

# MEMORANDUM

To: Andrew Farrell, Acting Communications Manager  
Communications Department

From: Governance Coordinator, Adam Beggs

Date: 3 August 2021

Subject: Disclosures of Pecuniary Interests and other Matters

As you may be aware, your position of Acting Communications Manager has been identified by the Council as a designated position for the purpose of completing a pecuniary interest return.

Part 4, Clause 4.21 of the Model Code of Conduct for Local Councils in NSW requires all Council employees in designated positions on 30 June each year to disclose their interests specified in Schedule 1 of the Code on a Disclosure of Interests Form within three (3) months of their commencement date.

As a designated person, for the purposes of the Code, you need to complete the attached Disclosure of Interests Form, sign and date it on the first page, and return to me **within three months of your commencement with Council**.

If there are no matters to be disclosed in any section of your return, **write the word "NIL"** in that section. (This is a requirement under the Code). Don't leave any sections blank, and don't write "N/A", "Not Applicable" or draw lines through any unused sections.

Please refer to the attached guide provided by the Office of Local Government, which can also be downloaded from <https://www.olg.nsw.gov.au/wp-content/uploads/Model-Code-of-Conduct-Completing-returns-of-interest.pdf> guide provides suggestions to assist you with completion of your return.

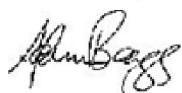
In previous years, many forms have had to be sent back to people for correction, causing inconvenience for them, and for our staff. The most common errors made were:

- Leaving blank sections in the form, or writing "N/A" or "Not Applicable" instead of "Nil" in sections of the form where they have no interest to declare
- Not writing the completion date (on the front page of the form)

Please take the time to complete your return correctly, and in particular, please ensure that all sections are completed.

If you require any further information regarding the completion of your pecuniary interest return, please contact me on extension 4732 7597

Your co-operation in this matter is appreciated.



Adam Beggs  
Governance Coordinator

Part 4 of the Model Code of Conduct for Local Councils in NSW

## DISCLOSURE OF INTERESTS BY COUNCILLOR OR DESIGNATED PERSON

### General Instructions in Completing the Return

1. The pecuniary interests and other matters to be disclosed in this return are incorporated in Part 4 of the Model Code of Conduct for Local Councils in NSW as prescribed by local Government Act 1993 and Local Government (General) Regulation 2005.
2. If this is the first return required to be submitted by you after attaining the position of Councillor or designated person, do not complete Parts C, D, and I of the return. All other parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
3. The particulars required to complete this form should be written in block letters or typed. Forms with illegible information will need to be returned to you for correction.
4. If any space is insufficient in this form for all the particulars required to complete it, an appendix properly identified and signed by you is to be attached.

### Note:

If there are no pecuniary interest or other matters of the kind required to be disclosed under a particular main heading in this form, the word 'NIL' is to be placed in an appropriate space under that heading.

### Important Information

This information is being collected for the purpose of compliance with Clause 4.21 of the Model Code of Conduct. You must not lodge a return that you know, or ought reasonably to know, is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred to the Local Government Pecuniary Interest and Disciplinary Tribunal.

The information collected on this form will be kept by the General Manager in a register of returns. The General Manager is required to table all returns at a Council Meetings. The returns register is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act* and the *Regulation 2009* and any guidelines issued by the *Information Commissioner*. You have an obligation to keep the information contained in this register up to date. If you become aware of a new interest that must be disclosed or an interest that you previously fail to disclose you must submit an updated return within 3 months of becoming aware of the previously undisclosed interest.

## DISCLOSURES OF PECUNIARY INTERESTS AND OTHER MATTERS

(Clause 4.21 of the Model Code of Conduct)

By: **Andrew Farrell**

*(Full Name of Councillor or Designated Person)*

As at: **2 August 2021**

*(Date)*



*(Councillor's or Designated Person's Signature/Typed name)*

**02/08/2021**

*(Date the form was completed)*

**A. Real property – Schedule 1, Part 2, Clauses 5, 6 & 7 of the Model Code of Conduct**

- A person making an annual return under Clause 4.21 of the Code must disclose:
  - a) the street address of each parcel of real property in which they had an interest at any time during the return period, and
  - b) the nature of the interest.
- An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
  - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
  - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to his or her duties as the holder of a position required to make a return.
- An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a Councillor or designated person.
- In clause 5, interest includes an option to purchase.

**Note:**

You have a pecuniary interest in a property if you own or are buying your own home, rent a property, or if you live in a property owned by someone else but don't actually pay them.

**A. Real property**

Address of each parcel of real property in which I had an interest at the return date/ at any time during the return period	Nature of Interest
[REDACTED]	[REDACTED]

**B. Source of income – Schedule 1, Part 2, Clauses 26 – 30 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on following 30 June, and
  - b) each source of income received by the person in the period since 30 June of the previous financial year.
- A reference in clause 26 to each source of income received or reasonably expected to be received by a person is a reference to:
  - a) in relation to income from an occupation of the person:
    - i. a description of the occupation, and
    - ii. if the person is employed or the holder of an office, the name and address of his or her employer or a description of the office, and
    - iii. if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
  - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
  - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which the income was received.

- The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
- The source of income received by the person that they ceased to receive prior to becoming a Councillor or designated person need not be disclosed.

### B. Sources of income

**1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June OR \*Sources of income I received from an occupation at any time during the return period Sources.**

Description of Occupation	Name & address employer/description of office held	Name under which partnership conducted (if applicable)
Acting Communications Manager	Penrith City Council 601 High Street Penrith NSW 2750	NIL

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

Name and address of settlor	Name and address of trustee
NIL	NIL

**3. \* 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 OR \*Sources of other income I received at any time during the return period: (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received).**

NIL	NIL

### C. Gifts – Schedule 1, Part 2, Clauses 9 – 11 of the Model Code of Conduct

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) a description of each gift received since the last return, and
  - b) the name and address of the donor of each of the gifts.
- A gift need not be included in a return if:
  - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
  - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the Election Funding Act 1981, or
  - c) the donor was a relative of the donee, or
  - d) subject to paragraph (a), it was received prior to the person becoming a Councillor or designated person.
- For the purposes of above clause, the amount of a gift other than money is an amount equal to the value of the property given.



PENRITH  
CITY COUNCIL



C. Gifts

Description of each gift I received at any time during the return period	Name and address of donor

**D. Contribution to travel – Schedule 1, Part 2, Clauses 12 – 14 of the Model Code of Conduct**

- person making an annual return under clause 4.12 of the Code must disclose:
  - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person since the last return was made, and
  - b) the dates on which the travel was undertaken, and
  - c) the names of the States and Territories, and of the overseas countries, in which the travel was undertaken.
- A financial or other contribution to any travel need not be disclosed under this clause if it:
  - a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or Council vehicles), or
  - b) was made by a relative of the traveller, or
  - c) was made in the ordinary course of an occupation of the traveller that is not related to his or her functions as the holder of a position requiring the making of a return, or
  - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12 month period or less, or
  - e) was a political donation disclosed, or required to be disclosed under Part 3 of the Election Funding Act, 1981, or
  - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales or to enable the traveller to represent the party within Australia, or
  - g) subject to paragraph (d) it was received prior to the person becoming a Councillor or designated person.
- For the purposes of above clause, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.



**D. Contribution to travel**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken

**E. Interests and positions in corporations – Schedule 1, Part 2, Clauses 15 – 18 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) the name and address of each corporation in which he or she had an interest or held a position (whether remunerated or not) on the return date, and
  - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
  - c) the nature of the interest, or the position held, in each of the corporations, and
  - d) a description of the principal objects of each of the corporations, except in the case of a public company.
- An interest in, or a position held in a corporation need not be disclosed if the corporation is:
  - a) formed for the purpose of providing recreation or amusement or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
  - b) required to apply its profits or other income in promoting its objects, and
  - c) prohibited from paying any dividend to its members.
- An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
- An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a Councillor or designated person.

**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 during the return period	Nature of Interest (if any)	Description of position (if any)	Description of principal objects (if any) or corporation (except in case of listed company)
NIL	NIL	NIL	NIL

**F. Interests as a property developer or a close associate of a property developer – Schedule 1, Part 2, Clauses 19 and 20 of the Model Code of Conduct**

- A person making a return under clause 4.12 of the Code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.
- For the purposes of above clause close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the Electoral Funding Act 2018. Property developer has the same meaning as it has in Division 7 of Part 3 of the Electoral Funding Act 2018.

**F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)**

Yes - (please give details)	<p>No</p> <p>NO</p>
-----------------------------	---------------------

**G. Positions in trade unions and professional or business associations – Schedule 1, Part 2, Clauses 21 and 22 of the Model Code of Conduct**

- A person making a return under clause 4.21 of the Code must disclose:
  - a) the name of each trade union, and of each professional or business association, in which he or she held any position (whether remunerated or not) on the return date, and
  - b) the name of each trade union, and of each professional or business associate, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
  - c) a description of the position held in each of the unions and associations.
- A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a Councillor or designated person.



**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 time of the return date/* at any time during the return period	Description of the position
NIL	NIL

**H. Debt – Schedule 1, Part 2, Clauses 31 – 33 of the Model Code of Conduct**

- A person making a return under clause 4.21 of the Code must disclose the name and address of each person to whom the person was liable to pay any debt on the return date and at any time since the last return.
- A liability to pay a debt must be disclosed by a person in a return whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time since 30 June of the previous financial year, as the case may be.
- A liability to pay a debt need not be disclosed by a person in a return of:
  - a) The amount to be paid did not exceed \$500 on the return date or at any time since the last return, as the case may be unless:
    - i. the debt was one of two or more debts that the person was liable to pay to one person on the return date or at any time since the last return was made, and
    - ii. the amounts to be paid exceeded, in the aggregate, \$500, or
  - b) the person was liable to pay the debt to a relative, or
  - c) in the case of a debt arising from a loan of money the person was liable to pay the debt to a bank, building society, credit union or other person whose ordinary business includes the lending of money and the loan was made in the ordinary course of business of the lender, or
  - d) in the case of debt arising from the supply of goods or services:
    - i. the goods or services were supplied in the period of 12 months immediately preceding the return date or were supplied since the last return, or
    - ii. the goods or services were supplied in the ordinary course of any occupation of the person that is not related to his or her duties as the holder of a position required to make a return.
  - e) subject to clause 33 (a), the debt was discharged prior to the person becoming a Councillor or designated person.



**H. Debts**

Name and address of each person to whom I was liable to pay any debt at the return date/ at any time during the return period
NIL

**I. Disposition of real property – Schedule 1, Part 2, Clauses 23 – 25 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
- A person making an annual return under clause 4.21 of the Code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
- A disposition of real property need not be disclosed if it was made prior to a person becoming a Councillor or designated person.

**I. Disposition of real property**

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time during the return period 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.

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 during the return period, as a result of which I obtained, either wholly or in part, the use and benefit of the property.


**J. Discretionary disclosures – Schedule 1, Part 2, Clauses 34 of the Model Code of Conduct**

- A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.

**J. Discretionary disclosures**

<b>NIL</b>

# MEMORANDUM

To: Andrew Jackson, Director Development and Regulatory Services  
Leadership Team Department

From: Governance Coordinator, Adam Beggs

Date: 2 August 2021

Subject: Disclosures of Pecuniary Interests and other Matters

As you may be aware, your position of Director Development and Regulatory Services has been identified by the Council as a designated position for the purpose of completing a pecuniary interest return.

Part 4, Clause 4.21 of the Model Code of Conduct for Local Councils in NSW requires all Council employees in designated positions on 30 June each year to disclose their interests specified in Schedule 1 of the Code on a Disclosure of Interests Form within three (3) months of their commencement date.

As a designated person, for the purposes of the Code, you need to complete the attached Disclosure of Interests Form, sign and date it on the first page, and return to me **within three months of your commencement with Council**.

If there are no matters to be disclosed in any section of your return, **write the word "NIL"** in that section. (This is a requirement under the Code). Don't leave any sections blank, and don't write "N/A", "Not Applicable" or draw lines through any unused sections.

Please refer to the attached guide provided by the Office of Local Government, which can also be downloaded from <https://www.olg.nsw.gov.au/wp-content/uploads/Model-Code-of-Conduct-Completing-returns-of-interest.pdf> guide provides suggestions to assist you with completion of your return.

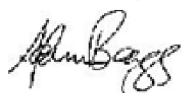
In previous years, many forms have had to be sent back to people for correction, causing inconvenience for them, and for our staff. The most common errors made were:

- Leaving blank sections in the form, or writing "N/A" or "Not Applicable" instead of "Nil" in sections of the form where they have no interest to declare
- Not writing the completion date (on the front page of the form)

Please take the time to complete your return correctly, and in particular, please ensure that all sections are completed.

If you require any further information regarding the completion of your pecuniary interest return, please contact me on extension 4732 7597

Your co-operation in this matter is appreciated.



Adam Beggs  
Governance Coordinator

Part 4 of the Model Code of Conduct for Local Councils in NSW

**DISCLOSURE OF INTERESTS BY COUNCILLOR OR DESIGNATED PERSON**

**General Instructions in Completing the Return**

1. The pecuniary interests and other matters to be disclosed in this return are incorporated in Part 4 of the Model Code of Conduct for Local Councils in NSW as prescribed by local Government Act 1993 and Local Government (General) Regulation 2005.
2. If this is the first return required to be submitted by you after attaining the position of Councillor or designated person, do not complete Parts C, D, and I of the return. All other parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
3. The particulars required to complete this form should be written in block letters or typed. Forms with illegible information will need to be returned to you for correction.
4. If any space is insufficient in this form for all the particulars required to complete it, an appendix properly identified and signed by you is to be attached.

**Note:**

If there are no pecuniary interest or other matters of the kind required to be disclosed under a particular main heading in this form, the word 'NIL' is to be placed in an appropriate space under that heading.

**Important Information**

This information is being collected for the purpose of compliance with Clause 4.21 of the Model Code of Conduct. You must not lodge a return that you know, or ought reasonably to know, is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred to the Local Government Pecuniary Interest and Disciplinary Tribunal.

The information collected on this form will be kept by the General Manager in a register of returns. The General Manager is required to table all returns at a Council Meetings. The returns register is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act* and the *Regulation 2009* and any guidelines issued by the *Information Commissioner*. You have an obligation to keep the information contained in this register up to date. If you become aware of a new interest that must be disclosed or an interest that you previously fail to disclose you must submit an updated return within 3 months of becoming aware of the previously undisclosed interest.

**DISCLOSURES OF PECUNIARY INTERESTS AND OTHER MATTERS**

(Clause 4.21 of the Model Code of Conduct)

**By: Andrew James Jackson**  
*(Full Name of Councillor or Designated Person)*

**As at: 4 August 2021**  
*(Return Date)*



5 August 2021

*(Councillor's or Designated Person's Signature/Typed name)*

*(Date the form was completed)*

**A. Real property – Schedule 1, Part 2, Clauses 5, 6 & 7 of the Model Code of Conduct**

- A person making an annual return under Clause 4.21 of the Code must disclose:
  - a) the street address of each parcel of real property in which they had an interest at any time during the return period, and
  - b) the nature of the interest.
- An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
  - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
  - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to his or her duties as the holder of a position required to make a return.
- An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a Councillor or designated person.
- In clause 5, interest includes an option to purchase.

**Note:**

You have a pecuniary interest in a property if you own or are buying your own home, rent a property, or if you live in a property owned by someone else but don't actually pay them.

**A. Real property**

Address of each parcel of real property in which I had an interest at the return date/ at any time during the return period	Nature of Interest
[REDACTED]	[REDACTED]

**B. Source of income – Schedule 1, Part 2, Clauses 26 – 30 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on following 30 June, and
  - b) each source of income received by the person in the period since 30 June of the previous financial year.
- A reference in clause 26 to each source of income received or reasonably expected to be received by a person is a reference to:
  - a) in relation to income from an occupation of the person:
    - i. a description of the occupation, and
    - ii. if the person is employed or the holder of an office, the name and address of his or her employer or a description of the office, and
    - iii. if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
  - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
  - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which the income was received.

- The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
- The source of income received by the person that they ceased to receive prior to becoming a Councillor or designated person need not be disclosed.

### B. Sources of income

**1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June OR \*Sources of income I received from an occupation at any time during the return period Sources.**

Description of Occupation	Name & address employer/description of office held	Name under which partnership conducted (if applicable)
Director Development and Regulatory Services	Penrith City Council 601 High Street Penrith NSW 2750	

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

Name and address of settlor	Name and address of trustee
Nil	Nil

**3. \* 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 OR \*Sources of other income I received at any time during the return period: (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received).**

Nil	Nil

### C. Gifts – Schedule 1, Part 2, Clauses 9 – 11 of the Model Code of Conduct

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) a description of each gift received since the last return, and
  - b) the name and address of the donor of each of the gifts.
- A gift need not be included in a return if:
  - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
  - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the Election Funding Act 1981, or
  - c) the donor was a relative of the donee, or
  - d) subject to paragraph (a), it was received prior to the person becoming a Councillor or designated person.
- For the purposes of above clause, the amount of a gift other than money is an amount equal to the value of the property given.



C. Gifts

Description of each gift I received at any time during the return period	Name and address of donor
Nil	Nil

**D. Contribution to travel – Schedule 1, Part 2, Clauses 12 – 14 of the Model Code of Conduct**

- person making an annual return under clause 4.12 of the Code must disclose:
  - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person since the last return was made, and
  - b) the dates on which the travel was undertaken, and
  - c) the names of the States and Territories, and of the overseas countries, in which the travel was undertaken.
- A financial or other contribution to any travel need not be disclosed under this clause if it:
  - a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or Council vehicles), or
  - b) was made by a relative of the traveller, or
  - c) was made in the ordinary course of an occupation of the traveller that is not related to his or her functions as the holder of a position requiring the making of a return, or
  - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12 month period or less, or
  - e) was a political donation disclosed, or required to be disclosed under Part 3 of the Election Funding Act, 1981, or
  - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales or to enable the traveller to represent the party within Australia, or
  - g) subject to paragraph (d) it was received prior to the person becoming a Councillor or designated person.
- For the purposes of above clause, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.



**D. Contribution to travel**

Name and added of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Nil	Nil	Nil

**E. Interests and positions in corporations – Schedule 1, Part 2, Clauses 15 – 18 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) the name and address of each corporation in which he or she had an interest or held a position (whether remunerated or not) on the return date, and
  - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
  - c) the nature of the interest, or the position held, in each of the corporations, and
  - d) a description of the principal objects of each of the corporations, except in the case of a public company.
- An interest in, or a position held in a corporation need not be disclosed if the corporation is:
  - a) formed for the purpose of providing recreation or amusement or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
  - b) required to apply its profits or other income in promoting its objects, and
  - c) prohibited from paying any dividend to its members.
- An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
- An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a Councillor or designated person.

**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 during the return period	Nature of Interest (if any)	Description of position (if any)	Description of principal objects (if any) or corporation (except in case of listed company)
Nil	Nil	Nil	Nil

**F. Interests as a property developer or a close associate of a property developer – Schedule 1, Part 2, Clauses 19 and 20 of the Model Code of Conduct**

- A person making a return under clause 4.12 of the Code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.
- For the purposes of above clause close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the Electoral Funding Act 2018. Property developer has the same meaning as it has in Division 7 of Part 3 of the Electoral Funding Act 2018.

**F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)**

Yes - (please give details)	No
-----------------------------	----

**G. Positions in trade unions and professional or business associations – Schedule 1, Part 2, Clauses 21 and 22 of the Model Code of Conduct**

- A person making a return under clause 4.21 of the Code must disclose:
  - a) the name of each trade union, and of each professional or business association, in which he or she held any position (whether remunerated or not) on the return date, and
  - b) the name of each trade union, and of each professional or business associate, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
  - c) a description of the position held in each of the unions and associations.
- A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a Councillor or designated person.

**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 time of the return date/* at any time during the return period	Description of the position
Nil	Nil

**H. Debt – Schedule 1, Part 2, Clauses 31 – 33 of the Model Code of Conduct**

- A person making a return under clause 4.21 of the Code must disclose the name and address of each person to whom the person was liable to pay any debt on the return date and at any time since the last return.
- A liability to pay a debt must be disclosed by a person in a return whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time since 30 June of the previous financial year, as the case may be.
- A liability to pay a debt need not be disclosed by a person in a return of:
  - a) The amount to be paid did not exceed \$500 on the return date or at any time since the last return, as the case may be unless:
    - i. the debt was one of two or more debts that the person was liable to pay to one person on the return date or at any time since the last return was made, and
    - ii. the amounts to be paid exceeded, in the aggregate, \$500, or
  - b) the person was liable to pay the debt to a relative, or
  - c) in the case of a debt arising from a loan of money the person was liable to pay the debt to a bank, building society, credit union or other person whose ordinary business includes the lending of money and the loan was made in the ordinary course of business of the lender, or
  - d) in the case of debt arising from the supply of goods or services:
    - i. the goods or services were supplied in the period of 12 months immediately preceding the return date or were supplied since the last return, or
    - ii. the goods or services were supplied in the ordinary course of any occupation of the person that is not related to his or her duties as the holder of a position required to make a return.
  - e) subject to clause 33 (a), the debt was discharged prior to the person becoming a Councillor or designated person.



**H. Debts**

Name and address of each person to whom I was liable to pay any debt at the return date/ at any time during the return period
Nil

**I. Disposition of real property – Schedule 1, Part 2, Clauses 23 – 25 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
- A person making an annual return under clause 4.21 of the Code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
- A disposition of real property need not be disclosed if it was made prior to a person becoming a Councillor or designated person.

**I. Disposition of real property**

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time during the return period 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.
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 during the return period, as a result of which I obtained, either wholly or in part, the use and benefit of the property.

**Nil**

**J. Discretionary disclosures – Schedule 1, Part 2, Clauses 34 of the Model Code of Conduct**

- A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.

**J. Discretionary disclosures**

**Nil**

# MEMORANDUM

To: Fiona Kulakovski, Acting City Economy and Marketing Manager  
City Economy and Marketing Department

From: Governance Coordinator, Adam Beggs

Date: 2 August 2021

Subject: Disclosures of Pecuniary Interests and other Matters

As you may be aware, your position of Acting City Economy and Marketing Manager has been identified by the Council as a designated position for the purpose of completing a pecuniary interest return.

Part 4, Clause 4.21 of the Model Code of Conduct for Local Councils in NSW requires all Council employees in designated positions on 30 June each year to disclose their interests specified in Schedule 1 of the Code on a Disclosure of Interests Form within three (3) months of their commencement date.

As a designated person, for the purposes of the Code, you need to complete the attached Disclosure of Interests Form, sign and date it on the first page, and return to me **within three months of your commencement with Council**.

If there are no matters to be disclosed in any section of your return, **write the word "NIL"** in that section. (This is a requirement under the Code). Don't leave any sections blank, and don't write "N/A", "Not Applicable" or draw lines through any unused sections.

Please refer to the attached guide provided by the Office of Local Government, which can also be downloaded from <https://www.olg.nsw.gov.au/wp-content/uploads/Model-Code-of-Conduct-Completing-returns-of-interest.pdf> guide provides suggestions to assist you with completion of your return.

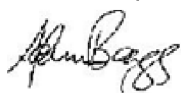
In previous years, many forms have had to be sent back to people for correction, causing inconvenience for them, and for our staff. The most common errors made were:

- Leaving blank sections in the form, or writing "N/A" or "Not Applicable" instead of "Nil" in sections of the form where they have no interest to declare
- Not writing the completion date (on the front page of the form)

Please take the time to complete your return correctly, and in particular, please ensure that all sections are completed.

If you require any further information regarding the completion of your pecuniary interest return, please contact me on extension 4732 7597

Your co-operation in this matter is appreciated.



Adam Beggs  
Governance Coordinator

Part 4 of the Model Code of Conduct for Local Councils in NSW

## DISCLOSURE OF INTERESTS BY COUNCILLOR OR DESIGNATED PERSON

### General Instructions in Completing the Return

1. The pecuniary interests and other matters to be disclosed in this return are incorporated in Part 4 of the Model Code of Conduct for Local Councils in NSW as prescribed by local Government Act 1993 and Local Government (General) Regulation 2005.
2. If this is the first return required to be submitted by you after attaining the position of Councillor or designated person, do not complete Parts C, D, and I of the return. All other parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
3. The particulars required to complete this form should be written in block letters or typed. Forms with illegible information will need to be returned to you for correction.
4. If any space is insufficient in this form for all the particulars required to complete it, an appendix properly identified and signed by you is to be attached.

### Note:

If there are no pecuniary interest or other matters of the kind required to be disclosed under a particular main heading in this form, the word 'NIL' is to be placed in an appropriate space under that heading.

### Important Information

This information is being collected for the purpose of compliance with Clause 4.21 of the Model Code of Conduct. You must not lodge a return that you know, or ought reasonably to know, is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred to the Local Government Pecuniary Interest and Disciplinary Tribunal.

The information collected on this form will be kept by the General Manager in a register of returns. The General Manager is required to table all returns at a Council Meetings. The returns register is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act* and the *Regulation 2009* and any guidelines issued by the *Information Commissioner*. You have an obligation to keep the information contained in this register up to date. If you become aware of a new interest that must be disclosed or an interest that you previously fail to disclose you must submit an updated return within 3 months of becoming aware of the previously undisclosed interest.

## DISCLOSURES OF PECUNIARY INTERESTS AND OTHER MATTERS

(Clause 4.21 of the Model Code of Conduct)

By: **Fiona Kulakovski**

*(Full Name of Councillor or Designated Person)*

As at: **2 August 2021**

*(Return Date)*



*(Councillor's or Designated Person's Signature/Typed name)*

3/8/2021

*(Date the form was completed)*

**A. Real property – Schedule 1, Part 2, Clauses 5, 6 & 7 of the Model Code of Conduct**

- A person making an annual return under Clause 4.21 of the Code must disclose:
  - a) the street address of each parcel of real property in which they had an interest at any time during the return period, and
  - b) the nature of the interest.
- An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
  - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
  - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to his or her duties as the holder of a position required to make a return.
- An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a Councillor or designated person.
- In clause 5, interest includes an option to purchase.

**Note:**

You have a pecuniary interest in a property if you own or are buying your own home, rent a property, or if you live in a property owned by someone else but don't actually pay them.

**A. Real property**

Address of each parcel of real property in which I had an interest at the return date/ at any time during the return period	Nature of Interest

**B. Source of income – Schedule 1, Part 2, Clauses 26 – 30 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on following 30 June, and
  - b) each source of income received by the person in the period since 30 June of the previous financial year.
- A reference in clause 26 to each source of income received or reasonably expected to be received by a person is a reference to:
  - a) in relation to income from an occupation of the person:
    - i. a description of the occupation, and
    - ii. if the person is employed or the holder of an office, the name and address of his or her employer or a description of the office, and
    - iii. if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
  - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
  - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which the income was received.



- The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
- The source of income received by the person that they ceased to receive prior to becoming a Councillor or designated person need not be disclosed.

**B. Sources of income**

1. *Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June OR *Sources of income I received from an occupation at any time during the return period Sources.		
Description of Occupation	Name & address employer/description of office held	Name under which partnership conducted (if applicable)
Acting City Economy and Marketing Manager	Penrith City Council 601 High Street Penrith NSW 2750	Not applicable
2. *Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June OR *Sources of income I received from a trust during the return period.		
Name and address of settlor		Name and address of trustee
Not applicable		Not applicable
3. * 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 OR *Sources of other income I received at any time during the return period: (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received).		
Not applicable		

**C. Gifts – Schedule 1, Part 2, Clauses 9 – 11 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) a description of each gift received since the last return, and
  - b) the name and address of the donor of each of the gifts.
- A gift need not be included in a return if:
  - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
  - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the Election Funding Act 1981, or
  - c) the donor was a relative of the donee, or
  - d) subject to paragraph (a), it was received prior to the person becoming a Councillor or designated person.

- For the purposes of above clause, the amount of a gift other than money is an amount equal to the value of the property given.



C. Gifts

Description of each gift I received at any time during the return period	Name and address of donor
Not applicable	

**D. Contribution to travel – Schedule 1, Part 2, Clauses 12 – 14 of the Model Code of Conduct**

- person making an annual return under clause 4.12 of the Code must disclose:
  - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person since the last return was made, and
  - b) the dates on which the travel was undertaken, and
  - c) the names of the States and Territories, and of the overseas countries, in which the travel was undertaken.
- A financial or other contribution to any travel need not be disclosed under this clause if it:
  - a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or Council vehicles), or
  - b) was made by a relative of the traveller, or
  - c) was made in the ordinary course of an occupation of the traveller that is not related to his or her functions as the holder of a position requiring the making of a return, or
  - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12 month period or less, or
  - e) was a political donation disclosed, or required to be disclosed under Part 3 of the Election Funding Act, 1981, or
  - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales or to enable the traveller to represent the party within Australia, or
  - g) subject to paragraph (d) it was received prior to the person becoming a Councillor or designated person.
- For the purposes of above clause, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.

**D. Contribution to travel**

Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
Not applicable		

**E. Interests and positions in corporations – Schedule 1, Part 2, Clauses 15 – 18 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) the name and address of each corporation in which he or she had an interest or held a position (whether remunerated or not) on the return date, and
  - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
  - c) the nature of the interest, or the position held, in each of the corporations, and
  - d) a description of the principal objects of each of the corporations, except in the case of a public company.
- An interest in, or a position held in a corporation need not be disclosed if the corporation is:
  - a) formed for the purpose of providing recreation or amusement or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
  - b) required to apply its profits or other income in promoting its objects, and
  - c) prohibited from paying any dividend to its members.
- An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
- An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a Councillor or designated person.

**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 during the return period	Nature of Interest (if any)	Description of position (if any)	Description of principal objects (if any) or corporation (except in case of listed company)
Not applicable			

**F. Interests as a property developer or a close associate of a property developer – Schedule 1, Part 2, Clauses 19 and 20 of the Model Code of Conduct**

- A person making a return under clause 4.12 of the Code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.
- For the purposes of above clause close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the Electoral Funding Act 2018. Property developer has the same meaning as it has in Division 7 of Part 3 of the Electoral Funding Act 2018.

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

Yes - (please give details)	No
-----------------------------	----

**G. Positions in trade unions and professional or business associations – Schedule 1, Part 2, Clauses 21 and 22 of the Model Code of Conduct**

- A person making a return under clause 4.21 of the Code must disclose:
  - a) the name of each trade union, and of each professional or business association, in which he or she held any position (whether remunerated or not) on the return date, and
  - b) the name of each trade union, and of each professional or business associate, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
  - c) a description of the position held in each of the unions and associations.
- A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a Councillor or designated person.

**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 time of the return date/* at any time during the return period	Description of the position
Not applicable	

**H. Debt – Schedule 1, Part 2, Clauses 31 – 33 of the Model Code of Conduct**

- A person making a return under clause 4.21 of the Code must disclose the name and address of each person to whom the person was liable to pay any debt on the return date and at any time since the last return.
- A liability to pay a debt must be disclosed by a person in a return whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time since 30 June of the previous financial year, as the case may be.
- A liability to pay a debt need not be disclosed by a person in a return of:
  - a) The amount to be paid did not exceed \$500 on the return date or at any time since the last return, as the case may be unless:
    - i. the debt was one of two or more debts that the person was liable to pay to one person on the return date or at any time since the last return was made, and
    - ii. the amounts to be paid exceeded, in the aggregate, \$500, or
  - b) the person was liable to pay the debt to a relative, or
  - c) in the case of a debt arising from a loan of money the person was liable to pay the debt to a bank, building society, credit union or other person whose ordinary business includes the lending of money and the loan was made in the ordinary course of business of the lender, or
  - d) in the case of debt arising from the supply of goods or services:
    - i. the goods or services were supplied in the period of 12 months immediately preceding the return date or were supplied since the last return, or
    - ii. the goods or services were supplied in the ordinary course of any occupation of the person that is not related to his or her duties as the holder of a position required to make a return.
  - e) subject to clause 33 (a), the debt was discharged prior to the person becoming a Councillor or designated person.



**H. Debts**

Name and address of each person to whom I was liable to pay any debt at the return date/ at any time during the return period
Not applicable

**I. Disposition of real property – Schedule 1, Part 2, Clauses 23 – 25 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
- A person making an annual return under clause 4.21 of the Code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
- A disposition of real property need not be disclosed if it was made prior to a person becoming a Councillor or designated person.

**I. Disposition of real property**

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time during the return period 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.
Not applicable

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 during the return period, as a result of which I obtained, either wholly or in part, the use and benefit of the property.

Not applicable

**J. Discretionary disclosures – Schedule 1, Part 2, Clauses 34 of the Model Code of Conduct**

- A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.

**J. Discretionary disclosures**

Not applicable



# MEMORANDUM

To: Lila Kennelly, Acting Manager City Resilience  
City Activation, Community and Place Department

From: Governance Coordinator, Adam Beggs

Date: 4 August 2021

Subject: Disclosures of Pecuniary Interests and other Matters

As you may be aware, your position of Acting Manager City Resilience has been identified by the Council as a designated position for the purpose of completing a pecuniary interest return.

Part 4, Clause 4.21 of the Model Code of Conduct for Local Councils in NSW requires all Council employees in designated positions on 30 June each year to disclose their interests specified in Schedule 1 of the Code on a Disclosure of Interests Form within three (3) months of their commencement date.

As a designated person, for the purposes of the Code, you need to complete the attached Disclosure of Interests Form, sign and date it on the first page, and return to me **within three months of your commencement with Council**.

If there are no matters to be disclosed in any section of your return, **write the word "NIL"** in that section. (This is a requirement under the Code). Don't leave any sections blank, and don't write "N/A", "Not Applicable" or draw lines through any unused sections.

Please refer to the attached guide provided by the Office of Local Government, which can also be downloaded from <https://www.olg.nsw.gov.au/wp-content/uploads/Model-Code-of-Conduct-Completing-returns-of-interest.pdf> guide provides suggestions to assist you with completion of your return.

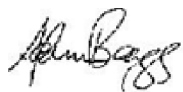
In previous years, many forms have had to be sent back to people for correction, causing inconvenience for them, and for our staff. The most common errors made were:

- Leaving blank sections in the form, or writing "N/A" or "Not Applicable" instead of "Nil" in sections of the form where they have no interest to declare
- Not writing the completion date (on the front page of the form)

Please take the time to complete your return correctly, and in particular, please ensure that all sections are completed.

If you require any further information regarding the completion of your pecuniary interest return, please contact me on extension 4732 7597

Your co-operation in this matter is appreciated.



Adam Beggs  
Governance Coordinator

Part 4 of the Model Code of Conduct for Local Councils in NSW

## DISCLOSURE OF INTERESTS BY COUNCILLOR OR DESIGNATED PERSON

### General Instructions in Completing the Return

1. The pecuniary interests and other matters to be disclosed in this return are incorporated in Part 4 of the Model Code of Conduct for Local Councils in NSW as prescribed by local Government Act 1993 and Local Government (General) Regulation 2005.
2. If this is the first return required to be submitted by you after attaining the position of Councillor or designated person, do not complete Parts C, D, and I of the return. All other parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
3. The particulars required to complete this form should be written in block letters or typed. Forms with illegible information will need to be returned to you for correction.
4. If any space is insufficient in this form for all the particulars required to complete it, an appendix properly identified and signed by you is to be attached.

### Note:

If there are no pecuniary interest or other matters of the kind required to be disclosed under a particular main heading in this form, the word 'NIL' is to be placed in an appropriate space under that heading.

### Important Information

This information is being collected for the purpose of compliance with Clause 4.21 of the Model Code of Conduct. You must not lodge a return that you know, or ought reasonably to know, is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred to the Local Government Pecuniary Interest and Disciplinary Tribunal.

The information collected on this form will be kept by the General Manager in a register of returns. The General Manager is required to table all returns at a Council Meetings. The returns register is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act* and the *Regulation 2009* and any guidelines issued by the *Information Commissioner*. You have an obligation to keep the information contained in this register up to date. If you become aware of a new interest that must be disclosed or an interest that you previously fail to disclose you must submit an updated return within 3 months of becoming aware of the previously undisclosed interest.

## DISCLOSURES OF PECUNIARY INTERESTS AND OTHER MATTERS

(Clause 4.21 of the Model Code of Conduct)

By: **Lila Kennelly**

*(Full Name of Councillor or Designated Person)*

As at: **4 August 2021**

*(Return Date)*



4/08/21

*(Councillor's or Designated Person's Signature/Typed name)*

*(Date the form was completed)*

**A. Real property – Schedule 1, Part 2, Clauses 5, 6 & 7 of the Model Code of Conduct**

- A person making an annual return under Clause 4.21 of the Code must disclose:
  - a) the street address of each parcel of real property in which they had an interest at any time during the return period, and
  - b) the nature of the interest.
- An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
  - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
  - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to his or her duties as the holder of a position required to make a return.
- An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a Councillor or designated person.
- In clause 5, interest includes an option to purchase.

**Note:**

You have a pecuniary interest in a property if you own or are buying your own home, rent a property, or if you live in a property owned by someone else but don't actually pay them.

**A. Real property**

Address of each parcel of real property in which I had an interest at the return date/ at any time during the return period	Nature of Interest

**B. Source of income – Schedule 1, Part 2, Clauses 26 – 30 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on following 30 June, and
  - b) each source of income received by the person in the period since 30 June of the previous financial year.
- A reference in clause 26 to each source of income received or reasonably expected to be received by a person is a reference to:
  - a) in relation to income from an occupation of the person:
    - i. a description of the occupation, and
    - ii. if the person is employed or the holder of an office, the name and address of his or her employer or a description of the office, and
    - iii. if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
  - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
  - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which the income was received.

- The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
- The source of income received by the person that they ceased to receive prior to becoming a Councillor or designated person need not be disclosed.

### B. Sources of income

**1. \*Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June OR \*Sources of income I received from an occupation at any time during the return period Sources.**

Description of Occupation	Name & address employer/description of office held	Name under which partnership conducted (if applicable)
Acting Manager City Resilience	Penrith City Council 601 High Street Penrith NSW 2750	

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

Name and address of settlor	Name and address of trustee
NIL	

**3. \* 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 OR \*Sources of other income I received at any time during the return period: (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received).**

Income from Sole Trader business SOLIDO STUDIO – Online business selling soap and skin care products	Lila Kennelly (sole trader) ABN 55 875 442 688 [REDACTED]

### C. Gifts – Schedule 1, Part 2, Clauses 9 – 11 of the Model Code of Conduct

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) a description of each gift received since the last return, and
  - b) the name and address of the donor of each of the gifts.
- A gift need not be included in a return if:
  - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
  - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the Election Funding Act 1981, or
  - c) the donor was a relative of the donee, or

- d) subject to paragraph (a), it was received prior to the person becoming a Councillor or designated person.
- For the purposes of above clause, the amount of a gift other than money is an amount equal to the value of the property given.



C. Gifts

Description of each gift I received at any time during the return period	Name and address of donor

**D. Contribution to travel – Schedule 1, Part 2, Clauses 12 – 14 of the Model Code of Conduct**

- person making an annual return under clause 4.12 of the Code must disclose:
  - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person since the last return was made, and
  - b) the dates on which the travel was undertaken, and
  - c) the names of the States and Territories, and of the overseas countries, in which the travel was undertaken.
- A financial or other contribution to any travel need not be disclosed under this clause if it:
  - a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or Council vehicles), or
  - b) was made by a relative of the traveller, or
  - c) was made in the ordinary course of an occupation of the traveller that is not related to his or her functions as the holder of a position requiring the making of a return, or
  - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12 month period or less, or
  - e) was a political donation disclosed, or required to be disclosed under Part 3 of the Election Funding Act, 1981, or
  - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales or to enable the traveller to represent the party within Australia, or
  - g) subject to paragraph (d) it was received prior to the person becoming a Councillor or designated person.
- For the purposes of above clause, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.



Name and address of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken

**E. Interests and positions in corporations – Schedule 1, Part 2, Clauses 15 – 18 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) the name and address of each corporation in which he or she had an interest or held a position (whether remunerated or not) on the return date, and
  - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
  - c) the nature of the interest, or the position held, in each of the corporations, and
  - d) a description of the principal objects of each of the corporations, except in the case of a public company.
- An interest in, or a position held in a corporation need not be disclosed if the corporation is:
  - a) formed for the purpose of providing recreation or amusement or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
  - b) required to apply its profits or other income in promoting its objects, and
  - c) prohibited from paying any dividend to its members.
- An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
- An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a Councillor or designated person.

**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 during the return period	Nature of Interest (if any)	Description of position (if any)	Description of principal objects (if any) or corporation (except in case of listed company)
NIL			

**F. Interests as a property developer or a close associate of a property developer – Schedule 1, Part 2, Clauses 19 and 20 of the Model Code of Conduct**

- A person making a return under clause 4.12 of the Code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.
- For the purposes of above clause close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the Electoral Funding Act 2018. Property developer has the same meaning as it has in Division 7 of Part 3 of the Electoral Funding Act 2018.

**F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)**

	No
--	----

**G. Positions in trade unions and professional or business associations – Schedule 1, Part 2, Clauses 21 and 22 of the Model Code of Conduct**

- A person making a return under clause 4.21 of the Code must disclose:
  - a) the name of each trade union, and of each professional or business association, in which he or she held any position (whether remunerated or not) on the return date, and
  - b) the name of each trade union, and of each professional or business associate, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
  - c) a description of the position held in each of the unions and associations.
- A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a Councillor or designated person.



**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 time of the return date/* at any time during the return period	Description of the position
NIL	

**H. Debt – Schedule 1, Part 2, Clauses 31 – 33 of the Model Code of Conduct**

- A person making a return under clause 4.21 of the Code must disclose the name and address of each person to whom the person was liable to pay any debt on the return date and at any time since the last return.
- A liability to pay a debt must be disclosed by a person in a return whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time since 30 June of the previous financial year, as the case may be.
- A liability to pay a debt need not be disclosed by a person in a return of:
  - a) The amount to be paid did not exceed \$500 on the return date or at any time since the last return, as the case may be unless:
    - i. the debt was one of two or more debts that the person was liable to pay to one person on the return date or at any time since the last return was made, and
    - ii. the amounts to be paid exceeded, in the aggregate, \$500, or
  - b) the person was liable to pay the debt to a relative, or
  - c) in the case of a debt arising from a loan of money the person was liable to pay the debt to a bank, building society, credit union or other person whose ordinary business includes the lending of money and the loan was made in the ordinary course of business of the lender, or
  - d) in the case of debt arising from the supply of goods or services:
    - i. the goods or services were supplied in the period of 12 months immediately preceding the return date or were supplied since the last return, or
    - ii. the goods or services were supplied in the ordinary course of any occupation of the person that is not related to his or her duties as the holder of a position required to make a return.
  - e) subject to clause 33 (a), the debt was discharged prior to the person becoming a Councillor or designated person.



H. Debts

Name and address of each person to whom I was liable to pay any debt at the return date/ at any time during the return period
NIL

I. Disposition of real property – Schedule 1, Part 2, Clauses 23 – 25 of the Model Code of Conduct

- A person making an annual return under clause 4.21 of the Code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
- A person making an annual return under clause 4.21 of the Code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June if the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
- A disposition of real property need not be disclosed if it was made prior to a person becoming a Councillor or designated person.

I. Disposition of real property

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time during the return period 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.

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 during the return period, as a result of which I obtained, either wholly or in part, the use and benefit of the property.

**J. Discretionary disclosures – Schedule 1, Part 2, Clauses 34 of the Model Code of Conduct**

**NIL**

- A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.

**J. Discretionary disclosures**

I run a small online business selling handmade soap and skin craft products as a sole trader. The business is run from my home (outside of Penrith LGA). I do not conduct any business dealings (with suppliers or otherwise) in the Penrith LGA.

# MEMORANDUM

To: Stacey Rossetto, Acting City Economy and Marketing Manager  
City Economy and Marketing Department

From: Governance Coordinator, Adam Beggs

Date: 2 August 2021

Subject: Disclosures of Pecuniary Interests and other Matters

As you may be aware, your position of Acting City Economy and Marketing Manager has been identified by the Council as a designated position for the purpose of completing a pecuniary interest return.

Part 4, Clause 4.21 of the Model Code of Conduct for Local Councils in NSW requires all Council employees in designated positions on 30 June each year to disclose their interests specified in Schedule 1 of the Code on a Disclosure of Interests Form within three (3) months of their commencement date.

As a designated person, for the purposes of the Code, you need to complete the attached Disclosure of Interests Form, sign and date it on the first page, and return to me **within three months of your commencement with Council**.

If there are no matters to be disclosed in any section of your return, **write the word "NIL"** in that section. (This is a requirement under the Code). Don't leave any sections blank, and don't write "N/A", "Not Applicable" or draw lines through any unused sections.

Please refer to the attached guide provided by the Office of Local Government, which can also be downloaded from <https://www.olg.nsw.gov.au/wp-content/uploads/Model-Code-of-Conduct-Completing-returns-of-interest.pdf> guide provides suggestions to assist you with completion of your return.

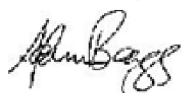
In previous years, many forms have had to be sent back to people for correction, causing inconvenience for them, and for our staff. The most common errors made were:

- Leaving blank sections in the form, or writing "N/A" or "Not Applicable" instead of "Nil" in sections of the form where they have no interest to declare
- Not writing the completion date (on the front page of the form)

Please take the time to complete your return correctly, and in particular, please ensure that all sections are completed.

If you require any further information regarding the completion of your pecuniary interest return, please contact me on extension 4732 7597

Your co-operation in this matter is appreciated.



Adam Beggs  
Governance Coordinator

Part 4 of the Model Code of Conduct for Local Councils in NSW

## DISCLOSURE OF INTERESTS BY COUNCILLOR OR DESIGNATED PERSON

### General Instructions in Completing the Return

1. The pecuniary interests and other matters to be disclosed in this return are incorporated in Part 4 of the Model Code of Conduct for Local Councils in NSW as prescribed by local Government Act 1993 and Local Government (General) Regulation 2005.
2. If this is the first return required to be submitted by you after attaining the position of Councillor or designated person, do not complete Parts C, D, and I of the return. All other parts of the return should be completed with appropriate information as at the return date, that is, the date on which you attained that position.
3. The particulars required to complete this form should be written in block letters or typed. Forms with illegible information will need to be returned to you for correction.
4. If any space is insufficient in this form for all the particulars required to complete it, an appendix properly identified and signed by you is to be attached.

### Note:

If there are no pecuniary interest or other matters of the kind required to be disclosed under a particular main heading in this form, the word 'NIL' is to be placed in an appropriate space under that heading.

### Important Information

This information is being collected for the purpose of compliance with Clause 4.21 of the Model Code of Conduct. You must not lodge a return that you know, or ought reasonably to know, is false or misleading in a material particular. Complaints made about contraventions of these requirements may be referred to the Local Government Pecuniary Interest and Disciplinary Tribunal.

The information collected on this form will be kept by the General Manager in a register of returns. The General Manager is required to table all returns at a Council Meetings. The returns register is to be made publicly available in accordance with the requirements of the *Government Information (Public Access) Act* and the *Regulation 2009* and any guidelines issued by the *Information Commissioner*. You have an obligation to keep the information contained in this register up to date. If you become aware of a new interest that must be disclosed or an interest that you previously fail to disclose you must submit an updated return within 3 months of becoming aware of the previously undisclosed interest.

## DISCLOSURES OF PECUNIARY INTERESTS AND OTHER MATTERS

(Clause 4.21 of the Model Code of Conduct)

By: **Stacey Rossetto**

*(Full Name of Councillor or Designated Person)*

As at: **2 August 2021**

*(Return Date)*



4/8/2021

*(Councillor's or Designated Person's Signature/Typed name)*

*(Date the form was completed)*


**A. Real property – Schedule 1, Part 2, Clauses 5, 6 & 7 of the Model Code of Conduct**

- A person making an annual return under Clause 4.21 of the Code must disclose:
  - a) the street address of each parcel of real property in which they had an interest at any time during the return period, and
  - b) the nature of the interest.
- An interest in a parcel of real property need not be disclosed in a return if the person making the return had the interest only:
  - a) as executor of the will, or administrator of the estate, of a deceased person and not as a beneficiary under the will or intestacy, or
  - b) as a trustee, if the interest was acquired in the ordinary course of an occupation not related to his or her duties as the holder of a position required to make a return.
- An interest in a parcel of real property need not be disclosed in a return if the person ceased to hold the interest prior to becoming a Councillor or designated person.
- In clause 5, interest includes an option to purchase.

**Note:**

You have a pecuniary interest in a property if you own or are buying your own home, rent a property, or if you live in a property owned by someone else but don't actually pay them.

**A. Real property**

Address of each parcel of real property in which I had an interest at the return date/ at any time during the return period	Nature of Interest
	

**B. Source of income – Schedule 1, Part 2, Clauses 26 – 30 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) each source of income that the person reasonably expects to receive in the period commencing on the first day after the return date and ending on following 30 June, and
  - b) each source of income received by the person in the period since 30 June of the previous financial year.
- A reference in clause 26 to each source of income received or reasonably expected to be received by a person is a reference to:
  - a) in relation to income from an occupation of the person:
    - i. a description of the occupation, and
    - ii. if the person is employed or the holder of an office, the name and address of his or her employer or a description of the office, and
    - iii. if the person has entered into a partnership with other persons, the name (if any) under which the partnership is conducted, or
  - b) in relation to income from a trust, the name and address of the settlor and the trustee, or
  - c) in relation to any other income, a description sufficient to identify the person from whom, or the circumstances in which the income was received.

- The source of any income need not be disclosed by a person in a return if the amount of the income received, or reasonably expected to be received, by the person from that source did not exceed \$500, or is not reasonably expected to exceed \$500, as the case may be.
- The source of income received by the person that they ceased to receive prior to becoming a Councillor or designated person need not be disclosed.

### B. Sources of income

1. *Sources of income I reasonably expect to receive from an occupation in the period commencing on the first day after the return date and ending on the following 30 June OR *Sources of income I received from an occupation at any time during the return period Sources.		
Description of Occupation	Name & address employer/description of office held	Name under which partnership conducted (if applicable)
Acting City Economy and Marketing Manager	Penrith City Council 601 High Street Penrith NSW 2750	
2. *Sources of income I reasonably expect to receive from a trust in the period commencing on the first day after the return date and ending on the following 30 June OR *Sources of income I received from a trust during the return period.		
Name and address of settlor		Name and address of trustee
NIL		
3. * 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 OR *Sources of other income I received at any time during the return period: (Include description sufficient to identify the person from whom, or the circumstances in which, that income was received).		
NIL		

### C. Gifts – Schedule 1, Part 2, Clauses 9 – 11 of the Model Code of Conduct

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) a description of each gift received since the last return, and
  - b) the name and address of the donor of each of the gifts.
- A gift need not be included in a return if:
  - a) it did not exceed \$500, unless it was among gifts totalling more than \$500 made by the same person during a period of 12 months or less, or
  - b) it was a political donation disclosed, or required to be disclosed, under Part 3 of the Election Funding Act 1981, or
  - c) the donor was a relative of the donee, or
  - d) subject to paragraph (a), it was received prior to the person becoming a Councillor or designated person.
- For the purposes of above clause, the amount of a gift other than money is an amount equal to the value of the property given.



C. Gifts

Description of each gift I received at any time during the return period	Name and address of donor
NIL	

**D. Contribution to travel – Schedule 1, Part 2, Clauses 12 – 14 of the Model Code of Conduct**

- person making an annual return under clause 4.12 of the Code must disclose:
  - a) the name and address of each person who made any financial or other contribution to the expenses of any travel undertaken by the person since the last return was made, and
  - b) the dates on which the travel was undertaken, and
  - c) the names of the States and Territories, and of the overseas countries, in which the travel was undertaken.
- A financial or other contribution to any travel need not be disclosed under this clause if it:
  - a) was made from public funds (including a contribution arising from travel on free passes issued under an Act or from travel in government or Council vehicles), or
  - b) was made by a relative of the traveller, or
  - c) was made in the ordinary course of an occupation of the traveller that is not related to his or her functions as the holder of a position requiring the making of a return, or
  - d) did not exceed \$250, unless it was among gifts totalling more than \$250 made by the same person during a 12 month period or less, or
  - e) was a political donation disclosed, or required to be disclosed under Part 3 of the Election Funding Act, 1981, or
  - f) was made by a political party of which the traveller was a member and the travel was undertaken for the purpose of political activity of the party in New South Wales or to enable the traveller to represent the party within Australia, or
  - g) subject to paragraph (d) it was received prior to the person becoming a Councillor or designated person.
- For the purposes of above clause, the amount of a contribution (other than a financial contribution) is an amount equal to the value of the contribution.



**D. Contribution to travel**

Name and added of each person who made any financial or other contribution to any travel undertaken by me at any time during the return period	Dates on which travel was undertaken	Name of States, Territories of the Commonwealth and overseas countries in which travel was undertaken
NIL		

**E. Interests and positions in corporations – Schedule 1, Part 2, Clauses 15 – 18 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose:
  - a) the name and address of each corporation in which he or she had an interest or held a position (whether remunerated or not) on the return date, and
  - b) the name and address of each corporation in which they had an interest or held a position in the period since 30 June of the previous financial year, and
  - c) the nature of the interest, or the position held, in each of the corporations, and
  - d) a description of the principal objects of each of the corporations, except in the case of a public company.
- An interest in, or a position held in a corporation need not be disclosed if the corporation is:
  - a) formed for the purpose of providing recreation or amusement or for promoting commerce, industry, art, science, religion or charity, or for any other community purpose, and
  - b) required to apply its profits or other income in promoting its objects, and
  - c) prohibited from paying any dividend to its members.
- An interest in a corporation need not be disclosed if the interest is a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company.
- An interest or a position in a corporation need not be disclosed if the person ceased to hold the interest or position prior to becoming a Councillor or designated person.

**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 during the return period	Nature of Interest (if any)	Description of position (if any)	Description of principal objects (if any) or corporation (except in case of listed company)
NIL			

**F. Interests as a property developer or a close associate of a property developer – Schedule 1, Part 2, Clauses 19 and 20 of the Model Code of Conduct**

- A person making a return under clause 4.12 of the Code must disclose whether they were a property developer, or a close associate of a corporation that, or an individual who, is a property developer, on the return date.
- For the purposes of above clause close associate, in relation to a corporation or an individual, has the same meaning as it has in section 53 of the Electoral Funding Act 2018. Property developer has the same meaning as it has in Division 7 of Part 3 of the Electoral Funding Act 2018.

**F. Were you a property developer or a close associate of a property developer on the return date? (Y/N)**

Yes - (please give details)	No
NIL	

**G. Positions in trade unions and professional or business associations – Schedule 1, Part 2, Clauses 21 and 22 of the Model Code of Conduct**

- A person making a return under clause 4.21 of the Code must disclose:
  - a) the name of each trade union, and of each professional or business association, in which he or she held any position (whether remunerated or not) on the return date, and
  - b) the name of each trade union, and of each professional or business associate, in which they have held any position (whether remunerated or not) in the period since 30 June of the previous financial year, and
  - c) a description of the position held in each of the unions and associations.
- A position held in a trade union or a professional or business association need not be disclosed if the person ceased to hold the position prior to becoming a Councillor or designated person.

**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 time of the return date/* at any time during the return period	Description of the position
NIL	

**H. Debt – Schedule 1, Part 2, Clauses 31 – 33 of the Model Code of Conduct**

- A person making a return under clause 4.21 of the Code must disclose the name and address of each person to whom the person was liable to pay any debt on the return date and at any time since the last return.
- A liability to pay a debt must be disclosed by a person in a return whether or not the amount, or any part of the amount, to be paid was due and payable on the return date or at any time since 30 June of the previous financial year, as the case may be.
- A liability to pay a debt need not be disclosed by a person in a return of:
  - a) The amount to be paid did not exceed \$500 on the return date or at any time since the last return, as the case may be unless:
    - i. the debt was one of two or more debts that the person was liable to pay to one person on the return date or at any time since the last return was made, and
    - ii. the amounts to be paid exceeded, in the aggregate, \$500, or
  - b) the person was liable to pay the debt to a relative, or
  - c) in the case of a debt arising from a loan of money the person was liable to pay the debt to a bank, building society, credit union or other person whose ordinary business includes the lending of money and the loan was made in the ordinary course of business of the lender, or
  - d) in the case of debt arising from the supply of goods or services:
    - i. the goods or services were supplied in the period of 12 months immediately preceding the return date or were supplied since the last return, or
    - ii. the goods or services were supplied in the ordinary course of any occupation of the person that is not related to his or her duties as the holder of a position required to make a return.
  - e) subject to clause 33 (a), the debt was discharged prior to the person becoming a Councillor or designated person.



**H. Debts**

Name and address of each person to whom I was liable to pay any debt at the return date/ at any time during the return period
<b>NIL</b>

**I. Disposition of real property – Schedule 1, Part 2, Clauses 23 – 25 of the Model Code of Conduct**

- A person making an annual return under clause 4.21 of the Code must disclose particulars of each disposition of real property by the person (including the street address of the affected property) in the period since 30 June of the previous financial year, under which they wholly or partly retained the use and benefit of the property or the right to re-acquire the property.
- A person making an annual return under clause 4.21 of the Code must disclose particulars of each disposition of real property to another person (including the street address of the affected property) in the period since 30 June of the previous financial year, that is made under arrangements with, but is not made by, the person making the return, being a disposition under which the person making the return obtained wholly or partly the use of the property.
- A disposition of real property need not be disclosed if it was made prior to a person becoming a Councillor or designated person.

**I. Disposition of real property**

1 Particulars of each disposition of real property by me (including the street address of the affected property) at any time during the return period 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.
<b>NIL</b>

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 during the return period, as a result of which I obtained, either wholly or in part, the use and benefit of the property.

NIL

**J. Discretionary disclosures – Schedule 1, Part 2, Clauses 34 of the Model Code of Conduct**

- A person may voluntarily disclose in a return any interest, benefit, advantage or liability, whether pecuniary or not, that is not required to be disclosed under another provision of this Schedule.

**J. Discretionary disclosures**

NIL