

# Guidelines for Accessing Pecuniary Interest Returns

## Pecuniary Interest Returns

### Published Returns

As required under Council's [Code of Conduct](#) and the Information and Privacy Commissions [Guideline 1: For Local Councils on the disclosure of information contained in the returns disclosing the interest of councillors and designated persons developed under the Government Information \(Public Access\) Act 2009 \(NSW\)](#), Council has published Redacted version of Councillors' and Designated Staff's Pecuniary Interest Returns on Council's website on the [Access to Information](#) page.

The published Redacted version do not include the following personal information:

- *Councillors and Designated Staff members' principle place of residence;*
- *Councillors and Designated Staff members' signature details; and*
- *Additional redactions as determined by Council based on reasoning under the Public Interest Considerations Against Disclosure set out in the table contained in [Section 14 of the GIPA Act](#).*

### Original hard copy Returns

If you would like to view the original hard copy Pecuniary Interest Returns of either the Councillors and/or Designated Staff, please contact Council's Governance Team on

**1300 463 954** to organise a suitable time to inspect the Pecuniary Interest Returns in person at either the Gosford or Wyong Administration offices.

At the organised meeting time and location, a member of Council's Governance Team will meet you, view your identification details to ensure your request to access these documents in person is consistent with the telephone request and correctly recorded.

Your name and details will be entered into a *Pecuniary Interest Returns Access Register* which will be stored in Council's Document Management System and subject to being release to the public under the *GIPA Act*.

Once this is completed the member of Council's Governance Team will show you to a meeting room and provide you with access to the hard copy Pecuniary Interest Returns.

The Governance Team member will stay with you whilst you are reviewing the Pecuniary Interest Returns to ensure there are no issues and to ensure that no photos or copies of the Pecuniary Interest Returns are undertaken.

In order to manage Council staff resources, the time allocated to viewing the Pecuniary Interest Returns will be set a half an hour, however this time can be extended to one hour upon request. All such request will not be unreasonable refused.

