



HEALTH & SAFETY ASSURANCE COMMITTEE PWYLLGOR ANSAWDD IECHYD A DIOGELWCH

DYDDIAD Y CYFARFOD: DATE OF MEETING:	14 May 2020
TEITL YR ADRODDIAD: TITLE OF REPORT:	Fire Safety Management Update
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Andrew Carruthers, Director of Operations
SWYDDOG ADRODD: REPORTING OFFICER:	Rob Elliott, Director of Estates, Facilities and Capital Management

Pwrpas yr Adroddiad (dewiswch fel yn addas)

Purpose of the Report (select as appropriate)

Er Sicrwydd/For Assurance

ADRODDIAD SCAA SBAR REPORT

Sefyllfa / Situation

This report is to provide the Health & Safety Assurance Committee (H&SAC) with an update on the status of Fire Safety Management across the Hywel Dda University Health Board (HDdUHB). Specifically:

1. Fire Safety Training.
2. Fire Risk Assessment performance.
3. Recovery Centres

Cefndir / Background

1. Fire Risk Assessments

The HDdUHB has a legal requirement under the Regulatory Reform (Fire Safety) Order 2005 (FSO) to maintain suitable and sufficient fire risk assessments for the buildings it occupies. It is also a requirement that fire risk assessments are reviewed at appropriate intervals.

Considerable effort and investment in the Fire Safety Team has seen a significant reduction in the number of overdue fire risk assessments seen previously.

2. Fire Safety Training

Again, the FSO requires an organisation to train staff in fire safety matters. Fire Safety Training is also a requirement of Firecode WHTM 05-01 'Fire Safety Management'. The HDdUHB manages this through a Training Needs Analysis (TNA) and the training is delivered by Fire Safety Advisors. Fire safety training is generally delivered to groups of staff either in drop-in sessions or at the workplace.

3. Recovery Centres Fire Safety

Since the onset of the COVID-19 pandemic, 9 recovery centres have been developed and brought to operational readiness. These buildings also require fire risk assessments. Generally, fire safety arrangements for hospital buildings is set out in Firecode WHTM 05-02 'Fire Safety'. They also need to meet the functional requirements of the Building Regulations. Normally,

these buildings are based on the principles of horizontal progressive evacuation which has fire compartmentation at the heart of these principles. Fire compartments are usually relatively small and patients can be moved initially to another fire compartment in the event of a fire. These arrangements will not be appropriate for the recovery centres which are largely open plan. It is therefore necessary to consider a risk assessed approach to the fire safety measures in these buildings.

Asesiad / Assessment

1. Fire Risk Assessments

The HDdUHB can take assurance that the current situation regarding fire risk assessments is under control. In February 2020, the backlog was at zero. For comparison, in January 2019, the backlog was in the region of 140.

Currently there are 22 out of date fire risk assessments with a further 19 being added to this list by the end of May 2020. The onset of COVID-19 has had a significant effect on the work patterns of the Fire Safety Advisors due to the input required for the recovery centres. This work is now practically concluded and will enable work to re-start on the conventional building portfolio.

However, access to certain areas may prove difficult going forward due to COVID-19 with the restrictions placed on access, and this will have an effect on the ability to review fire risk assessments in these particular areas.

In terms of the Recovery Centres, the fire risk assessments are essentially all complete. Some final amendments are required to enable the documents to be published during week ending 8th May 2020.

2. Fire Safety Training

Prior to the onset of COVID-19, the performance in terms of delivery of fire safety training was at 67%. COVID-19 has had a significant negative effect on the delivery of fire safety training.

The current position in respect of fire safety training is that it has been suspended due to the COVID-19 situation. This situation revolves around the safe distancing arrangements and the ability to maintain the recommended 2 metre apart rules as training generally takes place in groups. This situation will have a considerable negative impact on the performance levels experienced previously. Alternative methods of training delivery will need to be considered which will include:

- Use of the online Fire Safety Training Module
- Smaller staff groups or larger venues

The online module approach will require some input from Learning & Development and the Electronic Staff Record however is something that can happen fairly quickly. We will be looking to implement this immediately and will feedback on this at the next H&SAC meeting. It should be noted that this approach would be outside the recommendations of WHTM 05-01-Fire Safety Management.

3. Recovery Centres

The buildings that have been converted to recovery centres have all been assessed by the Head of Fire Safety Management. Fire Risk Assessments will be complete by week ending 8th May 2020. The HDUHB can take assurance that the buildings are satisfactory for occupation and provide a safe environment for patients and staff.

It should be noted that these buildings do not comply with current fire safety standards for hospitals and therefore fire safety matters are based on the experience of the Fire Safety Team in determining whether the provisions in the buildings are suitable. In order to provide additional assurance, the Head of Fire Safety has carried out computer modelling on the Parc Y Scarlets Barn and the Samuel Selwyn Centre and the modelling suggests that conditions inside the buildings during a fire situation is tenable for at least 11 minutes and that there is sufficient time available to safely manage a large scale evacuation. These two buildings were chosen for fire specific technical reasons although the findings would be similar for the other recovery centre buildings as conditions are relatively consistent across the sites.

There has been close working arrangements and consultations in place with the Fire and Rescue Service (FRS) and Building Control bodies throughout the development phase of the facilities. The FRS were issued with guidance on fire safety measures and enforcement from the National Fire Chiefs Council as the need for temporary hospital sites developed. This guidance outlined what the FRS would expect in terms of fire safety provisions whilst recognising the fact that these facilities would not meet normal fire safety standards and that a risk assessed approach would be the appropriate way to deal with these buildings. Building Control bodies have been issued with similar guidance.

The interaction with the FRS throughout this process has been positive. They have visited all sites and are satisfied with the physical measures in place. They expect that fire risk assessments will be submitted prior to any occupation which is wholly achievable by the Fire Safety Team.

Argymhelliad / Recommendation

The Health & Safety Assurance Committee is requested note the contents of this report for assurance purposes.

Amcanion: (rhaid cwblhau)	
Objectives: (must be completed)	
Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	5.13 Provide assurance that risks relating to health, safety, security, fire and service/business interruption/disruption are being effectively managed across the whole of the Health Board's activities (including for hosted services and through partnerships and Joint Committees as appropriate), and provide assurance that effective risk assessments are undertaken and addressed.
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	N/A
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	2.1 Managing Risk and Promoting Health and Safety

Nodau Gwella Ansawdd: Quality Improvement Goal(s):	No Avoidable Deaths
Amcanion Strategol y BIP: UHB Strategic Objectives:	2. Living and working well.
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2018-2019	10. Not Applicable

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	MWWFRS and extensive site based survey information
Rhestr Termiau: Glossary of Terms:	Contained in body of text
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Ansawdd lechyd a Diogelwch: Parties / Committees consulted prior to Health and Safety Assurance Committee:	N/A

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	N/A
Ansawdd / Gofal Claf: Quality / Patient Care:	N/A
Gweithlu: Workforce:	Delivering a safe working environment
Risg: Risk:	Fire Safety Risk

Cyfreithiol: Legal:	Potential for legal challenge if HB does not comply with Government Legislation
Enw Da: Reputational:	N/A
Gyfrinachedd: Privacy:	N/A
Cydraddoldeb: Equality:	N/A