

FIRE SAFETY STRATEGY

Property Details

- Address: 37 Glamis Street. Bogner Regis. PO21 1DJ
- License Holder & Managing Agent: R Kapoor
- Number of Bedrooms: 6 (4 doubles, 2 single)
- Maximum Occupants: 10 persons

1. Fire Risk Assessment

The licence holder will commission a professional Fire Risk Assessment (FRA) by a qualified and competent assessor prior to occupancy and review it annually or when significant changes occur. A copy of the assessment will be available on-site and shared with tenants upon request.

Recommendations from the FRA will be acted on immediately, including any upgrades to fire doors, alarms, or compartmentation.

2. Smoke and Heat Detection Systems

The property is fitted with an LD2 grade fire detection and alarm system (Grade A, Category LD2) as required by LACORS and Council standards. This includes interlinked smoke detectors in all bedrooms, hallways, landings, and communal areas, heat detectors in the kitchen(s), and a control panel with battery backup. The licence holder will test the alarm system weekly and arrange annual maintenance and certification by a qualified electrician or alarm engineer.

3. Fire Doors and Compartmentation

All bedrooms and high-risk areas (e.g., kitchens) are fitted with FD30 fire-rated doors with intumescent strips and cold smoke seals and self-closing devices. The licence holder will inspect doors quarterly for damage, self-closure, and seal integrity. Fire-stopping will be maintained in service risers and around pipe/duct penetrations.

4. Emergency Lighting

Emergency lighting is installed in hallways, staircases, and exits. Maintained in accordance with BS 5266, with annual testing and certification. Licence holder to check function monthly and log results in a fire logbook.

5. Means of Escape

The property has a protected escape route (30-minute fire resistance). Escape routes will be free of obstructions at all times, clearly marked with fire exit signage if required,

and equipped with emergency lighting and fire-resistant materials. Tenants are instructed not to store items in hallways or on staircases.

6. Fire Extinguishers and Blankets

The kitchen is equipped with a fire blanket and a 1 kg CO2 or foam extinguisher. Additional powder or water extinguishers are provided on each floor as required. The licence holder will arrange annual servicing and tagging of all extinguishers by a certified contractor.

7. Fire Safety Signage

Fire action signs, escape route maps, and extinguisher labels are clearly displayed in communal areas. Fire door signs are placed on all fire-rated doors.

8. Fire Safety Training and Tenant Information

On move-in, tenants will be provided with a fire safety information sheet, instructions on how to test alarms, evacuate, and use extinguishers. The licence holder will reiterate fire procedures during inspections and when rules are breached. Fire drills may be conducted annually in larger HMOs.

9. Inspection and Maintenance Responsibilities

The licence holder is responsible for: weekly alarm checks, monthly emergency lighting checks, quarterly fire door inspections, and annual servicing of all fire safety equipment. A fire logbook will be kept on-site and updated accordingly.

10. Record Keeping

The licence holder will maintain records of: FRA reports, alarm and lighting test results, fire door inspections, extinguisher service certificates, and tenant training records.

11. Compliance and Enforcement

The licence holder understands that failure to meet fire safety obligations can result in: HMO licence revocation, financial penalties, and prosecution for breach of the Housing Act 2004. They commit to full compliance with Council's HMO licensing conditions and to creating a safe living environment for all occupants.