

## **4LSAB – Fire Safety Development Sub Group**

### **Hampshire and Isle of Wight Fire Safety Development Group – Terms of Reference**

A partnership led by HFRS, to ensure that fire safety risk management is embedded into partner working practices to reduce people being killed or seriously injured in fires.

#### **Aim**

1. Ensure that fire risk is managed as a priority by all partners represented through the 4LSABs
2. To provide consistency in how the fire safety of vulnerable groups is managed across the 4LSABs.
3. To implement event learning strategy as a means of reducing avoidable fire deaths and near miss fire incidents, ensuring a 'systems learning' approach is applied by all members for the development of effective fire safety practices within their own agencies / organisations.

#### **Objectives 2019 - 2020**

1. To develop and implement a shared Fire Safety Framework for the 4LSABs.
2. To embed fire risk awareness training for staff within all partners to include referral pathways.
3. To ensure that all fire fatalities and near misses are identified and shared throughout all 4LSAB partner agencies.
4. To support and monitor the implementation of the 4LSAB Hoarding Guidance.
5. To set evaluation criteria to assess the effectiveness of the Fire Safety Framework.
6. To provide (via the LSAB Board Manager) regular updates on progress to the LSAB on the implementation of the Fire Safety Framework.

#### **Accountability:**

- Leadership from the Fire and Rescue Service and the LSAB
- Pan Hampshire and IOW approach for consistency
- Accountable to Hampshire, Southampton, Portsmouth and IOW LSAB SAR Sub Groups.
- Subgroup of the LSAB to provide accountability
- Shared action plan and agreement of common objectives
- Representatives to have delegated authority to make decisions
- Representatives to take the lead for implementation in their agency
- Commitment to attend all meetings
- An appropriate named deputy to represent when unable to attend
- LSAB chair to be advised of any unresolved issues which may or hinder stated objectives

- The framework will be signed off by each respective LSAB

#### **Membership of the Fire Safety Development Group:**

- Hampshire Fire and Rescue Service
- Isle of Wight Fire and Rescue Service
- Local Safeguarding Adults Boards (Hampshire, Southampton, Portsmouth and IOW)
- Local Children's Safeguarding Boards (Hampshire, Southampton, Portsmouth and IOW)
- Adult social care
- Adult mental health
- Substance misuse
- Clinical Commissioning Groups (via the CCG Safeguarding Team)
- NHS (community services)
- South Central Ambulance Service
- Hampshire Constabulary
- Local Authority Public Health
- Housing
- District Councils

#### **Meeting Arrangements:**

1. The group will be chaired by HFRS as the lead agency for fire safety.
2. The group will meet every three months.
3. The named representative will nominate a designated person who may deputise for them at any meeting they are unable to attend. Representatives must ensure that the person deputising for them has (delegated) decision making authority.
4. Agendas will be circulated for comment two weeks prior the meeting and then the minutes circulated two weeks post.

#### **Review:**

- The Hampshire and IOW Fire Safety Development Group Terms of Reference will be subject to an annual review.

**April 2020**