

POLICY

TITLE:	SUFFICIENT INTEREST IN THE ASSESSMENT RECORD		
DIVISON:	DEPARTMENT OF INFRASTRUCTURE		
ADOPTED BY:	COUNCIL		
DATE TO TAKE EFFECT:	1 JULY 2021	DATE OF REVIEW:	1 JULY 2025
MOTION NUMBER:	OC 318/20 – 29 October 2020		
POLICY NUMBER:	CP 69		

PURPOSE:

This policy outlines the criteria for a person to be considered as having sufficient interest to have access to the Council assessment record in relation to an allotment.

1. PRINCIPLE

The Council is committed to facilitate access to the assessment record in relation to an allotment if the person requesting access has a sufficient interest.

2. GENERAL CRITERIA

In determining whether a person has a sufficient interest in the assessment record in relation to an allotment, the person must satisfy the criteria for one of the below options:

- (a) the person is a legal practitioner; or
- (b) the person is a licensed conveyancer; or
- (c) the person completes a statutory declaration that provides:
 - (i) a reasonable explanation – whether personal or professional in nature – for making a request to inspect or copy the assessment record; and
 - (ii) that the information inspected and / or copied from the assessment record will be kept confidential; and
 - (iii) that the information inspected and / or copied from the assessment record will not be used for any other purpose that has not been identified in the reasons provided under (c)(i).

In determining the reasonableness of the explanation under (c)(i), the CEO will take into account the public interest and the risk of detriment to the owner or principal ratepayer in granting access to the assessment record for that allotment.

3. EVALUATION AND REVIEW

Within six (6) months of a new term of Council.