

## WAPC Disclosure of Interest: Gifts, Benefits and Hospitality

Prior to completing this form, please ensure you have read and understand the relevant sections of the WAPC Governance Manual.

| Section 1: Disclosing Member details (recipient)                                                                                                                                                                          |                                                                                                 |           |                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|-----------|----------------------------------------------|
| Full Name                                                                                                                                                                                                                 |                                                                                                 |           |                                              |
| Section 2: Details of the person/organisation offering the Gift, Benefit or Invitation to an Event                                                                                                                        |                                                                                                 |           |                                              |
| Contact Name (Representative)                                                                                                                                                                                             |                                                                                                 | Telephone |                                              |
| Organisation (if applicable)                                                                                                                                                                                              |                                                                                                 |           |                                              |
| Email                                                                                                                                                                                                                     |                                                                                                 |           |                                              |
| Section 3: Type - Gift, Benefit or Invitation to Event                                                                                                                                                                    |                                                                                                 |           |                                              |
| Please indicate the nature of the disclosure                                                                                                                                                                              | <input type="checkbox"/> Gift(s) or Benefit                                                     |           | <input type="checkbox"/> Event / Hospitality |
| Section 4: Details - Gift, Benefit or Invitation to Event                                                                                                                                                                 |                                                                                                 |           |                                              |
| Date gift or benefit was offered, received or attended                                                                                                                                                                    |                                                                                                 |           |                                              |
| If event / hospitality - location                                                                                                                                                                                         |                                                                                                 |           |                                              |
| Description of the gift, benefit or event                                                                                                                                                                                 |                                                                                                 |           |                                              |
| Estimated market value                                                                                                                                                                                                    |                                                                                                 |           |                                              |
| Reason the gift, benefit or event was offered                                                                                                                                                                             |                                                                                                 |           |                                              |
| Section 5: Decision - Gift, Benefit or Invitation to an Event                                                                                                                                                             |                                                                                                 |           |                                              |
| Decision regarding the gift, benefit or event                                                                                                                                                                             |                                                                                                 |           |                                              |
| What are your reasons for decision?                                                                                                                                                                                       |                                                                                                 |           |                                              |
| Section 6: Relationship between the parties                                                                                                                                                                               |                                                                                                 |           |                                              |
| Nature of relationship between you and the organisation and/or person making the offer                                                                                                                                    |                                                                                                 |           |                                              |
| Describe the gift giver or donor's relationship with the Western Australian Planning Commission                                                                                                                           |                                                                                                 |           |                                              |
| Is the gift giver or donor known to be undertaking, seeking to undertake, or is it reasonable to believe they are intending to undertake a matter involving the discretion of the Western Australian Planning Commission? | <input type="checkbox"/> Yes<br><input type="checkbox"/> No<br><input type="checkbox"/> Unknown |           |                                              |
| If yes, describe the nature of the activity.                                                                                                                                                                              |                                                                                                 |           |                                              |
| Section 7: Board/Committee Member declaration                                                                                                                                                                             |                                                                                                 |           |                                              |
| I have read the WAPC Governance Guide, and if applicable, sought appropriate advice and guidance regarding this matter.                                                                                                   |                                                                                                 |           |                                              |
| Signature*:                                                                                                                                                                                                               |                                                                                                 | Date:     |                                              |

\*Form may need to be saved to the desktop for signature block to function

**COLLECTION NOTICE:** The Department of Planning, Lands and Heritage (the Department) is obliged to advise you of certain matters when collecting your personal information. This collection notice sets out those matters and explains how we will manage the collection, use and disclosure of your personal information. The Department collects this information on behalf of Western Australian Planning Commission (WAPC) in order to appropriately manage Member disclosures. We will seek your consent to use your personal information for any secondary purpose that is not outlined in this notice. Your personal information has been collected under the authority of the Planning and Development Act 2005 and subsidiary legislation enacted under this Act. If you choose not to provide the information requested, we may not be able to adequately manage Member disclosures. For further information about how your personal information is handled please refer to: [the Department's Privacy Policy](#) | [Have Your Say, WA!](#) / [Privacy](#) | [Western Australian Government Privacy](#) or contact [info@dplh.wa.gov.au](mailto:info@dplh.wa.gov.au)