



**vantify**  
CONSULTANCY

# Fire Safety Management System Review



RESOURCE BROCHURE

## 1. Introduction

Effective fire safety is reliant not only on physical fire protection measures, but on the existence and operation of a robust Fire Safety Management System (FSMS). A well designed FSMS ensures that fire risks are identified, controlled, monitored and reviewed throughout the life of a building, and that legal duties are clearly understood and discharged.

Vantify's Fire Safety Management System Review provides a structured, independent assessment of an organisation's current fire safety arrangements. The review evaluates how fire safety is planned, organised, controlled, monitored and reviewed, and the extent to which these arrangements align with:

- The Regulatory Reform (Fire Safety) Order 2005
- Relevant guidance and recognised best practice (including British Standard aligned management system principles)
- The organisation's own policies, procedures and standards
- The operational reality across buildings and portfolios.

The review takes a gap analysis approach, identifying strengths, weaknesses and opportunities for improvement, and providing a clear, prioritised route to achieving and maintaining an effective and proportionate FSMS.

## 2. Objectives

The overarching objective of the Fire Safety Management System Review is to provide clarity, assurance and practical direction in relation to fire safety governance and management.

Specific objectives include:

- **High level compliance assurance**  
Assess the adequacy of existing fire safety management arrangements against statutory duties and recognised good practice.
- **Policy and governance review**  
Evaluate the suitability and effectiveness of fire safety policies, procedures, arrangements, and accountability structures.
- **Management system effectiveness**  
Assess how well fire safety arrangements are embedded into day to day operations, behaviours and decision making.
- **Roles and responsibilities**  
Review the clarity, competence and effectiveness of defined roles, including Responsible Persons, duty holders and managing agents.
- **Identification of strengths and good practice**  
Highlight areas where arrangements are effective and proportionate.
- **Fire safety gap analysis**  
Identify gaps, weaknesses and areas of risk within the existing FSMS.
- **Improvement and action planning**  
Provide clear, prioritised recommendations to enhance fire safety management, governance and ongoing compliance.

## 3. Methodology

Vantify adopts a proportionate, staged approach, tailored to the nature of the organisation, building types and risk profile. The review may be undertaken at a single building, estate or portfolio level.

### Stage 1 – Information and Document Review

A structured desk based review of relevant documentation, which may include:

- Fire safety policies and management arrangements
- Organisational structures and accountability frameworks
- Fire Risk Assessments and review processes
- Fire Management Plans and Fire Strategies
- Training matrices and competence records
- Planned preventative maintenance, testing and inspection regimes
- Incident, and enforcement records
- Contractor and permit to work arrangements
- Internal audit, monitoring and review processes.

This stage establishes the documented intent of the FSMS and provides context for subsequent assessment.

### Stage 2 – Management System Evaluation

Vantify evaluates the effectiveness of the FSMS against key management system principles, including:

- Leadership and commitment
- Planning and risk assessment
- Operational control and delivery
- Competence, training and awareness
- Communication and cooperation
- Monitoring, inspection and auditing
- Management review and continuous improvement.

The focus is on how fire safety is controlled in practice, not solely how it is described on paper, drawing on recognised fire management system concepts and BS aligned frameworks.

### Stage 3 – Engagement and Validation (Where Required)

Where appropriate, the review may include:

- Interviews with key stakeholders
- Validation of how arrangements operate in practice
- Sampling of buildings or management activities
- Review of how fire safety information is communicated and acted upon.

This ensures conclusions are grounded in operational reality rather than documentation alone.

## Stage 4 – Gap Analysis and Risk Based Assessment

Findings are consolidated into a structured fire safety gap analysis, identifying:

- Areas of compliance
- Areas of partial or ineffective compliance
- Gaps between current practice and best practice expectations
- Risks arising from deficiencies in management arrangements.

Issues are risk ranked to support informed decision making.

## 4. Outcomes and Deliverables

On completion of the review, Vantify will provide a comprehensive Fire Safety Management System Review Report, typically comprising:

- **Executive summary**  
Clear overview of findings, key risks and priorities.
- **Overview of existing arrangements**  
Description of current fire safety governance and management structures.
- **Gap analysis findings**  
Identification of strengths, weaknesses and non conformities within the FSMS.
- **Risk based assessment**  
Commentary on the significance and potential impact of identified gaps.
- **Clear, prioritised action plan**  
Practical recommendations, assigned responsibility and suggested timescales to support improvement and ongoing compliance.
- **Strategic guidance**  
Advice on enhancing governance, accountability and integration of fire safety into wider management systems.

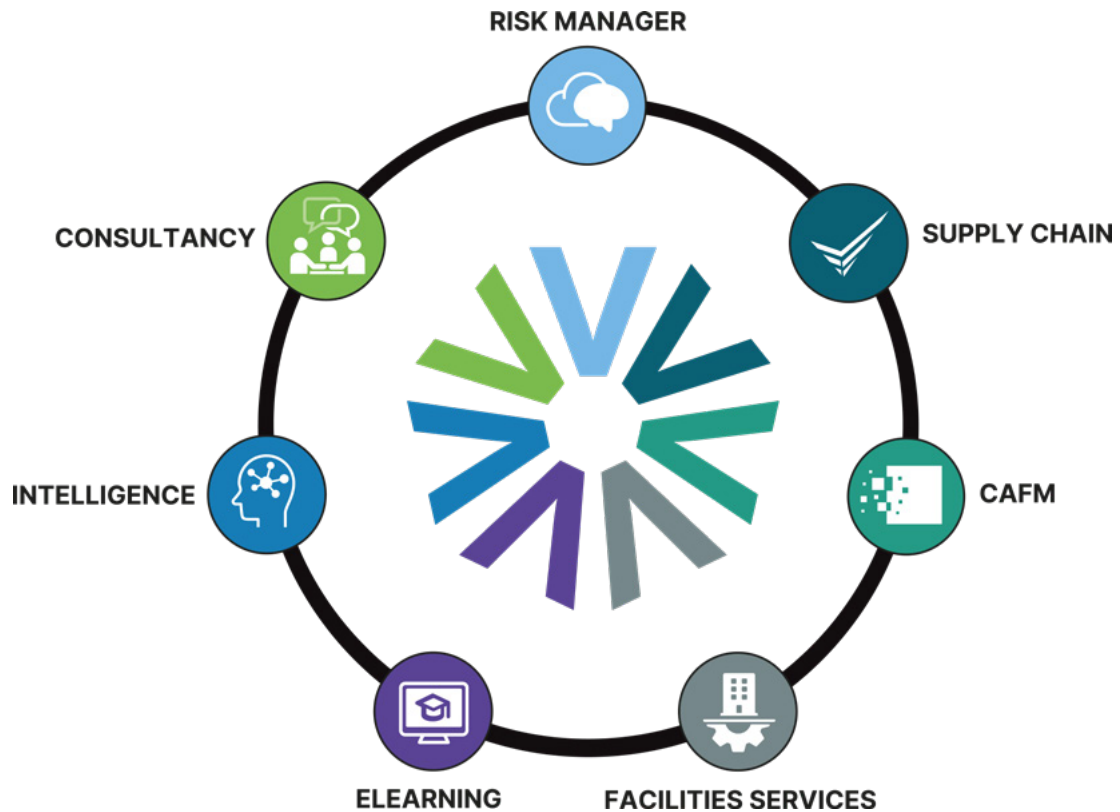
The outcome is a clear, structured roadmap enabling clients to strengthen their fire safety management arrangements, demonstrate compliance, and support the long term safe occupation and operation of their buildings.

## Value to Clients

Vantify's Fire Safety Management System Review delivers:

- Independent, specialist fire safety assurance
- Improved governance and accountability
- Reduced regulatory and enforcement risk
- Clear prioritisation of improvement actions.

# The Vantify Ecosystem



**Better together. Only with Vantify.**



0203 337 3575

enquiries@vantify.com

www.vantify.com

Registered Office, 20 Grosvenor Place, London, England SW1X 7HN

William Martin, Meridian, Prosure360, and Elogs have joined forces to create Vantify® - our unified ecosystem that provides a single vantage point for compliance and risk management.