



## BMBC PRIVACY NOTICE

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**At BMBC we are committed to protecting and respecting your privacy. This Privacy Notice tells you what you can expect when BMBC collects your personal information. This notice applies to information BMBC collect in relation to Emergency Planning - Supporting People During Emergencies Privacy Notice.**

### **Stage one: Who are we?**

Barnsley Council Health, Safety and Emergency Resilience Team.

### **Stage two: What type of personal information we will collect from you**

For the processing to which this notice relates to be carried out we use the following information:

- personal information – such as: your name, address, telephone number
- special category personal information – such as: your ethnicity, information about your physical and mental health

### **Stage three: Why do we need your personal information**

Your information will be used during an emergency situation to ensure you receive appropriate support and have access to any relevant information and available services.

### **Stage four: How we will collect your personal information**

We collect your information from you directly - e.g., by asking you to complete a registration form. We also might obtain information about you from other agencies/government departments - e.g., the Police, Fire & Rescue, or health/NHS bodies.

### **Stage five: Our Legal Basis for processing your information**

The Council collects and uses your information because to do so is necessary for the performance of a task carried out in the public interest, or in the exercise of official authority and uses your sensitive information for reasons of substantial public interest. This is in line with its duties set out in the Civil Contingencies Act 2004. Depending on the circumstances the Council may also use your information in order to protect your vital interests in the event of/during an emergency situation or your sensitive information if you are physically or legally incapable of giving your consent.

The legislative framework that allows this is, for personal information:

- Article 6(1) (c) UK GDPR

- Article 6(1) (d) UK GDPR
- Article 6(1) (e) UK GDPR

For special category information:

- Article 9(2) (b) UK GDPR
- Article 9(2) (c) UK GDPR
- Article 9(2) (g) UK GDPR

## **Stage six: Why we may need to share your information**

We sometimes need to share your information within the Council or with other organisations. We will only share your information when necessary and when the law allows us to, and we will only share the minimum information we need to. This may include sharing information following major incidents with our partners in the Emergency Services or at Hospital.

## **Stage seven: Who we may share your information with**

For Resilience & Emergency Planning matters we may need to share your information with our partners, all of whom work together to provide assistance during emergency incidents. These partners might include:

- The police
- Fire & Rescue services
- NHS bodies
- The Environment Agency
- Utility Companies
- Transport Operators
- The Health and Safety Executive
- Government Departments
- BMBC Service Areas
- Organisations who deliver services on behalf of the Council

In certain cases we may also share your information with other individuals and organisations. For example, if you make a complaint to your Councillor, or if the sharing would help with a safeguarding issue, or help prevent a crime. Sometimes, we might share your information without your knowledge if the law allows us to.

The Council will never sell your information to anyone else.

## **Stage eight: How long will your information be kept?**

We only keep your information for as long as we need to, registration forms will be destroyed securely following the end of the incident.

## **Stage nine: What will happen if you fail to provide personal information?**

Failure to provide personal information will impact on our ability to provide you with emergency response support.

## **Stage ten: How to access and control your personal information**

The Council has a Data Protection framework in place to ensure the effective and secure processing of your information. For details on how your information is used, how we maintain the security of this and your rights to access the information we hold about you, please refer to the [Barnsley Metropolitan Borough Council privacy notice](#)

Should you need to contact the Council to discuss how we use your information, please contact our Customer Feedback and Improvement Team by email at [informationrequests@barnsley.gov.uk](mailto:informationrequests@barnsley.gov.uk) or by telephone on 01226 773555 and ask to speak with the above Team. If you are not satisfied with our response you may contact our Data Protection Officer on [DPO@barnsley.gov.uk](mailto:DPO@barnsley.gov.uk).

If you are not satisfied with the way we have handled your information, the Information Commissioners Office (ICO) is the UK's independent authority upholding information rights in the public interest and can be contacted at [www.ico.org.uk](http://www.ico.org.uk)