

Fire protection:

L1 systems for majority of patient care areas (~90% coverage on Central Campus and ~75% coverage on Northern Campus). There is a fully funded capital programme underway to deliver 100% L1 to all patient areas by 2015/16. Areas currently not covered by L1 systems are protected by L3 or L4 systems. Majority of patient care areas are staffed 24/7.

Non-patient care areas are covered by P1 systems connected to 24/7 switchboard. Majority of non-patient care areas are staffed 24/7. Systems are supported by robust Fire Protection polices, procedures, training and drill.

Annual Report to Healthcare Governance Committee, which is a committee of the Board of Directors

Security:

Comprehensive CCTV coverage (300 cameras on each campus – records kept for 7-days); Access Control on all doors and Lockdown system; Electronic Intruder Alarm coverage across both campuses including strategic panic alarms for staff; additional security provision in high risk areas; systems monitored 24/7 Central Control Room - Police are informed if the alarm is activated.

From a staff complement of 20 Security Staff, 2 Security Staff are available on both campuses 24/7 i.e. patrolling, responding to incidents and special duties. Systems are supported by robust Security polices e.g. Aggression and Violence, Lone Worker etc, procedures and training.

Annual Report to Healthcare Governance Committee, which is a committee of the Board of Directors. Other controls include Internal Audit and NHS Counter Fraud Services

Location: 5 Beech Hill		
Use of building: Accommodation		
CONSTRUCTION DETAILS		
	Yes	No
Are the walls (inc. framework) incombustible i.e. brick, Stone, concrete or asbestos?	Yes	
Are all roofs (inc. framework) incombustible i.e. concrete Or asbestos?	Yes	
Are all the floors made of concrete?	Yes	
Are the wall and roof linings and ceilings incombustible?	Yes	
Are the buildings single storey (with no basement)?		No
If you have answered No to any of the above, please provide further details Main building is 3 storey with cellar and annexe is single storey		
GENERAL INFORMATION ON YOUR PREMISES		
Approx. age of the building (years)	Main building 150 years and annexe 35 years	
	Yes	No
Are the premises;		
i) In sole occupancy by The Trust?	Yes	
ii) Detached or separated from any adjoining premises by brick or by concrete walls with no openings?	Yes	
iii) In a good state of repair and are the electrical and heating systems and machinery all in good order, regularly checked and professionally maintained?	Yes	
iv) Is there an Institute of Electrical Engineers certificate issued from these premises?	Yes	
If you have answered No to any of the above, please provide further details:		
v) Are the premises ever left unoccupied?	Yes	
vi) Are the premises ever left unoccupied for a period exceeding 30 days?		No
vii) Are there any non-fixed or portable heating appliances or any heaters using paraffin, waste oil or LPG?		No
viii) Are there sprinklers at the property?		No
ix) Occupancy/trade of the immediate premises surrounding the risk address: Healthcare and residential		
If you have answered No to any of the above, please provide further details:		
SECURITY AND PROTECTION		
	Yes	No

Are all the external door locks fitted with a five lever mortice deadlock, or close shackle padlocks and locking bars?		No – see Note 1
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	Yes	No
Is there any higher than normal exposure to loss by arson, malicious damage, subsidence, flood, storm or impact?		No
Are there fire extinguishers and/or hose reels on the premises?	Yes	
Are the premises protected by an approved or fully operational automatic sprinkler system?		No
Are the premises protected by a burglar alarm?	Yes	
If yes, is the burglar alarm Redcare /Paknet /Audible/ ABC/ Central Station?	Yes – see note 2	
If yes, is the burglar alarm maintained by a NACOSS approved company?	Yes	
Are there any additional security measures in place, as below;		
Premises Security Guarding (24 Hours static/patrol)?	Yes	
CCTV – Internal &/Or external, which is monitored and recorded?		No
Internal Access Swipe Card/Key Coded locks to computer or stock storage rooms?	Yes	

Notes

1. External doors are fitted with Mult-T-Lock interactive barrels (patent protected).
2. The intruder alarm is both audible and has a direct feed back to the 24/7 Security Control Room to Trust's alarm monitoring system 'Patriot'.

Location: 8 Beech Hill Road		
Use of building: Offices (Trust Headquarters)		
CONSTRUCTION DETAILS		
	Yes	No
Are the walls (inc. framework) incombustible i.e. brick, Stone, concrete or asbestos?	Yes	
Are all roofs (inc. framework) incombustible i.e. concrete Or asbestos?	Yes	
Are all the floors made of concrete?	Yes	
Are the wall and roof linings and ceilings incombustible?	Yes	
Are the buildings single storey (with no basement)?		No
If you have answered No to any of the above, please provide further details: 2 storeys		
GENERAL INFORMATION ON YOUR PREMISES		
Approx. age of the building (years)	25 years	
	Yes	No
Are the premises;		
i) In sole occupancy by The Trust?	Yes	
ii) Detached or separated from any adjoining premises by brick or by concrete walls with no openings?	Yes	
iii) In a good state of repair and are the electrical and heating systems and machinery all in good order, regularly checked and professionally maintained?	Yes	
iv) Is there an Institute of Electrical Engineers certificate issued from these premises?	Yes	
If you have answered No to any of the above, please provide further details:		
v) Are the premises ever left unoccupied?	Yes	
vi) Are the premises ever left unoccupied for a period exceeding 30 days?		No
vii) Are there any non-fixed or portable heating appliances or any heaters using paraffin, waste oil or LPG?		No
viii) Are there sprinklers at the property?		No
ix) Occupancy/trade of the immediate premises surrounding the risk address: Education and healthcare		
If you have answered No to any of the above, please provide further details: The Nursery is an 08.00 to 17.00 service		
SECURITY AND PROTECTION		
	Yes	No
Are all the external door locks fitted with a five lever mortice deadlock,		No – see

or close shackle padlocks and locking bars?		Note 1
	Yes	No
Is there any higher than normal exposure to loss by arson, malicious damage, subsidence, flood, storm or impact?		No
Are there fire extinguishers and/or hose reels on the premises?	Yes	
Are the premises protected by an approved or fully operational automatic sprinkler system?		No
Are the premises protected by a burglar alarm?	Yes	
If yes, is the burglar alarm Redcare /Paknet /Audible/ ABC/ Central Station?	Yes – see Note 2	
If yes, is the burglar alarm maintained by a NACOSS approved company?	Yes	
Are there any additional security measures in place, as below;		
Premises Security Guarding (24 Hours static/patrol)?	Yes	
CCTV – Internal &/Or external, which is monitored and recorded?		No
Internal Access Swipe Card/Key Coded locks to computer or stock storage rooms?	Yes	

Notes

1. External doors are fitted with Mult-T-Lock interactive barrels (patent protected).
2. The intruder alarm is both audible and has a direct feed back to the 24/7 Security Control Room to Trust's alarm monitoring system 'Patriot'.

Location: Central Clinic		
Use of building: Clinical and Offices		
CONSTRUCTION DETAILS		
	Yes	No
Are the walls (inc. framework) incombustible i.e. brick, Stone, concrete or asbestos?	Yes	
Are all roofs (inc. framework) incombustible i.e. concrete Or asbestos?	Yes	
Are all the floors made of concrete?	Yes	
Are the wall and roof linings and ceilings incombustible?	Yes	
Are the buildings single storey (with no basement)?		No
If you have answered No to any of the above, please provide further details: 3 storeys and basement		
GENERAL INFORMATION ON YOUR PREMISES		
Approx. age of the building (years)	45 years	
	Yes	No
Are the premises;		
i) In sole occupancy by The Trust?		No
ii) Detached or separated from any adjoining premises by brick or by concrete walls with no openings?	Yes	
iii) In a good state of repair and are the electrical and heating systems and machinery all in good order, regularly checked and professionally maintained?	Yes	
iv) Is there an Institute of Electrical Engineers certificate issued from these premises?	Yes	
If you have answered No to any of the above, please provide further details: Shared occupancy with Sheffield Health and Social Care NHS Foundation Trust and Sheffield Childrens Hospital NHS Foundation Trust.		
v) Are the premises ever left unoccupied?	Yes	
vi) Are the premises ever left unoccupied for a period exceeding 30 days?		No
vii) Are there any non-fixed or portable heating appliances or any heaters using paraffin, waste oil or LPG?		No
viii) Are there sprinklers at the property?		No
ix) Occupancy/trade of the immediate premises surrounding the risk address: Commercial offices/shops, restaurants, theatre, church		
If you have answered No to any of the above, please provide further details:		
SECURITY AND PROTECTION		
	Yes	No
Are all the external door locks fitted with a five lever mortice deadlock,	Yes – see	

or close shackle padlocks and locking bars?	Note 1	
	Yes	No
Is there any higher than normal exposure to loss by arson, malicious damage, subsidence, flood, storm or impact?		No
Are there fire extinguishers and/or hose reels on the premises?	Yes	
Are the premises protected by an approved or fully operational automatic sprinkler system?		No
Are the premises protected by a burglar alarm?	Yes	
If yes, is the burglar alarm Redcare /Paknet /Audible/ ABC/ Central Station?	Yes – see Note 2	
If yes, is the burglar alarm maintained by a NACOSS approved company?		
Are there any additional security measures in place, as below;		
Premises Security Guarding (24 Hours static/patrol)?	Yes – see Note 3	
CCTV – Internal &/Or external, which is monitored and recorded?		No
Internal Access Swipe Card/Key Coded locks to computer or stock storage rooms?	Yes – see Note 4	

Notes

1. All external doors have metal shutters. Yale type lock on 1 and bar fitting on another.
2. The intruder alarm is both audible and has a direct feed back to the 24/7 Security Control Room to Trust's alarm monitoring system 'Patriot'.
3. Security Officer present each night to undertake building lockup. The building is unlocked by staff in the morning.
4. Key and key code locks are fitted to most offices and stock rooms.

Location: Firth Park Clinic		
Use of building: Clinical and Office		
CONSTRUCTION DETAILS		
	Yes	No
Are the walls (inc. framework) incombustible i.e. brick, Stone, concrete or asbestos?	Yes	
Are all roofs (inc. framework) incombustible i.e. concrete Or asbestos?	Yes	
Are all the floors made of concrete?	Yes	
Are the wall and roof linings and ceilings incombustible?	Yes	
Are the buildings single storey (with no basement)?		No
If you have answered No to any of the above, please provide further details: 2 storeys and basement		
GENERAL INFORMATION ON YOUR PREMISES		
Approx. age of the building (years)	45	
	Yes	No
Are the premises;		
i) In sole occupancy by The Trust?	Yes	
ii) Detached or separated from any adjoining premises by brick or by concrete walls with no openings?	Yes	
iii) In a good state of repair and are the electrical and heating systems and machinery all in good order, regularly checked and professionally maintained?	Yes	
iv) Is there an Institute of Electrical Engineers certificate issued from these premises?	Yes	
If you have answered No to any of the above, please provide further details:		
v) Are the premises ever left unoccupied?	Yes	
vi) Are the premises ever left unoccupied for a period exceeding 30 days?		No
vii) Are there any non-fixed or portable heating appliances or any heaters using paraffin, waste oil or LPG?		No
viii) Are there sprinklers at the property?		No
ix) Occupancy/trade of the immediate premises surrounding the risk address: Residential and commercial - shops		
If you have answered No to any of the above, please provide further details:		
SECURITY AND PROTECTION		
	Yes	No
Are all the external door locks fitted with a five lever mortice deadlock,		No

or close shackle padlocks and locking bars?		
	Yes	No
Is there any higher than normal exposure to loss by arson, malicious damage, subsidence, flood, storm or impact?		No
Are there fire extinguishers and/or hose reels on the premises?	Yes	
Are the premises protected by an approved or fully operational automatic sprinkler system?		No
Are the premises protected by a burglar alarm?	Yes	
If yes, is the burglar alarm Redcare /Paknet /Audible/ ABC/ Central Station?	Yes - see Note 1	
If yes, is the burglar alarm maintained by a NACOSS approved company?	Yes	
Are there any additional security measures in place, as below;		
Premises Security Guarding (24 Hours static/patrol)?		No – see Note 2
CCTV – Internal &/Or external, which is monitored and recorded?	Yes	
Internal Access Swipe Card/Key Coded locks to computer or stock storage rooms?	Yes	

Notes

1. The intruder alarm is both audible and has a direct feed back to the 24/7 Security Control Room to Trust's alarm monitoring system 'Patriot'.
2. A Security Officer is present 3 evenings per week between 4pm and 8pm when late clinics are held.

Location: Manor Clinic		
Use of building: Clinical and Office		
CONSTRUCTION DETAILS		
	Yes	No
Are the walls (inc. framework) incombustible i.e. brick, Stone, concrete or asbestos?	Yes	
Are all roofs (inc. framework) incombustible i.e. concrete Or asbestos?	Yes	
Are all the floors made of concrete?	Yes	
Are the wall and roof linings and ceilings incombustible?	Yes	
Are the buildings single storey (with no basement)?		No
If you have answered No to any of the above, please provide further details 2 storeys and basement		
GENERAL INFORMATION ON YOUR PREMISES		
Approx. age of the building (years)	45	
	Yes	No
Are the premises;		
i) In sole occupancy by The Trust?	Yes	
ii) Detached or separated from any adjoining premises by brick or by concrete walls with no openings?	Yes	
iii) In a good state of repair and are the electrical and heating systems and machinery all in good order, regularly checked and professionally maintained?	Yes	
iv) Is there an Institute of Electrical Engineers certificate issued from these premises?	Yes	
If you have answered No to any of the above, please provide further details:		
v) Are the premises ever left unoccupied?	Yes	
vi) Are the premises ever left unoccupied for a period exceeding 30 days?		No
vii) Are there any non-fixed or portable heating appliances or any heaters using paraffin, waste oil or LPG?		No
viii) Are there sprinklers at the property?		No
ix) Occupancy/trade of the immediate premises surrounding the risk address: Residential and commercial –shops.		
If you have answered No to any of the above, please provide further details:		
SECURITY AND PROTECTION		
	Yes	No
Are all the external door locks fitted with a five lever mortice deadlock,		No – see

or close shackle padlocks and locking bars?		Note 1
	Yes	No
Is there any higher than normal exposure to loss by arson, malicious damage, subsidence, flood, storm or impact?		No
	Yes	No
Are there fire extinguishers and/or hose reels on the premises?	Yes	
Are the premises protected by an approved or fully operational automatic sprinkler system?		No
Are the premises protected by a burglar alarm?	Yes	
If yes, is the burglar alarm Redcare /Paknet /Audible/ ABC/ Central Station?	Yes see Note 2	
If yes, is the burglar alarm maintained by a NACOSS approved company?	Yes	
Are there any additional security measures in place, as below;		
Premises Security Guarding (24 Hours static/patrol)?		No
CCTV – Internal &/Or external, which is monitored and recorded?	Yes	
Internal Access Swipe Card/Key Coded locks to computer or stock storage rooms?	Yes – see Note 3	

Notes

1. Yale type lock
2. The intruder alarm is both audible and has a direct feed back to the 24/7 Security Control Room to our alarm monitoring system 'Patriot'.
3. Key and key code locks are fitted to most offices and stock rooms