

Fish Passage Project – Privacy Statement

What this statement covers

Greater Wellington Regional Council (Greater Wellington) has created this privacy statement to explain how we deal with any personal information collected from you during the Fish Passage Project. Personal information is information about an identifiable individual – you.

Our collection, use and disclosure of your personal information addresses the requirements of the Privacy Act 2020. This Act is administered by the Ministry of Justice and its application is overseen by the [Office of the Privacy Commissioner](#).

What personal information do we collect and for what purpose/s?

Greater Wellington already has your name and physical address from the Rating Information Database. We will collect your email address and phone number directly from you. Provision of this information is voluntary.

The purposes for collecting this information are to:

- Contact you about participating in the Fish Passage Assessment Project
- Contact you about monitoring projects related to the effectiveness of fish passages
- Contact you about any work identified in the resulting remediation work programme, which may include support for landowners to remediate barriers.
- Contact you about workshops related to fish passage remediation

If you decide not to provide the requested information, we will not be able complete our picture of fish passage barriers.

Using your information

We will only use the personal information provided to us:

- For the purpose/s we collect that information (see above)
- For other reasons permitted by the Privacy Act 2020 (e.g. with your consent, for a directly-related purpose, or where the law permits or requires this use).

Data storage, security and accuracy

Greater Wellington has implemented measures to ensure your personal information is kept safe and secure; is protected against loss, damage, misuse and unauthorised access; is kept accurate, current, complete, and relevant; and is not misleading.

These measures include:

- Digital information is held in a secure folder in Greater Wellington's document management system
- Access to this secure folder is limited to members of the Fish Passage Project Team.

Sharing your information

Whilst non-identifying information on fish barriers collected using the NZFPAT app is made publicly available through the NIWA website <https://fishpassage.niwa.co.nz>, your personal information will NOT be shared with third parties.

How long do we hold your personal information?

We will retain the personal information that we collect for 10 years, or as required by law.

Accessing and correcting your personal information

You can:

- Ask us to confirm whether we hold personal information about you
- Request access to that information by emailing us at privacy@gw.govt.nz
- If applicable, ask us to correct that information.

Once we have verified your identity, we will provide you with confirmation and access, unless we believe we should withhold the information under the Privacy Act 2020. We will deal with your request within 20 working days; and, if we decide to withhold, we will provide the reasons and supporting grounds.

Correction

If we:

- Agree that your personal information needs to be corrected, we will do so and provide you with an amended record (if requested)
- Refuse a request for correction, you are entitled to request that a statement is attached to the relevant personal information recording that the correction was sought but not made. This request can include non-active/historical records.

Your rights to access and correct any personal information we hold are subject to the Privacy Act 2020.

Contact us

For further information about this privacy statement and our related information practices, or to access or correct your personal information, please contact our Principal Privacy Officer at privacy@gw.govt.nz.

Complaints

If you consider we have breached your privacy, or there is a privacy matter that we cannot resolve, you can make a complaint to the Privacy Commissioner at:

Phone 0800 803 909 (Monday to Friday 10am to 3pm)

Email enquiries@privacy.org.nz

Post Office of the Privacy Commissioner, PO Box 10094, Wellington 6143.