



Fire Safety Policy





1.0 Introduction

- 1.1 This policy outlines Housing Plus Group's comprehensive approach to ensuring fire safety across all its housing stock, communal areas, workplaces, and premises under management. It outlines how the Group complies with statutory and regulatory duties and prioritises the safety and well-being of residents, staff, contractors, and visitors. The policy establishes a structured and consistent framework for managing fire risk assessments, maintaining fire protection systems, resident engagement, and overall safety assurance. Fire safety is recognised as a fundamental component of responsible property and building safety management. This document supports our goal of reducing fire risk, improving asset resilience, and maintaining tenant confidence through proactive, preventative, and legally compliant practices.


2.0 Policy Statement

- 2.1 Housing Plus Group (HPG) is committed to maintaining the highest possible standards of fire safety and delivering services that protect people and property. This policy aims to:
- 2.1.1 Ensure full compliance with all legal and regulatory requirements applicable to fire safety in residential and workplace settings, including the Regulatory Reform (Fire Safety) Order 2005 and the Fire Safety (England) Regulations 2022.
 - 2.1.2 Minimise the risk of fire-related harm, injury, or damage through robust and risk-based safety management practices.
 - 2.1.3 Provide a consistent and structured framework for the inspection, maintenance, and improvement of fire safety measures across all relevant properties.
 - 2.1.4 Promote transparency, accountability, and continuous improvement in fire safety performance.
 - 2.1.5 Support the delivery of a safe and resilient housing environment across all property types and tenures.
 - 2.1.6 Take all reasonable steps to gain access for inspections, servicing, and remedial works, including the use of enforcement powers where necessary.
 - 2.1.7 Align internal procedures with national best practice, guidance, and recognised fire safety standards.
 - 2.1.8 Foster a culture of fire safety awareness through resident engagement, communication, and staff training.

3.0 Policy Scope


This policy applies to all properties (residential and non-residential), systems, and individuals under the responsibility of Housing Plus Group. This includes:

- 3.1 General needs rented properties, leasehold and shared ownership homes, and void properties.
- 3.2 Supported and extra care housing schemes.

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- 3.3 Communal areas in purpose-built blocks and converted properties, including shared infrastructure and fire protection systems.
 - 3.4 Offices, service hubs, and commercial or operational premises used by HPG staff.
 - 3.5 Properties managed under market rent or agency arrangements where HPG acts as managing agent.
 - 3.6 All staff, operatives, contractors, and third parties involved in fire risk assessments, installation, maintenance, inspection, or fire safety management.
 - 3.7 In mixed-use buildings where Housing Plus Group manages residential units but not the commercial elements, the organisation acknowledges the limitation in accessing fire safety records for non-residential areas. While every effort will be made to coordinate fire safety standards with third-party freeholders or managing agents, HPG can only assure compliance within its demised and managed property elements. Known dependencies and risks will be documented and escalated via contractual or statutory routes where required.

4.0 Definitions

- 4.1 **FRA (Fire Risk Assessment):** A systematic evaluation of fire risks in a building to identify hazards, assess risk, and recommend measures to reduce or eliminate risks. Fire Risk Assessments will follow recognised national methodology, including PAS 79 where applicable, to ensure consistency and defensibility.
- 4.2 **Stay Put Policy:** A fire evacuation strategy typically used in purpose-built blocks where residents remain in their flat unless directly affected by fire or smoke.
- 4.3 **Responsible Person:** The person or organisation responsible for complying with fire safety law, typically the landlord or managing agent.
- 4.4 **Higher-Risk Building:** A multi-occupied residential building of at least 18 metres in height or with seven or more storeys, as defined under the Building Safety Act 2022.
- 4.5 **Fire Compartmentation:** The subdivision of a building into fire-resistant compartments to restrict the spread of fire and smoke.
- 4.6 **Evacuation Strategy:** A building-specific plan for how occupants should leave the premises in the event of a fire, including stay put, simultaneous evacuation, or phased evacuation strategies.
- 4.7 **PEEP (Personal Emergency Evacuation Plan):** A tailored plan to support individuals who may require assistance to evacuate safely in a fire emergency.
- 4.8 **Accountable Person:** As defined by the Building Safety Act 2022, the individual or organisation legally responsible for assessing and managing building safety risks in occupied higher-risk buildings. This includes ensuring the building is registered with the Regulator, maintaining a Safety Case Report, and fulfilling ongoing dutyholder responsibilities related to fire and structural safety.
- 4.9 **Competent Person:** An individual who possesses the necessary knowledge, skills, experience, and training to carry out fire safety duties effectively, and who holds relevant qualifications or certifications recognised by the fire safety



industry, such as those provided by accredited professional bodies (e.g. IFE, NEBOSH, or equivalent).

5.0 Roles and Responsibilities


- 5.1 **Board and Audit and Assurance Committee:** Provide strategic oversight and seek assurance on fire safety compliance. Approve the policy and monitor compliance via performance reporting.
- 5.2 **Executive Management Team (EMT):** Ensure strategic direction, resources, and leadership are in place for effective fire safety delivery. Escalate and resolve significant compliance issues.
- 5.3 **Executive Director (Fire Safety Lead):** Holds organisational accountability for fire safety compliance, reporting into EMT and the Board. Leads cross-functional collaboration with asset, housing, and health and safety teams.
- 5.4 **[Director-Level Role – TBC]:** Responsible for the implementation of the fire safety policy and oversight of delivery programmes, risk assessments, and statutory returns.
- 5.5 **[Head of Service – Fire Safety or Compliance]:** Provides operational and tactical leadership on fire safety. Oversees FRA delivery, remedial action programmes, audit schedules, and contractor performance.
- 5.6 **[Fire Safety Officers / Compliance Officers]:** Conduct operational fire safety tasks including inspections, data validation, contractor management, and monitoring of remedial works.
- 5.7 **[Repairs/Property Services Teams]:** Support the implementation of fire safety-related maintenance and remedial actions across HPG's property portfolio.
- 5.8 **All Staff and Contractors:** Have a duty to report fire safety concerns or defects, follow fire procedures, and contribute to a positive fire safety culture.
- 5.9 **Residents and Leaseholders:** Expected to comply with relevant fire safety instructions, report hazards, and allow access for inspections and works as required.
- 5.10 Where HPG shares responsibility for fire safety with other duty holders (e.g. managing agents, freeholders, leaseholders), it will seek to establish clear lines of responsibility, share relevant fire safety information, and coordinate compliance actions in accordance with regulatory duties.

6.0 Ownership, Review, and Approval

- 6.1 **Policy Owner:** Director of [placeholder]
- 6.2 **Review Frequency:** Minimum of every three years or more frequently following legal or regulatory change.
- 6.3 **Approval Route:** Executive Management Team followed by sign-off by the Audit and Assurance Committee.


7.0 Applicable Legislation and Guidance

- 7.1 Regulatory Reform (Fire Safety) Order 2005
- 7.2 Fire Safety Act 2021
- 7.3 Fire Safety (England) Regulations 2022

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- 7.4 Building Safety Act 2022
 - 7.5 Housing Act 2004 (Housing Health and Safety Rating System - HHSRS)
 - 7.6 The Social Housing (Regulation) Act 2023
 - 7.7 Approved Document B (Fire Safety) of the Building Regulations
 - 7.8 PAS 79 – Fire Risk Assessment guidance
 - 7.9 BS 9991 – Fire safety in the design, management and use of residential buildings
 - 7.10 BS 5839 – Fire detection and fire alarm systems for buildings
 - 7.11 BS 5266 – Emergency lighting code of practice
 - 7.12 LACORS Housing – Fire Safety Guidance for landlords and managing agents
 - 7.13 National Fire Chief's Council (NFCC) Guidance
 - 7.14 Home Office Fire Safety Risk Assessment Guides (as applicable by building type)


8.0 Policy Delivery Programme

- 8.1 A cyclical programme of Fire Risk Assessments (FRAs) is in place for all relevant buildings, aligned to property risk category and statutory requirements. HPG applies a property risk categorisation model to inform the frequency and depth of inspections. Higher-risk buildings, such as multi-storey blocks, sheltered schemes, and converted premises, are prioritised for more frequent assessment and oversight. In addition to the scheduled programme, FRAs will be reviewed and reissued outside of the cycle where:
 - A fire incident or near miss occurs, which may indicate new or emerging risks.
 - There is a material change to the building layout, use, occupancy, or internal structure (e.g. alterations to compartmentation, additions of services, change of use).
 - There is a change to the evacuation strategy, fire detection or suppression systems.
 - An FRA is found to be incomplete, outdated, or non-compliant with current guidance (e.g. PAS 79, Fire Safety (England) Regulations 2022).
 - Information becomes available that casts reasonable doubt on the validity of the existing FRA.
- 8.2 Timely completion of follow-on actions arising from FRAs, prioritised by risk and monitored through a central compliance system.
- 8.3 Regular inspection, servicing, and maintenance of fire detection, alarm, and suppression systems, including emergency lighting, extinguishers, fire doors, and smoke ventilation systems.
- 8.4 Maintain appropriate evacuation strategies for all relevant buildings and ensure these are informed by the building's risk profile, fire safety systems, and resident needs. This includes the development of evacuation plans, support for Personal Emergency Evacuation Plans (PEEPs) where required, and coordination of fire drills or scenario-based planning in higher-risk settings.
- 8.5 In line with the Fire Safety (England) Regulations 2022, apply the following measures in higher-risk residential buildings (HRRBs):

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- Monthly checks of firefighting lifts and firefighting equipment
 - Maintenance of wayfinding signage and fire safety notices
 - Installation and upkeep of secure information boxes
 - Provision of floor plans and safety information to Fire and Rescue Services
 - Inspection of flat entrance and communal doors in accordance with regulations
- 8.6 Obtain at handover in accordance with Regulation 38 of the Building Regulations 2010, for newly constructed buildings, fire safety information, for ongoing property management and compliance.
- 8.7 Take reasonable steps to identify and manage dangerous substances (e.g. flammable or combustible materials) where their presence increases fire risk.
- 8.8 Data validation exercises to ensure all fire safety records are accurate, complete, and stored in line with regulatory expectations.
- 8.9 Planned investment in fire safety improvements through capital programmes aligned with building safety strategies.
- 8.10 Integration of fire safety tasks within the asset management, responsive repairs, and void property workflows.
- 8.11 Access protocols and escalation procedures for non-compliance or denied entry.
- 8.12 Regular review and update of FRA methodologies and delivery frameworks to reflect changes in risk, regulation, and best practice.
- 8.13 Resident engagement activities to support awareness, compliance, and co-operation with fire safety measures.
- 8.14 Cross-team collaboration with health and safety, housing operations, building safety, and asset management functions.
- 8.15 Third-party quality assurance audits and benchmarking against sector standards.
- 8.16 Reporting to EMT and Board on delivery performance, including KPIs, trends, and areas requiring escalation or resource allocation.


9.0 Action Management:

- 9.1 Housing Plus Group recognises that fire safety compliance relies on the effective resolution of a wide range of actions identified through risk assessments, inspections, audits, and incident reviews. These include both physical remedial works and non-physical management actions. The organisation adopts a comprehensive action management approach that includes:
- 9.1.1 Triaging and prioritising all actions based on level of risk and required statutory timeframes.
 - 9.1.2 Differentiating between remedial works (e.g. fire door repairs, compartmentation upgrades) and management actions (e.g. updates to evacuation strategies, communication with residents).
 - 9.1.3 Assigning responsibility and due dates for each action in the central compliance system, with clear ownership and progress tracking.

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- 9.1.4 Delivering physical works using both competent external contractors and directly employed, in-house teams, ensuring adherence to relevant industry standards.
 - 9.1.5 Ensuring appropriate quality assurance processes, post-inspections, and validation for completed works.
 - 9.1.6 Recording evidence of completion for both physical and management actions, and maintaining a complete audit trail.
 - 9.1.7 Escalating actions that are overdue, obstructed, or unachievable within expected timescales in line with the organisation's risk protocols.
 - 9.1.8 Integrating action delivery with wider planned investment and maintenance programmes wherever possible to maximise efficiency.
 - 9.1.9 Supporting access through resident engagement and coordinated communications.
 - 9.1.10 Monitoring themes, trends, and recurring actions to inform continuous improvement, staff development, and strategic planning.
- 9.2 Fire safety management will be informed by occupancy profiles, including the presence of residents with mobility, sensory, or cognitive support needs, to ensure appropriate risk mitigation and communication.

10.0 Communication and Notification

- 10.1 Housing Plus Group is committed to clear, timely, and effective communication of fire safety information to residents, staff, contractors, and relevant stakeholders. The organisation recognises the critical role that awareness and understanding play in maintaining a safe built environment. Communication and notification activities include:
- 10.1.1 **Resident Notifications:** Providing residents with key fire safety information, including the outcome of fire risk assessments, changes to evacuation procedures, and planned fire safety works. Notifications are issued in accessible formats and translated or adapted where needed.
 - 10.1.2 **Fire Procedure Signage:** Ensuring accurate, up-to-date fire action notices are displayed in prominent communal areas of all relevant buildings. These include details of the evacuation strategy (e.g. stay put or simultaneous evacuation) and contact information for emergencies.
 - 10.1.3 **Access Communications:** Issuing advance notification to residents regarding the scheduling of inspections, maintenance visits, and fire safety works. Where access is not granted, structured follow-up and enforcement communications are triggered in line with HPG's access protocols.
 - 10.1.4 **Engagement and Awareness:** Conducting regular engagement with residents to promote fire safety awareness, answer questions, and encourage cooperation. This includes participation in safety campaigns, resident events, and targeted briefings for higher-risk buildings.
 - 10.1.5 **Incident Communications:** Providing prompt and coordinated communication in the event of a fire incident or safety-critical failure.




Residents are informed of the nature of the incident, any required safety precautions, and the steps being taken to manage the response and recovery.

- 10.1.6 **Staff and Contractor Briefings:** Delivering fire safety updates to employees and service providers, including any changes to policy, procedures, or operational requirements. All relevant staff receive fire safety training commensurate with their role.
- 10.1.7 **Statutory Notifications:** Complying with all notification requirements under the Fire Safety (England) Regulations 2022 and Building Safety Act 2022, including the provision of safety information to Fire and Rescue Services and the Building Safety Regulator for higher-risk buildings.
- 10.1.8 **Personal Emergency Evacuation Plans (PEEPs):** Engaging directly with residents who may require support in the event of a fire to develop bespoke PEEPs. HPG will proactively identify, consult with, and record arrangements for residents with mobility, sensory, cognitive, or other support needs to ensure they can evacuate safely.
- 10.1.9 **Person-Centred Fire Risk Assessments (PCFRAs):** Where appropriate, conducting individualised assessments that consider the specific fire risk and support needs of vulnerable residents. Findings from PCFRAs are shared with relevant staff and incorporated into the wider building fire strategy and action plans.

11.0 Data Management and Record Keeping


- 11.1 Housing Plus Group uses the organisation's CADRE system as its central repository for all fire safety documentation, compliance data, and reporting outputs. CADRE supports integration with other asset and compliance domains, facilitates auditability, and ensures that all records are maintained in a secure, structured, and accessible environment.
- 11.2 Housing Plus Group recognises the importance of accurate, secure, and accessible data in the effective management of fire safety. The organisation is committed to robust data governance and compliance with regulatory expectations in relation to the collection, storage, and use of fire safety records. The approach includes:
 - 11.2.1 Maintaining a centralised compliance database to record and track all fire safety assets, inspections, assessments, and remedial actions.
 - 11.2.2 Storing up-to-date records of Fire Risk Assessments (FRAs), fire door inspections, maintenance logs, evacuation strategies, and other fire safety documentation.
 - 11.2.3 Ensuring that records are retained in accordance with statutory timeframes and organisational policy, including for audit and legal defence purposes.
 - 11.2.4 Regularly reviewing and validating data to confirm accuracy, completeness, and timeliness.
 - 11.2.5 Restricting access to fire safety data to authorised personnel only, with audit trails and version control in place.

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- 11.2.6 Supporting transparency by ensuring appropriate information is accessible to residents, contractors, regulators, and internal stakeholders.
 - 11.2.7 Enabling data integration with other compliance domains such as asbestos, electrical safety, and building safety to provide a holistic view of risk.
 - 11.2.8 Providing structured reporting to the Executive Management Team and Board, including performance trends, exceptions, and non-compliance.
 - 11.2.9 Incorporating data insights into strategic decision-making, investment planning, and resident engagement activities.
- 11.3 This approach ensures that Housing Plus Group has full visibility and traceability of its fire safety compliance position and can evidence compliance to both internal and external assurance bodies.

12.0 Resident and Stakeholder Engagement

Housing Plus Group recognises that meaningful engagement with residents and stakeholders is central to effective fire safety management. The organisation is committed to open, accessible, and two-way communication to promote awareness, build trust, and enable cooperation in maintaining fire safety across its properties. This includes:

- 12.1 Involving residents in the development and review of fire safety arrangements, including building-specific evacuation procedures and the implementation of Personal Emergency Evacuation Plans (PEEPs).
- 12.2 Providing regular opportunities for residents to give feedback or raise fire safety concerns through surveys, tenant panels, and estate-based engagement events.
- 12.3 Sharing outcomes of Fire Risk Assessments (FRAs) and planned or completed safety works in a clear and timely manner.
- 12.4 Collaborating with resident engagement teams to support fire safety education, campaigns, and home visit programmes.
- 12.5 Working with external stakeholders including local Fire and Rescue Services, managing agents, and local authorities to ensure coordinated and consistent approaches to fire safety.
- 12.6 Ensuring that vulnerable and hard-to-reach groups are appropriately supported through tailored communication channels and dedicated engagement activities.
- 12.7 The development of this policy has been informed by a review of legacy documents, input from third-party consultants, and consultation with internal stakeholders, including asset management, compliance, and repairs teams.
- 12.8 Housing Plus Group is committed to meaningful engagement with residents and staff in shaping the delivery of its compliance services. This includes using tenant engagement forums such as SPaCE, customer panels, or targeted feedback exercises to inform ongoing improvements to both policy and practice.
- 12.9 Feedback collected during service delivery—such as inspection outcomes, customer satisfaction surveys, and access challenges—will also inform future policy revisions.


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- 12.10 The policy will be reviewed and approved through formal governance structures, including the Executive Management Team and Audit and Assurance Committee.

13.0 Competency and Training

Housing Plus Group acknowledges that the competence of those involved in fire safety is essential to maintaining compliance, mitigating risks, and safeguarding residents. In accordance with the Regulatory Reform (Fire Safety) Order 2005, Fire Safety (England) Regulations 2022, and guidance from the National Fire Chiefs Council (NFCC), HPG is committed to ensuring that all persons with fire safety responsibilities are demonstrably competent.

The organisation's approach includes:

- 13.1 Ensuring that all staff involved in fire safety management, inspections, assessments, or works possess appropriate knowledge, skills, experience, and behaviours aligned with their role.
- 13.2 All relevant staff will receive fire safety awareness training at induction, when moving to a new role or service area, and following significant changes in legislation, policy, or building risk.
- 13.3 Assess the competence of contractors and consultants appointed to deliver fire safety services, ensuring they meet relevant accreditation standards.
- 13.4 Procurement processes will include appropriate weighting for technical competency, third-party certification, and sector-specific experience.
- 13.5 Requiring that persons conducting Fire Risk Assessments (FRAs) are suitably qualified and meet the competency criteria set out in PAS 79, and relevant professional standards such as those from the Institute of Fire Engineers (IFE).
- 13.6 Engaging only those contractors and consultants who can demonstrate appropriate third-party accreditation or registration with recognised schemes (e.g. BAFE, FRACS).
- 13.7 Maintaining a fire safety training matrix which details mandatory training by role, frequency of refresher sessions, and any certification or accreditation requirements.
- 13.8 Delivering role-specific fire safety training for housing officers, property operatives, compliance staff, customer contact teams, and scheme-based employees.
- 13.9 Ensuring that directly employed operatives undertaking fire-related works (e.g. fire door maintenance, fire stopping) are trained and assessed as competent, in line with current regulations and internal procedures.
- 13.10 Providing regular fire safety awareness training to all staff and contractors, reinforcing organisational procedures, legal obligations, and how to report concerns.
- 13.11 Keeping records of all training delivered within the organisation's Learning and Development system and aligning reporting with internal assurance frameworks.
- 13.12 Supporting continuing professional development (CPD) for key personnel responsible for strategic or operational oversight of fire safety.

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- 13.13 Reviewing competency and training needs following incidents, audits, policy updates, or legislative change.


14.0 Performance Monitoring

Housing Plus Group is committed to robust performance monitoring to ensure effective oversight of fire safety compliance. This enables the organisation to identify emerging risks, assure delivery standards, drive continuous improvement, and fulfil internal and external reporting requirements. The performance monitoring framework includes:

- 14.1 Maintaining a suite of fire safety key performance indicators (KPIs) aligned to statutory obligations, internal targets, and sector benchmarks. These will cover performance across core fire safety activities, including but not limited to:
- Completion and quality of Fire Risk Assessments (FRAs)
 - Timely closure of FRA remedial actions
 - Inspection and servicing of fire detection and suppression systems
 - Inspection of flat entrance and communal fire doors
 - Maintenance of emergency lighting and firefighting equipment
 - Accuracy and display of statutory fire signage and wayfinding
 - Access rates for resident appointments and safety inspections
 - Training compliance for staff and contractors
- 14.2 Reviewing performance data at operational, tactical, and strategic levels, with oversight provided by the Executive Management Team (EMT), Audit and Assurance Committee, and Board.
- 14.3 Producing and reviewing monthly and quarterly compliance dashboards to track trends, highlight performance outliers, and inform corrective actions.
- 14.4 Escalating non-compliance or significant fire safety risks through formal governance structures, including the corporate risk register, compliance exception reports, and internal audit reviews.
- 14.5 Triangulating KPI performance with audit outcomes, resident feedback, incident reports, and lessons learned to gain a holistic view of compliance effectiveness.
- 14.6 Benchmarking against peer organisations and using insights to strengthen delivery models and policy positions.
- 14.7 Using CADRE as the central compliance reporting platform to ensure accurate, real-time data capture and auditability across all fire safety domains.
- 14.8 Ensuring fire safety performance data informs investment planning, workforce training, procurement decisions, and wider service improvement programmes.


15.0 Quality Assurance


Housing Plus Group recognises that quality assurance is crucial in verifying the effectiveness of its fire safety arrangements and maintaining trust with residents, regulators, and the broader public. The organisation has established a structured quality assurance approach to ensure that policies, procedures, and work are delivered to a consistently high standard and in compliance with statutory duties. This includes:


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- 15.1 Conducting independent quality assurance audits of fire risk assessments (FRAs), remedial actions, and inspection programmes.
 - 15.2 Fire safety-specific controls, such as hot works permits, approved fire stopping systems, and permit-to-work procedures, will be applied to contractors, with compliance monitored through contract and audit processes.
 - 15.3 Undertaking pre- and post-inspections of fire-related works (e.g. fire door installations, compartmentation upgrades) to verify workmanship and compliance.
 - 15.4 Reviewing fire safety documentation and contractor outputs to ensure completeness, accuracy, and alignment with current standards.
 - 15.5 Implementing internal audit cycles covering key compliance areas, with findings escalated and tracked through the corporate assurance framework.
 - 15.6 Maintain strategic engagement with its nominated Primary Authority Fire and Rescue Service to support consistent interpretation of fire safety duties, regulatory alignment, and continuous improvement.
 - 15.7 Engaging competent third-party specialists to conduct periodic assurance reviews and benchmarking exercises.
 - 15.8 Validating training, competence records, and contractor certifications to ensure that only qualified individuals carry out fire safety tasks.
 - 15.9 Embedding quality assurance checkpoints in the delivery process for capital projects and major works programmes involving fire safety components.
 - 15.10 Capturing learning from incidents, complaints, and regulatory inspections to inform continuous improvement.

16.0 Non-Compliance and Escalation

- 16.1 Housing Plus Group has established a defined escalation protocol to address any non-compliance with fire safety requirements. This ensures that overdue inspections, unresolved actions, or breaches of statutory duty are promptly addressed and monitored at senior levels.
- 16.2 Any overdue or failed fire safety inspections, assessments, or statutory checks will be flagged within the CADRE compliance system.
- 16.3 If a fire safety inspection, action, or remedial work is not completed within the required timeframes, this will be recorded and highlighted in CADRE. Where unresolved after 24 hours, the following escalation process will be triggered:
 - 16.3.1 **Step 1:** Escalation to the relevant Head of Service for fire safety or compliance.
 - 16.3.2 **Step 2:** If not resolved, escalation to the Director of [placeholder – e.g. Asset Compliance/Building Safety].
 - 16.3.3 **Step 3:** If still unresolved, escalation to the Executive Director of [placeholder – e.g. Property or Operations].
 - 16.3.4 **Step 4:** Immediate notification to the Executive Management Team (EMT) where a systemic risk, legal breach, or serious safety concern is identified.

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- 16.4 This structured approach ensures that significant compliance risks related to fire safety are escalated in a timely manner and addressed by appropriate levels of governance.
 - 16.5 Serious breaches, such as failure to complete Fire Risk Assessments for high-risk buildings or unresolved high-priority remedial actions, will be reported to EMT and the Audit and Assurance Committee without delay.
 - 16.6 All non-compliance events will be tracked, documented, and reviewed to support learning, accountability, and continuous improvement.



	Policy Control Sheet X Policy Policy reference number - 2025/
Policy Author	
Direct Lead	
Version	
Target audience	
Consultation	HPG customer consultation Employee group / managers - Senior Managers – Executive Management Group – X Committee
Date of Equality Impact Assessment	No individuals or groups of people are disadvantaged by the adoption of this policy <state if this is the case and the date that the EIA was completed>.
Date of Data Privacy Impact Assessment	State if one is not required or the date of completion.
Approving Body	
Date of final approval	
Implementation date	
Monitoring arrangements	
Reporting	
Review date	
Expiry date	
Review cycle	
Policy category	
Associated policies and procedures	
Policy location	SharePoint HPG Hub Housing Plus Group website

Summary of changes table

Revision history			
Author	Summary changes	of Version	Authorised by & date

