

KFRS Business & Property Protection Portal – How to use guide

KFRS Business & Property Protection Portal

The Business & Property Protection Portal has been created by FPA and RISCAuthority (a research scheme collaboratively funded by many UK insurance companies) to promote business resilience measures.

The RISCAuthority portal (RISCAuthority.bppp.RISCAuthority.co.uk) provides data exclusively from the 'Universal Library' of information. The 'Universal Library' is specifically selected by the RISCAuthority membership to ensure that the provision of data:

- Represents industry best practice
- Is unbiased to any product or company
- Is free of charge to use and distribute

KFRS have additional resource references presented at the request of the Company or Organisation of website origin. These references may point the user to documents, resources, services or products.

Link to KFRS Business & Property Protection Portal - <http://kentfrs.bppp.riscauthority.co.uk/>

Please rest assured that this site does NOT collect or save the input data provided and as such it cannot be used for any purpose other than providing you, the user, with a Resilience Report for your business.

How to use the portal – <http://kentfrs.bppp.riscauthority.co.uk/>

Home Page:

When you open the portal the home page will look like the below image.

The screenshot shows the home page of the Kent Fire & Rescue Service Business & Property Protection Portal. The page features the Kent Fire & Rescue Service logo on the left and the text 'Kent Fire & Rescue Service Business & Property Protection Portal' on the right. Below the logo is a 'Toggle form' section with input fields for 'Business name', 'Business type' (set to 'Accommodation'), 'Bed & Breakfast', and 'Post code'. There are also checkboxes for various issues: 'Heritage issues?', 'Construction issues?', 'Server Room/EDPV Control Room?', 'Tall Buildings issues?', 'Suppression Systems?', 'Empty/Unoccupied/Void Buildings?'. A red 'Submit' button is at the bottom of the form. To the right of the form is an 'About this site' section with a paragraph of text and a link 'click here'. Below this is a blue box with the NFCC logo and the text 'Get your free guide to choosing a competent risk assessor'. At the bottom right are two links: 'Contact Us' and 'Contact Me'. The footer contains the copyright notice '© Copyright 2018 The Fire Protection Association'.

From this home page you have multiple options such as generating a report for a business, 'contact us' via email or they can use the 'contact me' to send us your business information for us to contact you. There is also a link to the NFCC guide to choosing a competent fire risk assessor.

This screenshot is identical to the one above, but with green circles highlighting specific elements. A large green circle encompasses the entire 'Toggle form' section, including the input fields and checkboxes. Two smaller green circles are placed around the 'Contact Us' and 'Contact Me' links at the bottom right of the page.

Generating a report –

To generate a report for your business you will be required to fill in the below details. These details will be used to collect the documents from the portal that are relevant to your business and location.

Required details –

Business name: Name of the business

Business type: There are 16 options to choose from:

Accommodation, Construction, Education, Entertainment & Culture, Farming & Fishing, Food & Drinks Retail, Healthcare, Industrial Processing & Manufacture, Mining & Quarrying, Power & Water, Professional Services, Retail, Storage & Warehousing, Transportation, Waste Management, Wholesale

Business sub category: This is based on business type and use of the premises.

Postcode: Standard full UK postcode with spaces (e.g. TN18 4DS)

Heritage issues: i.e. listed buildings, cultural heritage, historic building techniques and materials, historic artefacts etc.

Construction issues: Ongoing or proposed building works that might introduce additional process, material and security risks

Tall building issues: Tall or multi-storey buildings (typically over 30m in height) where additional risks may need to be considered, e.g. personnel safety and evacuation, and lightning strike

Suppression systems: i.e. sprinkler, watermist and gaseous fire suppression systems that are deployed to protect the building, a room, or specific item of equipment

The image displays three sequential screenshots of the Kent Fire & Rescue Service report generation form. Each screenshot features the Kent Fire & Rescue Service logo at the top left.

- First Screenshot:** Shows the initial form with fields for "Business name", "Business type" (set to "Accommodation"), and "Post code". Below these are several checkboxes for "Heritage issues", "Construction issues", "Tall Buildings issues", "Suppression Systems", "Special Risks (EP)", "Empty/occupied", "Control Room", and "List Buildings". A red "Submit" button is at the bottom.
- Second Screenshot:** Shows the "Business type" dropdown menu open, displaying a list of 16 categories: Construction, Education, Entertainment & Culture, Farming & Fishing, Food & Drink Retail, Healthcare, Industrial Processing & Manufacture, Mining & Quarrying, Power & Water, Professional Services, Retail, Storage & Warehousing, Transportation, Waste Management, and Wholesale.
- Third Screenshot:** Shows the "Business type" dropdown menu open, displaying a list of 12 sub-categories: Accommodation, Camping site, Mobile park, Hotel, Housing Association, Hostel, Residential letting, Student home, Student accommodation, Youth hostel, and Other (Please specify). There are also checkboxes for "Control Room" and "List Buildings". A red "Submit" button is at the bottom.

Each screenshot includes a copyright notice at the bottom: "© Copyright 2016 The Fire Protection Association".

Portal Report –

Once you have entered the business details required and submitted them a report will be generated. The report will give you relevant information based on them details. The report is broken down in to sections. The first page gives an over view of the detail of the business and on the right hand side it also gives critical warnings. It looks at the location of the business that the report has been generated for and looks at crime rates and types of crime for that area. It also looks at the relevant fire service response to the area based on location and AFA policy for business type.

The rest of the report is covered by 5 sections they are as follows:

- **Section 1:** Legislative controls to meet Regulatory Reform (Fire Safety) Order and Health & Safety at Work Act
- **Section 2:** Business resilience controls against known risks within the business category
- **Section 3:** Risk control guidance against risks specified to postcode
- **Section 4:** Additional requirements
- **Section 5:** Non-Geographical or Business Specific Identified Challenges

The image below shows you what a report can look like.

The image shows a screenshot of a report titled "Business and Property Protection Report for: Business Test". The report includes a table with business details and a "Critical Warnings" section. The "Critical Warnings" section is circled in green, as is the list of sections at the bottom of the page.

Business type	Accommodation Bed & Breakfast		Critical Warnings <ul style="list-style-type: none">Crime Type CRIMINAL DAMAGE is above the national average around this postcodeCrime Type ROBBERY is also the national average around this postcodeFire Service policy for Automatic Alarm Signals make ATTENDANCE MIGHT BE DELAYED OR AT REDUCED WEIGHT without further actions being taken
Location postcode	NE15 5AB		
Heritage issues	No	Construction issues	No
Tall buildings issues	No	Suppression Systems	No
Server Room/EDF/Control Room	No	Empty/Unoccupied/Void Buildings	No

This analysis has been made based upon subject matter, expert understanding of risk experience in the specified business type in association with risk factors understood to be present at the specified location postcode. Data is drawn from many sources including government, insurance companies, police, environment agencies, and risk experts. The data is reconciled to postcode level accuracy – whilst risks might be highlighted it is recognised that the particular placing of the business within the postcode may influence the relevance of the guidance provided.

The report is ordered as follows:

- Section 1: Legislative controls to meet Regulatory Reform (Fire Safety) Order and Health & Safety at Work Act
- Section 2: Business resilience controls against known risks within the business category
- Section 3: Risk control guidance against risks specified to postcode
- Section 4: Additional requirements
- Section 5: Non-Geographical or Business Specific Identified Challenges

Under each section heading is a library of hot linked guidance documentation which can be activated by clicking on the document title. The icons on the right-hand side are advisory on the nature of the documents and method of delivery such as a video camera icon link to a video and the book icon is a written document.

The documents available are specific to business type and location chosen from the suite of documents on the portal and documents that KFRS have added.



Following the guidance document ending in section 5 there are several pages for you to complete on proposed actions on how to improve or amend fire safety or security procedures.

If you want more advice or support on using the portal call us on 01622 212442 or email us at BusinessFireSafety@kent.fire-uk.org