



NEWSLETTER COLLECTION NOTICE

The Shire of Collie collects and manages personal information to send newsletters, updates and information about Shire services, programs, events and community activities.

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
- email address
- phone number (if provided)
- newsletter preferences and subscription details

Where do we collect information from?

We may collect information:

- directly from you
- through newsletter subscription forms
- through registrations for Shire events, programs or services where you choose to receive updates
- from other sources authorised by law

Why do we collect your information?

We collect personal information to:

- send newsletters and updates
- provide information about Shire services, programs and events



- manage subscriptions and communication preferences
- improve our communications
- meet legal and recordkeeping obligations

How may your information be used or disclosed?

Your information may be shared with:

- Shire employees and contractors who manage communications
- service providers engaged to distribute newsletters and communications
- government agencies where authorised or required by law

Your personal information will not be used for direct marketing unrelated to Shire services, programs or activities without your consent or unless otherwise authorised by law.

Opting Out of Communications

You can unsubscribe from newsletters and other non-essential communications at any time by contacting the Shire. Once you unsubscribe, the Shire will stop sending non-essential communications, although it may still contact you where required or authorised by law.

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?

If you do not provide the requested information, the Shire may be unable to:

- send you newsletters or updates
- notify you about Shire services, programs or events
- manage your subscription preferences

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