.0)	2(66.7)	0(0.0)	0(0.0)	0(0.0)	1(33.3)
Legal Profession Complaints Committee	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)

7 APPENDIX

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Lotteries Commission	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Metropolitan Cemeteries Board	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)
Metropolitan Redevelopment Authority	4(66.7)	2(33.3)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
National Trust of Australia (WA)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Peel Development Commission	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Perth Market Authority	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Port Hedland Port Authority	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Public Advocate, Office of the	5(55.6)	2(22.2)	0(0.0)	0(0.0)	0(0.0)	2(22.2)
Public Sector Commission	0(0.0)	4(57.1)	0(0.0)	0(0.0)	1(14.3)	2(28.6)
Public Transport Authority	6(13.6)	28(63.6)	0(0.0)	0(0.0)	8(18.2)	2(4.5)
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	0(0.0)	2(66.7)	0(0.0)	0(0.0)	0(0.0)	1(33.3)
School Curriculum and Standards Authority	1(50.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
State Administrative Tribunal	0(0.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	1(50.0)
Synergy	0(0.0)	6(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Tourism Commission, Western Australian	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Verve Energy	7(77.8)	2(22.2)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Water Corporation	10(34.5)	14(48.3)	1(3.4)	0(0.0)	4(13.8)	0(0.0)
Western Power	7(25.0)	21(75.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Workcover Western Australia Authority (Workcover WA)	30(65.2)	5(10.9)	0(0.0)	0(0.0)	10(21.7)	1(2.2)
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	147(24.2)	390(64.3)	7(1.1)	0(0.0)	35(5.8)	28(4.6)
Group: Departments (except Police and Health agencies)						
Agriculture and Food, Department of	0(0.0)	9(81.8)	0(0.0)	0(0.0)	2(18.2)	0(0.0)
Attorney General, Department of the	3(11.1)	10(37.0)	0(0.0)	0(0.0)	3(11.1)	11(40.7)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Central Institute of Technology	11(78.6)	0(0.0)	0(0.0)	0(0.0)	2(14.3)	1(7.1)
Challenger Institute of Technology	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Child Protection, Department for	9(4.7)	145(75.1)	0(0.0)	0(0.0)	31(16.1)	8(4.1)
Commerce, Department of	18(5.9)	249(81.6)	16(5.2)	0(0.0)	6(2.0)	16(5.2)
Communities, Department for	0(0.0)	9(90.0)	0(0.0)	0(0.0)	0(0.0)	1(10.0)
Corrective Services, Department of	221(27.9)	435(54.9)	0(0.0)	0(0.0)	67(8.4)	70(8.8)
Culture and the Arts, Department of	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Education, Department of	3(8.1)	26(70.3)	0(0.0)	0(0.0)	5(13.5)	3(8.1)
Education Services, Department of	1(33.3)	1(33.3)	0(0.0)	0(0.0)	0(0.0)	1(33.3)
Environment and Conservation, Department of	17(8.3)	65(31.9)	0(0.0)	0(0.0)	114(55.9)	8(3.9)
Environmental Protection Authority, Office of the	2(3.9)	23(45.1)	0(0.0)	0(0.0)	25(49.0)	1(2.0)
Finance, Department of	1(11.1)	6(66.7)	1(11.1)	0(0.0)	1(11.1)	0(0.0)
Fisheries, Department of	1(9.1)	6(54.5)	0(0.0)	0(0.0)	1(9.1)	3(27.3)
Great Southern Institute of Technology	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Housing, Department of	5(3.3)	137(90.1)	0(0.0)	0(0.0)	9(5.9)	1(0.7)
Indigenous Affairs, Department of	0(0.0)	11(84.6)	0(0.0)	0(0.0)	0(0.0)	2(15.4)
Local Government, Department of	0(0.0)	4(50.0)	0(0.0)	0(0.0)	1(12.5)	3(37.5)
Main Roads Western Australia	17(41.5)	23(56.1)	0(0.0)	0(0.0)	1(2.4)	0(0.0)
Mines and Petroleum, Department of	93(19.4)	92(19.2)	0(0.0)	0(0.0)	283(59.1)	11(2.3)
Planning, Department of	31(24.4)	53(41.7)	0(0.0)	0(0.0)	41(32.3)	2(1.6)
Polytechnic West	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Premier and Cabinet, Department of the	11(20.8)	25(47.2)	0(0.0)	0(0.0)	10(18.9)	7(13.2)
Public Trust Office	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	2(100.0)
Racing, Gaming and Liquor, Department of	5(26.3)	8(42.1)	0(0.0)	0(0.0)	4(21.1)	2(10.5)
Regional Development and Lands, Department of	1(7.7)	11(84.6)	0(0.0)	0(0.0)	1(7.7)	0(0.0)

7 APPENDIX

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
South West Regional College of TAFE	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Sport and Recreation, Department of	0(0.0)	1(33.3)	0(0.0)	0(0.0)	2(66.7)	0(0.0)
State Development, Department of	1(4.3)	13(56.5)	0(0.0)	0(0.0)	1(4.3)	8(34.8)
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	91(57.6)	23(14.6)	0(0.0)	0(0.0)	21(13.3)	23(14.6)
Treasury, Department of	0(0.0)	6(54.5)	0(0.0)	0(0.0)	0(0.0)	5(45.5)
Water, Department of	21(12.6)	5(3.0)	0(0.0)	0(0.0)	141(84.4)	0(0.0)
<i>Sub-total: Department (except Police and Health agencies)</i>	568(19.2)	1403(47.6)	17(0.6)	0(0.0)	772(26.2)	189(6.4)
Group: Health related agencies						
C&AHS - Princess Margaret Hospital for Children	135(77.1)	18(10.3)	1(0.6)	8(4.6)	12(6.9)	9(5.1)
Drug and Alcohol Office	4(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Health, Department of	23(34.8)	21(31.8)	0(0.0)	0(0.0)	21(31.8)	1(1.5)
Health and Disability Services Complaints Office	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Joondalup Health Campus	890(99.0)	5(0.6)	0(0.0)	0(0.0)	2(0.2)	2(0.2)
NMAHS - King Edward Memorial Hospital	64(82.1)	6(7.7)	0(0.0)	9(11.5)	6(7.7)	2(2.6)
NMAHS - Mental Health	156(75.7)	37(18.0)	0(0.0)	4(1.9)	2(1.0)	11(5.3)
NMAHS - Osborne Park Hospital	68(98.6)	1(1.4)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
NMAHS - Sir Charles Gairdner Hospital	1,213(99.4)	3(0.2)	0(0.0)	0(0.0)	1(0.1)	3(0.2)
NMAHS - Swan Kalamunda Health Service	190(99.0)	2(1.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
PathWest Laboratory Medicine WA	8(72.7)	3(27.3)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Peel Health Campus	249(99.2)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	2(0.8)
SMAHS - Armadale-Kelmscott Memorial Hospital	337(96.8)	11(3.2)	0(0.0)	1(0.3)	0(0.0)	0(0.0)
SMAHS - Bentley Hospital	1(0.6)	153(93.9)	1(0.6)	0(0.0)	7(4.3)	1(0.6)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
SMAHS - Fremantle Hospital	652(97.8)	11(1.6)	0(0.0)	1(0.1)	3(0.4)	1(0.1)
SMAHS - Rockingham-Kwinana District Hospital	169(61.0)	100(36.1)	0(0.0)	2(0.7)	2(0.7)	6(2.2)
SMAHS - Royal Perth Hospital	2,033(95.1)	60(2.8)	4(0.2)	16(0.7)	35(1.6)	6(0.3)
WACHS - Goldfields	781(90.5)	7(0.8)	44(5.1)	0(0.0)	30(3.5)	1(0.1)
WACHS - Great Southern	196(96.1)	0(0.0)	0(0.0)	0(0.0)	7(3.4)	1(0.5)
WACHS - Kimberley	257(74.3)	78(22.5)	0(0.0)	0(0.0)	10(2.9)	1(0.3)
WACHS - Midwest	9(4.7)	179(92.7)	0(0.0)	0(0.0)	3(1.6)	2(1.0)
WACHS - Pilbara	398(98.5)	4(1.0)	0(0.0)	0(0.0)	2(0.5)	0(0.0)
WACHS - South West	0(0.0)	365(95.8)	0(0.0)	0(0.0)	16(4.2)	0(0.0)
WACHS - Wheatbelt	196(41.4)	233(49.2)	21(4.4)	0(0.0)	0(0.0)	24(5.1)
<i>Sub-total: Health related agencies</i>	8,030(83.1)	1,297(13.4)	71(0.7)	41(0.4)	159(1.6)	73(0.8)
Group: Local government agencies						
Albany, City of	4(50.0)	2(25.0)	0(0.0)	0(0.0)	1(12.5)	1(12.5)
Armadale, City of	0(0.0)	6(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Ashburton, Shire of	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Augusta-Margaret River, Shire of	7(63.6)	3(27.3)	0(0.0)	0(0.0)	0(0.0)	1(9.1)
Bassendean, Town of	0(0.0)	4(66.7)	0(0.0)	0(0.0)	2(33.3)	0(0.0)
Bayswater, City of	6(31.6)	11(57.9)	0(0.0)	0(0.0)	1(5.3)	1(5.3)
Belmont, City of	0(0.0)	18(100.0)	0(0.0)	0(0.0)	0(0.0)	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	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Broome, Shire of	1(16.7)	5(83.3)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Bunbury, City of	7(87.5)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(12.5)
Busselton, Shire of	1(16.7)	3(50.0)	0(0.0)	0(0.0)	2(33.3)	0(0.0)

7 APPENDIX

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Cambridge, Town of	5(41.7)	4(33.3)	0(0.0)	0(0.0)	2(16.7)	1(8.3)
Canning, City of	6(28.6)	15(71.4)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Carnarvon, Shire of	4(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Chittering, Shire of	0(0.0)	2(66.7)	0(0.0)	0(0.0)	1(33.3)	0(0.0)
Claremont, Town of	1(50.0)	0(0.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)
Cockburn, City of	0(0.0)	17(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Collie, Shire of	0(0.0)	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Coolgardie, Shire of	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)
Cottesloe, Town of	0(0.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	1(50.0)
Dardanup, Shire of	2(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Denmark, Shire of	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Donnybrook-Balingup, Shire of	0(0.0)	1(25.0)	0(0.0)	0(0.0)	2(50.0)	1(25.0)
Dundas, Shire of	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)
East Pilbara, Shire of	0(0.0)	3(100.0)	0(0.0)	1(33.3)	0(0.0)	0(0.0)
Esperance, Shire of	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Exmouth, Shire of	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)	0(0.0)
Fremantle, City of	8(50.0)	7(43.8)	0(0.0)	0(0.0)	1(6.3)	0(0.0)
Gingin, Shire of	1(50.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Gosnells, City of	1(16.7)	5(83.3)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Greater Geraldton, City of	2(20.0)	0(0.0)	0(0.0)	0(0.0)	6(60.0)	2(20.0)
Harvey, Shire of	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Joondalup, City of	7(14.0)	41(82.0)	0(0.0)	0(0.0)	2(4.0)	0(0.0)
Kalamunda, Shire of	1(3.7)	22(81.5)	0(0.0)	0(0.0)	0(0.0)	4(14.8)
Kalgoorlie-Boulder, City of	3(33.3)	5(55.6)	0(0.0)	0(0.0)	1(11.1)	0(0.0)
Kwinana, Town of	1(11.1)	8(88.9)	0(0.0)	0(0.0)	0(0.0)	0(0.0)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Mandurah, City of	7(36.8)	9(47.4)	0(0.0)	0(0.0)	2(10.5)	1(5.3)
Manjimup, Shire of	1(33.3)	2(66.7)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Melville, City of	3(11.5)	20(76.9)	0(0.0)	0(0.0)	1(3.8)	2(7.7)
Mosman Park, Town of	1(14.3)	6(85.7)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Mundaring, Shire of	3(16.7)	15(83.3)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Murray, Shire of	0(0.0)	4(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Nedlands, City of	0(0.0)	4(57.1)	0(0.0)	0(0.0)	0(0.0)	3(42.9)
Northam, Shire of	0(0.0)	5(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Perth, City of	1(5.6)	14(77.8)	0(0.0)	0(0.0)	1(5.6)	2(11.1)
Port Hedland, Town of	6(50.0)	6(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Rockingham, City of	4(57.1)	1(14.3)	0(0.0)	0(0.0)	1(14.3)	1(14.3)
Roebourne, Shire of	6(50.0)	6(50.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Serpentine/Jarrahdale Shire	2(66.7)	1(33.3)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Shark Bay, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
South Perth, City of	1(7.7)	8(61.5)	0(0.0)	0(0.0)	3(23.1)	1(7.7)
Stirling, City of	4(11.4)	31(88.6)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Subiaco, City of	2(25.0)	4(50.0)	0(0.0)	0(0.0)	1(12.5)	1(12.5)
Swan, City of	2(3.8)	45(84.9)	0(0.0)	0(0.0)	4(7.5)	2(3.8)
Toodyay, Shire of	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Victoria Park, Town of	1(20.0)	4(80.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Vincent, City of	1(5.9)	14(82.4)	0(0.0)	0(0.0)	1(5.9)	1(5.9)
Wanneroo, City of	0(0.0)	11(78.6)	1(7.1)	0(0.0)	1(7.1)	1(7.1)
Wyndham-East Kimberley, Shire of	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
York, Shire of	7(43.8)	6(37.5)	0(0.0)	0(0.0)	2(12.5)	1(6.3)
<i>Sub-total: Local government agencies</i>	131(21.5)	405(66.5)	2(0.3)	1(0.2)	39(6.4)	31(5.1)

7 APPENDIX

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Group: Ministers						
Baston MLC, Hon K	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)	0(0.0)
Buswell MLA, Hon T	0(0.0)	7(70.0)	0(0.0)	0(0.0)	2(20.0)	1(10.0)
Collier MLC, Hon P	1(14.3)	4(57.1)	0(0.0)	0(0.0)	2(28.6)	0(0.0)
Constable MLA, Hon E	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Cowper MLA, Hon M	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Day MLA, Hon J	0(0.0)	1(50.0)	0(0.0)	0(0.0)	0(0.0)	1(50.0)
Francis MLA, Hon J	0(0.0)	0(0.0)	0(0.0)	0(0.0)	2(100.0)	0(0.0)
Grylls MLA, Hon B	1(25.0)	3(75.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Hames MLA, Hon K	1(14.3)	2(28.6)	0(0.0)	0(0.0)	4(57.1)	0(0.0)
Harvey MLA, Hon L	1(33.3)	1(33.3)	0(0.0)	0(0.0)	1(33.3)	0(0.0)
Jacob MLA, Hon A	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Marmion MLA, Hon B	0(0.0)	5(71.4)	0(0.0)	0(0.0)	1(14.3)	1(14.3)
McSweeney MLC, Hon R	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Moore MLC, Hon N	0(0.0)	1(50.0)	0(0.0)	0(0.0)	1(50.0)	0(0.0)
Morton MLC, Hon H	0(0.0)	3(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Nahan MLA, Hon	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
O'Brien MLC, Hon S	1(33.3)	2(66.7)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Redman MLA, Hon T	0(0.0)	0(0.0)	0(0.0)	0(0.0)	1(100.0)	0(0.0)
Simpson MLA, Hon T	0(0.0)	1(100.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)
Waldron MLA, Hon T	0(0.0)	0(0.0)	0(0.0)	0(0.0)	0(0.0)	2(100.0)
<i>Sub-total: Ministers</i>	5(8.3)	35(58.3)	0(0)	0(0)	15(25.0)	5(8.3)
Group: Police						
Police, Western Australia	66(3.7)	1586(90.0)	0(0.0)	0(0.0)	58(3.3)	52(3.0)
<i>Sub-total: Police</i>	66(3.7)	1586(90.0)	0(0.0)	0(0.0)	58(3.3)	52(3.0)

AGENCY	ACCESS PROVIDED					
	In Full No. (%)	Edited No. (%)	Deferred No. (%)	s.28 No. (%)	s.26 No. (%)	Refused No. (%)
Group: Universities						
Curtin University of Technology	0(0.0)	11(73.3)	0(0.0)	0(0.0)	2(13.3)	2(13.3)
Edith Cowan University	2(33.3)	3(50.0)	0(0.0)	0(0.0)	1(16.7)	0(0.0)
Murdoch University	2(22.2)	6(66.7)	0(0.0)	0(0.0)	1(11.1)	0(0.0)
University of Western Australia, The	7(50.0)	6(42.9)	0(0.0)	0(0.0)	0(0.0)	1(7.1)
<i>Sub-total: Universities</i>	11(25.0)	26(59.1)	0(0.0)	0(0.0)	4(9.1)	3(6.8)
Total	8,958	5,142	97	42	1,082	381
Percentage	57.0%	32.8%	0.6%	0.3%	6.9%	2.4%
Grand Total	15,702					

Note: This table reflects decisions made by agencies. Those agencies which did not decide any applications in 2012-13 are not listed.

7 APPENDIX

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

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Group: Boards, Committees, Commissions, Authorities, Corporations																
Acacia Prison	0	0	88	0	0	4	0	0	0	0	0	0	0	0	0	0
Bunbury Port Authority	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Dampier Port Authority	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0
Disability Services Commission	0	0	8	0	0	1	1	1	0	0	0	0	0	0	0	0
Electoral Commission, Western Australian	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Esperance Port Authority	0	0	2	10	0	0	0	0	10	0	0	0	0	0	0	0
Fire and Emergency Services Authority of Western Australia	0	0	109	1	0	1	2	0	0	0	0	0	0	0	0	0
Forest Products Commission	0	0	3	3	0	0	2	3	0	0	0	0	0	0	0	0
Fremantle Port Authority	0	0	2	2	0	0	0	0	0	0	1	0	0	0	0	0
Government Employees Superannuation Board	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Horizon Power	0	0	4	0	0	0	0	1	0	0	1	0	0	0	0	0
Institute of Sport, Western Australian	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0
Insurance Commission of Western Australia	1	0	54	11	0	0	27	15	0	0	0	0	0	0	0	0
Land Authority (LandCorp), Western Australian	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Landgate	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0
Legal Practice Board of WA, The	0	0	3	0	0	2	2	2	2	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	2	0	0	2	0	0	2	0	0	0	0	0	0	0	0	0
Peel Development Commission	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Perth Market Authority	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Port Hedland Port Authority	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	0

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Public Advocate, Office of the	0	0	4	0	0	0	0	0	0	0	0	0	0	0	3	0
Public Sector Commission	0	0	6	0	0	0	1	5	0	0	0	1	0	0	0	0
Public Transport Authority	6	0	29	0	0	0	2	1	2	0	0	0	0	0	0	0
Racing and Wagering Western Australia	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0
Rottneest Island Authority	0	0	2	1	0	0	0	0	0	0	1	0	0	0	0	0
School Curriculum and Standards Authority	0	0	0	0	0	0	1	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	1	0
Synergy	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0
Tourism Commission, Western Australian	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Verve Energy	0	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0
Water Corporation	0	0	11	3	0	0	3	2	0	0	0	0	0	0	0	0
Western Power	1	0	21	3	0	0	0	0	0	0	0	0	0	0	0	0
Workcover Western Australia Authority (Workcover WA)	0	0	1	0	0	0	3	0	0	0	0	0	0	0	0	0
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	10	0	366	42	0	9	47	32	15	1	4	1	0	0	4	0
Group: Departments (except Police and Health agencies)																
Agriculture and Food, Department of	1	0	8	2	0	0	0	0	3	0	1	0	1	0	0	0
Attorney General, Department of the	2	0	10	0	0	2	6	3	0	0	0	0	0	0	0	0
Central Institute of Technology	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0
Child Protection, Department for	0	0	146	2	0	47	2	3	1	0	0	0	0	1	18	0
Commerce, Department of	0	1	248	11	0	4	6	60	4	0	0	0	0	0	0	0
Communities, Department for	0	0	10	1	0	1	1	1	1	0	0	2	0	0	0	0
Corrective Services, Department of	0	0	455	0	0	17	20	0	0	0	0	47	0	0	0	0
Culture and the Arts, Department of	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Education, Department of	5	0	21	1	0	1	0	3	0	0	0	0	2	0	0	0
Education Services, Department of	0	0	1	1	0	0	1	1	1	0	0	0	0	0	0	0

7 APPENDIX

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Environment and Conservation, Department of	4	0	59	17	0	6	9	4	7	0	0	0	1	0	0	0
Environmental Protection Authority, Office of the	0	0	19	1	0	0	3	5	1	0	0	0	1	0	0	0
Finance, Department of	0	0	5	1	0	0	0	0	0	0	0	0	0	0	0	0
Fisheries, Department of	1	0	7	1	0	0	0	0	1	0	1	0	0	0	0	0
Housing, Department of	0	2	131	1	0	0	2	5	1	0	0	0	0	0	2	0
Indigenous Affairs, Department of	0	0	8	3	0	1	1	3	0	0	0	0	2	0	0	0
Local Government, Department of	1	0	3	0	0	2	0	0	0	0	0	0	0	0	0	0
Main Roads Western Australia	0	0	26	3	0	0	6	1	1	0	0	0	2	0	0	0
Mines and Petroleum, Department of	4	0	86	21	0	12	0	6	3	0	0	1	1	0	1	0
Planning, Department of	0	0	53	0	0	0	7	3	0	0	1	0	0	0	0	0
Premier and Cabinet, Department of the	10	2	23	8	0	1	2	9	0	0	0	1	6	0	0	0
Public Trust Office	0	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0
Racing, Gaming and Liquor, Department of	0	0	7	1	0	0	0	0	0	0	0	0	0	0	0	0
Regional Development and Lands, Department of	3	0	8	1	0	0	0	3	0	0	0	0	4	0	0	0
Sport and Recreation, Department of	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
State Development, Department of	3	1	13	7	0	0	0	6	0	0	0	0	1	0	0	0
Training and Workforce Development, Department of	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0
Transport, Department of	4	0	43	1	0	0	5	1	0	0	0	0	2	0	0	0
Treasury, Department of	5	0	7	0	0	0	2	0	0	0	0	0	1	0	0	0
Water, Department of	0	0	2	1	0	1	1	0	0	0	0	0	0	0	0	0
<i>Sub-total: Departments (Except Police and Health agencies)</i>	43	6	1405	88	0	95	74	117	25	0	3	51	24	1	21	0
Group: Health related agencies																
C&AHS - Princess Margaret Hospital for Children	0	0	11	0	0	0	0	0	0	0	0	0	0	0	0	0
Health, Department of	1	0	20	2	0	1	2	1	3	0	0	0	0	1	0	0
Health and Disability Services Complaints Office	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
NMAHS - King Edward Memorial Hospital	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0
NMAHS - Mental Health	0	0	31	0	0	3	0	0	8	0	0	3	0	0	0	0
NMAHS - Osborne Park Hospital	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
NMAHS - Sir Charles Gairdner Hospital	0	0	3	0	0	0	1	0	1	0	0	0	0	0	0	0
NMAHS - Swan Kalamunda Health Service	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
PathWest Laboratory Medicine WA	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
SMAHS - Bentley Hospital	0	0	153	0	0	0	0	0	0	0	0	0	0	0	0	0
SMAHS - Fremantle Hospital	0	0	5	4	0	0	3	0	2	0	0	0	0	0	0	0
SMAHS - Rockingham-Kwinana District Hospital	0	3	98	5	0	0	0	0	7	0	0	0	0	0	0	0
SMAHS - Royal Perth Hospital	0	0	76	0	0	0	0	1	1	0	0	0	0	0	0	0
WACHS - Goldfields	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0
WACHS - Great Southern	0	0	6	0	0	0	0	2	0	0	0	0	0	0	0	0
WACHS - Midwest	0	0	180	0	0	2	0	0	0	0	0	0	0	0	0	0
WACHS - South West	0	0	384	0	0	0	0	0	0	0	0	0	0	0	0	0
WACHS - Wheatbelt	0	0	233	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Sub-total: Health related agencies</i>	1	3	1218	11	0	6	6	4	22	0	0	3	1	1	0	0
Group: Local government agencies																
Albany, City of	0	0	1	3	0	0	0	0	0	0	0	0	0	0	0	0
Armadale, City of	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0
Augusta-Margaret River, Shire of	0	0	2	1	0	0	0	1	0	0	0	0	0	0	0	0
Bassendean, Town of	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0
Bayswater, City of	0	0	8	3	0	1	0	2	0	0	0	0	0	0	0	0
Belmont, City of	0	0	17	16	0	0	0	0	0	0	0	0	0	0	0	0
Broome, Shire of	0	0	4	1	0	0	0	0	0	0	0	0	0	0	0	0
Bunbury, City of	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0

7 APPENDIX

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Cambridge, Town of	0	0	9	2	0	0	0	1	1	1	0	0	0	0	0	0
Chittering, Shire of	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0
Cockburn, City of	0	0	18	2	0	0	0	4	0	0	0	0	0	0	0	0
Coolgardie, Shire of	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0
Cottesloe, Town of	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Denmark, Shire of	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0
Donnybrook-Balingup, Shire of	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Dundas, Shire of	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
East Pilbara, Shire of	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Esperance, Shire of	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Fremantle, City of	0	0	7	1	0	1	0	2	0	0	0	0	0	0	0	0
Gosnells, City of	0	0	5	4	0	1	1	0	0	0	0	0	0	0	0	0
Greater Geraldton, City of	0	0	1	0	0	1	0	1	0	0	0	0	0	0	0	0
Joondalup, City of	0	0	40	1	0	2	2	4	0	0	0	0	0	0	0	0
Kalamunda, Shire of	0	0	26	3	0	2	2	1	0	0	1	0	0	0	0	0
Kalgoorlie-Boulder, City of	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0
Kwinana, Town of	0	1	8	0	0	0	0	0	0	0	0	0	0	0	0	0
Mandurah, City of	0	0	9	2	0	0	0	1	0	0	1	0	0	0	0	0
Manjimup, Shire of	0	0	2	0	0	0	0	1	0	0	0	0	0	0	0	0
Melville, City of	0	0	16	3	0	1	0	5	0	0	0	0	0	0	0	0
Mosman Park, Town of	0	0	6	0	0	0	0	1	0	0	0	0	0	0	0	0
Mundaring, Shire of	0	0	12	1	0	1	2	2	0	0	0	0	0	0	0	0
Nedlands, City of	0	0	5	1	0	0	0	1	0	0	0	0	1	0	0	0
Northam, Shire of	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	0
Perth, City of	0	0	12	6	0	0	1	4	1	0	0	0	0	0	0	0

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
Port Hedland, Town of	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Rockingham, City of	1	1	1	0	0	0	1	0	1	0	0	0	0	0	0	0
Roebourne, Shire of	0	0	6	5	0	0	0	0	0	0	0	0	0	0	0	0
Serpentine/Jarrahdale Shire	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
South Perth, City of	0	0	8	4	0	0	0	0	0	0	0	0	0	0	0	0
Stirling, City of	0	0	31	1	0	4	4	9	0	0	1	0	0	0	0	0
Subiaco, City of	0	0	3	1	0	0	0	1	2	0	0	0	0	0	0	0
Swan, City of	0	0	45	7	0	4	0	1	0	0	0	0	0	0	0	0
Toodyay, Shire of	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	0
Victoria Park, Town of	0	0	2	0	0	0	0	1	1	0	0	0	0	0	0	0
Vincent, City of	0	0	14	0	0	0	0	2	0	0	0	0	0	0	0	0
Wanneroo, City of	0	0	10	0	0	0	0	0	0	0	1	0	0	0	0	0
York, Shire of	0	0	14	0	0	0	0	2	0	0	0	0	0	0	0	0
<i>Sub-total: Local government agencies</i>	1	3	371	73	0	18	13	48	6	1	4	0	1	0	1	0
Group: Ministers																
Buswell MLA, Hon T	3	0	6	1	0	0	2	0	0	0	1	0	3	0	0	0
Collier MLC, Hon P	0	0	4	0	0	0	0	0	0	0	0	0	1	0	0	0
Constable MLA, Hon E	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Cowper MLA, Hon M	1	0	1	0	0	0	1	0	0	0	0	0	1	0	0	0
Day MLA, Hon J	1	0	3	0	0	0	1	1	0	0	0	0	1	0	0	0
Francis MLA, Hon J	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Hames MLA, Hon K	1	0	2	0	0	0	0	1	0	0	0	0	1	0	0	0
Harvey MLA, Hon L	1	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0
Jacob MLA, Hon A	1	0	1	1	0	0	0	0	0	0	0	0	1	0	0	0
Marmion MLA, Hon B	0	0	4	0	0	0	0	2	0	0	0	0	0	0	0	0

7 APPENDIX

AGENCY	CLAUSE NUMBER OF EXEMPTION (Schedule 1 of the Act)															
	1	2	3	4	4A	5	6	7	8	9	10	11	12	13	14	15
McSweeney MLC, Hon R	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0
Moore MLC, Hon N	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Morton MLC, Hon Helen	1	0	3	0	0	0	0	1	0	0	0	0	1	0	0	0
Nahan MLA, Hon M	1	0	1	1	0	0	1	0	0	0	0	0	0	0	0	0
O'Brien MLC, Hon S	1	0	2	1	0	0	1	0	0	0	0	0	1	0	0	0
Simpson MLA, Hon T	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Waldron MLA, Hon T	2	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
<i>Sub-total: Ministers</i>	15	0	33	4	0	0	6	5	0	0	1	0	13	0	0	0
Group: Police																
Police, Western Australia	1	0	1575	0	0	4	0	8	0	0	0	0	28	0	0	0
<i>Sub-total: Police</i>	1	0	1575	0	0	4	0	8	0	0	0	0	28	0	0	0
Group: Universities																
Curtin University of Technology	0	0	8	0	0	3	1	10	0	0	0	0	0	0	0	0
Edith Cowan University	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0
Murdoch University	0	0	6	0	0	0	0	0	3	0	0	0	0	0	0	0
University of Western Australia, The	0	0	5	0	0	0	0	2	0	0	1	1	0	0	0	0
<i>Sub-total: Universities</i>	0	0	23	0	0	3	1	12	3	0	1	1	0	0	0	0
Total	71	12	4991	218	0	135	147	226	71	2	13	56	67	2	26	0

Note: Agencies which did not cite exemptions are omitted.

Table 15: 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	3	3	0	0	0
Electoral Commission, Western Australian	1	1	0	0	0
Esperance Port Authority	1	0	1	0	1
Fire and Emergency Services Authority of Western Australia	1	0	1	0	0
Forest Products Commission	1	1	0	0	0
Fremantle Port Authority	1	1	0	0	0
Goldfields Esperance Development Commission	1	1	0	0	0
Government Employees Superannuation Board	0	0	1	0	0
Horizon Power	1	0	1	0	0
Institute of Sport, Western Australian	1	1	0	0	0
Insurance Commission of Western Australia	2	2	0	0	0
Land Authority (LandCorp), Western Australian	1	6	0	0	1
Metropolitan Cemeteries Board	1	1	0	0	0
Metropolitan Redevelopment Authority	1	1	0	0	0
Public Advocate, Office of the	1	0	1	0	0
Public Sector Commission	3	3	0	0	0
Public Transport Authority	1	1	0	0	0
Racing and Wagering Western Australia	1	0	1	0	0
Rottne Island Authority	1	1	0	0	0
Water Corporation	4	1	3	0	0
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	27	24	9	0	2

7 APPENDIX

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
Group: Departments (except Police and Health agencies)					
Agriculture and Food, Department of	1	0	0	0	0
Attorney General, Department of the	4	3	1	0	0
Child Protection, Department for	13	10	3	0	0
Commerce, Department of	4	2	2	0	0
Corrective Services, Department of	9	7	2	0	0
Education, Department of	2	2	0	0	0
Education Services, Department of	2	1	1	0	0
Environment and Conservation, Department of	3	2	1	0	0
Environmental Protection Authority, Office of the	1	0	1	0	0
Fisheries, Department of	5	3	2	0	0
Housing, Department of	8	7	1	1	0
Indigenous Affairs, Department of	4	2	2	0	0
Local Government, Department of	2	2	0	0	0
Main Roads Western Australia	4	4	0	0	0
Mines and Petroleum, Department of	6	5	1	0	0
Planning, Department of	12	11	1	0	0
Premier and Cabinet, Department of the	7	4	2	1	0
Public Trust Office	1	1	0	0	0
Racing, Gaming and Liquor, Department of	1	0	0	1	0
Regional Development and Lands, Department of	2	1	1	0	0
State Development, Department of	10	9	0	0	0
Transport, Department of	2	2	0	0	0
Treasury, Department of	1	1	0	0	0

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
Water, Department of	1	0	1	0	0
<i>Sub-total: Departments (except Police and Health agencies)</i>	105	79	22	3	0
Group: Health related agencies					
C&AHS - Princess Margaret Hospital for Children	6	5	0	1	0
Health, Department of	5	2	2	0	0
Health and Disability Services Complaints Office	1	1	0	0	0
NMAHS - Osborne Park Hospital	1	1	0	0	0
NMAHS - Sir Charles Gairdner Hospital	3	3	0	0	0
PathWest Laboratory Medicine WA	1	0	1	0	0
SMAHS - Bentley Hospital	2	2	0	0	0
SMAHS - Fremantle Hospital	3	2	0	0	0
SMAHS - Rockingham-Kwinana District Hospital	1	1	0	0	0
SMAHS - Royal Perth Hospital	1	1	0	0	0
<i>Sub-total: Health related agencies</i>	24	18	3	1	0
Group: Local government agencies					
Albany, City of	2	2	0	0	0
Bassendean, Town of	2	2	0	0	0
Broome, Shire of	3	1	1	0	1
Cambridge, Town of	2	1	0	0	0
Canning, City of	1	0	0	1	1
Carnarvon, Shire of	1	0	0	1	0
Claremont, Town of	1	0	1	0	0
Cockburn, City of	1	0	0	0	1
Cottesloe, Town of	2	1	0	1	0

7 APPENDIX

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
Fremantle, City of	1	0	1	0	1
Gosnells, City of	1	0	1	0	0
Greater Geraldton, City of	2	2	0	0	0
Joondalup, City of	2	2	0	0	0
Kalamunda, Shire of	5	4	1	0	0
Melville, City of	6	3	3	0	0
Mosman Park, Town of	1	1	0	0	0
Mundaring, Shire of	1	1	0	0	0
Nedlands, City of	2	1	0	1	0
Port Hedland, Town of	2	2	0	0	0
Rockingham, City of	1	1	0	0	0
Roebourne, Shire of	1	1	0	0	0
South Perth, City of	1	1	0	0	0
Stirling, City of	6	4	1	1	0
Subiaco, City of	1	0	1	0	0
Swan, City of	2	0	2	0	0
Vincent, City of	1	0	1	0	0
Wanneroo, City of	2	2	0	0	1
Wyndham-East Kimberley, Shire of	0	1	0	0	0
York, Shire of	9	4	3	1	1
<i>Sub-total: Local government agencies</i>	62	36	16	6	4
Group: Police					
Police, Western Australia	23	22	1	0	0
<i>Sub-total: Police</i>	23	22	1	0	0

AGENCY	OUTCOME				
	Requests Received	Decision Confirmed	Decision Varied	Decision Reversed	Withdrawn
Group: Universities					
Curtin University of Technology	5	1	4	0	0
Murdoch University	3	3	0	0	0
University of Western Australia, The	2	2	0	0	0
<i>Sub-total: Universities</i>	10	6	4	0	0
Total	251	185	55	10	6

7 APPENDIX

Table 16: Requests for amendment of personal information

AGENCY	Applications	Amended	Not Amended	Amended (not as requested)	Withdrawn
Acacia Prison	1	1	0	0	0
Child Protection, Department for	1	0	1	0	0
Commerce, Department of	6	0	2	4	0
Corrective Services, Department of	4	1	1	1	1
Disability Services Commission	1	0	1	0	0
East Pilbara, Shire of	4	4	0	0	0
Edith Cowan University	1	0	1	0	0
Health and Disability Services Complaints Office	1	1	0	0	0
Housing, Department of	1	0	1	0	0
Joondalup Health Campus	4	3	1	0	0
NMAHS - King Edward Memorial Hospital	1	0	0	0	1
Public Sector Commission	4	0	3	0	1
SMAHS - Armadale-Kelmscott Memorial Hospital	1	1	0	0	0
SMAHS - Bentley Hospital	1	1	0	0	0
SMAHS - Royal Perth Hospital	5	1	1	1	1
Transport, Department of	1	1	0	0	0
WACHS - Goldfields	1	0	0	1	0
WACHS - Midwest	1	1	0	0	0
Total	39	15	12	7	4

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

Table 17: Internal review re: amendment of personal information

AGENCY	Applications	Confirmed	Varied	Reversed	W/drawn
Edith Cowan University	1	0	0	0	1
NMAHS - Sir Charles Gairdner Hospital	2	2	0	0	0
Commerce, Department of	4	2	2	0	0
Disability Services Commission	1	1	0	0	0
Health and Disability Services Complaints Office	1	1	0	0	0
Corrective Services, Department of	1	1	0	0	0
Public Sector Commission	3	3	0	0	0
Institute of Sport, Western Australian	1	1	0	0	0
Total	14	11	2	0	1

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

7 APPENDIX

Table 18: 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	30	-	-
Disability Services Commission	120	-	-
Electoral Commission, Western Australian	30	30	-
Fire and Emergency Services Authority of Western Australia	3,600	1,377	1,928
Forest Products Commission	90	192	-
Fremantle Port Authority	60	-	-
Goldfields Esperance Development Commission	30	-	-
Heritage Council of Western Australia	120	-	194
Horizon Power	150	-	-
Institute of Sport, Western Australian	30	-	-
Insurance Commission of Western Australia	3,570	-	-
Land Authority (LandCorp), Western Australian	90	-	-
Landgate	150	146	63
Legal Aid Western Australia	30	-	-
Legal Practice Board of WA, The	60	60	60
Lotteries Commission	90	-	200
Metropolitan Cemeteries Board	90	352	118
Metropolitan Redevelopment Authority	60	-	-
National Trust of Australia (WA)	30	-	-
Peel Development Commission	-	30	-

AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Perth Market Authority	60	-	-
Port Hedland Port Authority	60	-	-
Public Advocate, Office of the	30	-	30
Public Sector Commission	60	-	-
Public Transport Authority	1,260	-	-
Racing and Wagering Western Australia	60	-	-
Rottneest Island Authority	120	-	-
School Curriculum and Standards Authority	30	30	30
Synergy	180	-	-
Tourism Commission, Western Australian	30	-	-
Verve Energy	180	-	-
Water Corporation	780	-	-
Western Power	330	-	30
Workcover Western Australia Authority (Workcover WA)	840	-	-
<i>Sub-total: Boards, Committees, Commissions, Authorities, Corporations</i>	\$12,450	\$2,217	\$2,653
Group: Departments (except Police and Health agencies)			
Agriculture and Food, Department of	300	-	-
Attorney General, Department of the	390	-	-
Child Protection, Department for	1,320	-	-
Commerce, Department of	8,580	14,475	-
Communities, Department for	120	-	-
Corrective Services, Department of	630	286	-
Culture and the Arts, Department of	30	30	-

7 APPENDIX

AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Education, Department of	1,440	-	-
Education Services, Department of	30	-	-
Environment and Conservation, Department of	6,180	464	-
Environmental Protection Authority, Office of the	1,780	-	-
Finance, Department of	480	90	30
Fisheries, Department of	330	577	45
Housing, Department of	870	2,174	-
Indigenous Affairs, Department of	270	199	339
Local Government, Department of	240	-	-
Main Roads Western Australia	930	930	-
Mines and Petroleum, Department of	13,770	4,618	2,598
Planning, Department of	4,560	-	30
Premier and Cabinet, Department of the	1,050	-	-
Public Trust Office	-	60	-
Racing, Gaming and Liquor, Department of	480	50	-
Regional Development and Lands, Department of	13	-	-
Sport and Recreation, Department of	120	-	-
State Development, Department of	660	-	-
Training and Workforce Development, Department of	120	-	-
Transport, Department of	4,770	210	-
Treasury, Department of	320	-	-
Water, Department of	4,980	-	-
<i>Sub-total: Departments (except Police and Health agencies)</i>	\$54,763	\$24,163	\$3,042

AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Group: Health related agencies)			
C&AHS - Princess Margaret Hospital for Children	120	-	-
Drug and Alcohol Office	90	90	1,851
Health, Department of	2,310	183	-
Joondalup Health Campus	8,610	18,016	282
NMAHS - King Edward Memorial Hospital	90	-	-
NMAHS - Mental Health	210	-	-
NMAHS - Sir Charles Gairdner Hospital	1,626	3,642	1,992
NMAHS - Swan Kalamunda Health Service	300	30	-
PathWest Laboratory Medicine WA	60	-	-
SMAHS - Armadale-Kelmscott Memorial Hospital	930	840	90
SMAHS - Fremantle Hospital	630	712	-
SMAHS - Rockingham-Kwinana District Hospital	30	30	-
SMAHS - Royal Perth Hospital	9,630	-	-
WACHS - Goldfields	240	455	-
WACHS - Great Southern	30	-	30
WACHS - Kimberley	2,620	3,471	360
WACHS - Midwest	120	-	-
WACHS - South West	1,470	-	-
	<i>Sub-total: Health related agencies</i>	\$29,116	\$27,469
			\$4,605

7 APPENDIX

AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Group: Local government agencies			
Albany, City of	270	-	-
Armadale, City of	240	2,086	530
Ashburton, Shire of	90	342	-
Augusta-Margaret River, Shire of	330	-	-
Bassendean, Town of	60	-	-
Bayswater, City of	570	-	-
Belmont, City of	540	1,360	-
Bridgetown-Greenbushes, Shire of	60	-	-
Broome, Shire of	180	-	-
Bunbury, City of	240	-	-
Busselton, Shire of	180	289	-
Cambridge, Town of	390	1,378	-
Canning, City of	360	-	-
Capel, Shire of	30	-	-
Carnarvon, Shire of	120	120	-
Chittering, Shire of	120	84	-
Claremont, Town of	120	120	-
Cockburn, City of	540	-	-
Collie, Shire of	60	-	650
Cottesloe, Town of	60	-	-
Dardanup, Shire of	60	-	-
Denmark, Shire of	30	-	-

AGENCY	Application Fees Collected	AMOUNT OF CHARGES:	
		Collected	Reduced or Waived
Donnybrook-Balingup, Shire of	90	-	-
East Fremantle, Town of	30	-	-
East Pilbara, Shire of	120	-	-
Esperance, Shire of	30	-	-
Exmouth, Shire of	30	30	-
Fremantle, City of	390	-	310
Gingin, Shire of	60	-	-
Gosnells, City of	180	-	-
Greater Geraldton, City of	240	-	-
Harvey, Shire of	120	85	9
Joondalup, City of	1,500	45	-
Kalamunda, Shire of	660	417	550
Kalgoorlie-Boulder, City of	210	-	-
Kwinana, Town of	270	80	-
Mandurah, City of	660	66	-
Manjimup, Shire of	90	148	-
Melville, City of	780	-	133
Mosman Park, Town of	240	546	-
Mundaring, Shire of	540	-	-
Murray, Shire of	60	-	-
Nedlands, City of	180	180	-
Northam, Shire of	30	1,235	-
Perth, City of	510	396	435

7 APPENDIX

AGENCY	Application Fees Collected	AMOUNT OF CHARGES:		
		Collected	Reduced or Waived	
Port Hedland, Town of	360	360	-	
Rockingham, City of	270	-	-	
Roebourne, Shire of	180	1,350	-	
Serpentine/Jarrahdale Shire	90	12	-	
Shark Bay, Shire of	30	80	-	
South Perth, City of	330	-	60	
Stirling, City of	1,380	-	-	
Subiaco, City of	240	-	-	
Swan, City of	1,770	1,372	-	
Toodyay, Shire of	30	30	-	
Victoria Park, Town of	150	-	-	
Vincent, City of	540	855	66	
Wanneroo, City of	1,010	470	-	
Wyndham-East Kimberley, Shire of	30	-	-	
York, Shire of	630	325	30	
<i>Sub-total: Local government agencies</i>		\$18,710	\$13,861	\$2,773
Group: Ministers				
Baston MLC, Hon K	30	-	-	
Buswell MLA, Hon T	420	-	-	
Collier MLC, Hon P	90	-	-	
Cowper MLA, Hon M	30	-	-	
Day MLA, Hon J	60	60	-	
Francis MLA, Hon J	120	-	-	

AGENCY	Application Fees Collected	AMOUNT OF CHARGES:		
		Collected	Reduced or Waived	
Grylls MLA, Hon B	90	-	-	
Hames MLA, Hon K	150	150	-	
Harvey MLA, Hon L	90	-	-	
Jacob MLA, Hon A	90	-	-	
Marmion MLA, Hon B	150	-	-	
Moore MLC, Hon N	30	-	-	
Morton MLC, Hon Helen	120	-	-	
Nahan MLA, Hon M	120	-	-	
O'Brien MLC, Hon S	30	-	-	
Redman MLA, Hon T	30	-	-	
Simpson MLA, Hon T	30	-	-	
Waldron MLA, Hon T	90	-	-	
	<i>Sub-total: Ministers</i>	\$1,770	\$210	\$0
Group: Police				
Police, Western Australia	67,440	6,733	-	
	<i>Sub-total: Police</i>	\$67,440	\$6,733	\$0
Group: Universities				
Curtin University of Technology	510	1,718	-	
Edith Cowan University	60	-	-	
Murdoch University	120	-	-	
University of Western Australia, The	420	390	734	
	<i>Sub-total: Universities</i>	\$1,110	\$2,108	\$734
Total		\$185,359	\$76,761	\$13,807

Table 19: Reasons for reduction of charges

REASONS FOR REDUCTION	No.	%
Impecunious	98	37.40
Pensioner	10	3.82
Other	154	58.78
Total	262	100.00