



To the Resident / Property Owner

The Privacy and Personal Information Protection Act 1998 (“ the Act ”) came into operation from 1 July 2000. We are writing to you to comply with the Act.

Information contained in any submission made to Council in relation to a planning proposal, a draft local environmental plan, draft development control plan, Council study or report may be personal information for the purposes of the Act.

However, details of any submission may be made available to:

- ◆ officers within the Council for the purpose of assessing your submission;
- ◆ consultants who may be working for Council;
- ◆ the applicant/owner or their appointed representatives;
- ◆ people who apply to view Council’s file relating to the matter in accordance with the Government Information (Public Access) Act 2009.

Further, details of any submission made by you (including your address) will be included in the report prepared by the Council’s Planning Officers in respect of the matter. Council reports relating to planning proposals, draft local environmental plans, draft development control plans, Council studies or reports are public documents.

The supply of the information by you is voluntary. People who make submissions may choose to remain anonymous; however, should there be a need to substantiate matters contained in a submission made by you, anonymous submissions may be given less weight (or no weight) in the consideration of the matter.

If you make a submission in relation to a planning proposal, a draft local environmental plan, draft development control plan, Council study or report, Council will be collecting personal information from you in order to properly consider your submission.

You may make application for access or amendment to information held by Council.

Council is the agency that holds the information for the purposes of the Act.

Enquiries concerning this matter can be addressed to Council’s Privacy Contact Officer.

Debra Just
General Manager