

EME014	FREEDOM OF INFORMATION		
POLICY OWNER:	Council		
DEPARTMENT:	Office of the CEO		
CREATION DATE:	23/08/2022	REVIEW SCHEDULE:	Annually
RELATED PROCEDURES:	N/A		
RELATED FORMS:	N/A		
RELATED DELEGATIONS:	N/A		
RELATED POLICIES:	N/A		
LEGISLATION:	Public Interest Disclosure Act 2003 State Records Act 2000		
DOCUMENT CONTROL			
DATE REVIEWED:	REVIEWED BY:	CHANGES (IF ANY):	ENDORSED BY COUNCIL:
23/08/2022	Council	Nil	FC 7/8/22
28/03/2023	Council	Nil	FC 5/3/23
26/03/2024	Council	Nil	OCM 07/03/24

EME014 Freedom of Information

OBJECTIVES

This policy outlines the Shire of Carnarvon's recognition of its ethical, legal obligations and its commitment to the principles and proper practices of Freedom of Information.

To provide a clear framework for the discharge of Shire of Carnarvon accountabilities under the Freedom of Information Act.

POLICY STATEMENT/S

The Freedom of Information Act 1992 gives individuals, corporations, and businesses the right to apply for access to documents held by Public Sector agencies which including Local Government Authorities.

The Act gives any person the right to:

- Access copies of documents held by the Shire, except exempt documents
- Ask for information the Shire holds about you to be changed or annotated if it is incomplete, out of date, incorrect or misleading
- Seek a review of a Shire decision not to allow you access to a document or not to amend your personal record.

Resident, ratepayers, and stakeholders can ask to see any document that the Shire holds, although it should be noted that the Shire can refuse access to some documents, or parts of documents that are exempt.

Charges will apply in accordance with Legislation and Council's adopted Fees and Charges.