

# The Wellington Regional Land Transport Plan 2021: Mid-term Review Consultation Information Statement

## What this statement covers

Greater Wellington has created this information statement to explain how we deal with your personal information collected for the 2021 Regional Land Transport Mid-term Review Consultation.

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

During the consultation process, we ask for:

- Your name (mandatory)
- Demographic data – ethnicity, gender and age group
- Your location (the area of the region you live in)
- Your email address or phone number (optional but needed if you wish to make an oral presentation in support of your submission)
- Your responses to the survey questions (mandatory).

If you choose not to provide the mandatory information your submission will not be considered.

If you do not provide your name and email address or phone number, then we cannot contact you about your responses or any queries you raise in these responses.

## How to submit

Below are the options of how you can submit your feedback:

### Through the Have-Your-Say website:

You can make an electronic submission online at [haveyoursay.gw.govt.nz/rlltp](https://haveyoursay.gw.govt.nz/rlltp).

We will collect information directly from you through the electronic response form you complete on Greater Wellington's Have-your-say website (which has a separate privacy statement: <https://haveyoursay.gw.govt.nz/privacy-statement>)

### By email

To Emma Hope at [gwr@gw.govt.nz](mailto:gwr@gw.govt.nz)

### By Phone

You can submit over the phone by calling Greater Wellington on 8:30am to 4:30pm by calling **0800 496 734**.

### **By physical submission**

You can submit a physical survey which you can post or deliver to us at the address below\*

Greater Wellington Regional Transport Team  
100 Cuba Street  
Te Aro  
Wellington 6011.

\*Please note if you mail in a submission, it must be postmarked by 21 June 2024 to be included.

## **Purposes of collection and use**

Greater Wellington will use the personal information that we collect to

- Identify your written submission and supporting oral presentation (if you make one)
- Assess the representativeness of written submissions by location so we can decide whether further consultation is needed
- Prepare a public report to Council that includes a thematic analysis of written submissions and supporting oral presentations, and possibly a demographic summary
- Document your oral presentation (if you make one)
- Contact you to:
  - Clarify any aspect of your written submission or oral presentation
  - Arrange an oral presentation in support of your written submission, if you request this
  - Send you details of the online workshop you have signed up for.

## **Public availability of written submissions**

Greater Wellington treats all submissions and oral presentations received through its public consultation processes as public information. As such, we:

- May be required to release all or part of your submission, and our documentation of your supporting oral presentation, if a request is made under the Local Government Official Information and Meetings Act 1987.
- Will consider removing your contact details (email and/or phone number) from any publicly available copy of your submission (e.g. at the hearing) if you request this removal in your submission.
- May choose to publish submissions and documented oral presentations in full or as a summary, including on the Greater Wellington website. The contact details of persons submitting or presenting in their personal capacity will be excluded from website publication.

## **Using you information**

We will only use the personal information you provided to us for:

- The purposes we collect that information (see above)
- 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).

Greater Wellington has contracted the following agencies to assist with this consultation:

- Bang the Table to manage the Have Your Say platform
- Global Research to prepare a thematic analysis of written submissions.

Neither agency can use or share your personal information for its own purposes.

## **Sharing your information**

See public availability of submissions above.