

## Library Public Internet Use Policy

Policy Type	Administrative Policy	Version:	2.0
Responsible Officer	Manager Customer & Community Services	Date Approved:	25/05/2022
Review Officer:	Coordinator Libraries	Review Due:	30/04/2026
Author:	Coordinator Libraries	Commencement:	25/05/2022

### 1. PURPOSE

To set out the terms and conditions relevant to the provision of library public access internet and related communication and computer facilities ("the Service"), to ensure effective delivery of library services and access to technology and information for the community.

### 2.

This policy applies to all Council operated library facilities.

### 3. POLICY STATEMENT

The provision of internet and computer access enables Council to provide resources beyond the physical library collection and supports Council's strategic intent of developing a skilled workforce and an engaged community.

Council is committed to ensuring the safety and integrity of Council's information technology network and provision of fair and equitable access to the Service as an information resource for all library customers. All users agree to be bound by this Policy at any time they are utilising the Service.

By using the Service, library customers release and discharge Council from any liability that may arise from its use, including liability in relation to personal equipment malfunction, exposure to defamatory or offensive material or any breach of copyright or licensing agreement that may occur as a result of such use.

Users should be aware that accessing illegal content from the Internet could lead to prosecution. All Council computer systems may be logged and may be monitored for operational, maintenance, compliance, security and/or investigative purposes. Information is collected and handled in accordance with Council's obligations under relevant information privacy legislation.<sup>1</sup>

Council does not provide any warranties that the Service is delay free, uninterrupted, secure, fault-free, continuous, or free from malicious malware such as computer viruses. Council may withdraw all or part of the Service at any time and shall not be held responsible for data loss, systems failures or down-time caused by technical or other issues.

Council may terminate, limit or throttle access to the Service for any user whose usage is found to be excessive or proving detrimental to the overall performance of the Service for other library customers; the intent being to ensure that all users of the Service have fair and equitable access.

<sup>1</sup> See generally *Information Privacy Act 2009* (Qld).

**Human Rights Compatibility Statement**

This policy has been drafted in alignment with obligations under s 58 of the *Human Rights Act 2019* (Qld).

Council may not filter, or control content accessed through public internet connections and does not supervise children's use of the Internet and, as such, use is the parent/guardian's responsibility. Users of the Service are responsible for assessing the accuracy, legality, quality, validity, currency, security, and relevancy of any data accessed through the Internet and are advised to exercise due care in disclosing personal information over the Internet when using the Service.

Users of the Service are required to be mindful of the needs and sensitivities of other library customers. Council reserves the right to terminate access to the Service by any user found accessing material that is deemed offensive or objectionable to other library customers or library staff. Unacceptable material includes, but is not limited to pornography, expressions of racial hatred, hate sites, violence, and offensive language.

Users must not infringe upon the security of people or property. Infringement of security includes but is not limited to:

- actions or behaviours that harm, create risk of harm, or threaten harm to any individual, including intimidation and harassment.
- theft, destruction of, damage to, or interference with equipment, software, or data belonging to Council.
- unauthorised copying of copyright-protected material or infringement of license agreements and other contracts.
- the violation or attempted violation of any computer network security system.
- the violation of privacy, including unauthorised monitoring of electronic communications.

#### **4. REPORTING**

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No additional reporting is required

#### **5. DEFINITIONS**

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**Council** – means the Mareeba Shire Council.

**"the Service"** –means the provision of access to the Internet and all related or ancillary infrastructure and systems.

#### **6. RELATED DOCUMENTS AND REFERENCES**

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Nil

#### **7. REVIEW**

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It is the responsibility of the Manager Customer & Community Services to monitor the adequacy of this policy and implement and approve appropriate changes. This policy will be formally reviewed every four (4) years or as required by Council.