

Authority to Act

Privacy Collection Notice

Your personal information

The City of Swan (the City) collects personal information about individuals for a range of purposes to enable it to carry out its functions. The City's Privacy Policy is available on its website at www.swan.wa.gov.au/privacy.

Further details about the collection of your personal information are provided below.

Authority to Act – Privacy Collection Notice	
Who is collecting your personal information	Your personal information is being collected by the City of Swan. The City's Privacy Policy contains information about how you may contact the City.
Collection of your personal information	The City collects personal information about the property owner and any nominated authorised person, including names, contact details, addresses and dates of birth.
Why your personal information is being collected	The City collects this personal information for the purpose of verifying the identity of the property owner and nominated authorised person, and to authorise the nominated person to communicate with the City and act on the property owner's behalf. Providing this information is voluntary; however, if it is not provided, the City may be unable to recognise or communicate with an authorised representative on the property owner's behalf.
Who will your personal information be disclosed to?	The City may disclose your information where required or authorised by law.
Access to and correction of your personal information	The City's Privacy Policy contains information about how you may access or seek correction of your personal information that is held by the City.
Privacy complaints	The City's Privacy Policy contains information about how you may complain about a breach of the Information Privacy Principles and how the City will deal with complaints.