



INTERNAL REVIEW APPLICATION (Section 89)

This form should be used if you wish to apply for internal review of a decision made in respect of a formal application under section 9 of the Government Information (Public Access) Act 2009 (GIPA Act).

You must lodge this form with Council within 20 working days after notice of the decision was given to you.

If you need help in filling out this form, please contact Council's Information Officer on (02) 4429 3366 or visit our website at www.shoalhaven.nsw.gov.au.

1. Your Details

Surname: Title: (Mr/s) Other names: Postal address: Postcode: Day-time telephone: Mobile: Facsimile: Email: I agree to receive correspondence at the above email address.

2. Decision Details

What decision is to be reviewed: (a list of reviewable decisions (a-m) is provided over the page) Date of decision Council File Reference

3. Application Fee

I attach payment of the \$40 application fee by cash / cheque / money order. (Note: please do not send cash by post)

Applicant's signature:

Date:

Please post this form and application fee to:

General Manager Shoalhaven City Council PO Box 42 Nowra NSW 2541

or

lodge at:

City Administrative Centre Bridge Road Nowra

Southern District Office Deering Street Ulladulla

Privacy Notification -

The information on this form is being collected by Council for purposes associated with the processing of your application. It will be used by Council staff for purposes relating to the application and may be disclosed to persons and/or organisations outside of Council. The supply of this information is voluntary however without it Council may not be able to process your application. Persons identified on this form may at any time apply to Council for access to, or amendment of, the information.

In accordance with Section 80 of the GIPA Act the following decisions are "reviewable decisions":

- a) a decision that an application is not a valid access application,
- b) a decision to transfer an access application to another agency, as an agency-initiated transfer,
- c) a decision to refuse to deal with an access application (including such a decision that is deemed to have been made),
- d) a decision to provide access or to refuse to provide access to information in response to an access application,
- e) a decision that government information is not held by Council,
- f) a decision that information applied for is already available to the applicant,
- g) a decision to refuse to confirm or deny that information is held by Council,
- h) a decision to defer the provision of access to information in response to an access application,
- i) a decision to provide access to information in a particular way in response to an access application (or a decision not to provide access in the way requested by the applicant),
- j) a decision to impose a processing charge or to require an advance deposit,
- k) a decision to refuse a reduction in a processing charge,
- l) a decision to refuse to deal further with an access application because an applicant has failed to pay an advance deposit within the time required for payment,
- m) a decision to include information in a disclosure log despite an objection by the access applicant (or a decision that the access applicant was not entitled to object).