

PLANNING SERVICES COLLECTION NOTICE

The Shire of Collie collects and manages personal information to provide planning services. This includes assessing development applications, planning proposals, compliance matters and related enquiries.

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 using these details 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)
- Planning and Development Act 2005 (WA)
- Local Government Act 1995 (WA)
- State Records Act 2000 (WA)

What information do we collect?

We may collect:

- your name and contact details
- property ownership and address details
- information in applications, submissions and correspondence
- plans, reports and supporting documents

Where do we collect information from?

We may collect information:

- directly from you
- from property owners or authorised representatives
- from government agencies and referral authorities
- from public land and property records
- from other sources where authorised by law

Why do we collect your information?

We collect personal information to:

- assess planning and development applications
- manage planning and compliance matters
- consider submissions and objections
- respond to enquiries
- 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 planning services
- government agencies and referral authorities
- elected members involved in decision-making
- members of the public where information forms part of a public consultation or Council process
- government agencies or law enforcement bodies where authorised or required by law

Please note that some planning applications, submissions and supporting documents may be made publicly available as part of the planning process.

Storage and retention of information

Information is stored in the Shire's authorised systems and managed in accordance with the State Records Act 2000 (WA) and other legal requirements. When eligible for disposal, records will be securely destroyed or de-identified.

What happens if you do not provide the information?

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

- assess your application or request
- consider your submission or objection
- contact you about a planning matter
- meet statutory planning requirements

Your personal information

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. Please avoid including unnecessary personal or sensitive information in planning applications, submissions or correspondence.