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***gipa act 2009
annual report 2017/18***

Clause 7A: Details of the review carried out by the agency under section 7 (3) of the Act during the reporting year and the details of any information made publicly available by the agency as a result of the review

Reviews carried out by the agency	Information made publicly available by the agency
Yes	Yes

Ballina Council has a proactive approach to the release of information to the public. The council website is promoted as an important source of information for the community, and it is constantly updated. We also aim to inform the community about available information via a number of other avenues: • Council notices are published weekly in the Ballina Shire Advocate. • Media releases, general advertisements and documents on exhibition are available under the noticeboard banner on Council's website. • Community Connect quarterly newsletter is distributed to all residents. An annual review and evaluation of available information is undertaken across the organisation as part of the Agency Information Guide review process. The review identifies any new information to be made publicly available and ensures that the existing document and information on the website is the most current version. Some of the new information published this year is as follows; Alstonville Strategic Plan 2037 2018 Ballina - Lennox Head Recycled Water - EIS 2009 Ballina 2035 Annual Report 2017 Ballina Coastline - Coastal Zone Management Plan (CZMP) Ballina Marina Master Plan 2017 Ballina Shire Open Space and Community Facilities Contributions Plan 2016 Ballina Shire Roads Contribution Plan Version 4.0 2015 Ballina Shire Local Emergency Management Plan - 2016 Bushfire Risk Management Plan 2017 Castle Drive Fig Tree Removal – very controversial matter of public interest so all documents including arborist, insurer, risk management reports were published Climate Action Strategy 2012-2020 East Ballina Cemetery Concept Master Plan 2017 Fraud and Corruption Control Plan - January 2016 Heavy Haulage Contributions Plan 2011 IPART Special Rate Variation Application 2016/17 – a controversial matter of great public interest so all reports, submissions and associated documents were published. Killen Falls Plan of Management - Part A 2017 Lake Ainsworth Eastern Road Closure - a controversial matter of great public interest - all reports, submissions and associated documents published. Lennox Foreshore Master Plan Lennox Village Vision Concept, Design and Project Timeline Reports North Creek Dredging Scoping Study - July 2016 Northlakes Water Quality Management Plan 2008 Ocean Breeze Reserve Plan of Management 2017 Our Community: Our Culture, Ballina Shire Cultural Plan 2014-2020 Rous Water Developer Servicing Plan 2016 Sewerage Infrastructure Development Servicing Plans 2011 Shaws Bay Precinct Works – Management Plans Reports and Updates Tosha Falls Plan of Management 2018 Video Recordings of Council Meetings 2014-current Water Supply Infrastructure Development Servicing Plans 2011

Clause 7B: The total number of access applications received by the agency during the reporting year (including withdrawn applications but not including invalid applications)

Total number of applications received
11

Clause 7C: The total number of access applications received by the agency during the reporting year that the agency refused either wholly or partly, because the application was for the disclosure of information referred to in Schedule 1 to the Act (information for which there is conclusive presumption of overriding public interest against disclosure)

Number of Applications Refused	Wholly	Partly	Total
	0	0	0
% of Total	0%	0%	

Schedule 2 Statistical information about access applications to be included in annual report

Table A: Number of applications by type of applicant and outcome*

	Access Granted in Full	Access Granted in Part	Access Refused in Full	Information not Held	Information Already Available	Refuse to Deal with Application	Refuse to Confirm/Deny whether information is held	Application Withdrawn	Total	% of Total
Media	0	0	0	0	0	0	0	0	0	0%
Members of Parliament	0	0	0	0	0	0	0	0	0	0%
Private sector business	2	1	0	0	0	0	0	0	3	23%
Not for profit organisations or community groups	0	1	0	0	0	0	0	0	1	8%
Members of the public (by legal representative)	3	0	0	0	0	0	0	0	3	23%
Members of the public (other)	4	0	0	2	0	0	0	0	6	46%
Total	9	2	0	2	0	0	0	0	13	
% of Total	69%	15%	0%	15%	0%	0%	0%	0%		

* More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

Table B: Number of applications by type of application and outcome*

	Access Granted in Full	Access Granted in Part	Access Refused in Full	Information not Held	Information Already Available	Refuse to Deal with Application	Refuse to Confirm/Deny whether information is held	Application Withdrawn	Total	% of Total
Personal information applications*	0	0	0	0	0	0	0	0	0	0%
Access applications (other than personal information applications)	9	2	0	2	0	0	0	0	13	100%
Access applications that are partly personal information applications and partly other	0	0	0	0	0	0	0	0	0	0%
Total	9	2	0	2	0	0	0	0	13	
% of Total	69%	15%	0%	15%	0%	0%	0%	0%		

* A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

Table C: Invalid applications

Reason for invalidity	No of applications	% of Total
Application does not comply with formal requirements (section 41 of the Act)	2	100%
Application is for excluded information of the agency (section 43 of the Act)	0	0%
Application contravenes restraint order (section 110 of the Act)	0	0%
Total number of invalid applications received	2	100%
Invalid applications that subsequently became valid applications	2	100%

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of Act

	Number of times consideration used*	% of Total
Overriding secrecy laws	0	0%
Cabinet information	0	0%
Executive Council information	0	0%
Contempt	0	0%
Legal professional privilege	0	0%
Excluded information	0	0%
Documents affecting law enforcement and public safety	0	0%
Transport safety	0	0%
Adoption	0	0%
Care and protection of children	0	0%
Ministerial code of conduct	0	0%
Aboriginal and environmental heritage	0	0%
Total	0	

*More than one public interest consideration may apply in relation to a particular access application and if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E

Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of Act

	Number of times consideration used*	% of Total
Responsible and effective government	0	0%
Law enforcement and security	1	33%
Individual rights, judicial processes and natural justice	2	67%
Business interests of agencies and other persons	0	0%
Environment, culture, economy and general matters	0	0%
Secrecy provisions	0	0%
Exempt documents under interstate Freedom of Information legislation	0	0%
Total	3	

Table F: Timeliness

	Number of applications*	% of Total
Decided within the statutory timeframe (20 days plus any extensions)	10	91%
Decided after 35 days (by agreement with applicant)	1	9%
Not decided within time (deemed refusal)	0	0%
Total	11	

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)

	Decision varied	Decision upheld	Total	% of Total
Internal review	1	0	1	50%
Review by Information Commissioner*	1	0	1	50%
Internal review following recommendation under section 93 of Act	0	0	0	0%
Review by NCAT	0	0	0	0%
Total	2	0	2	
% of Total	100%	0%		

*The Information Commissioner does not have the authority to vary decisions, but can make recommendations to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made by the Information Commissioner.

Table H: Applications for review under Part 5 of the Act (by type of applicant)

	Number of applications for review	% of Total
Applications by access applicants	0	0%
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	1	100%
Total	1	

Table I: Applications transferred to other agencies.

	Number of applications transferred	% of Total
Agency-Initiated Transfers	0	0%
Applicant - Initiated Transfers	0	0%
Total	0	



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