

## IMPORTANT – PLEASE READ

Name  
Address 1  
Address 2  
Address 3  
County  
Postcode

24<sup>th</sup> April 2024

Dear {name}

### **Fire Safety Booklet and Evenlode Fire Risk Assessment**

We wrote to you in March about the changes to fire safety arrangements at Evenlode and advised that a Fire Risk Assessment (FRA) was due. This has now been undertaken and a copy is enclosed.

#### Fire Risk Assessment (FRA)

Housing Solutions undertakes regular Fire Risk Assessments (FRA) to check that all the fire precautions within your building are working and that escape routes are kept clear. The FRA has been prepared by our specialist fire consultants, Savills UK. The FRA shows the fire risks on a specific date. Some of the items raised will have been resolved, such as removing bags of rubbish and cigarette ends. These are high risks, which is why we have a zero-tolerance policy to keep escape routes clear. You are not allowed to smoke in the corridors or on your balconies as this is a fire risk.

#### Your Noticeboard

There'll be a new fire information poster coming soon to the noticeboard in your building with an individual QR code - you can use this to access the Savills 'Riskhub' app. You can scan the app on your smartphone to see the current FRA information for your building. If you need help accessing this information, you can email us at [evenlodeupdates@housingsolutions.co.uk](mailto:evenlodeupdates@housingsolutions.co.uk) or call our Contact Centre on 01628 543101. You'll need the Unique Property Reference Number (UPRN) for your part of the building – you can find this on the fire information poster on the noticeboard. Some Notice Boards have two codes - make sure you scan the code for your home.

We have also included some 'Frequently Asked Questions' to help you understand information within the FRA.

There's more fire safety information on our website: [www.housingsolutions.co.uk/repairs-maintenance/fire-safety](http://www.housingsolutions.co.uk/repairs-maintenance/fire-safety) This includes a new video to help explain the information with this letter. If you have any queries, please email us or call our Contact Centre – we're here to help.

#### Fire Safety Booklet

We are sending a Fire Safety Booklet to all residents sharing communal areas. This booklet gives essential information to help prevent a fire and to keep you safe if one occurs. Please read it and share it with anyone else who lives with you.

## Get Involved

We are setting up a residents' group at Evenlode to help us with safety in the block. We need your input to help us understand residents' concerns and to ensure we are working with residents to keep you all safe. If you would like to be part of this, please get in touch - search 'get involved' on our website or call us on the phone number above or email at [evenlodeupdates@housingsolutions.co.uk](mailto:evenlodeupdates@housingsolutions.co.uk).

Yours sincerely



Samantha Carty  
Assistant Director of Property Services



Sarah Andrews  
Assistant Director of Housing and Resident Engagement

### **We want to make sure our information is available to everyone.**

If you need any of our information in a different language or other format like braille, large print, or audio CD, just fill in the form on our homepage at [www.housingsolutions.co.uk](http://www.housingsolutions.co.uk)

اگر آپ کو کسی دوسری زبان یا دیگر شکل جیسے بریل ، بڑے پرنٹ یا آڈیو سی ڈی میں ہماری کسی بھی معلومات کی ضرورت ہے تو ، صرف یہاں فارم بھریں۔

Jeśli potrzebujesz którejkolwiek z naszych informacji w innym języku lub innym formacie, takim jak alfabet Braille'a, duży druk lub płyta audio CD, po prostu wypełnij formularz tutaj

ਜੇ ਤੁਹਾਨੂੰ ਕਿਸੇ ਵੱਖਰੀ ਭਾਸ਼ਾ ਜਾਂ ਹੋਰ ਫਾਰਮੈਟ ਜਿਵੇਂ ਕਿ ਬ੍ਰੇਲ, ਵੱਡੇ ਪ੍ਰਿੰਟ ਜਾਂ ਆਡੀਓ ਸੀਡੀ ਵਿੱਚ ਸਾਡੀ ਕਿਸੇ ਵੀ ਜਾਣਕਾਰੀ ਦੀ ਲੋੜ ਹੈ, ਤਾਂ ਬੱਸ ਇੱਥੇ ਫਾਰਮ ਭਰੋ

إذا كنت بحاجة إلى أي من معلوماتنا بلغة مختلفة أو تنسيق آخر مثل طريقة برايل أو الطباعة الكبيرة أو القرص المضغوط الصوتي ، فما عليك سوى ملء النموذج هنا