LONDON FIRE BRIGADE

London Fire Brigade Headquarters
169 Union Street London SE1 0LL
T 020 8555 1200
london-fire.gov.uk

Freedom of Information request: Reference number FOI2026/01386

Date of request: 28th October

Request:

Under the Freedom of Information Act 2000, please provide the following information held by the London Fire Commissioner / London Fire Brigade.

A list of all current Brigade policies (including policy notes, PNs) showing, for each: the policy number and title, the named policy Owner, the responsible work team, the date of issue, the "Reviewed as current" date, and the Review date.

Please also flag every policy whose Review date had passed as at 1 November 2026.

The document-control procedure, policy, or any other written guidance that sets out:

1. how often Brigade policies must be reviewed;
2. who is responsible for keeping each policy up to date; and
3. what must happen when a policy passes its review date.

Please include the current version and any previous versions in force since 1 January 2023, with their dates. If no such document exists, please confirm that in writing.

For each of the following policies, the current version (with policy number), the date it was issued, the "Reviewed as current" date, the next Review date, and the named Owner and responsible work team:

1. Discipline procedure for senior officers (PN392b);
2. Grievance procedure (PN394);
3. Bullying and harassment (or equivalent dignity at work policy);
4. Social media policy;
5. Whistleblowing (or equivalent speaking up policy);
6. Drugs and alcohol policy (including any provision on prescribed medication or medical cannabis);
7. Suspension from duty, and fitness for duty or occupational health referral policies;
8. Any policy on reasonable adjustments / disability.

If a policy with that subject does not exist, please say so. Please also confirm whether PN392b was reviewed on or after its stated review date of 17 July 2026.

Response:

In response to your Freedom of Information Request FOI2026/01386, please find all requested information below.

1. **A list of all current Brigade policies (including policy notes, PNs):**
   a. **Policy Number and Title**
   b. **Named Policy Owner**
   c. **Responsible team**
   d. **Date of issue**
   e. **Reviewed as current date**
   f. **Review Date**

   The information is provided within the MS Excel file FOIA-01386.

2. **Every policy whose review date has passed at 01/11/2026 (can be filtered through spreadsheet review date column)**

   The information can be accessed through the MS Excel file by filtering the Review Date Column.

3. **Policy, guidance, or document-control procedure for (Current or previous versions) since 01/01/2023:**

   The following three policies contain the current policy framework and associated procedures. Also attached are 8 cancelled versions were in force since 01/01/2023. The policy team has also answered the three queries below.

   PN1049 - policy framework.docx

   PN1049-01 - procedure for managing business.docx

   PN1049-02 - procedure for managing operations policy tools.docx

   8 cancelled versions that were in force since 01/01/2023 (see email)

   a. **How often Brigade Policies must be review**
      Brigade policy should be reviewed at least every three years, although this could be sooner depending on the policy content.
   b. **Who is responsible for keeping each policy up to date**
      Individual departments are responsible for keeping their policies up to date.
   c. **What must happen when a policy passes its review date**

Policy BI reports are sent to departmental contacts quarterly, listing all policies that have missed the set review dates and those that are due to be reviewed in the next 12 months, the departmental contacts are responsible for co-ordinating the review process within their departments.

4. **The following policies in full, with:**

a. Policy Number and Title
b. Named Policy Owner
c. Responsible team
d. Date of issue
e. Reviewed as current date
f. New review Date

All requested policies with required information are attached here.

i. Discipline procedure for senior officers (PN392b);
PN0392b - disciplinary procedure - commissioner dirs hos ass comms.doc

ii. Grievance procedure (PN394);
PN0394 - Grievance (Complaints) Policy.docx

iii. Bullying and harassment (or equivalent dignity at work policy);
PN1036 - anti-sexual harassment policy.doc

iv. Social media policy;
PN0944 - Social media policy for London Fire Brigade.docx

v. Whistleblowing (or equivalent speaking up policy);
PN0569 - confidential reporting (whistleblowing) policy.doc

vi. Drugs and alcohol policy (including any provision on prescribed medication or medical cannabis);
PN0550 - Alcohol and drugs policy.docx

vii. **Suspension from duty, and fitness for duty or occupational health referral policies;**

viii. **Any policy on reasonable adjustments / disability.**

PN0935 - fitness policy for uniformed operational staff.doc

PN1005 - Supporting health and wellbeing policy.docx

PN0392 - discipline (conduct) policy.docx

5. **Please also confirm whether PN392b was reviewed on or after its stated review date of 17 July 2026.**

PN0392b was Reviewed as Current on 17/07/2026