

Policy



STRATEGIC

INFORMATION PRIVACY

Head of Power

Information Privacy Act 2009

Key Supporting Council Document

Lockyer Valley Regional Council Corporate Plan (2017-2022):

- 5.4 Commit to open and accountable governance to ensure community confidence and trust in council and our democratic values
- 5.7 Compliant with relevant legislation

Definitions

Personal information Information or an opinion, including information or an opinion forming part of a database, whether true or not and whether recorded in a material form or not, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion.

Policy Objective

To outline Council's commitment to the protection of privacy and appropriate management of personal information and to ensure Council is compliant with the Information Privacy Principles contained within the *Information Privacy Act 2009*.

Policy Statement

Lockyer Valley Regional Council uses personal information to deliver its functions and services.

Council is committed to:

1. Only collecting personal information that is directly related to the functions and services provided by Council. Council will advise what the information will be used for, either before or at the point of collection.
2. Making every effort to ensure that the personal information it collects, uses and stores, is relevant, accurate, complete and up to date for the purpose for which it is to be used.
3. Maintaining secure systems for storing personal information, in accordance with existing procedures and associated guidelines, using appropriate technologies, security methods and procedures to protect information from unauthorised access, improper use, alteration, unlawful or accidental destruction and accidental loss.
4. Only using personal information for the primary purpose for which it was collected in the delivery of Council's functions and services. Information will not be disclosed to a third party or used for another purpose, unless the individual has consented, or this disclosure is authorised or required by law.

Related Documents

Right to Information Policy.