



West Yorkshire
Fire & Rescue Service

Fire Protection Policy

Risk Based Intervention Programme

2025-2031



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Introduction

This document covers the period up to 31 March 2031

This Risk Based Intervention Programme (RBIP) details how our fire protection team identifies which premises present the greatest risk and what regulatory activities we deliver to effectively reduce those risks in line with our statutory duties.

We have reviewed and updated the programme to ensure it is continually fit for purpose and to enable us to adapt our approach to assessing risk within the built environment across West Yorkshire.

This review coincides with the development of our new Building Risk Database, enabling us to seamlessly incorporate the previously adopted National Fire Chiefs Council (NFCC) publication "Guidance on Risk in the Built Environment, Highest Risk Occupancies and Prioritising Fire Safety Interventions (Version 6)" into the new system.

Our updated programme is designed to support internal teams and external partners in understanding how fire safety risks are identified, and how our protection activity is prioritised across premises regulated under the Regulatory Reform (Fire Safety) Order 2005 (as amended) - referred to as the FSO - together with petroleum and explosives legislation.

There are many other tasks undertaken by our Fire Protection Team. These include, but are not limited to:

Statutory Consultations



High Rise Residential Building Safety



Post Fire Investigation



Alleged/Emerging Fire Risk



Enforcement Activity



Business Engagement



Petroleum Certification and Enforcement



Explosives Licensing and Enforcement



The National Framework expects Fire Authorities to have a locally determined risk-based inspection programme in place for enforcing compliance with the provisions of the FSO. Previously this was purely based on local factors but since February 2025 we have incorporated the principles of national guidance.

This RBIP continues to fully align to the principles set out in guidance and enables West Yorkshire Fire Authority, through its Community Risk Management Plan, to demonstrate that it is meeting its enforcement responsibilities. One of the key principles of that guidance is the inclusion of a re-inspection programme for higher risk premises on a three-yearly basis. In addition to this, we also maintain the ability to incorporate reactive inspections which has proven to identify significant fire safety issues in lower risk premises.

The FSO makes risk assessment central to determining the necessary level of fire precautions in non-domestic premises and the common parts of multi-occupied domestic premises. The statutory responsibility for ensuring an adequate level of fire safety lies with the Responsible Person for individual premises – usually the employer, or occupier (person in control of the premises) or the owner.

The Fire Authority has a statutory duty to enforce the compliance requirements of the FSO in most premises, although the Health & Safety Executive (HSE), the Crown Premises Fire Safety Inspectorate, the Ministry of Defence and local authorities also have enforcement responsibilities in some specific types of premises.

The development of this intervention programme allows WYFRS to demonstrate that we are focusing our resources on those premises that represent the greatest risk to life in the event of fire through failure to comply with fire safety law.

Fire Protection Inspectors (FPI) are specifically trained and authorised to carry out 'audits'; a full in-depth inspection which determines if the Responsible Person of the premises is complying with the FSO. The competence of our FPI's aligns to the National Competency Framework for Fire Safety Regulators and our assurance process is subject to external scrutiny through Kirklees Audit, receiving a score of 'Substantial Assurance' in our last audit.



“
We prioritise our resources towards those premises that present a higher risk to occupants should a fire occur.”

Scope

Regulated premises include all buildings used for a commercial purpose, or for public use, and common areas within residential buildings which are shared by more than one household.

In March 2026 there were approximately 82,603 premises within West Yorkshire that are in scope of fire safety regulation.

This Risk Based Intervention Programme (RBIP) forms just one strand of our Protection commitment.

Definitions

Address Base	The Ordnance Survey national gazetteer of all UK postal addresses.	Regulated Premises	A premises to which the FSO is applicable.
Attribute	A feature of a premises which has influence on the likelihood a fire may occur or the degree of harm that may be sustained in the event of a fire.	Relevant Person	Relevant persons as defined in Article 2 of the FSO.
Audit	A full review of a building's fire safety documentation together with an in-depth inspection of the building carried out in line with the national audit form.	Responsible Person	The corporate body legally responsible for fire safety as set out in Article 3 of the FSO.
BSR	The Building Safety Regulator incorporated to focus and target High Rise Residential Buildings.	Risk	A combination of likelihood and severity; the likelihood that a fire will cause harm, together with a measure of effect.
BRD	The new management information system used by our Fire Protection Team (currently in development).	RBIP	Risk Based Intervention Programme, pre-planned fire safety visits based upon the combined protection risk profile.
COMAH	Control of Major Accident Hazards - Regulations applying to the storing, handling, or processing of large quantities of hazardous industrial chemicals.	Risk Data Capture	An activity whereby information is collected and recorded forming the foundation of risk profiling.
Dwelling	A domestic premises as defined in Article 2 of the FSO.	Risk Profile	The value assigned to one or more premises record(s) allowing comparison between individual premises, types of premises or geographic locations.
FPI	Fire Protection Inspector.	Severity	A value representing the potential maximum harm in the event of a fire.
FRS	Fire and Rescue Service.	WYFRS	West Yorkshire Fire & Rescue Service - The operational service that delivers fire protection, prevention, and emergency response.
FSO	Fire Safety Order (The regulatory Reform (Fire Safety) Order 2005 as amended).	WYFRA	West Yorkshire Fire & Rescue Authority – The governing body, made up of 22 elected members from local councils, responsible for setting the budget, overseeing the service and with a statutory duty to enforce the provisions of the Regulatory Reform (Fire Safety) Order 2005, as amended.
Harm	The adverse impact on life safety of relevant persons.		
Likelihood	The relative probability that an event will occur based upon local historical data from the preceding three years.		
National Framework	The national framework is published by the government and sets the priorities and objectives for fire and rescue authorities.		
OSARIS	The management information database currently used by our Fire Protection Team (to be replaced).		

Risk Based Intervention Programme

This document demonstrates how we will use our resources to deliver a programme of proactive building safety interventions in premises where the FSO applies, fully meeting the requirements of the National Framework.

We are following the recommendations to inspect the highest risk premises every three years. In fact, our RBIP goes further than this, by committing to inspecting all Very High and High risk premises as a minimum, **every three years** and certain medium risk premises where unfamiliar sleeping risks occur such as hotels and large places of assembly such as concert venues and large nightclubs every five years. The RBIP extends to March 2031 to incorporate two full cycles of higher risk inspections.

This timeframe aligns with our current CRMP, allowing a full review of this RBIP in 2028, after the first cycle of higher risk inspections enabling us to carry out a mid-term review and incorporate and changes in strategic direction when developing our next CRMP.

We want to ensure that the communities of West Yorkshire are safe in the premises they use, our Fire Protection Inspectors will continue to visit premises where we receive intelligence to suggest that compliance with the FSO is significantly poor, where necessary they will carry out an audit relevant to the premises and utilise their powers as an inspector to ensure compliance.



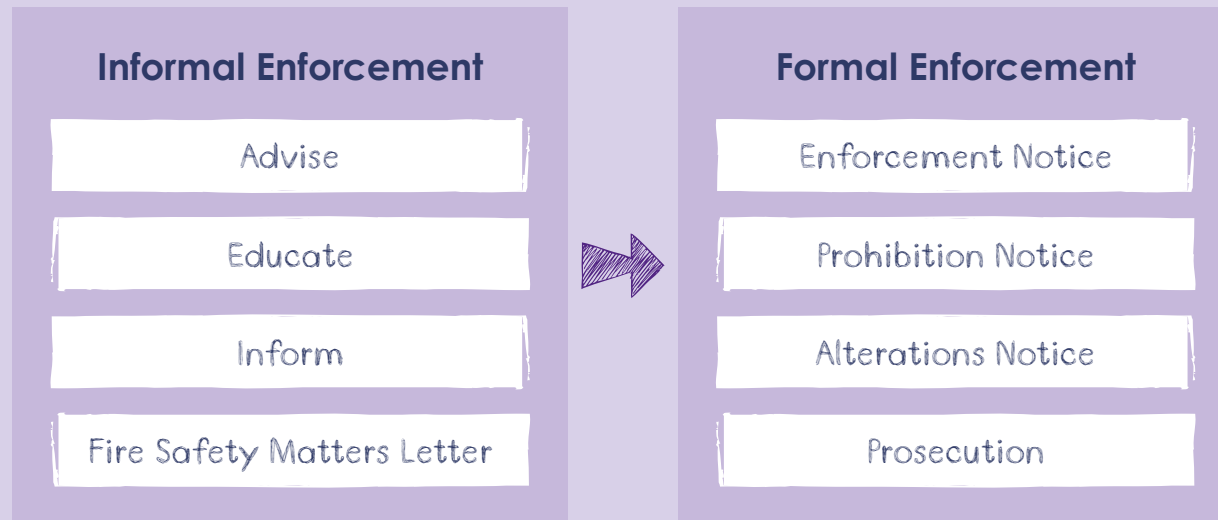
“
We are following the recommendations to inspect the highest risk premises every three years.”

Enforcement

Our RBIP does not exist to generate enforcement action, its purpose is to target our resources effectively at the highest risks; maintaining fire protection standards through compliance; and reducing the likelihood of loss of life due to fire. Due to this targeted approach, it is inevitable that enforcement action will follow as a result of this plan.

Enforcement activity is defined under two categories. **Informal Enforcement** and **Formal Enforcement**.

Following an audit of a premises, if deficiencies are identified then the inspecting officer will complete the audit form. This will determine the appropriate action to take following national best practice.



Risk Scoring Matrix for Enforcement Activity

To ensure inspectors apply a consistent outcome for each audit we use the national audit form that provides an initial outcome based on fire safety provisions observed.

The Inspector will then apply the Enforcement Management Model to determine the total score. This is then used to determine the relevant level of outcome that is required. The enforcement activity is a recommendation, and the FPI has discretion to exercise professional judgement when deciding upon the level of enforcement to be imposed.



Score		Compliance level	Recommended Action
0-25	➔	1	Broadly compliant – No further action
26-35	➔	2	Advise, educate, inform based on inspecting officer's discretion.
36-45	➔	3	Fire Safety Matters letter/Enforcement Notice, based on EMM and person factors
46-55	➔	4	Enforcement Notice/Prohibition Notice
56+	➔	5	Fast track Enforcement Notice (consider prosecution)

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Consistent audit outcomes are guided by a national framework, refined through structured assessment, and ultimately shaped by professional judgement.”

Risk Profiling

To provide a risk profile relating to fire protection within the built environment across West Yorkshire, we have adopted the national methodology scoring system, developed by NFCC and ORH Ltd which provides a combined risk score for each premises type.

We have cross referenced these categories with the data held in OSARIS, allowing us to identify which category every regulated premises in West Yorkshire falls into. We have then been able to align appropriate interventions to these combined risk categories.

For the purpose of our RBIP, we consider higher risk as any premises shown as Very High and High on the NFCC Definition of risk National Risk Methodology 020924 ([Appendix 2](#)).

The following chart identifies the interventions our Fire Protection Team will incorporate based on the combined risk category:

Combined Risk Category	Description	Intervention
Very High	Three year re-inspection programme of premises where WYFRS are the main Enforcing Authority	<ul style="list-style-type: none"> Regulatory audit of relevant categories Reactive audits
High	Three year re-inspection programme of premises where WYFRS are the main Enforcing Authority	<ul style="list-style-type: none"> Regulatory audit of relevant categories Reactive audits
Medium	Five year re-inspection programme of relevant specified premises with unfamiliar sleeping risk	<ul style="list-style-type: none"> Regulatory audit of relevant categories Business engagement activity Reactive audits Thematic audits
Low	No programmed activity within this risk group, activity based on reactive factors	<ul style="list-style-type: none"> Reactive audits Business engagement activities Audits to support training and development Thematic audits
Very Low	No programmed activity within this risk group, activity based on reactive factors	<ul style="list-style-type: none"> Reactive audits Business engagement activity Audits to support training and development Thematic audits

Prioritisation of Interventions

The RBIP is underpinned by a determination of the level of risk presented by premises through either being higher risk, an identified medium risk, through non-compliance or residual risk. Inspections are determined by their priority based on their re-inspection frequency aligned to their last audit date and outcome.

The focus of the FSO is life safety and as such, we will increase the frequency of re-inspection where it is deemed necessary using the following principles:

Higher Risk Premises (High/Very High)

High

Very High

Where the outcome of an audit results in an Enforcement Notice being issued for safety critical elements the re-inspection frequency will be increased to every two years.

Where the outcome of an audit results in a Prohibition Notice being served, the re-inspection frequency will be increased to every year.

Medium Risk Premises with a Re-inspection of Every Five Years

Medium

Where the outcome of an audit results in an Enforcement Notice being issued for safety critical elements the re-inspection frequency will be increased to every three years.

Where the outcome of an audit results in a Prohibition Notice being served, the re-inspection frequency will be increased to every year.

The RBIP is delivered by specialist Fire Protection Inspectors whose training, skills and knowledge have been gained through extensive training in line with the principles of the NFCC Competence Framework.

We achieve this by utilising a programme of proactive and reactive interventions. Proactive interventions are determined by identifying the highest risk premises which are detailed in the following table. Additionally how we manage our reactive work and use lower risk premises for mentoring and training purposes is included in [Appendix 1](#).



“The programme enables the service to work smarter by focusing on areas with the highest need for intervention.”

	Risk Factor Group	Combined Risk Score	Total	24/25	25/26	26/27	27/28	28/29	29/30	30/31
Higher Risk Premises – 3 Year										
Care/Nursing Homes	A2	Very High	579	204	90	265	238	200	200	200
Hospice	A2	Very High	15	2	7	7	5	5	5	5
Hospital	A3	Very High	63	6	2	21	21	21	21	21
Communal Residence/Supported living 4+ Storeys	A4	Very High	54	1	26	27	27	18	18	18
Hostels	A4	Very High	81	3	23	41	40	27	27	27
Sheltered Accommodation 4+	A5	High	49	5	22	24	25	20	20	20
Flats with External Wall System (EWS)	B1	High	100	66	50	50	50	50	50	50
Sub total			941	287	220	435	406	341	341	341
Medium Risk Premises with unfamiliar sleeping risk – 5 Year										
Boarding/Residential Education	A6	Medium	22	4	10	5	5	5	5	5
Children's Homes	A6	Medium	123	61	53	36	36	36	36	36
Hotels	C2	Medium	462	8	36	93	93	93	93	93
Sub total			607	73	99	134	134	134	134	134
Residual Medium Risk		Medium	12,308	*	*	*	*	*	*	*
Low Risk		Low	4797	*	*	*	*	*	*	*
Very Low Risk		Very Low	63,950	*	*	*	*	*	*	*
Total			82,603	360	319	569	540	475	475	475

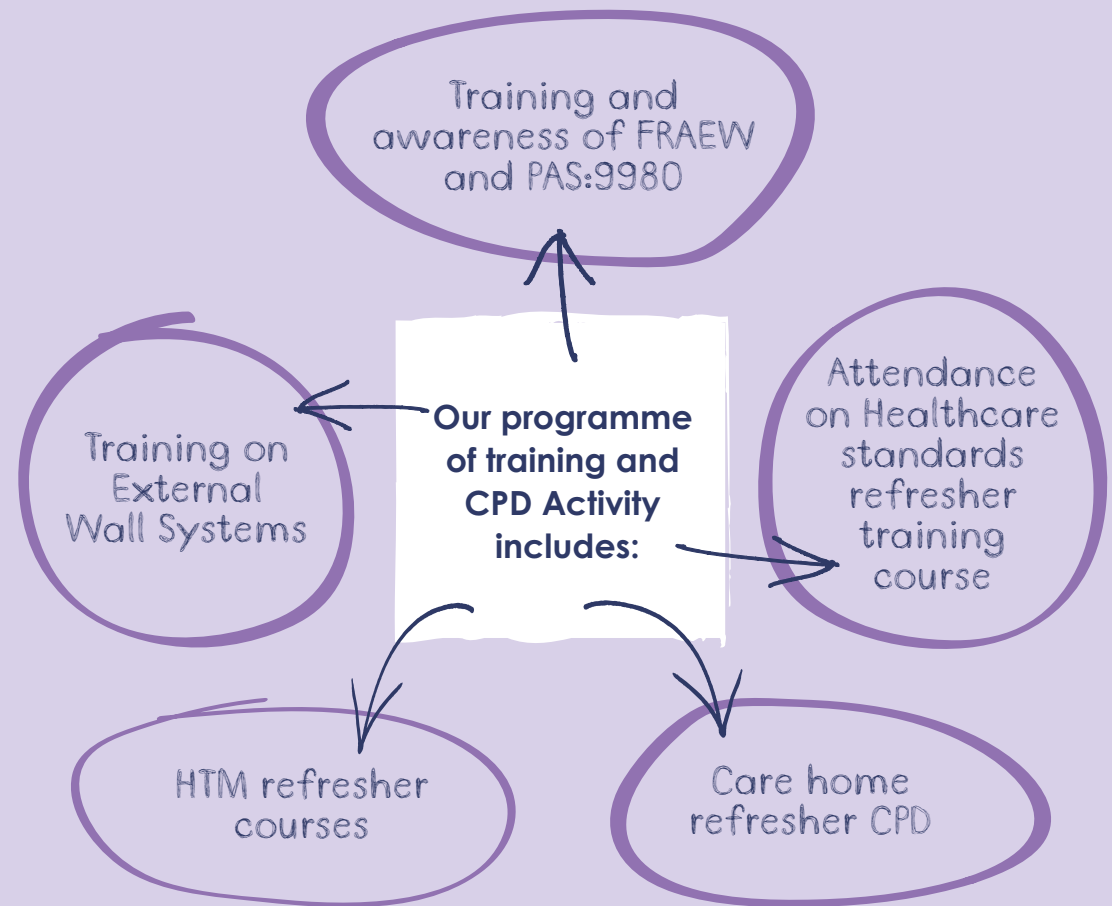
* No targeted number of visits for residual medium, low and very low risk due to interventions being based on reactive work and support for training and development of new staff.

The total figures shown on the previous page do not factor in Prisons or COMAH sites as enforcement in these settings is the responsibility of the Crown Fire Safety Inspectorate for prisons and primarily the Health and Safety Executive (HSE) for COMAH sites. However, our fire crews undertake regular visits to both categories of building to collect risk information.

To further support our RBIP we are developing new engagement methods and audit procedures within hospitals which will feature in the future revision of this document. This new method has been developed with support of external specialists and NHS Trusts and will provide a mechanism of targeted inspections within these premises.

During this programme of work we will continue to focus on those buildings that require some form of external wall remediation. The purpose of this being that buildings requiring remediation present a greater risk to residents. We are working with the West Yorkshire Combined Authority and the Local Remediation Acceleration group to progress remediation in both high and medium rise premises. Due to the number of high rise buildings in the city, most of this work will be within the Leeds area and working arrangements with Private Sector Housing and Building Control have been implemented to support the delivery of this programme.

We have continued to support our team when working within these premises types by developing a programme of training and Continuous Professional Development (CPD) activity which aligns to the targeted premises types identified within the table shown on the previous page.



In addition to those premises identified in the table on page 11, we will carry out the following work:



Medium Risk Unfamiliar Sleeping

Taking into consideration known risk within West Yorkshire and existing knowledge attributed to non-compliance within these premises categories, it is deemed that due to the unfamiliarity of sleeping risk within these premises, they will be included in the re-inspection plan and allocated a five yearly inspection frequency. This allows for non-compliance to be addressed during scheduled auditing activity and the overall compliance issues to be monitored and reviewed as appropriate.

Building Regulations

Through effective consultation with 'building control bodies' the Fire Authority will ensure that buildings are adequately protected from the effects of fire as required by The Buildings Regulations 2010. To facilitate the consultation process the 'building control body' will take the coordinating role with the Fire Authority and as per procedural guidance we will provide responses to consultation requests.

Fire Engineered and Complex Buildings

The fire engineering team exists to reduce fire risk in large and complex buildings. Most of these buildings incorporate some element of fire engineering as a risk control measure e.g. smoke control or sprinklers. Given the very evolving landscape of fire safety, more new buildings are being designed with fire engineered solutions.

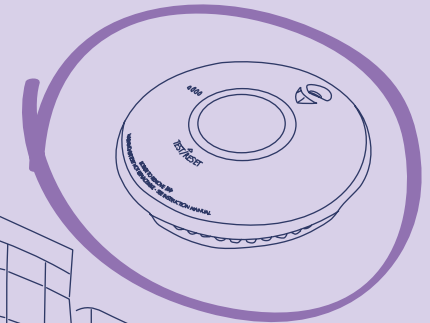
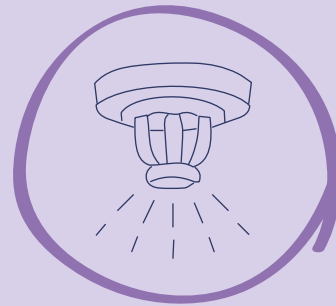
Building Safety Regulator

We facilitate the running of a multi-regional Building Safety Regulator team covering Yorkshire, Humberside and the North East. The team work to support the BSR by working within multi-discipline teams to review new projects and assess existing buildings through the BSR's Building Assessment Certificate process.

Building Remediation

Our Fire Protection Team are a pivotal member of the West Yorkshire Remediation Acceleration Group, hosted by the West Yorkshire Combined Authority. We work with partners to support the speedy remediation of blocks of flats within West Yorkshire

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More new buildings are being designed with fire engineered solutions using smart measures like smoke control and sprinklers.”



Petroleum Inspections

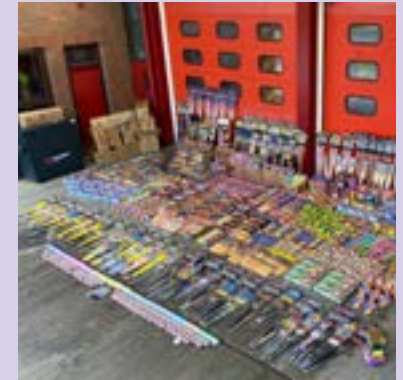
WYFRA is the Petroleum Licensing Authority for West Yorkshire, which means that we have a duty to certificate all petrol filling stations across the county and ensure that they are managed and maintained appropriately. We deliver this using specialist FPI's who are authorised under the Health & Safety at Work etc. Act 1974, as the Petroleum Enforcing Authority, to ensure compliance with the Petroleum (Consolidation) Regulations 2014 and Dangerous Substances and Explosive Atmospheres Regulations 2002 (DSEAR).

At present there are approximately 300 certificated petrol filling stations in West Yorkshire.



Explosives

WYFRA are also the licensing authority for the storage of explosives. We carry out inspections by specialist FPI's to ensure compliance with the licensing requirements of the Explosives Regulations 2014. Firework Inspections carried out by specialist officers are supported by joint working arrangements with West Yorkshire Trading Standards and West Yorkshire Police.



Battery Energy Storage Systems (BESS)

There is an increasing number of BESS sites in West Yorkshire, these systems (used for energy storage and distribution) do not generally fall under the FSO once built. Our Fire Protection Team work with our Operational Risk Team to liaise with developers and local planning authorities to ensure we are consulted on these developments. Once built crews will carry out SSRI visits to collect risk data and familiarise themselves with these sites.



Unwanted Fire Signals (UwFS)

We will continue to work with local and national businesses to reduce the number of false alarms in premises where the FSO applies. In conjunction with our UwFS policy we operate a cost recovery process for the persistent attendance of our crews to false alarms. We have a dedicated officer who also conducts visits to premises where there fails to be a reduction in attendances, even after exploring our cost recovery process.





Local Authority Engagement

Each of the five Local Authorities within West Yorkshire has agreed a working protocol with WYFRA. These protocols are reviewed and updated as necessary. FPI's may carry out sample audits to check fire safety standards and compliance through both independent and joint inspections.

Licensing

WYFRA is a "Responsible Authority" under the Licensing Act 2003. Local authorities manage licensing generally, but WYFRS is notified of applications and advises applicants of their responsibilities under the FSO.

Sports Grounds

The Fire Safety Order passed all enforcement duties in certificated sports grounds and regulated stands over to local authorities.

To support our operational colleagues and local authorities to ensure that timely and appropriate advice is given during multi-agency meetings, we provide nominated fire protection inspectors to attend and support all sports ground Safety Advisory Groups.



Events

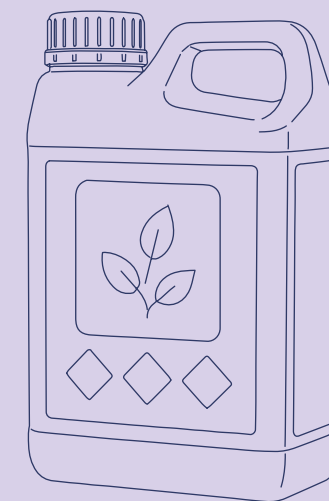
While it is not a legal requirement to notify WYFRA of a planned event, it is recommended. The events process may involve members of the team attending relevant Safety Advisory Group (SAG) meetings and multi-agency meetings. Our Fire Protection Team provides advice and guidance to event organisers and the SAG.

“While it is not a legal requirement to notify WYFRA of a planned event, it is recommended.”

BASIS Inspections

BASIS is an independent registration, standards, certification and training organisation (serving pesticide, horticulture, forestry and other relevant interests), working with and through industry organisations to implement relevant sections of 'The Food and Environment Protection Act 1985' and other legislative and industry code of practice requirements.

WYFRS and BASIS have established and agreed joint working arrangements which promote opportunities for WYFRS to obtain information about operational risks and to ensure fire safety resources are targeted towards higher risk to life premises.



NAMOS Inspections

The Dangerous Substances (Notification and Marking of Sites) Regulations 1990 (referred to as the NAMOS Regulations), require the person in control of any site or premises where a total quantity of 25 tonnes or more of dangerous substances are used or stored, or are to become used or stored, to give written notification to both the Fire and Rescue Service and the Health and Safety Executive.

Health & Safety

Owing to the overlap of certain responsibilities for fire precautions the Authority has established and maintained close links with the authorities enforcing the provisions of the Health & Safety at Work etc. Act 1974.

Statutory Notifications - Regulatory Reform (Fire Safety) Order 2005 - Fire Fighters' Switches for Luminous Tube Signs etc.

In the case of new installations, the 'Responsible Person' is required, not less than 42 days before commencement of the work, to give notice to WYFRA showing the location, colouring and marking of the cut-off switch for such installations.

Houses in Multiple Occupation (HMO)

The enforcing authority for the provisions of the Housing Act 2004 in a HMO is the Local Housing Authority (LHA) and not WYFRA.

A legislative overlap means that both the LHA and WYFRA may enforce fire safety standards in a HMO. To clarify areas of responsibility a national protocol has been produced which WYFRS have adopted with the five LHA's. This supports partnership working within these premises and ensures reactive interventions are managed appropriately. Premises only used as HMOs are not proactively prioritised in this intervention programme.

Crown and Ministry of Defence Premises

The Fire Authority has a statutory duty to enforce the FSO in most premises, however other agencies, like the Health and Safety Executive (HSE), Crown Premises Inspection Group, Local Authorities and the Building Safety Regulator also have enforcement responsibilities. Therefore, WYFRS will not carry out regulatory inspections at these premises. Local fire crews will remain aware of the risks within these premises as they continue to visit these sites to complete site specific risk information (SSRI) visits under 7(2)(d).







“
A legislative overlap means that both the LHA and WYFRA may enforce fire safety standards in a HMO.”



Assurance

To establish how our RBIP is achieving the targets set within this document we continue to analyse the data input and scrutinise this centrally on a monthly and quarterly basis. We present this information annually to the Home Office and members of the Authority.

To assure the Authority that WYFRS are targeting resources effectively, we have adopted the principles set out in the following framework of guidance:

 Guidance Technical Note	Guidance on risk in the built environment, highest risk occupancies and prioritising fire safety interventions. Current NFCC guidance which has been updated and published 27th February 2025.
 National Risk Methodology	Definition of Risk Phase 2 - Other Building Fires.
 WYFRS - Community Risk Management Plan	This assess our foreseeable community related risks and uses this knowledge to decide how those risks will be mitigated through appropriate resourcing.
 The National Framework	The National Framework expects Fire Authorities to have a locally determined RBIP in place for enforcing compliance with the provisions of the Regulatory Reform (Fire Safety) Order 2005.
 Protection Fire Standards	Protection Fire Standards which require the Authority to create, and be able to evidence, its Community Risk Management Plan in line with a nationally approved structure which involves the key components detailed within the standard.
 The Competence Framework	The Competence Framework for Fire Safety Regulators expects officers to be trained to the appropriate standard for the work they undertake.



“Data-driven oversight enables us to target risk, measure impact, and continuously improve.”



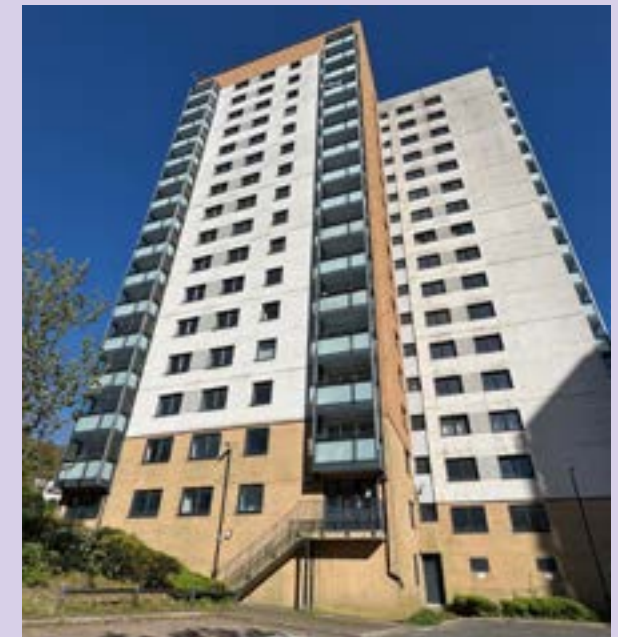
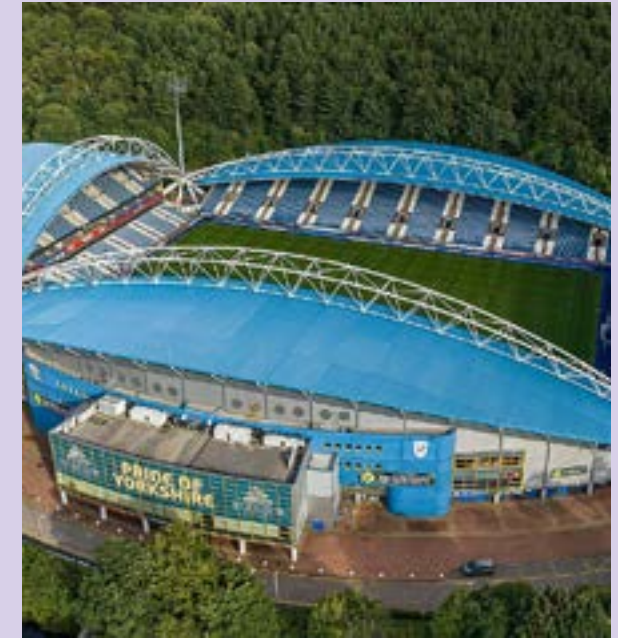
Appendix 1

Prioritisation of Fire Protection Reactive Work

We will continue to audit premises on a reactive basis based on the following factors and in line with the priority principles set in this section.

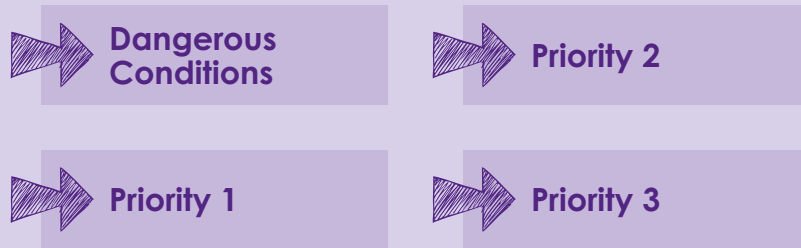
- Training requirement for new apprentices within the team.
- Intelligence received that indicates poor compliance of fire safety law which is likely to put relevant persons at risk of death or serious injury in case of fire.
- Referrals from operational fire crews and partner agencies.
- Complaints from members of the public.
- National identified risks.
- Local and national incidents.

This reactive work will include audits within premises not identified as higher risk, this is especially so when considering that our trainees will, as part of their development need to carry out audits in lower risk premises such as shops, offices and factories.



Given the nature of reactive work and the differing development rates of trainees, it is unrealistic to set a target number of audits within each premises category as this will inevitably change.

Every complaint, referral or report of dangerous conditions is reviewed by the team and prioritised into one of 4 categories:



The criteria used for determining the priority of each work item is set out below under each additional heading however, the information will be assessed based upon the following criteria which is not in any specific order:

- Time of day
- Use of premises
- Number of people likely to be using the premises
- Familiarity of occupants
- Vulnerability of occupants
- Sleeping/non-sleeping
- Nature of deficiencies
- Historical data/action
- Primary Authority Scheme involvement
- Any additional hazards/information

Dangerous Conditions

Work tasks set as Dangerous Conditions will meet the following criteria:

Report of inadequate fire precautions which place one or more relevant persons at immediate risk of death or serious injury should a fire occur.

Such reports will be reviewed to determine if dangerous conditions are likely to exist based against the criteria and information received.

Reports of dangerous conditions will be responded to as soon as possible by being allocated to an available inspector for immediate action.

An initial visit will be made as soon as possible to determine if prohibition or restriction is necessary or if the risk can be reduced by the introduction of temporary interim measures.



“
Reports of dangerous conditions will be responded to as soon as possible, with an immediate inspection.”



Priority 1

Work tasks set as Priority 1 will meet the following criteria:

- ➔ The report includes serious inadequate fire precautions in premises with sleeping accommodation or vulnerable occupants which incorporate:
- Inadequate means of giving warning in case of fire and/or
 - Inadequate means of escape

Such reports will be reviewed and the priority determined based on available information.

Work tasks set as Priority 1 will be allocated to an appropriate inspector where an initial visit will be made within 24 hours to determine if prohibition or restriction is necessary or if the risk can be reduced by the introduction of temporary interim measures.

This may lead to a follow up visit which should be completed within five working days unless it is deemed that the priority can be reduced in line with the criteria of each priority.

Priority 2

Work tasks set as Priority 2 will meet the following criteria:

- ➔ Dangerous conditions as detailed above **are not** present, based on the information provided.
- ➔ Serious inadequate fire precautions as detailed in Priority 1 **are not** present, based on the information provided.
- ➔ The report includes inadequate fire precautions which may incorporate:
- Inadequate means of giving warning in case of fire and/or
 - Inadequate means of escape

Such reports will be reviewed to determine the priority of the work item utilising all available information.

Work tasks set as Priority 2 will be allocated to an appropriate inspector who based upon availability and the need to prioritise more urgent work items will aim to carry out a response as soon as possible within 15 working days.

The task may extend beyond 15 working days dependent upon the level of involvement required and may have to be extended where other priority work takes precedence and resources will not allow the initial action date to be met.



“ Reports will be reviewed and the priority determined based on available information. ”

Priority 3

Work tasks set as Priority 3 will meet the following criteria:

- ➔ Dangerous conditions **are not** present, based on the information provided.
- ➔ Serious inadequate fire precautions as set out in Priority 1 **are not** present, based on the information provided.
- ➔ Inadequate fire precautions as set out in Priority 2 **are not** present, based on the information provided.
- ➔ Inadequate fire precautions which relate to matters other than inadequate means of giving warning in case of fire and inadequate means of escape are present.

Such reports will be reviewed to determine the priority of the task utilising all available information.

Work tasks set as Priority 3 will be allocated to one of the following (where possible in line with their level of competence):

- Business Fire Safety Advisor
- Trainee Fire Protection Inspector

Alternatively, Priority 3 tasks may be allocated to a Fire Protection Inspector who will deal with the task via an audit or desk top intervention, as appropriate.

We aim to complete such tasks within three months however this may be extended dependent upon the level of involvement required and where other priority work takes precedence.



Requests for Advice



We respond to requests for advice and utilise those individuals new in role and undertaking training with appropriate peer support.

Requests for advice will normally be dealt with via telephone or by email. WYFRS will not carry out fire safety visits upon request.

If the officer dealing with the request feels a site visit may be necessary due to concerns raised during the process, the task will be allocated a new priority, and a visit may be undertaken.

Appendix 2

NFCC Definition of Risk – National Risk Methodology

Risk Influencing Factors	Occupancy Category (Address base classifications in brackets)	IRS Measured Scores		Potential Consequence Ratings (potential severity of consequence if a fire develops)						Combined Risk Score	Combined Risk Category	
		Likelihood	Consequence	Individual Life Risk - (Dwellings only)	Societal Life Risk	Firefighter Risk	Community Loss Risk	Heritage Risk	Environment Risk			
A. Dependent Occupiers and complex evacuation risk	A1	Prison/secure establishments	10	6.2	0	10	10	10	1	1	317	Very High
	A2	Care/nursing homes/hospices	9	7.5	0	10	5	10	1	1	295	Very High
	A3	Hospital (treatment buildings)	10	4.4	0	10	5	10	1	5	284	Very High
	A4	Communal residence - Supported housing, hostels/refuges (for vulnerable people) (Multi-occupied)	8.5	8.8	1	5	5	5	1	1	258	Very High
	A5	Sheltered accommodation flats (Multi-occupied)	5.7	8.4	1	5	5	5	1	1	226	High
	A6	Residential boarding school/residential education/residential family centres/residential childrens homes (OFSTED)	4.3	5.8	0	5	5	5	1	1	181	Medium
	A7	SEN Day schools for dependent pupils	6.2	1	0	5	1	5	1	1	132	Low
	A8	Nursery/creche (Non residential)	1.9	2.1	0	5	1	5	1	1	100	Very Low
B. Residential Sleeping Risk	B1	Block of flats (With interim measures in place)	4.3	5.8	0	5	10	5	1	1	206	High
	B2	Block of flats (Multiple use - commercial and residential)	1.5	8.7	0	1	10	5	1	1	187	Medium
	B3	Block of flats	1.5	8.7	0	1	10	5	1	1	187	Medium
	B4	Student accommodation (flats)	4.3	5.8	0	1	10	5	1	1	186	Medium
	B5	HMO (bedsits with shared facilities)	1.7	10	0	5	5	1	1	1	177	Medium
	B6	Flat/HMO above Shop	1.7	10	0	5	5	1	1	1	177	Medium
	B7	Houses/other converted to flats	1.7	10	0	5	5	1	1	1	177	Medium
	B8	Other sleeping residential (mobile homes etc.)	1.5	8.7	0	1	1	1	1	1	122	Very Low
	B9	Houses/bungalows - single occupancy	1.5	8.7	0	1	1	1	1	1	122	Very Low

Risk Influencing Factors	Occupancy Category (Address base classifications in brackets)	IRS Measured Scores		Potential Consequence Ratings (potential severity of consequence if a fire develops)						Combined Risk Score	Combined Risk Category	
		Likelihood	Consequence	Individual Life Risk - (Dwellings only)	Societal Life Risk	Firefighter Risk	Community Loss Risk	Heritage Risk	Environment Risk			
C. Commercial/ Temporary Sleeping Risk	C2	Hotels, guest houses, B&Bs, Inns, aparthotels, youth hostels, whole property holiday lets etc.	1.8	6	0	5	5	1	1	1	138	Low
	C2	Other sleeping commercial/ temporary - caravan/camping sites, holiday camp, guardian, refugee, asylum seeker accommodation etc.)	1.8	6	0	5	5	1	1	1	138	Low
D. Public assembly and complex evacuation risk	D1	Major retail malls, department stores, market halls	6.4	2.6	0	5	5	10	1	1	195	Medium
	D2	Major leisure, public assembly, entertainment, bar/pub/nightclubs etc.	2.1	4.4	0	10	5	10	1	1	195	Medium
	D3	Other leisure, restaurants etc.	4.1	5	0	1	1	1	1	1	111	Very Low
E. Environmental Risk	E1	Major industrial, major storage, hazardous material sites	1.9	4.9	0	5	10	10	1	10	221	High
	E2	Light industrial, light storage	1.9	5.4	0	1	5	1	1	5	123	Very Low
	E3	Waste and recycling	1.5	4.5	0	1	1	5	1	10	123	Very Low
	E4	Energy generation, battery storage sites			0	1	5	1	1	5	50	Very Low
F. National, Heritage, Community or Economic loss risk	F1	Education, schools, further education centres (non resi)	5.6	3.6	0	1	1	10	1	1	157	Low
	F2	Public and heritage - Museums, churches, libraries, historic listed sites	1.6	3.8	0	1	1	10	5	1	129	Very Low
	F3	Medical centres, outpatient hospital/ clinic, GP, Dentist	2.4	3.2	0	1	1	10	1	1	121	Very Low
	F4	National infrastructure, (transport, utilities, services etc.)	3.2	1.3	0	1	1	10	1	1	110	Very Low
	F5	Other shops	2	4.7	0	1	1	1	1	1	87	Very Low
	F6	Other workplaces	1.5	4.7	0	1	1	1	1	1	82	Very Low
	F7	Multi storey car parks	2.4	1.2	0	1	5	1	1	1	76	Very Low
	F8	Offices	1.3	4.1	0	1	1	1	1	1	74	Very Low
			10	10	5	5	5	5	2.5	2.5		



West Yorkshire
Fire & Rescue Service