

Fire Safety Policy

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Approval Body: Magenta Board, Leadership Board (full Board or member)	Leadership Board Sponsor	Date Approved by Approval Body:	12 th March 2026
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1.0 What is this policy for?

- 1.1 This policy forms part of Magenta Living’s (ML) suite of compliance policies. As a landlord we have specific fire safety legal duties under the Regulatory Reform (Fire Safety) Order 2005, The Fire Safety Act 2021, The Fire Safety (England) Regulations 2022 and The Building Safety Act 2022.
- 1.2 This policy sets out how we will meet these duties and comply with wider regulatory and legislative landlord responsibilities of landlords, in-order to protect the safety of colleagues, customers, contractors and members of the public.

2.0 Details of the policy

2.1 Policy Aims

- 2.1.1 Our belief is that our customers, colleagues, contractors, and the public, come first in our approach to managing fire safety.
- 2.1.2 Our aim is to deliver great services in a way that reflects our purpose, vision, and values in addition to being honest, positive, and ambitious, whilst including our customers in the development of our services.
- 2.1.3 The key objective of this policy is to describe how we will manage specific obligations and requirements of The Regulatory Reform (Fire Safety) Order 2005,

as amended by The Fire Safety Act 2021 and The Fire Safety (England) Regulations 2022. In achieving compliance our aims are to:

- Provide safe homes for our customers and places to work for our colleagues
- Comply with statutory requirements

Scope

2.2.1 The Policy provides clarity to our colleagues, contractors, and partners on the expectations and how we will deliver our responsibilities with regards to fire safety.

2.2.2 The following assets fall within this Policy:

- Non-domestic premises including workplaces and shops
- Parts of multi occupied residential buildings used in common
- Where ML owns, manages or has relevant repairing obligations and would have a duty to undertake general fire precautions.

Standards

2.3.1 We recognise the potential risks associated with fire safety within our properties and premises, and the changing regulatory environment in relation to the Grenfell Tower Tragedy in 2017. We are committed to the health, safety and wellbeing of our customers, leaseholders, colleagues, contractors, visitors and members of the public.

2.3.2 We understand and respect our regulatory duties including:

Under the Regulatory Reform (Fire Safety) Order (RRO) 2005 to ensure the following are in place;

- Annual programme of fire risk assessments (FRA)
- FRA follow-on actions
- Communal area inspections
- Fire safety management
- Maintenance of fire systems and equipment
- Programmes of inspection, test and maintenance and repairs
- Competency of colleagues and contractors
- Evacuation procedures
- Fire investigations
- Recording of all information in appropriate locations

2.3.3 In addition, The Fire Safety Act 2021 (which amends the RRO) clarifies that, in buildings with two or more sets of domestic premises, the fire risk assessment must consider, evaluate and keep in review:

- The structure of the building
- External walls of the building including
 - Cladding
 - Balconies
 - Windows
 - All doors between the domestic premises and the common parts (e.g. entrance doors to individual flats which open onto common parts)

The Fire Safety England Regulations (which also amends the RRO based on the property type and height of the building) has the following provisions:

- Provide relevant fire safety instructions to customers which will include instructions on how to report a fire and any other instruction which sets out what a resident must do once a fire has occurred, based on the evacuation strategy for the building.
- Provide customers with information on the importance of fire doors in fire safety.
- For residential buildings with storeys over 11m in height:
 - Undertake annual fire door checks of flat entrance doors and
 - Quarterly checks of all fire doors in common parts

There are further requirements for high rise residential buildings outlined in the Building Safety Act (18m or 7 storeys and above) which are

- **Building Plans:** provide their local Fire and Rescue Service with up-to-date electronic building floor plans and to place a hard copy of these plans, alongside a single page building plan which identifies key firefighting equipment, in a secure information box on site.
- **External Wall Systems:** provide to their local Fire and Rescue Service information about the design and materials of a high-rise building's external wall system and to inform the Fire and Rescue Service of any material changes to these walls. Also, they will be required to provide information in relation to the level of risk that the design and materials of the external wall structure gives rise to and any mitigating steps taken.
- **Information Boxes:** install and maintain a secure information box in their building. This box must contain the name and contact details of the Responsible Person and hard copies of the building floor plans.
- **Wayfinding Signage:** to install signage visible in low light or smoky conditions that identifies flat and floor numbers in the stairwells of relevant buildings.

ML is responsible for the safety of our customers in our homes and as such this policy and associated MP outlines our approach to fire safety whilst safeguarding

our customers, organisation, colleagues, contractors, and members of the public in and around our homes and properties.

ML is responsible for the assessment, inspection, maintenance and repair of any such properties and fire safety systems/appliances we own or have a management responsibility for.

We are regulated by the Regulator of Social Housing. Our Board, Chief Executive, and our Executive Leadership Team set and oversee our corporate strategy. Our Executive Sponsor/Team in adherence with the Governance Handbook will approve all compliance related policies and associated documents.

2.3.4 We acknowledge that failure to discharge our responsibilities adequately and responsibly may lead to a range of sanctions including, but not limited to:

- Intervention by the Regulator of Social Housing.
- Prosecution under the Health & Safety at Work Act 1974
- Prosecution under the Corporate Manslaughter and Corporate Homicide Act
- Reputational damage
- Loss of confidence by customers and stakeholders in the organisation.

Failure to follow our formal policy and procedure in addition to wider policies developed to form the 'Big 7' i.e., Asbestos, Building Safety, Electrical Safety, Fire Safety, Gas Safety, Lifts & Hoist Safety, Water Safety, can also compromise compliance with the Building Safety Act 2022. This is of upmost importance for all stock, however, this includes increased concern for in-scope High Risk Buildings due to the additional obligations of the Act, and formal reporting requirements established by the Building Safety Regulator.

We have a Fire Safety Management Plan, the purpose of which is to:

- Provide clear lines of responsibility.
- Provide additional guidance on how the commitments outlined within this policy will be implemented.

The Management Plan has been developed in line with the list of key operational activities as detailed below.

- Key Roles and responsibilities
- Key activities which include:
 - Managing additions/reductions to stock and data quality
 - Programme of inspection, testing, maintenance, and repair

- Remedial Works after inspection and test
- Upgrading existing installations
- Record keeping
- Quality Control
- Approach to Works
- Control of contractors
- Access and enforcement
- Operational monitoring
- Changes to legislation
- Customer, colleague and FRS communication
- Completion of PEEP's / PCFRA's for our more vulnerable customers

Responsibilities

This policy applies to:

- Board Directors
- Chief Executive Officer
- Executive Leadership Team
- Senior Leadership Group
- Managers/Supervisors
- Colleagues
- Customers including leaseholders
- Contractors and other persons/ stakeholders who may work for, occupy, visit, or use its premises, or who may be affected by its activities or services.

3.0 Consultation

3.1 Due to the nature of the legislation being prescriptive regarding responsibilities, any deviation from the legal requirement of “must or shall” is not permissible. Therefore, the extent of consultation considers this. We do respect however, there are areas of legislation which allow a risk-based approach and therefore consultation can be wider in this respect with regards to how these legislative requirements can be translated into processes and managed. “Standards, governance and guidance” will be provided via the Safety and Compliance Team but there will be more flexibility in risk-based processes that operational teams will undertake.

3.2 This policy and associated MP have been shared for review with key stakeholders including:

- Executive Leadership Team
- Senior Leadership Team
- Health and Safety Team
- Key operational teams/colleagues

3.3 Their views have been fully considered and incorporated where applicable / appropriate within the body of the policy.

4.0 Equality Impact Assessment (EIA)

4.1 An EIA is not required for this policy as it does not present any barriers to participation or disadvantage any protected groups from participation.

5.0 How we make sure this policy is effective

5.1 This policy’s effectiveness will be measured using the following key performance indicators which will be reported monthly:

Table 1 – Key Performance Indicators

Element	Asset Type % of assets that have a valid and in date certificate
Fire Risk Assessment	% of communal properties with a valid FRA
Fire Risk Assessment	% of actions completed (remedial works from FRA)
Fire door checks (communal)	% of communal fire door checks completed
Fire door checks (flat entrance doors)	% of flat entrance fire door checks completed
Mandatory Occurrence Reporting	% of MOR completed within required timeframe

5.2 In addition, we will also:

- Prepare a monthly Property Compliance Report of which fire safety forms part to provide assurance, updates, and any areas of concern/noncompliance.
- On a monthly basis the Data Team will lead on a Property Compliance Asset Audit which will validate and ensure our asset register is accurate. In addition, the audit will also look at any changes in compliance data from the previous month. Any anomalies will be reviewed by the Contracts Manager who will correct if found to be inaccurate.

- The Data Team will review the KPI's to ensure they are appropriate and fit for purpose.
- Where a customer is dissatisfied with any aspect of ML' service or implementation of this policy they will have the right to have their complaint addressed under our Complaints Policy. Where learning has taken place and would improve the policy, updates will be made as appropriate.

Quality Assurance

- 5.3 A third party, external, independent specialist will be engaged to regularly inspect, monitor, and report on the technical performance and quality of work/ quality of certification for all systems and equipment. The independent specialist shall inspect a minimum of 10% across all workstreams and report their findings each month.
- 5.4 Where appropriate, our Health & Safety Team may undertake on site audits utilising the recording and reporting mechanism within the E20 system.
- 5.5 ML have partnered with Merseyside Fire and Rescue Service as our preferred Primary Authority discussing / reviewing new and existing fire related issues in regular meetings.

Fire safety is a high-risk specialised area and as such it is imperative that ML has in place a fit for purpose policy and management plan. Therefore, if suitable changes to legislation take place which changes the way in which ML manage this compliance responsibility, an independent, third-party specialist will be engaged to review and provide assurance that any revision meets the needs of the business and legislation

6.0 Colleague training

- 6.1 All colleagues who have roles identified within the Fire Safety Management Plan will receive appropriate training to ensure they are able to meet their roles and responsibilities in line with our internal training matrices.

7.0 Documents related to this policy

- Fire Safety Management Plan
- We recognise the intrinsic link with the Building Safety Act 2022 regarding fire risk. This policy should be read in conjunction with the Building Safety Policy.

- ML understands how important mobility scooters and motorised wheelchairs are in helping older and disabled people maintain their independence. ML therefore wants to support customers who have these vehicles, wherever possible and have developed a Personal Electric Vehicle Policy which should be considered when using this Policy

Information, guidance, and references have been taken from the following:

- The Health and Safety at Work Etc Act 1974
- Regulatory Reform (Fire Safety) Order 2005
- Building Regulations Doc B 2019, inc 2020/22/25 2026-2029 amends
- The Fire Safety Act 2021
- The Fire Safety (England) Regulations 2022
- The Building Safety Act 2022
- Construction Design and Management Regulations 2015
- Landlord Tenant Act 1985. (as amended by the Homes - Fitness for Habitation)
- The Management of Health and Safety at Work Regulations 1999
- The Workplace (Health Safety & Welfare) Regulations 1992
- Data Protection Act 2018 and GDPR (General Data Protection Regulation)

8.0 Version control / Amendment log

Date of change:	Version Number:	Change made:	Reason for change:
March 2019	1.0	No changes	Compliance review
March 2020	1.0	No changes	Annual review
April 2021	1.0	No changes	Annual review
March to April 2023	1.0	No changes	Annual review
Dec 2025	2.0	Full review of the Policy.	Expiration of previous policy. New Director of Safety and Compliance in post so full review of all policies.