

Greater Wellington Summer Events Survey 2023 Privacy Statement

What this statement covers

Greater Wellington Regional Council (Greater Wellington) has created this privacy statement to explain how we deal with your personal information collected through the Greater Wellington Summer Events Survey. 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 overseen by the [New Zealand Privacy Commissioner](#).

What personal information do we collect, and how will we use it?

The information is collected voluntarily and directly from Participants through your completion of the Greater Wellington Summer Events Survey (the Survey).

The personal information collected includes your survey responses on the 2023 Summer Events Programme, and demographic information (location, gender, age group and ethnicity).

We use this information to:

- Identify improvements for the 2024 Summer Events programme
- Find out (using compiled and anonymised analysis) what audiences are attending Greater Wellington events, and where they travel from.

Using your information

We will only use the personal information provided to us:

- For the purposes we collect that information
- 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; protected against loss, damage, misuse and unauthorised access; and kept accurate, current, complete, relevant, and is not misleading.

These measures include:

- The survey form response will be stored initially in Greater Wellington's Forms account

- The Form's content will then be transferred to a secure folder in our corporate document management system, and the original Form will be deleted
- Access to this secure folder is limited to our Events Team, the Marketing & Communications Manager and system administrators.

Sharing your information

The collected information will not be shared with third parties.

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.

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, please contact us on events@gw.govt.nz

If you wish 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, first make a complaint to our Principal Privacy Officer at privacy@gw.govt.nz.

If you are not satisfied with our response, you can then complain 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.