

## Records of processing activities

### The London Fire Commissioner is the Data Controller

[Privacy Notice](#) | ICO data processing registration [no. Z7122455](#)

The Data Protection Officer is the LFB Head of Information Governance (email: [dataprotectionofficer@london-fire.gov.uk](mailto:dataprotectionofficer@london-fire.gov.uk))

### Why we use personal information

When we collect and process information, we do so according to UK data protection law. This means we will be fair and transparent about the data we collect and we will keep personal information safe. Our main processing activities that use personal data are:

- [Employment](#) – Employment lifecycle | Complaints, investigations and disciplinary proceedings | Counselling and Trauma | Whistleblowing
- [Emergency incidents and response](#) – Responding to emergencies and other eventualities | Civil contingencies | National Inter-Agency Liaison | Video recording devices
- [Regulation and protection](#) – Home fire safety and public wellbeing | Safeguarding adults and children | Fire safety, regulation and enforcement | Law enforcement processing | Data sharing with trusted partners
- [Other services](#) – Fire Cadets | Firesetters intervention scheme | Museum
- [Cross-functional and business processing activities](#) – Public sector equality duty | Historical research and archiving | Complaints & compliments | Communications activities, events and media | Security & CCTV | Procurement, supplies and services | Legal

### General powers to process personal data

The LFB has general powers under the Fire and Rescue Services Act 2004 (Section 5(a)) to do anything it considers appropriate for the purposes of directly or indirectly carrying out of any of its functions. Where necessary, and where not otherwise defined, this will include the processing of personal data.

## Employment

Categories of data subjects: prospective employee, employees, workers and contractors

Description of the processing	Lawfulness of processing	Related powers and duties
<p><b>Employment lifecycle</b> There are a wide range of reasons connected to the employment of staff and other workers that require the processing of personal information. These include, but are not limited to:</p> <ul style="list-style-type: none"> <li>▪ To make a decision about recruitment and confirm suitability for employment</li> <li>▪ To determine the terms on which people work for us, and to check legal entitled to work in the UK</li> <li>▪ To administer the employment contract</li> <li>▪ To pay wages, deduct tax and National Insurance contributions, and to administer employees' pension benefits</li> <li>▪ To make decisions about salary reviews, compensation, and continued employment</li> <li>▪ Assessing qualifications for a particular job or task, including decisions about promotions.</li> <li>▪ Education, training and development requirements.</li> <li>▪ To conduct performance reviews, manage performance, manage sickness absence and fitness to work</li> <li>▪ Gathering evidence and any other steps relating to possible grievance or disciplinary matters and associated hearings.</li> <li>▪ To monitor business and personal use of our information and communication systems to ensure compliance with our IT policies.</li> <li>▪ To ensure network and information security, including preventing unauthorised access to our computer and electronic communications systems and preventing malicious software distribution.</li> <li>▪ To enable the development of a comprehensive picture of the workforce and how it is deployed</li> <li>▪ To track, assess, monitor and manage business resources assigned to, used by or accessed by staff</li> <li>▪ To comply with health and safety obligations</li> <li>▪ Monitor secondary employment and outside interests</li> </ul>	<ul style="list-style-type: none"> <li>▪ UK GDPR 6(1)(b) – necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract</li> <li>▪ UK GDPR 6(1)(c) – processing is necessary for compliance with a legal obligation to which the controller is subject</li> <li>▪ UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>▪ UK GDPR 9(2)(b) – processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject in the field of employment ...</li> <li>▪ UK GDPR 9(2)(e) – data which are manifestly made public by the data subject;</li> <li>▪ UK GDPR 9(2)(f) processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity</li> <li>▪ UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>▪ DPA 2018, Sch 1, Prt 1 (1) – Employment, social security and social protection</li> <li>▪ DPA 2018, Sch 1, Prt 1 (2)(2a) – preventive or occupational medicine</li> <li>▪ DPA 2018, Sch 1, Prt 1 (4) – research etc</li> <li>▪ Any of the applicable "<i>Substantial public interest conditions</i>" in DPA 2018, Sch 1, Prt 2</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fire and Rescue Services Act 2004</li> <li>▪ Health and Safety at Work Act 1974</li> <li>▪ Equalities Act 2010</li> <li>▪ Employment laws, including: <ul style="list-style-type: none"> <li>• Trade Union and Labour Relations (Consolidation) Act 1992</li> <li>• Employment Rights Act 1996</li> <li>• National Minimum Wage Act 1998</li> <li>• Working Time Regulations 1998</li> <li>• Management of Health and Safety at Work Regulations 1999</li> <li>• Employment Relations Act 1999</li> <li>• The Maternity and Parental Leave etc. Regulations 1999</li> <li>• Part-Time Workers (Prevention of Less Favourable Treatment) Regulations 2000</li> <li>• Paternity and Adoption Leave Regulations 2002</li> <li>• Fixed-term Employees (Prevention of Less Favourable Treatment) Regulations 2002</li> <li>• Transfer of Undertakings (Protection of Employment) Regulations 2006</li> <li>• Immigration, Asylum and Nationality Act 2006</li> <li>• Agency Workers Regulations 2010</li> <li>• Parental Bereavement (Leave and Pay) Acts 2018</li> <li>• The Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended by the Amendment (England and Wales) Order 2023)</li> <li>• ACAS codes of practice</li> </ul> </li> </ul>

<ul style="list-style-type: none"> <li>▪ Dealing with Freedom of Information Act/Environmental Information Regulations requests</li> <li>▪ For the purposes of prevention/detection of crime in particular for instances of fraud</li> <li>▪ Monitoring, tracking and surveillance to keep our people and property safe, and to resolve disputes</li> <li>▪ To make arrangements for the termination of the employment relationship</li> </ul>		
<p><b>Complaints, investigations and disciplinary proceedings</b> we process information to:</p> <ul style="list-style-type: none"> <li>▪ Consider and investigate concerns or complaints concerning the actions and operations of the LFB and its employees;</li> <li>▪ Conduct necessary meetings or hearings to address the concerns or complaints raised;</li> <li>▪ Take decisions, prepare reports, identify recommendations, make operational changes and take other actions in accordance with the applicable processes;</li> <li>▪ Monitor actions and operations of the LFB and its employees, including implementation of recommendations; and</li> <li>▪ Fulfil our obligations with respect to the health and wellbeing of our employees</li> </ul>	<ul style="list-style-type: none"> <li>▪ UK GDPR 6(1)(b) – necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract</li> <li>▪ UK GDPR 6(1)(c) – processing is necessary for compliance with a legal obligation to which the controller is subject</li> <li>▪ UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>▪ UK GDPR 9(2)(b) – processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject in the field of employment ...</li> <li>▪ UK GDPR 9(2)(e) – data which are manifestly made public by the data subject;</li> <li>▪ UK GDPR 9(2)(f) processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity</li> <li>▪ UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>▪ DPA 2018, Sch 1, Prt 1 (1) – Employment, social security and social protection</li> <li>▪ DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fire and Rescue Services Act 2004</li> <li>▪ Health and Safety at Work Act 1974</li> <li>▪ Equalities Act 2010</li> <li>▪ Employment laws (see Employment Lifecycle above)</li> </ul>
<p><b>Counselling and Trauma</b> The LFB operate a counselling and trauma service for staff. Counselling provides an opportunity to talk in confidence to a professionally trained counsellor. Clients present with a wide range of issues. These can include personal (e.g. relationship problems, sexual orientation, gender identity), work (e.g.</p>	<ul style="list-style-type: none"> <li>▪ UK GDPR 6(1)(a) the data subject has given consent to the processing of his or her personal data for one or more specific purposes</li> <li>▪ UK GDPR 6(1)(b) – necessary for the performance of a contract to which the data subject is party or in order to</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fire and Rescue Services Act 2004</li> <li>▪ Health and Safety at Work Act 1974</li> </ul>

<p>bullying, trauma) or health-related issues (e.g stress, anxiety, depression).</p>	<p>take steps at the request of the data subject prior to entering into a contract</p> <ul style="list-style-type: none"> <li>▪ UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>▪ UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>▪ DPA 2018, Sch 1, Prt 2 (17) – Counselling etc</li> </ul>	
<p><b>Whistleblowing</b></p> <p>Whistleblowing is a process where a worker can report certain types of wrongdoing. This will usually be something they have seen at work - though not always. The Public Interest Disclosure Act 1998 (PIDA) offers protection to employees who report concerns about wrongdoing at work, ensuring they are not unfairly treated or dismissed for speaking out.</p> <p>We extend the whistleblowing reporting means to all people, not just employees, although these will not have the employment safeguards offered by the PIDA.</p>	<ul style="list-style-type: none"> <li>▪ UK GDPR 6(1)(b) – necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract</li> <li>▪ UK GDPR 6(1)(c) – processing is necessary for compliance with a legal obligation to which the controller is subject</li> <li>▪ UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>▪ UK GDPR 9(2)(b) – processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject in the field of employment ...</li> <li>▪ UK GDPR 9(2)(f) processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity</li> <li>▪ UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>▪ DPA 2018, Sch 1, Prt 1 (1) – Employment, social security and social protection</li> <li>▪ DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>▪ Public Interest Disclosure Act 1998</li> </ul>

## Emergency incidents and response

Categories of data subjects: Members of the Public, Emergency service workers, Civil contingencies responders

Description of the processing	Lawfulness of processing	Related powers and duties
<p><b>Responding to emergencies and other eventualities</b> To deliver fire and rescue services effectively, it may be necessary to collect and process personal data. This includes data collected during firefighting and emergency responses, such as fire incidents, road traffic collisions, floods, hazardous material situations, and other emergencies. Activities include managing both the direct and indirect effects of incidents, such as disruption or media attention.</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(d) – necessary in order to protect the vital interests of the data subject or of another natural person.</li> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>UK GDPR 9(2)(c) – necessary to protect the vital interests of the data subject or of another natural person where the data subject is physically or legally incapable of giving consent</li> <li>UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>Fire and Rescue Services Act 2004- Part 2: Core Functions               <ul style="list-style-type: none"> <li>(7) Fire-fighting</li> <li>(8) Road traffic accidents</li> <li>(9) Emergencies</li> <li>(11) Power to respond to other eventualities: A fire and rescue authority may take any action it considers appropriate in response to an event or situation that causes or is likely to cause; one or more individuals to die, be injured or become ill; or harm to the environment (including the life and health of plants and animals)</li> </ul> </li> </ul>
<p><b>Civil contingencies</b> Fire and rescue services must prepare for and respond to a wide range of emergencies, beyond just firefighting. Their responsibilities include assessing risks within the community, developing plans to manage those risks, and ensuring their own critical functions can continue during disruptive events. This planning extends to incidents such as natural disasters, major accidents, and other large-scale emergencies.</p> <p>Collaboration is a key part of this role. Fire services work closely with other emergency responders, local authorities, health services, and utility providers to ensure a coordinated response. This includes sharing relevant information, participating in joint training and exercises, and helping to keep the public informed before, during, and after an incident. These efforts contribute to a broader system of resilience and public safety.</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(d) – necessary in order to protect the vital interests of the data subject or of another natural person.</li> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>UK GDPR 9(2)(c) – necessary to protect the vital interests of the data subject or of another natural person where the data subject is physically or legally incapable of giving consent</li> <li>UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>Civil Contingencies Act 2004 - Part 1 Local Arrangements for Civil Protection</li> <li>The Civil Contingencies Act 2004 (Contingency Planning) Regulations 2005 – Reg.45 Sensitive information</li> </ul>
<p><b>National Inter-Agency Liaison</b> A National Inter-Agency Liaison Officer (NILO) is a security vetted, trained and identifiable responder from the emergency services who is a tactical adviser but can assume a</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(d) – necessary in order to protect the vital interests of the data subject or of another natural person.</li> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a</li> </ul>	<ul style="list-style-type: none"> <li>Fire and Rescue Services Act 2004 - (s21.7): FRS National Framework; Fire and Rescue National Framework (2018) – 2.16 &amp; 2.17 Interoperability</li> </ul>

<p>command role if required. They can operate at pre-planned or spontaneous operations with extensive knowledge of multi-agency capability, procedures and processes to enable operations at high threat and terrorist incidents.</p> <p>NILOs can be found within the Fire &amp; Rescue Services, Ambulance Services, British Transport Police, Police Scotland, Police Northern Ireland and His Majesty's Coastguard and Military. Each agency has a National Coordinator and the Fire &amp; Rescue Service assumes the role of Senior National Coordinator to ensure strategic coordination across agencies whilst also holding responsibility for the NILO Coordination Office (NCO) activity.</p>	<p>task carried out in the exercise of official authority vested in the controller</p> <ul style="list-style-type: none"> <li>▪ UK GDPR 9(2)(c) – necessary to protect the vital interests of the data subject or of another natural person where the data subject is physically or legally incapable of giving consent</li> <li>▪ UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>▪ DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	
<p><b>Video recording devices</b></p> <p>We may use video recording devices (for example body-worn video (BWV) or drones) to promote the safety of staff and the public, deter aggressive behaviour, and provide an accurate record of incidents. Recordings may be used as evidence in investigations, complaints, or legal proceedings.</p>	<ul style="list-style-type: none"> <li>▪ UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>▪ UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>▪ DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> <li>▪ DPA 2018, Sch 1, Prt 2 (10) – Preventing or detecting unlawful acts</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fire and Rescue Services Act 2004 - Part 2: Core Functions</li> <li>▪ Fire and Rescue Services Act 2004 – General powers (s.5a)</li> </ul>

## Regulation and protection

Categories of data subjects: Members of the Public, Business owners and employees, Emergency service workers, Health care workers and professionals

Description of the processing	Lawfulness of processing	Related powers and duties
<p><b>Home fire safety and public wellbeing</b></p> <p>We visit people in their homes or the place they may live, for a range of reasons. These include responding to an emergency, visiting to give advice about fire or other safety related issues or to check that fire safety regulations are being complied with. We use the information to provide the best emergency response and prevention advice that we can. We also use the information to help us understand who is most in need of our help, to measure how effective our services are and to monitor our compliance with our legal obligations.</p> <p>We have powers to that allow us to take any appropriate action to prevent people from dying or from becoming injured or ill in an emergency or other eventuality. This may mean that we will share the information we have with other trusted organisations who also have responsibilities for social care, safety and wellbeing</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>Fire and Rescue Services Act 2004 (6) Fire safety; (11) Power to respond to other eventualities</li> </ul>
<p><b>Safeguarding adults and children</b></p> <p>We are committed to meeting our statutory and moral duties to safeguard and promote the welfare of children and adults at risk who come into contact with our staff and our services. In addition, we are bound by certain specific safeguarding laws that exist to protect individuals.</p> <p>We will take action if we believe an adult or child is at risk of abuse or neglect; or exhibits signs of self-neglect eg: failing to attend to basic needs, such as personal hygiene, appropriate clothing, feeding or tending appropriately to any medical conditions</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>Children Act 1989</li> <li>Children Act 2004</li> <li>Care Act 2014</li> <li>Statutory Guidance: Working Together to Safeguard Children (2023)</li> </ul>
<p><b>Fire safety, regulation and enforcement</b></p> <p>The London Fire Brigade (LFB) is the main authority responsible for enforcing fire safety legislation across the capital, primarily under the Regulatory Reform (Fire Safety) Order 2005 and the Fire Safety (England) Regulations 2022. We carry out a risk-based inspection programme, focusing on premises that present higher fire risks—such as residential buildings, care homes, and places where vulnerable people may be present. Fire safety inspecting officers assess</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> </ul>	<ul style="list-style-type: none"> <li>Environment and Safety Information Act 1988</li> <li>Regulatory Reform (Fire Safety) Order 2005</li> <li>The Construction (Design and Management) Regulations 2015</li> <li>The Petroleum (Consolidation) Regulations 2014</li> <li>The Dangerous Substances and Explosive Atmospheres Regulations 2002</li> <li>Health &amp; Safety at Work Act 1974 (s2, s3)</li> <li>Greater London Council (General Powers) Act 1968 (s20)</li> </ul>

compliance with legal requirements, including the adequacy of fire alarms, escape routes, emergency lighting, and compartmentation measures. When issues are identified, LFB can take enforcement action, ranging from offering advice and issuing notices of deficiencies to serving formal enforcement or prohibition notices and, in serious cases, pursuing prosecutions.	<ul style="list-style-type: none"> <li>▪ DPA 2018, Sch 1, Pt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>▪ Public Health Act 1961 (s73)</li> </ul>
<p><b>Law enforcement processing</b></p> <p>Most of the personal data we process is under Part 2 of the Data Protection Act 2018. However, when it is necessary to prosecute offences under the legislation we enforce, then we also process personal data under Part 3 of the DPA.</p> <p>We process data as a DPA Pt 3 "competent authority" when the primary purpose for the processing is <i>"the prevention, investigation detection or prosecution of criminal offences or the execution of criminal penalties, including the safeguarding against and the prevention of threats to public security"</i>.</p>	<ul style="list-style-type: none"> <li>▪ DPA 2018, Pt 3, Section 35(2)(b) – the processing is necessary for the performance of a task carried out for that purpose by a competent authority.</li> <li>▪ DPA 2018, Pt 3, Section 35(3) conditions for sensitive processing</li> <li>▪ DPA Schedule 8(1) necessary for the exercise of a function conferred on a person by an enactment or rule of law, and is necessary for reasons of substantial public interest.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Regulatory Reform (Fire Safety) Order 2005</li> <li>▪ The Construction (Design and Management) Regulations 2015</li> <li>▪ The Petroleum (Consolidation) Regulations 2014</li> <li>▪ The Dangerous Substances and Explosive Atmospheres Regulations 2002</li> <li>▪ Health &amp; Safety at Work Act 1974 (s2, s3)</li> <li>▪ Greater London Council (General Powers) Act 1968 (s20)</li> <li>▪ Public Health Act 1961 (s73)</li> </ul>
<p><b>Data sharing with trusted partners</b></p> <p>The LFB has statutory duties and powers to act in emergencies and to take actions in situations that causes or is likely to cause; one or more individuals to die, be injured or become ill.</p> <p>Where the LFB is not able to directly provide help or support to safeguard personal wellbeing, we will make referrals to other government agencies, public bodies and trusted organisations who can help. Where we can, we will inform those we refer that we are making a referral, but this is not always possible or practice. Where we make a referral without the knowledge of the person who is at risk, this will be where the wellbeing benefits outweigh privacy concerns.</p>	<ul style="list-style-type: none"> <li>▪ UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>▪ UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>▪ DPA 2018, Sch 1, Pt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fire and Rescue Services Act 2004 (6) Fire safety; (11) Power to respond to other eventualities</li> <li>▪ Fire and Rescue Services Act 2004 – General powers (s.5a)</li> </ul>



## Other services

Categories of data subjects: Members of the Public, Emergency service workers, Health care workers and professionals; Social services workers

Description of the processing	Lawfulness of processing	Related powers and duties
<p><b>Fire Cadets</b></p> <p>Fire Cadets is a nationally recognised programme which offers young people aged 13 to 17 the opportunity to gain essential social, life, work and wellbeing skills, and develop their confidence and personal skills.</p> <p>We process personal data to administer cadets through the lifecycle of the programme. This includes the application and reference process, along with information about those people with parental and caring responsibilities for the cadet.</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>Fire and Rescue Services Act 2004 – (6) Fire safety</li> </ul>
<p><b>Firesetters intervention scheme</b></p> <p>The Firesetters Intervention Scheme works with children and young people – up to the age of 18 – who play with fire or who have set fires. Our specialist team offers tailored, one-to-one fire safety education to the young person as well as advice for their parents or carers. We support anyone who knows or works with a child or young person who needs help, though most typically, parents, carers, teachers and social workers might contact us about a young person in their care.</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>Fire and Rescue Services Act 2004 – (6) Fire safety, (11) Power to respond to other eventualities</li> </ul>
<p><b>Museum</b></p> <p>The museum processes personal data to support its public and educational functions, including sending newsletters, arranging school and group visits, coordinating volunteers, managing museum events, and handling object donations. This information helps us communicate effectively, deliver engaging experiences, and preserve and interpret our collections.</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(a) the data subject has given consent to the processing of his or her personal data for one or more specific purposes</li> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>Fire and Rescue Services Act 2004 - Part 2: Core Functions</li> <li>Fire and Rescue Services Act 2004 – General powers (s.5a)</li> </ul>

## Cross-functional and business processing activities

Categories of data subjects: All

Description of the processing	Lawfulness of processing	Related powers and duties
<p><b>Public sector equality duty</b> The public sector equality duty is a duty on public authorities to consider or think about how their policies or decisions affect people who are protected under the Equality Act.</p> <p>Local authorities have a legal duty to monitor their services and activities to ensure they are not discriminating against individuals with protected characteristics and to promote equality of opportunity. This involves collecting and analysing data related to different aspects of their work, including service delivery, employment practices, and customer satisfaction, to identify and address potential inequalities.</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>DPA 2018, Sch 1, Pt 2 (8) – Equality of opportunity or treatment</li> </ul>	<ul style="list-style-type: none"> <li>Equality Act 2010</li> </ul>
<p><b>Historical research and archiving</b> The London Fire Brigade (and its predecessor the Metropolitan Fire Brigade) has been a public body serving and protecting London since 1866. Its work, its people, and its governance is of significant public interest.</p> <p>The LFB maintains its historical archive for public and genealogical interest. This includes the LFB Museum and the records held by the London Metropolitan Archive.</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>UK GDPR 8A(3)(b)- Purpose limitation: further processing – (i) for the purposes of scientific research or historical research, (ii) for the purposes of archiving in the public interest, or (iii) for statistical purposes</li> <li>UK GDPR 9(2)(j) – necessary for archiving purposes in the public interest, scientific or historical research purposes or statistical purposes</li> </ul>	<ul style="list-style-type: none"> <li>Local Government (Records) Act 1962</li> <li>Local Government Act 1971 - s224</li> </ul>
<p><b>Complaints &amp; compliments</b> We process compliments and complaints to monitor and improve the quality of services, respond to feedback, and address concerns raised by individuals. This may involve collecting personal data to investigate issues thoroughly, communicate outcomes, and ensure accountability.</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>DPA 2018, Sch 1, Pt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>Local Government Act 1974, Pt 3, s29 – Powers of a Local Commissioner to investigate</li> </ul>
<p><b>Communications activities, events and media</b> Processing personal data as part of communications, press, and media activities to keep the public informed about services, initiatives, and decisions. This includes issuing press</p>	<ul style="list-style-type: none"> <li>UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> </ul>	<ul style="list-style-type: none"> <li>General powers under the Fire and Rescue Services Act 2004 (s.5a)</li> </ul>

releases, managing media enquiries, producing promotional materials, and engaging with the community through various channels. Processing this information supports our public task to promote transparency, raise awareness, and encourage participation in local matters.	<ul style="list-style-type: none"> <li>▪ UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>▪ DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	
<b>Security &amp; CCTV</b> Records, logs and registers of visitors to our premises.  We use CCTV to help maintain public safety, prevent and detect crime, and protect property. Footage may also be used to support the investigation of incidents, resolve disputes, or comply with legal obligations.	<ul style="list-style-type: none"> <li>▪ UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>▪ UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>▪ DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> <li>▪ DPA 2018, Sch 1, Prt 2 (10) – Preventing or detecting unlawful acts</li> </ul>	<ul style="list-style-type: none"> <li>▪ General powers under the Fire and Rescue Services Act 2004 (s.5a)</li> </ul>
<b>Procurement, supplies and services</b> Processing personal data as part of the procurement of goods, works, and services to ensure effective sourcing, contract management, and supplier engagement. This may involve evaluating tenders, conducting due diligence, and managing ongoing supplier relationships, including data about company representatives, subcontractors, and referees.	<ul style="list-style-type: none"> <li>▪ UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>▪ UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>▪ DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fire and Rescue Services Act 2004</li> <li>▪ Procurement Act 2023</li> </ul>
<b>Legal</b> Processes in connection with legal matters and litigation, including the management and resolution of disputes, claims for accidents or damages, contractual issues, and enforcement actions. This may involve collecting and sharing information with legal representatives, insurers, courts, and other relevant parties.	<ul style="list-style-type: none"> <li>▪ UK GDPR 6(1)(b) – necessary for the performance of a contract to which the data subject is party or in order to take steps at the request of the data subject prior to entering into a contract</li> <li>▪ UK GDPR 6(1)(c) – processing is necessary for compliance with a legal obligation to which the controller is subject</li> <li>▪ UK GDPR 6(1)(e) – necessary for the performance of a task of the controller carried out in the public interest or a task carried out in the exercise of official authority vested in the controller</li> <li>▪ UK GDPR 9(2)(b) – processing is necessary for the purposes of carrying out the obligations and exercising specific rights of the controller or of the data subject in the field of employment ...</li> </ul>	<ul style="list-style-type: none"> <li>▪ Various, depending on the proceedings</li> </ul>

	<ul style="list-style-type: none"> <li>▪ UK GDPR 9(2)(e) – data which are manifestly made public by the data subject;</li> <li>▪ UK GDPR 9(2)(f) processing is necessary for the establishment, exercise or defence of legal claims or whenever courts are acting in their judicial capacity</li> <li>▪ UK GDPR 9(2)(g) – necessary for reasons of substantial public interest, on the basis of domestic law, or relevant international law</li> <li>▪ DPA 2018, Sch 1, Prt 1 (1) – Employment, social security and social protection</li> <li>▪ DPA 2018, Sch 1, Prt 2 (6) – Statutory etc and government purposes</li> </ul>	
--	--	--