

## Fire Risk Assessment

|                                     |
|-------------------------------------|
| 'Desktop' Risk Profile for Premises |
| Responsible Person:                 |
| BAFE SP205-1 Certificate Number     |
| Date of FRA Issue to Client         |

|                          |
|--------------------------|
| <b>High</b>              |
| Northwards Housing       |
| See Master Property List |
| 10 October 2017          |

V-160918 GN

### General Information

|  |
|--|
| UPRN   |
| Address 1  |
| Address 2  |
| Address 3 (street)   |
| Address 4 (area)   |
| Postcode   |
| Fire Risk Assessor   |
| Date of inspection (enter as - dd/mm/yy)                     |
| Checked by:  |
| Rec. review date (subject to appropriate interim management) |

|   |
|---|
| N/K   |
| Cartmel Court   |
|   |
| Moorway Drive   |
| Manchester  |
| M9 7HT  |
| Neil Sturdy (IFE Registered Assessor)                 |
| 21 August 2017  |
| John Herbison MIFireE FCABE (IFE Registered Assessor) |
| 10 October 2018                                       |

### The Premises

|   |
|---|
| Property Designation  |
| No of Floors  |
| No of Flats (if applicable)   |
| Ground floor area (m2) (if applicable)  |
| Total area of all floors (m2) (if applicable)   |
| Building Description<br>i. no of staircases, storeys<br>ii. no of entrances/exits<br>iii. lifts<br>iv. stepped/level access<br>v. ancillary usage |
| Building Construction<br>i. approx. age / year built  |
| Extent of common areas (please describe common areas assessed)  |
| Areas of the building to which access was not available   |
| If applicable, state which flats were sample inspected  |

|   |
|---|
| GN over 5 storeys   |
| 17  |
| 94  |
| N/A   |
| N/A   |
| 17 storey 1960's purpose built block consisting of 94 general needs flats. Entrance to the common area is via a secure door to the front elevation to an entrance lobby giving access to 2 x passenger lifts (one to odd numbers and one to even numbers), 2 flat entrance doors, caretakers office, communal toilet, and caretakers ancillary rooms consisting of; a corridor to electrical intake cupboard, store room and a tank room with an alternative exit. Upper floors are all similar with a stair lobby off the stairway containing the passenger lifts and a dry riser with access to two flat entrance lobbies, one with 3 flat entrance doors, bin chute room, store room and service riser cupboards. The 2nd flat entrance lobby contains 3 flat entrance doors and service riser cupboards. The 16th floor landing with dry riser gives access to the roof via a corridor or an entrance lobby to 2 flats, service cupboards and access to lift plant room and former tank room. Level entrance to the block. The bin store is accessed from the outside only. |
| Approx. 1960's purpose built building, steel frame portal with brick infill, suspended intermediate concrete floors, concrete stairs and a flat roof.   |
| Communal entrance hall, stairs, stair lobbies, entrance lobbies, service cupboards, service riser, passenger lift, caretakers office and ancillary rooms.   |
| Service cupboards/service risers apart from sample inspected, residents flats apart from sample inspected. Ground floor plant room and bin chute bin store.   |
| Flat 87   |

### The Occupants

|                   |
|-------------------|
| Management Extent |
|-------------------|

|   |
|---|
| Managed Building - Manager or Senior Staff onsite regularly |
|---|

# Fire Risk Assessment

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|--|
| Details of any onsite management (hours onsite etc. if known)      |
| Person managing fire safety in premises (and position in Coy.)     |
| Person consulted during the fire risk assessment                   |
| Number of occupants (maximum estimated)                            |
| Number of employees  |
| Number of members of the public (maximum estimated)                |
| Identify any people who are especially at risk -sleeping occupants |

|  |
|--|
| Care taker on site Monday - Friday 8.00am - 4.00pm. occasional management and maintenance staff on site.                             |
| Appointed by Andy Wood (Head of Responsive Repairs and Servicing)  |
| Arthur Slack - Caretaker   |
| 184, presumed 2 per flat.  |
| 1 caretaker.   |
| General Needs premises - low number of visitors expected at any one time   |
| No information available however this is a 'General Needs' premises so occupants are assumed to be typical of the general population |

|                                       |
|---------------------------------------|
| <b>Other Information</b>              |
| Fire loss experience (since last FRA) |
| Any other relevant information        |

|                |
|----------------|
| None reported. |
| None           |

|  |
|--|
| <b>Fire Safety Legislation</b>                                     |
| The following fire safety legislation applies to these premises:   |
| Other key fire safety legislation (other than Building Regs 2000): |

|  |
|--|
| Regulatory Reform (Fire Safety) Order 2005 |
| The Housing Act 2004                       |

## Elimination or Reduction of Fire Hazards

| Electrical Ignition Sources |   |     | Response  | Quantity | Photo Ref:        |
|-----------------------------|---|-----|---|----------|-------------------|
| A1                          | Is fixed installation periodically inspected and tested ?             | Y   |   |          |                   |
|                             | Comment: <i>Date of last fixed electrical installation inspection</i> |     | Label on electrical distribution board states last test date was 6-5-15   |          |                   |
|                             | Recommendation:   |     |   |          | N/A               |
| A2                          | Is PAT testing in common areas carried out (annually)?                | N   |   |          |                   |
|                             | Comment:  |     | No items expected in the communal areas but may be present in the caretakers ancillary rooms or caretakers office.            |          |                   |
|                             | Recommendation:   |     | <b>Recommend management confirm that all portable electrical appliances in common areas are inspected and tested annually</b> | <b>1</b> | <b>0254, Man2</b> |
| A3                          | Is there a policy for personal electrical appliances?                 | N/K |   |          |                   |
|                             | Comment:  |     | No such items noted   |          |                   |
|                             | Recommendation:   |     |   | 1        | N/A               |
| A4                          | Is the use of adapters and leads limited?                             | Y   |   |          |                   |
|                             | Comment:  |     | No such items noted.  |          |                   |
|                             | Recommendation:   |     |   |          | N/A               |

| Smoking Policies |  |   | Response  | Quantity | Photo Ref: |
|------------------|--|---|---|----------|------------|
| B1               | Are there suitable arrangements for those who wish to smoke? (state what the arrangements are) | Y |   |          |            |
|                  | Comment:   |   | Smoking is not permitted in the communal area in line with the "Smoke-free (Premises and Enforcement) Regulations 2006". Residents are permitted to smoke in their own flats. |          |            |
|                  | Recommendation:  |   |   |          | N/A        |

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|-----------|--|--|--|--|-----|
| <b>B2</b> | <b>Does the policy in relation to smoking appear to be observed?</b> | Y  |  |  |     |
|           | Comment:   | No evidence of smoking within the communal area. |  |  |     |
|           | Recommendation:  |  |  |  | N/A |

| Arson     |   | Response   | Quantity | Photo Ref: |                 |
|-----------|---|--|----------|------------|-----------------|
| <b>C1</b> | <b>Are premises secure against arson by outsiders?</b><br>(Please state how)  | Y  |          |            |                 |
|           | Comment:  | The main entrance is secured by an electronic door entry system controlled by the residents with an emergency drop key override switch provided. |          |            |                 |
|           | Recommendation:   |  |          |            | N/A             |
| <b>C2</b> | <b>Are bins secured / stored in a suitable location?</b><br>(Please state bin type, location, if and how it is secured) | N  |          |            |                 |
|           | Comment:  | Bins are stored in the secure bin chute store built into the building (not accessed) or outside against the building.                            |          |            |                 |
|           | Recommendation:   | Recommend the bins are relocated away from the building in a safe location   |          | 1          | 5107, 5108 Man1 |
| <b>C3</b> | <b>Is fire load close to the premises minimised?</b>  | Y  |          |            |                 |
|           | Comment:  | Appears satisfactory from visual inspection at time of assessment.   |          |            |                 |
|           | Recommendation:   |  |          |            | N/A             |

| Portable Heaters and Heating Installations |  | Response  | Quantity | Photo Ref: |      |
|--|--|---|----------|------------|------|
| <b>D1</b>                                  | <b>If used, is the use of portable heaters regarded as safe?</b> | N/A   |          |            |      |
|  | Comment:   | None noted  |          |            |      |
|  | Recommendation:  |   | 1        | 0253,      | N/A  |
| <b>D2</b>                                  | <b>Are fixed heating systems maintained (annually)?</b>          | N/K   |          |            |      |
|  | Comment: <i>Date of last fixed heating system inspection</i>     | Reported there is a district heating system provided.   |          |            |      |
|  | Recommendation:  | Recommend management confirm that the gas fixed heating system is inspected and serviced annually and records kept on site. |          | 1          | Man2 |

| Cooking   |  | Response                        | Quantity | Photo Ref: |     |
|-----------|--|---------------------------------|----------|------------|-----|
| <b>E1</b> | <b>Are reasonable measures in place to prevent fires as a result of cooking?</b> | N/A                             |          |            |     |
|           | Comment:   | No communal cooking facilities. |          |            |     |
|           | Recommendation:  |                                 |          |            | N/A |
| <b>E2</b> | <b>Are filters changed and ductwork cleaned?</b>                                 | N/A                             |          |            |     |
|           | Comment:   |                                 |          |            |     |
|           | Recommendation:  |                                 |          |            | N/A |
| <b>E3</b> | <b>Are suitable extinguishing appliances available?</b>                          | N/A                             |          |            |     |
|           | Comment:   |                                 |          |            |     |
|           | Recommendation:  |                                 |          |            | N/A |

| Lightning | Response | Quantity | Photo Ref: |
|-----------|----------|----------|------------|
|-----------|----------|----------|------------|

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|    |  |   |  |   |      |
|----|--|---|--|---|------|
| F1 | <b>Does the building have a lightning protection system?</b> | Y   |  |   |      |
|    | Comment:   | Lightning protection system noted.  |  |   |      |
|    | Recommendation:  | Recommend management confirm that the lightning protection system is tested annually in accordance with BS EN 62305 and records kept on site. |  | 1 | 4485 |

| House-Keeping |   |   | Response | Quantity | Photo Ref: |
|---------------|---|---|----------|----------|------------|
| G1            | <b>Is the property regularly cleaned to prevent the build up of combustibles?</b> | Y   |          |          |            |
|               | Comment:  | Caretaker undertakes daily cleaning duties.   |          |          |            |
|               | Recommendation:   |   |          |          | N/A        |
| G2            | <b>Combustible materials not kept near sources of ignition?</b>                   | Y   |          |          |            |
|               | Comment:  | Appears satisfactory from visual inspection at time of assessment.  |          |          |            |
|               | Recommendation:   |   |          |          | N/A        |
| G3            | <b>Escape routes kept clear of items combustible materials or waste?</b>          | Y   |          |          |            |
|               | Comment:  | No combustible items noted in the escape routes. Appears satisfactory from visual inspection at time of assessment. Bench noted in entrance hall, deemed satisfactory.                |          |          |            |
|               | Recommendation:   |   |          |          | N/A        |
| G4            | <b>Escape routes kept clear of any trip hazards?</b>                              | Y   |          |          |            |
|               | Comment:  | No trip hazards noted in communal areas at time of assessment. Pot plants noted on some floors, reported management monitor the situation and ensure they do not block escape routes. |          |          |            |
|               | Recommendation:   |   |          |          | N/A        |
| G5            | <b>Any hazardous materials are stored correctly?</b>                              | Y   |          |          |            |
|               | Comment:  | Cleaning materials utilised and stored in the caretakers office.  |          |          |            |
|               | Recommendation:   |   |          |          | N/A        |
| G6            | <b>Are all other house-keeping issues satisfactory?</b>                           | Y   |          |          |            |
|               | Comment:  | Appears satisfactory from visual inspection at time of assessment.  |          |          |            |
|               | Recommendation:   |   |          |          | N/A        |

| Hazards introduced by Outside Contractors |  |   | Response | Quantity | Photo Ref: |
|---|--|---|----------|----------|------------|
| H1  | <b>Are fire safety conditions imposed on outside contractors?</b>  | N/K   |          |          |            |
|   | Comment:   |   |          |          |            |
|   | Recommendation:  |   |          |          | N/A        |
| H2  | <b>Is there satisfactory control over works carried out in the building by outside contractors (e.g. hot work permits)?</b>  | N/K   |          |          |            |
|   | Comment:   |   |          |          |            |
|   | Recommendation:  |   |          |          | N/A        |
| H3  | <b>Is there satisfactory control over works carried out in the building by in-house contractors (e.g. hot work permits)?</b> | N/K   |          |          |            |
|   | Comment:   | No information available.   |          |          |            |
|   | Recommendation:  | 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 |          | 1        |            |

| Dangerous Substances |   |     | Response | Quantity | Photo Ref: |
|----------------------|---|-----|----------|----------|------------|
| 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:  |     | See G5   |          |            |
|                      | Recommendation:   |     |          |          | N/A        |

| Other Significant Hazards |   |     | Response  | Quantity | Photo Ref: |
|---------------------------|---|-----|---|----------|------------|
| J1                        | Are all issues deemed satisfactory? [1] | Y   |   |          |            |
|                           | Comment:                                |     | Satisfactory from visual inspection and assuming that the recommendations outlined in this report are actioned. |          |            |
|                           | Recommendation:                         |     |   |          | N/A        |
| J2                        | Are all issues deemed satisfactory? [2] | N/A |   |          |            |
|                           | Comment:                                |     |   |          |            |
|                           | Recommendation:                         |     |   |          | N/A        |
| J3                        | Are all issues deemed satisfactory? [3] | N/A |   |          |            |
|                           | Comment:                                |     |   |          |            |
|                           | Recommendation:                         |     |   |          | N/A        |

| General Fire Protection Measures |   |   | Response  | Quantity | Photo Ref: |
|----------------------------------|---|---|---|----------|------------|
| Means of Escape                  |   |   |   |          |            |
| K1                               | Is escape route design deemed satisfactory? (Consider current design codes)                     | Y |   |          |            |
|                                  | Comment:  |   | Upper flats discharge into a communal entrance lobby leading to a protected stair lobby to a common stairway descending to the ground floor and exiting at ground floor level. Ground floor flats discharge into entrance lobby leading to the main entrance/egress door. Ancillary rooms discharge into flat entrance lobby leading to the main entrance/egress door. The caretakers ancillary room has an alternative exit through the water tank room, not considered as alternative escape route. |          |            |
|                                  | Recommendation:   |   |   |          | N/A        |
| K2                               | Are the escape routes adequately protected? (Consider lobby protection to staircase, if needed) | Y |   |          |            |
|                                  | Comment:  |   | Notional fire rated doors appear to protect escape routes. Escape routes are separated to protect the stairways.  |          |            |
|                                  | Recommendation:   |   |   |          | N/A        |
| K3                               | Is there adequate provision of exits, for the numbers who may be present?                       | Y |   |          |            |
|                                  | Comment:  |   | Exit is from the exit at the foot of the escape stairs or from the main entrance/egress. An exit is available from water tank room for any staff/contractors in the caretakers ancillary room, but not considered as alternative emergency exit.  |          |            |
|                                  | Recommendation:   |   |   |          | N/A        |
| K4                               | Is there adequate exit width, for the numbers who may be present?                               | Y |   |          |            |
|                                  | Comment:  |   | Ground floor exits are satisfactory for expected numbers considering a stay put policy building.  |          |            |
|                                  | Recommendation:   |   |   |          | N/A        |

|     |   |   |  |   |  |
|-----|---|---|--|---|--|
| K5  | <b>Are doors on escape routes easily opened?</b><br>(and are sliding or revolving doors avoided?)                             | N   |  |   |  |
|     | Comment:  | Push bar opens stair exit and an electronic push button to the main entrance/egress, presumed that the secure door entry system fails safe in the event of a power failure. No emergency break glass override switch is provided for the main entrance/egress door.   |  |   |  |
|     | Recommendation:   | Recommend management confirm that the secure door entry system fails safe in the event of a power failure or fire alarm   |  | 1 | Man2                                       |
| K6  | <b>Do final exits open in the direction of escape where necessary?</b>  | Y   |  |   |  |
|     | Comment:  | Exits open outwards.  |  |   |  |
|     | Recommendation:   |   |  |   |  |
| K7  | <b>Are travels distances satisfactory?</b><br>(consider single direction and more than one direction)                         | Y   |  |   |  |
|     | Comment:  | Flat entrance doors are within 7.5m to the protected stair lobby doors.   |  |   |  |
|     | Recommendation:   |   |  |   |  |
| K8  | <b>Are there suitable precautions for all inner rooms?</b>  | N/A   |  |   |  |
|     | Comment:  | None noted  |  |   |  |
|     | Recommendation:   |   |  |   |  |
| K9  | <b>Are escape routes separated where appropriate?</b>   | Y   |  |   |  |
|     | Comment:  | The stairs are separated from the flat entrance doors by a protected lobby. The bin chute room is separated from the escape route.  |  |   |  |
|     | Recommendation:   |   |  |   |  |
| K10 | <b>Are corridors sub-divided where appropriate?</b>   | N/A   |  |   |  |
|     | Comment:  | Not necessary, see K7.  |  |   |  |
|     | Recommendation:   |   |  |   |  |
| K11 | <b>Do escape routes lead to a place of safety?</b>  | Y   |  |   |  |
|     | Comment:  | To the outside and away from the building.  |  |   |  |
|     | Recommendation:   |   |  |   |  |
| K12 | <b>Are the stairs and/or lobbies provided with adequate ventilation?</b> (If considered satisfactory, please state provision) | Y   |  |   |  |
|     | Comment:  | The current level of ventilation to the flat lobbies is less than that recommended, however they are AOVs and thus will respond quickly hence, they are deemed reasonable given the short travel distance. The area of POV to the top level of the staircase is less than recommended and should be enhanced. |  |   |  |
|     | Recommendation:   | Recommend, enhancing the area of ventilation to providing min. clear area of 1.0 m2 to the head of the stair - may either be POV's or AOV's   |  | 1 | 4604, 4608, 4680, 4408, 4582, 4584, 4586 B |
| K13 | <b>Are there suitable arrangements in the building for means of escape for disabled persons?</b>                              | N/K   |  |   |  |
|     | Comment:  | No residents noted with disabilities at time of assessment, no other information was available.   |  |   |  |
|     | 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 | Man2                                       |
| K14 | <b>Are all other means of escape issues satisfactory?</b>   | N   |  |   |  |
|     | Comment:  | The vents to the bin chute rooms have been blocked/covered over on floors 9 & 11.   |  |   |  |

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|-----|---|--|---|------------|------|
| K15 | Recommendation:                                       | Recommend the vents to the bin chute rooms on floors 9 & 11 are reinstated.  | 2 | 4755, 4822 | B    |
|     | Are all other means of escape issues satisfactory?    | Y  |   |            |      |
|     | Comment:  | As far as can be seen from visual inspection at time of assessment.  |   |            |      |
| K16 | Recommendation:                                       | Recommend management confirm that the smoke control system is actuated and inspected weekly, receives a full operational test quarterly, and is serviced and certified annually and records retained |   |            | Man2 |
|     | Are all other means of escape issues satisfactory?    | N/A  |   |            |      |
|     | Comment:  |  |   |            |      |
| K17 | Recommended evacuation strategy for this building is: | Stay Put   |   |            | N/A  |
|     | Recommendation:                                       |  |   |            |      |

| Flat Entrance Doors |  | Response   | Quantity | Photo Ref: |      |
|---------------------|--|--|----------|------------|------|
| L1                  | Are flat entrance doors or doors / frames appropriately fire rated?                                      | Y  |          |            |      |
|                     | Comment:   | Flat entrance doors appear to be retrofitted replacement fire doors. Although no labels to the new doors they appear to be fire rated FD30 doors, with UPVC frames.  |          |            | N/A  |
|                     | Recommendation:  |  |          |            |      |
| L2                  | Are fire rated flat entrance doors in good condition - not in need of repair?                            | Y  |          |            |      |
|                     | Comment:   | Appear satisfactory from sample and visual inspection at time of assessment.   |          |            | N/A  |
|                     | Recommendation:  |  |          |            |      |
| L3                  | Is all glazing to flat entrance doors appropriately fire rated?  | Y  |          |            |      |
|                     | Comment:   | Appears to be Georgian wired glass where fitted.   |          |            | N/A  |
|                     | Recommendation:  |  |          |            |      |
| L4                  | Are fan lights above flat entrance doors appropriately fire rated?                                       | N/A  |          |            |      |
|                     | Comment:   | None fitted  |          |            | N/A  |
|                     | Recommendation:  |  |          |            |      |
| L5                  | Are side panels to flat entrance doors appropriately fire rated?   | N/A  |          |            |      |
|                     | Comment:   | None fitted  |          |            | N/A  |
|                     | Recommendation:  |  |          |            |      |
| L6                  | Are flat entrance doors fitted with adequate self-closing devices?<br>(From sample inspection)           | Y  |          |            |      |
|                     | Comment:   | Sample flat entrance door 87 had a self-closing device fitted, no other flats inspected  | 0 (93)   | 4564       | Man2 |
|                     | Recommendation:  | Recommend management establish a rolling programme of checks to all other flat entrance doors to confirm that self-closers are fitted and remain effective.  |          |            |      |
| L7                  | Are flat entrance doors fitted with intumescent strips and cold smoke seals?<br>(From sample inspection) | N  |          |            |      |
|                     | Comment:   | From sample inspected flat 87 cold smoke/weather seals were fitted, no intumescent strip provided. No other flats inspected.   | 1 (94)   | 4566, 4567 | C    |
|                     | Recommendation:  | Recommend that intumescent strips 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/or seals are fitted and remain effective. |          |            |      |

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|-----|--|---|--|---------------|-------------------|
| L8  | <b>Are letterboxes satisfactory?</b><br>(State only if missing, damaged or uPVC) | Y   |  |               |                   |
|     | Comment:   | Appears satisfactory from visual inspection at time of assessment.  |  |               |                   |
|     | Recommendation:  |   |  |               | N/A               |
| L9  | <b>Are all other flat entrance door issues satisfactory?</b>                     | N/K   |  |               |                   |
|     | Comment:   | Infill panels are fitted around the new composite door frames, unable to check if the frames have been appropriately fire stopped. Infill panel suggest a void is present between the frame and wall. |  |               |                   |
|     | Recommendation:  | <b>Recommend further investigations are undertaken to check that the new composite door frames have been sufficiently fire stopped.</b>   |  | <b>0 (94)</b> | <b>4456, 4654</b> |
| L10 | <b>Are all other flat entrance door issues satisfactory?</b>                     | Y   |  |               |                   |
|     | Comment:   | Appears satisfactory from visual inspection   |  |               |                   |
|     | Recommendation:  |   |  |               | N/A               |

| Common Area Fire Doors |   |   | Response | Quantity | Photo Ref:  |
|------------------------|---|---|----------|----------|-------------|
| M1                     | <b>Are all common area fire doors and/or frames appropriately fire rated?</b>                   | Y   |          |          |             |
|                        | Comment:  | Common area doors appear to be notional fire rated doors from visual inspection.  |          |          |             |
|                        | Recommendation:   |   |          |          | N/A         |
| M2                     | <b>Are all common area fire rated fire doors in good condition - and not in need of repair?</b> | Y   |          |          |             |
|                        | Comment:  | Appears satisfactory from visual inspection at time of assessment.  |          |          |             |
|                        | Recommendation:   |   |          |          | N/A         |
| M3                     | <b>Is all glazing to common area fire doors appropriately fire rated?</b>                       | N   |          |          |             |
|                        | Comment:  | Flat entrance lobby on the 8th floor to flats 48-50 has a cracked pane of glass otherwise appears satisfactory from visual inspection at time of assessment, Georgian wired glass where fitted. |          |          |             |
|                        | Recommendation:   | <b>Recommend the glazing as noted is replaced with 60minute materials and appropriate fixings.</b>  |          | <b>1</b> | <b>4860</b> |
| M4                     | <b>Are fan lights/side panels to common area fire doors appropriately fire rated?</b>           | Y   |          |          |             |
|                        | Comment:  | Fan lights to service cupboards in communal areas appear to be fibre board panels where fitted.   |          |          |             |
|                        | Recommendation:   |   |          |          | N/A         |
| M5                     | <b>Are self-closing devices on common area fire doors adequate?</b> (Where appropriate)         | Y   |          |          |             |
|                        | Comment:  | Appear satisfactory from sample and visual inspection at time of assessment.  |          |          |             |
|                        | Recommendation:   |   |          |          | N/A         |
| M6                     | <b>Are intumescent strips and smoke seals provided to common area fire doors?</b>               | Y   |          |          |             |
|                        | Comment:  | Intumescent strips appear to be fitted. Cold smoke/weather strips appear to be fitted to communal area doors.   |          |          |             |
|                        | Recommendation:   |   |          |          | N/A         |
| M7                     | <b>Are common area fire doors adequate otherwise?</b> (Ironmongery, hold open hooks etc.)       | Y   |          |          |             |
|                        | Comment:  | As far as can be seen from visual inspection at time of assessment.   |          |          |             |
|                        | Recommendation:   |   |          |          | N/A         |
| M8                     | <b>Are all other fire door issues satisfactory?</b>   | N/A   |          |          |             |
|                        | Comment:  |   |          |          |             |
|                        | Recommendation:   |   |          |          | N/A         |



| Emergency Lighting |  |     | Response  | Quantity | Photo Ref: |
|--------------------|--|-----|---|----------|------------|
| N1                 | <b>If emergency lighting is provided, is it in good working order?</b>                                       | Y   |   |          |            |
|                    | Comment:   |     | Regular test and service records noted in log book. |          |            |
|                    | Recommendation:  |     |   |          | 4516 N/A   |
| N2                 | <b>If emergency lighting is provided, is coverage sufficient?</b><br>(Internal and external)                 | Y   |   |          |            |
|                    | Comment:   |     | Emergency lighting appears to cover escape routes.  |          |            |
|                    | Recommendation:  |     |   |          | N/A        |
| N3                 | <b>If EL not provided, is borrowed/artificial lighting sufficient for escape?</b><br>(Internal and external) | N/A |   |          |            |
|                    | Comment:   |     |   |          |            |
|                    | Recommendation:  |     |   |          | N/A        |

| Fire Safety Signs and Notices |  |   | Response  | Quantity | Photo Ref: |
|-------------------------------|--|---|---|----------|------------|
| O1                            | <b>Is there adequate provision of fire safety signs and notices?</b><br>(Consider directional, exits, stairs, fire action notices, fire equipment and 'do not use lift' signage) | Y |   |          |            |
|                               | Comment:   |   | Fire action notices were noted for a stay put policy  |          |            |
|                               | Recommendation:  |   |   |          | 4594 N/A   |
| O2                            | <b>Is fire door signage adequate?</b><br>(Consider 'Fire door keep shut' and 'Fire door keep locked shut' signage)   | N |   |          |            |
|                               | Comment:   |   | No push bar to open signs fitted to the emergency exit at the foot of the communal stairs otherwise appears satisfactory from visual inspection |          |            |
|                               | Recommendation:  |   | <b>Recommend "Push Bar To Open" sign is provided to the emergency exit at the foot of the communal stairs.</b>                                  | 1        | 5071 C     |
| O3                            | <b>Are other fire safety signs adequate and clearly visible?</b>   | Y |   |          |            |
|                               | Comment:   |   | No smoking sign provided, do not use the lift sign, incorporated in Fire Action Notice adjacent to lift doors.                                  |          |            |
|                               | Recommendation:  |   |   |          | 4546 N/A   |

| Means of Giving Warning in Case of Fire |  |     | Response  | Quantity | Photo Ref: |
|---|--|-----|---|----------|------------|
| P1                                      | <b>Has the building got a manually operated electrical fire alarm system?</b>            | N   |   |          |            |
|   | Comment:   |     |   |          |            |
|   | Recommendation:  |     |   |          | N/A        |
| P2                                      | <b>If common area AFD and/or alarm system is installed, is it in good working order?</b> | N/K |   |          |            |
|   | Comment:   |     | Smoke detectors provided to operate the AOV system, see K12 |          |            |
|   | Recommendation:  |     |   |          | N/A        |
| P3                                      | <b>If installed, is the common area AFD adequate for the occupancy and fire risk?</b>    | N/A |   |          |            |

|    |  |     |   |      |      |
|----|--|-----|---|------|------|
|    | Comment:   |     |   |      |      |
|    | Recommendation:  |     |   |      | N/A  |
| P4 | If not installed, are the premises deemed safe without a common area AFD system?                                   | Y   |   |      |      |
|    | Comment:   |     | Purpose built block designed for a stay put policy.   |      |      |
|    | Recommendation:  |     |   |      | N/A  |
| P5 | If applicable, is separate domestic hard-wired smoke/heat alarm within the flats installed to a suitable standard? | Y   |   |      |      |
|    | Comment:   |     | From sample inspection of flat 87 a Grade D smoke alarm was fitted in the entrance hall, no other flats inspected.                                |      |      |
|    | Recommendation:  |     | Recommend that all other flats be checked to confirm provision and working condition of at least Grade D LD3 smoke alarm systems to BS5839-6:2013 |      |      |
|    |  |     | 0 (93)  | 4568 | Man2 |
| P6 | Are all other AFD and alarm system issues satisfactory?  | Y   |   |      |      |
|    | Comment:   |     | As far as can be seen from visual inspection.   |      |      |
|    | Recommendation:  |     |   |      | N/A  |
| P7 | Are all other AFD and alarm system issues satisfactory?  | N/A |   |      |      |
|    | Comment:   |     |   |      |      |
|    | Recommendation:  |     |   |      | N/A  |

| Limiting Fire Spread |   | Response  | Quantity | Photo Ref:                   |      |
|----------------------|---|---|----------|------------------------------|------|
| Q1                   | Is the level of compartmentation adequate? (Special consideration should be given to converted or non 'purpose built' premises) | N/K   |          |                              |      |
|                      | Comment:  | Appears satisfactory from visual inspection in communal areas. No information available with regards communal service risers.   |          |                              |      |
|                      | Recommendation:   |   |          |                              | N/A  |
| Q2                   | Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)                                | N   |          |                              |      |
|                      | Comment:  | From sample inspection of risers in the stair lobbies on the 15th floors, containing water pipes, are enclosed in combustible material and not separated from the entrance lobbies above the false ceiling. |          |                              |      |
|                      | Recommendation:   | Recommend the service risers as noted are enclosed in fire rated material and all other risers are checked to ensure they are enclosed in fire rated material above the false ceiling.                      |          |                              |      |
|                      |   |   | 1        | 4545, 4638, 4639, 4676, 4679 | Man1 |
| Q3                   | Are risers (shafts, ducts and cupboards) in the common area appropriately enclosed and/or fire-stopped?                         | Y   |          |                              |      |
|                      | Comment:  | There are 2 x Gas Service Riser and 2 x electric risers on each level and appear to be satisfactory fire stopped from sample inspections.   |          |                              |      |
|                      | Recommendation:   |   |          | 4447, 4458, 4459             | N/A  |
| Q4                   | Is compartmentation maintained in the roof space?   | Y   |          |                              |      |
|                      | Comment:  | Flat roof building.   |          |                              |      |
|                      | Recommendation:   |   |          |                              | N/A  |
| Q5                   | Are electrics enclosed in fire rated construction? (Where necessary)  | Y   |          |                              |      |
|                      | Comment:  | Appears satisfactory from visual inspection at time of assessment.  |          |                              |      |
|                      | Recommendation:   |   |          |                              | N/A  |

|     |   |     |  |      |           |
|-----|---|-----|--|------|-----------|
| Q6  | Is compartmentation maintained at electrical meter cupboards in flat walls?   | N/A |  |      |           |
|     | Comment:  |     |  |      |           |
|     | Recommendation:   |     |  |      | N/A       |
| Q7  | If required, are dampers provided? (Base of refuse chute, ductwork etc.)  | N/K |  |      |           |
|     | Comment:  |     | Bin chutes are located in a bin chute room off the stair landing. Reported the bin chute hatch in the ground floor bin chute room is tested daily. No access to the bin chute that runs the height of the building with a vent on the roof.  |      |           |
|     | Recommendation:   |     | Management to confirm that there is a fusible link damper to the base of the refuse chute and that is it being inspected and maintained appropriately.   |      | Man1      |
| Q8  | Are wall and ceiling linings appropriate to limit fire spread?  | N/K |  |      |           |
|     | Comment:  |     | Painted plastered walls. The soffit of the entrance canopy is clad in what appear to be uPVC sheeting.   |      |           |
|     | Recommendation:   |     | Recommend replacing the UPVC sheeting with non-combustible soffit which achieves 'Class 0' surface spread of flame classification  | 1    | C         |
| Q9  | Are soft furnishings in common areas appropriate to limit fire spread/growth?   | N/A |  |      |           |
|     | Comment:  |     |  |      |           |
|     | Recommendation:   |     |  | 6559 | N/A       |
| Q10 | Are the external walls of the building satisfactory with regard to fire spread? (For buildings over 18m consider flammability of cladding/external insulation system if provided) | N/A |  |      |           |
|     | Comment:  |     | None fitted  |      |           |
|     | Recommendation:   |     |  |      | N/A       |
| Q11 | Are all other fire spread/compartmentation issues satisfactory?   | N   |  |      |           |
|     | Comment:  |     | Intumescent vents noted to the gas service riser on all levels. Although intumescent they would not prevent cold smoke.  |      |           |
|     | Recommendation:   |     | Recommend the gas service risers on all levels is enclosed in 60 minute fire resisting construction - with no vents.   | 34   | 4688 Man1 |
| Q12 | Are all other fire spread/compartmentation issues satisfactory?   | N/K |  |      |           |
|     | Comment:  |     | External windows appear to have been upgraded in recent times with infill panels provided above and below the windows of unknown materials.  |      |           |
|     | Recommendation:   |     | Recommend further checks are undertaken by a specialist to identify the material of the infill panels to the windows as noted.   | 1    | 5109 Man1 |
| Q13 | Are all other fire spread/compartmentation issues satisfactory?   | N/K |  |      |           |
|     | Comment:  |     | The recently installed heating system has services passing the height of the building through the flat entrance lobbies with unknown compartmentation between floor levels.  |      |           |
|     | Recommendation:   |     | Recommend type 4 intrusive audit is undertaken to confirm the level of fire stopping between the floors to the recently installed water heating services. Northwards housing should confirm the new ductwork is non-combustible and achieves a 'Class 0' spread of flame classification. | 1    | Man1      |

Fire Extinguishing Appliances

Response

Quantity

Photo Ref:

|    |   |   |  |  |     |
|----|---|---|--|--|-----|
| R1 | <b>If required, is there reasonable provision of portable fire extinguishers?</b> | Y |  |  |     |
|    | Comment:  |   | Fire extinguishers noted in caretakers office, ancillary rooms and plant rooms, deemed satisfactory. |  |     |
|    | Recommendation:   |   |  |  | N/A |
| R2 | <b>Are all fire extinguishing appliances readily accessible?</b>                  | Y |  |  |     |
|    | Comment:  |   | Fixed to wall.   |  |     |
|    | Recommendation:   |   |  |  | N/A |

| Other relevant systems and equipment |  |     | Response   | Quantity | Photo Ref:     |
|--------------------------------------|--|-----|--|----------|----------------|
| S1                                   | <b>Are any other relevant systems / equipment installed or required?</b> (State type of system and comment as necessary. Consider fire fighting lifts, fire mains, sprinkler systems etc.) | Y   |  |          |                |
|                                      | Comment:   |     | Passenger lifts provided with fireman's override switch, service records were available for inspection.  |          |                |
|                                      | Recommendation:  |     |  |          | 4421, 5084 N/A |
| S2                                   | <b>Are any other relevant systems / equipment installed or required?</b> (State type of system and comment as necessary. Consider fire fighting lifts, fire mains, sprinkler systems etc.) | Y   |  |          |                |
|                                      | Comment:   |     | Fire fighting mains provided with inlet at ground floor level and outlets on all floor levels in the flat entrance lobbies. Service information noted. |          |                |
|                                      | Recommendation:  |     |  |          | 4466 N/A       |
| S3                                   | <b>Are any other relevant systems / equipment installed or required?</b> (State type of system and comment as necessary. Consider fire fighting lifts, fire mains, sprinkler systems etc.) | N/A |  |          |                |
|                                      | Comment:   |     |  |          |                |
|                                      | Recommendation:  |     |  |          | N/A            |

| Fire Safety Management      |  |     | Response  | Quantity | Photo Ref: |
|-----------------------------|--|-----|---|----------|------------|
| Procedures and Arrangements |  |     |   |          |            |
| T1                          | <b>Has a competent person(s) been appointed to assist in undertaking the preventative and protective measures?</b> | N/K |   |          |            |
|                             | Comment:   |     | Presumed representative from Northwards is appointed. Savills appointed to undertake Fire Risk Assessment.                                    |          |            |
|                             | Recommendation:  |     | Recommend a named person who has responsibility for fire safety is made known as required by the duty holder under legislation.               | 1        | Man2       |
| T2                          | <b>Is there a suitable record of the fire safety arrangements?</b>   | Y   |   |          |            |
|                             | Comment:   |     | Information was noted at time of assessment.  |          |            |
|                             | Recommendation:  |     |   |          | N/A        |
| T3                          | <b>Are there appropriate procedures in place in the event of fire and are these documented?</b>                    | N/K |   |          |            |
|                             | Comment:   |     | No information was available at time of assessment.   |          |            |
|                             | Recommendation:  |     | Recommend management confirm that appropriate fire safety procedures are in place and that records are kept on site or at a central location. | 1        | Man2       |

|     |  |   |  |       |      |
|-----|--|---|--|-------|------|
| T4  | <b>Are there suitable arrangements for calling the Fire Service, meeting them on arrival and providing relevant information?</b>   | Y   |  |       |      |
|     | Comment:   | Presumed residents would call the emergency services. Caretaker also on site regularly who would also call emergency services if on site and aware.                                     |  |       |      |
|     | Recommendation:  |   |  |       | N/A  |
| T5  | <b>Are there suitable fire assembly points away from any risk?</b>   | Y   |  |       |      |
|     | Comment:   | In the car park to the front of the building if relevant as stay put is the policy.   |  |       |      |
|     | Recommendation:  |   |  |       | N/A  |
| T6  | <b>Are there adequate procedures in place for the evacuation of disabled people who are likely to be present?</b>  | N/K   |  |       |      |
|     | Comment:   | See K13   |  |       |      |
|     | Recommendation:  |   |  |       | N/A  |
| T7  | <b>Are staff nominated and trained on the use of fire extinguishing appliances?</b>  | N/K   |  |       |      |
|     | Comment:   | Reported caretakers are trained, no records available for inspection.   |  |       |      |
|     | Recommendation:  | 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. |  | 1     | Man2 |
| T8  | <b>Are staff nominated and trained to assist in evacuation?</b>  | N/A   |  |       |      |
|     | Comment:   | No staff on duty 24/7. Stay put policy.   |  |       |      |
|     | Recommendation:  |   |  |       | N/A  |
| T9  | <b>Is there appropriate liaison with the local Fire and Rescue Service?</b>  | N/K   |  |       |      |
|     | Comment:   | No information available.   |  |       |      |
|     | 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     | Man2 |
| T10 | <b>Are routine in-house checks carried out?</b><br>(control and indicating equipment normal, extinguishers in place and visible, lighting working, fire doors (frames/seals/closing), fastenings, final exits and escape routes clear) | Y   |  |       |      |
|     | Comment:   | Caretakers undertake daily checks, and recorded.  |  |       |      |
|     | Recommendation:  |   |  | 0182, | N/A  |
| T11 | <b>Are all other fire safety management issues satisfactory?</b>   | Y   |  |       |      |
|     | Comment:   |   |  |       |      |
|     | Recommendation:  |   |  |       | N/A  |

Training and Drills

Response

Quantity

Photo Ref:



|    |   |     |   |   |      |
|----|---|-----|---|---|------|
| U1 | <b>Do staff receive adequate induction and annual refresher fire safety training?</b><br>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/K |   |   |      |
|    | Comment:  |     | No information available.   |   |      |
|    | Recommendation:   |     | Recommend management confirm regular fire safety training is undertaken with induction training for new staff and regular refresher training for existing staff appropriate to their roles. | 1 | Man2 |
| U2 | <b>Are employees nominated to assist in the event of fire given additional training?</b>  | N/K |   |   |      |
|    | Comment:  |     | See U1  |   |      |
|    | Recommendation:   |     |   |   | N/A  |
| U3 | <b>Are staff nominated and trained to use fire extinguishing appliances?</b>  | N/K |   |   |      |
|    | Comment:  |     | See T7  |   |      |
|    | Recommendation:   |     |   |   | N/A  |
| U4 | <b>Are fire drills carried out at appropriate intervals?</b>  | N/A |   |   |      |
|    | Comment:  |     | Stay put policy building.   |   |      |
|    | Recommendation:   |     |   |   | N/A  |

| Testing and Maintenance |   |     | Response                                 | Quantity | Photo Ref: |
|-------------------------|---|-----|--|----------|------------|
| V1                      | <b>Is the fire alarm system tested weekly and periodically serviced?</b>                    | N/K |  |          |            |
|                         | Comment:  |     | See K12                                  |          |            |
|                         | Recommendation:   |     |  |          | N/A        |
| V2                      | <b>Is the emergency lighting system tested monthly and annually?</b>                        | Y   |  |          |            |
|                         | Comment:  |     | See N1                                   |          |            |
|                         | Recommendation:   |     |  |          | N/A        |
| V3                      | <b>Are fire extinguishers serviced annually?</b>  | Y   |  |          |            |
|                         | Comment:  |     | Last test date on extinguishers of 11/16 |          |            |
|                         | Recommendation:   |     |  |          | N/A        |
| V4                      | <b>Are rising mains inspected six-monthly and tested annually?</b>                          | Y   |  |          |            |
|                         | Comment:  |     | See S2                                   |          |            |
|                         | Recommendation:   |     |  |          | N/A        |
| V5                      | <b>Is the lightning protection system annually inspected and tested?</b>                    | N/K |  |          |            |
|                         | Comment:  |     | See F1                                   |          |            |
|                         | Recommendation:   |     |  |          | N/A        |
| V6                      | <b>Are all other systems serviced?</b><br>(Consider fire-fighting lifts, sprinkler systems) | Y   |  |          |            |
|                         | Comment:  |     | See S1                                   |          |            |
|                         | Recommendation:   |     |  |          | N/A        |

| Records |   |     | Response   | Quantity | Photo Ref: |
|---------|---|-----|--|----------|------------|
| W1      | Is there a log book on the premises?                                  | N   | Emergency lighting log book noted no fire log book noted.  | 1        | Man2       |
|         | Comment:  |     |  |          |            |
|         | Recommendation:   |     | Recommend a fire log book is provided for all fire safety arrangements and all relevant fire safety information/records. |          |            |
| W2      | Are fire drills recorded?   | N/A | See U4   |          | N/A        |
|         | Comment:  |     |  |          |            |
|         | Recommendation:   |     |  |          |            |
| W3      | Is fire training recorded?  | N   | See U1   |          | N/A        |
|         | Comment:  |     |  |          |            |
|         | Recommendation:   |     |  |          |            |
| W4      | Are fire alarm tests recorded?  | N/K | See K12  |          | N/A        |
|         | Comment:  |     |  |          |            |
|         | Recommendation:   |     |  |          |            |
| W5      | Are emergency lighting tests recorded?                                | Y   | See N1   |          | N/A        |
|         | Comment:  |     |  |          |            |
|         | Recommendation:   |     |  |          |            |
| W6      | Is testing/maintenance of any other fire protection systems recorded? | Y   | See S1 & S2  |          | N/A        |
|         | Comment:  |     |  |          |            |
|         | Recommendation:   |     |  |          |            |

| Any Other Information |   |     | Response   | Quantity | Photo Ref: |
|-----------------------|---|-----|--|----------|------------|
| X1                    | Are all issues deemed satisfactory? [1] | Y   | Additional intrusive inspection is recommended in the following areas:<br>Recommend a further intrusive check is carried out to sample fire stopping between frames and walls at flat entrance doors, a further sample check of compartmentation above common area ceiling tiles, a check of compartmentation above the ceiling in the electrical intake room, a check compartmentation around/over door on level 16, which provides access plant room/roof. |          | Man1       |
|                       | Comment:                                |     |  |          |            |
|                       | Recommendation:                         |     |  |          |            |
| X2                    | Are all issues deemed satisfactory? [2] | N/A |  |          | N/A        |
|                       | Comment:                                |     |  |          |            |
|                       | Recommendation:                         |     |  |          |            |
| X3                    | Are all issues deemed satisfactory? [3] | N/A |  |          | N/A        |
|                       | Comment:                                |     |  |          |            |
|                       | Recommendation:                         |     |  |          |            |

| Assessment Risk Ratings |  |
|-------------------------|--|
| Y1                      | Likelihood of Fire:  |
| Y2                      | Potential Consequences of Fire:  |
| Y3                      | Premises Risk Rating   |
| Y4                      | On satisfactory completion of all remedial works the risk rating of this building may be reduced to: |

|               |
|---------------|
| Medium        |
| Moderate Harm |
| Moderate      |
| Tolerable     |