



NCAT Policy 3 (February 2020)

Provision of Statistical Data

Purpose

1. The purposes of this policy are:
 - (a) to set out the circumstances in which statistical data might be provided to external bodies and individuals;
 - (b) to establish procedures for dealing with requests for the supply of such data.

Applications

2. This policy applies to collated, de-identified information concerning the case load and performance of the Tribunal, generally or in relation to particular types of applications or matters (Statistical Data).
3. The policy does not apply to:
 - (a) documents, or information concerning individual applications or matters before the Tribunal; or
 - (b) reasons for decisions made by the Tribunal

These are the subject of *NCAT Policy 2 – Publishing Reasons for Decisions* and *NCAT Policy 4 – Access to, and Publication of, Information*.

Statistical Data that is made Publicly Available

4. In accordance with s 91 of the *Civil and Administrative Tribunal Act 2013* (NSW) (the Act), the Tribunal publishes Annual Reports which contain Statistical Data on the Tribunal's workload and performance. These Annual Reports are tabled in Parliament and the current and previous years' reports are publicly available on the [NCAT website](#).
5. NCAT also makes publicly available, from time to time, Statistical Data to those persons or bodies who participate in the NCAT-wide Liaison Group or one of the Consultative Forums organised by each Division. Information concerning those who participate in the Liaison Group and the Consultative Forums can be found in the NCAT Annual Report.

Other Reports

6. Under s 91(5) of the Act, the President may also provide reports to the Attorney General or any other Minister administering legislation that confers or imposes functions on the Tribunal concerning any matter that the President considers to

be of importance in relation to the Tribunal or to be in the public interest. These reports often contain Statistical Data.

7. Requests for reports under s 91(5) from Ministers or from Departments should generally be co-ordinated through the Attorney General's Office or the Department of Communities and Justice, respectively.

Requesting Statistical Data

8. Requests for Statistical Data by persons other than Ministers or Departments will be considered by the Tribunal.
9. Such requests should be in writing and sent to the Principal Registrar:
 - (a) by email to ncatenquiries@ncat.nsw.gov.au (with *Attention: Principal Registrar* in subject line), or
 - (b) by letter posted to the following address:

The Principal Registrar
Civil and Administrative Tribunal of New South Wales
Level 9 John Maddison Tower
86-90 Goulburn Street
SYDNEY NSW 2000
10. Such requests should include the following:
 - (a) details of the individual or organisation requesting the Statistical Data, including identification of a contact person and their contact information;
 - (b) the specific nature of the data requested and the period of interest;
 - (c) an explanation of why the data is being requested;
 - (d) an explanation of how the data is proposed to be used or published including, if the data is sought for the purposes of research or a media or journal article, an outline of the nature of the research or article.
11. The Tribunal may in its absolute discretion decide to provide or not to provide the data requested and may provide the data on conditions, including, for example, a condition as to how the data may be used. In addition, where the Tribunal determines that it is appropriate to provide Statistical Data as requested, the Tribunal may also decide to provide that data to all participants in the Liaison Group or the Consultative Forum which is most relevant, having regard to the nature of the information being provided.

Armstrong J
President
February 2020