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Bwrdd Iechyd Prifysgol
Bae Abertawe
Swansea Bay University
Health Board



Meeting Date	20 January 2022	Agenda Item	2.5
Report Title	Fire Safety Management		
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Report Sponsor	Gareth Howells, Director of Nursing and Patient Experience		
Presented by	Mark Parsons, Assistant Director of Health & Safety		
Freedom of Information	Open		
Purpose of the Report	To update the Health and Safety Committee on the progress of the actions identified following NWSSP audit report issued to Swansea Bay University Health Board covering Fire Safety Management.		
Key Issues	The report covers: <ul style="list-style-type: none"> • Fire Policy • Governance and structure • Strategy to achieve statutory compliance • Risk Assessments & system interfaces • Action plans from risk assessments 		
Specific Action Required <i>(please choose one only)</i>	Information	Discussion	Assurance
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Recommendations	The Health & Safety Committee is asked to: <ul style="list-style-type: none"> • NOTE the report 		

Fire Safety Management

1. INTRODUCTION

NWSSP Specialist Estates Services undertake annual reviews of fire precautions and provide a report on their findings and in addition outline a number of recommendations to improve the overall fire safety management for the Health Board.

2. BACKGROUND

NWSSP Specialist Estates Services carried out an independent review of the fire safety management during 2020, with the scope of the audit covering:

- Management information and control systems; and
- Appropriate actions; by
- Sample testing compliance with regulations.

The audit also included following up on previous agreed audit actions have been actioned to mitigate the identified risks, with the final report received on 26th April 2021. In addition to these audits, further inspections have been carried out at Gorseinon, Morriston and Cefn Coed Hospitals.

These reviews are undertaken on an annual basis and can cover the whole fire management system as with this audit or cover specific premises identified each year. This provides the Health Board with an independent review of the fire safety management and or fire precautions in the premises, physical and processes. Following the review, NWSSP Audit provided a report and outline good practices and areas of concern and their recommendations. This report has provided a “limited assurance” for fire safety management.

There are separate independent audits carried out by NWSSP – Specialist Estates Service, Authorised Engineer for Fire, these are on specific premises.

2.1 Fire Safety Policy

The fire policy was amended following receipt of the fire management report to address areas highlighted in the audit report. The Fire Safety Policy was resubmitted to the H&S committee on 1 September 2020 and published on the Health Board intranet.

2.2 Governance and Structure

The overall governance for fire safety was reviewed, with the Assistant Director of Health and Safety (Fire Safety Manager), taking over the responsibility to Chair the Fire Safety group on 12 May 2021. The terms of reference were updated and approved along with a standard agenda to enable appropriate governance of fire safety compliance.

2.3 Strategy to Achieve Statutory Compliance

The overall compliance levels within the Health Board are linked mainly to two areas (fire risk assessments & actions from fire risk assessments) and is linked to the backlog maintenance and specifically:

- Fire compartmentation
- Fire Drawings
- Fire Protection systems (fire dampers/detectors)
- Fire doors

2.3.1 Action

Following the announcement by Welsh Government of additional funding covering specific areas, SB has secured capital funding for 2021/2022 in respect of the following National Programs:

- Infrastructure
- Mental Health
- Decarbonisation
- Fire Safety

The HB has been successful in obtaining funding in each of the areas, with £482,000 specifically for fire related works. There will also be opportunities within the mental health refurbishment works to address fire compliance works. In addition, discretionary capital is being reviewed to priorities compliance works.

Fire compartmentation reviews have and continue to be carried out with our NWSSP specialist estates service (fire specialists), with compartmentation surveys completed at Singleton and sections of Morryston. Further surveys are scheduled for Morryston in the next quarter (Q2). Drawings for Singleton are being updated following the surveys, Morryston once completed will also be updated and issued.

2.4 Fire Risk Assessments (FRA) & System Interfaces

The level of compliance for FRA was reported as 28%, with 72% overdue at the time of the audit draft report in January 2021. These are centrally recorded on the shared services fire auditing and reporting system.

The Health Board put in additional temporary resources to assist in addressing the poor FRA position, with weekly targets set to achieve fire risk assessment compliance by the 31st July 2021, which was achieved.

2.5 Fire Risk Assessment Action Plans

It was identified that the actions identified from the FRA's were not updated on the fire auditing and reporting system as there were no links between this system and the maintenance system operated by estates department.

The fire safety group now monitor the fire risk assessment compliance and the actions identified from them, these are allocated to operational areas (wards/departments) and estates. There are certain works that require capital funding to address, with fire safety capital programs also monitored to enable actions to be closed. The estates works are cross referenced against their maintenance system (Planet).

2.5.1 Welsh Government funding

A task and finish group were set up to identify areas that can form part of the capital bids in the following categories:

- Infrastructure
- Mental Health
- Decarbonisation
- Fire Safety

The fire safety bids that SB was successful on included fire compartmentation; lift call and automatic fire detection; fire door replacement; cause & effect and emergency lighting. Other funding streams will also address fire compliance as part of refurbishment projects. These projects are on target to be completed this financial year, with longer term planning being drawn up between Capital, Estates and Health & Safety (Fire).

2.6 Action Plans

From each of the audits/inspections action plans have been developed and worked through, with updates provided to the fire safety group. The audit reports were received for:

- Morriston Hospital March 2021
- Health Board wide (Fire Management) April 2021
- Cefn Coed Hospital August 2021

Morriston Hospital action plan has been developed and is currently being worked through, with approximately 60% completed.

The Health Board report on fire safety management action plan has been developed, with all except one action completed.

Cefn Coed Hospital is the latest report received, with an action plan developed, this is currently being worked through. All report action plans are submitted to the fire safety group to ensure progress is monitored and actions being implemented.

3. Fire Safety Resources

The health and safety team structure has been reviewed and a business case developed and submitted. Funding for two fire safety advisors have been approved,

advertised, and successfully appointed to the two posts, with the successful candidates expected to commence in February 2022.

4. RECOMMENDATION

The Health and Safety committee is asked to **NOTE** the report.

Governance and Assurance		
Link to Enabling Objectives <i>(please choose)</i>	Supporting better health and wellbeing by actively promoting and empowering people to live well in resilient communities	
	Partnerships for Improving Health and Wellbeing	<input checked="" type="checkbox"/>
	Co-Production and Health Literacy	<input type="checkbox"/>
	Digitally Enabled Health and Wellbeing	<input type="checkbox"/>
	Deliver better care through excellent health and care services achieving the outcomes that matter most to people	
	Best Value Outcomes and High Quality Care	<input checked="" type="checkbox"/>
	Partnerships for Care	<input type="checkbox"/>
	Excellent Staff	<input type="checkbox"/>
	Digitally Enabled Care	<input type="checkbox"/>
	Outstanding Research, Innovation, Education and Learning	<input type="checkbox"/>
Health and Care Standards		
<i>(please choose)</i>	Staying Healthy	<input type="checkbox"/>
	Safe Care	<input checked="" type="checkbox"/>
	Effective Care	<input checked="" type="checkbox"/>
	Dignified Care	<input checked="" type="checkbox"/>
	Timely Care	<input checked="" type="checkbox"/>
	Individual Care	<input checked="" type="checkbox"/>
	Staff and Resources	<input checked="" type="checkbox"/>
Quality, Safety and Patient Experience		
<p>Following receipt of the draft audit report covering fire safety management, the health, safety, and fire team reviewed the report and its recommendations. An action plan has been produced and presented to the Health and Safety Committee for approval, this plan will be monitored by the Health and Safety Operational Group on a quarterly basis.</p> <p>Following the recommendations and action plan will improve overall fire safety compliance.</p>		
Financial Implications		
<p>The financial implications resulting from report are to be determined based on works required to update and maintain fire compliance. If works are not completed within a reasonable timeframe, there is potential of legal proceedings, which in turn could lead to legal expenditure and financial penalties (amounts to be determined). With a focus on resources, there will be financial implications for additional resources for health, safety, and estates to maintain compliance levels.</p>		
Legal Implications (including equality and diversity assessment)		
<p>Swansea Bay University Health Board (SBUHB) is committed to providing and maintaining a safe and healthy workplace and to provide suitable resources, information, training and supervision on health and safety to all members of staff, patients Contractors and visitors to comply with the legislative and regulatory framework on health and safety which includes:</p> <ul style="list-style-type: none"> • The Health & Safety at Work Act 1974 • Management of Health and Safety at Work Regulations 1999 • The Regulatory Reform (Fire Safety) Order 2005 		
Staffing Implications		

Staff will be briefed on the developments through health and safety meetings/forums or other groups as determined necessary ensure that health and safety is discussed, monitored, and acted upon.

Long Term Implications (including the impact of the Well-being of Future Generations (Wales) Act 2015)

The Act requires the Health Board to think more about the long term, how we work better with people and communities and each other, look to prevent problems and take a more joined up approach with partners. There will be long term risks that will affect both the delivery of services; therefore, it is important that you use these five ways of working (Long Term Thinking, Prevention, Integration, Collaboration, and Involvement) and the wellbeing goals identified in the Act in order to frame what risks the Health Board may be subject to in the short, medium and long term. This will enable The Health Board to take the necessary steps to ensure risks are well managed now and in the future.

Report History

Appendix

None