



OFFICIAL

Burswood Park Board Privacy Collection Notice

Burswood Park Board (BPB) is committed to respecting your privacy and the responsible use of personal information collected for the purpose of performing our agency activities.

This Privacy Collection Notice outlines the types of personal information BPB may collect, how information is collected and used, when it may be shared, and how personal information is managed and protected. Burswood Park Board (BPB) Privacy Collection Notice has been created in accordance with the *Privacy and Responsible Sharing Act 2024*.

How we collect your personal information

BPB may collect personal information, to provide you with a particular service. This may include details such as name, email, address, contact numbers, transactions or payments, event information, technical or usage data eg. website interactions. We may collect personal information from you via email, forms, website visit data, mailing lists, phone and in person.

Use and disclosure

The personal information you provide will be used for the primary purpose for which it was collected. For example:

- to process and administer your enquiry or feedback
- to subscribe you to our mailing list
- to provide services and communicate with you
- where collection is required or authorised under law
- to meet our statutory and operational obligations

If you do not provide the required information, we may not be able to respond, offer certain services or process your request, or it may be delayed.

We may also use or disclose your personal information for a purpose related to that for which it was collected, if you have consented to that use or disclosure, or if you would reasonably expect the personal information would be used for that related purpose. Your personal information will be dealt with in accordance with the applicable legislation.

We may disclose your information to:

- other WA Government agencies
- service providers and contractors supporting our services
- regulators or law enforcement where required

How we store and protect personal information

BPB is committed to taking reasonable steps to ensure the personal information we collect is managed and stored securely, and protected from loss, misuse, unauthorised access or disclosure.

When personal information is no longer required to be retained, we will manage it in accordance with the *Privacy and Responsible Sharing Act 2024* and *State Records Act 2000*.

In the event that the security of your personal information has been compromised in a manner that is likely to cause you a risk of serious harm, we will take reasonable steps to notify you as soon as practical about the data breach.

Access and correction

You can request access to or correction of your personal information by contacting us. We will ask you to verify your identify before we give you access to your information or correct it. You can ask for access via privacy@burswoodpark.wa.gov.au.

Further information

Our full Privacy Policy is available on the Burswood Park Board [website](#).