

FIRE RISK ASSESSMENT



CLARION
HOUSING

Property Assessed :-

TOWER POINT (1-21)
Godinton Road
Ashford
TN23 1AH

UPRN :-

38301

FRA Valid From :-

03/06/2019

FRA Valid To :-

02/06/2022

FRA Completed By :-

Danny Greenaway Tech IFSM



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	7 (Ground level plus 6 upper floors)
No of Flats (if applicable)	21 Flats
Ground floor Area (m2)	Information not provided
Total Area of all Floors (m2)	Information not provided

FRA Completed By	Danny Greenaway (Frankham Risk Management Services)
QA Carried Out By	Arron Lock

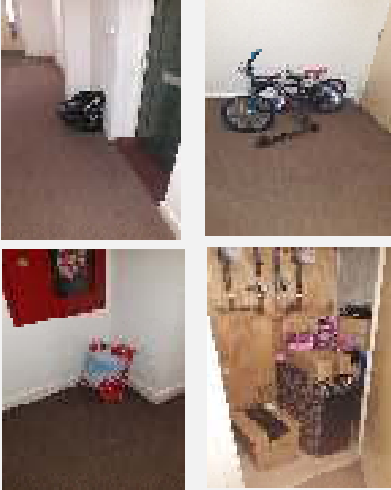
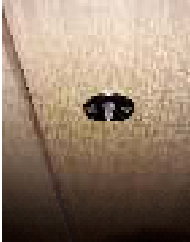
<i>Priority Count</i>	Property High	H(P)	5
	Property Medium	M(P)	0
	Property Low	L(P)	0
	Property Recommended	R(P)	0
	Management High	H(M)	4
	Management Low	L(M)	4
	Doc/Training High	H(DT)	0
	Doc/Training Low	L(DT)	5
Total:			18

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:	Trivial
Reassessment Priority	Medium



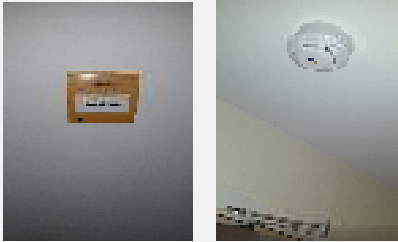

Limitation of Report

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
A1	Electrical Ignition Sources	L(DT)	The Clarion Group have a full 5 year program for Electrical Test and Inspect of the communal electrical installations with all reports kept centrally. Unable to confirm maintenance regime	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)	1	03/12/2019	0	
F1	Lightning	L(DT)	Unable to identify evidence of lightning protection installations	Recommend management confirm that the lightning protection system is tested annually in accordance with BS EN 62305 and records kept on site.	1	03/12/2019	0	
G1	House-Keeping	H(M)	Housekeeping generally to a good standard, however it was noted that 3rd floor communal corridor being used to store combustible items: Plastic rubbish bag outside flat , bike & plastic bag found on 4th floor, various items stored within 4th floor water-pipe riser.	Recommend management establish a regular cleaning programme for the common area to prevent the build up of combustibles	1	03/07/2019	1,2,3,4	
G2	House-Keeping	H(M)	Unable to gain access to electric intake to carry out internal inspection. Non-FB key	Recommend a check be made to ensure combustible items are not stored within the electrical intake cupboard	1	03/07/2019	5	




ACTION PLAN

Question Number	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.	Insert Picture
J1	Other Significant Hazards	H(M)	Large areas of PVC cladding identified to the upper level external face of the building. The assessor was unable to confirm if the cladding is non-combustible.	Further investigation required. Management to confirm that the cladding construction is non-ACM combustible.	1	03/07/2019	6	
K5	Means of Escape	H(M)	Final exits openable from the inside without the use of a key or code by residents . Operated via push-bar or push-button opening device.	Recommend management confirm that the secure door entry system fails safe in the event of a power failure or fire alarm	1	03/07/2019	7	
K12	Means of Escape	L(DT)	Adequate ventilation provided via door & window openings. This property is also provided with fire detections & smoke vent control panels to operate automatically opening of AOV systems located at the head of the stairwell and smoke vent shafts to communal corridors to allow smoke to clear from common parts.	Recommend management confirm that the AOV system is regularly tested and maintained in accordance with manufacturers guidelines and records maintained	1	03/12/2019	8,9	
K13	Means of Escape	L(M)	No disabled person identified during assessment.	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.	1	03/12/2019	0	
L1	Flat Entrance Doors	H(P)	From sample inspection, flat entrance door appears to be of Composite construction. Fitted with 3x hinges, intumescent strips and a self closing device, core sounded hollow when 'TAP' tested. No labels to confirm integrity	Provide fire certificates assurance for all flat entrance doors. Failing that, replace with FD30 rated doors, that will provide fire resistance of thirty (30) minutes.	21	03/09/2019	10	

ACTION PLAN

Question Number	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.	Insert Picture
L6	Flat Entrance Doors	L(M)	Sample flat entrance door provided with positive action self closing device. Assessor unable to confirm if All flat entrance doors are fitted with a self-closing device, due to access restrictions.	Recommend management establish a rolling programme of checks to all flat entrance doors to confirm that self-closers are fitted and remain effective.	20	03/12/2019	0	
L7	Flat Entrance Doors	L(M)	Sample door provided with effective intumescent strips. It was not possible to confirm if ALL flat entrance doors are fitted with smoke seals, due to access restrictions.	Recommend management establish a rolling programme of checks to all flat entrance doors to confirm that strips and seals are fitted and remain effective.	20	03/12/2019	0	
M2	Common Area Fire Doors	H(P)	Identified slight damage / holes to outer face of ground floor refuse fire door.	Recommend management appoint a competent fire door maintainer to inspect and apply necessary remedial repairs to maintain integrity of fire door.	1	03/09/2019	11	
M5	Common Area Fire Doors	H(P)	Ground floor fire door leading to rear exit door, Ground floor fire door to protected stairs & 2nd floor fire door to flat , all failed to fully close within frame, when tested.	Recommend management appoint a competent fire door maintainer to inspect, adjust, re-fit self-closing devices to ensure full effective closure.	3	03/09/2019	12,13,14	

ACTION PLAN

Question Number	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.	Insert Picture
M7	Common Area Fire Doors	H(P)	Inspection of 1st floor fire door to communal corridor found door not fully closing due to defected hinge fitting.	Recommend management appoint a competent fire door maintainer to inspect and ensure that all three hinges are firmly screwed into place to prevent malfunction and stop the door from functioning effectively. A poorly maintained fire door is also more likely to fail in the event of fire.	1	03/09/2019	15	
M8	Common Area Fire Doors	H(P)	Inspection of fire door leading to flats was found to have excessive threshold gaps of 8mm.	Recommend management appoint a competent fire door maintainer to inspect, adjust, re-fit or re-size door sets as necessary to ensure excess gaps minimised to required 3mm.	1	03/09/2019	16	
P5	Means of Giving Warning in Case of Fire	L(M)	Sample flat provided with detectors within the escape route. Assessor was unable to confirm if all flats have been provided with a smoke alarm system, due to access restrictions	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	20	03/12/2019	0	
V2	Testing and Maintenance	L(DT)	The Clarion Group undertake 4 service visits a year on a 3 monthly frequency to test the Emergency Lighting. This consists of a 12 month visit to undertake a 3 hour drain down and 3 quarterly visits to undertake a functional test. Assessor unable to confirm maintenance regime	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	03/12/2019	0	
V6	Testing and Maintenance	L(DT)	Maintenance regime for dry riser unknown	Recommend that management confirm that there is an appropriate servicing and maintenance contract in place.	1	03/12/2019	17	

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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	27/06/2019

General Information

UPRN	38301
Address 1	
Address 2	TOWER POINT (1-21)
Address 3 (street)	Godinton Road
Address 4 (area)	Ashford
Postcode	TN23 1AH
Fire Risk Assessor	Danny Greenaway (Frankham Risk Management Services)
Date of inspection (enter as - dd/mm/yy)	03/06/2019
Checked by:	Arron Lock
Recommended reassessment date (subject to appropriate interim management)	02/06/2022

The Premises

Property Designation	General Needs
Property Type	High Rise (6 storeys +)
No of Floors	7 (Ground level plus 6 upper floors)
No of Flats (if applicable)	21 Flats
Ground floor area (m2) (if applicable)	Information not provided
Total area of all floors (m2) (if applicable)	Information not provided

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<p>Building Description;</p> <ul style="list-style-type: none"> i. no of staircases, storeys ii. no of entrances/exits iii. lifts iv. stepped/level access v. ancillary usage 	<p>Flats (1-21) Tower Point is a 7 storey, purpose built block consisting of 21 self-contained flats, providing General needs accommodation. The building is provided with a single entrances, access via a residents controlled entry system. Communal area consists of entrance lobby, 1x passenger lift, electric & water-piper risers, communal corridors, refuse store, single protected stairwell leading to upper levels. All flats open directly onto a communal corridor area where they can be assessed from. Ground floor flats provided with alternative escape exits, at street level, front of building.</p>
<p>Building Construction;</p> <ul style="list-style-type: none"> i. approx. age / year built ii. building structure, floors, walls and roof iii. cladding iv. standard of conversion (if applicable) 	<p>The precise age of construction is believed to be 2010. This building is of modern brick/block and steel, purpose built construction with part brick facing, decorative tiles, render & cladding finish to elevations and a flat roof. The internal makeup comprises of carpet covering to concrete flooring & staircase, painted finish to plasterboard walls & ceilings.</p>
<p>Extent of common areas (please describe common areas assessed)</p>	<p>All internal common areas were accessed</p>
<p>Areas of the building to which access was not available</p>	<p>Electric riser intake store, Non-FB Key</p>
<p>If applicable, state which flats were sample inspected</p>	<p>At the time of assessment flat entrance door [REDACTED] was assessed and can be considered an archetype for the block</p>

The Occupants

Management Extent	Partially Managed Building - Manager or Senior Staff not onsite regularly
Details of any onsite management (hours onsite etc. if known)	No staff on site during inspection
Person managing fire safety in premises (and position in Coy.)	Clarion have been identified as the person who has responsibility for fire safety at the premises.
Person consulted during the fire risk assessment	No staff on site during inspection
Number of occupants (maximum estimated)	Total of 42 approx., assuming two residents per flat
Number of employees	No staff on site during inspection

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Number of members of the public (maximum estimated)	General needs premises - low number of visitors expected at any one time
Identify any people who are especially at risk: <ul style="list-style-type: none"> - sleeping occupants - disabled occupants - occupants in remote areas and lone workers - young persons - others 	Building described as General needs accommodation. It is considered that there are no particular user groups at any great risk although the predominant occupant type within a residential dwelling is one that is familiar with the layout of the building they frequent on a daily basis.

Other Information

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. During inspection of external electric intake store, evidence of ignition identified on wall and ceiling
Any other relevant information	Type 1 – Common parts only (non-destructive)

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? Comment: <i>Date of last fixed electrical installation inspection</i> Recommendation:	N/K The Clarion Group have a full 5 year program for Electrical Test and Inspect of the communal electrical installations with all reports kept centrally. Unable to confirm maintenance regime 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)	1	0	L(DT)

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A2	Is PAT testing in common areas carried out (annually)?	N/A				
	Comment:	No personal electrical appliances noted in the common area.				
	Recommendation:					N/A
A3	Is there a policy for personal electrical appliances?	N/A				
	Comment:	No personal electrical appliances noted in the common area.				
	Recommendation:					N/A
A4	Is the use of adapters and leads limited?	N/A				
	Comment:	No adaptors or extension leads were identified onsite within the communal areas.				
	Recommendation:					N/A

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. 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:	At the time of assessment, property was found to be secure. Access via residents controlled entry system.				
	Recommendation:					N/A
C2	Are bins secured / stored in a suitable location? (Please state bin type, location, if and how it is secured)	Y				
	Comment:	Refuse area accessed internally & externally, appears satisfactory				
	Recommendation:					N/A
C3	Is fire load close to the premises minimised?	N/A				
	Comment:	Clear on the day of inspection.				

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Recommendation:

			N/A
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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			
	Comment: <i>Date of last fixed heating system inspection</i>	No fixed heating system in the building. Communal areas are not heated. Any gas within this property would be covered by the Clarion Housing Group Gas Safety and Gas Access Policies which manages the statutory responsibility for carrying out Landlords gas safety Inspections. The policy is designed to ensure that all gas assets are inspected at intervals of no more than twelve months. All gas appliances are subject to routine inspection by a Gas Safe engineer.			
	Recommendation:				N/A

Cooking

		Response	Quantity	Photo Ref	Priority
E1	Are reasonable measures in place to prevent fires as a result of cooking?	N/A			
	Comment:	Cooking facilities provided within each individual flat.			
	Recommendation:				N/A
E2	Are filters changed and ductwork cleaned?	N/A			
	Comment:	Refer to section E1			
	Recommendation:				N/A
E3	Are suitable extinguishing appliances available?	N/A			
	Comment:	No further information required			
	Recommendation:				N/A

Lightning

		Response	Quantity	Photo Ref	Priority
F1	Does the building have a lightning protection system?	N/K			
	Comment:	Unable to identify evidence of lightning protection installations			
	Recommendation:	Recommend management confirm that the lightning protection system is tested annually in accordance with BS EN 62305 and records kept on site.		1	0
					L(DT)

House-Keeping

		Response	Quantity	Photo Ref	Priority

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G1	Is the property regularly cleaned to prevent the build up of combustibles?	N	Comment:	Housekeeping generally to a good standard, however it was noted that 3rd floor communal corridor being used to store combustible items: Plastic rubbish bag outside flat, bike & plastic bag found on 4th floor, various items stored within 4th floor water-pipe riser.				
			Recommendation:	Recommend management establish a regular cleaning programme for the common area to prevent the build up of combustibles	1	1,2,3,4	H(M)	
G2	Combustible materials not kept near sources of ignition?	N/K	Comment:	Unable to gain access to electric intake to carry out internal inspection. Non-FB key				
			Recommendation:	Recommend a check be made to ensure combustible items are not stored within the electrical intake cupboard	1	5	H(M)	
G3	Escape routes kept clear of items combustible materials or waste?	N	Comment:	Refer to section G1				
			Recommendation:					N/A
G4	Escape routes kept clear of any trip hazards?	N	Comment:	Refer to section G1				
			Recommendation:					N/A
G5	Any hazardous materials are stored correctly?	N/A	Comment:	No hazardous material noted within the common areas				
			Recommendation:					N/A
G6	Are all other house-keeping issues satisfactory?	Y	Comment:	From visual 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

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H2	Is there satisfactory control over works carried out in the building by outside contractors (e.g. hot work permits)?	Y				
	Comment:		During the time of inspection, it was noted that external works being carried out. It is assumed that suitable processes are in place. The Client is aware 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				
	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

			Response	Quantity	Photo Ref	Priority
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				
	Comment:		No dangerous substances noted during the inspection			
	Recommendation:					N/A

Other Significant Hazards

			Response	Quantity	Photo Ref	Priority
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J1	Are all issues deemed satisfactory? [1]	N/K			
		Comment:	Large areas of PVC cladding identified to the upper level external face of the building. The assessor was unable to confirm if the cladding is non-combustible.		
		Recommendation:	Further investigation required. Management to confirm that the cladding construction is non-ACM combustible.	1	6
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. 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:	The means of escape and means to protect escape route throughout the building appears to be satisfactory.		
		Recommendation:			N/A
K3	Is there adequate provision of exits, for the numbers who may be present?	Y			
		Comment:	Exits provided are considered adequate provision for the number of possible users.		
		Recommendation:			N/A
K4	Is there adequate exit width, for the numbers who may be present?	Y			
		Comment:	The width of the corridors/staircases and exits is adequate for the number of occupants expected onsite.		

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	Recommendation:								N/A	
K5	Are doors on escape routes easily opened? (and are sliding or revolving doors avoided?)	Y								
	Comment:		Final exits openable from the inside without the use of a key or code by residents . Operated via push-bar or push-button opening device.							
	Recommendation:		Recommend management confirm that the secure door entry system fails safe in the event of a power failure or fire alarm				1	7		H(M)
K6	Do final exits open in the direction of escape where necessary?	N/A								
	Comment:		Final exit door open in the direction of escape.							
	Recommendation:								N/A	
K7	Are travels distances satisfactory? (consider single direction and more than one direction)	Y								
	Comment:		Travel distance are sufficient for means of escape from premises. Single direction of escape via a single protected stairwell. Travel distance from flat (8) from entrance door to cross corridor fire door 7.5m, then 6.0m to protected stairwell.							
	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?	Y								
	Comment:		Escape route separated by FD30s fire doors.							
	Recommendation:								N/A	
K10	Are corridors sub-divided where appropriate?	Y								
	Comment:		Refer to section K7 for further information							
	Recommendation:								N/A	
K11	Do escape routes lead to a place of safety?	Y								
	Comment:		Final exit leads directly to open air.							
	Recommendation:								N/A	
K12	Are the stairs and/or lobbies provided with adequate ventilation? (If considered satisfactory, please state provision)	Y								

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	Comment:	Adequate ventilation provided via door & window openings. This property is also provided with fire detections & smoke vent control panels to operate automatically opening of AOV systems located at the head of the stairwell and smoke vent shafts to communal corridors to allow smoke to clear from common parts.			
	Recommendation:	Recommend management confirm that the AOV system is regularly tested and maintained in accordance with manufacturers guidelines and records maintained	1	8,9	L(DT)
K13	Are there suitable arrangements in the building for means of escape for disabled persons?	N/K			
	Comment:	No disabled person identified during assessment.			
	Recommendation:	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.	1	0	L(M)
K14	Are all other means of escape issues satisfactory?	Y			
	Comment:	From visual inspection			
	Recommendation:				N/A
K15	Are all other means of escape issues satisfactory?	Y			
	Comment:	From visual inspection			
	Recommendation:				N/A
K16	Recommended evacuation strategy for this building is:	Stay Put			

Flat Entrance Doors

		Response	Quantity	Photo Ref	Priority
L1	Are flat entrance doors or doors / frames appropriately fire rated?	N			
	Comment:	From sample inspection, flat entrance door appears to be of Composite construction. Fitted with 3x hinges, intumescent strips and a self closing device, core sounded hollow when 'TAP' tested. No labels to confirm integrity			
	Recommendation:	Provide fire certificates assurance for all flat entrance doors. Failing that, replace with FD30 rated doors, that will provide fire resistance of thirty (30) minutes.	21	10	H(P)
L2	Are fire rated flat entrance doors in good condition - not in need of repair?	Y			
	Comment:	From visual inspection,			
	Recommendation:				N/A

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L3	Is all glazing to flat entrance doors appropriately fire rated?	N/A				
		Comment:	No glazing present			
		Recommendation:				N/A
L4	Are fan lights above flat entrance doors appropriately fire rated?	N/A				
		Comment:	No Fan lights present above flat entrances.			
		Recommendation:				N/A
L5	Are side panels to flat entrance doors appropriately fire rated?	N/A				
		Comment:	No side panel present			
		Recommendation:				N/A
L6	Are flat entrance doors fitted with adequate self-closing devices? (From sample inspection)	N/K				
		Comment:	Sample flat entrance door , provided with positive action self closing device. Assessor unable to confirm if All flat entrance doors are fitted with a self-closing device, due to access restrictions.			
		Recommendation:	Recommend management establish a rolling programme of checks to all flat entrance doors to confirm that self-closers are fitted and remain effective.	20	0	L(M)
L7	Are flat entrance doors fitted with intumescent strips and cold smoke seals? (From sample inspection)	N/K				
		Comment:	Sample door provided with effective intumescent strips. It was not possible to confirm if ALL flat entrance doors are fitted with smoke seals, due to access restrictions.			
		Recommendation:	Recommend management establish a rolling programme of checks to all flat entrance doors to confirm that strips and seals are fitted and remain effective.	20	0	L(M)
L8	Are letterboxes satisfactory? (State only if missing, damaged or uPVC)	N/A				
		Comment:	None noted			
		Recommendation:				N/A
L9	Are all other flat entrance door issues satisfactory?	Y				
		Comment:	As far as could be ascertained on the day of inspection.			
		Recommendation:				N/A
L10	Are all other flat entrance door issues satisfactory?	Y				
		Comment:	As far as could be ascertained on the day of inspection.			
		Recommendation:				N/A

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Common Area Fire Doors		Response	Quantity	Photo Ref	Priority
M1	Are all common area fire doors and/or frames appropriately fire rated?	Y			
	Comment:	From visual inspection label evidence confirms communal area fire doors to comply with current FD30 standards.			
	Recommendation:				N/A
M2	Are all common area fire rated fire doors in good condition - and not in need of repair?	N			
	Comment:	Identified slight damage / holes to outer face of ground floor refuse fire door.			
	Recommendation:	Recommend management appoint a competent fire door maintainer to inspect and apply necessary remedial repairs to maintain integrity of fire door.	1	11	H(P)
M3	Is all glazing to common area fire doors appropriately fire rated?	Y			
	Comment:	Certified vision panel glazing present			
	Recommendation:				N/A
M4	Are fan lights/side panels to common area fire doors appropriately fire rated?	N/A			
	Comment:	None noted			
	Recommendation:				N/A
M5	Are self-closing devices on common area fire doors adequate? (Where appropriate)	N			
	Comment:	Ground floor fire door leading to rear exit door, Ground floor fire door to protected stairs & 2nd floor fire door to flat, all failed to fully close within frame, when tested.			
	Recommendation:	Recommend management appoint a competent fire door maintainer to inspect, adjust, re-fit self-closing devices to ensure full effective closure.	3	12,13.14	H(P)
M6	Are intumescent strips and smoke seals provided to common area fire doors?	Y			
	Comment:	Smoke seals & intumescent strips present			
	Recommendation:				N/A
M7	Are common area fire doors adequate otherwise? (Ironmongery, hold open hooks etc.)	N			
	Comment:	Inspection of 1st floor fire door to communal corridor found door not fully closing due to defected hinge fitting.			

FIRE RISK ASSESSMENT

	Recommendation:		Recommend management appoint a competent fire door maintainer to inspect and ensure that all three hinges are firmly screwed into place to prevent malfunction and stop the door from functioning effectively. A poorly maintained fire door is also more likely to fail in the event of fire.	1	15	H(P)
M8	Are all other fire door issues satisfactory?	N				
	Comment:		Inspection of fire door leading to flats was found to have excessive threshold gaps of 8mm.			
	Recommendation:		Recommend management appoint a competent fire door maintainer to inspect, adjust, re-fit or re-size door sets as necessary to ensure excess gaps minimised to required 3mm.	1	16	H(P)

Emergency Lighting

		Response	Quantity	Photo Ref	Priority
N1	If emergency lighting is provided, is it in good working order?	Y			
	Comment:	Emergency lighting (EEL) installed to this property and appears to be in good working order.			
	Recommendation:				N/A
N2	If emergency lighting is provided, is coverage sufficient? (Internal and external)	Y			
	Comment:	The emergency lighting system provided will illuminate all escape routes in the event of fire			
	Recommendation:				N/A
N3	If EL not provided, is borrowed/artificial lighting sufficient for escape? (Internal and external)	N/A			
	Comment:	Adequate artificial conventional & borrowed lighting provided			
	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 within common areas advises appropriate 'Stay Put' evacuation strategy			

FIRE RISK ASSESSMENT

	Recommendation:									N/A
O2	Is fire door signage adequate? (Consider 'Fire door keep shut' and 'Fire door keep locked shut' signage)	Y								
	Comment:		Mandatory 'signage' provided							
	Recommendation:									N/A
O3	Are other fire safety signs adequate and clearly visible?	N/A								
	Comment:		No issues noted							
	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:	None noted			
	Recommendation:				N/A
P2	If common area AFD and/or alarm system is installed, is it in good working order?	Y			
	Comment:	As a purpose built block of flats, communal fire alarms are not generally considered to be a requirement, however this property is provided with fire detections to operate automatically opening of AOV systems located at the head of the stairwell and smoke vent shafts to communal corridors . It is understood that this system does not incorporate means to warn occupants of flats.			
	Recommendation:				N/A
P3	If installed, is the common area AFD adequate for the occupancy and fire risk?	N/A			
	Comment:	Stay Put approach adopted, fire alarm detection not required in common area			
	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/K			

FIRE RISK ASSESSMENT

	Comment:	Sample flat provided with detectors within the escape route. Assessor was unable to confirm if all flats have been provided with a smoke alarm system, due to access restrictions		
	Recommendation:	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		
		20	0	L(M)
P6	Are all other AFD and alarm system issues satisfactory?	N/A		
	Comment:	No further information required		
	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			
	Comment:	As a purpose built constructed building, it is reasonable to consider that building regulations would have been applicable during design and construction			
	Recommendation:				N/A
Q2	Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)	N/A			
	Comment:	None identified			
	Recommendation:				N/A
Q3	Are risers (shafts, ducts and cupboards) in the common area appropriately enclosed and/or fire-stopped?	Y			
	Comment:	From visual inspection			
	Recommendation:				N/A
Q4	Is compartmentation maintained in the roof space?	N/A			
	Comment:	Flat roof with restricted access			
	Recommendation:				N/A
Q5	Are electrics enclosed in fire rated construction? (Where necessary)	Y			
	Comment:	As far as could be ascertained on the day of inspection.			
	Recommendation:				N/A
Q6	Is compartmentation maintained at electrical meter cupboards in flat walls?	N/A			
	Comment:	None noted			

FIRE RISK ASSESSMENT

	Recommendation:					N/A
Q7	If required, are dampers provided? (Base of refuse chute, ductwork etc.)	N/A				
	Comment:		Not required			
	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 furnishing present.			
	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?	N/A			
	Comment:	It is not normally considered necessary to provide fire extinguishers in the common parts of blocks flats			

FIRE RISK ASSESSMENT

R2	Are all fire extinguishing appliances readily accessible?	N/A				N/A
	Recommendation:					
	Comment:	No portable extinguishers provided onsite. No fire extinguisher units required for nature of property.				
	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 additional fire safety systems installed.			
	Recommendation:				N/A
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?	Y			

FIRE RISK ASSESSMENT

		Comment:	Clarion have been identified as the person who has responsibility for fire safety at the premises.			
		Recommendation:				N/A
T2	Is there a suitable record of the fire safety arrangements?	N/A				
		Comment:	No Fire log book present during inspection, assumed held centrally			
		Recommendation:				N/A
T3	Are there appropriate procedures in place in the event of fire and are these documented?	N				
		Comment:	Refer to section O1 for further information			
		Recommendation:				N/A
T4	Are there suitable arrangements for calling the Fire Service, meeting them on arrival and providing relevant information?	Y				
		Comment:	No staff based permanently onsite within the residential section of the building. Occupants 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:	It is expected that property adopts the appropriate 'stay put' policy unless directly affected by fire or instructed to leave by the fire service therefore a fire assembly point is not considered necessary.			
		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:	It is assumed all residents will be able to self-evacuate if required.			
		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

FIRE RISK ASSESSMENT

T9	Is there appropriate liaison with the local Fire and Rescue Service?	N/A				
	Comment:		Liaison via Clarion management staff.			
	Recommendation:					N/A
T10	Are routine in-house checks carried out? <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/K				
	Comment:		Assumed all documentation is held centrally.			
	Recommendation:					N/A
T11	Are all other fire safety management issues satisfactory?	Y				
	Comment:		From a visual inspection.			
	Recommendation:					N/A

Training and Drills

			Response	Quantity	Photo Ref	Priority
U1	Do staff receive adequate induction and annual refresher fire safety training? (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.)	N/A				
	Comment:		No staff based permanently onsite.			
	Recommendation:					N/A
U2	Are employees nominated to assist in the event of fire given additional training?	N/A				
	Comment:		No staff based permanently onsite.			
	Recommendation:					N/A

FIRE RISK ASSESSMENT

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:	None noted			
	Recommendation:				N/A	
V2	Is the emergency lighting system tested monthly and annually?	N/K				
		Comment:	The Clarion Group undertake 4 service visits a year on a 3 monthly frequency to test the Emergency Lighting. This consists of a 12 month visit to undertake a 3 hour drain down and 3 quarterly visits to undertake a functional test. Assessor unable to confirm maintenance regime			
	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	0	L(DT)
V3	Are fire extinguishers serviced annually?	N/A				
		Comment:	None provided on-site			
	Recommendation:				N/A	
V4	Are rising mains inspected six-monthly and tested annually?	N/A				
		Comment:	None installed			
	Recommendation:				N/A	
V5	Is the lightning protection system annually inspected and tested?	N/A				
		Comment:	None installed			
	Recommendation:				N/A	
V6	Are all other systems serviced? (Consider fire-fighting lifts, sprinkler systems)	N/K				
		Comment:				
	Recommendation:				N/A	

FIRE RISK ASSESSMENT

Comment:	Maintenance regime for dry riser unknown			
Recommendation:	Recommend that management confirm that there is an appropriate servicing and maintenance contract in place.	1	17	L(DT)

Records

		Response	Quantity	Photo Ref	Priority
W1 Is there a log book on the premises?	N/A				
Comment:		See section T2 for further information.			
Recommendation:					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:		See section U1 for further information.			
Recommendation:					N/A
W4 Are fire alarm tests recorded?	N/A				
Comment:		See section V1 for further information.			
Recommendation:					N/A
W5 Are emergency lighting tests recorded?	N/K				
Comment:		See section V2 for further information.			
Recommendation:					N/A
W6 Is testing/maintenance of any other fire protection systems recorded?	N/A				
Comment:		None installed			
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:	Trivial

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 and weather Maintained or Non Maintained)	Yes	Emergency lighting (EEL) provided
Z2	Is there common area automatic fire detection in the building? (If yes please state coverage and Grade. i.e. Grade A, LD1)	No	As a purpose built block of flats, communal fire alarms are not generally considered to be a requirement
Z3	Is there a common area AOV in the building? (If yes please state coverage and location)	Yes	AOV system installed within this property
Z4	Are there any fire extinguishers in the building? (If yes please state number, type and location)	No	It is not normally considered necessary to provide fire extinguishers in the common parts of blocks flats.
Z5	Are there any fire blankets in the building? (If yes please state number, type and location)	No	Not required

FIRE RISK ASSESSMENT

Z6	Is there a sprinkler system in the building? (Please state coverage)	No	No sprinklers noted nor required.
Z7	Is there a dry riser in the building? (If yes, please state type and number)	Yes	Fire mains provided within the communal area of this property.
Z8	Is there a wet riser in the building? (If yes, please state type and number)	No	None provided
Z9	Are there any lifts in the building? (If yes, please state number and type e.g.. passenger, fireman's, fire-fighting etc.)	Yes	1x passenger lift
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 evidence of lightning protection installation.
Z12	Does the building have a Door Entry system? (If yes please check it fails to Safe)	Yes	Residents controlled entry system
Z13	Does the building have Fire Drop Key facilities? (If yes please check it is working)	Yes	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.

FIRE RISK ASSESSMENT

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	Flat entrance doors appear to be of composite construction. Unable to determine ratings
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 Riser fire doors rated A1 FD30 current standards

Image	Caption

Image	Caption

Image	Caption

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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

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.

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

(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: TOWER POINT (1-21) Godinton Road Ashford TN23 1AH
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: 03/06/2019
Part 6	Recommended date for reassessment of the premises: 02/06/2022
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:

H. Dillon

Date of issue:

27/06/2019



Question	Comment or Recommendation	Priority
Fire Risk Assessment Company		
Fire Risk Assessment Company		
Fire Risk Assessor		
Checked by		
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 1m2 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)