



Fire Policy

1. Aim of policy

This policy aims to ensure that we achieve and maintain full compliance with fire legislation, take all reasonable action to prevent fire and eliminate the risk of injury to relevant persons and property damage from fire. The ultimate aim of this Policy is to preserve life in the event of a fire.

2. Scope of policy

This policy relates to our corporate offices occupied by our employees and their visitors.
The fire policy related to customer homes and all other premises is documented in our Assets Fire Strategy.

3. Policy statement

We are a responsible employer who takes fire safety very seriously. Full compliance is maintained to fire legislation with risks to people and property eliminated as far as is reasonably practicable.

4. Policy

The aim of this Policy shall be achieved by:

- Being committed to taking all necessary steps to prevent fire occurring;
- Undertaking Fire Risk Assessments (FRAs) of all staffed offices and addressing any actions identified to agreed timescales;
- Ensuring that adequate and appropriate fire safety measures are in place to minimise the risk of property damage, injury or loss of life in the event of a fire;
- Maintaining and testing fire safety equipment and other arrangements;
- Ensuring good housekeeping at all times, maintaining a zero tolerance of items that could potentially catch fire or block fire escape routes;
- Planning for an emergency and having in place Evacuation Plans, Fire Marshalls for our offices, information for our staff, fire safety instruction and training;
- Ensuring co-operation and co-ordination with others where premises are shared;
- Utilising trained, competent persons engaged with fire related advice and issues
- Employing trained, competent 3rd party Fire Risk Assessors;
- Maintaining regular liaison, communication and good working relationships with relevant Fire Authorities.
- Listening and responding to fire safety concerns

- Reacting to official reviews, recommendations and statutory requirements relating to building regulations, fire safety and changes in legislation

5. Statutory requirements

Including but not limited to:

- The Regulatory Reform (Fire Safety) Order 2005
- The Health and Safety at Work etc. Act 1974
- The Management of Health and Safety at Work Regulations 1999
- Health and Safety (Safety Signs and Signals) Regulations 1996
- Building Regulations 2010
- Housing Act 2004

6. Related policies

- Health and Safety Policy
- Asset Compliance Policy
- Fire Strategy (Assets)
- Fire Safety Procedure
- Fire Risk Assessments Procedure
- Fire Detection and Fire Management procedure

7. Monitor and review process

This policy:

- Shall be approved by the Health and Safety Committee and Executive team and will be formally reviewed every year.
- Associated fire related procedures and relevant fire risk assessments will be reviewed following incidents to assure that arrangements remain effective.

8. References/appendices

N/A

Author	Owner	Date approved	Review date
Head of SHEQ	Resources Director	14 March 2019	13 March 2020