

3rd July 2018

Community, Health & Housing Committee

Housing Fire Safety Policy

Report of: Angela Abbott, Interim Head of Housing

Wards Affected: All

This report is: Public

1. Executive Summary

1.1 The report sets out the proposals for a new Fire Safety Policy to be implemented within the Housing Department.

1.2 The Policy provides the council with the ability to effectively manage Fire Safety and fire awareness within all its residential blocks.

1.3 The Policy also meets the Council's statutory requirement to have a Fire Safety Policy.

2. Recommendation

2.1 Committee is asked to approve the Housing Services Fire Safety Policy

2.2 Committee is asked to approve the use of Evacuation Notice's for General Needs accommodation and Sheltered Schemes

3. Introduction and Background

3.1 Following the Grenfell Tower Disaster in June 2017, the Council embarked on a review of its Fire Safety within residential blocks.

3.2 Immediately it became apparent that historically there had been no Fire Safety Policy within the Housing Department that clearly outlined the Council's methods of fire prevention and management.

3.3 The Housing department enlisted the services of Rowan's Fire Consultancy who now work closely with the Housing department to ensure that we have a clear action plan to ensure the safety of all our residential blocks.

3.4 As part of the ongoing work by Rowans Fire Consultancy we have written a new Fire Safety Policy.

3.5 The Policy outlines the frequency of Fire Risk Assessments on tower blocks and smaller blocks to ensure that the Council is compliant in storing and acting upon the findings.

3.6 The Policy states the roles and responsibilities of the responsible people and clearly states the point of contact should a fire occur.

4. Issue, Options and Analysis of Options

4.1 As it is a Statutory requirement for the Council to have a Fire Safety Policy, failure to have one does not exclude anyone from the responsibilities of their employed position.

4.2 Failure to have the Policy may result in a more in-depth investigation into the Council's fire management procedures to see if there are any other shortfalls should a fire occur.

5. Reasons for Recommendation

5.1 It is a statutory requirement for the Council to have a Fire Safety Policy. Failure to have one will leave the Council in a vulnerable position should a fire occur.

6. Consultation

6.1 Tenant Talkback, a panel of both Tenants and Leaseholders, has been consulted on the proposed Policy.

6.2 No changes were suggested, and they welcomed the implementation of the policy.

7. References to Corporate Plan

7.1 Good financial management, risk management and internal control underpin all priorities within the Corporate Plan.

8. Implications

Financial Implications

Name & Title: Jacqueline Van Mellaerts – Interim Chief Finance Officer

Tel & Email: 01277 312829 jacqueline.vanmellaerts@brentwood.gov.uk

There are no direct financial implication arising from this report. However, failure to have the appropriate fire safety policy could result in additional financial pressures.

9. Legal Implications

Name & Title: Assaf Chaudry, Governance Solicitor

Tel & Email: 01277 3125 00 assaf.chaudry@brentwood.gov.uk

The introduction of this policy will assist the Council in managing and discharging its statutory duties in the capacity of a landlord. The failure to comply with these duties could result in formal prosecution being brought against the Council, the adoption of this policy will ensure that such risks can be mitigated. There are no other legal implication arising from the recommendation within this report.

10. **Other Implications** (where significant) – i.e., Health & Safety, Asset Management, Equality and Diversity, Risk Management, Section 17, Crime & Disorder, Sustainability, ICT

Health & Safety implications

Name & Title: David Wellings, Health & Safety Officers

Tel & email: 01277 312500 david.wellings@brentwood.gov.uk .

The Housing Fire Safety Policy 2018 should be adopted to enact the requirements of the Regulatory Reform Fire Safety Order 2005 and enable the Council to adhere to its statutory duties.

11. Background Papers

- 11.1 None

12. Appendices to this report

- 12.1. Appendix A – Fire Policy 2018
- 12.2. Appendix B – Evacuation Notice General Needs
- 12.3. Appendix C - Evacuation Notice Sheltered Accommodation
- 12.4. Appendix D – Evacuation Procedure for Sheltered Schemes

Report Author Contact Details:

Name: Nicola Marsh, Housing Manager

Telephone: 01277 312981

Email: nicola.marsh@brentwood.gov.uk