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Partneriaeth
Cydwasaethau
Gwasanaethau Ystadau Arbenigol
Shared Services
Partnership
Specialist Estates Services

NWSSP Specialist Estates Services
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Director Specialist Estates Services

Specialist Estates Services Notification SESN 15/03

5th March 2015

For action by:

Board Level Directors (Fire) NHS Health Boards and Trusts

For information only:

Chief Executives
Estates/Facilities Directors and Managers
Fire Safety Managers
Fire Advisors

Copy to: Head of Capital Estates and Facilities,
Department of Health and Social Care, Welsh Government

Enclosures:

NHS Estate in Wales - Fire statistics report } Board Level Directors (Fire) only
Fire incidents and unwanted fire signals 2014 }

Dear Colleague

NHS ESTATE IN WALES - FIRE STATISTICS REPORT FIRE INCIDENTS AND UNWANTED FIRE SIGNALS 2014

The enclosed report reviews the fire incidents and unwanted fire signals (UwFS) reported by the NHS Health Boards and Trusts in Wales through the online Fire and UwFS Incident Reporting System, as mandated in WHC (2006) 74 and 'WHTM 05/03 Part H: Reducing false alarms in healthcare premises'.

During the twelve month period between 1st January 2014 and 31st December 2014, a total of 68 fire incidents and 1535 UwFS were reported to NWSSP – Specialist Estates Services. The number of reported fire incidents increased significantly by 46% compared with the previous year's figures and the number of UwFS has also increased by 11.9%.



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However, there is a significant element of under reporting of UwFS incidents, at certain sites, which seriously undermines the validity of the annual report. This under reporting has been highlighted as a result of a comparison of data submitted by Health Boards and the data obtained from the Fire and Rescue Services in Wales. Consequently Health Boards and Trusts should give high priority to the need to review their reporting procedures as indicated below.

The report emphasises the necessity for healthcare organisations to continue with their endeavours to mitigate these adverse incidents. In particular, reiterating the actions previously identified in FSN 13/04, Health Boards and Trusts should address the following actions:

- Ensure all incidents throughout the estate are accurately investigated and reported in accordance with 'WHTM 05/03 *Part H: Reducing false alarms in healthcare premises*' and, where applicable, influence future fire management procedures. This should include reviewing the reporting procedures to ensure that **all** incidents are reported through the online incident reporting system.
- Ensure that the named '*responsible person*' for the detection and alarm systems as referenced in *BS 5839-1: 2013 Fire detection and alarm systems for buildings Code of practice for system design, installation, commissioning and maintenance* has robust maintenance regimes in place for all detection and alarm systems, in accordance with BS5839.
- Continue to monitor and manage the occurrence of UwFS's in line with the performance scoring facility, outlined in 'WHTM 05/03 *Part H: Reducing false alarms in healthcare premises*' and the online incident reporting system as required by WHEN 10/03.
- Continue to promote a greater awareness for staff, patients, visitors and contractors of the adverse practices that cause fires and UwFS, especially in mental health facilities and staff areas.
- Ensure that electrical appliances and fixed wiring and equipment are tested and maintained in accordance with the relevant standards.
- Re-emphasise through fire training sessions the correct action to be taken in the event of a fire incident particularly in relation to raising the alarm.

Electronic copies of the report can be accessed from the Publications page of the NWSSP - Specialist Estates Services website <http://howis.wales.nhs.uk/whe>.



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Any enquiries on the content of this letter or the Fire and UwFS Incident Reporting System should be addressed to Gareth Lloyd, Fire Safety Advisor on 02920 904119 or e-mail gareth.lloyd6@wales.nhs.uk.

Yours sincerely

N H DAVIES
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