



Privacy and Responsible Information Sharing at the Shire of Kojonup

The Shire of Kojonup is committed to protecting your privacy and handling personal information responsibly, transparently and securely. From 1 July 2026, Western Australian local governments, including the Shire of Kojonup, will be required to comply with the Privacy and Responsible Information Sharing Act 2024 (WA), commonly known as the PRIS Act.

The PRIS Act introduces clear privacy obligations for public entities and sets standards for how personal information is collected, used, stored, disclosed and shared. It also supports responsible information sharing where it is lawful, necessary and in the public interest.

What personal information means

Personal information is information or an opinion that identifies, or could reasonably identify, an individual. This may include names, addresses, phone numbers, email addresses, property details, application information, payment records, images, correspondence, complaints, permits, registrations and other information provided to the Shire when we deliver services to the community.

How the Shire will handle your information

The Shire will only collect personal information where it is needed for a lawful and appropriate purpose, such as assessing applications, responding to enquiries, managing rates and property records, delivering community services, administering facilities, supporting regulatory functions, or meeting legal obligations.

- We will explain why information is being collected where it is reasonable and practical to do so.
- We will use personal information for the purpose for which it was collected, or for a related purpose that is authorised by law.
- We will take reasonable steps to keep personal information accurate, secure and protected from misuse, loss, unauthorised access, modification or disclosure.
- We will only share personal information where permitted or required by law, or where it is necessary to deliver Shire services and functions.
- We will retain and dispose of records in accordance with applicable records management requirements.

Shire of Kojonup

93-95 Albany Highway, Kojonup WA 6395

Postal address: PO Box 163, Kojonup WA 6395

Telephone: (08) 9831 2400 | Email: council@kojonup.wa.gov.au



Responsible information sharing

The PRIS Act recognises that information sharing can help government agencies deliver better services, improve planning, respond to community needs and support public safety. The Shire will approach any information sharing carefully and will consider privacy, risk, necessity, transparency and legal authority before information is shared. Where information sharing involves Aboriginal people or communities, the Shire will be mindful of the PRIS Act's expectations around respectful engagement and appropriate involvement in decisions that affect Aboriginal people and communities.

Your privacy rights

You may contact the Shire if you have questions about how your personal information is handled, wish to access or correct your personal information, or want to raise a privacy concern. The Shire will consider privacy enquiries and concerns in a timely, respectful and practical way.

Data breaches

The Shire is strengthening its privacy and information management practices to align with the PRIS Act. From 1 January 2027, serious data breaches will need to be reported to the Information Commissioner and to affected individuals where required by the Act. The Shire will continue to improve its systems, staff awareness and procedures to reduce privacy risks and respond appropriately if an incident occurs.

Our commitment

The Shire of Kojonup values the trust of our community. We will continue to review our policies, forms, systems and practices to make sure personal information is handled lawfully, fairly and securely. Protecting privacy is part of delivering responsible, accountable and community-focused local government services.

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