

LAND AND PROPERTY MANAGEMENT AUTHORITY

Publication Guide

This document was produced in December 2010 to ensure easy access to information and to ensure compliance with the GIPA act.

1. Our Structure

The Land and Property Management Authority (LPMA) was established under the NSW Government restructure that commenced on 1 July 2009.

LPMA comprises the staff and functions of the former Department of Lands (Land and Property Information, Crown Lands and Soil Conservation Service divisions), Office of Biofuels, Office of Strategic Lands, the State Property Authority, Sydney Harbour Foreshore Authority, Hunter Development Corporation, Cooks Cove Development Corporation, Central Coast Regional Development Corporation, Lake Illawarra Authority, Chipping Norton Lake Authority, Geographical Names Board and Board of Surveying and Spatial Information.

Further information is available at: http://www.lpma.nsw.gov.au/about_us/about_us.

LPMA's contribution to public value is in the coordination, integration and provision of products and services for a number of NSW land and property management businesses across three core areas including:

- [Land and Property Information](#)
- [Land and Property Management and Conservation](#)
- [Land and Property Development](#)

Our goals include:

- To deliver improved outcomes through the integration of land and property related services including information, management and conservation and development.
- To create and deliver practical client driven products and services that meet their needs.
- To build and contribute to the attainment of sustainable outcomes across our products and service range in the land and property assets of NSW.
- To develop our organisational capital - our staff, our processes and resources - to achieve our organisational objectives, build value and deliver better outcomes for government and the community.

2. Our business areas and services

Land and Property Information Division provides the community with essential land information and provides secure, accurate and efficient land registration services (see http://www.lpma.nsw.gov.au/land_property_information).

Crown Lands Division manages approximately 43.7 million hectares of Crown lands, 43.9% of the state (see www.lpma.nsw.gov.au/crown_land).

Soil Conservation Service Division provides an environmental consultancy service and rural based earthmoving plant hire services on a fully commercial basis (see www.lpma.nsw.gov.au/soil_conservation_service).

Office of Biofuels implements the NSW Governments biofuels program and supports the development of a biofuels strategy (see www.biofuels.nsw.gov.au).

Office of Strategic Lands manages the acquisition, management and delivery of public land for planning and public purposes to State Government agencies and local government councils (see www.lpma.nsw.gov.au/about_us/office_of_strategic_lands).

State Property Authority's principle objective is to improve operational efficiencies in the use and management of government properties with a view to better supporting agencies' delivery of government services to the public (see www.lpma.nsw.gov.au/spa).

Sydney Harbour Foreshore Authority manages Sydney's significant waterfront and other precincts, balancing visitor, community and commercial expectations (www.shfa.nsw.gov.au).

Hunter Development Corporation plays a central role in coordinating the revitalisation of the Newcastle city centre (see www.hunterdevelopmentcorporate.com.au).

Cooks Cove Development Corporation is responsible for working with government, private and community stakeholders to deliver a 21-hectare trade and technology centre and 80 hectares of open space, including a remodelled foreshore, parks and cycleways. (see http://www.shfa.nsw.gov.au/sydney-Our_places_and_projects-Our_projects-Cooks_Cove.htm).

Central Coast Regional Development Corporation manages key projects within the Central Coast region including the Gosford City Centre Master plan, with the catalyst project being The Landing at Gosford (see www.ccrdc.nsw.gov.au).

Lake Illawarra Authority aims to restore the ecological environment of Lake Illawarra (see www.lia.nsw.gov.au).

Chipping Norton Lake Authority has been effective in restoring reaches of the Georges River that were degraded by sand extraction in the 1950s and 1960s. (see www.lpma.nsw.gov.au/about_us/cnla).

The **Geographical Names Board** of NSW assigns names to places, including form, spelling, meaning, pronunciation, origin and history (see www.gnb.nsw.gov.au).

Board of Surveying and Spatial Information oversees the training and accreditation of surveyors to ensure professional practice standards (see www.bossi.nsw.gov.au).

For more information on who we are, and what we do see the [LPMA Fast Facts](#).

3. How to participate in policy development and decision making.

LPMA welcomes input from members of the public, community organisations and government agencies, regarding our policies and the services we provide.

LPMA has a commitment to providing information to the general public by publishing media releases on our website and updating information on our website.

We aim to engage with local communities through sponsorship and support of community events or award programs and representation on key interagency committees.

LPMA employs various public participation activities, including:

- Public exhibitions of plans of management
- Expressions of interest for both community and commercial interest on Crown land
- Interviews and surveys
- Feedback access points on its websites
- Regular community meetings relating to projects
- Community and stakeholder newsletters and updates
- Consultation with interested parties and stakeholders, peak industry bodies, conservation bodies, academics and individual businesses as appropriate
- Circulating draft documents to interested bodies for comment
- Formal invitations for public comment on development proposals falling within the authority's legislative boundary

If you click on our 'Contact Us' webpage at www.lpma.nsw.gov.au/contact_us, you will find a detailed list of contact points for specific aspects of the organisations functions.

4. How to access our information

4.1 Types of information available on our website

- Our Access to Information page which includes information on GIPAA, our disclosure log, how to request information and our policies and links to similar Access to Information pages for our business areas;
- Our Publications page which includes brochures and fact sheets, annual reports, and general publications including circulars and bulletins;
- Information relating to public exhibitions, announcements and media releases are available on the website home page;
- Specialist information for LPI services can be found on our website www.six.nsw.gov.au, including titling information, aerial mapping and land valuation searches. Information about our public registers is also available here.

Some information requests will require you to pay a fee before information is released.

4.2 Disclosure log

A disclosure log is a record of information that LPMA has released under the *GIPA Act 2009*, often in response to a specific request from an individual or organisation that the LPMA thinks will also be of interest to other members of the public.

The disclosure log sets out the date the decision was made to release the information, a description of the information released and details about whether that information is currently available and how it can be accessed.

The disclosure log will be published on our website quarterly.

4.3 Register of government contracts

All contracts over \$150,000 that LPMA enters into with the private sector must be recorded in the register of government contracts, which is published on the [NSW Government tenders website](#).

4.4 Information available on informal request

In general we will provide the following types of information in response to an informal request:

- Copies of correspondence, where the person requesting the correspondence was the person who sent it to the authority
- Documents that contain only personal information about a particular individual, and that is the person who is requesting the information
- Documents that have already been made public in some other way
- Other reasonable requests for information the release of which would not raise any potential concerns in terms of public interests considerations against disclosure.

The authority reserves the right impose conditions in relation to the use or disclosure of information.

4.5 Information available in response to an access application

An access application may be made for all other information held by LPMA (other than certain “excluded information”, set out below).

Access applications are subject to application fees and processing charges in accordance with the Government Information (Public Access) Act 2009.

4.6 Information that is not available in response to an access application

LPMA will not release information if there is an overriding public interest against the disclosure of the information or where there is a conclusive presumption of overriding public interest against disclosure as outlined in [Schedule 1 to the GIPA Act](#).

Some examples of information that cannot be released in response to an access application includes:

- Cabinet information (as defined in item 2 of Schedule 1 of the GIPA Act);
- Executive Council information (as defined in item 3 of Schedule 1 of the GIPA Act);
- Documents that are subject to Parliamentary privilege, such as draft answers to Questions on Notice (item 4 of Schedule 1 of the GIPA Act); and
- The Register of Pecuniary Interests, kept under the Ministerial Code of Conduct (item 11 of Schedule 1 of the GIPA Act).

5. Further information

Information access requests and enquiries can be made by contacting coordinators listed:

Land and Property Management Authority
Information and Privacy Co-ordinator
Land and Property Management Authority
GPO Box 15

Sydney NSW 2001
T: 8257 2936 or 9236 7603

Sydney Harbour Foreshore Authority

Information Officer
Sydney Harbour Foreshore Authority
PO Box N408
Grosvenor Place NSW 2001
T: 9240 8823

State Property Authority

The Government Information Coordinator
State Property Authority
GPO Box 5341
Sydney NSW 2001
T: 9338 7140
F: 9338 7111
E: spafeedback@spa.nsw.gov.au

For general information on GIPAA, contact:

Office of the Information Commissioner

www.oic.nsw.gov.au
GPO Box 7011
Sydney NSW 2001
Level 11, 1 Castlereagh Street
Sydney NSW 2000
T: 1800 infocom (1800 463 626) between 9am to 5pm, Monday to Friday
E: oinfo@oic.nsw.gov.au