



BURSWOOD PARK

Burswood Park Board Information Statement

June 2024

This Information Statement is provided in accordance with Part 5 of the *Freedom of Information Act 1992 (WA)*.

Document Control

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| June 2024 | Governance Coordinator | Initial Document | Chief Executive |

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Burswood Park Board Purpose and Vision

Burswood Park Board is a Statutory Authority of the Government of Western Australia responsible for the control and management of Burswood Park; over 50-hectares of prime located parkland on the banks of the Swan River on the Burswood Peninsula.

As a State Government Statutory Authority, the Board is charged with improving, enhancing and adapting the Park for public recreation, health and enjoyment. And is specifically responsible for controlling and managing the Burswood Park Reserve 39361 under the provisions of the *Parks and Reserves Act 1895*.

The authority shares the location with several icons of Perth's built landscape including Crown Perth, Optus Stadium, and Matagarup Bridge. The Peninsula is bounded by the Derbarl Yerrigan or Swan River, and the Town of Victoria Park on its landward edge.

Burswood Park Board Purpose

We exist to improve, enhance and adapt the Park for the purposes of public recreation, health and enjoyment.

Burswood Park Board Vision

A gathering place for shared stories and meaningful connections to land, heritage, culture and each other.

Burswood Park Board Specific Legislation

The authority assists the Minister for Racing and Gaming in the administration of the *Casino (Burswood Island) Agreement Act 1985* (The Act).

The Act was originally enacted to ratify and authorise the implementation of an agreement entered into under section 19 of the *Casino Control Act 1984* between the State of Western Australia and the Burswood Property Trust with respect to the construction and establishment of a casino complex at Burswood Island.

While the majority of the obligations outlined within the Agreement have been reached a number of on-going obligations remain relevant.

Burswood Park Board Structure

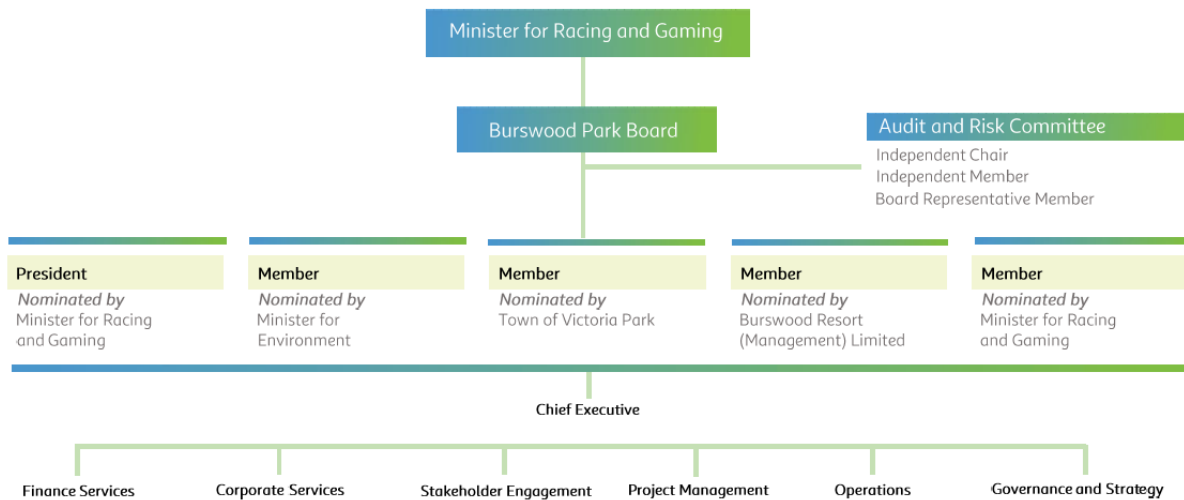
The creation of the Resort Site as a class C reserve for parks and recreation and, for the purpose of managing and controlling the Resort Site as so reserved, cause to be established, and, during the continuance of this Agreement, maintained, a **board** as a body corporate under the provisions of the *Parks and Reserves Act 1895*.

The membership of the Board is defined in the *Casino (Burswood Island) Agreement Act 1985*.

Ensuring that there continues to be collaborative communication and strategic intent in managing the respective entities on, and natural resources around the peninsula, the Board includes representatives from:

- the Minister for Racing and Gaming, two members one of whom is President
- the Town of Victoria Park nominated member
- Crown Perth member
- the Minister for Environment nominee

Organisational Structure



Function and Community

The Burswood Park Board was established as a Statutory Authority in January 1986 in accordance with clause 6(1)(c) of the *Casino (Burswood Island) Agreement* scheduled to the *Casino (Burswood Island) Agreement Act 1985*. The Board is responsible for controlling and managing the Burswood Park Reserve 39361 under the provisions of the *Parks and Reserves Act 1895*.

The opportunity to provide channels to facilitate community participation is reviewed by the authority as appropriate. The authority engages with park patrons through event survey collection, social media interactions and through other feedback channels.

The authority has also sought feedback through stakeholder consultation for the 20-Year Vision.

Burswood Park Board welcomes comments from the community on operations, which can be directed as follows:

Burswood Park Board – General Enquiries

Email: reception@burswoodpark.wa.gov.au

Postal Address: PO Box 161, Victoria Park WA 6979

Phone: 08 9361 4475

Website: www.burswoodpark.wa.gov.au

The Burswood Park Board operates with an Audit and Risk Sub-Committee. The role of the Sub-Committee is to assist Burswood Park Board in fulfilling its:

- oversight responsibilities for the integrity of the financial reporting and the performance reporting processes and budget oversight;
- corporate governance duties in relation to risk management, internal control and compliance with relevant legislation and regulatory requirements; and
- oversight responsibilities for the audit function.

Documents held by Burswood Park Board

Business related documents are aligned to the *State Records Act 2000* and Burswood Park Board Record Keeping Plan requirements.

Publicly available documents on the Burswood Park Board website include the annual report, strategic direction, disability access and inclusion plan, public interest disclosure statement, privacy statement, heritage sculpture trail map and birds of Burswood Park.

Corporate documents produced by the authority include:

- Operational Plans
- Standard Operating Procedures
- Performance Reports
- Financial Records
- Procurement, tendering and contract documents
- Ministerial related correspondence
- Employee Records
- Park management documents, maps and plans

FOI Procedures and Access Arrangements

It is the aim of the authority to make information available promptly and at the least possible cost, and whenever possible documents will be provided outside the FOI process.

If information is not routinely available, the *Freedom of Information Act 1992 (WA)* provides the right to apply for documents held by the authority and to enable the public to ensure that personal information in documents is accurate, complete, up-to-date and not misleading.

Freedom of Information Applications

Access applications have to -

- be in writing;
- give enough information so that the documents requested can be identified;
- give an Australian address to which notices can be sent; and
- be lodged at the authority with any application fee payable.

Applications and enquiries should be addressed to the Freedom of Information Coordinator:

Burswood Park Board
PO Box 161, Victoria Park WA 6979
reception@burswoodpark.wa.gov.au
08 9361 4475

Applications will be acknowledged in writing, and you will be notified of the decision within 45 calendar days.

Further information is available on the Office of Information Commissioner WA website: [OIC Home Page](#)

Freedom of Information Charges

A scale of fees and charges are set out in the FOI Regulations. Apart from the application fee for non-personal information (information that is not personal information about the applicant) all charges are discretionary. The fees and charges are as follows.

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| • Personal information about the applicant | No fee and no charges |
| • Application fee (for non-personal information) | \$30.00 |
| • Charge for time dealing with the application (per hour, or pro rata) | \$30.00 |
| • Access time supervised by staff (per hour, or pro rata) | \$30.00 |
| • Photocopying staff time (per hour, or pro rata) | \$30.00 |
| • Per photocopy | .20 |
| • Transcribing from tape, film or computer (per hour, or pro rata) | \$30.00 |
| • Duplicating a tape, film or computer information | Actual Cost |
| • Delivery, packaging and postage | Actual Cost |

You can ask the agency for an estimate of charges when lodging your access application. If the charges are likely to exceed \$25, the agency must give you an estimate of charges and ask whether you want to proceed with the application ([section 17](#)).

You must notify the agency within 30 days of your intention to proceed. In some instances, the agency may require an advance deposit. If you are financially disadvantaged, advise the agency as a 25% reduction of charges may apply.

If you do not respond to an agency's estimate of charges or its requirement to pay a deposit within 30 days, the agency is entitled to conclude that you have withdrawn your access application (section 19).

You can apply for review of an agency's decision to impose a charge or require a deposit.

Deposits

| | |
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| • An advance deposit may be required in respect of the estimated charges | 25% |
| • Further advance deposit may be required to meet the charges for dealing with the application | 75% |

Access Arrangements

Access to documents can be granted by way of inspection; a copy of a document; a copy of an audio or video tape; a computer disk; or a transcript of a recorded, shorthand or encoded document from which words can be reproduced.

Notice of Decision

As soon as possible but in any case, within 45 days you will be provided with a notice of decision which will include details such as -

- the date, the decision was made;
- the name and the designation of the officer who made the decision;
- if access is refused, the reasons for claiming the document is exempt; and
- information on the rights of review and the procedures to be followed to exercise those rights.

Refusal of Access

Applicants who are dissatisfied with a decision of the authority are entitled to ask for an **internal review** by the authority. The internal review application should be made in writing within 30 calendar days after being given the authority's notice of decision. You will be notified of the outcome of the review within 15 calendar days.

If you disagree with the result, you then can apply to the Information Commissioner for an **external review**.

The external review application should be made within 60 calendar days after being given the authority's written notice of the internal review decision. (Note: if you are requesting external review as a third party or following an application for amendment of personal information, you must lodge your external review application within 30 calendar days after being given written notice of the internal review decision.)