

## GRNSW Agency Information Guide

Last updated August 2020

The GRNSW Agency Information Guide has been developed in accordance with the [Government Information \(Public Access\) Act 2009 \(NSW\)](#) (**GIPA Act**) to give greater access to information.

In accordance with section 20 of the GIPA Act, GRNSW's Agency Information Guide provides, in general terms:

- A description of GRNSW's structure and functions;
- A description of how GRNSW engages with the public;
- Identification of the kind of information held by GRNSW;
- Identification of information made publicly available and the manner in which this is done;
- Whether or not there is a charge to access specific kinds of information

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### GRNSW Structure and Functions

GRNSW is constituted as a body corporate under section 16 of the *Greyhound Racing Act 2017* (NSW) (**GRA**) responsible for overseeing the NSW greyhound racing industry's commercial operations. GRNSW is not a public entity, does not act on behalf of the Crown and cannot render the State liable for its debts. However, GRNSW remains subject to certain legal obligations that apply to public authorities.

GRNSW's ongoing operation is subject to the continued Ministerial grant of an operating licence pursuant to section 25 of the GRA. GRNSW's affairs are managed by the Board of Directors of GRNSW.

On 1 July 2018, the GRA established two separate bodies corporate, one being GRNSW and the other being the Greyhound Welfare and Integrity Commission (**GWIC**). GWIC is the primary regulator of the greyhound racing industry in NSW and is responsible for the regulatory and welfare aspects of the industry.

GRNSW is responsible for the commercial arm of greyhound racing in NSW and will retain some regulatory functions relating to race clubs in NSW.

The objectives of GRNSW are outlined in section 23 of the GRA and include:

- (a) to be a commercially viable entity;
- (b) to exhibit a sense of social responsibility by having regard to the welfare of greyhounds
- (c) to promote greyhound racing in the State as a competitive and sustainable industry with high level of public trust

GRNSW's functions are outlined in section 24(1) of the GRA and include:

- to conduct and allocate dates for greyhound race meetings
- to register greyhound racing clubs
- to register, to supervise the dissolution of, to administer the conduct of affairs and to approve constitutions of greyhound racing clubs
- to develop safety standards for licenced racecourses and to formulate policies conducive to the strategic development of the greyhound racing industry in NSW
- to distribute money received as a result of commercial arrangements required by the *Totalizer Act 1997* (NSW)
- to fund the costs of GWIC
- to manage greyhound adoption programs
- to nominate an auditor to audit the books of a greyhound racing club
- to exercise any other functions imposed on GRNSW by the Operating Licence, the GRA or any other Act

These functions are to be carried out in accordance with the GRNSW 2018-2021 Strategic Plan. This states that it is GRNSW's mission to champion world-class greyhound racing in NSW will be driven through three mutually reinforcing strategic pillars:

- Responsible
- Competitive
- Sustainable

The structure of GRNSW encompasses six core business units:

- Welfare
- Commercial and Marketing
- Race Day Operations

- Finance
- Tracks and Infrastructure
- Wagering

Information on the current structure and functions of GRNSW is publicly available in the [About Us](#) section of GRNSW's website.

## GRNSW Engagement with the Public

GRNSW engages with a range of stakeholders, with differing levels of knowledge, interest and activity in the NSW greyhound racing industry. This includes members of the public.

When engaging with stakeholders, GRNSW adopts six key principles:

- Relevant
- Inclusive
- Timely
- Transparent
- Respectful
- Consistent

This is done by:

- Publishing discussion papers for stakeholder comment;
- Understanding stakeholder needs and views to assist decision-making;
- Ensuring stakeholders have easy avenues to communicate and engage with GRNSW;
- Outlining how stakeholder feedback was received and how that influenced actions taken by GRNSW;
- Measuring, reporting and improving stakeholder engagement activities over time

## Kind of Information held by GRNSW

GRNSW holds a range of information, including:

- Policy and planning documents
- Documents on internal administration of GRNSW
- Correspondence with the public
- Documents concerning appointments to various official positions
- Information resources for the community, public sector and private sector

## How GRNSW makes Information publicly available

### Open access information

GRNSW makes available, free of charge on its website, the following open access information:

- GRNSW [Annual Reports](#)
- All other documents and reports that are tabled in Parliament
- Current policy documents

### Public interest test

When a person requests information from us, we must decide whether it is in the public's interest to disclose the information that has been requested.

Access will be granted if the public interest in favour of disclosure outweighs the public interest against disclosure. This is called the 'public interest test'.

### Making an informal request

A request may be made at any time for other information held by GRNSW. While GRNSW reserves the right to require a formal access application to be made under the GIPA Act, GRNSW will generally provide the following types of information in response to an informal request without the need to make a formal access application:

- Copies of correspondence, where the person requesting the correspondence was the person who sent it to GRNSW
- 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 that would not raise any potential concerns in terms of public interest considerations against disclosure.

GRNSW may impose conditions in relation to the use or disclosure of information that is released in response to an informal request.

### Formal GIPA access application

If the information you are looking for is not published by us or available by informal request, you may wish to make a formal access application in writing under the GIPA Act. Access applications are subject to application fees and processing charges in accordance with the GIPA Act. We will not however release information if there is an overriding public interest against disclosure.

You can access a GRNSW GIPA Access Application Form [here](#).

### Information which may not be disclosed

An access application cannot be made for information specifically excluded under Schedule 2 of the GIPA Act, which includes:

- Judicial and prosecutorial information
- Complaints handling and investigative information
- Competitive and market sensitive information
- Other information

For some categories of information, while an access application may be made there is a presumption against release. The list of categories is set out at Schedule 1 of the GIPA Act:

- Overriding secrecy laws
- Cabinet information
- Executive Council information
- Contempt
- Legal professional privilege
- Excluded information
- Documents affecting law enforcement and public safety
- Transport safety
- Adoption
- Care and protection of children
- Ministerial Code of Conduct
- Aboriginal and environmental heritage
- Information about complaints to Judicial Commission
- Information about authorised transactions under Electricity Network Assets (Authorised Transactions) Act 2015 (NSW)
- Information about authorised transactions under Land and Property Information NSW (Authorised Transactions) Act 2016 (NSW)
- Information provided to High Risk Offenders Assessment Committee

### Register of contracts

All contracts GRNSW enters into with the private sector valued over \$150,000 are required to be recorded in the register of contracts.

### Other information GRNSW makes available

GRNSW tries to make additional information about the work we do easily available through our website. Links to relevant information is included below:

- [Latest GRNSW News](#)
- [GRNSW Codes of Conduct](#)

- [GRNSW Factsheets](#)

### GRNSW Charges to access Information

The application fee for making an access application is \$30. Processing charges can also be imposed at the rate of \$30 per hour. Certain discounts may apply, including financial hardship and public interest grounds.

### Information and Privacy Commission NSW

The Information and Privacy Commission NSW (IPC) is an independent statutory authority, established to administer legislation dealing with privacy and access to government information held in NSW. This includes the GIPA Act.

The IPC promotes and protects privacy and provides information to agencies and individuals about the right to access information. The IPC also reviews the performance and decisions of agencies relating to the release of information.

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