

Lancashire Fire and Rescue Service

Privacy Notice – FIRES (Fire Intervention Response & Education Scheme)

FIRES is aimed at children and young people who fire set, fire play or have a fascination with fire. Our trained Community Safety Advisors work with children and young people and their parents/carers/legal guardians to increase awareness of the dangers and consequences of fire and establish a cause behind the actions. FIRES is a voluntary scheme and we require parental/legal guardian consent for the child/young person to participate in the programme. The cooperation of the family is crucial to the success of the programme.

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

- personal information of the child/young person (such as name, address, date of birth)
- personal information of family members, carers or legal guardians (such as name, address, age of siblings)
- special categories of personal information in the form of characteristics (such as gender, ethnicity, disability)
- information relating to the instances of fire setting (such as referral information, assessment information, details of history of setting fires, dates and details of the interventions that we have carried out.)
- information relating to the child Special Education Needs and Disabilities (SEND) and/or an Education, Health and Care (EHC) plan and other relevant behavioural information
- Any other relevant information relating to the personal circumstances of the individual
- Care provision (i.e. under local authority care etc)
- ACES/trauma history which might impact delivery
- History of anti-social behaviour which may or may not be related to firesetting
- Criminal Conviction information

Why do you need to process my information?

Lancashire Fire and Rescue Service is committed to serving the local community, ensuring a safer place for people to live, work or visit. FIRES is key to this and the information we collect can help influence our future work and keep people and their property safe.

We use children and young person's data to:

- record and evaluate our work
- derive statistics which inform decisions about how we improve safety and support the development of our staff
- investigate fires and other incidents
- help you contact other services which may benefit you or improve your safety
- deliver and manage safety courses and services for young people
- provide feedback of interventions to the referring agency

Lawful basis for processing

Whilst we seek parental/legal guardian consent for the child/young person to participate in the FIRES, any personal data that we collect and process will be in accordance the Data Protection Legislation, which we do within our performance of a task carried out in the public interest (Article 6(e) of the GDPR). This we do when performing our function as a Fire & Rescue Service, as it is in the public interest to promote fire safety.

General Data Protection Regulation

The condition for processing under the GDPR will be:

- Article 6(1)(e) of the GDPR, the processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority invested in the controller.
- Article 9(2)(g) of the GDPR, the processing is necessary for the performance of a task carried out in the public interest.
- When processing any special category personal data for this purpose, we need to satisfy a further condition within the Data Protection Act 2018, which is specified in Schedule 1, Part 2 (6) 'Statutory and government purposes', as supported by the Fire and Rescue Services Act 2004 (Part 6 'Fire Safety'), which provides us with ancillary powers to carry out fire prevention activities within our area, and the Digital Economy Act 2017 which supports public sector data sharing for the purpose of improving or the targeting of a public service provided to individuals or households, which includes the well-being of individuals or households, such as their physical, mental health and emotional well-being and /or social and economic wellbeing.

Automated decision making, including profiling

When Lancashire Fire and Rescue Service process your information, we will not process your data to make a decision by wholly automated means.

How will my information be used?

We will have your name and contact details which will have been given to us directly by you or via a partnership referral, for example from a family member, carer or agency which may be working with you e.g. a school/education facility, Police, Social Services etc.

We will use your name and contact details to contact your parent/guardian to determine what level of service that you require from LFRS and arrange a convenient time to visit with a Community Safety Advisor. LFRS will offer a Home Fire Safety Check to reduce fire risk in the home as well as a FIRES visit to work with the young person.

During the FIRES visit we will discuss the child or young persons behaviour & actions so the Community Safety Advisor can create a tailored education session. This session will include, but is not limited to:

- The dangers of fire
- The consequences of fire and their behaviour both in human and financial terms
- Basic fire safety

This helps us to assess risk and provide the necessary advice and support.

We will make a record of your responses, and document anything that we have seen that relates to the questions and the purpose of the visit. We will also keep a record of referrals made and the reasons why.

The information we collect during the visit will be used;

- To provide appropriate services to protect your safety or the safety of others.
- To record and evaluate outcomes of the activities that LFRS have provided as a result of a visit into the internal database, including any referral information.
- For statistical purposes to analyse activity, identify any trends and provide anonymised statistics to the National Fire Chiefs Council.
- For statistical purposes to analyse activity, identify any trends and provide.

Who will have access to the information?

All information is transferred on to a database where it is stored and subject to Lancashire Fire and Rescue Service information security controls and policies.

We will only share information about children and young people where the law and our policies allow us to do so.

We have a responsibility to promote social wellbeing and prevent harm. To ensure you receive relevant services and we improve our own, we often work with other authorities, agencies and partners including;

- Other fire and rescue services (anonymised data for research purposes)
- The Home Office (anonymised for statistical reporting)
- Police/emergency services
- Social services
- Feedbacking to the referring partner

The Fire and Rescue National Framework for England states that we are expected to develop partnerships to support risk reduction services to those identified as vulnerable and wherever possible to share intelligence and relevant risk data. The new Digital Economy Act 2017 further supports public sector data sharing for the purpose improving or the targeting of a public service provided to individuals or households, which includes the well-being of individuals or households, such as their physical, mental health and emotional well-being and /or social and economic wellbeing.

In the majority of cases we will not disclose (pass on) your personal information. There are occasions where your personal information can be shared without LFRS asking you; LFRS have a legal duty or power to share information with other statutory bodies from statute or from the common law when the public good is of greater importance than personal confidentiality. Decisions will be made on a case-by-case basis.

Examples of this would be:

- Disclosure is required by law (e.g. under an Act of Parliament creating a Statutory duty to disclose or a court order);
- For the detection, prevention and prosecution of crime or the apprehension of offenders;
- Where your safety or the safety of others is at risk or in cases of abuse or neglect and LFRS feel that a safeguarding referral to Adult or Children's Services is appropriate.

Please note that Lancashire Fire and Rescue Service will not sell or rent your personally identifiable information to anyone.

How long will you keep hold of my information?

We will keep FIRES data until the young person's 25th birthday or for 5 years following referral, whichever is the longest period. After this time it will be securely disposed of.

The fire safety information collected as part of the Home Fire Safety Check will be kept for up to seven years.

If LFRS are destroying hard copy information, a third party securely disposes of this information on our behalf. The third party cannot do anything with your personal information as they are providing a service for LFRS and work under instruction. The company that LFRS use is a member of the National Association for Information Destruction, adhering to the stringent security practices and procedures established by the National Association for Information Destruction.

Is there anything else I need to know when it comes to my personal information?

To find out more about the rights that you have in relation to your personal information and/or contact details to discuss the matter further, please see below.

Your Rights

In certain circumstances the Data Protection Act 2018 will provide you with various rights regarding your personal information, such as the right to;

- Request sight of the information that we are holding on you
- Request the rectification of any inaccurate personal data
- Request erasure of personal data
- Request restriction of processing
- Object to the processing of your data
- Data portability
- Lodge a complaint with the Information Commissioner's Office
- Request to withdraw consent where the processing is based on consent

To find out more about your rights [click here](#).

Contact Us

If you have any concerns or would like to discuss how we use your information, please contact the Data Protection Officer or the Knowledge and Information Officer:

Lancashire Fire and Rescue Service
Fire Service HQ
Garstang Road
Fulwood
Preston
PR2 3LH
Email: infogov@lancsfirerescue.org.uk
Telephone: 01772 866545

You can also contact the Information Commissioner's Office for further guidance or to lodge a complaint at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
www.ico.org.uk
Telephone: 0303 123 1113

Changes to this Privacy Notice

We keep this privacy notice under regular review. It will be reviewed at least once every 3 years and if appropriate, amended to maintain its relevance with changes to legislation and best practice guidelines.

Changes to this Privacy Notice	
Last review:	09 September 2022
Next review:	09 September 2025