

FIRE RISK ASSESSMENT



Property Assessed :-

Cressfield (47-70)
Cressfield
Ashford
TN23 4XB

UPRN :-

51003

FRA Valid From :-

19/06/2018

FRA Valid To :-

18/06/2019

FRA Completed By :-

Pencho Studenkov
(Frankham Risk Management Services)



EXECUTIVE SUMMARY

Responsible Person:	Clarion Housing Group
Property Designation	General Needs
Management Extent	Partially Managed Building - Manager or Senior Staff not onsite regularly
No of Floors	6 (Ground and 5 upper levels)
No of Flats (if applicable)	24 flats
Ground floor Area (m2)	Information not provided by the client
Total Area of all Floors (m2)	Information not provided by the client

FRA Completed By	Pencho Studenkov (Frankham Risk Management Services)
QA Carried Out By	Michael Carroll MIFSM





<i>Priority Count</i>	Property High	H(P)	4
	Property Medium	M(P)	0
	Property Low	L(P)	0
	Property Recommended	R(P)	3
	Management High	H(M)	3
	Management Low	L(M)	7
	Doc/Training High	H(DT)	0
	Doc/Training Low	L(DT)	0
Total:			17

Recommended evacuation strategy:	Stay Put
Assessment Risk Rating:	Moderate
On satisfactory completion of all remedial works the risk rating of this building may be reduced to:	Tolerable
Reassessment Priority	Medium






Limitation of Report

This fire risk assessment report represents the Fire Risk Assessment Company's understanding for the current building designs and use, the fire strategy and proposed evacuation procedures. It is to provide an assessment of the risk to life from fire and does not address building or property protection or business continuity. The report is not an assurance against risk and is based on the best judgement of the consultant involved. The assessment may rely on information given by others and no liability is accepted for the accuracy of such information. Should any of the buildings (or their operations) change in any way the risk assessments should be updated accordingly. In addition, it is recommended that this fire risk assessment is reviewed at least annually. Each fire risk assessment identifies areas to which access was not available during the inspection. In certain instances we may have made recommendations for further inspection in the report, however as a general guidance we would recommend that the 'no access' areas are inspected as soon as possible.


ACTION PLAN

Question Number	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.	Insert Picture
L7	Flat Entrance Doors	H(P)	Flat 50 entrance door is provided with Intumescent strips fitted in the door frame. However, Flat 65 is not provided with cold smoke seals	Recommend that cold smoke seals are fitted to the doors noted. Management should establish a rolling programme of checks to all other flat entrance doors to confirm that strips and seals are fitted and remain effective.	2	19/09/2018	6	
K12	Means of Escape	R(P)	Openable windows provided in the internal staircase/lobbies, however, no means of smoke control identified at the time of assessment. Both current design guidance and previous standards for purpose-built blocks of flats recommend that measures be provided to ensure that escape routes remain free of smoke. The current approach is that of smoke containment, with ventilation of lobbies and corridors where they adjoin a stairway. That ventilation can be achieved by natural (AOVs) or mechanical	Consideration should be given to the provision of smoke control arrangements of escape routes. Smoke control should be provided by natural or mechanical ventilation in the lobby or corridor adjacent the stairway. The smoke vents should be operated automatically by means of smoke detectors in the common access corridor or lobby to the flats.	1	Unlimited	2	
L1	Flat Entrance Doors	H(M)	From a sampled/visual external inspection, It would appear that there are two different types of flat entrance doors: - Flats 47-47, 51, 54-60, 62-65, 67 and 70 - uPVC external door, fitted with 3 hinges, overhead self-closing device, thumb lock, intumescent strips, letterbox and 2x spy holes. - Flats 50, 52, 58, 61, 66, 68 and 69 - Timber solid door, provided with 3 hinges, overhead self-closing device, intumescent strips, cold smoke seals, letterbox, thumb lock device and spy hole. Depth measured at 42-44mm, indicative of FD 30 rating. No labels identified as evidence of specific fire rating on fire doors. No modifications were noted on doors from external visual inspection. It was not possible to confirm that all doors comply with current standards.	Management to confirm that all flat entrance doors are 30-minute fire doors (FD30S type).	1	19/07/2018	3,4	
C2	Arson	L(M)	The refuse store with external access to the front of the property. However, the door found to be unlocked. This presents a risk from an arson attack.	Recommend all bins are secured in the designated bin storage area and a keypad lock is fitted to the bin store door	1	19/12/2018	1	

ACTION PLAN

Question Number	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.	Insert Picture
G1	House-Keeping	L(M)	At the time of assessment, it was noted a small number of combustible materials (card boxes, waste, etc.) stored in the 1st and 4th floor electrical cupboards. Communal areas should be kept free from any combustible materials at all times.	Recommend management establish a regular cleaning programme for the common area to prevent the build up of combustibles	1	19/12/2018		
L6	Flat Entrance Doors	L(M)	Sample flat entrance doors are provided with an overhead self-closing device.	Management should establish a rolling programme of checks to all other flat entrance doors to confirm that self-closers are fitted and remain effective.	1	19/12/2018	5	
L8	Flat Entrance Doors	L(M)	Metallic letterboxes installed as standard throughout. However, the assessor was unable to ascertain whether the letterboxes from the sample flats are fire protected or not. In general Letter boxes would be of a type incorporating intumescent materials to protect the opening. Further investigation required.	Management to confirm that all letterboxes are fire protected.	1	19/12/2018	7	
L9	Flat Entrance Doors	L(M)	Sample flat entrance doors are provided with thumb lock device from the inside of the door.	Management should establish a rolling programme of checks all other flat entrance doors to confirm that thumb locks are provided.	1	19/12/2018	8	
M6	Common Area Fire Doors	H(P)	At the time of assessment, it was noted that refuse chute lobby fire doors on the 1st and 3rd floor were not provided with Intumescent strips and cold smoke seals. The purpose of the smoke seals is to stop smoke passing through the gaps of the door so that the rest of the building is not affected by heavy smoke.	Recommend that intumescent strips and smoke seals are fitted to the doors noted. Note: Under current benchmark design guidance, doors forming part of the protected escape route from the flat entrance door to the final exit should be 30-minute fire-resisting doors with smoke seals (designated FD30S).	1	19/09/2018	9	
M7	Common Area Fire Doors	H(P)	Screws missing to the hinges of the 3rd floor refuse chute lobby fire door.	Ensure three fire hinges are fitted to fire doors and full contingency of screws are fitted.	1	19/09/2018	10	

ACTION PLAN

Question Number	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.	Insert Picture
M8	Common Area Fire Doors	H(P)	Refuse chute lobby door on the 1st floor was found with an excessive gap underneath (approx. 18mm). Fire doors gap of up to 3 mm underneath the door is permissible.	Provide a threshold seal fitted within the gap of the noted fire door.	1	19/09/2018	11	
S1	Other relevant systems and equipment	R(P)	No dry riser (fire mains) noted in the building. Fire Mains should be installed in tall buildings and equipped with valves etc so that the fire and rescue service may connect hoses for water to fight fires inside the building.	Recommend that local Fire Service personnel are invited to visit the premises for the purpose of gaining familiarisation with the fire safety measures and equipment in place. The advice of the fire and rescue service may need to be sought, as it may not be possible, or even appropriate, to consider upgrades to meet current benchmarks.	1	Unlimited		
T2	Procedures and Arrangements	L(M)	Fire log book was not available at the time of assessment.	It is recommended that a fire log book be obtained in which to document maintenance and testing of the emergency lighting and fire doors.	1	19/12/2018		
T9	Procedures and Arrangements	R(P)	The assessor was unable to ascertain whether the fire service is familiar with the premises or not.	Recommend that local Fire Service personnel are invited to visit the premises periodically for the purpose of gaining familiarisation with the fire safety measures in place.	1	Unlimited		
T10	Procedures and Arrangements	L(M)	There were no records of in-house checks in respect of emergency lighting, fire doors and exits.	Recommended in-house checks are to be carried out in respect of emergency lighting (monthly), fire doors and exits. Fire doors should be inspected every 6 months. In particular, it should be ensured that: 1) Heat-activated seals and smoke seals are undamaged; 2) Door leaves are not structurally damaged or excessively bowed or damaged; 3) Gaps between the door leaf and the frame are not so small as to be likely to bind, or so large as to prevent effective fire and smoke-sealing; and 4) Hanging devices, securing devices, self-closing devices and automatic release mechanisms are operating correctly.	1	19/12/2018		
V2	Testing and Maintenance	H(M)	No evidence was provided to suggest that emergency lighting system is subject to monthly functionality testing by responsible person and annual maintenance, discharge testing by a competent contractor in accordance with BS 5266.	Recommend the common area emergency lighting system is tested monthly and serviced annually in accordance with BS5266-8:2004 and records kept on site.	1	19/07/2018		
V3	Testing and Maintenance	H(M)	Sticker on the fire extinguisher showed the last date of inspection carried out on 16/04/2007 (overdue). Fire fighting appliances are required to be subject to annual inspection by a BAFE approved contractor in accordance with BS 5306.	Recommended fire extinguisher is serviced annually by a BAFE approved contractor in accordance with BS 5306.	1	19/07/2018		

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'Desktop' Risk Profile for Premises	Medium
Responsible Person:	Clarion Housing Group
BAFE SP205-1 Certificate Number	Refer to Master Property List
Date of FRA Issue to Client	18/07/2018

General Information

UPRN	51003
Address 1	
Address 2	Cressfield (47-70)
Address 3 (street)	Cressfield
Address 4 (area)	Ashford
Postcode	TN23 4XB
Fire Risk Assessor	Pencho Studenkov (Frankham Risk Management Services)
Date of inspection (enter as - dd/mm/yy)	19/06/2018
Checked by:	Michael Carroll MIFSM
Recommended reassessment date (subject to appropriate interim management)	18/06/2019

The Premises

Property Designation	General Needs
Property Type	High Rise (6 storeys +)
No of Floors	6 (Ground and 5 upper levels)
No of Flats (if applicable)	24 flats
Ground floor area (m2) (if applicable)	Information not provided by the client
Total area of all floors (m2) (if applicable)	Information not provided by the client
Building Description; i. no of staircases, storeys ii. no of entrances/exits iii. lifts iv. stepped/level access v. ancillary usage	The building is six storey purpose built block consisting of 24 flats (4 on each level). The property is accessed to the front elevation on Cressfield and leads to entrance hallway with access to ground floor flats 47-50, electrical cupboard and staircase to the upper floors. Bin store located on the ground floor accessed externally to the front. A single passenger lift located within the entrance hallway provides access to all upper levels. Each upper floor consists of a protected lobby with access to four flats, electrical cupboard and refuse chute. Lift motor room located in the roof space accessed from the 5th floor lobby. The property is provided with one staircase, one lift and two final exits on the ground level.

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Building Construction; i. approx. age / year built ii. building structure, floors, walls and roof iii. cladding iv. standard of conversion (if applicable)	The building is of traditional brick / blockwork construction with exposed brickwork and a flat roof. There appears to be no ACM cladding to the exterior. The internal walls are of solid brick / blockwork with concrete floors and staircase.
Extent of common areas (please describe common areas assessed)	The internal common areas that were accessed include the entrance hallway, staircase, protected lobbies with electrical meter cupboard and refuse chute on each floor, lift motor room on the roof.
Areas of the building to which access was not available	There was no access residents flats apart from sampled units.
If applicable, state which flats were sample inspected	Flats 50 and 65 were accessed.

The Occupants

Management Extent	Partially Managed Building - Manager or Senior Staff not onsite regularly
Details of any onsite management (hours onsite etc. if known)	None on site however occasional staff attendance assumed
Person managing fire safety in premises (and position in Coy.)	The identity of the person who has responsibility for fire safety at the premises and the competent person appointed by the Clarion Housing Group to assist them to undertake the preventative and protective measures was not provided at the time of the assessment.
Person consulted during the fire risk assessment	None
Number of occupants (maximum estimated)	Assumed to be two residents per flat
Number of employees	None on site however occasional staff attendance assumed
Number of members of the public (maximum estimated)	Visitors expected on an occasional basis to all flats although numbers not established
Identify any people who are especially at risk: - sleeping occupants - disabled occupants - occupants in remote areas and lone workers - young persons - others	No information available however this is a 'General Needs' premises so occupants are assumed to be typical of the general population

Other Information

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Fire loss experience (since last FRA)	There was no information provided indicating that there is any previous history of fires or enforcement action since the previous fire risk assessment.
Any other relevant information	A type 1 fire risk assessment has been completed including sample flat door inspection.

Fire Safety Legislation

The following fire safety legislation applies to these premises:	Regulatory Reform (Fire Safety) Order 2005
Other key fire safety legislation (other than Building Regs 2000):	Housing Act 2004

Elimination or Reduction of Fire Hazards

Electrical Ignition Sources		Response	Quantity	Photo Ref	Priority
A1	Is fixed installation periodically inspected and tested ? <i>Comment: Date of last fixed electrical installation inspection</i>	Y The Clarion Group have a full 5 year program for Electrical Test and Inspect of the communal electrical installations with all reports kept centrally. Inspection sticker fixed to the distribution board indicates a previous inspection was undertaken on 18/02/2016 with the next inspection advised within 5 years. However, fixed electrical condition report was not available at the time of assessment and the assessor was unable to determine the overall condition of the electrical installations or if any observations or faults have been identified of C1 or C2 class. Note: Electrical Condition Report further investigation required.			N/A
	<i>Recommendation:</i>				
A2	Is PAT testing in common areas carried out (annually)? <i>Comment:</i>	N/A No portable electrical appliances are provided in the communal areas.			N/A
	<i>Recommendation:</i>				
A3	Is there a policy for personal electrical appliances? <i>Comment:</i>	N/A Residents are responsible for the upkeep and maintenance of their own electrical appliances.			N/A
	<i>Recommendation:</i>				
A4	Is the use of adapters and leads limited? <i>Comment:</i>	Y No adaptors or extension leads were identified onsite within the communal areas.			N/A

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Recommendation:

			N/A
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Smoking Policies

		Response	Quantity	Photo Ref	Priority
B1 Are there suitable arrangements for those who wish to smoke? (state what the arrangements are)	Y				
Comment:		No smoking permitted within the internal communal areas and prohibitory signage is in place at the entrance. Flats are viewed as private dwellings.			
Recommendation:					N/A
B2 Does the policy in relation to smoking appear to be observed?	Y				
Comment:		There was no evidence of smoking in the communal areas identified.			
Recommendation:					N/A

Arson

		Response	Quantity	Photo Ref	Priority
C1 Are premises secure against arson by outsiders? (Please state how)	Y				
Comment:		Electronic secure door entry system installed to all entrances/exits.			
Recommendation:					N/A
C2 Are bins secured / stored in a suitable location? (Please state bin type, location, if and how it is secured)	N				
Comment:		The refuse store with external access to the front of the property. However, the door found to be unlocked. This presents a risk from an arson attack.			
Recommendation:		Recommend all bins are secured in the designated bin storage area and a keypad lock is fitted to the bin store door	1	1	L(M)
C3 Is fire load close to the premises minimised?	Y				
Comment:		Clear on the day of inspection.			
Recommendation:					N/A

Portable Heaters and Heating Installations

		Response	Quantity	Photo Ref	Priority
D1 If used, is the use of portable heaters regarded as safe?	N/A				
Comment:		No portable heaters in evidence within the communal areas.			
Recommendation:					N/A
D2 Are fixed heating systems maintained (annually)?	N/A				

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Comment: *Date of last fixed heating system inspection*

Recommendation:

No fixed heating system in the building. Communal areas are not heated.			N/A
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Cooking

		Response	Quantity	Photo Ref	Priority
E1	Are reasonable measures in place to prevent fires as a result of cooking?	N/A			
	Comment:	No communal cooking areas are present.			
	Recommendation:				N/A
E2	Are filters changed and ductwork cleaned?	N/A			
	Comment:	No communal cooking areas are present.			
	Recommendation:				N/A
E3	Are suitable extinguishing appliances available?	N/A			
	Comment:	No fire extinguishers required for nature of property however contractors attending the premises should be advised to provide their own extinguishing equipment (dependent on the nature of their work).			
	Recommendation:				N/A

Lightning

		Response	Quantity	Photo Ref	Priority
F1	Does the building have a lightning protection system?	N			
	Comment:	No lightning protection installation was identified.			
	Recommendation:				N/A

House-Keeping

		Response	Quantity	Photo Ref	Priority
G1	Is the property regularly cleaned to prevent the build up of combustibles?	N			
	Comment:	At the time of assessment, it was noted a small number of combustible materials (card boxes, waste, etc.) stored in the 1st and 4th floor electrical cupboards. Communal areas should be kept free from any combustible materials at all times.			
	Recommendation:	Recommend management establish a regular cleaning programme for the common area to prevent the build up of combustibles	1		L(M)
G2	Combustible materials not kept near sources of ignition?	Y			
	Comment:	No combustible materials noted near sources of ignition.			
	Recommendation:				N/A
G3	Escape routes kept clear of items combustible materials or waste?	Y			

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		Comment:	Stairwell and all landings clear at the time of the inspection.			
		Recommendation:				N/A
G4	Escape routes kept clear of any trip hazards?	Y				
		Comment:	Stairwell and all landings clear at the time of the inspection.			
		Recommendation:				N/A
G5	Any hazardous materials are stored correctly?	N/A				
		Comment:	No hazardous substances were observed onsite.			
		Recommendation:				N/A
G6	Are all other house-keeping issues satisfactory?	Y				
		Comment:	As far as could be ascertained on the day of inspection.			
		Recommendation:				N/A

Hazards introduced by Outside Contractors		Response	Quantity	Photo Ref	Priority
H1	Are fire safety conditions imposed on outside contractors?	Y			
		Comment:	It is understood that all contractors are managed and engaged via appropriate health and safety processes prior to engagement.		
		Recommendation:			N/A
H2	Is there satisfactory control over works carried out in the building by outside contractors (e.g. hot work permits)?	N/A			
		Comment:	There was no contractor works being undertaken at the time of assessment so it could not be verified if suitable processes are in place. The Client is advised to ensure contractors provide copies of health & safety policy documents, public & employer's liability insurance documents, training records and RAMS for activities they will be carrying out.		
		Recommendation:			N/A
H3	Is there satisfactory control over works carried out in the building by in-house contractors (e.g. hot work permits)?	Y			

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Comment:

The assessor was informed that the Clarion Group have a COSHH Policy which includes the requirement to provide evidence of competency. All contractors who perform physical works for Clarion are required to undertake a Health and Safety Appraisal before works begin. Following approval these companies are then subject to an annual review, with a full appraisal every third year. Evidence is scored by Clarions Safety Officers to gauge whether they meet an acceptable standard. The appraisal document is signed by an appropriate representative for the company to confirm that all the information given in the assessment form is correct and that any company policies or procedures referred to or attached as evidence are followed. For Hot Works, Clarion would only ask for this information if the contractor was specifically appointed to undertake works such as welding or brazing etc., and is usually limited to welding repairs on railings, metal external stairs and external metal work, which would be not be within the internal parts of the building. Clarions heating contractors are required to utilize push fit fittings when undertaking plumbing works wherever possible to avoid the issues of hot works.

Recommendation:

N/A

Dangerous Substances

I1

If dangerous substances are used, has a risk assessment been carried out as required by the Dangerous Substances and Explosives Atmospheres Regulations 2002?

N/A

Response

Quantity

Photo Ref

Priority

Comment:

No dangerous substances noted during the inspection. The assessor was informed that Clarion Group have a COSHH Policy. All contractors who perform physical works for Clarion are required to undertake a Health and Safety Appraisal before works begin. Following approval these companies are then subject to an annual review, with a full appraisal every third year. As part of the appraisal contractors are required to provide evidence of their competency in their specific areas of work, which include COSHH. This is usually in the form of their own company policy or procedure for hazardous substances, and an example of a completed COSHH risk assessment, detailing how the particular product is used within the company and what control measures they have implemented. This evidence is scored by Clarion's Safety Officers to gauge whether it meets an acceptable standard. The appraisal document is signed by an appropriate representative for the company to confirm that all the information given in the assessment form is correct and that any company policies or procedures referred to or attached as evidence are followed.

Recommendation:

N/A

Other Significant Hazards

Response

Quantity

Photo Ref

Priority

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J1	Are all issues deemed satisfactory? [1]	Y					
		Comment:	No additional issues				
		Recommendation:					N/A
J2	Are all issues deemed satisfactory? [2]	Y					
		Comment:	No additional issues				
		Recommendation:					N/A
J3	Are all issues deemed satisfactory? [3]	Y					
		Comment:	No additional issues				
		Recommendation:					N/A

General Fire Protection Measures

Means of Escape		Response	Quantity	Photo Ref	Priority	
K1	Is escape route design deemed satisfactory? (Consider current design codes)	Y				
		Comment:	Escape route design is considered satisfactory. The building is provided with one communal staircase with two final exits on the ground level. All final exits lead to a place of total safety.			
		Recommendation:				N/A
K2	Are the escape routes adequately protected? (Consider lobby protection to staircase, if needed)	Y				
		Comment:	Flats are separated from the staircase by protected lobbies with fire doors. Escape routes are protected by fire resisting walls with fire doors (flat entrances) on each floor.			
		Recommendation:				N/A
K3	Is there adequate provision of exits, for the numbers who may be present?	Y				
		Comment:	There are two final exits from the building (front and back).			
		Recommendation:				N/A
K4	Is there adequate exit width, for the numbers who may be present?	Y				
		Comment:	The width of the staircase and exits is adequate for the number of occupants expected onsite.			
		Recommendation:				N/A

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K5	Are doors on escape routes easily opened? (and are sliding or revolving doors avoided?)	Y	Comment:	Easy opening devices fitted to all final exits.			
			Recommendation:				N/A
K6	Do final exits open in the direction of escape where necessary?	Y	Comment:	All final exit doors open outwards.			
			Recommendation:				N/A
K7	Are travels distances satisfactory? (consider single direction and more than one direction)	Y	Comment:	There are sufficient travel distances and exits for means of escape from premises.			
			Recommendation:				N/A
K8	Are there suitable precautions for all inner rooms?	N/A	Comment:	No inner rooms are present in communal areas.			
			Recommendation:				N/A
K9	Are escape routes separated where appropriate?	N/A	Comment:	Escape routes are effectively separated by fire resisting construction and fire doors.			
			Recommendation:				N/A
K10	Are corridors sub-divided where appropriate?	N/A	Comment:	No requirement to sub-divide any corridors.			
			Recommendation:				N/A
K11	Do escape routes lead to a place of safety?	Y	Comment:	All exits lead directly to open air.			
			Recommendation:				N/A
K12	Are the stairs and/or lobbies provided with adequate ventilation? (If considered satisfactory, please state provision)	N	Comment:	Openable windows provided in the internal staircase/lobbies, however, no means of smoke control identified at the time of assessment. Both current design guidance and previous standards for purpose-built blocks of flats recommend that measures be provided to ensure that escape routes remain free of smoke. The current approach is that of smoke containment, with ventilation of lobbies and corridors where they adjoin a stairway. That ventilation can be achieved by natural (AOVs) or mechanical means.			

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		Recommendation:	1	2	R(P)
<p>Consideration should be given to the provision of smoke control arrangements of escape routes. Smoke control should be provided by natural or mechanical ventilation in the lobby or corridor adjacent the stairway. The smoke vents should be operated automatically by means of smoke detectors in the common access corridor or lobby to the flats.</p>					
K13	Are there suitable arrangements in the building for means of escape for disabled persons?	N/A			
	Comment:	No persons with disabilities at the time of assessment.			
	Recommendation:				N/A
K14	Are all other means of escape issues satisfactory?	Y			
	Comment:	Means of Escape provisions adequate.			
	Recommendation:				N/A
K15	Are all other means of escape issues satisfactory?	Y			
	Comment:	Means of Escape provisions adequate.			
	Recommendation:				N/A
K16	Recommended evacuation strategy for this building is:				
	Recommendation:	Stay Put			

Flat Entrance Doors

		Response	Quantity	Photo Ref	Priority
L1	Are flat entrance doors or doors / frames appropriately fire rated?	N/K			
	Comment:	<p>From a sampled/visual external inspection, It would appear that there are two different types of flat entrance doors:</p> <ul style="list-style-type: none"> - Flats 47-47, 51, 54-60, 62-65, 67 and 70 - uPVC external door, fitted with 3 hinges, overhead self-closing device, thumb lock, intumescent strips, letterbox and 2x spy holes. - Flats 50, 52, 58, 61, 66, 68 and 69 - Timber solid door, provided with 3 hinges, overhead self-closing device. intumescent strips, cold smoke seals, letterbox, thumb lock device and spy hole. Depth measured at 42-44mm, indicative of FD 30 rating. <p>No labels identified as evidence of specific fire rating on fire doors. No modifications were noted on doors from external visual inspection. It was not possible to confirm that all doors comply with current standards.</p>			
	Recommendation:	Management to confirm that all flat entrance doors are 30-minute fire doors (FD30S type).			
L2	Are fire rated flat entrance doors in good condition - not in need of repair?	Y	1	3,4	H(M)

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	Comment:	No repairs needed to door inspected internally and no repairs needed to other doors based on external visual inspection.		
	Recommendation:			N/A
L3	Is all glazing to flat entrance doors appropriately fire rated?	N/A		
	Comment:	No glazing on the flat entrance doors.		
	Recommendation:			N/A
L4	Are fan lights above flat entrance doors appropriately fire rated?	N/A		
	Comment:	Fan lights not present above flat entrances.		
	Recommendation:			N/A
L5	Are side panels to flat entrance doors appropriately fire rated?	N/A		
	Comment:	Side panels not present.		
	Recommendation:			N/A
L6	Are flat entrance doors fitted with adequate self-closing devices? (From sample inspection)	Y		
	Comment:	Sample flat entrance doors are provided with an overhead self-closing device.		
	Recommendation:	Management should establish a rolling programme of checks to all other flat entrance doors to confirm that self-closers are fitted and remain effective.		1 5 L(M)
L7	Are flat entrance doors fitted with intumescent strips and cold smoke seals? (From sample inspection)	N		
	Comment:	Flat 50 entrance door is provided with Intumescent strips fitted in the door frame. However, Flat 65 is not provided with cold smoke seals		
	Recommendation:	Recommend that cold smoke seals are fitted to the doors noted. Management should establish a rolling programme of checks to all other flat entrance doors to confirm that strips and seals are fitted and remain effective.		2 6 H(P)
L8	Are letterboxes satisfactory? (State only if missing, damaged or uPVC)	N/K		
	Comment:	Metallic letterboxes installed as standard throughout. However, the assessor was unable to ascertain whether the letterboxes from the sample flats are fire protected or not. In general Letter boxes would be of a type incorporating intumescent materials to protect the opening. Further investigation required.		
	Recommendation:	Management to confirm that all letterboxes are fire protected.		1 7 L(M)
L9	Are all other flat entrance door issues satisfactory?	Y		
	Comment:	Sample flat entrance doors are provided with thumb lock device from the inside of the door.		
	Recommendation:	Management should establish a rolling programme of checks all other flat entrance doors to confirm that thumb locks are provided.		1 8 L(M)

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L10	Are all other flat entrance door issues satisfactory?	N/A	No further issues identified.			N/A
	Comment:					
	Recommendation:					

Common Area Fire Doors

		Response	Quantity	Photo Ref	Priority	
M1	Are all common area fire doors and/or frames appropriately fire rated?	Y				
	Comment:		FD 30S type fire doors with vision panels and overhead self-closing devices installed to stair lobbies. All electrical cupboards are provided with 30 min fire doors, kept locked.			
	Recommendation:				N/A	
M2	Are all common area fire rated fire doors in good condition - and not in need of repair?	Y				
	Comment:		All fire doors were in good condition.			
	Recommendation:				N/A	
M3	Is all glazing to common area fire doors appropriately fire rated?	Y				
	Comment:		Vision panels (Georgian wired glazing) provided to stair lobbies.			
	Recommendation:				N/A	
M4	Are fan lights/side panels to common area fire doors appropriately fire rated?	Y				
	Comment:		Vision panels (Georgian wired glazing) provided.			
	Recommendation:				N/A	
M5	Are self-closing devices on common area fire doors adequate? (Where appropriate)	Y				
	Comment:		Lobby fire doors are provided with overhead self-closing devices.			
	Recommendation:				N/A	
M6	Are intumescent strips and smoke seals provided to common area fire doors?	N				
	Comment:		At the time of assessment, it was noted that refuse chute lobby fire doors on the 1st and 3rd floor were not provided with Intumescent strips and cold smoke seals. The purpose of the smoke seals is to stop smoke passing through the gaps of the door so that the rest of the building is not affected by heavy smoke.			
	Recommendation:		Recommend that intumescent strips and smoke seals are fitted to the doors noted. Note: Under current benchmark design guidance, doors forming part of the protected escape route from the flat entrance door to the final exit should be 30-minute fire-resisting doors with smoke seals (designated FD30S).	1	9	H(P)

FIRE RISK ASSESSMENT

M7	Are common area fire doors adequate otherwise? (Ironmongery, hold open hooks etc.)	N	Comment:	Screws missing to the hinges of the 3rd floor refuse chute lobby fire door.		
			Recommendation:	Ensure three fire hinges are fitted to fire doors and full contingency of screws are fitted.	1	10
M8	Are all other fire door issues satisfactory?	N	Comment:	Refuse chute lobby door on the 1st floor was found with an excessive gap underneath (approx. 18mm). Fire doors gap of up to 3 mm underneath the door is permissible.		
			Recommendation:	Provide a threshold seal fitted within the gap of the noted fire door.	1	11

Emergency Lighting

		Response	Quantity	Photo Ref	Priority	
N1	If emergency lighting is provided, is it in good working order?	Y	Comment:	As far as could be ascertained from onsite records.		
			Recommendation:			N/A
N2	If emergency lighting is provided, is coverage sufficient? (Internal and external)	Y	Comment:	The internal communal areas benefit from non- maintained emergency lighting throughout.		
			Recommendation:			N/A
N3	If EL not provided, is borrowed/artificial lighting sufficient for escape? (Internal and external)	N/A	Comment:	A non-maintained emergency lighting provided within the communal areas.		
			Recommendation:			N/A

Fire Safety Signs and Notices

		Response	Quantity	Photo Ref	Priority	
O1	Is there adequate provision of fire safety signs and notices? (Consider directional, exits, stairs, fire action notices, fire equipment and 'do not use lift' signage)	Y	Comment:	Fire action notice displayed in the entrance lobby.		
			Recommendation:			N/A
O2	Is fire door signage adequate? (Consider 'Fire door keep shut' and 'Fire door keep locked shut' signage)	Y	Comment:	Mandatory fire door signage in place where required.		
			Recommendation:			N/A

FIRE RISK ASSESSMENT

O3	Are other fire safety signs adequate and clearly visible?	Y				
	Comment:		'No smoking' signage provided.			
	Recommendation:					N/A

Means of Giving Warning in Case of Fire

			Response	Quantity	Photo Ref	Priority
P1	Has the building got a manually operated electrical fire alarm system?	N/A				
	Comment:		No manual call points provided to the communal area of this property.			
	Recommendation:					N/A
P2	If common area AFD and/or alarm system is installed, is it in good working order?	N/A				
	Comment:		No fire alarm detection system installed in the communal area of this property.			
	Recommendation:					N/A
P3	If installed, is the common area AFD adequate for the occupancy and fire risk?	N/A				
	Comment:		No fire alarm detection system installed in the communal area of this property.			
	Recommendation:					N/A
P4	If not installed, are the premises deemed safe without a common area AFD system?	N/A				
	Comment:		Stay Put approach adopted, fire alarm detection not required in common area.			
	Recommendation:					N/A
P5	If applicable, is separate domestic hard-wired smoke/heat alarm within the flats installed to a suitable standard?	N/A				
	Comment:		From sampled flat inspection the flats are provided with mains operated fire detection system Grade D, LD3.			
	Recommendation:					N/A
P6	Are all other AFD and alarm system issues satisfactory?	Y				
	Comment:		No additional issues.			
	Recommendation:					N/A

Limiting Fire Spread

			Response	Quantity	Photo Ref	Priority
Q1	Is the level of compartmentation adequate? (Special consideration should be given to converted or non 'purpose built' premises)	Y				

FIRE RISK ASSESSMENT

	Comment:	Based on the observation at the time of assessment, is believed that suitable fire separation has been provided between each dwelling and also to the escape routes.		
	Recommendation:			N/A
Q2	Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)	N/A		
	Comment:	During the course of the Fire Risk Assessment no access was available to ceiling voids, wall cavities etc.		
	Recommendation:			N/A
Q3	Are risers (shafts, ducts and cupboards) in the common area appropriately enclosed and/or fire-stopped?	N/A		
	Comment:	No common risers present.		
	Recommendation:			N/A
Q4	Is compartmentation maintained in the roof space?	Y		
	Comment:	The loft was accessed from the 5th floor lobby. Good level of compartmentation noted in the roof space.		
	Recommendation:			N/A
Q5	Are electrics enclosed in fire rated construction? (Where necessary)	Y		
	Comment:	Lift motor room appeared to be separated from the communal areas with at least 30 min fire rated construction.		
	Recommendation:			N/A
Q6	Is compartmentation maintained at electrical meter cupboards in flat walls?	N/A		
	Comment:	No internal electrical meter cupboards identified.		
	Recommendation:			N/A
Q7	If required, are dampers provided? (Base of refuse chute, ductwork etc.)	N/A		
	Comment:	No fire dampers installed or required. Refuse chute is separated from the communal lobby via a small protected lobby on each floor with 30 min fire doors.		
	Recommendation:			N/A
Q8	Are wall and ceiling linings appropriate to limit fire spread?	Y		
	Comment:	As far as could be ascertained on the day of inspection.		
	Recommendation:			N/A
Q9	Are soft furnishings in common areas appropriate to limit fire spread/growth?	N/A		
	Comment:	No soft furnishings present in common area.		

FIRE RISK ASSESSMENT

	Recommendation:				N/A
Q10	Are all other fire spread/compartmentation issues satisfactory?	Y			
	Comment:		As far as could be ascertained on the day of inspection.		
	Recommendation:				N/A
Q11	Are all other fire spread/compartmentation issues satisfactory?	Y			
	Comment:		As far as could be ascertained on the day of inspection.		
	Recommendation:				N/A
Q12	Are all other fire spread/compartmentation issues satisfactory?	Y			
	Comment:		As far as could be ascertained on the day of inspection.		
	Recommendation:				N/A
Q13	Are all other fire spread/compartmentation issues satisfactory?	Y			
	Comment:		As far as could be ascertained on the day of inspection.		
	Recommendation:				N/A

Fire Extinguishing Appliances

		Response	Quantity	Photo Ref	Priority
R1	If required, is there reasonable provision of portable fire extinguishers?	Y			
	Comment:	2kg CO2 extinguisher provided in the lift motor room.			
	Recommendation:				N/A
R2	Are all fire extinguishing appliances readily accessible?	Y			
	Comment:	Fire extinguisher currently readily available.			
	Recommendation:				N/A

Other relevant systems and equipment

		Response	Quantity	Photo Ref	Priority
S1	If any other relevant systems / equipment is installed, state type of system and comment as necessary.	N			
	Comment:	No dry riser (fire mains) noted in the building. Fire Mains should be installed in tall buildings and equipped with valves etc so that the fire and rescue service may connect hoses for water to fight fires inside the building.			

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	Recommendation:		Recommend that local Fire Service personnel are invited to visit the premises for the purpose of gaining familiarisation with the fire safety measures and equipment in place. The advice of the fire and rescue service may need to be sought, as it may not be possible, or even appropriate, to consider upgrades to meet current benchmarks.	1		R(P)
S2	If any other relevant systems / equipment is installed, state type of system and comment as necessary.	N/A				
	Comment:		No additional fire safety systems installed.			
	Recommendation:					N/A
S3	If any other relevant systems / equipment is installed, state type of system and comment as necessary.	N/A				
	Comment:		No additional fire safety systems installed.			
	Recommendation:					N/A
S4	If any other relevant systems / equipment is installed, state type of system and comment as necessary.	N/A				
	Comment:		No additional fire safety systems installed.			
	Recommendation:					N/A

Fire Safety Management

Procedures and Arrangements		Response	Quantity	Photo Ref	Priority	
T1	Has a competent person(s) been appointed to assist in undertaking the preventative and protective measures?	N/K				
	Comment:	The identity of the person who has responsibility for fire safety at the premises and the competent person appointed by the Clarion Housing Group to assist them to undertake the preventative and protective measures was not provided at the time of the assessment.				
	Recommendation:				N/A	
T2	Is there a suitable record of the fire safety arrangements?	N				
	Comment:	Fire log book was not available at the time of assessment.				
	Recommendation:	It is recommended that a fire log book be obtained in which to document maintenance and testing of the emergency lighting and fire doors.			1	L(M)
T3	Are there appropriate procedures in place in the event of fire and are these documented?	Y				

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	Comment:	Fire action notices have been provided in common area.			
	Recommendation:				N/A
T4	Are there suitable arrangements for calling the Fire Service, meeting them on arrival and providing relevant information?	N/A			
	Comment:	No staff based permanently onsite, residents expected to make emergency 999 call if required.			
	Recommendation:				N/A
T5	Are there suitable fire assembly points away from any risk?	N/A			
	Comment:	Stay Put procedure adopted, assembly point not viable.			
	Recommendation:				N/A
T6	Are there adequate procedures in place for the evacuation of disabled people who are likely to be present?	N/A			
	Comment:	Residents responsible for the safety of any guests / visitors to their own areas.			
	Recommendation:				N/A
T7	Are staff nominated and trained on the use of fire extinguishing appliances?	N/A			
	Comment:	No staff based permanently onsite.			
	Recommendation:				N/A
T8	Are staff nominated and trained to assist in evacuation?	N/A			
	Comment:	No staff based permanently onsite.			
	Recommendation:				N/A
T9	Is there appropriate liaison with the local Fire and Rescue Service?	N/K			
	Comment:	The assessor was unable to ascertain whether the fire service is familiar with the premises or not.			
	Recommendation:	Recommend that local Fire Service personnel are invited to visit the premises periodically for the purpose of gaining familiarisation with the fire safety measures in place.	1		R(P)

FIRE RISK ASSESSMENT

T10	<p>Are routine in-house checks carried out?</p> <ul style="list-style-type: none"> - control and indicating equipment normal - extinguishers in place and visible - lighting working - fire doors (frames/seals/closing) - fastenings - final exits and escape routes clear 	N				
	<p>Comment:</p> <p>Recommendation:</p>		<p>There were no records of in-house checks in respect of emergency lighting, fire doors and exits.</p> <p>Recommended in-house checks are to be carried out in respect of emergency lighting (monthly), fire doors and exits. Fire doors should be inspected every 6 months. In particular, it should be ensured that:</p> <p>1) Heat-activated seals and smoke seals are undamaged;</p> <p>2) Door leaves are not structurally damaged or excessively bowed or damaged;</p> <p>3) Gaps between the door leaf and the frame are not so small as to be likely to bind, or so large as to prevent effective fire and smoke-sealing; and</p> <p>4) Hanging devices, securing devices, self-closing devices and automatic release mechanisms are operating correctly.</p>	1		L(M)
T11	<p>Are all other fire safety management issues satisfactory?</p>	N/A				
	<p>Comment:</p> <p>Recommendation:</p>		<p>As far as could be ascertained.</p>			N/A
Training and Drills			Response	Quantity	Photo Ref	Priority
U1	<p>Do staff receive adequate induction and annual refresher fire safety training?</p> <p>(To include fire risks in the premises, fire safety measures in the building, action in the event of fire and on hearing alarm, location and use of fire extinguishers, calling the fire service.)</p>	N/A				
	<p>Comment:</p> <p>Recommendation:</p>		<p>No staff based permanently onsite.</p>			N/A
U2	<p>Are employees nominated to assist in the event of fire given additional training?</p>	N/A				
	<p>Comment:</p> <p>Recommendation:</p>		<p>No staff based permanently onsite.</p>			N/A

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U3	Are staff nominated and trained to use fire extinguishing appliances?	N/A				
	Comment:		No staff based permanently onsite.			
	Recommendation:					N/A
U4	Are fire drills carried out at appropriate intervals?	N/A				
	Comment:		Fire drills not required for nature of building.			
	Recommendation:					N/A

Testing and Maintenance

			Response	Quantity	Photo Ref	Priority
V1	Is the fire alarm system tested weekly and periodically serviced?	N/A				
	Comment:		No fire alarm detection systems installed.			
	Recommendation:					N/A
V2	Is the emergency lighting system tested monthly and annually?	N/K				
	Comment:		No evidence was provided to suggest that emergency lighting system is subject to monthly functionality testing by responsible person and annual maintenance, discharge testing by a competent contractor in accordance with BS 5266.			
	Recommendation:		Recommend the common area emergency lighting system is tested monthly and serviced annually in accordance with BS5266-8:2004 and records kept on site.	1		H(M)
V3	Are fire extinguishers serviced annually?	N				
	Comment:		Sticker on the fire extinguisher showed the last date of inspection carried out on 16/04/2007 (overdue). Fire fighting appliances are required to be subject to annual inspection by a BAFE approved contractor in accordance with BS 5306.			
	Recommendation:		Recommended fire extinguisher is serviced annually by a BAFE approved contractor in accordance with BS 5306.	1		H(M)
V4	Are rising mains inspected six-monthly and tested annually?	N/A				
	Comment:		No rising mains provided onsite.			
	Recommendation:					N/A
V5	Is the lightning protection system annually inspected and tested?	N/A				
	Comment:		No lightning protection installation identified.			
	Recommendation:					N/A
V6	Are all other systems serviced? (Consider fire-fighting lifts, sprinkler systems)	N/A				

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Comment:	No fire-fighting lifts nor sprinkler systems provided to this property. The assessor was informed that the lift is checked as part of the LOLER and regular testing programs. LOLER is undertaken every 6 months and the lift servicing program is every month. Certificates evidencing service visits are validated by the Operational Compliance team and retained centrally against the property on Clarion's electronic property management system.		
Recommendation:			N/A

Records

		Response	Quantity	Photo Ref	Priority
W1	Is there a log book on the premises?	N			
	Comment:	Fire Logbook was not available at the time of assessment.			
	Recommendation:	See T2			N/A
W2	Are fire drills recorded?	N/A			
	Comment:	Fire drills not required at this premises.			
	Recommendation:				N/A
W3	Is fire training recorded?	N/A			
	Comment:	No staff provided onsite.			
	Recommendation:				N/A
W4	Are fire alarm tests recorded?	N/A			
	Comment:	No fire detection system provided onsite.			
	Recommendation:				N/A
W5	Are emergency lighting tests recorded?	N/A			
	Comment:	See section V2 for further information.			
	Recommendation:				N/A
W6	Is testing/maintenance of any other fire protection systems recorded?	N/A			
	Comment:	No other systems provided onsite.			
	Recommendation:				N/A

Any Other Information

		Response	Quantity	Photo Ref	Priority
X1	Are all issues deemed satisfactory? [1]	Y			
	Comment:	All other issues satisfactory.			
	Recommendation:				N/A
X2	Are all issues deemed satisfactory? [2]	Y			
	Comment:	All other issues satisfactory.			
	Recommendation:				N/A
X3	Are all issues deemed satisfactory? [3]	Y			

FIRE RISK ASSESSMENT

Comment:
Recommendation:

All other issues satisfactory.			N/A
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Assessment Risk Ratings

Y1 Likelihood of Fire:	Medium
Y2 Potential Consequences of Fire:	Moderate Harm
Y3 Premises Risk Rating	Moderate
Y4 On satisfactory completion of all remedial works the risk rating of this building may be reduced to:	Tolerable

Asset Register

(The information below is required to compile a register of fire safety equipment)

Yes/ No

Z1 Is there emergency lighting in the building? (If yes please state coverage)	Yes	The internal communal areas benefit from maintained emergency lighting throughout. The internal communal areas benefit from non-maintained emergency lighting throughout.
Z2 Is there common area automatic fire detection and / or alarm (or AOV) in the building? (If yes please state coverage)	No	No fire detection/AOV noted. However, see section K12 recommendation.
Z3 Are there any fire extinguishers in the building? (If yes please state number, type and location)	Yes	2kg CO2 in the lift motor room.
Z4 Are there any fire blankets in the building? (If yes please state number, type and location)	No	No fire blankets noted nor required.
Z5 Is there a sprinkler system in the building? (Please state coverage)	No	No sprinklers noted nor required.
Z6 Is there a dry or wet riser in the building? (If yes, please state type and number)	No	No dry or wet risers noted.

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Z7	Are there any lifts in the building? (If yes, please state number and type e.g.. passenger, fireman's, fire-fighting etc.)	Yes	1 x passenger lift installed within the central core.
Z8	Does the building have a lightning protection system?	No	No lightning protection installation noted.
Z9	Are there any portable evacuation aids present, e.g. evacuation chairs? (If yes, please state number and type)	No	No portable evacuation aids provided in common areas.
Z10	Are there any portable evacuation aids present, e.g. evacuation chairs? (If yes, please state number and type)	No	No portable evacuation aids provided in common areas.
Z11	Does the building have a lightning protection system?	No	No lightning protection installation noted.
Z12	Does the building have a Door Entry system? (If yes please check it fails to Safe)	Yes	Door entry system fitted.
Z13	Does the building have Fire Drop Key facilities? (If yes please check it is working)	No	No Fire Drop key facilities noted.
Z14	Does the building have a Warden Call / Community alarm system?	No	No information available regarding a warden call system.
Z15	Does the building have Mobility Scooter storage and Charging facilities? (If yes, please state location and number of charging points)	No	No facilities noted, no mobility scooters noted on site.
Z16	Does any front door have a Security Grill fitted (If yes please state door number, type and floor)	No	No security grills fitted.
Z17	Please assess flat front doors and give full list and ratings (A-C and 1-4. Please photo all doors)	Yes	Sample flat entrance doors appear to B1 condition based on visual indicators. It was not possible to confirm that all doors comply with current standards.

FIRE RISK ASSESSMENT

Z18 Please assess Cross Corridor, Riser and Cupboard doors and give full list and ratings (A-C and 1-4. Please photo all doors)

Yes

Communal fire doors are generally B1 condition based on visual indicators.

RISK RATING

The following simple risk level estimator is based on a more general health and safety risk level estimator of the type contained in BS 8800:

Likelihood of fire	Potential consequences of fire		
	Slight harm	Moderate Harm	Extreme Harm
Low	Trivial	Tolerable	Moderate
Medium	Tolerable	Moderate	Substantial
High	Moderate	Substantial	Intolerable

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Medium

In this context, a definition of the above terms is as follows:

Low: Unusually low likelihood of fire as a result of negligible potential sources of ignition.

Medium: Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High: Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Taking into account the nature of the building and occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Moderate Harm

In this context, a definition of the above terms is as follows:

Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant.

Moderate harmful: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme harm: Significant potential for serious injury or death of one or more occupants likely to involve multiple fatalities.

Accordingly, it is considered that the risk to life from fire at these premises is:

Moderate

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk-based control plan is based on one advocated by BS 8800 for general health and safety risks:

Risk level	Action and time table
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures
Substantial	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

(Note that, although the purpose of this section is to place the risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)

FIRE RISK ASSESSMENT - INDIVIDUAL RECOMMENDATION PRIORITIES AND TIMESCALES

Individual Recommendation Priorities:		Recommended Timescales:
High (Property)	H(P)	3 Months
Medium (Property)	M(P)	12 Months
Low (Property)	L(P)	24 Months
Recommended (Property)	R(P)	Unlimited
High (Management)	H(M)	1 Month
Low (Management)	L(M)	6 Months
High (Doc/Training)	H(DT)	1 Month
Low (Doc/Training)	L(DT)	6 Months

Note: The above timescales may be altered when the action plan for this premises is collated with other properties in the stock. Please refer to the collated action plan

BAFE SP205-1 Life Safety Fire Risk Assessment Certificate of Conformity

Schedule:

Part 1a	Name & Address of Certificated Organisation : Frankham RMS, Irene House, Five Arches, Maidstone Road, Sidcup, Kent DA14 5AE
Part 1b	BAFE registration number of issuing Certificated Organization: KENT204
Part 2	Name of client: Clarion Housing Group
Part 3a	Address of premises for which the fire risk assessment was carried out: Cressfield (47-70) Cressfield Ashford TN23 4XB
Part 3b	Part or parts of the premises to which the fire risk assessment applies: Common Parts only (not dwellings, where applicable)
Part 4	Brief description of the scope and purpose of the fire risk assessment: Life Safety (as per agreed Specification)
Part 5	Effective date of the fire risk assessment: 19/06/2018
Part 6	Recommended date for reassessment of the premises: 18/06/2019
Part 7	Unique reference number of this certificate: Refer to Master Property List

This certificate is issued by the organization named in Part 1 of the schedule in respect of fire risk assessment provided for the person(s) or organization named in Part 2 of the schedule at the premises and / or part of the premises identified in Part 3 of the schedule.

We, being currently a 'Certificated Organization' in respect of fire risk assessment identified in the schedule, certify that the fire risk assessment referred to in the schedule complies with the Specification identified in the schedule and with all other requirements as currently laid down within the BAFE SP205 Scheme in respect of such fire risk assessment.

Signed for and on behalf of the issuing Certificated Organization:



Michael Carroll MIFSM

Date of issue:

18/07/2018



Question	Comment or Recommendation	Priority
Fire Risk Assessment Company	Savills	
Fire Risk Assessment Company	Turner & Townsend	
Fire Risk Assessor	Insert your details in cell B3 on the Standard Phrases Worksheet	
Checked by	John Herbison MIFireE FCABE (IFE Registered Assessor)	
Management	None on site however occasional staff attendance assumed	
Numbers	Assumed to be two residents per flat	
Employees	None on site however occasional staff attendance assumed	
Visitors	General Needs premises - low number of visitors expected at any one time	
People at risk	No information available however this is a 'General Needs' premises so occupants are assumed to be typical of the general population	
Legislation1	Regulatory Reform (Fire Safety) Order 2005	
Legislation1	Regulatory Reform (Fire Safety) Order 2005 and the Housing Act 2004	
Legislation2	Housing Act 2004	
A1	Recommend management confirm that the common area fixed electrical system has been inspected and tested within the last five years in accordance with BS 7671:2008 (as amended)	L(DT)
A2	Recommend management confirm that all portable electrical appliances in common areas are inspected and tested annually	L(DT)
A3	Recommend management introduce a policy on the use of personal portable electrical appliances within the common areas.	L(DT)
A3	Recommend management confirm that all personal portable electrical appliances used within the common areas are inspected and tested annually in line with the policy	L(DT)
A3	Recommend management ensure that the policy prohibiting use of personal portable electrical appliances within the common areas is enforced	H(M)
A4	Recommend that the use of adapters and leads in the locations noted within the common areas is limited	L(M)
A4	Recommend that additional fixed sockets are provided in the locations noted within the common areas to limit the use of adapters and leads	M(P)

B1	Recommend that management make suitable arrangements for those that wish to smoke	L(M)
B2	Recommend that management take steps to enforce the policy in relation to smoking within the common areas through communication with residents/employees or other building users	H(M)
C1	Recommend that block entrance door(s) be kept locked shut.	H(M)
C1	Recommend that block entrance door(s) be repaired and the door(s) kept locked shut.	M(P)
C1	Recommend that block entrance door(s) be provided with an effective lock and self-closer and kept locked	L(P)
C2	Recommend the bins are relocated away from the building in a safe location	H(M)
C2	Recommend the bins are secured in the designated bin storage area	L(P)
C2	Recommend that a keypad lock is fitted to the bin store door	M(P)
C3	Recommend that the combustible items noted are disposed of or removed a safe distance away from the exterior walls of the building	H(M)
D2	Recommend management confirm that the gas fixed heating system is inspected and serviced annually and records kept on site.	L(DT)
D2	Recommend management confirm that the fixed electrical heaters are inspected and tested at the same time as the common area fixed electrical installation and records kept on site.	L(DT)
F1	Recommend management confirm that the lightning protection system is tested annually in accordance with BS EN 62305 and records kept on site.	L(DT)
G1	Recommend management establish a regular cleaning programme for the common area to prevent the build up of combustibles	H(M)
G2	Recommend all combustible items are removed from the electrical intake cupboard and the door kept locked.	H(M)
G2	Recommend a check be made to ensure combustible items are not stored within the electrical intake cupboard	H(M)
G3	Recommend combustible items noted are removed from the common area and the area kept clear.	H(M)
G4	Recommend the trip hazards noted are removed from the common area and the area kept clear.	H(M)
G5	Recommend the hazardous materials noted are removed from the common area and the area kept clear.	H(M)

H3	Recommend management confirm that fire safety conditions are imposed on contractors - and that there is satisfactory control over work by both outside and in-house contractors including hot working permits	L(DT)
K5	Recommend the mortice lock is removed from the block entrance door or replaced with an easy opening device (e.g. thumb turn)	H(P)
K5	Recommend management confirm that the secure door entry system fails safe in the event of a power failure or fire alarm	H(M)
K12	Recommend that 1m ² free area of smoke ventilation is provided in the stairwell (Option 1 - AOV at head or stairs; Option 2 - POV at head of stairs; Option 3 - ROV openable at access level; Option 4 - MOV at each landing level)	L(P)
K12	Recommend that the defective smoke ventilator noted to the common stair is repaired	H(P)
K12	Recommend management confirm that the AOV system is regularly tested and maintained in accordance with manufacturers guidelines and records maintained	L(DT)
K13	Recommend residents are encouraged to contact building management if they require assistance in developing a personal emergency evacuation plan (PEEP) or other fire safety advice. Recommend that a contact reference for this assistance is added to the fire action notices for the block.	L(M)
K16	Stay Put	
K16	Simultaneous Evacuation	
L1	Recommend flat entrance door(s) as noted are replaced with FD30S self-closing fire doors	H(P)
L1	Recommend flat entrance door(s) and frames as noted are replaced with FD30S self-closing fire doors and frame sets	H(P)
L3	Recommend 30 minute fire resisting glazing (and associated glazing channel and beading) be installed in the flat entrance door(s) as noted.	H(P)
L4	Recommend 30 minute fire resisting glazing (and associated glazing channel and beading) be installed in the fan light(s) to flat entrance door(s) as noted.	H(P)
L5	Recommend the side panel(s) to flat entrance door(s) as noted are replaced with 30 minute fire resisting material	H(P)
L6	Recommend an effective self-closing device is fitted to the door(s) noted. Management should establish a rolling programme of checks to all other flat entrance doors to confirm that self-closers are fitted and remain effective.	H(P)
L6	Recommend management establish a rolling programme of checks to all other flat entrance doors to confirm that self-closers are fitted and remain effective.	L(M)

L6	Recommend management establish a rolling programme of checks to all flat entrance doors to confirm that self-closers are fitted and remain effective.	L(M)
L7	Recommend that intumescent strips and smoke seals are fitted to the door(s) noted. Management should establish a rolling programme of checks to all other flat entrance doors to confirm that strips and seals are fitted and remain effective.	L(P)
L7	Recommend management establish a rolling programme of checks to all other flat entrance doors to confirm that strips and seals are fitted and remain effective.	L(M)
L7	Recommend management establish a rolling programme of checks to all flat entrance doors to confirm that strips and seals are fitted and remain effective.	L(M)
L8	Recommend letterboxes to flat entrance doors as noted be replaced with fire rated letterboxes	H(P)
M1	Recommend common area fire door(s) as noted are replaced with self-closing FD30S fire doors	H(P)
M1	Recommend common area fire door(s) as noted are replaced with lockable FD30S fire doors	H(P)
M3	Recommend 30 minute fire resisting glazing (and associated glazing channel and beading) be installed in the common area fire door(s) as noted.	H(P)
M3	Recommend 60 minute fire resisting glazing (and associated glazing channel and beading) be installed in the common area fire door(s) as noted.	H(P)
M4	Recommend 30 minute fire resisting material be installed in the fan light(s) and or side panels to common area fire door(s) as noted.	H(P)
M4	Recommend 60 minute fire resisting material be installed in the fan light(s) and or side panels to common area fire door(s) as noted.	H(P)
M5	Recommend the self-closing device is repaired or an effective self-closing device is fitted to the door(s) noted .	H(P)
M5	Recommend management establish a rolling programme of checks to all common area fire doors to confirm that self-closers are fitted and remain effective.	L(M)
M6	Recommend that all common area fire doors are fitted with intumescent strips and smoke seals.	L(P)
M6	Recommend that common area fire doors as noted are fitted with intumescent strips and smoke seals.	L(P)
N1	Recommend that management confirm that the emergency lighting system is tested and maintained in accordance with BS5266-1:2016 and BS 5266-8:2004	L(DT)
N1	Recommend that the defects noted to the emergency lighting system as noted are repaired	M(P)

N3	Recommend emergency lighting is provided to the common areas/escape routes in accordance with BS5266-1:2016 and BS 5266-8:2004	L(P)
O1	Recommend that a fire action notice advising of the 'Stay Put' evacuation policy be provided in the common areas	H(P)
O1	Recommend that a fire action notice advising of the 'Simultaneous Evacuation' policy be provided in the common areas	H(P)
O2	Provide 'Fire door keep locked' signage to the electrical cupboard fire door(s)	L(P)
O2	Provide 'Fire door keep locked' and/or 'Fire door keep shut' notices to common area fire doors as noted	L(P)
O3	Provide 'No Smoking' signage in the common area	L(P)
O3	Provide 'In event of fire do not use lifts' signage in the common area	L(P)
P2	Recommend that management confirm that the Grade D common system smoke and heat alarms are tested weekly and serviced at intervals in accordance with the manufacturers instructions	L(DT)
P2	Recommend that management confirm that the Grade A common automatic fire detection and alarm system is tested weekly and serviced at six month intervals in accordance with BS 5839-1:2013	L(DT)
P3	Recommend that the common area fire alarm system is removed as it is inappropriate in this purpose built block which is designed for a Stay Put evacuation policy.	M(P)
P3	Recommend that the common area AFD system is checked to confirm heat alarms within the flat entrance hallways to BS 5839-6:2013 Grade D LD2 standard	H(M)
P3	Recommend that the common area AFD system is checked to confirm heat detectors and sounders are within the flat entrance hallways to BS 5839-6:2013 Grade A LD2 standard	H(M)
P3	Recommend that the common area AFD system is extended to provide heat alarms within the flat entrance hallways to BS 5839-6:2013 Grade D LD2 standard	H(P)
P3	Recommend that the common area AFD system is extended to provide heat detectors and sounders within the flat entrance hallways to BS 5839-6:2013 Grade A LD2 standard	H(P)
P4	Recommend that a common area AFD system to BS 5839-6:2013 Grade D LD2 standard is installed including smoke alarms within common escape routes and heat alarms within the flat entrance hallways	H(P)

P4	Recommend that a common area AFD system to BS 5839-6:2013 Grade A LD2 standard is installed including smoke detectors and sounders within common escape routes and heat detectors and sounders within the flat entrance hallways	H(P)
P5	Recommend that a Grade D LD3 smoke alarm systems to BS5839-6:2013 is installed in the flats noted and that all other flats are checked for working smoke alarm systems of this standard	R(P)
P5	Recommend that all flats be checked to confirm provision and working condition of at least Grade D LD3 smoke alarm systems to BS5839-6:2013	L(M)
P5	Recommend that all other flats be checked to confirm provision and working condition of at least Grade D LD3 smoke alarm systems to BS5839-6:2013	L(M)
Q4	Recommend management check compartmentation within the roof space over the common area	H(M)
Q5	Recommend the electrics located within the common area are enclosed with 30 minute fire resisting construction including FD30S fire door(s) fitted with a lock	M(P)
Q5	Recommend the enclosure to the electrics located within the common area is upgraded to 30 minute fire resisting construction including FD30S fire door(s) fitted with a lock	M(P)
Q9	Recommend replacing upholstered furniture in the common areas with new furniture complying with the fire resistance standards in BS 7176:2007 for medium hazard. Curtains should comply with BS 5867-2:2008	L(P)
R1	Recommend that all fire extinguishers and associated signage be removed from the common area as residents are untrained in their safe use. Extinguishers can be retained in staff areas such as electrical intake or plant rooms etc. for use by trained staff or maintenance personnel.	L(M)
T2	Recommend management confirm that appropriate fire safety records are kept on site or at a central location.	L(DT)
T3	Recommend management confirm that appropriate fire safety procedures are in place and that records are kept on site or at a central location.	L(DT)
T7	Recommend management confirm that staff are nominated and trained in the use of fire extinguishing appliances equipment and training records are kept on site or at a central location.	L(DT)
T8	Recommend management confirm that staff are nominated and trained to assist with emergency evacuation in event of a fire alarm and training records are kept on site.	L(DT)

T9	Recommend that local Fire Service personnel are invited to visit the premises periodically for the purpose of gaining familiarisation with the fire safety measures in place.	L(M)
T10	Recommend that routine fire safety checks are completed at least weekly and recorded in the fire safety logbook on site.	L(DT)
V1	Recommend the common area fire detection and alarm system is tested weekly and serviced six monthly in accordance with BS5839-1 and records kept on site.	L(DT)
V2	Recommend the common area emergency lighting system is tested monthly and serviced annually in accordance with BS5266-8:2004 and records kept on site.	L(DT)