

## 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
Dobson Court
8
Croydon Drive
Manchester
M40 2NR
Neil Sturdy (IFE Registered Assessor)
19 July 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 i. no of staircases, storeys ii. no of entrances/exits iii. lifts iv. stepped/level access v. ancillary usage
Building Construction i. approx. age / year built ii. building structure, floors, walls and roof
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
15
72
N/A
N/A
15 storey 1960's purpose built block consisting of 72 general needs flats. Entrance to the common area is via a secure door to the front elevation to the entrance lobby. The ground floor entrance lobby consists of 2 x passenger lifts (one to odd numbers and one to even numbers), 2 flat entrance doors, 2 x service risers, 2 x service cupboards, access to the stairs with its own exit adjacent to the main entrance, caretakers office, caretakers ancillary rooms, and a community room. Upper floors are similar with a stair lobby off the stairway containing bin chute room and access to flat entrance lobby. The flat entrance lobby contains 5 flat entrance doors, passenger lift, two service risers, two service cupboards and the dry riser. There is secured access to the roof and lift plant room off the stair lobby on the 15th floor. Level entrance to the block. Ancillary rooms accessed from the entrance hall and direct from the outside. The block has a district heating system from a separate building away and to the rear of the block.
Approx. 1960's purpose built building, steel frame portal with brick infill, suspended intermediate concrete floors, concrete stairs and a flat roof. The building appears to have been clad in EWI and windows / window panels upgraded in recent times.
Communal entrance hall, stairs, stair lobbies, entrance lobbies, service cupboards, service riser, passenger lift, community room, caretakers office and ancillary rooms.
Roof, service cupboards/service risers apart from sample inspected, residents flats apart from sample inspected.
Flat 37

### The Occupants

Management Extent
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Managed Building - Manager or Senior Staff onsite regularly
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# Fire Risk Assessment

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 - 5.00pm. Management on site in neighbouring block, Lancaster Court, occasional maintenance staff on site.
Linda Brokenshire Estate Manager,
Stuart - Caretaker,
216, presumed 3 per flat.
1 caretaker, 3 x management based in neighbouring block.
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.
The community room has been inspected and commented on within this report but it would be recommended to consider undertaking a separate fire risk assessment for the community room.

<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:
<b>A1</b>	<b>Is fixed installation periodically inspected and tested ?</b>	N/K			
	Comment: <i>Date of last fixed electrical installation inspection</i>		No information available.		
	Recommendation:		<b>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)</b>	<b>1</b>	<b>Man2</b>
<b>A2</b>	<b>Is PAT testing in common areas carried out (annually)?</b>	N			
	Comment:		Pat testing labels with a last test date of 5-1-17 were noted on items in the community room, it was noted that not all appliances had labels on including items in the ancillary rooms.		
	Recommendation:		<b>Recommend management confirm that all portable electrical appliances in common areas are inspected and tested annually</b>	<b>1</b>	<b>7636, 7529, 7624 Man2</b>
<b>A3</b>	<b>Is there a policy for personal electrical appliances?</b>	N/K			
	Comment:		No such items noted		
	Recommendation:			<b>1</b>	<b>N/A</b>
<b>A4</b>	<b>Is the use of adapters and leads limited?</b>	Y			
	Comment:		No such items noted, refer to A3.		
	Recommendation:				<b>N/A</b>

Smoking Policies			Response	Quantity	Photo Ref:
<b>B1</b>	<b>Are there suitable arrangements for those who wish to smoke? (state what the arrangements are)</b>	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.		

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

Arson		Response	Quantity	Photo Ref:
C1	Are premises secure against arson by outsiders? (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
C2	Are bins secured / stored in a suitable location? (Please state bin type, location, if and how it is secured)	Y		
	Comment:	Bins are stored in the secure bin chute store built into the building or outside away from the building in a designated area.		
	Recommendation:			N/A
C3	Is fire load close to the premises minimised?	Y		
	Comment:	Appears satisfactory from visual inspection at time of assessment.		
	Recommendation:			N/A

Portable Heaters and Heating Installations		Response	Quantity	Photo Ref:
D1	If used, is the use of portable heaters regarded as safe?	Y		
	Comment:	Portable oil filled radiators noted in community room. Reported subject top at testing.		
	Recommendation:			N/A
D2	Are fixed heating systems maintained (annually)?	N/K		
	Comment: <i>Date of last fixed heating system inspection</i>	No information available.		
	Recommendation:	Recommend management confirm that the gas fixed heating system is inspected and serviced annually and records kept on site.	1	8324 Man2

Cooking		Response	Quantity	Photo Ref:
E1	Are reasonable measures in place to prevent fires as a result of cooking?	N/A		
	Comment:	Kitchenette in the community room for light refreshments only		
	Recommendation:			N/A
E2	Are filters changed and ductwork cleaned?	N/A		
	Comment:			
	Recommendation:			N/A
E3	Are suitable extinguishing appliances available?	Y		
	Comment:	CO2 fire extinguisher and fire blanket provided in kitchenette, see R1.		
	Recommendation:			N/A

Lightning	Response	Quantity	Photo Ref:
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<b>F1</b>	<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	8335	Man2

House-Keeping			Response	Quantity	Photo Ref:
<b>G1</b>	<b>Is the property regularly cleaned to prevent the build up of combustibles?</b>	Y			
	Comment:		Caretaker undertakes daily cleaning duties.		
	Recommendation:				N/A
<b>G2</b>	<b>Combustible materials not kept near sources of ignition?</b>	N			
	Comment:		Combustible items noted in the electrical intake cupboard in the community room.		
	Recommendation:		Recommend all combustible items are removed from the electrical intake cupboard and the door kept locked.		
			1	7616	Man1
<b>G3</b>	<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.		
	Recommendation:				N/A
<b>G4</b>	<b>Escape routes kept clear of any trip hazards?</b>	Y			
	Comment:		No trip hazards noted on escape routes. Appears satisfactory from visual inspection at time of assessment.		
	Recommendation:				N/A
<b>G5</b>	<b>Any hazardous materials are stored correctly?</b>	N/K			
	Comment:		COSHH cupboard noted for cleaning materials. No COSHH records noted.		
	Recommendation:		Recommend management confirm that cleaning materials are subject to a COSHH assessment.		
			1	7488, 7513	Man2
<b>G6</b>	<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:
<b>H1</b>	<b>Are fire safety conditions imposed on outside contractors?</b>	N/K			
	Comment:				
	Recommendation:				N/A
<b>H2</b>	<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
<b>H3</b>	<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		Man2
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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/K		
Comment:		See G5		
Recommendation:				N/A

Other Significant Hazards		Response	Quantity	Photo Ref:
J1	Are all issues deemed satisfactory? [1]	Y		
Comment:		As far as can be seen from visual inspection and that recommendations outlined in this report are followed up it would appear satisfactory.		
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 exiting from the stair lobby or main entrance. Ground floor flats discharge into entrance lobby leading to main entrance. Ancillary rooms discharge into entrance lobby to main entrance. The community room has alternative exit direct to the outside and the cleaners room has alternative exits from the bin chute store or water tank room.		
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, also see L1.		
Recommendation:				N/A
K3	Is there adequate provision of exits, for the numbers who may be present?	Y		
Comment:		Exit to the stairway at ground floor level or from the main entrance/egress. Alternative exits available from community room, when in use, and an exit from the bin chute store and water tank room for any staff in the cleaners store, but not considered as alternative emergency exits for residents.		
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	Are doors on escape routes easily opened? (and are sliding or revolving doors avoided?)	N			
	Comment:	Push bar to exit at the base of the stairs, electronic push button with emergency override green break glass to main entrance/egress. Simple thumb-turn device to the community room alternative exit. Exit from the water tank room was locked at time of assessment.			
	Recommendation:	Recommend the alternative exit from the water tank room is fitted with simple thumb-turn type device or push bar device to prevent staff/contractors being trapped in an emergency.	1	8307, 8312	B
K6	Do final exits open in the direction of escape where necessary?	Y			
	Comment:	Exits open outwards. Bin chute is a roller shutter, not considers an alternative exit.			
	Recommendation:				N/A
K7	Are travels distances satisfactory? (consider single direction and more than one direction)	Y			
	Comment:	Flat entrance doors are within 7.5m to the protected stair lobby doors or main entrance for ground floor flats.			
	Recommendation:				N/A
K8	Are there suitable precautions for all inner rooms?	N			
	Comment:	The only inner room noted was the service room off the water tank room. No vision panel was provided to the access door or fire detection device noted to the approach room, see P3.			
	Recommendation:				N/A
K9	Are escape routes separated where appropriate?	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:				N/A
K10	Are corridors sub-divided where appropriate?	N/A			
	Comment:	Not necessary, see K7.			
	Recommendation:				N/A
K11	Do escape routes lead to a place of safety?	Y			
	Comment:	To the outside and away from the building.			
	Recommendation:				N/A
K12	Are the stairs and/or lobbies provided with adequate ventilation? (If considered satisfactory, please state provision)	N			
	Comment:	The vent to the head of the stairs has been boarded up and replaced with a vent 17cm x 30cm. The original vent was 35cm x 80cm. All other vents on the stair landing have also been replaced with a similar size vent.			
	Recommendation:	Recommend smoke ventilation is reinstated in the stairwell via a 1m2 free area AOV at the head of the stairs. Other vents on lower levels are satisfactory.	1	7847	C
K13	Are there suitable arrangements in the building for means of escape for disabled persons?	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

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K14	Are all other means of escape issues satisfactory?	Y			
	Comment:	As far as can be seen from visual inspection at time of assessment.			
	Recommendation:				N/A
K15	Are all other means of escape issues satisfactory?	N/A			
	Comment:				
	Recommendation:				N/A
K16	Are all other means of escape issues satisfactory?	N/A			
	Comment:				
	Recommendation:				N/A
K17	Recommended evacuation strategy for this building is:	Stay Put			

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 either original notional fire rated doors or retrofitted replacement fire doors. Although no labels to the new doors they appear to be fire rated FD30 doors, with composite frames and fanlights with glazing.		
	Recommendation:			8088 N/A
L2	Are fire rated flat entrance doors in good condition - not in need of repair?	Y		
	Comment:	Appear satisfactory from visual inspection.		
	Recommendation:			N/A
L3	Is all glazing to flat entrance doors appropriately fire rated?	Y		
	Comment:	Georgian wired glass where fitted.		
	Recommendation:			N/A
L4	Are fan lights above flat entrance doors appropriately fire rated?	N		
	Comment:	Glazing appears to have been installed using putty.		
	Recommendation:	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.		
			62	7588, 7756, 7763 A
L5	Are side panels to flat entrance doors appropriately fire rated?	N/A		
	Comment:	None fitted		
	Recommendation:			N/A
L6	Are flat entrance doors fitted with adequate self-closing devices? (From sample inspection)	Y		
	Comment:	Perko type self closing device fitted to sample inspected flat 37, no other flats inspected.		
	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.		
			0 (71)	Man2
L7	Are flat entrance doors fitted with intumescent strips and cold smoke seals? (From sample inspection)	Y		
	Comment:	Intumescent strips and smoke seals appear to be provided to the composite flat entrance door frames.		

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	Recommendation:		1 (62)	8090	N/A
L8	<b>Are letterboxes satisfactory?</b> (State only if missing, damaged or uPVC)	Y			
	Comment:	Appears satisfactory from visual inspection at time of assessment.			
	Recommendation:				
L9	<b>Are all other flat entrance door issues satisfactory?</b>	N/K			N/A
	Comment:	Infill panels are fitted around the 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:	Recommend further investigations are undertaken to check that the door frames have been sufficiently fire stopped.		0 (72)	7587, 7767
L10	<b>Are all other flat entrance door issues satisfactory?</b>	Y			
	Comment:	Appear satisfactory from visual inspection.			
	Recommendation:				

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:				
M2	<b>Are all common area fire rated fire doors in good condition - and not in need of repair?</b>	N		N/A	
	Comment:	Door stop / frame to the electrical intake cupboard in the community room does not appear to be fire rated. The door to the COSHH cupboard in the cleaners store is damaged.			
	Recommendation:	Recommend the door stop / frame to the electrical intake cupboard is replaced with 60 minute fire rated material to compliment the notional fire rated door. The door to the COSHH cupboard is replaced with a lockable FD30S fire door.		2	7617, 7515
M3	<b>Is all glazing to common area fire doors appropriately fire rated?</b>	N			
	Comment:	There is cracked glass to the flat entrance lobby door on the 4th floor. The glazing to the door of the community room has no etchings to indicate it is fire rated glazing.			
	Recommendation:	Recommend 30 minute fire resisting glazing (and associated glazing channel and beading) be installed in the common area fire door(s) as noted.		2	8218, 7604
M4	<b>Are fan lights/side panels to common area fire doors appropriately fire rated?</b>	Y			
	Comment:	Fan lights to service cupboards appear to be fire board.			
	Recommendation:				
M5	<b>Are self-closing devices on common area fire doors adequate?</b> (Where appropriate)	N		N/A	
	Comment:	Entrance lobby door on the 1st floor was not shutting fully into the frame with the aid of the over-head self-closing device.			
	Recommendation:	Recommend the self-closing device is repaired or an effective self-closing device is fitted to the door noted .		1	8290
M6	<b>Are intumescent strips and smoke seals provided to common area fire doors?</b>	N			
	Comment:	No strips and seals were fitted to the following common area fire doors, door between the bin store and cleaners store, door from the cleaners store into the entrance lobby and the ground floor stair lobby door.			



	Recommendation:		Recommend that common area fire doors as noted are fitted with intumescent strips and smoke seals.	3	7555, 7491, 8309	C
M7	<b>Are common area fire doors adequate otherwise?</b> (Ironmongery, hold open hooks etc.)	N				
	Comment:		The beading to the stair lobby doors on the 5th and 7th floors appears to have been replaced with inappropriate materials.			
	Recommendation:		Recommend the beading to the stair lobby doors on the 5th and 7th floors is replaced with fire rated material to achieve 60 minute fire resistance	2	8124, 8175, 8176	B
M8	<b>Are all other fire door issues satisfactory?</b>	Y				
	Comment:		As far as can be seen from visual inspection.			
	Recommendation:					N/A

Emergency Lighting		Response	Quantity	Photo Ref:
N1	<b>If emergency lighting is provided, is it in good working order?</b>	N/K		
	Comment:			
	Recommendation:	Recommend that management confirm that the emergency lighting system is tested and maintained in accordance with BS 5266-1:2016	1	Man2
N2	<b>If emergency lighting is provided, is coverage sufficient?</b> (Internal and external)	Y		
	Comment:			
	Recommendation:	Emergency lighting appears to cover escape routes.		N/A
N3	<b>If EL not provided, is borrowed/artificial lighting sufficient for escape?</b> (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> (Consider directional, exits, stairs, fire action notices, fire equipment and 'do not use lift' signage)	Y		
	Comment:			
	Recommendation:	Fire action notices were noted for a stay put policy		7712 N/A
O2	<b>Is fire door signage adequate?</b> (Consider 'Fire door keep shut' and 'Fire door keep locked shut' signage)	N		
	Comment:			
	Recommendation:	No fire door keep lock signs fitted to the lift plant room or door to the roof. Otherwise fire door signs appear satisfactory. Recommend fire door keep locked signs are fitted to the lift plant room and door to the roof.	2	7830 C
O3	<b>Are other fire safety signs adequate and clearly visible?</b>	N		
	Comment:			
	Recommendation:	No push bar to open sign noted to the exit door at the foot of the communal stairs. No smoking sign noted. Recommend a "Push Bar To Open" sign is provided to the exit door at the foot of the communal stairs.	1	8307, 7713 C

Means of Giving Warning in Case of Fire			Response	Quantity	Photo Ref:
P1	Has the building got a manually operated electrical fire alarm system?	N			
	Comment:				
	Recommendation:				N/A
P2	If common area AFD and/or alarm system is installed, is it in good working order?	N/K			
	Comment:		Grade D smoke alarm noted in the care takers office, no test information available.		
	Recommendation:		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	1	7661 Man2
P3	If installed, is the common area AFD adequate for the occupancy and fire risk?	N			
	Comment:		No alarm fitted in type community room, cleaners store, bin chute room or water tank room (see K8)		
	Recommendation:		Recommend the Grade D smoke alarm in the caretakers office is extended into the community room and cleaners store, bin chute store and water tank room with interlinked Grade D smoke alarms.	4	C
P4	If not installed, are the premises deemed safe without a common area AFD system?	Y			
	Comment:		Purpose built block designed for stay put.		
	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 37 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 (71)	8092 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:		There are retrofitted hot water supplies provided throughout the block enclosed in wood panelling on all levels in the communal areas.		
	Recommendation:		Recommend further investigation is undertaken by a specialist to confirm location and condition of the retrofitted hot water system.	1	7753, 7758, 7759 Man1
Q2	Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)	Y			
	Comment:		Appears satisfactory from visual inspection at time of assessment.		
	Recommendation:				N/A

Q3	<b>Are risers (shafts, ducts and cupboards) in the common area appropriately enclosed and/or fire-stopped?</b>	N/K			
	Comment:	There are 2 x sealed Gas Service Riser on each level with unknown compartmentation.			
	Recommendation:	Recommend further investigation is undertaken by a specialist to confirm location and condition of the Gas Service Risers located on each level.		1	7782
Q4	<b>Is compartmentation maintained in the roof space?</b>	Y			
	Comment:	Flat roof but does have a service void with access to the lift plant room and to the roof, deemed satisfactory.			
	Recommendation:				N/A
Q5	<b>Are electrics enclosed in fire rated construction? (Where necessary)</b>	Y			
	Comment:	Appears satisfactory from visual inspection at time of assessment.			
	Recommendation:				N/A
Q6	<b>Is compartmentation maintained at electrical meter cupboards in flat walls?</b>	N/A			
	Comment:				
	Recommendation:				N/A
Q7	<b>If required, are dampers provided? (Base of refuse chute, ductwork etc.)</b>	N/K			
	Comment:	Bin chutes are located in a bin chute room off the stair landing, thermal link provided to hatch at the base of bin chute. Reported 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 it is being inspected and maintained appropriately.		1	
Q8	<b>Are wall and ceiling linings appropriate to limit fire spread?</b>	Y			
	Comment:	Painted plastered walls			
	Recommendation:				N/A
Q9	<b>Are soft furnishings in common areas appropriate to limit fire spread/growth?</b>	N			
	Comment:	No marking noted on the furniture in the community room.			
	Recommendation:	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		1	
Q10	<b>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)</b>	N/K			
	Comment:	The building appears to be coated in a EWI. No information available.			
	Recommendation:	Recommend further investigation is undertaken by a specialist to confirm condition of the external cladding.		1	7466, 7467, 7468, 7475
Q11	<b>Are all other fire spread/compartmentation issues satisfactory?</b>	N			
	Comment:	Panelling in the cleaners store behind the desk separating the bin store does not appear to be fire rated.			
	Recommendation:	Recommend the boarding separating the cleaners store and the bin chute bin store is replaced/upgraded with 60minute fire rated material.		1	7492, 7493,
Q12	<b>Are all other fire spread/compartmentation issues satisfactory?</b>	N			

	Comment:	Vents noted to the Gas Service Riser on all levels, see Q3.			
	Recommendation:	Recommend the vents to the Gas Service Riser are fire stopped with 60minute fire rated materials.	30	7761	Man1
Q13	Are all other fire spread/compartimentation issues satisfactory?	Y			
	Comment:	As far as can be seem from visual inspection.			
	Recommendation:				N/A

Fire Extinguishing Appliances		Response	Quantity	Photo Ref:	
R1	If required, is there reasonable provision of portable fire extinguishers?	N			
	Comment:	Fire extinguishers noted in the community room, no full time trained person present.			
	Recommendation:	Recommend that all fire extinguishers and associated signage be removed from the community room 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.	1		C
R2	Are all fire extinguishing appliances readily accessible?	Y			
	Comment:	Fixed to wall.			
	Recommendation:				N/A

Other relevant systems and equipment		Response	Quantity	Photo Ref:	
S1	Are any other relevant systems / equipment installed or required? (State type of system and comment as necessary. Consider fire fighting lifts, fire mains, sprinkler systems etc.)	N/K			
	Comment:	Passenger lifts provided with fireman's override switch.			
	Recommendation:	Recommend management confirm that the passenger lifts are regularly maintained and serviced in accordance to the Lifting Operations and Lifting Equipment Regulations 1998 (LOLER) and records kept on site for inspection. Fire fighting controls should be maintained and confirmation of a back-up power supply should be detailed to the fire service	1		Man2
S2	Are any other relevant systems / equipment installed or required? (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. Label inside fire mains doors indicate regular testing/servicing is undertaken.		7744	N/A
S3	Are any other relevant systems / equipment installed or required? (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

Procedures and Arrangements		Response	Quantity	Photo Ref:
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 and management company are appointed. Savills appointed to undertake Fire Risk Assessment.		
	Recommendation:	Recommend, where a number of different organisations have a role to play in management of fire safety, there should be a matrix of responsibilities that forms part of the documented fire safety arrangements for the premises. Also regular engagement with residents to consider fire safety arrangements, hazards and risk from fire	1	Man2
T2	<b>Is there a suitable record of the fire safety arrangements?</b>	N/K		
	Comment:	No information was available at time of assessment.		
	Recommendation:	Recommend management confirm that appropriate fire safety records are kept on site or at a central location.	1	Man2
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 and staff in the management office in the neighbouring block 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>	Y		
	Comment:	Reported caretakers are trained, no records available for inspection.		
	Recommendation:			N/A
T8	<b>Are staff nominated and trained to assist in evacuation?</b>	N/A		
	Comment:	No full time staff on duty		
	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

<b>T10</b>	<b>Are routine in-house checks carried out?</b> (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:		Caretakers undertake daily checks, not recorded.			
Recommendation:		Recommend formal fire safety checks are introduced for caretakers and records kept on site for inspection.		1	Man2
<b>T11</b>	<b>Are all other fire safety management issues satisfactory?</b>	Y			
Comment:					
Recommendation:					

Training and Drills		Response	Quantity	Photo Ref:	
<b>U1</b>	<b>Do staff receive adequate induction and annual refresher fire safety training?</b> 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
<b>U2</b>	<b>Are employees nominated to assist in the event of fire given additional training?</b>	N/K			
Comment:		See U1			
Recommendation:					
<b>U3</b>	<b>Are staff nominated and trained to use fire extinguishing appliances?</b>	Y			
Comment:		See T7			
Recommendation:					
<b>U4</b>	<b>Are fire drills carried out at appropriate intervals?</b>	N/A			
Comment:		Stay put policy building.			
Recommendation:					

Testing and Maintenance		Response	Quantity	Photo Ref:	
<b>V1</b>	<b>Is the fire alarm system tested weekly and periodically serviced?</b>	N/K			
Comment:		See P2			
Recommendation:					
<b>V2</b>	<b>Is the emergency lighting system tested monthly and annually?</b>	N/K			
Comment:		See N1			

	Recommendation:					N/A
V3	Are fire extinguishers serviced annually?	Y				
	Comment:		Last test date on extinguishers of 11/16			
	Recommendation:					N/A
V4	Are rising mains inspected six-monthly and tested annually?	Y				
	Comment:		See S2			
	Recommendation:					N/A
V5	Is the lightning protection system annually inspected and tested?	N/K				
	Comment:		See F1			
	Recommendation:					N/A
V6	Are all other systems serviced? (Consider fire-fighting lifts, sprinkler systems)	N/K				
	Comment:		See S1			
	Recommendation:					N/A

Records		Response	Quantity	Photo Ref:	
W1	Is there a log book on the premises?	N/K			
	Comment:	Management office was closed when FRA completed. Informed records are kept.			
	Recommendation:	Recommend management confirm Fire Log Book is in use and maintained.	1	Man2	
W2	Are fire drills recorded?	N/A			
	Comment:	See U4			
	Recommendation:			N/A	
W3	Is fire training recorded?	N/K			
	Comment:	See U1			
	Recommendation:			N/A	
W4	Are fire alarm tests recorded?	N/K			
	Comment:	See P2			
	Recommendation:			N/A	
W5	Are emergency lighting tests recorded?	N/K			
	Comment:	See N1			
	Recommendation:			N/A	
W6	Is testing/maintenance of any other fire protection systems recorded?	N/K			
	Comment:	See S1 & S2			
	Recommendation:			N/A	

Any Other Information		Response	Quantity	Photo Ref:	
X1	Are all issues deemed satisfactory? [1]	Y			
	Comment:	As far as can be seen from visual inspection.			
	Recommendation:			N/A	
X2	Are all issues deemed satisfactory? [2]	N/A			
	Comment:				
	Recommendation:			N/A	
X3	Are all issues deemed satisfactory? [3]	N/A			
	Comment:				

Recommendation:				N/A
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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
<b>Moderate</b>
Tolerable