

NHS Board
25th November 2020

Lanarkshire NHS Board
Kirklands
Fallside Road
Bothwell
G71 8BB
Telephone: 01698 855500
www.nhslanarkshire.scot.nhs.uk



SUBJECT: Annual Fire Safety Report 2019/20

1. PURPOSE

This paper is coming to the NHS Board

For approval	<input type="checkbox"/>	For endorsement	<input type="checkbox"/>	To note	<input checked="" type="checkbox"/>
--------------	--------------------------	-----------------	--------------------------	---------	-------------------------------------

It is a requirement of Scottish Government Health & Social Care Fire Safety Policy for NHS Scotland (CEL 11: 2011) for Boards to report annually on the fire safety performance of the organisation.

The purpose of this Report is to inform the Board of matters relating to:

- Performance and progress on Fire Safety Management since the previous reporting period 2018/19.
- Fire safety activities undertaken during 2019/20 to ensure compliance with:
 - The Fire (Scotland) Act 2005 Part 3,
 - Fire Safety (Scotland) Regulations 2006
 - Scottish Government Health Directorate (SGHD) Fire Safety Policy for NHS Scotland (CEL 11: 2011).

The Annual Fire Safety Report (see Appendix 1) outlines the progress made in Fire Safety Management during 2019/20.

2. ROUTE TO THE NHS BOARD

This paper has been:

Prepared	<input checked="" type="checkbox"/>	Reviewed	<input type="checkbox"/>	Endorsed	<input type="checkbox"/>
----------	-------------------------------------	----------	--------------------------	----------	--------------------------

by the Director of Property and Support Services Division (Nominated Officer, Fire).

3. SUMMARY OF KEY ISSUES

The Annual Fire Safety Report, with executive summary, details the activities completed in year 2018/19 and those planned for year 2019/20.

The Board are requested to:

Note the responsibilities of Scottish Fire and Rescue Service (SFRS) as the Fire Safety Enforcing Authority.

Note NHS Lanarkshire's performance and progress in the key areas below:

- **Unwanted Fire Alarm Signals (UFAS)**

The number of UFAS for the current reporting period 2019/20 totalled 153; this represents an increase of 31 % on the figure, (116), reported in 2018/19.

- **Fire Incidents**

A total of 9 Actual Fire Incidents were reported and investigated during reporting period 2019/20. Two of the incidents were considered as being of significant interest.

The number of Actual Fires of significant interest for reporting period 2019/20 increased by one when compared with 2018/19.

- **Fire Risk Assessments (FRA)**

The current total number of FRA areas is 439, all of which are completed and entered into the EAMS. The total number of FRAs areas recorded on EAMS at the end of this reporting period 2019/20 has remained unchanged from the previous reporting period 2018/19,

The total number of FRAs will continue to be subject to change as new premises are acquired, old premises disposed of and operational changes are made within existing premises.

- **Fire Safety Compliance Audits**

During this reporting period 2019/20 SFRS conducted 16 Fire Safety Audits in the under noted NHSL premises.

- **Partnership Working**

Partnership Working between NHS Lanarkshire and Scottish Fire & Rescue Service (SFRS) continued through reporting period 2019/20, with regular liaison meetings.

- **General Fire Safety Awareness Training**

74% of staff participated in General Fire Safety Awareness Training during this reporting period 2019/20. This figure indicates an 8.7% increase on the number of staff who participated in training during reporting period 2018/19.

Fire Safety Training will continue to be provided in the new reporting period and CMT will give focus and scrutiny on regular performance reports from Directorates on training, inspections and drills.

- **Fire Safety Control Book (FSCB)**

The current total of FSCBs issued is 262 covering all NHSL sites.

Note the activities planned and being undertaken in the new reporting period 2020/21, in particular:

- The required increase in the level of attendance at General Fire Safety Awareness Training continues from previous reporting period.
- The focus on the reduction of the number of Unwanted Fire Alarm Signals experienced by NHSL continues from previous reporting period.
- The Director of Hospital Services, University Hospital Monklands is aware of the need to address the reasons for 23 unreported fire incidents at University Hospital Monklands during 2018/19 and enact a suitable corrective action plan to rectify.
- Senior Site Responsible Managers are to provide a statement of assurance at the end of future reporting period and be responsible for the local site plans' execution.

4. STRATEGIC CONTEXT

This paper links to the following:

Corporate objectives	<input checked="" type="checkbox"/>	AOP	<input type="checkbox"/>	Government policy	<input type="checkbox"/>
Government directive	<input type="checkbox"/>	Statutory requirement	<input checked="" type="checkbox"/>	AHF/local policy	<input type="checkbox"/>
Urgent operational issue	<input type="checkbox"/>	Other	<input type="checkbox"/>		

5. CONTRIBUTION TO QUALITY

This paper aligns to the following elements of safety and quality improvement:

Three Quality Ambitions:

Safe	X	Effective		Person Centred	
------	---	-----------	--	----------------	--

Six Quality Outcomes:

Everyone has the best start in life and is able to live longer healthier lives; (Effective)	<input type="checkbox"/>
People are able to live well at home or in the community; (Person Centred)	<input type="checkbox"/>
Everyone has a positive experience of healthcare; (Person Centred)	
Staff feel supported and engaged; (Effective)	<input type="checkbox"/>
Healthcare is safe for every person, every time; (Safe)	X
Best use is made of available resources. (Effective)	X

6. MEASURES FOR IMPROVEMENT

Measures for improvement of fire safety for patients, staff and members of the public across the NHS Lanarkshire Estate are included within the fire safety action plans.

7. FINANCIAL IMPLICATIONS

No request for additional resources.

8. RISK ASSESSMENT/MANAGEMENT IMPLICATIONS

Fire safety is an integral part of the NHS Lanarkshire risk management processes.

9. FIT WITH BEST VALUE CRITERIA

This paper aligns to the following best value criteria:

Vision and leadership	<input type="checkbox"/>	Effective partnerships	<input type="checkbox"/>	Governance and accountability	<input checked="" type="checkbox"/>
Use of resources	<input checked="" type="checkbox"/>	Performance management	<input type="checkbox"/>	Equality	<input type="checkbox"/>
Sustainability	<input checked="" type="checkbox"/>				

10. EQUALITY AND DIVERSITY IMPACT ASSESSMENT

Has an E&D Impact Assessment has been completed?

Yes

No

11. CONSULTATION AND ENGAGEMENT

Fire safety is an integral part of the health and safety process and procedures in NHS Lanarkshire and is reviewed through the local fire safety committees. These are committees which comprise both staff side and management representatives.

12. ACTIONS FOR THE NHS BOARD

The NHS Board are asked to:

Approve	<input type="checkbox"/>	Endorse	<input type="checkbox"/>	Identify further actions	<input type="checkbox"/>
Note	<input checked="" type="checkbox"/>	Accept the risk identified	<input type="checkbox"/>	Ask for a further report	

1. note the Fire Safety Report for 2019/20.

13. FURTHER INFORMATION

For further information about any aspect of this paper, please contact;

Name: John Paterson
Designation: Director Property & Support Services Division
Telephone: 01698 377788

Colin Lauder
Director of Planning, Property & Performance