


30 June
2023

ANNUAL RETURN DISCLOSURES OF INTERESTS




FULL NAME	Michelle Martin
RETURN PERIOD	1 JULY 2022 TO 30 JUNE 2023
RETURN DATE	30 JUNE 2023
SIGNATURE	 Michelle Martin
DATE COMPLETED	27 July 2023

Should you require more details on the information to be provided in this form, please refer to Schedule 1, Part 2 of the Model Code of Conduct or seek personal legal advice. Sections marked with **i** contain additional information that you must read on the final page of this form.

A - REAL PROPERTY

List the street address of each parcel of real property anywhere in Australia in which you had an interest at any time between **1 July 2022** and **30 June 2023**. Include the nature of interest from the drop-down menu (Owner, Lessee, Beneficiary, Other).

Nothing to Declare (Skip to Section B) or

Address:		Nature of Interest: Owner
Address:		Nature of Interest: Choose an item.
Address:		Nature of Interest: Choose an item.

B - SOURCES OF INCOME **i**

List the sources (not the amount) of income you expect to receive from an occupation commencing on **1 July 2023** and ending on **30 June 2024**. **i**

Occupation:	Employer name and address or description of office held:	Name of partnership (if applicable):
Governance and Risk Manager	Wollongong City Council	

List the sources (not the amount) of income you received from an occupation commencing on **1 July 2022** and ending on **30 June 2023**. **i**

Occupation:	Employer name and address or description of office held:	Name of partnership (if applicable):
Governance and Risk Manager	Wollongong City Council	

List the sources (not the amount) of other income you reasonably expect to receive in the period commencing **1 July 2023** and ending **30 June 2024**.

Include a description sufficient to identify the person from whom, or the circumstances in which, the income was received:

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List the sources (not the amount) of other income you received in the period commencing **1 July 2022 and ending 30 June 2023**.

Include a description sufficient to identify the person from whom, or the circumstances in which, the income was received:

List the sources (not the amount) of income you reasonably expect to receive from a Trust in the period commencing **1 July 2023 and ending 30 June 2024**. ¹

Nothing to Declare (Skip to Section C) or

Settlor name and address:

Trustee name and address:

List the sources (not the amount) of income you received from a Trust in the period commencing **1 July 2022 and ending 30 June 2023**. ¹

Nothing to Declare (Skip to Section C) or

Settlor name and address:

Trustee name and address:

C – GIFTS ¹

Provide a description of each gift you received at any time during the reporting period. A gift does not need to be declared if the value does not exceed \$500, unless it was among gifts totalling \$500 or more gifted by the same person in the reporting period.

Nothing to Declare (Skip to Section D)

Gift description

Gift donor name and address

D - CONTRIBUTIONS TO TRAVEL

List the name and address of each person who made any contribution (financial or other) to any travel undertaken by you since 1 July 2022. Do not include payments by Council for your work-related travel.

Nothing to Declare (Skip to Section E)

Contributor's name and address

Dates travel was undertaken

State, Territories and
Country of travel

CivicRisk Mutual, 2/77 Union Rd Penrith

7 May 2023 – 10 May 2023

Adelaide, South
Australia.

E - INTEREST AND POSITIONS IN CORPORATIONS ¹

List the name and address of each corporation in which you had an interest or held a position at any time from 1 July 2022 to 30 June 2023.

Nothing to Declare (Skip to Section F)

Corporation
name and address:

Nature of interest:
(e.g. shareholder)

Position description:
(e.g. director)

Description of principal
objects of corporation:
(except in case of listed
company)

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Please Note - If you declare a position you held in a corporation that had a relationship with Council you MUST complete a [Conflict of Interest Disclosure](#) form located on Council's Hub: *The Hub > Corporate > Registers > Conflict of Interest*.

F - PROPERTY DEVELOPER ASSOCIATION

Were you a property developer or a close associate of a property developer on the return date? Y/N No

G - POSITIONS IN TRADE UNIONS AND PROFESSIONAL / BUSINESS ASSOCIATIONS

List the name of each trade union and each professional or business association in which you held any position (remunerated or not) at any time during the return period. Do not include general memberships.

Nothing to Declare (Skip to Section H)

Trade union and professional/business association name:	Description of position:

H - DEBTS ⁱ

List the name and address of each person or organisation (creditor) to whom you were liable to pay any debt at any time during the return period and as at the return date.

You do not need to declare debts to a financial institution or other person/organisation whose ordinary business includes the loaning of money.

Nothing to Declare (Skip to Section I)

Creditor Name:	Creditor Address:

I - DISPOSITIONS OF REAL PROPERTY ⁱ

List particulars of each disposition of real property by you at any time during the return period, as a result of which you retained (either wholly or in part) the use and benefit of the property or the right to require the property at a later date.

Nothing to Declare (Skip to Section J) or

Address:	Suburb:	State:Choose an item.

List particulars of each disposition of real property to a person by any other person under arrangements made by you, being dispositions made at any time during the return period, as a result of which you obtained (either wholly or in part) the use and benefit of the property.

Address:	Suburb:	State:Choose an item.

J - DISCRETIONARY DISCLOSURES

If required, list any additional disclosures during the reporting period. Note: A person may voluntarily disclose in a return any interest, benefit or advantage or liability that is not required to be disclosed under another provision of this return.

Nothing to Declare

Disclosure:	Details:

ENSURE THAT YOU TICK THE BOX WHEREVER YOU HAVE NOTHING TO DECLARE.
PRINT, SIGN, DATE AND EMAIL THE COMPLETED FORM TO GOVERNANCE@WOLLONGONG.NSW.GOV.AU
OR FORWARD TO THE GOVERNANCE UNIT - LEVEL 9, 41 BURELLI STREET WOLLONGONG NSW 2500

ADDITIONAL INFORMATION

SECTION A – REAL PROPERTY

For the purposes of this section “interest” includes an option to purchase.

SECTION B – SOURCES OF INCOME

Only provide information where the amount of income from that source exceeds \$500. Fees paid to the Lord Mayor and Councillors under the *Local Government Act 1993* **do not need** to be disclosed.

Examples of occupations could include: an employee of Council, an employee of other organisations, self-employment, consultant, an office holder in a company.

The ‘Settlor’ is the name of a person who created the Trust

SECTION C – GIFTS

You do not need to include every gift you receive in your duties. You only need to include a description of a single gift or multiple gifts from the same donor, the total value of which exceeded \$500 in the reporting period.

Political donations disclosed, or required to be disclosed, under Part 3 of the *Electoral Funding Act 2018* do not need to be declared in this return.

SECTION E – INTERESTS AND POSITIONS IN CORPORATIONS

Declare only if your shareholding was greater than 10% of voting rights in the corporation. You must declare any position (not Shareholder) you held in a corporation (including not-for-profit corporations) such as Director, whether or not you held shares in the Corporation, or the position was a paid position.

SECTION F – PROPERTY DEVELOPER ASSOCIATION

Property Developer has the same meaning as in Division 7 of Part 3 of the *Electoral Funding Act 2018*. Close associate has the same meaning as in Section 53 of the *Electoral Funding Act 2018*.

SECTION H – DEBTS

You do not need to provide information on the following types of debts

- Debts where the total amount to be paid did not exceed \$500 unless the debt was one of two or more debts to a single person that exceeded \$500 in total during the period 30 June 2022 to 30 June 2023.
- Debts to any relative
- Debts to a financial institution or other person or organisation whose ordinary business includes the loaning of money.
- Debts related to goods or services you have purchased

SECTION I – DISPOSITIONS OF REAL PROPERTY

You must disclose details:

- Of each disposal of real property since your last return was made by which you wholly or partly retained the use or benefit of the property or the right to repurchase the property
- Of each disposal of real property by other persons or entities whereby you wholly or partly obtained the use of the property
- Disposal includes-
 - Grant of a lease or licence for all or part of the land
 - Mortgage over your land
 - Grant of easement over land by which you retain the ability to use the land
 - Sale of land (or grant of option by you) with
 - A lease or license granted to you or a right for you to repurchase the land
 - Or an easement or covenant over the land in favour of you
- Creation of an option to land in favour of you
- Transfer by you of an interest in your land to a Trustee of a Trust of which you are a beneficiary
- Transfer of land to your spouse or by your spouse to a third party whereby you continue to occupy the land
- Transfer of title of your land subject to you continuing to receive a benefit, e.g., rent from the land

Should you require a more detailed explanation on the information to be provided in this form, refer to Schedule 1 of the Model Code of Conduct or seek your own legal advice.