

Version Control and Objective ID	Version No: 2	Objective ID: A5997651
Approved by Council on	25 February 2020	
Date of Review	25 February 2024	

1. Statement

In managing Council’s Free Wi-Fi, Council will:

- a. Endeavour to provide free broadband wireless internet (Wi-Fi) 24 hours, 7 days a week at certain sites to users with Wi-Fi enabled devices who have accepted the Free Wi-Fi Terms and Conditions.
- b. Collect and use certain Anonymised Data generated from Signed In Users utilising Detected Devices on the network.
- c. Manage Data in such a way that users of the network have their privacy protected. The data management will align to Council’s Privacy Statement and Personal Information Digest.
- d. Store the data collected in a secure system with appropriate controls regarding access and use.
- e. Manage key activities relating to the provision of Free Wi-Fi, including but not limited to, speed and reliability of service, download limits, connection times, and content filtering and monitoring as specified in the currently published Free Wi-Fi MyIpswich.com Terms and Conditions.

2. Purpose and Principles

Ipswich City Council recognises providing access to free internet via Wi-Fi (‘Free Wi-Fi’) to the public at certain sites attracts and engages the public of Ipswich City and South East Queensland, and contributes to the increased profile and reputation of the City of Ipswich.

This policy will assist in managing the provision of Free Wi-Fi at approved Council sites and the controls for anonymised data collection and utilisation.

The ICT Steering Committee and ICT Strategy Governance Board will provide operational governance and oversight of the provision of Free Wi-Fi.

3. Strategic Plan Links

This policy aligns with the following iFuture 2021-2026 Corporate Plan themes:

- Vibrant and Growing
- Safe, Inclusive and Creative
- Natural and Sustainable

- A Trusted and Leading Organisation

4. Regulatory Authority

- Privacy Act 1988 (Commonwealth)
- Right to Information Act 2009 (Queensland)
- Local Government Act 2009 (Queensland)
- Information Privacy Act 2009 (Queensland)

5. Scope

The core matters addressed by this policy include the provision and management of approved Council free public Wi-Fi networks, and the collection and utilisation of anonymised data collected through the Free Wi-Fi.

6. Roles and Responsibilities

- The Chief Executive Officer approves and issues this Policy to all staff.
- All staff are responsible for ensuring their own compliance with this Policy.
- The Manager ICT Branch manages the implementation and operation of this Administrative Directive.

7. Key Stakeholders

The following will be consulted during the review process:

- Economic & Community Development Branch

8. Monitoring and Evaluation

Measures that will determine the success and effectiveness of the policy include:

- *Increased location and presence data analytics collected to inform better management of Council precincts.*

9. Definitions

Anonymised (data) refers to data that cannot be used to identify an individual whether from that data itself, or from that data or other information to which Council has or is likely to have access.

Data is information available in a form suitable for storage in, or processing by computer software. Data typically comprises numbers and text but can also comprise items such as images, sounds and symbols. A dataset is a collection of related data records.

Detected Devices are Wi-Fi enabled devices that emit a beacon from which Anonymised Data can be collected while in the network area.

Signed In User is a user who has accepted the Free Wi-Fi MyIpswich.com Terms and Conditions.

Wireless Internet is internet available to Wi-Fi Enabled Devices through Wi-Fi wireless technology.

Wi-Fi Enabled Device describes any device that has built-in support for Wi-Fi.

10. Policy Owner

The General Manager Corporate Services is the policy owner and the Manager ICT Branch is responsible for authoring and reviewing this policy.