



Statutory Permit, Licence and Regulatory Applications Collection Notice

Notice

CN-04 | Statutory Permit, Licence and Regulatory Applications

Who we are and how to contact us

The Shire of Augusta Margaret River collects, holds and manages personal information to process your application, correspond with you, maintain statutory records, and fulfil our regulatory obligations.

If you have questions about how your personal information is handled, or wish to request access to or correction of your personal information, please contact:

Privacy Officer

Shire of Augusta Margaret River

41 Wallcliffe Road, Margaret River WA 6285

Phone: (08) 9780 5255

Email: privacy@amrshire.wa.gov.au

Why we are collecting your information

We collect this information for the following purposes:

- processing, managing and determining applications for development, subdivision, structure plans, scheme amendments and local development plans
- processing, managing and determining building permits, demolition permits, and building approval certificates, occupancy permits and swimming pool barrier matters
- process public health-related applications and permits
- communicating with you about your application or enquiry

If you are submitting as an agent on behalf of another person, please ensure you have the authority to provide their personal information.

Where your information will be stored

Your information is held in the Shire's enterprise resource planning and records management systems.

How your information may be disclosed

Your personal information may be used and disclosed for the purposes outlined above.

The Shire may disclose personal information to:

- authorised Shire officers in relevant service areas
- State Government agencies, statutory authorities and government-owned corporations where consultation or referral is required
- service providers and utilities, where relevant to an application
- members of the public, where planning applications are required to be advertised for public comment.
- council and the public, where application information is included in Council agendas and related documents, which may be made publicly available.

Information may also be disclosed where authorised or required by law.

How we're authorised to collect your information

We collect, use and disclose your personal information in accordance with applicable laws, including:

- Planning and Development Act 2005 (WA)
- Building Act 2011 (WA)
- Building Regulations 2012 (WA)
- Food Act 2008 (WA)
- WA Public Health Act 2016
- Local Government Act 1995 (WA)

Consequences of not providing information

If you choose not to provide the required information, the Shire may be unable to:

- respond to your enquiry
- process your application
- issue the requested permit or approval