

Headquarters

Hindlip Park
Worcester
WR3 8SP

Tel 0345 122 4454**Fax** 01905 357 466**Web** www.hwfire.org.uk**Email** info@hwfire.org.uk

West District Community Risk Department
Hereford Police Station, Bath Street, Hereford, HR1 2HT



Appendix 4
HEREFORD & WORCESTER
HWFR
FIRE AND RESCUE SERVICE

LACT2

Chief Fire Officer / Chief Executive
Nathan Travis BA(Hons) MPA

Herefordshire Aero Club Ltd
Shobdon Airfield
Shobdon
Leominster
HR6 9NR

For the attention of Mr M Teale
Sent via email:- shobdonfoodfestival@gmail.com

Your reference

My reference

Please ask for

Telephone

Email

Date

W5202801/SF/kl

Steve Fellows

01432 347344

lconsult@hwfire.org.uk

08 May 2019

Dear Sirs

Fire Precautions**Licensing Act 2003****Regulatory Reform (Fire Safety) Order 2005****Herefordshire Aero Club Ltd, Shobdon Airfield, Shobdon, Leominster, HR6 9NR**

Further to the application dated 2019 for the grant of a premises licence in respect of the above premises, this Authority objects to the granting of the said application on the grounds of public safety. The matter(s) giving rise to this objection are detailed on the attached Schedule.

However, should the matters be satisfactorily rectified and this Authority given at least five working days notice prior to the date of the hearing, the objection will be withdrawn.

A copy of our Service privacy notice is enclosed for your information.

Yours faithfully

Authorised Fire Safety Inspecting Officer
on behalf of Hereford and Worcester Fire Authority

cc: licensing@herefordshire.gov.uk

FIRE PRECAUTIONS

LICENSING ACT 2003

Herefordshire Aero Club Ltd, Shobdon Airfield, Shobdon, Leominster, HR6 9NR

SCHEDULE

The Fire Risk Assessment (HAZ040 Food & Flying Festival Weekend) as specified in the Event Management Plan should be forwarded to this Authority. It should include Occupancy Calculations, Exit Widths and Density Figures for all marquees and enclosures.

| | | |
|-----------------------|-------------------------------|--------------|
| PRIVACY NOTICE | Business Fire Safety | Version 0.01 |
| AUTHOR | Group Commander – Fire Safety | |
| DATE | 08/05/19 | |

| | | | | | |
|---|--|-------------------------------------|--|----|--------------------------|
| • | Who is collecting my information? | | | | |
| | <i>Hereford & Worcester Fire and Rescue Service</i> | | | | |
| • | Where did you get my information? | | | | |
| | <i>Collected from the individual / business</i> | | | | |
| • | What information is being collected? | | | | |
| | <i>Your address, contact details</i> | | | | |
| • | Why are you collecting this information? | | | | |
| | <i>To maintain a record of your businesses compliance with Fire Safety legislation</i> | | | | |
| • | What are the legal reasons (legitimate grounds) for collecting my personal data? | | | | |
| | <i>To ensure compliance with the Regulatory Reform (Fire Safety) Order 2005</i> | | | | |
| • | What will my information be used for? | | | | |
| | <i>Required to conduct planned inspections or post fire examinations, provide advice, guidance and to enforce fire safety regulations</i> | | | | |
| • | How will my information be stored to guarantee security? | | | | |
| | <i>On a secure database within the Community Risk Department</i> | | | | |
| • | Who will have access to my information? | | | | |
| | <i>Members of the Community Risk Department</i> | | | | |
| • | Will my information be shared with anyone other than the Fire and Rescue Service? | | | | |
| | Yes | <input checked="" type="checkbox"/> | | No | <input type="checkbox"/> |
| • | If YES, then how will this be done? | | | | |
| | <i>By secure email</i> | | | | |
| • | If YES, who with? | | | | |
| | <i>Care Quality Commission, Health and Safety Executive, Environment Agency, Immigration, local councils/authorities, Worcestershire Regulatory Services (Trading standards)</i> | | | | |
| • | Do I have the right to ask for my information to be erased? | | | | |
| | <i>No – Fire safety information required whilst business is live</i> | | | | |
| • | Do I have the right to object to my information being used? | | | | |
| | <i>No – It is a legal requirement for businesses to supply Fire Safety data</i> | | | | |

| | |
|---|---|
| • | Do I have the right to ask for my data to be provided in a universally recognised electronic format e.g. CSV file? |
| | <i>Yes – Please contact the Business Fire Safety Team for copies of your information</i> |
| • | How long will you keep my information for? |
| | <i>7 years</i> |
| • | How will my information be disposed of? |
| | <i>Electronic records deleted and all paper files shredded securely by the Business Fire Safety Team</i> |
| • | Who do I contact if I have any questions? |
| | <i>Group Commander Cadman, Fire and Rescue Service, Worcester Fire Station, McKenzie Way, Worcester, WR4 9GN</i> |
| • | How do I make a complaint? |
| | <p>Step 1: Please submit your issue via the Service's complaints system on website www.hwfire.org.uk</p> <p>Step 2: If you are not satisfied with the outcome of the internal review, you may raise a concern directly with the Information Commissioner, Wycliffe House, Water Lane, Wilmslow, SK9 5AF, Tel: 0303 123 1113 (alternatively 01625 545745) or E-mail: casework@ico.org.uk</p> |