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**Hon David Templeman MLA**  
**Minister for Local Government; Heritage; Culture & the Arts**

Our Ref: 66-09862

Ms Lisa Hollands  
Chairperson  
Belmont Resident and Ratepayer Action Group Inc  
[brrag@mail.tidyhq.com](mailto:brrag@mail.tidyhq.com)

Dear Ms Hollands

Thank you for your correspondence dated 29 July 2019 regarding concerns about the City of Belmont (the City).

Under section 5.94 of the *Local Government Act 1995* (the Act) the only information that a local government is required to make publicly available in relation to council meetings are the official minutes. Council meeting minutes are a legal document representing a true recording of the meeting. However, they are not verbatim transcripts of events.

Regulation 11 of the *Local Government (Administration) Regulations 1996* specifies the content of meeting minutes. If you believe that there is an error or omission in recording the minutes, you may inspect the unconfirmed minutes and request that it be amended before confirmation. If the minutes are already confirmed, you can raise the issue for the next council meeting agenda.

Each local government determines if it wishes to record meetings, and whether those recordings are made publicly available, or may be reproduced.

The Chief Executive Officer is solely responsible for the management and supervision of all other staff within the City. If you have reason to believe that employees have engaged in misconduct, please contact the Public Sector Commission on (08) 6552 8888.

You may also be aware that section 5.94(t) of the Act relating to contracts was recently amended. Access to local government contracts is no longer available. There are no retrospective provisions related to the change which lists local government information that can be inspected by the public.

As the Minister for Local Government, I may only intervene where there has been a breach of, or non-compliance with, the Act or its associated Regulations.<sup>3</sup> Only breaches that attract a penalty may be enforced. I am unable to comment on the operation of external legislation.

Concerns relating to the administrative fairness of the City's decisions should be raised with the Western Australian Ombudsman, who may be contacted by telephone on (08) 9220 7555.

Issues relating to the *Freedom of Information Act 1992* should continue to be raised with the Information Commissioner. The *Copyright Act 1968* is Commonwealth legislation, which falls under the portfolio responsibilities of Hon Paul Fletcher MP, Minister for Communications. It is administered through the Department of Communication and the Arts. If you wish to pursue the matter further, you may consider seeking independent legal advice.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'David Templeman', with a large circular flourish on the left side and a long horizontal stroke extending to the right.

HON DAVID TEMPLEMAN MLA  
**MINISTER FOR LOCAL GOVERNMENT;  
HERITAGE; CULTURE AND THE ARTS**

16 AUG 2019