



EVENTS, PROGRAMS AND ACTIVITIES COLLECTION NOTICE

The Shire of Collie collects and manages personal information to administer events, programs and activities, including registrations, bookings, attendance, communications and event management.

Who is collecting your information?

Shire of Collie
87 Throssell Street, Collie WA 6225
Phone: (08) 9734 9000
Email: colshire@collie.wa.gov.au

You can contact the Shire to request access to or correction of your personal information.

How are we authorised to collect and manage your information?

The Shire collects and manages personal information in accordance with:

- Privacy and Responsible Information Sharing Act 2024 (WA)
- Local Government Act 1995 (WA)
- State Records Act 2000 (WA)

What information do we collect?

We may collect:

- your name and contact details
- registration and booking information
- emergency contact details, where required
- information relevant to your participation in an event, program or activity
- payment information, where applicable

Where do we collect information from?

We may collect information:

- directly from you
- from registration forms, booking systems and applications
- from parents, guardians or authorised representatives
- from other sources authorised by law

Why do we collect your information?

We collect personal information to:

- manage registrations and bookings
- deliver events, programs and activities
- communicate with participants
- respond to enquiries and emergencies
- meet legal and recordkeeping obligations

How may your information be used or disclosed?

Your information may be shared with:

- Shire employees and contractors involved in delivering the event, program or activity
- service providers engaged to assist with registrations, bookings or event delivery
- emergency services or government agencies where authorised or required by law

Photography and Videography

Photography and video recordings may be taken at Shire events, programs and activities for promotional, community and recordkeeping purposes.

If you do not wish to be photographed or recorded, please advise Shire staff or the event organiser. While the Shire will take reasonable steps to accommodate requests, it may not always be possible to avoid capturing images or recordings at public events or large gatherings.

Storage and retention of information

Information is stored securely and retained in accordance with the State Records Act 2000 (WA), approved recordkeeping requirements and other legal obligations.

What happens if you do not provide the information?

The Shire may be unable to:

- register your participation
- manage your booking or attendance
- contact you about the event, program or activity
- respond to emergencies or special requirements



Your personal information

You may request access to or correction of your personal information using the contact details above.

If you believe the Shire has mishandled your personal information, you can lodge a privacy complaint using the contact details above or by contacting the Shire's Privacy Officer at privacy@collie.wa.gov.au