

# SUFFICIENT INTEREST IN THE RATES ASSESSMENT RECORD

## COUNCIL POLICY

### PURPOSE

This policy outlines the guidelines that apply to a person seeking to access information on a property within City of Palmerston pursuant to section 230, Rate Assessment, of the *Local Government Act 2019* (NT).

### PRINCIPLES

Section 230 of the *Local Government Act 2019* (NT) provides a person with a sufficient interest in a property the ability to inspect or copy a rate assessment record held by Council.

Council is committed to facilitating appropriate access in line with this policy and the *Local Government Act 2019* (NT) to an assessment record.

### DEFINITIONS

For the purposes of this Policy, the following definitions apply:

| TERM                | DEFINITION   |
|---------------------|--|
| Adjoining land      | Any parcel of land that directly touches or shares a common boundary line A property separated by a road reserve or laneway is not considered an adjoining property.                                     |
| Allotment           | A parcel of land or part of a parcel of land.  |
| Assessment Record   | Description of each allotment and Unimproved Capital Value, including name and postal address of owner(s), principal ratepayer (if not the owners) and rating category recorded in Council's rate system |
| Sufficient Interest | Personal or professional justification for accessing private property details of adjoining properties.   |
| Rates search        | Information as per the Assessment Record plus the rates and charges for the current financial year, including payments received and balance remaining.   |

## POLICY STATEMENT

### 1. Criteria

- 1.1. City of Palmerston will use the below criteria to determine whether a person has a sufficient interest in the assessment record in relation to an allotment:
  - 1.1.1. The person is an owner, occupier, lessee or agent of the owner.
  - 1.1.2. The person is an owner, occupier, lessee or agent of the owner of the adjoining land.
  - 1.1.3. The person is a legal practitioner or a licensed conveyancer requesting a rates search on behalf of a purchaser of an allotment.
  - 1.1.4. The requester is the Chief Executive Officer of a Commonwealth, State or Territory government agency.

### 2. Determination

- 2.1. City of Palmerston will take into account the public interest and the risk of detriment to the owner or principal ratepayers in granting access to the assessment record.
- 2.2. All persons requesting information must apply in writing to Council.
  - 2.2.1. A reasonable explanation, whether personal or professional in nature, for making a request to inspect the assessment record and what the information will be used for must be provided.
  - 2.2.2. It is not considered to be sufficient interest if the interest is commercial in nature.
  - 2.2.3. The information inspected and/or copied from the assessment record must not be used for any other purpose that has not been identified in the reasons provided under 2.2.1.
- 2.3. If deemed necessary, City of Palmerston reserves the right to seek approval from the owner/ratepayer prior to releasing access to the assessment record.
- 2.4. City of Palmerston must, at the request of a person to whom an entry in the assessment record relates, suppress the persons contact details from the publicly accessible copy of the record.
- 2.5. City of Palmerston will take into account any considerations prescribed by regulation or required by the relevant legislation that requires the application of the Privacy Principles.

## ASSOCIATED DOCUMENTS

- Sufficient Interest in Assessment Form

## REFERENCES AND RELATED LEGISLATION

- *Local Government Act 2019* (NT) (Section 230)
- *Information Act 2002* (NT)
- *Privacy Act 1988* (Commonwealth)



## POLICY DETAILS

|                |            |                     |                                      |
|----------------|------------|---------------------|--------------------------------------|
| OWNER          | CEO        | RESPONSIBLE OFFICER | General Manager Finance & Governance |
| APPROVAL DATE  | 5 May 2026 | NEXT REVIEW DUE     | 5 May 2030                           |
| RECORDS NUMBER | 513759     | COUNCIL DECISION    | 11/0367                              |

