

## OPEN ACCESS INFORMATION SUMMARY OF ACCESS OPTIONS

The Summary below provides members of the public with the options available to gain access to Council records under the *Government Information (Public Access) Act 2009* (GIPA Act). Members of the public are also able to request access to other documents not included on this summary by viewing Council's website or by contacting Council during normal business hours. Previous version of this information is also available by contacting Council. Information not made publically available under section 6(5) of the GIPA Act can be found at Appendix 1 of this Notice.

Open Access Information	How is available e.g. Council's website or by contacting staff.
(a) Council's current publications and information	Council's Publications and Information is available from the website. <a href="#">Click here</a>
(b) information about the agency contained in any document tabled in Parliament by or on behalf of the Council, other than any document tabled by order of either House of Parliament,	These documents will be available from Council's website when and if applicable.
(c) Council's policy documents	All Council's policies are available from the website. <a href="#">Click here</a>
(d) the agency's disclosure log of access applications (see Division 4),	The disclosure log will be available from the website. <a href="#">Click here</a>
(e) the Council's register of government contracts (see Division 5),	The Register of Government Contracts will be available from the website. <a href="#">Click here</a>
(f) the Council's record (kept under section 6) of the open access information (if any) that it does not make publicly available on the basis of an overriding public interest against disclosure,	The record or register of open access information that has not been made publicly available will be listed and made available from the website. This summary document indicates how to access information not available from Council's website.
(g) such other government information as may be prescribed by the regulations as open access information (See below)	See specific information below.

1. Information about local authority	
<b>(1) Information contained in the current version and the most recent previous version of the following records is prescribed as open access information</b>	
(a) the model code prescribed under section 440 (1) of the LGA and the code of	All Council's policies are available from the website. <a href="#">Click here</a>

conduct adopted under section 440 (3) of the LGA	
(b) code of meeting practice,	All Council's policies are available from the website. <a href="#">Click here</a>
(c) annual report,	The information is available from the website. <a href="#">Click here</a>
(d) annual financial reports,	The information is available from the website (see annual report). <a href="#">Click here</a>
(e) auditor's report,	The information is available from the website (see annual report). <a href="#">Click here</a>
(f) management plan,	The information is available from the website. <a href="#">Click here</a>
(g) EEO management plan,	The information is available from the website. <a href="#">Click here</a>
(h) policy concerning the payment of expenses incurred by, and the provision of facilities to councilors,	All Council's policies are available from the website. <a href="#">Click here</a>
(i) annual reports of bodies exercising functions delegated by the Council [List]  Newcastle Airport Limited	The information is available from the website. <a href="#">Click here</a>
(j) any codes referred to in the LGA [list.]  Code of Conduct Code of Meeting Practice	The information is available from the website. <a href="#">Click here</a>
<b>(2) Information contained in the following records (whenever created) is prescribed as open access information:</b>	
(a) returns of the interests of councillors, designated persons and delegates,	This information is available from the website. <a href="#">Click here</a>
(b) agendas and business papers for any meeting of the local authority or any committee of the local authority (but not including business papers for matters considered when part of a meeting is closed to the public),	The information is available from the website. <a href="#">Click here</a>
(c) minutes of any meeting of the local authority or any committee of the local authority, but restricted (in the case of any part of a meeting that is closed to the public) to the resolutions and recommendations of the meeting	The information is available from the website. <a href="#">Click here</a>
(d) Departmental representative reports presented at a meeting of the local authority in accordance with section 433 of the LGA	These documents will be available from Council's website when and if applicable.

<b>(3) Information contained in the current version of the following records is prescribed as open access information:</b>	
(a) land register,	The information is available from the website. <a href="#">Click here</a>
(b) register of investments,	The information is available from the website. <a href="#">Click here</a>
(c) register of delegations,	The information is available from the website. <a href="#">Click here</a>
(d) register of graffiti removal work kept in accordance with section 13 of the <i>Graffiti Control Act 2008</i> ,	Council's policy is that Council will not remove graffiti from private property. For further information please contact Council's Public Officer at Council on 4988 0255.
(e) register of current declarations of disclosures of political donations kept in accordance with section 328A of the LGA,	The information is available from the website via the NSW Electoral Commission's website. <a href="#">Click here</a>
(f) the register of voting on planning matters kept in accordance with section 375A of the LGA.[List]	The information is available from the website. <a href="#">Click here</a>

## 2 Plans and policies

<b>Information contained in the current version and the most recent previous version of the following records is prescribed as open access information:</b>	
(a) local policies adopted by Council concerning approvals and orders	The information is available from the website. <a href="#">Click here</a>
(b) plans of management for community land,	The information is available from the website. <a href="#">Click here</a>
(c) environmental planning instruments, development control plans and contributions plans made under the <i>Environmental Planning and Assessment Act 1979</i> applying to land within the local authority's area.	The information is available from the website. <a href="#">Click here</a>

## 3 Information about development applications

<b>(1) Information contained in the following records (whenever created) is prescribed as open access information:</b>	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is
--	---

	available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(a) development applications (within the meaning of the <i>Environmental Planning and Assessment Act 1979</i> ) and any associated documents received in relation to a proposed development including the following:	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(i) home warranty insurance documents,	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(ii) construction certificates,	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(iii) occupation certificates,	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is available by contacting Council's Public Officer and making an informal request under the

	GIPA Act, initially. Please call Council on (02) 4988 0255.
(iv) structural certification documents,	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(v) town planner reports,	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(vi) submissions received on development applications,	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(vii) heritage consultant reports,	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.

(viii) tree inspection consultant reports,	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(ix) acoustics consultant reports,	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(x) land contamination consultant reports,	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(b) records of decisions on development applications (including decisions made on appeal),	Limited information concerning development applications is available from Council's website using DA Tracker. Council is also required to comply with the <i>Copyright Act 1968</i> (CTH). Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 3 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(c) a record that describes the general nature of the documents that the local	These documents will be available from Council's website when and if applicable.

authority decides are excluded from the operation of this clause by subclause (2).	
<b>(2) This clause does not apply to so much of the information referred to in subclause (1) (a) as consists of:</b>	
(a) the plans and specifications for any residential parts of a proposed building, other than plans that merely show its height and its external configuration in relation to the site on which it is proposed to be erected, or	Included for the purpose of information only.
(b) commercial information, if the information would be likely to prejudice the commercial position of the person who supplied it or to reveal a trade secret.	Included for the purpose of information only.
<b>(3) A local authority must keep the record referred to in subclause (1) (c).</b>	These documents will be available from Council's website when and if applicable.

#### 4 Approvals, orders and other documents

Information contained in the following records (whenever created) is prescribed as open access information:	Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 4 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(a) applications for approvals under Part 1 of Chapter 7 of the LGA and any associated documents received in relation to such an application	Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 4 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(b) applications for approvals under any other Act and any associated documents received in relation to such an application,	Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 4 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(c) records of approvals granted or refused, any variation from local policies with reasons for the variation, and decisions made on appeals concerning approvals	Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 4 of this summary is available by contacting Council's Public Officer

	and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(d) orders given under Part 2 of Chapter 7 of the LGA, and any reasons given under section 136 of the LGA,	Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 4 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(e) orders given under the authority of any other Act,	Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 4 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(f) records of building certificates under the <i>Environmental Planning and Assessment Act 1979</i> , ,	Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 4 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(g) plans of land proposed to be compulsorily acquired by the local authority	Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 4 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(h) compulsory acquisition notices,	Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 4 of this summary is available by contacting Council's Public Officer and making an informal request under the GIPA Act, initially. Please call Council on (02) 4988 0255.
(i) leases and licences for use of public land classified as community land.	Currently for Council to provide this information on the website would impose unreasonable additional costs to Council. Access to the information under Section 4 of this summary is available by contacting Council's Public Officer and making an informal request under the



	GIPA Act, initially. Please call Council on (02) 4988 0255.
--	---

**Appendix 1 – Section 6 (5) Information not made publically available under section 6(5) of the GIPA Act**

Open Access Information and type of information not made available	General description of considerations against disclosure
<p><u>Open Access Information:</u> Pecuniary Interest Returns</p> <p><u>Type of information not made available:</u> Home address details, details for individuals listed who are not the designated person and information about debts, loans or trust accounts.</p>	<p>Information of this kind is described by section 18(f) of the GIPA Act.</p> <p>In each case, Council applies the public interest test and determines whether there is an overriding interest against disclosure of this information.</p> <p>Council has determined for this category of information that disclosure could reasonably be expected to have the following effects: Section 14, Table Item 3(a)</p> <p>It is noted Council still publishes the returns on the website however the information nominated above is redacted prior to publishing. This does not infringe on the right of an applicant to request the information via an Access Application.</p>
<p><u>Open Access Information:</u> Submissions</p> <p><u>Type of information not made available:</u> Name, contact information or any information that may identify an individual.</p>	<p>Information of this kind is described by Schedule 4 of the GIPA Regulation</p> <p>In each case, Council applies the public interest test and determines whether there is an overriding interest against disclosure of this information.</p> <p>Council has determined for this category of information that disclosure could reasonably be expected to have the following effects: Section 14, Table Item 3(a)</p> <p>It is noted Council still publishes submissions on the website however the information nominated above is redacted prior to publishing. This does not infringe on the right of an applicant to request the information via an Access Application.</p>