

# Thames Valley Fire Control Service

## Privacy Notice

### Emergency (999) Calls, Incidents and Response



Your privacy is important to us. This privacy statement explains what personal data Thames Valley Fire Control Service (TVFCS) collects about you and how we store and use that data.

Personal data is processed in accordance with the Data Protection Act 2018 (DPA) and the United Kingdom General Data Protection Regulation (UK GDPR).

#### **What information we collect about you**

To enable a response to an emergency (999) call, we are likely to collect the following personal data:

- Telephone number and name (where required) of the caller
- Role details if from partner agencies / associated organisations
- Details of the incident (address/location, circumstance)
- Details of any injured persons (name (occasionally), injuries, medical conditions, details of any medical assistance given, age/date of birth, and gender)
- Audio recording of the emergency call.

We may also collect information relevant to preserving life or saving property, for example, whether there are any flammable, or chemical materials stored at the location of the incident, or vehicle registration details etc.

To provide an emergency service, we also collect data from Fire and Rescue Service staff, which include:

- Name and role
- Work contact details (telephone/mobile and pager numbers, email)
- Personal contact details (home address, telephone/mobile number)



- Audio recordings of all radio messages and telephone calls
- Officer location data (record of vehicle movements when on duty to inform the mobilising system).

## **Why we need it**

We need your information to enable us to carry out our statutory duties and legal obligations under the Fire and Rescue Services Act 2004 (Part 2 Functions of Fire and Rescue Authorities), to make arrangements for dealing with calls for help and for summoning personnel to fire incidents, road traffic accidents, and other emergencies, events or situations requiring response and rescue.

All calls that are received and made from the control room are recorded.

Recording the calls is necessary, so that they can be played back if clarification is needed and sometimes they are used as evidence in court cases.

As the calls are taken during an emergency situation, no warning is given that the calls are recorded as this would cause a delay in our response.

When you make an emergency call, it is vital that your telephone number is recorded so that we can contact you again if needed. Even if you have hidden your caller ID or are ex-directory, your telephone number will be displayed to the exchange operator who provides this information to us. As an emergency service, we can also be informed of the location of where the call was made from.

Making hoax and malicious calls is a criminal offence. In these cases, information may be used to inform the police and to request the disconnection of telephone lines.

## **Our legal basis for processing**

Under the UK General Data Protection Regulation (UK GDPR), we are able to process your personal data under article 6(1) (c) processing is necessary for compliance with a legal obligation to which the controller is subject, and where we collect special category data, 9(2) (g) processing is necessary for reasons of substantial public interest, and occurs on the basis of a law that is, among other things, proportionate to the aim pursued and protects the rights of data subjects.

## **What we do with it**

Thames Valley Fire Control Service (TVFCS) (control room) handle the emergency (999) calls for Buckinghamshire, Oxfordshire and Royal Berkshire Fire and Rescue Service's.



During an incident the information is shared with the relevant fire and rescue service staff (such as the operational crews and officers). Verbal and electronic messages are relayed between operational staff and Control to ensure an effective response to the incident.

The information gathered throughout the incident is stored on the Incident Command & Control system, and access is restricted to those who need it to perform their roles.

This information is automatically downloaded into the relevant fire and rescue service's Incident Recording System (IRS), this does not include any audio recordings. For further information, please refer to the relevant fire and rescue service websites:

- [Buckinghamshire Fire and Rescue Service Website](#)
- [Oxfordshire Fire and Rescue Service Website](#)
- [Royal Berkshire Fire and Rescue Service Website](#)

The information will be held securely on all systems.

Following an incident the information may be used for training, investigation or debriefing purposes.

TVFCS also use the information to monitor and analyse our performance, to ensure we provide the best service to Buckinghamshire, Oxfordshire and Royal Berkshire Fire and Rescue Service's.

## **Sharing your information**

There are a number of reasons why we may share your information outside of our Service. This can be due to:

- Our obligations to comply with current legislation
- Our duty to comply with a Court Order
- You have consented to the sharing / disclosure

The information we collect will be used to provide the appropriate public service(s) to you or others. This may involve disclosing your personal information to other emergency services, for example if a road traffic collision is reported we are likely to inform the ambulance service and/or the police service to ensure that they provide appropriate services to you quickly and effectively.

We may also disclose information to other agencies without consent where it is necessary, either to comply with a legal obligation, or where permitted under the General Data Protection Regulation, e.g. where the disclosure is necessary for the purposes of the prevention and/or detection of crime.



We work closely with other agencies, such as councils, health services, adult and children's services and may, for the purpose of preventing risk of harm to yourself or another an individual , share your personal information.

As a public authority, we are also subject to information rights legislation (Freedom of Information Act 2000, Environmental Information Regulations 2004 and Data Protection legislation). We do receive requests for information, however, unless there is a legal obligation to provide your personal data, information will be released in a redacted form. This means your personal data will be removed before publication so that you cannot be identified.

Your personal information will not be transferred outside of the European Economic Area (EEA).

### **How long we keep it and how it is stored**

We will only retain information for as long as necessary. Records are maintained in line with our retention schedule, which determines the length of time records should be kept.

Consequently, personal information relating to: **emergency (999) calls, incidents and response data (recorded by the control room) will be retained for: seven (7) years.**

We take our duty to protect your personal information and confidentiality seriously. We are committed to taking all reasonable measures to ensure the confidentiality and security of personal data for which we are responsible, whether computerised or on paper. This means that your information will be kept in a secure environment and access to it will be restricted according to the 'need to know' principle. Personal details will then be destroyed/deleted.

We do compile and publish statistics showing certain information, but not in a form which identifies anyone.

### **Your rights**

Under the General Data Protection Regulation you are entitled to exercise your right to object to us processing your data and obtain information that is held about you.

If at any point you believe the information we process on you is incorrect, you can request to have it corrected or deleted. Where possible we will seek to comply with your request but we may be required to hold or process information to comply with a legal requirement.

If you wish to discuss the information we hold about you, make a complaint about how we have handled your personal data or object to us processing it, you can contact the relevant Fire and Rescue Service's Data Protection Officer (DPO) who will investigate the matter.

Further information about your individual rights is available on the [Information Commissioner's Office \(ICO\) website - Your data matters.](#)



## Who to contact

### **Graham Britten at Buckinghamshire Fire and Rescue Service**

Brigade HQ  
Stocklake  
Aylesbury  
HP20 1BD

Telephone: 01296 744400

Email: [Gbritten@bucksfire.gov.uk](mailto:Gbritten@bucksfire.gov.uk)

### **Simon Belcher at Oxfordshire Fire and Rescue Service**

Headquarters  
Sterling Road  
Kidlington  
Oxfordshire  
OX5 2DU

Telephone: 01865 792422

Email: [Simon.Belcher@oxfordshire.gov.uk](mailto:Simon.Belcher@oxfordshire.gov.uk)

### **Cath Dukes at Royal Berkshire Fire and Rescue Service**

Newsham Court  
Pincents Kiln  
Calcot  
Reading  
Berkshire  
RG31 7SD

Telephone: 0118 945 2888

Email: [DataProtection@rbfrs.co.uk](mailto:DataProtection@rbfrs.co.uk)

If you are not satisfied with our response or the way we handle your information, you can complain to the Information Commissioner's Office (ICO):

[ICO Website - make a complaint](#)

Write to: Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Telephone: 0303 123 1113

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