



Privacy Notice (How we use your information)

After Fire – Prevention Review

The project seeks to make the residents of West Yorkshire safer by increasing its ability to achieve organisational learning in relation to incidents which have resulted in a domestic property fire leading to either: (a) an occupant requiring hospital treatment or (b) the fire itself being sufficiently serious, that it spread beyond the room of origin.

To achieve this learning and identify all relevant issues, in addition to reviewing the incidents themselves, we are requesting to interview the occupant and, where consent is obtained, asking them a series of questions designed to highlight areas where we can improve our understanding of:

- How the incident occurred
- How it could have been prevented.

In addition, it will also allow us to review the effectiveness of our fire prevention delivery and safety education communications.

The categories of information that we collect, process, hold and share include:

Personal information (such as name, date of birth, email address and residential address, health & mobility issues, medication, alcohol consumption and drug misuse)

Special Category Data Characteristics (such as, ethnicity, cognitive impairment, and disability)

Why we collect and hold this information

We use this personal data in order to:

- Provide you with the support you need to enhance your personal safety and well-being.
- Enable us to increase the effectiveness of specific functions, for which we are responsible.
- Assess and evaluate the quality of our services.
- Evaluate and improve our performance and service delivery across all sections of our communities.
- Derive statistics which inform decisions about future delivery of services.

The lawful basis on which we use this information

We collect and process information about you under:

Article 6 (1) GDPR Processing shall be lawful only if, and to the extent, that at least one of the following applies:

- (a) The data subject has given consent to the processing of his or her personal data for one or more specific purposes.
- (c) Processing is necessary for compliance with a legal obligation to which the controller is subject.

Article 9 GDPR

SCHEDULE 1 Special Categories of Personal Data and Criminal Convictions etc Data,
PART 2 Substantial Public Interest Conditions:

Preventing or detecting unlawful acts:

10 (1) This condition is met if the processing—

- (a) is necessary for the purposes of the prevention or detection of an unlawful act,
- (b) must be carried out without the consent of the data subject so as not to prejudice those purposes, and
- (c) is necessary for reasons of substantial public interest.

Safeguarding of children and of individuals at risk

18 (1) This condition is met if—

- (a) the processing is necessary for the purposes of—
 - (i) protecting an individual from neglect or physical, mental, or emotional harm, or
 - (ii) protecting the physical, mental, or emotional well-being of an individual,
- (b) the individual is—
 - (i) aged under 18, or
 - (ii) aged 18 or over and at risk,
- (c) the processing is carried out without the consent of the data subject for one of the reasons listed in sub-paragraph (2), and
- (d) the processing is necessary for reasons of substantial public interest.

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18 (2) The reasons mentioned in sub-paragraph (1)(c) are—

(a) in the circumstances, consent to the processing cannot be given by the data subject.

(b) in the circumstances, the controller cannot reasonably be expected to obtain the consent of the data subject to the processing.

(c) the processing must be carried out without the consent of the data subject because obtaining the consent of the data subject would prejudice the provision of the protection mentioned in sub-paragraph (1)(a).

18 (3) For the purposes of this paragraph, an individual aged 18 or over is “at risk” if the controller has reasonable cause to suspect that the individual—

(a) has needs for care and support,

(b) is experiencing, or at risk of, neglect or physical, mental or emotional harm, and

(c) as a result of those needs is unable to protect himself or herself against the neglect or harm or the risk of it.

18 (4) In sub-paragraph (1)(a), the reference to the protection of an individual or of the well-being of an individual includes both protection relating to a particular individual and protection relating to a type of individual.

Storing this information

We will hold the information about you securely, and for no longer than reasonably necessary. We will hold it for 5 years in order to provide sufficient data to: 1) enable effective analysis; 2) to comply with statutory requirements in the event of a fatality or serious injury; 3) In case of legal claims /complaints.

Who we share this information with

We routinely share this information internally with:

- Fire Investigation Department
- Fire Prevention Department
- Fire Protection Department
- Operational Fire Fighters tasked with undertaking fire prevention activities relating to your future safety

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- After Fire – Prevention Review Panel
- WYFRS Communications department (anonymised data only)

Dependent on the identified risks, issues and concerns raised, as a result of your incident, we may have a duty to share this information with:

- Your Local Authority (e.g., Bradford, Calderdale, Kirklees, Leeds, or Wakefield Council) including their Adult Social Services, Housing or Private Sector Housing departments
- Your Housing Association (if applicable)
- West Yorkshire Police or other police force where we have a statutory duty to do so
- West Yorkshire Coroner's Office

Why we share this information

We share information with our partner organisations (listed below) on a statutory basis, under Article 6 and Article 9 of Data Protection Act 2018. This is to reduce vulnerability to fire within the home and signpost where relevant for support and additional services.

We do not share personal information about you with anyone else without consent unless the law and our policies allow us to do so.

- Your Local Authority (e.g., Bradford, Calderdale, Kirklees, Leeds, or Wakefield Council) including their Adult Social Services, Housing or Private Sector Housing departments
- Your Housing Association (if applicable)
- West Yorkshire Police or other police force
- West Yorkshire Coroner's Office

Your rights

You have the right to request:

- information about how your personal data is processed
- a copy of that personal data
- that anything inaccurate in your personal data is corrected immediately

You can also:

- raise an objection about how your personal data is processed
- request that your personal data is erased if there is no longer a justification for it
- ask that the processing of your personal data is restricted in certain circumstances

If you have any of these requests, please contact our Information Governance Team on 01274 682311 or email us directly on information.Information@westyorksfire.gov.uk

Further information

If you would like further information about how we manage your data, please visit [Your information \(privacy notice\) | West Yorkshire Fire and Rescue Service \(westyorksfire.gov.uk\)](#)

If you would like further information about this privacy notice, please contact the Prevention Assurance & Improvement Team Performance Coordinator

Ian Dellow
Oakroyd Hall,
Bradford Road Birkenshaw,
West Yorkshire,
BD11 2DY
(T) 01274 682311
ian.dellow@westyorksfire.gov.uk

If you have any worries or questions about how your personal data is handled, please contact the Data Protection Officer: -

Martin McCarthy
Oakroyd Hall,
Bradford Road Birkenshaw,
West Yorkshire,
BD11 2DY
(T) 01274 682311
martin.mccarthy@westyorksfire.gov.uk

You can also complain to the ICO if you are unhappy with how we have used your data. You can contact the ICO via the contact us page <https://ico.org.uk/global/contact-us/> on their website, or by ringing 0303 123 1113.