

# Privacy Collection Statement

This Privacy Collection Statement relates to all submissions collected in relation to the Cape Otway Road Development Advisory Committee. Planning Panels Victoria (PPV) is providing administrative services to the Advisory Committee.

PPV is part of the Department of Environment, Land, Water and Planning and submissions will be managed in accordance with the Department's Information Privacy Policy. The Department's Information Privacy Policy is online at [www.delwp.vic.gov.au/privacy](http://www.delwp.vic.gov.au/privacy).

## Use of your submission

Your submission has been collected by the Advisory Committee for the purpose of helping to develop its advice to the Minister for Planning in accordance with the Terms of Reference.

Natural justice to participants and transparency are important parts of the Advisory Committee process. In meeting its legislative requirements and complying with the Terms of Reference, the Advisory Committee may do the following with your submission:

- Provide a copy of your submission to the Proponent, Department of Environment, Land, Water and Planning, Local Councils, Government Agencies and other parties (submitters) to the Hearing
- Provide a copy of your personal contact details to the Department of Environment, Land, Water and Planning if needed for notification of Ministerial decisions.
- Display a copy of your submission in the Planning Panels Victoria Office
- Display a copy of your submission at the relevant Local Council Office, or Government Office as appropriate
- If a Public Hearing is to be held, display a copy of your submission in the Hearing room.

## Publication of your personal information on the Internet

An Advisory Committee Report will be published on the internet and may include:

- The name of the submitter
- Direct quotes from some of the submission
- The submitter's name and address as required.

**Please note that even when your personal information is removed from the internet, it may remain on external servers indefinitely.**

## After the Advisory Committee has reported

After the Advisory Committee has reported to the Minister for Planning your submission will be removed from all public display within a period of up to six to eight weeks.

Your original submission and any additional material provided will be held at Planning Panels Victoria for two years and then sent to the Public Records Office of Victoria. All additional copies of the submission and other material held by Planning Panels Victoria will be securely destroyed.

**If you have any concerns in respect to the way your personal information or submission will be used please contact Planning Panels Victoria on (03) 8392 5114.**