



## **Changes Since The Last Version**

Version:	2.0
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Approval:	Fire Authority
Date:	17 October 2018

This version has been placed on to the updated and approved service document template, the content has been refreshed and amended to reflect current governance and wider strategies.

**Please note that as Service Documents are frequently updated, if you print a document, its accuracy cannot be guaranteed. Always check the intranet for the latest version.**

## **Index**

1. [Document changes](#)
2. [Index](#)
3. [Purpose and scope](#)
4. [Roles and responsibilities](#)
5. [Protection strategy](#)
6. [Consultation/publication/communication](#)
7. [Integrated Impact Assessment \(IIA\)](#)

## **Purpose and Scope**

The purpose of this strategy is to provide a focus on the Service Delivery Directorate's priorities over the next five years, to ensure Buckinghamshire and Milton Keynes Fire Authority (BMKFA) can deliver the most effective response to the risks and challenges set out in the Authority's Public Safety Plan.

## **Roles and Responsibilities**

Fire Authority - Ensuring Public Safety, Strengthening Collaboration, Driving Transformation and Enhancing Effectiveness.

Chief Fire Officer - Responsible for leading the Service on its continued journey of improvement in the Service's governance, performance and financial management.

Deputy Chief Fire Officer - Responsible for Service Delivery, Corporate Development and Planning arrangements.



Head of Service Delivery - Responsible for effective Prevention, Protection and Response activities.

Managers - Responsible for the day to day management and delivery of fire and rescue service activities.

All employees- collectively responsible for upholding the expected values, behaviours and objectives of the Authority.

### **Legislative Requirements**

BMKFA discharge all their functions under a backdrop of some key pieces of legislation. This legislation establishes our duties and obligations to provide an effective and efficient fire and rescue service.

#### The Fire and Rescue Services Act 2004

This is our core legislation, establishing our legal powers and responsibilities as a Fire Authority. The Secretary of State prepares the Fire and Rescue National Framework under Section 21 of the Fire and Rescue Services Act 2004 to establish a set of key priorities, objectives and direction for fire authorities to follow.

#### The Civil Contingencies Act 2004

This legislation establishes Buckinghamshire Fire and Rescue Service (BFRS) as a Category 1 responder agency, with specific responsibilities to plan for and respond to defined “emergencies” alongside other agencies. To effectively achieve this we are active members of the Thames Valley Local Resilience Forum, who collectively plan for a multi-agency response to a full range of incidents across the area.

#### Policing and Crime Act 2017

The police, fire and rescue and emergency ambulance services now have a duty to collaborate. This Act provides us with a tangible legal framework to increase the scope of collaborative work and keep our communities safer.

#### The Regulatory Reform (Fire Safety) Order 2005 (RRO)

Every enforcing authority must enforce the provisions of this Order and any regulations made under it in relation to premises for which it is the enforcing authority’.

#### Crime and Disorder Act 1998



The key areas of this act, Anti-Social Behaviour Orders, Sex Offender Orders, Parenting Orders, granting local authorities more responsibilities with regards to strategies for reducing crime and disorder, and the introduction of specific laws.

### General Data Protection Regulations (GDPR) and the Data Protection Act 2018

Following the GDPR coming in to force, May 2018, new responsibilities have been placed on BMKFA in relation to the information held and how it is managed. This includes information on employees, other organisations and members of the public.

#### **Our Vision**

Our Vision is to ensure Buckinghamshire and Milton Keynes are the safest places in England in which to live, work and travel.

#### **Our Aim**

Our aim is to improve the health, safety and wellbeing of the community, by identifying those groups who are at greatest risk and effectively work with partners, to help prevent fires and other incidents occurring and safeguarding those who are most vulnerable.

#### **The Challenge**

Our Public Safety Plan describes the internal and external factors that will influence our risk and demand challenges into the future.

Our Corporate Plan shows how we will meet the challenges we face and our commitment to delivering consistent improvement and taking a fresh look at how we deliver our services in line with those identified risks and demand.

Our Medium Term Financial Plan and Efficiency Plan identify the financial resources required, projected into the future based on the delivery of specific aims and objectives as set out in the Public Safety Plan and Corporate Plan.

Together these plans establish a responsibility to deliver strategies which meet these challenges and help us to achieve our aim and vision.

#### **Our Values**

We will work with all groups to target and reduce risk and will pro-actively seek opportunities to collaborate with our partners.

We will treat everyone fairly and with respect, challenging any prejudice or discrimination and respecting people's right to privacy and protecting any personal information we hold.



We place value on diversity within our Service and the communities we serve.

We will create opportunities to develop and learn, encourage innovation and creativity, work honestly to develop trust and will strive for excellence in all that we do.

We will accept responsibility and accountability for our performance and actions, being answerable to those we serve.

### **Our Principles**

The Authority will aim to;

Ensure that all employees are aware of the vision, values and behaviours expected within the workplace

Improve the Authority's performance through building the skills of a diverse workforce that reflect the community

Ensure employees have an understanding of how the Service operates, in order to be as effective as possible within their role

### **Our Priorities**

Our priorities are always to prevent incidents that cause harm from happening and to render humanitarian services. We will do all we can to protect homes, public buildings and businesses from the effects of fire.

Our duty is also to ensure that wherever required, we provide a timely and proportionate emergency response to incidents, ensuring we are there to save life, mitigate damage and help safeguard our environment.

To achieve these priorities, we will identify and assess the full range of foreseeable risks within our area, from across a spectrum of local and national influences, and give our employees the tools they need to succeed in ensuring these risks are assessed and managed in the most effective, efficient and safest way.

We will align and integrate our Prevention, Protection and Response strategies, ensuring they complement each other towards achieving our vision.

### **Measuring Success**

Our Protection Strategy will be continually measured on the following criteria:

- how effective we are at protecting non-domestic premises from fires and other emergencies



- how effective we are at enforcing non-compliance within non-domestic premises of the RRO
- how well we use data and information to understand our current and future risks, taking account of national risks and trends
- how well we use our resources, optimising the contribution to business continuity of our people
- how well we secure an affordable way of delivering the management of risk of fire, emergencies and other risks now and in the future



## Protection Strategy framework

Our Protection Strategy framework focuses on four key pillars:

Ensuring Buckinghamshire & Milton Keynes are the safest places in England to live, work and travel

Audits

Thematic reviews  
Percentage of PAPs completed  
Complaints upheld / not upheld  
Post fire audits  
Consultations  
Licensing  
Education, internally and targeted audience  
Enforcement outcomes

Non Domestic  
Property Fires

Deliberate primary / secondary  
Accidental human / non-human  
Previous listed in protection database  
Targeted as high risk  
Success of premises management strategy  
Injuries sustained, numbers of fatalities

Quality of Service

Quality assured audits:  
Satisfactory  
Development needs  
Areas for improvement  
Advice & guidance given  
Customer survey:  
Very Satisfied  
Satisfied  
Unsatisfied

Automatic Fire  
Alarms (AFA)

AFA's attended  
Unwanted fire signals  
Fires detected by AFA's  
Repeat / unique



### **Dame Judith Hackitt – Building a Safer Future May 2018**

Following the tragic events which unfolded at the Grenfell Tower fire, London, in June 2017, an independent review of building regulations and fire safety was undertaken by Dame Judith Hackitt. The full report released in May 2018 has made recommendations across a number of areas:

- a new regulatory framework is required
- design, construction and refurbishment
- occupation and Maintenance
- residents voice
- competence
- guidance
- products
- golden thread

Until these recommendations have been through Parliament and they become Regulations, we will not fully understand the implications for us as an enforcing authority. We will engage and inform where we can and ensure we are fit for purpose to deliver fire safety for the future.

### **Periodic Audit Programme**

The current audit process uses a well-established “high risk” based programme.

BFRS aim to work with those who wish to engage with us and comply with the RRO; however, we will take enforcement action under the RRO where compliance or a willingness to comply is not demonstrated.

The Statutory Regulators’ Code is a central part of the Government’s ‘Better Regulation Agenda’. Its aim is to embed a risk-based, proportionate and targeted approach to regulatory inspection and enforcement among regulators and seeks to ensure that the enforcement of regulation does not unnecessarily inhibit economic progress. It comprises of five principles, one of which is risk assessment, stating:

“Regulators should take an evidence-based approach to determining the priority risks in their area of responsibility, and should allocate resources where they would be most effective in addressing those priority risks.”

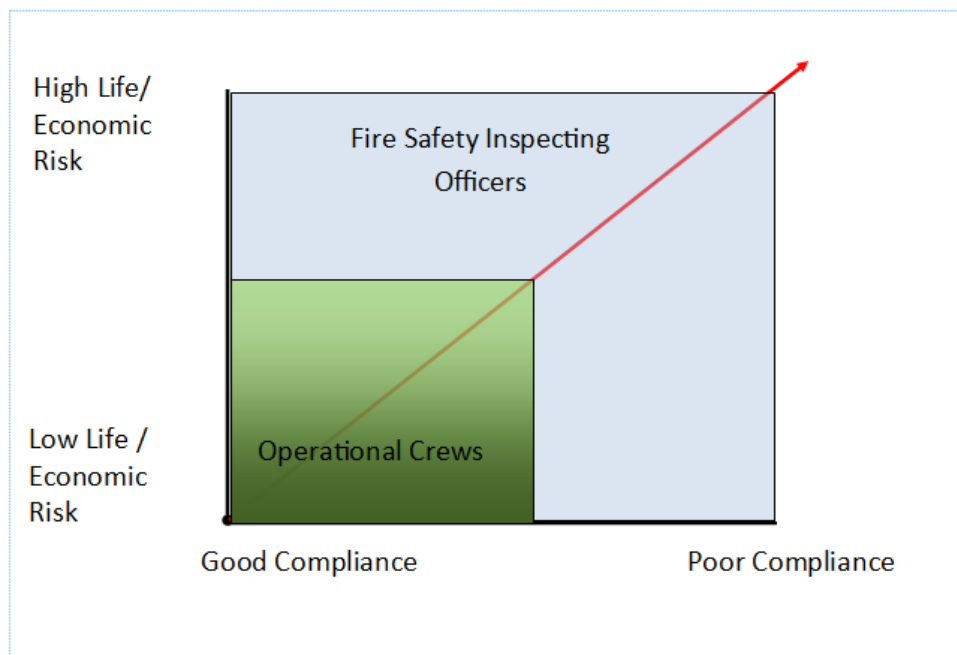
To support this approach, BFRS follow the Enforcement Management Model (EMM). The EMM is a logical system that provides enforcers with a framework for making fair and consistent enforcement decisions.

There is a need to focus Protection audits on the most vulnerable premises. This would focus on risk to life, premises with historically poor compliance and premises with a greater risk of high economic, social value and historic value



loss. Use of a risk profiling model will enable BFRS to make an intelligence-led decision on where the key areas of activity should be. This will assist us in identifying those businesses that are less likely to comply with legislation and more likely to have a severe fire that will have a greater impact on business and the local community. Once identified, these premises would receive support and education on risk assessment awareness and business continuity. They would also receive information on common causes of fire in these types of premises. Additionally, operational site specific risk information will be updated.

A closer relationship between Prevention, Protection and Response personnel and by the use of a Premises Risk Management System (PRMS) as part of Business and System Integration (BASI), sharing this data.



### **Firefighter Safety and Sound Operational Decision-making**

Protection activities can significantly improve firefighter safety in three ways.

Firstly, protection activity will reduce the future risk to firefighters by supporting fire risk management. This will reduce the number of fires and their severity, exposing firefighters to fewer, smaller fires. Fewer fires and early fire extinguishment will allow premises to return to business sooner, promoting economic growth.

Secondly, educating firefighters about building construction, specially provided firefighting facilities, access facilities and water supplies will enable them to plan an effective firefighting strategy using this essential knowledge.





Operational crews will also be able to utilise this knowledge and experience to carry out audits at those premises that present a lesser risk, enabling the protection team to focus on those premises identified as at the greatest risk.

Thirdly, by liaising closely with firefighters on site specific risk assessment of buildings, the protection team can improve firefighters' risk assessment skills in relation to building hazards and inherent control measures. This would further enhance a consistent approach to the gathering of site specific Risk information and will subsequently improve awareness of the significant hazards, enabling better informed command decisions based on an understanding of risk.

We will utilise the PRMS which will join up both risk data from protection and prevention activities with accessible risk information of the build environment for operational personnel to achieve cross-cutting information exchange.

### **Automatic Fire Alarms (AFA) and Unwanted Fire Signals (UFS)**

BFRS continues to lead nationally on Fire and Rescue Service (FRS) process and procedures to reduce the occurrence of false alarms and unwanted fire signals. We will continue to work with business and Alarm Receiving Centres (ARCs) to progress our aim of supporting business and reducing the burden on our response resources.

BFRS routinely attend AFA's and value the opportunity to engage with businesses and their staff. On 76 occasions, BFRS has attended an AFA that has required a level of intervention by operational crews.

Businesses understandably want to know when a real fire has started and for a message to be sent so that BFRS resources make an attendance. This avoids risk to life, reduces fire damage and supports business continuity and growth. Working closely with fire alarm engineers at the development and planning stage, business owners and ARCs, we aim to achieve a greater consistency to call reductions. In so doing, businesses will be free to grow without disruption and cost from UFS and escalating incidents.

### **Training and Competency Framework**

The delivery of effective regulation depends on the competency of the professionals who carry out the work. Common regulatory competence standards, underpinned by a robust development process and comprehensive learning materials, are essential to the effective delivery of the regulated activity.

BFRS are committed to complying with the Chief Fire Officers Association (CFOA) Competency Framework for Business Safety Regulators. This Framework takes cognisance of, and includes all of the essential elements within the 'Common Approach to Competency for Regulators' produced by the Better Regulation



Delivery Office (BRDO); these core competencies include skills, attitude, knowledge of the sector for regulation and relevant legislation. This approach satisfies the desire for all regulators to adopt a common and consistent approach to supporting business and to reduce regulatory burdens. The Office for Product Safety and Standards (OPS&S) supersedes the former Regulatory Delivery directorate, and will work with local authorities and others to take forward its responsibilities, including Primary Authority and Better Business for All.

### **Primary Authority Scheme / Consistency and Common Application of Legislation**

BFRS can support a consistent approach to fire safety legislation and support business through the Primary Authority Scheme (PAS). PAS is a statutory scheme providing a means for businesses to receive assured and tailored advice on meeting environmental health, trading standards or fire safety regulations through a single point of contact where businesses have a presence in more than one local authority area.

Primary Authority is based on legal partnerships between businesses and individual local authorities. Businesses can set up their own partnership or belong to a trade association (or other type of group) with an existing partnership.

A business can enter into a legal partnership with a single local authority to secure greater coordination of regulatory and enforcement activities. It applies to a range of regulations, including the Fire Safety Order.

There are two types of partnership. A business can form its own direct partnership. It then receives Primary Authority Advice tailored to its specific needs from its primary authority.

Alternatively, a business can belong to a trade association (or other type of group) to benefit from a co-ordinated primary authority. In this case, the Primary Authority Advice is still from the primary authority, but provided via the trade association, and tailored to the general needs of its members.

A business can choose the type of partnership best suited to its needs. Most businesses only have one partnership, but it is possible to be in different partnerships for different areas of regulation.

The advantages to business include:

- consistency of interpretation of Fire Safety regulations
- better intelligence
- advice and guidance
- access to specialist advice about Fire Safety



This in turn saves time and money whilst also ensuring compliance and supports economic growth and business continuity.

The advantages to BFRS include: more productive relationships with business, wider input into the safety agenda, quicker enforcement actions and enhancement of compliance across the relevant industries.

This scheme not only assists with a less punitive approach towards fire safety compliance but also provides the opportunity for BFRS to expand its Protection knowledge within the Service.

A full business case setting out detailed costs including full charging of overheads and recovery schedule (income) will be set out for each Memorandum of Understanding (MOU).

### **Business Engagement**

The commercial landscape across Buckinghamshire and Milton Keynes is constantly changing and the types of businesses that can develop are varied. Examples include Logistics, storage, and hand car washes to name but a few.

With a move to an enhanced advisory and educational role of the Service, we will deliver advice in the workplace and target the business community with initiatives which provide information on fire safety, arson prevention and sprinkler systems, in addition to our work on AFAs and UFS.

The overarching aim of our business engagement is to make our communities safer, healthier and more prosperous environments for individual citizens, businesses and their employees across Buckinghamshire and Milton Keynes. We will achieve this by promoting best practice across business sectors, provide advice and guidance to businesses on fire safety and listen to and understand the challenges and barriers that businesses face to achieve compliance.

We will continue to develop our approach to engagement with all non-domestic premises, as our understanding of those at highest risk of fire is captured through the use of data and current & emerging trends. A targeting methodology will be developed utilising the most up to date data available in collaboration with Thames Valley partners and National Fire Chiefs Council (NFCC) guidance. This methodology will constantly evolve and develop as risks and trends change.

### **Automatic Suppression Systems**

The promotion of sprinkler installations is detailed within the Corporate Plan. Sprinklers mitigate fires developing and so improve public and firefighter safety. They are a part of the suite of fire safety tools used by the FRS and should be seen as part of a wider approach.



The NFCC stated that 'An effective part of an overall fire safety solution to improve fire safety in a range of new and existing buildings is the inclusion of sprinkler systems'. The NFCC supports the concept of risk assessed retro-fitting of sprinklers in existing buildings and welcomes the prioritisation of a review of the Building Regulations, specifically Approved Document B, to ensure fire safety requirements keep pace with new building developments'.

BFRS promotes and encourages the use of Automatic Suppression Systems when working with businesses and premises occupiers while carrying out consultations.

Sprinklers; are unsightly, cause significant water damage, and are only for protecting property. BFRS aims to dispel these views whilst engaging with businesses and promoting their use.

Finances have been made available, through a match funding scheme, to Local Authorities, Housing Associations and Charities (and such non-profit organisations) and those at highest risk to support the installation of sprinklers, both retro fitted and in new builds properties.



### **Consultation/Publication/Communication**

Development of this strategy is supported by engagement with:

The Protection Team

Joint Consultation Forum

Leadership Group

Our partners and key stakeholders through the Thames Valley Local Resilience Forum.

Following approval at the Combined Fire Authority, the strategy is published on the BFRS Document Management System with an externally facing version published on the Bucks Fire website.



**Integrated Impact Assessment (IIA)**

**A) The impact table**

Are there any possible impacts which need further investigation? To complete the table tick ✓ the likely impact.

<b>Impact Table</b>						
<b>Impact on people (protected groups and "others")</b>	<b>External Individuals</b>			<b>Authority Employees</b>		
	<b>Positive</b>	<b>Negative</b>	<b>None</b>	<b>Positive</b>	<b>Negative</b>	<b>None</b>
<b>People</b>						
Gender			✓			✓
Race			✓			✓
Age			✓			✓
Religion/Belief			✓			✓
Sexual Orientation			✓			✓
Gender Reassignment			✓			✓
Pregnancy / Maternity			✓			✓
Marriage/Civil Partnership			✓			✓
Disability			✓			✓
<b>Place</b>						
Strengthen Community Cohesion			✓			✓
Tackling Poverty / Promoting Social Inclusion			✓			✓
<b>Privacy</b>			✓			✓
<b>Health</b>			✓			✓
<b>Environment</b>			✓			✓



If you have a tick in any negative box you need to consider why and include this in your risk assessment.

**B) Privacy impact assessment screening questions**

These questions are intended to help Authority staff involved with new projects and / or processes (or significantly changed processes) decide whether an Impact Assessment is necessary. Answering 'yes' to any of these questions is an indication that an Impact Assessment would be a beneficial exercise.

<b>Privacy Screening Questions</b>		
<b>Question</b>	<b>Yes/ No?</b>	<b>Comment</b>
Will the project involve the collection of new information about individuals?	Yes	When carrying out investigations in to breaches of the Fire Safety Order, other members of staff or organisations may be interviewed.
Will the project compel individuals to provide information about themselves that they have not had to previously?	No	
Will information about individuals be disclosed to organisations or people who have not previously had routine access to the information?	No	
Are you using information about individuals for a purpose it is not currently used for, or in a way it is not currently used?	No	
Does the project involve you using new technology which might be perceived as being privacy intrusive? For example, the use of biometrics or facial recognition.	No	
Will the project result in you making decisions or taking action against individuals in ways which can have a significant impact on them?	No	



Is the information about individuals of a kind particularly likely to raise privacy concerns or expectations? For example, health records, criminal records or other information that people would consider to be particularly private.	No	
Will the project require you to contact individuals in ways which they may find intrusive?	No	

<b>People Screening Questions</b>		
<b>Question:</b>	<b>Yes/No:</b>	<b>Comment</b>
Will the project you are undertaking affect any of the following factors explicitly? <ul style="list-style-type: none"> <li>- Race</li> <li>- Disability</li> <li>- Gender</li> <li>- Religion/Belief</li> <li>- Sexuality</li> <li>- Age</li> <li>- Gender Reassignment</li> <li>- Pregnancy / Maternity</li> <li>- Marriage / Civil Partnerships</li> </ul>	No	
Could the progression of your project have a negative effect on a particular person/group of persons within the organisation or externally?	No	
Does the progression of your project affect the status of any person/s within the organisation or externally?	No	
Will any person/s within the organisation or externally be negatively impacted, with respect to their personal status, by the completion of your project?	No	
Is there any new technology within your project that will negatively impact the wellbeing of a person/s within the organisation or externally.	No	





Is there any aspect of a person/s status that will negatively impact your project?	No	
Is there any risk that your project could fail to comply with all relative people laws, e.g. the Equalities Act 2010?	No	
If your project requires you to employ new members of staff, is there likely to be any people based prejudice within the recruitment process?	N/A	

**Did you answer yes to any of the screening questions?**

- If so, it is recommended that you carry out a full Impact Assessment.
- If you answered YES to questions in both sections, it is recommended that you carry out a full IIA – see Service Document Template for more information.