



**Hampshire  
& Isle of Wight**  
FIRE & RESCUE SERVICE

**Information Compliance Team**  
Headquarters  
Leigh Road  
Eastleigh  
Hampshire  
SO50 9SJ

Sent by email to:

[REDACTED]

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e. DP@hantsfire.gov.uk  
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Date: 30 January 2025

Our Reference: FOI 155 24-25

Enquiries to: Information Compliance Officer

## Freedom of Information Act 2000

Dear [REDACTED]

We are writing in respect of your application for the release of information held by the Service, which we received on 14 January 2025. We can confirm that we have now completed our search for the information requested.

### **You asked:**

*I am just getting in touch as we have been contacted by a member of the Scout movement in Hampshire, seeking reassurance and our understanding of the local policy applied by Hampshire and IOW Fire Services for the notification of overnight residentials, due to raised concerns around local blockers being put in place in Scouting with this policy, for overnight residential activities.*

*I am unable to find any policy information, guidance, advice, or references on your website which does concern me around the lack of transparency around this policy and how it is being applied.*

*The nearest guidance to this information is listed on Hampshire Scouts website: <https://members.hampshirescouts.org.uk/updates/new-guidance-for-scout-hqs-used-for-sleepovers/>, dated August 2023.*

*Would you mind sharing us your policy position, and purpose of this notification process and why it is specifically aimed at Scouting charities only please.*

*I look forward to hearing back from you.*

## **Our answer:**

Hampshire and Isle of Wight Fire and Rescue Service hold a procedure on how we respond to requests from members of the public to use community buildings to provide temporary sleeping accommodation. Please find this attached. The “policy” that this procedure is seeking to support is the requirements of the Fire Safety Order 2005 and is not a “local” policy but national legislation.

This procedure includes that we send a standard letter (SL 6/2/7/1) to the organiser with fire safety advice. A copy of this template is attached.

This procedure applies to all instances where we are notified of overnight sleeping and, while covering scouting charities, is not “specifically aimed” at any organisation.

The above concludes our investigation into this matter.

Any future correspondence with Hampshire and Isle of Wight Fire and Rescue Service in relation to this matter should be sent to the Information Compliance Officer at the above address.

If for whatever reason you are unhappy with our response you may request an internal review by contacting [DP@hantsfire.gov.uk](mailto:DP@hantsfire.gov.uk) or by writing to the Data Protection Officer at the above address.

Should you remain dissatisfied you can appeal against the internal review decision by contacting the Information Commissioners Office. This can be done online at [www.ico.org.uk/foicomplaints](http://www.ico.org.uk/foicomplaints) or by post to The Information Commissioner, Wycliffe House, Water Lane, Wilmslow SK9 5AF.

Yours sincerely

Information Compliance Officer  
Hampshire and Isle of Wight Fire and Rescue Service