

GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT 2009 ACCESS APPLICATION



Please complete this form to apply for formal access to government information under the Government Information (Public Access) Act 2009 (GIPA Act). If you need help completing this form, please contact our Access to Information Officer on 4921 0333 or visit lakemac.com.au/council/access-to-information

1. Your details

First Name:*

Title:

Surname:*

Company Name (if applicable):

Postal address:*

Postcode*:

Telephone:*

Email*:

Are you or your business/group acting on behalf of another person/party?* Yes No

If so, what is the name of the person/party?*

Have you applied, at any time, to another agency for similar information?* Yes / No

If yes, please state the name of the agency*

2. Government information

Please describe the information you would like to access in enough detail to allow us to identify it. (If you do not provide enough information about what you would like to access, Council may refuse to process your application)*

If your application relates to building and development information for a property, please specify the address:

Are you the owner of this property? Yes No

Do you require personal information of third parties?* Yes No

Examples of third party personal information include names, phone numbers, email addresses and images of persons that are external to Council.

Please note that under section 75 of the GIPA Act, Council is not required to create a new document to respond to your application.

3. Form of access*

Via email

Access in another way (please specify)

4. Third party consultation

Under section 54 of the GIPA Act, if the information you are requesting contains information about another person, business or government agency, Council may be required to consult with third parties before deciding your application. The purpose of this consultation is for Council to determine whether the third party has an objection to disclosure of some or all of the information being requested.

Do you consent to your identity as the applicant being disclosed to the involved third party?* Yes No

5. Disclosure log

If the information sought is released to you and we consider it may be of interest to other members of the public, details about your application may be recorded in Council's 'disclosure log'. This is published on our website. If you object, Council will provide further information to you on your rights.

Do you consent to details of your application being recorded in Council's disclosure log?* Yes No

6. Discount in processing charges

You may be asked to pay a fee for processing the application (\$30 an hour). Some applicants may be entitled to a 50 per cent reduction in their processing charges. If you wish to apply for a discount, please indicate the reason:

Financial hardship – please note we will contact you if we require additional information

and/or

Special benefit to the public – please specify why below:

Your signature:

If lodging this application via mail or in person, please post this form or lodge at:

Lake Macquarie City Council

126-138 Main Road, Speers Point NSW 2284

Box 1906 Hunter Region Mail Centre 2310

General information about the GIPA Act is available by calling the Information and Privacy Commission NSW enquiries line, 1800 472 679, or visiting ipc.nsw.gov.au

A \$30 fee is applicable and can be paid online, in person or via mail (cheque/money order only)

* denotes a mandatory field

OFFICE USE ONLY

Date application

Paid:

received: