

Privacy statement – Movin’March website

What this policy covers

This privacy statement explains how Greater Wellington Regional Council (Greater Wellington) manages your personal information that we collect on the [Movin’March website](#). Personal information is information about an identifiable individual – you.

Our collection, use and disclosure of your personal information meets 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 does Greater Wellington collect, and for what purposes?

The personal information we collect directly from you is:

Surveys

Survey	Source of information	Personal information	Purpose/s
Registration	Participating School	Name Email address	To communicate with school about Movin’March.
Feedback	Parents	Participating school Year level of children Email address	Evaluation of the overall Movin’March programme including competitions, resources and spot prizes. Participant can enter the prize draw for the survey incentive.
Feedback	Teachers / school staff	Participating school Email address	School can enter the prize draw for the survey incentive.
Feedback	Students	Participating School Name Year group Teacher name	Participant can enter the prize draw for the survey incentive. Teacher name enables correspondence to happen through them.

Using your information

We will only use the personal information provided to us:

- For the purpose/s you provide that information
- For other reason/s 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 may download the personal information you provide through the Movin’March website or the Feedback survey and store it safely and securely on its system. We have measures in place to:

- Protect against loss, damage, misuse and unauthorised access

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- Ensure your information is kept accurate, current, complete, relevant, and is not misleading.

Sharing your information

In some instances, your Feedback survey comments are intended for another agency (e.g. a local road controlling authority). As Greater Wellington is not responsible for roads, we will refer any comments intended for them, in an anonymised form, to the relevant authority.

What if you don’t provide us with the information requested?

You are not obliged to provide us with the requested personal information. If you don’t, you will not be able to:

- Inform Greater Wellington about the experiences of you or your child, so these can be considered in our research
- Enter the various Movin’March competitions and be eligible to win and receive the prizes
- Provide feedback through our survey forms and be eligible to win incentive prizes.

How long do we hold your personal information?

We retain the personal information, including your comments, that we collect from the registration survey and feedback surveys until 31 May 2024. Personal information will be deleted by May 2024 but de-personalised comments may be kept for up to three years to help inform and develop the programme.

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 any information, 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.

Who you can contact for further information

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If you have any queries about this privacy statement, or about your personal information that we manage, 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.