

# Access to Information Request

For access to information under the Government Information (Public Access) Act or other legislation

I request access to document/s under the following legislation:

<input type="checkbox"/> Government Information (Public Access) Act (2009) <input type="checkbox"/> Dividing Fences Act <input type="checkbox"/> Other - Please indicate	These requests for information are free but copies of documents may be charged according to our Schedule of Fees & Charges.
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## Applicant

Ms/Mr/Mrs/Other (please state)		Family Name	Given Name
Unit No.	Street No.	Street	
Suburb			Postcode
Company Name (if applicable)			
Mailing Address (if different)			
Tel 1 (Home/Work/Mobile)		Tel 2 (Home/Work/Mobile)	

## Details of Request

Please give as much detail as possible about what information or documents you are interested in.


## Documents Requested

Development Consent	<input type="checkbox"/> View	<input type="checkbox"/> Copy	Building Consent / Construction Certificate	<input type="checkbox"/> View	<input type="checkbox"/> Copy
Planners Report	<input type="checkbox"/> View	<input type="checkbox"/> Copy	Occupation Certificate	<input type="checkbox"/> View	<input type="checkbox"/> Copy
Application Form for DA/BA/CC	<input type="checkbox"/> View	<input type="checkbox"/> Copy	DA, BA or CC Plans	<input type="checkbox"/> View	<input type="checkbox"/> Copy *
Building Certificate	<input type="checkbox"/> View	<input type="checkbox"/> Copy *			
Other Documents (please state)				<input type="checkbox"/> View	<input type="checkbox"/> Copy

\* The copyright owner's consent is required for requests to copy plans, reports and other documents from development, building or construction certificate applications. The owner's consent is required for requests to copy building certificates

## Property Details

Unit No.	Street No.	Street
Suburb		Postcode
Approximate age of building		Development Application Number

## Please Note

The personal information required on this form may be available for public access under various legislation. Please read the information on the back of this form

Applicants Signature	Date ____ / ____ / ____
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## Owner's and/or Copyright Owner's Consent

\*(if required) I consent to a copy of the DA, BA or CC Plans or other documents being supplied to this applicant

Full Name	Full Name	Full Name
Signature	Signature	Signature
Date ____ / ____ / ____	Date ____ / ____ / ____	Date ____ / ____ / ____

## Fees & Charges

Requests for information are free but copies of documents may be charged according to our Schedule of Fees & Charges as follows:

A4 documents @ 55c per page

A3 documents @ 65c per page

A3 plans @ 65c per plan for 0 – 5 plans, 5 – 10 plans @ \$10.70 and an additional \$10.70 for each subsequent group of 1 – 10 plans  
A2, A1 & A0 plans @ \$26.50 per plan

## Advice to Applicant

- Copies of documents are provided by Rockdale City Council in order to comply with relevant legislation. Copyright laws may still apply to each document and the copyright owner's consent must be provided before Council can supply plans or other documents that are subject to copyright
- Rockdale City Council endeavours to provide information requested as quickly as possible, however complex searches or historical information may take longer
- If you wish to view the information requested an invitation to arrange an appointment will be sent to you when the files are ready for viewing
- Where appointments are booked and are not attended without any prior notice, the application will be considered finalised
- Where a document is indicated as Open Access Information or would be released without a Formal Access Application but contains Personal Information or other information that would prevent the release of the document Council will (where practical) provide a copy of the document with the information removed in accordance with S.7(4) of the GIPA Act.
- Requests for copies of building certificates will require the owner's written consent

## What information is publicly available?

In accordance with the Government Information (Public Access) Act the following information is publicly available:

Development Applications including (but not limited to) the following:

Home warranty Insurance Documents	Heritage Consultant Reports
Construction Certificates	Tree Inspection Consultant Reports
Occupation Certificates	Acoustic Consultant Reports
Town Planner Reports	Land Contamination Reports
Submissions received on Development Applications (copies will be supplied with personal information removed)	Development and Building Approvals
Statement of Environmental Effects	Plans showing the height and external configuration (site and elevation plans)

Information about Rockdale City Council including (but not limited to) the following:

Code of Meeting Practice	Land Register
Annual Report	Register of Investments
Annual Financial Report	Register of Delegations
Management Plan	Register of Graffiti Removal Work
EEO Management Plan	Leases and Licenses for use of Public Land Classified as Community Land
Code of Conduct	Codes referred to in the Local Government Act

A number of these documents are available free of charge from Rockdale City Council's website at [www.rockdale.nsw.gov.au](http://www.rockdale.nsw.gov.au)  
Documents not on the website but listed as Open Access Information in the GIPA Act can be obtained by completing this form