

Fire Safety & Fire Risk Assessment (FRA) Policy

1. Summary

- 1.1 SHAL has a statutory duty under the Regulatory Reform (Fire Safety) Order 2005 to identify and assess the risk of fire in properties which we have a responsibility to maintain.
- 1.2 Persons responsible for the implementation of the policy are Shal's CEO, Maintenance Manager and Housing Manager
- 1.3 SHAL also has a duty to implement remedial actions to prevent the risk of fire.

2. Objectives

- 2.1. The objective of this policy is to ensure that no individual, family or visitor to the homes for which SHAL has a maintenance responsibility is harmed by fire and that no property is damaged by fire. This includes Shal's offices.

3. Details

- 3.1. SHAL has a formal programme in place for its Fire Risk Assessments (FRAs) inspections. See Annex 1.
- 3.2. SHAL will appoint a suitably qualified person to carry out its FRAs.
- 3.3. The Health and Safety Committee will review this programme annually and more frequently in the light of any incidents or intelligence which comes to our attention.
- 3.4. SHAL will identify all fire hazards within the properties for which we have a responsibility to maintain.
- 3.5. SHAL will identify the actions required to remove the hazard if possible or, where removal is not possible, to mitigate or manage the identified hazard.
- 3.6. SHAL will take into account the circumstances and characteristics of the people who live in our homes when assessing the fire hazards and identifying the actions required to remove, mitigate or manage the risk of fire within the properties for which we have a maintenance responsibility.

- 3.7. Shal's Housing Officers will visit all Tenants in its Blocks once a year to assess how each Tenant is living in their home and will complete an assessment form that will highlight any concerns with regard to Fire risk and the welfare of the Tenant to ensure the needs of each Tenant are being met and any Fire related issues are either removed or mitigated. SEE ANNEX 2 Shal's Tenant's Visits and property inspection form
- 3.8. Any issues arising from the visits will be monitored at Shal's Health and Safety Meetings, the progress of the visits will be added to Shal's Health and Safety KPI's.
- 3.9. The Housing Officers will refer Tenants that are identified as being high risk will be referred to Devon and Somerset Fire for a Fire Risk inspection.
- 3.10. Where the Housing Officers identify very high risk Tenants, Shal will install an AICO HomeLink system to enable monitoring of the activity of the Fire/Smoke and CO alarms.
- 3.11. The Health and Safety Committee monitors the FRA inspection programme, any remedial actions required and their completion. A representative from C2 Safety attends the meeting to discuss compliance and alert SHAL to inspection deadlines.

4. Outcomes

- 4.1. The performance with regards to FRA inspection programme is monitored by the Health and Safety Committee monthly.
- 4.2. The performance is reported to the Audit and Risk Committee and to the Board at every meeting.
- 4.3. SHAL aims to be 100% compliant with the regulations. This means that all FRAs will be up to date and no remedial actions will be outstanding.

5. Consultation

- 5.1. SHAL's performance with regards to the FRA inspection programme will be reported tenants via the website and the annual report to tenants.

6. Equality and Diversity

- 6.1. SHAL will take into account the circumstances and characteristics of the people who live in our homes when assessing the fire hazards and identifying the actions required to remove, mitigate or manage the risk of fire within the properties for which we have a maintenance responsibility.

7. Value for Money

- 7.1. SHAL seeks to ensure that Health and Safety is managed by adhering to the principles of sensible risk management which ensures that employees, tenants, the public, contractors and suppliers and our properties are properly protected, ensuring that everyone understands what they can do to mitigate and manage risk and how to act responsibly in order to do so.
- 7.2. The aim is to save lives not stop them and to ensure safe, healthy homes and workplaces.
- 7.3. Our programme of FRA inspections aims to ultimately reduce costs by preventing death and injury, damage to property and equipment and to reduce insurance premiums.

8. Owner

8.1. Maintenance Manager

9. Version and Revisions

9.1. This policy will be reviewed every 1 year(s).

9.2. Revisions

New version	Date	Revision details