

Annual Fire Assurance Safety Report
Public Board
Thursday 26 March 2026

Presented for:	Assurance
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Previous Committees:	Risk Management Committee 8 th January 2026

Link to Strategic Objective	Focus on care quality, effectiveness and patient experience
Link to Provider Capability Assessment	Governance, risk and regulatory
Link to CQC Well-led Statement	Governance, Management and Sustainability
Regulatory Impact	Regulation 15: Premises and equipment

Key points	Purpose
1. This paper is presented to the Board to provide assurance to that fire safety is being managed in accordance with the Trusts responsibilities under any relevant legislation, guidance, or approved codes of practice. Key areas of assurance are via the fires risk assessments; third party accreditation and other statements related to fire safety management	Assurance
2. Since receipt of the report at the 8 th January RMC, this report has been updated to reflect the recent internal audit report and assurances at the 5 March 2026 Audit Committee.	

<u>Risk Appetite Framework</u>			
Level 1 Risk	Level 2 Risks	(Risk Appetite Scale)	Impact
Workforce Risk	Workforce Supply Risk - We will deliver safe and effective patient care through having adequate systems and processes in place to ensure the Trust has access to appropriate levels of workforce supply.	Minimal	Moving Towards
Operational Risk	Health& Safety Risk - We will protect the health and wellbeing of our patients and workforce by delivering services in line with or in excess of minimum health & safety laws and guidelines.	Averse	Moving Towards
Clinical Risk	Patient Safety & Outcomes Risk - We will provide high quality services to patients and manage risks that could limit the ability to achieve safe and effective care for our patients.	Averse	Moving Towards
Financial Risk	Change Risk - We will deliver change aligned to the Trust's strategy on time and to budget with benefits achieved and no significant adverse impacts, focussing on the delivery of large-scale capital developments and waste reduction programmes.	Minimal	Moving Towards
External Risk	Regulatory Risk - We will comply with or exceed all regulations, retain its CQC registration and always operate within the law.	Averse	Moving Towards

1. Summary

This paper is to assure the Board on all relevant issues with regards to managing fire safety and provide assurance that the Trust is meeting its statutory responsibilities. Where there are deficiencies to articles in the Fire Safety Order, or requirements of Firecode, assurance is provided that action plans are in place to mitigate and reduce the risks identified. This report has also been shared with West Yorkshire Fire and Rescue Service as the statutory enforcers of the Fire Safety Order. Effective and proactive fire safety management assists the Trust in meeting its aims and objectives. Fire safety reports to the Risk Management Committee twice yearly and several Estates & Facilities assurance groups.

2. Update

The paper provides a high-level summary of fire safety activity across the organisation to provide assurance that the Trust is discharging its statutory responsibilities. Having a robust fire safety management plan supports the Trust in achieving its aims and ambitions and compliance with the Fire Safety Order.

Fires – there were eight fires recorded in the Estates Return Information Collection (ERIC) Data for 24/25 (April – March). These incidents were all contained to the item of origin with no resultant damage injuries. There have been no reported fires within LTHT owned or occupied premises since the ERIC return.

Policy & Procedures – the Trust has a Fire Policy in place that is current.

Fire Safety Strategy – each block has an operational fire strategy that is in place that supports the fire risk assessment and general fire safety management. After the introduction of the Building Safety Act, when a submission is made as part of a Building Safety Regulations (BSR) application to change anything in the building, a specific fire strategy must be submitted as part of the BSR application, a compliant strategy has been prepared for buildings that have had applications made to the Building Safety Regulator or is in preparation for other blocks where no application has yet been made.

Fire Safety Department Operational Plan and Strategic Leadership Plan – these plans are linked to the Annual Commitments and other Trust strategies.

PFI premises – This report includes fire safety provisions in PFI buildings that form part of Trust occupied premises. Good working relations are in place between the Trust and PFI Partners.

Fire Risk Assessments (FRA) – the review of FRAs is a continuous cycle. Due to recent changes in the requirement for fire risk assessments the Fire Team are reviewing the frequency of FRAs. A list of findings from FRAs are recorded and the Fire Team oversee the actions. A result of a review of the Fire Safety Order and Firecode last year, the reference to the word “significant finding” was changed and as such any finding during a fire risk assessment must be recorded as a finding, so all findings are recorded not just those previously deemed to be significant. Any finding is recorded in the risk assessment, then the risk assessor would risk rate in terms of defining a completion for that action in terms of a timescale, the timescale would take into account whether the risk assessor defines it as high risk etc.

A software system called BORIS is used to compile FRAs and is under constant review in terms of validity of FRA templates and recording of actions.

Capital programme – there is in the region of £12m investment in fire (subject to NESF approval from NHSE) over the next 3 years. This includes expenditure on fire alarms, compartmentation, fire doors, fire dampers, and emergency lighting.

Governance and assurance reports

1. **Internal Audit (PwC)** - in February 2026 PwC completed an internal audit on the fire risk assessment programme within the Trust. The findings of the audit were presented at the March Audit Committee. The report was accepted with the Committee concluding that they were assured of the systems and process in place for the Trust to be compliant with its statutory responsibilities.
2. **BAFE SP205** – in March 2026, the Trust had a third-party independent audit of its fire risk assessments and associated processes as part of a process for third party accreditation. The system is called BAFE SP205 accreditation. BAFE SP205 is the UK's nationally recognised benchmark for competence in Life Safety Fire Risk Assessments. The Trust is now accredited which demonstrates that we meet independently verified standards for how our fire risk assessments are conducted. It demonstrates that the Trust's approach is robust, consistent, and externally audited - strengthening legal compliance, reducing organisational risk, and increasing confidence in how we manage fire safety. The Trust operates complex buildings, cares for many vulnerable people, and carries significant public accountability. Achieving SP205 accreditation sends a clear, independent message that our fire safety arrangements meet the highest recognised standards and that we are committed to maintaining a safe and compliant estate.
3. **Premises Assurance Model (PAM)** – the Trust reports as good for all but 1 of the safety requirements within the PAM report for 2025. Minimal improvement is required in one area, that is establishing a Trust Fire Safety Committee, however this has seen development with the Infrastructure and Building Safety Groups that champion fire safety.

Enforcement – West Yorkshire Fire Service (WYFRS) are the statutory enforcer of the Fire Safety Order. The working relationship between the two organisations continues to be positive. There are no outstanding issues of discussion to report. The Trust meets regularly and shares all relevant information. There are no planned or outstanding audit actions from WYFRS.

Emergency Preparedness, Resilience & Response – the Trusts Fire Safety Team respond as a matter of course to many emergencies and incidents, often in support of other CSUs and Support Services. There are a wide range of action cards and SOPs that support operational response.

The Trust Fire Team has a review process of incident response whereby lessons are learned and shared with Teams. Currently site fire response at the LGI and Peripherals are being reviewed. The Teams also respond as part of exercises, e.g. CRBN, Lockdown, CTU and other security or business continuity events.

3. Quality and Performance Implications

There are no quality or performance indicators noted.

4. Financial Implications

There are no financial implications from this paper.

5. Risk

The risks associated with this paper are in not complying with the articles as set out in the Fire Safety Order. Any non-compliance issues would be identified by fire risk assessment; surveys associated with capital expenditure surveys or audit by West Yorkshire Fire and Rescue Service.

In accordance with the Trust risk appetite framework, the Health and Safety Risk associated with fire is minimal and the legal and governance risk is averse as is the regulatory risk. Identified risks are entered on the risk register, as necessary. Currently there is one risk on the risk register

6. Communication and Involvement

The findings of fire risk assessments are available to anyone on request. Findings are shared with those who have the authority to reduce any risks identified.

7. Improving Health Equity

This is not applicable to the paper.

8. Publication Under Freedom of Information Act

This paper has been made available under the Freedom of Information Act 2000.

9. Recommendation

It is requested that the Board receives assurance that fire safety is being managed in line with the Trusts statutory responsibilities as defined within the Fire Safety Order.

10. Supporting Information

There is no supporting information with this paper.