

POLICY:	PRIVACY STATEMENT
DATE ADOPTED:	Director Cultural & Community Services Report #1 Policy 6 July 2016 Council 20 July 2016 Minute Book No. 12315
LAST REVIEW:	July 2021 - Adopted Council 19 August 2021
FILE REFERENCE:	21.00054
OBJECTIVE:	To outline the use, storage and protection of personal information provided by members of the public to Bathurst Library

Application for Bathurst Library membership requires members of the public to provide 'personal information' as defined in the [Privacy and Personal Information Protection Act 1998](#). Personal information is being collected by Bathurst Regional Council for the purpose of processing applications for library membership and providing community members with library services. The supply of this information is voluntary. Non supply of the information requested will limit access to library services otherwise available to library members.

The information may be disclosed to third parties contracted by Council to provide services to the library, but only for the purpose of that third party providing those services, and only as permitted by NSW privacy laws. Information will not otherwise be provided to a third party unless for law enforcement purposes, or if otherwise required by law.

Membership information is stored on a secure electronic database. Library members have the right to request access to their personal information held by Bathurst Regional Council and may request amendment of their personal information to ensure that it is accurate, relevant, up-to-date and not misleading. Any inquiries regarding access or amendment to personal information should be directed to Library staff.