

Disclosure of Interest - Designated Persons

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Disclosure of interest return by councillors and designated persons

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1. This form is to be routinely completed by **councillors and designated persons** as defined in [Council's Code of Conduct \(the code\)](#).

The form constitutes the **disclosure of interests in written returns** required by **clause 4.21** of the code and detailed in **schedule 1 and schedule 2** of the code.

The form often refers to the 'return date'. This means:

- For a first return, the date on which you became a councillor or designated person
- For an annual return, 30 June of the year in which the return is made (i.e. reporting on the financial year that has just finished)
- For a change return, the date on which you became aware of an interest that needs to be disclosed
- For an exit return, the date on which you cease your engagement with Council.

A version of this form is used in the following circumstances:

- **First** – within three (3) months of becoming a councillor or designated person (there is no need to complete Parts C, D and I).
- **Annual** – within three (3) months of 30 June each year (unless you have completed a return in the same period).
- **Change** – within three (3) months of becoming aware of an interest, or a change to an interest, which you are required to disclose in a return.
- **Exit** - on exiting Council (when you complete your exit forms with Human Resources).

2. Do not leave any parts blank If there are no interests to be disclosed under a heading in Parts A to J, the word 'NIL' must be placed in the relevant box. The boxes in this on line form default to NIL for ease of completion. Please overwrite this where necessary.

3. Please read [Part 4, Part 5, schedule 1 and schedule 2 of the code](#) and have a look at the [Disclosures of Interest intranet page](#). Questions? Call the Governance Team or email pecuniaryinterests@northernbeaches.nsw.gov.au.

Important information

This information is being collected for the purpose of compliance with Parts 4 and 5 of the code.

You must not lodge a return that you know or ought reasonably to know is false or misleading in a material particular (see clause 4.23 of the code). Complaints made about breaches of these requirements are to be referred to the Office of Local Government (OLG) and may result in disciplinary action by the council, OLG or the NSW Civil and Administrative Tribunal.

Information contained in returns made and lodged under clause 4.21 is made publicly available in accordance with the requirements of the Government Information (*Public Access*) Act 2009 (*GIPA*), Government Information (*Public Access*) Regulation 2018 and any guidelines issued by the Information Commissioner. In particular, *Guideline 1: For local councils on the disclosure of information contained in returns of public interest of councillors and designated persons* reinforces that this information is deemed open access information for public release.

You have a right under [section 739](#) of the *Local Government Act 1993* and [section 58](#) of the *Privacy and Personal Information Protection Act 1998 (PPIPA)* to request that certain personal information not be publicly released ([via this form](#)).

Council also has a responsibility to consider any overriding public interest against information disclosure under [section 14](#) of GIPA.

You have an obligation to keep the information contained in this return up to date.

Return Type	Annual
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Please refer to the instructions above for what Return type you need to complete.

Return Date	2020-06-30
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Section A - Real Property

Street address of each parcel of real property in which I had an interest **at the return date/at any time since 30 June**.

(Refer to clauses 1, 2, 3, 5-8 and 23-25 of schedule 1 to the [Code](#))

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You must disclose if you own or rent a property anywhere in Australia, including land, the right to occupy land and structures attached to land. You also must disclose if you have any other rights to property, e.g. right to drill, right to get property back under some circumstances.

You must provide the address of each property and the nature of interest, e.g. owner, tenant, trustee, beneficiary, freehold, lease, option to purchase.

You do not need to fill in this section if you are living at home with family.

You do not need to disclose an interest in a parcel of real property if you ceased to have the interest prior to becoming a councillor or designated person.

You also do not need to disclose an interest in a parcel of real property if your interest was:

- as executor of a will, or administrator of an estate, of a deceased person, and you were not a beneficiary under the will or intestacy, or
- as a trustee, if the interest was acquired in the course of an occupation that was not related to your duties as a councillor or designated person.

Address of property

[Redacted address]

Nature of interest

[Redacted nature of interest]

[Redacted text]

[Redacted] to clauses 26-30 of schedule 1 to the Code).

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You do not need to disclose a source of income if:

- it did not exceed, or you do not reasonably expect it to exceed, \$500
- you ceased to receive income from that source prior to becoming a councillor or designated person, or
- it is your fee as a councillor

1. Income from an occupation - you must disclose all source of income received/expect to receive from an employer or from an occupation or position you hold, director's fee, income from a partnership, or income earned as a consultant or from self employment (naming the type of consultancy or occupation carried on and any business or other trading name used) You must include your position at Council and the name and address of any secondary employer

2. Trust income - if the trustee is a corporation you must insert the registered name and address of the corporation. If the trustee is a company, the trust and the company are basically one and the same. But there will still be a need to make the relevant disclosure regarding that company in Section E as well

3. Other income - this could include rental income, business revenue, investment or welfare payment

1a. Sources of income from an occupation I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:

Description of occupation

Manager, Transport for NSW
Board Member, NSW State Archives and Records Authority
Councillor, Northern Beaches Council
Non executive Director, Police Bank Ltd

Name and address of employer or description of office held (if applicable)

Transport for NSW
NSW State Archives and Records Authority.
Northern Beaches Council
Police Bank Ltd

Name under which partnership conducted (if applicable)

NIL

1b. Sources of income from an occupation I received at any time since 30 June:

Description of occupation

Manager, Transport for NSW
Board Member, NSW State Archives and Records Authority
Councillor, Northern Beaches Council

Name and address of employer or description of office held (if applicable)

Transport for NSW
NSW State Archives and Records Authority.
Northern Beaches Council
Police Bank Ltd

Name under which partnership conducted (if applicable)

NIL

2a. Sources of income from a trust I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:

Name and address of settlor

NIL

Name and address of trustee

NIL

2b. Sources of income from a trust I received at any time since 30 June:

Name and address of settlor

NIL

Name and address of trustee

NIL

3a. Sources of other income I reasonably expect to receive in the period commencing on the first day after the return date and ending on the following 30 June:

Other income details

Rental income
Superannuation

3b. Sources of other income I received at any time since 30 June:

Other income details

[REDACTED]
[REDACTED] Superannuation Scheme

Section C - Gifts

Gifts I received **at any time since 30 June.**

(Refer to clauses 1, 4 and 9-11 of schedule 1 to the Code).

Description of gift

NIL

Name and address of donor

NIL

Section D - Contributions to travel

Name and address of each person who made any financial or other contribution to any travel undertaken by me **at any time since 30 June.**

(Refer to clauses 1, 12-14 of schedule 1 to the Code).

Name and address of contributor

NIL

Travel Occurred

No

Names of States, Territories of the Commonwealth and overseas countries in which travel undertaken

NIL

Section E - Interests and positions in corporations

Name and address of each corporation in which I had an interest or held a position **at the return date/at any time since 30 June.**

(Refer to clauses 1, 2, 4, 15-18 of schedule 1 to the [Code](#))

Name and address of corporation

NSW State Archives and Records Authority
Police Bank Ltd
Chelsea Wealth Management

Nature of interest (if any)

Board Member
Non-executive Director
Non-executive Director

Description of position (if any)

Board Member
Non-executive Director
Non-executive Director

Description of principal objects (if any) of corporation (except in case of listed company)

Regulator, archive and storage provider
Bank
Financial Advisory

Section F - Property developer

Were you a property developer or a close associate of a property developer **on the return date/at any time since 30 June?**

(Refer to clauses 19 and 20 of the schedule to the Code)

Were you a property developer or a close associate of a property developer on the return date? No

Section G - Positions in trade unions and professional or business associations

Name of each trade union and each professional or business association in which I held any position (whether remunerated or not) **at the return date/at any time since 30 June.**

(Refer to clauses 21 and 22 of schedule 1 to the Code).

Name of trade union, professional or business association

Fellow, Australian Institute of Company Directors
Associate, Police Association of NSW

Description of position

NIL

Section H - Debts

Name and address of each person to whom I was liable to pay any debt **at the return date/at any time since 30 June.**

(Refer to clauses 31-33 of schedule 1 to the Code).

Name and address of person indebted

██████████ (mortgage)

Section I - Dispositions of property

1. Particulars of each disposition of real property **by me** (including the street address of the affected property) **at any time since 30 June**, as a result of which I retained, either wholly or in part, the use and benefit of the property or the right to re-acquire the property at a later time.

(Refer to clauses 1 and 23-25 of schedule 1 to the [Code](#)).

Particulars of disposition of property - retained use, benefit or right to re-acquire

NIL

2. Particulars of each disposition of property **to a person by any other person under arrangements made by me** (including the street address of the affected property), being dispositions made **at any time since 30 June** as a result of which I obtained, either wholly or in part, the use and benefit of the property.

(Refer to clauses 1 and 23-25 of schedule 1 to the [Code](#)).

Particulars of disposition of property - obtained use or benefit

NIL

Section J - Discretionary disclosures – pecuniary or non-pecuniary

(Refer to clause 34 of schedule 1 to the [Code](#)).

Discretionary disclosure

NIL

- I agree