



KATHERINE
TOWN COUNCIL

COUNCIL POLICY

SUFFICIENT INTEREST IN THE ASSESSMENT RECORD

Type:	Council – Governance		
Owner:	Chief Executive Officer		
Responsible Officer:	Manager Corporate Administration		
Approval Date:	28/04/2026	Next Review:	01/04/2030
Records Number:	181211	Council/CEO Decision:	OMC-2026-97
Legislation Reference:	Section 230 (5) of the <i>Local Government Act 2019</i>		

1 PURPOSE

This policy describes the criteria for a person to be considered as having sufficient interest in the Council's assessment record in accordance with section 230 (5) of the *Local Government Act 2019*.

2 SCOPE

This policy applies to any requests made to Katherine Town Council in regards to access to council's assessment record in relation to an allotment.

3 DEFINITIONS

Assessment means a record showing a brief description of each allotment within the area and a statement of its assessed value, the charges imposed on non-rateable land in the area, name and address of the owner of the land, details if the owner is the principal ratepayer, details if the land is subject to a differential rate on the basis of its use and other information the council directed to be included in the record.

Legal Practitioner means a person or law practice entitled to practice the profession of law.

Licensed Conveyancer means a profession who specialises in property law and is licensed to handle the legal aspects of property transactions.

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

(a) the person provides a statutory declaration that declares the following:

- (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 or copied from the assessment record will not be provided to third parties who have not been identified; and
- (iii) that the information inspected or copied from the assessment record will not be used for marketing purposes or any other purpose that has not been identified; or

(b) the person is a legal practitioner; or

(c) the person is a licensed conveyancer.

In determining the reasonableness of the explanation under (a), the CEO must take into account the public interest and the risk of a loss or detriment occurring to the owner or principal ratepayer as a consequence of refusing or granting access.

CHARGES APPLIED

In accordance with Section 230 (4) of the *Local Government Act 2019*, persons with sufficient interest may inspect or copy the assessment record, at a fee fixed determined by the Council.

CHARGES EXCLUDED

In accordance with section 230 (6) of the *Local Government Act 2019*, an owner, occupier or lessee of the land or the adjoining land or the CEO of an agency are permitted to access the assessment record free of charge.

6 ASSOCIATED POLICIES/DOCUMENTS

Rating Strategy Policy

Privacy Policy

7 REFERENCES AND RELATED LEGISLATION

Local Government Act 2019

Local Government (General) Regulations 2021

Revision History

Version	Approval date	Details of change	Responsible officer
1	27/04/2021	Created	CEO
2	25/07/2023	Revision	CEO
3	28/04/2026	Revision and adoption of policy within 12 months of commencement of Council – 13th Council term.	Rates and Regulatory Affairs Coordinator