

## How we will use your information

### *Fire Safety Regulation, Prevention & Protection*

This privacy information note explains the information the London Fire Brigade ("we") are collecting about you, why we have collected it and how it will be used. This privacy note should be read along with our "General privacy notice" which explains more about who we are, our role in data protection and what rights you have.

**Process owner:** FSR Management Group

This notice relates to the following categories of data subject: Employees, Customers, Members of the Public

### Why we are collecting your information

We collect your information in order to for the following reasons:

- You have contacted us regarding an alleged fire risk
- To protect you and other people at risk of fires
- To visit your premises to investigate a fire risk concern
- To enforce Fire Safety laws including issuing restriction, prohibition and enforcement notices
- To gather evidence for a potential prosecution

### What happens if I do not want my information processed?

If you don't want your information collected we still have a duty to investigate alleged fire risks. We may by law be required to process your information.

### What information is being collected:

The information we are processing falls into the following categories of personal data:

#### Categories of personal data:

- Personal details
- Work details
- Narrative data

#### Special categories of personal data:

- Criminal data

### Legal basis for the processing

Before we process your data we need a legal basis for doing so. In this case, the basis for processing your personal data is that we have a legal duty as an enforcement authority to investigate fire risks

This is covered under the Data Protection laws below

General Data Protection Regulation (EU) 2016/679 [reference to Article 6.1.(e)]

- It is necessary for the performance of a task carried out in the public interest or in the exercise of our official authority
  - This is under the *The Regulatory Reform (Fire Safety) Order 2005*

And the processing of your special categories of data in the public interest is covered under the Data Protection laws below:

General Data Protection Regulation (EU) 2016/679 [reference to Article 9.2 (g) and Article 10]

- Processing is necessary for reasons of substantial public interest which is proportionate to the aim pursued and which contains appropriate safeguards.
- 10 - Processing of personal data relating to criminal convictions and offences based on Article 6(1) shall be carried out only under the control of official authority providing for appropriate safeguards for the rights and freedoms of data subjects.
  - With reference to Data Protection Act 2018: Ch 2, part 2, 10 and sch 1, part 2, (6)
    - *The Regulatory Reform (Fire Safety) Order 2005*

### **How we collect the information about you**

We collect your information directly from you, from other sources including witness statements, and from LFB fire investigation reports.

### **Who we share your data with**

We share your information internally and will only disclose your information to other authorised bodies who intend to use it for the purposes stated above, or in the event that it is needed for criminal or legal investigations.

### **How long we hold your information for**

We will hold your information for as long as is necessary, and permanently as part of the LFB's historical archive

### **Automated decision making**

The information we have collected will not be used to make any automated decisions about you