

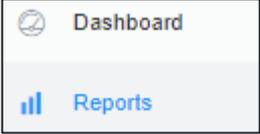
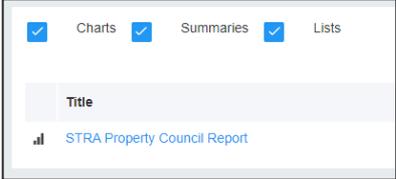
# STRA Property Council Report

Registrants can register their short-term rental accommodation (STRA) properties within the NSW Planning Portal. When a property is registered within your Council’s local government area (LGA), details of the registered property can be viewed via the STRA Property Council Report.

The information is collected and provided to Council in accordance with the *Privacy and Personal Information Protection Act 1998*.

To access the STRA Property Council Report you must be assigned user access to the STRA service by your Councils NSW Planning Portal Administrator(s). The STRA service must also be activated by your Portal Administrator(s) to assign user access.

## Viewing the STRA Property report

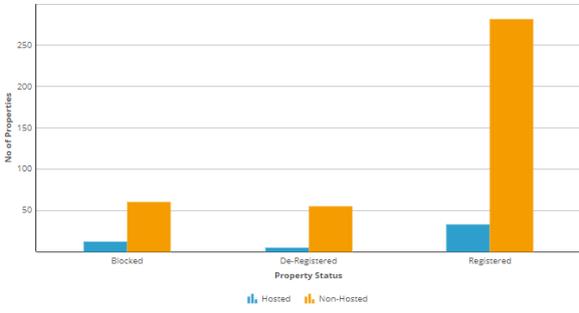
<p>1. <b>Click</b> Reports from the menu to display the reports available.</p>	
<p>2. <b>Click</b> on the name of the report to view the detail.</p>	

**Note:** A column chart showing the number of STRA properties and their current status will be displayed and below are further details of the STRA properties.

### STRA Property Council Report

Generated on March 17, 2021 14:27:30

Filtered by: Council Name = CUMBERLAND COUNCIL



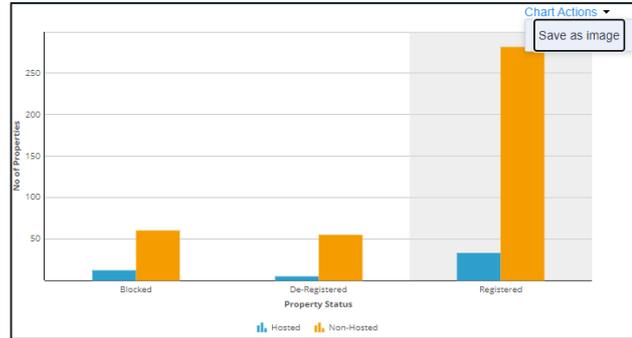
Hosting Type	Council Name	Property Status	No of Properties
~ALL			449
> Hosted			51
> Non-Hosted			398

## Chart options

- To save the chart as an image, **click** Chart Actions and **select** Save as image.

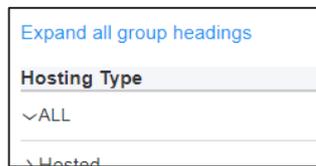
**Note:** When saving chart images, the downloaded file will be accessible from your downloads folder.

- Selecting** a column on the chart will open a report with the associated property details.



## Group heading options

- Click** Expand all group headings.



**Note:** Expanding the group headings provides further insight on the number of STRA properties within the councils LGA and their current status.

[Collapse all group headings:](#)

Hosting Type	Council Name	Property Status	No of Properties
∨ ALL			450
∨ Hosted			51
	∨ CUMBERLAND COUNCIL		51
		Blocked	13
		De-Registered	5
		Registered	33
∨ Non-Hosted			399
	∨ CUMBERLAND COUNCIL		399
		Blocked	61
		De-Registered	55
		Registered	283

- Click** on an item heading to view further details of the associated properties.

Blocked	61
De-Registered	55
Registered	283

## STRA Property Detailed Report

The detailed report will provide a detailed list of all the STRA properties associated to the selected filters. There will be a maximum of 50 results displayed on a page.

3. Click the bottom scroll bar to view further property details.

**STRA Property Detailed Report**

STRA Property Council Report > Non-Hosted-CUMBERLAND COUNCIL-Registered

Filtered by: Hosting Type = Non-Hosted and Council Name = CUMBERLAND COUNCIL and PropertyStatus = Registered and ( Property ID is

Displaying 50 records

Property ID	Property Address	Council Name	Registrant	H
PID-STRA-1003-2	TEST_ADDRESS_1003	CUMBERLAND COUNCIL	Test User22	N
PID-STRA-813-2	MARCH1-2	CUMBERLAND COUNCIL	SADHANA KSHIRSAGAR	N
PID-STRA-867-1	TEST ADDRESS	CUMBERLAND COUNCIL	Test User22	N
PID-STRA-666-2	TEST ADDRESS15022021_2	CUMBERLAND COUNCIL	Test User17	N
PID-STRA-667	1 303-307 CUMBERLAND ROAD AUBURN 2144	CUMBERLAND COUNCIL	Test User17	N
PID-STRA-919-5	TEST_REGADDRESS_7_5	CUMBERLAND COUNCIL	Test User23	N
PID-STRA-917	TST_ADDRESS_33_15	CUMBERLAND COUNCIL	Test User25	N
PID-STRA-671-2	TEST ADDRESS16022021_1	CUMBERLAND COUNCIL	Test User17	N
PID-STRA-673	2 138 CUMBERLAND ROAD AUBURN 2144	CUMBERLAND COUNCIL	StraSit TestUser1	N

4. For more than 50 results, click Next to move to the next page.

1 2 3 4 5 6 Next

Booking Days	Next Year STRA Booking Days	Deregistration Date
0		
0		

**Note:** Locating the Next option can be difficult. Make sure you scroll all the way to the right of the detailed property report and you will find the option in the top right-hand side of the screen.

## Sorting and filtering the detailed report

### Sorting

1. Click a column heading to sort the report by that column. Click once to sort in ascending order or twice for descending.

Displaying 3 records

Property ID ↑	Property Address
PID-STRA-323	118 JAMES STREET BLACKMANS FLAT 2
PID-STRA-352	288 PENDLE HILL PENDLE HILL 2145
PID-STRA-93	49 ELIZABETH STREET RIVERSTONE 276

### Filtering and searching

1. Open the column menu by clicking the arrow icon to the right of a column heading.

2. Click Filter.

Displaying 26 records

Property ID	Property Address	↓	Cou
PID-STRA-134-2	Filter	>	CUI
PID-STRA-104	Sort	>	CUI
PID-STRA-129-2	Appearance		CUI
	Summarize		
	Delete		

**Note:** The column menu appears when hovering your mouse pointer over the column.

3. Use the contents listed to filter or search for a specific entry. Once all options have been selected, **click** the Apply button.



**Note:** You can filter by one column at a time and you may check multiple options within each filter.

4. **Click** the filter icon to reopen the filtering menu.

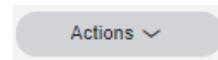
5. **Click** Clear Filter to remove the current filters.



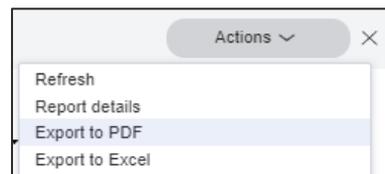
## Export

All reports can be exported from the main council report to either PDF or Excel by following these steps:

1. **Click** Actions



2. **Click** on the type of report that you want to export (PDF, Excel).



**Note:** The exported file will be available to open once the download is complete.

### End of steps

## If you need more information

- Click the Help link at the top of the screen to access the NSW Planning Portal help pages and articles.
- Review the Frequently Asked Questions - <https://www.planningportal.nsw.gov.au/help/frequently-asked-questions> and / or contact the ePlanning Program team at [ePlanning.Support@planning.nsw.gov.au](mailto:ePlanning.Support@planning.nsw.gov.au)