

**BOLSOVER DISTRICT COUNCIL**  
**Meeting of the Climate Change & Communities Scrutiny Committee on**  
**6<sup>th</sup> February 2024**  
**FIRE SAFETY POLICY**  
**REPORT OF THE PORTFOLIO HOLDER FOR ENVIRONMENT**

<b>Classification</b>	This report is Public
<b>Contact Officer</b>	Steve Brunt – Strategic Director of Services Bronwen MacArthur-Williams – Health and Safety Manager

**PURPOSE/SUMMARY OF REPORT**

To consult with Scrutiny on the development of the Council’s Fire Safety Policy which will be applicable to all BDC corporate and housing independent living scheme premises.

---

**REPORT DETAILS**

**1. Background**

- 1.1 The Government has published new guidance on the enhanced duties of responsible persons under amendments of the Regulatory Reform (Fire Safety) Order 2005 and Building Safety Act 2022 (S156) applying to all non-domestic premises where people work, visit or reside, including parts of multi-occupied residential buildings, communal corridors, stairs and plant rooms.
- 1.2 It is now a requirement for all organisations to have a written fire safety policy, requiring all responsible persons must record:
- Their completed fire risk assessment in full (where previously only specific information was required to be recorded)
  - Identity the individual and/or the organisation engaged by them to undertake/review any or all of the fire risk assessment.
  - Fire safety arrangements in how their premises is managed.
  - Maintain contact information and share this with other responsible persons and residents of multi-occupied residential premises.
  - Responsible persons take reasonably practicable steps to ascertain the existence of other responsible persons who share or have duties in the same premises and of accountable persons and must identify themselves to them.
  - Outgoing responsible persons share all “relevant fire safety information” with incoming responsible persons.
  - Responsible persons of a building containing two or more sets of domestic premises provide residents with relevant fire safety information, in a format that is easily understood.

## 2. Details of Proposal or Information

- 2.1 Scrutiny's view is sought in the development of the Fire Safety Policy prior to submitting to Executive (4<sup>th</sup> March 2024) for approval.
- 2.2 When adopted, the policy will be reviewed periodically thereafter.

## 3. Reasons for Recommendation

- 3.1 It is a legal requirement to have a Fire Safety Policy and to monitor compliance with its implementation.

## 4 Alternative Options and Reasons for Rejection

- 4.1 Failure to approve and adopt the Fire Safety Policy will place the Council in a position of non-compliance, presenting risk of enforcement action by the Derbyshire Fire & Rescue Service (Fire Safety Officer) for failure to comply with and/or breaching requirements of the Fire Safety Order.

---

## RECOMMENDATION(S)

That Climate Change and Communities Scrutiny Committee support and contribute to development of the Fire Policy and its approval route by way of Executive on 4<sup>th</sup> March 2024.

Approved by Councillor Anne Clarke, Portfolio Holder for Environment

### IMPLICATIONS:

**Finance and Risk:**            Yes             No

**Details:**

Costs in complying with amended legislation will be met through existing budgets.

On behalf of the Section 151 Officer

**Legal (including Data Protection):**            Yes             No

**Details:**

Failure to approve and adopt the Fire Safety Policy could result in prosecution by the Derbyshire Fire & Rescue Service for failure to comply with and/or breaching requirements of the Fire Safety Order

On behalf of the Solicitor to the Council

**Environment:**    Yes     No

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment

**Details:**

By ensuring fire safety precautions are in place, this reduces environmental impacts of fire and smoke.

**Staffing:**            Yes             No

**Details:** N/a

On behalf of the Head of Paid Service

## DECISION INFORMATION

<p><b>Is the decision a Key Decision?</b>  A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:</p> <p><b>Revenue - £75,000</b> <input type="checkbox"/> <b>Capital - £150,000</b> <input type="checkbox"/>  <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i></p>	No
<p><b>Is the decision subject to Call-In?</b>  <i>(Only Key Decisions are subject to Call-In)</i></p>	No

<p><b>District Wards Significantly Affected</b></p>	<p>(please state which wards or state All if all wards are affected)</p> <p>N/a</p>
<p><b>Consultation:</b>  <b>Leader / Deputy Leader</b> <input type="checkbox"/> <b>Executive</b> <input type="checkbox"/>  <b>SLT</b> <input checked="" type="checkbox"/> <b>Relevant Service Manager</b> <input checked="" type="checkbox"/>  <b>Members</b> <input type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/></p>	<p><u>Details:</u>  This policy has undergone consultation with relevant Officers and members of SLT as part of its development and approval route.</p>

<p><b>Links to Council Ambition: Customers, Economy and Environment.</b></p>
<p>Customers – Improving health, safety and wellbeing.</p>

DOCUMENT INFORMATION	
Appendix	Title
1	Fire Safety Policy 2024-2025

<p><b>Background Papers</b>  <i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).</i></p>
<p>Building Safety Act 2022: 2022 c. 30, part 5, Fire Safety (S156).  <a href="https://www.legislation.gov.uk/ukpga/2022/30/section/156#section-156-6">https://www.legislation.gov.uk/ukpga/2022/30/section/156#section-156-6</a></p>