



## PLYMOUTH COMMUNITY HOMES

### Fire Safety Management policy

<b>Version:</b>	Last reviewed and updated – April 2023
<b>Lead Directorate:</b>	Homes and Neighbourhoods
<b>EIA completed:</b>	January 2017
<b>Approved by:</b>	Customer Focus Committee - February 2017

#### 1. Purpose

Plymouth Community Homes (PCH) believes that fire safety is paramount and will take all reasonable steps to prevent and control the risk from fire in the properties that it owns or occupies. This policy sets out PCH's commitment and approach to:

- Meeting our legal obligations regarding fire safety.
- Working to prevent fire incidents.
- Adopting a tailored, person centred approach which supports and assists our residents as needed.
- Assisting residents who have been affected by fire incidents.

This policy applies to all buildings owned or occupied by PCH or its subsidiary companies.

#### 2. Policy statement

PCH will comply with the provisions of the Regulatory Reform (Fire Safety) Order 2005 (As Amended) (Fire Safety Order), and all associated subordinate fire legislation, as it applies to properties that PCH, or its subsidiary companies, own or occupy. In practice, for PCH this means all common parts in flats and sheltered schemes, including work places such as rooms used by Rangers and plant rooms, and fire alarm systems necessary to ensure the safety of occupants.

The Fire Safety Order does not apply to individual houses or flats rented to tenants.

The key provisions of the Fire Safety Order are to:

- Carry out periodic fire risk assessments to determine appropriate fire safety measures and identify any possible dangers and risk.

- Eliminate or reduce the risk from fire as far as is reasonably possible and provide general fire precautions to deal with any remaining potential risk.
- Create a plan to deal with fire emergency and record any major findings and action taken.
- Review fire risk assessments regularly and make changes where necessary.
- Adequately maintain all fire safety measures.

Where a tenant leases a property from PCH, the tenant is responsible for compliance with the Fire Safety Order for their demised premises. PCH expects the tenant to comply with the Fire Safety Order and will carry out compliance checks as set out in the procedures that support this policy.

PCH will comply with the Housing Health and Safety Rating System (HHSRS) introduced under the Housing Act 2004. The purpose of the HHSRS is to provide a means of assessment that identifies hazards and allows a judgement to be made as to whether the consequent risk to people is acceptable. The hazard of fire is one of 29 hazards considered. The HHSRS applies to a broad spectrum of housing, including both individual houses and flats and the common parts within a block.

The key provisions of the HHSRS are that:

- Any residential premises should provide a safe and healthy environment for any potential occupier or visitor and,
- To satisfy this principle, a dwelling should be designed, constructed and maintained with non-hazardous materials and should be free from both unnecessary and avoidable hazards.
- In relation to fire safety, the HHSRS applies to those matters which can properly be considered the responsibility of the owner (or landlord).

PCH's Chief Executive is the Responsible Person for fire safety, as defined in the Fire Safety Order. The Responsible Person has a duty to ensure that PCH has a clearly defined and effective management system incorporating planning, organisation, control, monitoring and review of the preventative and protective measures.

PCH will adopt a person centred approach to fire safety, taking prompt, appropriate and tailored action to safeguard residents where there is a particular risk from fire. Depending on the type of accommodation this may be carried out for groups or, in some cases, for individual residents. The risk assessment will consider any particular factors that might lead to an increased risk of fire, the capacity of the resident to respond to fire alarm signals or signs of fire, or to escape in the event of fire. PCH will ensure that it deals with issues with an appropriate balance of firmness and sensitivity as required to ensure the safety of residents.

PCH will support the victims of fire incidents as appropriate to the circumstances of each case.

PCH will ensure that staff receive the appropriate training and resources required to fulfil statutory responsibilities and the wider approach set out in this policy.

PCH will retain up to date and legally compliant records relating to fire safety in its properties.

For any fire incident which the Fire and Rescue Service deems sufficiently serious to carry out an investigation, PCH will also carry out a post incident review and implement findings from the review as appropriate.

PCH will be proactive in working with partners such as the Fire and Rescue Service and Local Authority housing service to ensure we deliver our approach to fire safety to the highest standards reasonably possible.

### **3. Procedures**

PCH has procedures and guidance to support this policy which set out details of how we implement our approach.

### **4. Monitoring and review**

PCH will keep this policy under review to ensure it meets good practice and current legislation, and will update it as required.

### **5. Data protection**

In applying this policy, all members of staff must comply with PCH's data protection policy and ensure that personal information supplied by customers is protected at all times.

### **6. Equality, diversity and inclusion**

PCH will apply this policy consistently and fairly, and will not discriminate against anyone based on any relevant characteristics, including those set out in the Equalities Act 2010.

PCH will make this policy available in other languages and formats on request. We will carry out an equality impact assessment on this policy, in line with our corporate procedure.