

Statutory documents available for public inspection



The *Local Government Act 1989* and the *Local Government (general) Regulations 2004* require that certain documents be made available for inspection. All documents may be inspected at the council's city offices, 104 Hovell St, Wodonga.

It is usually best to make an appointment to arrange an inspection of a document. In some instances, requests may need to be made in writing or on a specific form. Please contact the council's governance officer on (02) 6022 9300 to arrange a viewing time.

Legislative provision	Document	Inspection	Copy available	Published on the website	Note
Section 24B	Certified voters roll	✓			The roll is available for inspection for a short time before and after a council election.
Section 62A (2)	Summary of election campaign donation returns lodged by candidates at the previous election			✓	
Section 62A (3)	Copy of election campaign donation returns lodged by candidates at the previous election	✓			
Section 75B	Councillor reimbursement policy	✓	✓	✓	
Section 76C	Governance code (councillor code of conduct)	✓	✓	✓	
Section 81 (10)	Register of interests	✓			Prescribed form for inspection.
Section 120	Local laws	✓	✓	✓	
Section 125 (11)	Council Plan	✓		✓	
Section 126 (4)	Strategic Resource Plan	✓		✓	
Section 130 (9)	Council Budget (adopted or revised) for current financial year	✓		✓	
Section 131 (11)	Annual Report	✓	✓	✓	
Section 131 (12)	Report of the auditor on financial statements	✓			
Section 161 (3)	Differential rate	✓		✓	
Section 186A	Procurement policy	✓		✓	
Section 208F	Best value policy – quality and cost standards	✓			
Regulation 11 (a)	Details of current allowances fixed for the mayor and councillors	✓	✓		

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Regulation 11 (b)	The total annual remuneration for all senior officers in respect of the current financial year and the previous financial year, set out in a list that states — (i) ranges of remuneration of senior officers, where the difference between the lower amount and the higher amount in each range must not exceed \$10, 000; and (ii) the number of senior officers whose total annual remuneration falls within the ranges referred to in subparagraph (i).	✓			
Regulation 11 (c)	Details of overseas or interstate travel (with the exception of interstate travel by land for less than three days) undertaken in an official capacity by councillors or any Wodonga Council employee in the previous 12 months.	✓			
Regulation 11 (d)	Names of council officers who were required to and did submit a return of interest during the financial year and the dates the returns were submitted.	✓			
Regulation 11 (e)	Names of the councillors who submitted a return of interest during the financial year and the dates the returns were submitted.	✓			
Regulation 11 (f)	Agendas for and minutes of ordinary and special meetings held in the previous 12 months kept under Section 93 of the Act, except if the minutes relate to parts of meetings which have been closed to members of the public under Section 89 of the Act.	✓	✓	✓	
Regulation 11 (g)	A list of all special committees established by the council and the purpose for which each committee was established.	✓			Currently there are no special committees.
Regulation 11 (h)	A list of all special committees established by the council which were abolished or ceased to function during the financial year.	✓			
Regulation 11 (i)	Minutes of meetings of special committees established under Section 86 of the Act and held in the previous 12 months except if the minutes relate to parts of meetings which have been closed to members of the public under Section 89 of the Act.	✓			
Regulation 11 (j)	Register of delegations kept under Section 87 and 98 of the Act, including the dates on which the last reviews under Section 86 (6) and 98 (6) of the Act took place.	✓	✓		

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Regulation 11 (k)	Submissions received in accordance with Section 223 of the Act during the previous 12 months.	✓			
Regulation 11 (l)	Agreements to establish regional libraries under Section 196 of the Act.	✓			The council is not a member of a regional library.
Regulation 11 (m)	Details of all property, finance and operating leases involving land, buildings, plant, computer equipment or vehicles entered into by the council as lessor or lessee.	✓			
Regulation 11 (n)	Register of authorised officers appointed under Section 224 of the Act.	✓			
Regulation 11 (o)	List of donations and grants made by the council during the financial year, including the names of recipients and the amounts received.	✓		✓	Included in the annual report
Regulation 11 (p)	Names of organisations and the amounts paid in membership fees to organisations of which the council was a member during the financial year.	✓		✓	Included in the annual report
Regulation 11 (q)	Register of contracts entered into by the council, without engaging in a competitive process (\$150,000 or more -goods and services) or (\$200,000 or more - carrying out works).	✓		✓	Included in the annual report