



Fire Safety Management Plan

(Supporting the Fire Safety Policy)

If you have difficulty with reading this management plan, including any difficulties with sight or hearing, or if you require this document translated into another language, please contact us and we will be happy to provide this information in a format that suits your needs.

Our Vision, Our Values, Our Strategic Objectives

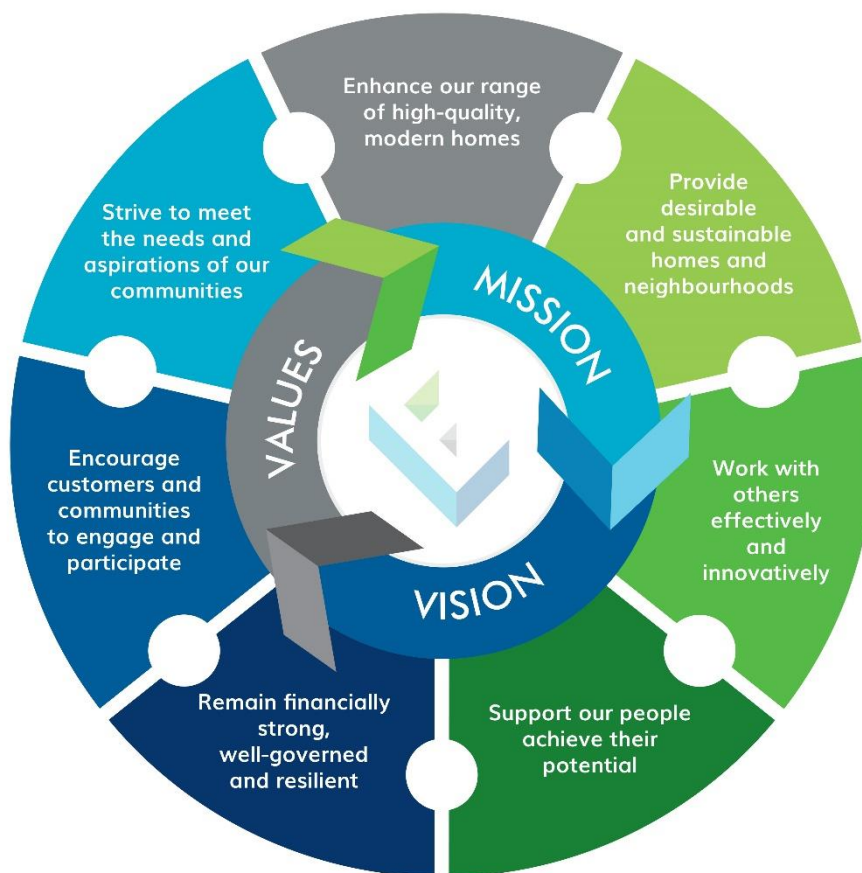
Our Vision

A vibrant neighbourhood where everyone can prosper.

Our Values

Caring, Reliable, Fair, Open and Adaptable

Our Strategic Objectives



Equality and Diversity Statement

Elderpark Housing are committed to ensuring people or communities do not face discrimination or social exclusion due to any of the following protected characteristics: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion and belief; sex or sexual orientation.

This document complies with our Equality and Diversity Policy.

We will regularly review this Management Plan and consider any equalities implications taking the necessary action to address any inequalities (either directly or indirectly) that result from the implementation of this Management Plan.

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1. Introduction and Link to Fire Safety Policy

- 1.1 Elderpark Housing has a statutory duty as an employer, a landlord and registered provider of social housing to ensure the health, safety and wellbeing of its employees, customers and “other” stakeholders in respect of managing fire safety within its properties and workplaces (this can include contractors, visitors and members of the public).
- 1.2 This management plan should be read in conjunction with the Fire Safety Policy which defines our overall approach to managing fire safety within our relevant properties to the required legislation. The Policy defines the scope in terms of relevant properties, work streams and people to whom it applies.
- 1.3 This management plan underpins the Fire Safety Policy and contains additional detail of the management arrangements we have in place, to enable Elderpark Housing to comply with all Legislation and standards relating to fire safety and the policy.
- 1.4 All Elderpark Housing staff who have any responsibility for the management of fire safety across the organisation, will be required to have read and understood both this Fire Safety Management Plan and the Fire Safety Policy. They will need to ensure that all relevant staff within their team have read both documents.

2. Legal and Regulatory Framework

- 2.1 The Fire Safety Policy sets out the Scottish Housing Regulators framework, including the 7 Regulatory standards and how they apply to fire safety within Elderpark Housing.
- 2.2 The Fire Safety Policy explains the key legislation in place which Elderpark must comply with as an employer and registered landlord of social housing, which is listed below:
 - The Health and Safety at Work Act 1974; General Duty on Employers
 - Fire (Scotland) Act 2005 and Fire Safety (Scotland) Regulations 2006
 - The Civic Government (Scotland) Act 1982
 - Scottish Housing Quality Standard (SHQS)
 - The Housing (Scotland) Act 1987 (Tolerable Standard) (Extension of Criteria) Order 2019
- 2.3 In addition to these key pieces of legislation there are other associated regulations, standards and guidance which are applicable to fire safety, these are:
 - Building (Scotland) Regulations 2004

- Domestic Technical Handbook (as revised)
- Health and Safety (Safety Signs and Signals) Regulations 1996
- Electrical Equipment (Safety) Regulations 1994
- Gas Safety (Installation and Use) Regulations 1998
- Reporting of Incidents and Dangerous Occurrences regulations (RIDDOR) 2013
- Construction Design and Management Regs 2015
- Furniture and Furnishings (Fire Safety) Regulations 1988
- Practical Fire Safety for Existing Specialised Housing and Similar Premises: guidance. January 2020. ISBN: 978-1-83960-510-9 (Scottish Government)
<https://www.gov.scot/publications/practical-fire-safety-guidance-existing-specialised-housing-similar-premises/>
- Fire safety – An Employers Guide ISBN 011 341 2290
- Scottish Executive, Fire Safety Guidance Booklet: Are You Aware of Your Responsibilities, August 2006, ISBN 0 7559 4965 X
- BS 5266-1:2016 - Code of practice for the emergency lighting of premises
- BS 5839-1:2017 - Fire detection and fire alarm systems for buildings.
- BS 5839-8:2013 - Fire detection and fire alarm systems for buildings.
- BS 5839-6:2019 + A1:2020 - Fire detection and fire alarm systems for buildings
- BS 5306-0:2020 - Fire protection installations and equipment on premises.
- BS 5306-3:2017 - Commissioning & maintenance of portable fire extinguishers.
- BS 5306-8:2012 - Fire extinguishing installations and equipment on premises.
- BS 7273-4:2015+A1:2021 - Code of practice for the operation of fire protection measures
- BS 7273-6:2019 - Code of practice for the operation of fire protection measures.
- BS 8214:2016 - Timber-based fire door assemblies.
- BS 8458: 2015 - Fixed fire protection systems. Residential and domestic water mist systems.
- BS 8629:2019 - Code of practice for the design, installation, commissioning, and maintenance of evacuation alert systems for use by fire and rescue services in buildings containing flats.
- BS 9251:2021 - Fire sprinkler systems for domestic and residential occupancies-Code of practice
- BS 9990:2015 - Non automatic fire-fighting systems in buildings. Code of practice (Wet / Dry Risers)
- BS 9414:2019 - Fire performance of external cladding systems.
- BS 9991:2015 - Fire safety in the design, management, and use of residential buildings.
- BS 9997:2019 - Fire risk management systems.
- BS 9999:2017 - Fire safety in the design, management, and use of buildings.
- BS 5499-4: 2013 - Safety signs including fire safety signs.
- BS 5499-10 :2016 - Guidance for the selection and use of safety signs and fire safety notices
- PAS 79-1:2020 - Fire risk assessment – Part 1: Premises other than housing Code of practice
- PAS 79-2:2020 - Fire risk assessment – Part 2: Housing – Code of practice

3. Roles and Responsibilities

- 3.1 The fire Policy contains details of key roles and responsibilities associated with managing fire safety for Elderpark Housing.

4. Aims and Objectives of this Management Plan

- 4.1 The aim of this management plan is to support the Fire Safety Policy in giving more detailed arrangements that Elderpark Housing will have in place to enable us to meet all legal and regulatory obligations and ensure best practice is followed in relation to fire safety. We aim to:

- Keep the general public, tenants, and employees aware of the risks of fire and, as far as reasonably practical, ensure their health, safety and wellbeing in relation to fire safety
- Set out a clear approach to assessing, controlling, and monitoring the risk of fire within Elderpark's properties and office premises
- Communicate with tenants and staff the importance of fire safety including providing guidance, training and emergency procedures
- Ensure that all procedures relating to the Fire Safety Policy support the fair treatment of all tenants with respect to their different needs, circumstances, and lifestyle.

- 4.2 To meet our aims, we have set the following objectives to be achieved

- Carry out Fire Risk Assessments (FRA's) annually in all relevant premises (see Appendix 1)
- Maintain an up to date register of all FRAs to ensure that all assessments are recorded along with the dates that they were carried out
- Identify and subsequently manage any hazards through appropriate corrective and remedial action and by developing individual action plans arising from each FRA
- Identify and remedy any lack of suitable fire management control
- Maintain an up to date register of all Fire Actions, to ensure that the anticipated completion date of the Action is recorded along with the actual date of completion
- Identify an appropriate staff training programme to be implemented so that staff are aware of their responsibilities in relation to fire safety
- Manage contracts with external contractors in an effective manner and ensure that robust monitoring activities are in place
- Respond to any amendments in the legislation and guidance with regards to fire safety to ensure that legislative standards are met
- Report regularly to the Management Committee upon receipt of Fire Risk Assessments, associated Action Plans and progress with same
- Ensuring that all works in relation to fire safety meet current regulations and legislation and are carried out by reputable and qualified persons

- Regularly inspecting our properties and their immediate environment to ensure they are free from risks which could increase the risk of fire and subject to regular inspection and renewal
- Identifying, assessing, and managing any potential sources of risk
- Communicating fire safety tips and information to the public via our website, social media, and written communication
- Ensuring equipment and devices provided for fire safety are subject to a suitable system of maintenance and are in good repair.

5. Fire Risk Assessments

5.1 From the introduction of the Fire (Scotland) Act 2005 and the Fire Safety (Scotland) Regulations 2006, there is a legal requirement and responsibility for a building owner or an employer to suitably and sufficiently assess the fire safety risks and implement adequate control measures through the process of risk management for all non-domestic premises. To ensure that we are compliant with our legislative duties we shall engage with suitably qualified and competent Fire Safety specialists to carry out a fire risk assessment (FRA) in the workplace and for all relevant buildings.

5.2 In ascertaining the competence of Fire Risk Assessors, a number of bodies including the Institution of Fire Safety Managers (IFSM) who hold a Nationally Accredited Fire Risk Assessors Register (NAFRAR), the Institution of Fire Engineers (IFE) and Warrington fire (individual Fire Risk Assessors Competency Scheme (FRACS) identify those persons and companies who are competent to carry out fire risk assessments.

5.3 The FRA process will follow the “Public Available Specification” PAS 79 2: 2020* Fire Risk Assessment, Housing, Code of Practice specification.

** NB ‘the PAS79 2 specification is currently being revised by BSI as a British Standard and has been withdrawn whilst the British Standard is in development. A version of the withdrawn PAS is available on the BSI website. Information relating to vulnerable persons is being considered as part of the development of the new British Standard. It has been redacted from the withdrawn PAS’*

5.4 The FRA will take into consideration everyone who may come onto the premises, whether they are employees, tenants, visitors, contractors or members of the public. Particular attention will be paid to people who may have a disability or anyone with special needs. The Governance and Compliance Manager and/or Health and Safety Administrator may accompany the Fire Risk Assessor during the assessment and have a duty to identify all hazardous substances and other potential or actual hazards and to make this information available to those who carry out the risk assessments (if not accompanied, the specific known hazard information will be provided to the Fire Risk Assessor prior to the FRA taking place).

5.5 The aims of the FRA are:

- To identify fire hazards and to reduce the risk of those hazards to as low as is reasonably practicable, developing an Action Plan and implementing all necessary recommendations and managing the residual risk
- To determine what fire safety measures and management systems are necessary to ensure the safety of people in the building should a fire occur.

5.6 At previous new build developments the association had fitted external wall cladding to the external façade of the building. The cladding fitted at 4 of the stock sites were categorised as HPL, (High Pressure Laminate). Elderpark has completed a comprehensive Fire Risk Assessment to assess that the cladding poses no risk in terms of its fire resistance performance, and the fire detection equipment located within these properties.

5.7 All actions resulting from an FRA will be logged and managed, and will only be complete within our records upon confirmation of completion of works to the required standards.

5.8 The actions will predominantly be split into two main categories:

- Management Actions – Where there is no physical work to carry out. Some examples are when there may be a need to update a policy or an instruction to another department or a housekeeping action e.g., combustible mattress to be removed. Our aim is to assign these efficiently and aim to complete within the suggested timescales and will be dependent on the complexity of the task and the level of resources available.
- Physical remedial action – These are physical remedial works to be carried out to the building itself. Some examples could be, to replace or repair a fire door, complete fire stopping to penetrations in the building fabric, install additional smoke detection or add additional fire signage. Our aim is to assign these efficiently and aim to complete within the suggested timescales and will be dependent on the complexity of the task. Significant findings relating to the building fabric and structure will be risk rated and planned in with risk, complexity, and budget considerations and may take significantly longer to complete.

6. Emergency Fire Action Plan

6.1 An emergency Fire Action Plan and arrangement to implement the plan must be in place for all relevant premises, including the office where staff ordinarily work.

6.2 Such plans will set out the actions that all persons should take in the evacuation of persons from the building in the event of a fire. The plans will be available in a format understood by all and will form the basis of any training and instruction provided.

Note: Safe evacuation of the office premises should not be delegated to the Fire and Rescue Service

6.3 This plan will be devised by the Health and Safety Administrator to ensure that:

- People on the premises know what to do if there is a fire; and
- Appropriate action is taken in the event of a fire and that the premises can be safely evacuated.

6.4 With regard to office premises, fire drills will be conducted as a minimum, once per year to ensure that all persons are familiar with the fire action plan, to evaluate the effectiveness of the plan and to identify any weaknesses in the evacuation strategy. Fire drills will be coordinated by the Health and Safety Administrator or Fire Warden and will take into account staff holidays so that a good representation of staff will take part in the evacuation drill.

A roll call will be made at the designated assembly point (Note; in a live-fire evacuation this information would have already been passed on to the fire and rescue service). A record of the time/date, duration of the fire drill and those persons who took part will be maintained by the Health and Safety Administrator, with oversight from the Governance & Compliance Manager.

6.5 The Fire log book and H&S database will be used for recording purposes.

7. Fire Alarm

7.1 The fire alarm systems at all relevant premises will be tested each week by activating a manual call point (break glass unit), by inserting a dedicated test key into the side or bottom of the call point. This will be conducted on a rotational basis to ensure all call points are routinely tested

7.2 This procedure will check that the control equipment is capable of receiving a signal and in turn, activating the warning alarms. In the interests of good practice, fire alarm tests will be carried out on the same day and time each week where possible.

7.3 During a test, the alarm should not operate for too long (approx. 15 seconds) so that there can be a distinction between a test and an unplanned actuation.

7.4 Accidental Activation - Anyone who has accidentally activated the fire alarm in office premises, either from a call point or by undertaking an activity which has resulted in an automatic detection device (for example, a smoke detector) being activated, must inform the Governance & Compliance Manager or Health and Safety Administrator immediately.

- 7.5 Malicious Activation - Malicious activation of the fire alarm is defined as deliberately activating or causing another person to activate the fire alarm without suspecting a fire or other emergency. If a fire alarm is maliciously activated and the Fire and Rescue Service attend, there may be a charge for their services. Any staff member who maliciously activates an alarm will be dealt with under the organisation's Disciplinary Policy.
- 7.6 In addition to the weekly testing, fire alarm systems will be maintained by a competent engineer to ensure the operation of such equipment in an emergency; this will be in accordance with current British Standards and at intervals no longer than six-monthly.
- 7.7 Automatic Alarm System Detectors: These tests will be carried out by a competent contractor as part of the 6 monthly inspection/service, using specialist equipment and a record of the test kept in the office fire logbook.

8. Domestic Smoke Detection and Carbon Monoxide (CO) Detection

- 8.1 To comply with legislation and relevant standards, Elderpark Housing will ensure:
- There will be at least one functioning smoke alarm in the room which is frequently used by the occupants for general daytime living purposes (normally the living room/lounge)
 - There will be at least one functioning smoke alarm in every circulation space on each storey, such as hallways and landings, or in the main room if no landing in upper storey
 - There will be at least One heat alarm in every kitchen.
 - All alarms will be ceiling mounted and either radio linked (where not interlinked by a wire) or hard wired (where applicable) or a hybrid of both
 - All alarms will be interlinked
 - Where there is a carbon fuelled appliance (such as boilers) or a flue, carbon monoxide detectors to be fitted
- 8.2 Smoke, heat and CO detectors (LD2) will be checked, no less than annually, in the domestic premises owned by Elderpark Housing at the same time as the annual gas service is taking place.

9. Emergency Lighting Testing

- 9.1 Emergency lighting will be tested monthly to check that it will illuminate in the event of a power failure. The test will be conducted by cutting off the power supply to the emergency light. These tests will be overseen by the Governance and Compliance Manager and duly recorded in the fire logbook, including the date of the test and by whom. Any defects noted will be repaired as appropriate and as soon as possible.
- 9.2 Emergency Light Testing (Drain-Down Testing) - Emergency lighting battery drain-down checks will be tested annually as part of the planned preventative maintenance regime.

This will be tested by competent contractors to check the illumination of the lighting and to test the sustainability of the internal batteries and in accordance with the requirements of current British Standards.

10. Fire Fighting Equipment

- 10.1 Weekly visual inspections of firefighting equipment will be carried out to ensure that they are located in their proper position, have not been discharged or lost pressure (those fitted with pressure indicator) or suffered any visible damage.

Fire Blankets will be visually inspected weekly to ensure they are positioned appropriately, secured on the wall and have not been tampered with.

An annual inspection of all firefighting equipment will be conducted by a competent contractor and the current inspection record will be held in the fire logbook. and within the H&S database

- 10.2 Fire Action Notices are displayed and completed with the relevant fire safety information.

11. Smoke Dispersal/ Automated Opening Vent Systems

- 11.1 These are systems of automatically opening vents (AOV's) which are designed to dilute the smoke concentration sufficiently with fresh air, with the aim of creating reasonable conditions for persons evacuating along a corridor or down a stairwell.

- 11.2 Elderpark has 18 AOV's located within the common closes of stock constructed since 2007. These systems will be tested annually by competent/specialist contractors as part of the planned preventative maintenance regime.

12. Dry risers

- 12.1 The association has dry risers within their blocks constructed after 2000 for firefighting operations. It is a legal requirement to ensure these provisions are maintained appropriately, so that they remain ready and effective in an event of a fire. Dry risers have a 6 monthly visual check followed by a water test every 12 months.

- 12.2 BS 9990:2015 recommends an inspection of inlets, landing valves, valve enclosures every six months to ensure the system is ready for use. On an annual basis the following tests should also be completed and signage as required should also be checked;

- A static pressure test should be completed, the system should be filled with water to a pressure equal to its operating pressure (normally 12 bar). The pressure should be measured at the inlet for at least 15 mins. During this test a visual inspection should be completed to check for any leaks
- Once the static pressure test has been completed, the non-return valves at the inlet should be checked for correct operation. The system should then be drained down.

13. Lifts

13.1 Elderpark has 6 lifts 5 located within some of our stock and 1 in the new office at Golspie Street. In the event of a fire after the fire alarm has sounded the lift door will lock and the lift will fall to the ground floor as a safety mechanism to prevent any attempted usage as the lift should not be used in the event of a fire.

13.2 These lifts are not classed as firefighting lifts.

14. Close Entrance Doors

14.1 Elderpark has a significant number of close entry doors to its tenement properties, all front entrance doors, sub landing doors and escape stair doors have a minimum 30 minute rating. These doors will be subject to routine checks and repairs as required.

14.2 Elderpark take cognisance of the recent Scottish Government guidance in relation to 60 minute door sets for close entrance, fire exits and sub landing doors and will install 60 minute fire rated doors as part of future planned replacements works.

15. Smoking

15.1 Smoking is not permitted by staff in buildings where staff work, or in common areas, including external areas of domestic premises owned by the Association. These no smoking zones also apply to tenants.

16. Wilful Fire raising

16.1 To prevent wilful fire-raising in the relevant properties that Elderpark Housing are directly responsible for, the organisation will, following a risk assessment, put in place measures such as secure boundaries, security lighting, intruder alarms, or controlled access to ensure that only authorised people enter the premises.

16.2 To mitigate the risk of accidental fires, combustible materials must not be stacked up against the building or left in stairwells: for example, furniture, bedding, paper, packaging, or wood.

17. Electrical Safety

17.1 Electricity continues to be the most significant cause of fires. Much can be done to prevent fires of electrical origin simply by good maintenance and routine inspection of equipment. Where Elderpark Housing has direct responsibility, we will:

- Arrange for testing and inspection of the fixed electrical installations and portable appliances in accordance with the current edition of the Institution of Electrical Engineers' Regulations for Electrical Installations (see Electrical Safety Policy)
- Take appropriate precautions to reduce the risk of ignition by electrical equipment or other sources of ignition in any areas where combustible dust, flammable liquids or flammable gases are used or stored
- Carry out Housekeeping surveys on the relevant premises monthly, which will include visually checking electrical equipment, ensuring that Electrical extension leads will not be daisy- chained (linked) together or overloaded.

18. Record Keeping

18.1 Fire log books are provided for all relevant premises. Additional pages for the firelogs are available to print. The following records will be kept readily available at the relevant premises In the fire log books and the H&S database. They will be kept in good order, up to date and available for scrutiny at any time;

- Current up to date fire safety policy
- Fire emergency evacuation procedures (FEPP)
- Copy of the current fire risk assessments
- Records of all fire training
- A record of all fire drills (at least once per year) listing the attendees, evacuation times and any comments
- Records of weekly tests of fire alarm system/smoke detectors and final fire exit checks
- Record of annual inspection and testing of all firefighting equipment
- Records of monthly and annual tests of emergency lighting
- Records of all scheduled and unscheduled maintenance of fire detection and alarm systems
- Records of inspection, risk assessment and maintenance of workplace and electrical equipment, storage of hazardous substances and other hazards identified with fire safety
- Records of any false alarms or unplanned alarm activations and any action taken
- Records of monthly sprinkler valve checks where applicable

- A plan of the building detailing the fire zones and information such as gas and sprinkler shut-off valves where applicable.

18.2 All records relating to fire safety shall be recorded in various databases and folders holding digital records of Fire Risk Assessment's and other relevant certification. The Databases are located at:

- LD2 compliance – Maintenance LD2 Database
- EICR Compliance – Maintenance EICR Database
- Smoke Dispersal Systems – Maintenance Smoke Dispersal Database
- Dry Risers – Maintenance Dry Risers Database
- Fire Risk Assessments – Corporate Health & Safety Database
- Fire Evacuation/Drills - Corporate Health & Safety Database
- Fire Alarm Servicing/Testing - Corporate Health & Safety Database
- Smoke Alarm Servicing/Testing - Corporate Health & Safety Database
- Estate Management Surveys – Housing Management
- PAT Testing - Corporate Health & Safety Database

19. Performance and Assurance

19.1 Section 9 of the Fire Safety Policy contains details relating to the implementation of the policy and what levels of Governance and oversight we have in place. Section 10 of the Fire Safety Policy contains information of who is responsible for providing operational assurance information and how this will be reported.

19.2 In addition to those two sections of the policy we will ensure that the Management Committee will receive regular updates on the implementation of the Fire Safety Policy and any Fire Safety Reviews so that they can have assurance that it is operating effectively.

19.3 Performance and compliance shall be reported by the Governance and Compliance Manager at quarterly Management Committee meetings and shall include tests carried out at the relevant periods for each test.

- Confirmation of tests being carried out for fire alarms
- Intruder alarms
- Firefighting equipment inspections
- Smoke and heat detection provision
- Emergency lighting tests

19.4 LD2 (Smoke, Heat and CO upgrades) and EICR compliance (Electrical Installation Condition Reporting, shall be reported to the Housing & maintenance Services Sub Committees and shall record the following

- Number completed
- Number outstanding
- Steps taken to ensure compliance

20. Review

20.1 This management plan will be reviewed periodically and when changes in legislation, good practice or operational occur, which may affect the content of this document.

Appendix 1 Relevant Premises and frequency of tests/reports

| Measure | No. of Premises Included & Target | Relevant Premises | FRA/Testing Frequency | Frequency of reporting to Management Committee |
|--|-----------------------------------|---|---|--|
| No of Buildings Requiring an Annual Fire Risk Assessment (FRA) | 3 | 65 Golspie St Office (new office), 31 Garmouth St Office (old office, [RH1][GD2]) | Annual | Annual |
| No. of Buildings with a Valid Annual FRA | Target 100% | Properties Listed above | Annual | Annual |
| No. of Buildings Requiring an Emergency Fire Action Plan | 3 | 65 Golspie St Office (new office), 31 Garmouth St Office (old office, | Annual | Annual |
| No. of Buildings with a Valid Emergency Fire Action Plan | 100% target | Properties Listed above | Annual | Annual |
| No. of Communal Fire Alarm/Detection Equipment to be Tested | 3 | 65 Golspie St Office (new office), 31 Garmouth St Office (old office, | Weekly (in-house) Bi-Annual (Contractor Maintenance) | Quarterly |
| No. of Communal Fire Alarm/Detection Equipment Tested on Time | 100% target | Properties Listed above | Weekly (in-house) Bi-Annual | Quarterly |

| | | | | |
|---|---|---|---------------------------|-----------|
| No. of Emergency Lighting Systems to be Tested & Fire Equipment & Signage Inspections | 5 | 65 Golspie St Office (new office), 31 Garmouth St Office (old office, | Monthly | Quarterly |
| No. of Emergency Lighting Systems Tested & Fire Equipment & Signage Inspections completed on Schedule | 100% target | Properties Listed above | Monthly | Quarterly |
| No. of Dry Risers to be Tested | 16 | Various addresses throughout stock (list supplied in Appendix 2) | Annual | Annual |
| No. of Dry Risers Tested on Schedule | 100% target | 16 properties see Appendix 2 | Annual | Annual |
| Properties with a full LD2 System in Place by Feb 2021 | 100% target | All domestic housing stock | Annually at Gas servicing | Quarterly |
| No. of Buildings Requiring PAT Testing of Equipment | 3 plus flats with cookers, white goods, etc | 65 Golspie St Office (new office), 31 Garmouth St Office (old office, 231 Langlands Rd (old maintenance Office) | Annual | Annual |
| No. of Buildings Requiring PAT Testing of Equipment Completed on Schedule | 100% | Properties listed above and at properties with white goods fitted by Elderpark HA. | Annual | Annual |
| No. of Buildings Requiring a fire drill | 1 | 65 Golspie St Office (new office) | 6-monthly | 6 monthly |
| No. of Common Blocks Checked for Basic Fire Safety at Estate management surveys | ALL | All properties with common areas | Quarterly | Quarterly |
| No. of Common Blocks Checked for Basic Fire Safety Completed on Time | 100% | All properties with common areas | Quarterly | Quarterly |

Appendix 2 Properties with Dry Risers

| |
|----------------------|
| 10 Elderpark Street |
| |
| 128 Garmouth Street |
| |
| 30 Elder Street |
| |
| 957 Govan Road |
| 959 Govan Road |
| 961 Govan Road |
| 963 Govan Road |
| 965 Govan Road |
| |
| 1 Skene Road |
| 25 Skene Road |
| |
| 15 Hinshelwood Drive |
| 17 Hinshelwood Drive |
| 19 Hinshelwood Drive |
| 21 Hinshelwood Drive |
| |
| 62 Golspie Street |
| 64 Golspie Street |
| |
| 20 Harmony Row |
| 22 Harmony Row |
| 24 Harmony Row |