

FINANCIAL HARDSHIP GUIDELINES RELATING TO FREEDOM OF INFORMATION APPLICATION FEES

Objective

To provide assistance to members of the community who can genuinely demonstrate financial hardship in relation to the Freedom of Information application fee.

Council recognises that members of the community may at times have difficulty in paying Freedom of Information application fees and is therefore committed to providing mechanisms to support these individuals.

Who is eligible?

Any member of the community who submits a valid Freedom of Information request is eligible to apply for a waiver or reduction of the application fee.

Section 17(2B) of the Freedom of Information Act 1982 (the Act) provides Council with the ability to waive or reduce the payment of the Freedom of Information application fee on the grounds of hardship and subject to any conditions determined by the Council.

What is Financial Hardship?

Financial hardship is defined by its ordinary meaning of “the deprivation of the necessities and comforts of life.”

An applicant must be able to demonstrate to Council that they are experiencing financial hardship or that payment of the Freedom of Information application fee would cause them to suffer financial hardship.

Council may request the Applicant to provide evidence or information, either financial or otherwise before considering financial hardship assistance. This information may include such documentation as a valid pension card.

How to apply

An applicant seeking a waiver of the application fee due to financial hardship can contact Councils FOI Officer on (03) 5320 5500 to discuss.