

# Fire Safety Policy

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## 1. Policy statement

- 1.1. We are committed to ensuring the safety of everyone living in our homes.
- 1.2. To meet the requirements of all relevant legislation and regulation for homes under our control, we will:
  - Conduct Fire Risk Assessments (FRAs) in all our blocks.
  - Keep a register of all FRAs completed, with date of last assessment and next date due
  - Address any issues or risks found in our assessments within the periods specified in the A2Dominion's Fire Safety Management Plan.
  - Make sure that all fire safety equipment and fire doors are inspected in accordance with statutory guidance and legislation.
  - For high-risk buildings (at least 18 meters tall or with 7 or more floors and at least 2 residential units) as defined by the Building Safety Act 2022 (BSA), we will fulfil our responsibilities as the Principal Accountable Person and/or an Accountable Person.
  - Keep detailed electronic information of all landlord inspections, maintenance, and statutory safety inspection records.
- 1.3. Customers are responsible for immediately reporting any concerns relating to their building that may have an impact on its fire or building safety.
- 1.5. We will provide a comprehensive service to deal with all fire related maintenance and repairs.
- 1.6. We will make sure that all FRAs are completed by accredited risk assessors who are listed on a recognised register of life safety risk assessors.
- 1.7. We will make sure that all fire installation maintenance and safety checks are conducted by a fully qualified and registered engineer.



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- 1.8. We are committed to working in partnership with the Fire Services to create safer places to live and work. As part of our letting process where vulnerabilities are identified we will signpost customers for a free Fire and Rescue Service home safety check where available.
- 1.9. We will make sure that consideration is given to the suitability of the accommodation for the customer in relation to fire safety.
- 1.10. We will inform customers of the importance of fire safety and emergency procedures through information on our customer website, and in newsletters, and leaflets.
- 1.11. Following a fire in a block, where A2Dominion is responsible for the FRA, we will undertake a new FRA.
- 1.12. We will make sure that the FRA for a building is reviewed following a fire near miss, or any building change that may affect fire safety, or if required following an independent fire safety audit.
- 1.13. The Director of Building Safety and the Head of Building & Fire Safety will be responsible for actions and repairs, which will be monitored by the Group's compliance team.

## **2. Scope of this policy**

- 2.1. This policy applies to all properties owned and managed by A2Dominion, including shared areas in those buildings and any other properties where A2Dominion has a legal interest.
- 2.2. Where A2Dominion does not hold responsibility for completing the fire safety maintenance and inspections e.g., where such obligations (legally or contractually) sit with a Managing Agent or a third party, we will use all reasonable options available to us to obtain evidence of compliance and will retain copies within our electronic records.
- 2.3. We do not undertake testing, maintenance and/or replacement of any fire safety equipment for Shared Owners or Leaseholders, but we will periodically communicate with them to remind them of the importance of undertaking these checks.

## **3. Equality, Diversity & Inclusion Statement**

- 3.1 A2Dominion Group, colleagues, partners, stakeholders, and contractors are committed to providing services, which are relevant and appropriate to the needs of people. We will treat others fairly and without discrimination.
- 3.2 We will ensure that all our services relating to this policy are accessible and available for all customers as set out in the requirements of the Equality Act 2010.

- 3.3 An Equality Impact Assessment has also been undertaken for this policy with no further changes or actions needed.

## 4. Data Protection Statement

- 4.1. The protection of personal data is of great importance to A2Dominion Group and more than just a legal obligation.
- 4.2. A2Dominion Group and affiliate organisations are the data controllers registered with the ICO with the following registration numbers:
- A2Dominion Housing Group Limited: Z4843307
  - A2Dominion Homes Limited: Z9799978
  - A2Dominion South Limited: Z7835340
  - A2Dominion Housing Options Limited: Z5412073
  - A2Dominion Residential Limited: Z3391351
  - A2Dominion Developments Limited: ZA103931
  - Pyramid Plus London LLP: Z3594227
  - Pyramid Plus South LLP: Z3594230
- 4.3. Our data protection policy and procedures are governed by the Data Protection Act 2018. We collect and process personal information to provide housing services and to meet our contractual and legal obligations. All persons authorised to receive personal data are obliged to handle personal data in accordance with applicable laws and regulations at all times.
- 4.4. For information on how we collect, store, process, and use customers' personal data, please visit our website on <https://www.a2dominiongroup.co.uk/privacy-and-cookie-policy>.
- 4.5. For employee related privacy statement, please contact our HR team at [people.support@a2dominion.co.uk](mailto:people.support@a2dominion.co.uk). You can also contact the Data Protection Officer / Data Compliance team at [governance@a2dominion.co.uk](mailto:governance@a2dominion.co.uk)

## 5. Policy review

- 5.1. We will review this policy at least once every 2 years to make sure it remains relevant and accurate or more frequently where:
- Legislation/regulation or industry changes require otherwise, making sure that it continues to meet our aims and industry best practice.
  - We identify any problems or failures in this procedure as a result of customer and/or stakeholder feedback, complaints, or findings from any independent organisations.
  - We become aware of any other circumstances which may affect the content of this policy.

## **6. Associated documents**

- 3.4 This Fire Safety Policy will operate in conjunction with relevant site or departmental policies and procedures.
- 3.5 This policy is supported by the Health and Safety Management System which sets out our operational and procedural activities.