

ZEST HOUSE

RESIDENT FIRE SAFETY GUIDANCE

Zest House, 166 Gloucester Road North, Filton, Bristol, BS34 7QA
Managed by Richmond Estates Management Limited

1. Purpose of this guidance

This guidance explains the principal fire safety measures at Zest House, why they are provided, how they operate, and what residents must do if there is a fire or the fire alarm sounds. The building's fire evacuation strategy is simultaneous full evacuation.

2. What to do if you discover a fire

- Raise the alarm using the nearest manual fire alarm call point.
- Leave the building immediately by the nearest safe fire exit.
- Call 999 once you are in a place of safety and ask for the Fire and Rescue Service.
- Go to the designated assembly point on Rectory Lane.
- Do not stop to collect personal belongings.
- Do not use the lift.
- Do not re-enter the building until the Fire and Rescue Service or the person in charge confirms that it is safe.

3. What to do when the fire alarm sounds

Treat every alarm as a potential fire. Leave your room or communal area immediately, follow the signed escape route and proceed to the assembly point on Rectory Lane. The evacuation routes and final exits must be kept clear at all times.

4. Fire alarm and detection system

Zest House has a fully addressable fire detection and warning system. Detection is provided on escape routes and in higher-risk areas, including kitchens, bedrooms, the bin store, bike store and laundry room. The addressable system assists the responsible persons and Fire and Rescue Service in identifying the location of an activation.

Manual call points are provided so that an occupant can raise the alarm if a fire is discovered. Do not interfere with detectors, call points, alarm equipment or the fire alarm panel.

5. Fire doors and compartmentation

Fire doors and fire-resisting construction are provided to restrict the spread of fire and smoke and protect escape routes. Bedroom doors are 30-minute fire doors fitted with self-closing devices and can be opened from inside without a key. Protected stairwells and lobby doors also form part of the building's fire protection.

- Do not wedge or prop fire doors open.
- Do not tamper with self-closing devices, seals or door furniture.
- Report any damaged fire door or door that does not close correctly.

6. Escape routes, exits and emergency lighting

Signed escape routes lead from the accommodation to final exits. Emergency lighting is installed along evacuation routes, including corridors, stairs, landings and final exits, so that occupants can continue to find their way out if normal electrical lighting fails.

Keep corridors, stairways, landings and final exits free from belongings, parcels, bicycles and other obstructions.

7. Smoke ventilation

Automatic opening smoke vents (AOVs) are provided on the first and second floors and are linked to the fire alarm system. They are designed to open on fire alarm activation to assist with dispersing smoke from the evacuation route. Residents must not interfere with smoke ventilation equipment.

8. Lift

The disabled lift is linked to the fire alarm system and is designed to descend to ground-floor level when the fire alarm activates. The lift must not be used during a fire or evacuation.

9. Fire blankets and firefighting equipment

Fire blankets are provided in bedrooms and communal kitchen/living areas in accordance with the Fire Risk Assessment. Additional firefighting equipment is provided in identified higher-risk plant or service areas where appropriate.

Residents should prioritise raising the alarm and evacuating. Do not put yourself at risk attempting to fight a fire.

10. Cooking, laundry and electrical fire safety

- Never leave cooking unattended.
- Keep cooking appliances and the surrounding area free from combustible materials.
- Do not interfere with fire safety equipment.
- Clean tumble-dryer lint filters as instructed and report any fault promptly.
- Charging Personal Light Electric Vehicles (PLEVs), including e-bikes and e-scooters, is prohibited in communal areas.
- Do not use damaged chargers, plugs or electrical equipment and report defects affecting accommodation-provided equipment.

11. Smoking

Zest House is a no-smoking and no-vaping building. Smoking is prohibited in bedrooms and communal areas. This reduces the risk of ignition and the unsafe disposal of smoking materials.

12. Residents who may require assistance

Any resident who may have difficulty evacuating the building independently should contact Richmond Estates Management Limited so that appropriate fire evacuation arrangements can be considered.

13. Fire safety information and reporting

Fire action notices and directional fire-exit signage are displayed around the building. Residents must familiarise themselves with the nearest available escape route and the assembly point.

Report damaged, missing or defective fire safety equipment, obstructed escape routes, damaged fire doors or other fire safety concerns to Richmond Estates Management Limited as soon as possible.

14. Assembly point

The designated assembly point is RECTORY LANE.

After evacuating, move away from the building and remain at the assembly point until instructed otherwise.

15. Basis of this guidance

This resident guidance has been prepared to reflect the current Fire Risk Assessment Review and fire evacuation information for Zest House. The Fire Risk Assessment Review dated 13 August 2026 records a simultaneous full-evacuation strategy and identifies the building's principal fire safety measures, including the addressable alarm and detection system, protected escape routes and fire doors, emergency lighting, smoke ventilation, fire action notices and fire blankets.