

ANARE CLUB Inc.
National Council 2022-2023 Meeting 19 August 2023
PRIVACY and the ANARE Club –

Report and Recommendations to the National Council for the Adoption of a Club Privacy Policy

1. Background

The Privacy and Protection of Personal Information gathered by organisations in Australia has been the Centre of debate during the past 18 months and has caused State and Federal Governments to introduce privacy laws and / or to update existing regulations.

In Victoria the updated the Privacy and Data Protection Act 2014, passed in August 2022, now sets out a series of **Information Privacy Principle (IPPs)**, essentially ten common-sense statements which any state organisation, including the Club as a Not-for-Profit Organisation, should now adopt its own **Privacy Policy Statement and a (short Version) public statement**, about the way the Club handles and protects member's personal information. References to both policy statements should ultimately appear as a reference in our Rules of Association and on our website as a formal Privacy Policy with the (Short Version) Public statement.

2. Our Current Policy on handling Members Personal Information.

Our current Policy about the way we handle the recording and dissemination of a member's personal information has been based in accordance with the Guidelines, is set out in the **attachment B - Appendix G Access to Personal Information** of our Constitution / Rules.

The previous interpretation of Rule 58 (3a) related directly to the management, or the purposes of the association has been used to allow the Council for many years to send to our State/Territory Branches an updated list of financial member's personal information (i.e., categories such as Name, postal address / email address / except 'Do Not email' category) for members contact for the purposes of the Club.

However, the continuation of the dissemination of these lists, (particularly for the recent 2023 MWD), needs to be tightened in the light of the contents of the introduction a formal Privacy Policy. It is realised that these State lists have been built up over the years from old lists of attendees and they should now be confidentially destroyed and the supplied updated lists should be used having regard to the IPPs, which will be the essential component of the Privacy Statement / Protocols adopted by the Council.

3. The introduction of a Club Privacy Policy and review of Administrative Procedures.

With the introduction of the Club's Privacy Policy, the National Council will need to discuss the sharing of personal information with the Branches to enable updated lists to be sent to a designated Branch / Territory Officer (i.e., President or a Branch Privacy Officer), who would handle the State/Territory lists in accordance with the **IPPS protocols**. As the Council work through the implementation of these Privacy principles certain administrative changes may need to be made.

4. Suggested Recommendations to Council & Action Taken to be a Matter of report to the 2023 AGM.

4.1 That Council adopt the proposed Club Privacy Policy & Shortened version) as set out in APPENDIX A and B

4.2 That Council establish a Privacy Working Committee to examine the day-to-day management of members Personal Information to ensure that the Club's administrative practices conform with the stated policy.

4.3 That the Council monitor and implement any changes to the Information Privacy Principles issued from time to time by Federal and State Privacy authorities.

4.4 That Council review the implementation of these Privacy Statements and the findings and recommendations of its Privacy Working Committee by 30 June 2024.

David Dodd
Vice President
27 July 2023

