

Register Title	Description	Required by legislation to be made publicly available	Name of Act/Code
Abandoned Vehicles	List of all abandoned vehicles and Status	Yes	Impounding Act 1993 s30, 31
Authorised Inspection Station Light & Heavy Vehicles	equivalent to pink slip Inspection Reports. All inspections are stored/recorded on the AIS website.	Yes	Authorised Inspection Station Scheme. Managed by RMS/Service NSW
Chemwatch	Chemical register by location which allows print off of SDS, labels, etc.	Yes	Work Health & Safety Act 2011, Reg 346
Complying Development	Complying Development applications - Council and/or Private Certifiers	Yes	Environmental Planning & Assessment Act 1979 Sect. 100
Contracts	The register will provide the name and details of Council's contracts entered into each year valued \$150,000 or more.	Yes	s18, GIPA Act, some data to external website
Council Planning Decision	The Planning Decisions Register is required under Section 375A of the <i>Local Government Act 1993</i> . This provides details of all Planning Decisions by the elected Council and includes which Councillors voted for and against a matter before Council. Records any Council Planning Resolution (also in minutes)	Yes	s375A, Local Government Act 1993
Customer Request Management	Register for all customer requests for internal and external customers	Yes	Government Information (Public Access) Act 2009
DA Pre Lodgement Interview Register	Attendees at Pre-lodgement Meetings, property and advice	No	
Delegations	Provides information on delegations that may be sub-delegated by the General Manager to staff to undertake the function of the day to day operations of Council.	Yes	GIPA Act and Local Government Act 1993, s. 377
Designated Persons register	Designated persons returns which includes has the potential to raise conflicts between private life and undertaking of working role (councillors and staff) eg pecuniary interest. A public interest test may apply to any release of this information.	Yes	Code of Conduct
Development Applications	Development Applications, Construction Certificates, Subdivision Certificates & Occupation Certificates - also links to Clause 4.6 & DoP Performance monitoring data	Yes	Environmental Planning & Assessment Act 1979
Fire Safety	Fire Register for Essential Fire Safety Measures - Commercial, Industrial, Units etc	Yes	Environmental Planning & Assessment Act 1979, Environmental Planning & Assessment Regulation 2000
Gifts and Benefits	Declaration of all gifts and benefits forms accepted or rejected.	Yes	Local Government Act 1993 and GIPA (upon application)
Investments	Provides details on the investments Council currently has with various institutes, the current values, the returns Council should expect and the maturity dates.	Yes	Local Government General Regulation 2005 clause 212 Local Government Act, s. 375A
Land (aka Council Property / Land)	Provides information on community, operational, and trustee land. All Council owned land details as required by GIPA & LG Act. Updates are done as changes are made to land ownership etc	Yes	s53 Local Government Act 1993, GIPA 2009 Schedule 1, Pesticides Act 1999, Pesticides Regulation 2017
Notices/Orders	All Notices/Orders that are issued from Development Assessment and Compliance -issued for Fire Safety	Yes	Protection of the Environment (POEO) Operations Act
Receipting	Receipting of all Council payments	Yes	Local Government Act 1993
Safety Inspection Register	This register is used to record all safety inspections, asset inspections and safety observations that are undertaken at times on a daily basis by various people in the organisation.	Yes - in part	Work Health & Safety Act 2011
Significant Tree	Records all trees deemed to be of significance or historical value in Council's LGA	Yes	Environmental Planning & Assessment Act 1979
Tree Preservation Order	TPO DA Register	Yes	Environmental Planning & Assessment Act 1979
Tree Preservation Order Notifications	TPO Notifications	Yes	Environmental Planning & Assessment Act 1979
Variation to Development Standards - Clause 4.6	Register of Determinations involving a variation to a development standard in accordance with clause 4.6 of the Port Stephens Local Environmental Plan 2013	Yes	Environmental Planning and Assessment Act 1979
Voluntary Planning Agreement on external website	Register of all DA VPA's (EPA S93F) within the LGA - eg pay money to PSC link for new road then exhibited.	Yes	Environment Planning & Assessment Act 1979