

## 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

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|--|
| 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   |
| Kingsbridge Court                                     |
| Kingsbridge Road                                      |
| Manchester  |
| M9 5SW  |
| Neil Sturdy (IFE Registered Assessor)                 |
| 03 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<br>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  |
| 13   |
| 62   |
| N/A  |
| N/A  |
| 13 storey 1960's purpose built block consisting of 62 general needs flats. Entrance to the common area is via a secure door to the front elevation to the entrance lobby giving access to the communal stairs 2 x passenger lifts (one to odd numbers and one to even numbers), 1 flat entrance doors, access to caretakers office and ancillary rooms, service risers, store cupboards, lobby to 2nd ground floor flat and caretakers further ancillary rooms. Upper floors are all 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, service risers and the dry riser. There is secured access to the roof and lift plant room off the flat entrance lobby on the 12th floor. Level entrance to the block. Ancillary rooms accessed from the flat entrance lobby and direct from the outside. Bin chute store accessed from the outside only. The bed-sit apartments on all floors are reportedly vacant (flats 5, 10, 15, 20, 25, 30, 35, 40, 45, 50, 55, 60). |
| 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 upgraded in recent times.  |
| Communal entrance hall, stairs, stair lobbies, entrance lobbies, service cupboards, service riser, passenger lift and ancillary rooms.   |
| Service cupboards/service risers apart from sample inspected, residents flats apart from sample inspected.   |
| Flat 3   |

### 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)  |
| Peter Norton - Caretaker   |
| 150, presumed 3 per flat (50 occupied flats).  |
| 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.  |
| The bed-sit apartments on all floors are reportedly vacant (flats 5, 10, 15, 20, 25, 30, 35, 40, 45, 50, 55, 60). |

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| <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>      | Y   |          |             |
|                             | Comment: <i>Date of last fixed electrical installation inspection</i> | Label on electrical distribution board states last test date was 27-2-09  |          | 7729        |
|                             | Recommendation:   |   |          | N/A         |
| <b>A2</b>                   | <b>Is PAT testing in common areas carried out (annually)?</b>         | N   |          |             |
|                             | Comment:  | No items in the caretakers office/ancillary rooms had PAT testing labels.   |          |             |
|                             | Recommendation:   | <b>Recommend management confirm that all portable electrical appliances in common areas are inspected and tested annually</b> | <b>1</b> | <b>Man2</b> |
| <b>A3</b>                   | <b>Is there a policy for personal electrical appliances?</b>          | N/K   |          |             |
|                             | Comment:  | No such items noted   |          |             |
|                             | Recommendation:   |   |          | N/A         |
| <b>A4</b>                   | <b>Is the use of adapters and leads limited?</b>                      | Y   |          |             |
|                             | Comment:  | No such items noted.  |          |             |
|                             | Recommendation:   |   |          | N/A         |

| 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. |          |            |
|                  | 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) | 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:   |   |  | 7680, 7842 | N/A        |
| <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/K |   |          |            |
|  | Comment:   |     | No such items noted at time of assessment |          |            |
|  | Recommendation:  |     |   | 1        | N/A        |
| <b>D2</b>                                  | <b>Are fixed heating systems maintained (annually)?</b>          | N/A |   |          |            |
|  | Comment: <i>Date of last fixed heating system inspection</i>     |     | No heating in the communal areas.         |          |            |
|  | Recommendation:  |     |   |          | N/A        |

| 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:   |     | Foam and CO2 extinguisher provided in the community room and fire blanket in the kitchenette. |          |            |
|           | Recommendation:  |     |   |          | N/A        |

| Lightning |  |   | Response | Quantity | Photo Ref: |
|-----------|--|---|----------|----------|------------|
| <b>F1</b> | <b>Does the building have a lightning protection system?</b> | Y |          |          |            |

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|-----------------|---|---|------------|------|
| 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 | 7922, 7923 | Man2 |

| House-Keeping   |  | Response  | Quantity | Photo Ref: |
|-----------------|--|---|----------|------------|
| G1              | Is the property regularly cleaned to prevent the build up of combustibles? | Y   |          |            |
| Comment:        |  | Caretaker undertakes daily cleaning duties.   |          |            |
| Recommendation: |  |   |          | N/A        |
| G2              | Combustible materials not kept near sources of ignition?                   | Y   |          |            |
| Comment:        |  | Appears satisfactory from visual inspection at time of assessment.  |          |            |
| Recommendation: |  |   |          | N/A        |
| G3              | Escape routes kept clear of items combustible materials or waste?          | Y   |          |            |
| Comment:        |  | No combustible items noted in the escape routes. Appears satisfactory from visual inspection at time of assessment. |          |            |
| Recommendation: |  |   |          | N/A        |
| G4              | Escape routes kept clear of any trip hazards?                              | Y   |          |            |
| Comment:        |  | No trip hazards noted on escape routes. Appears satisfactory from visual inspection at time of assessment.          |          |            |
| Recommendation: |  |   |          | N/A        |
| G5              | Any hazardous materials are stored correctly?                              | Y   |          |            |
| Comment:        |  | No hazardous items noted at time of assessment, cleaning materials utilised, no major hazard.                       |          |            |
| Recommendation: |  |   | 7814     | N/A        |
| G6              | Are all other house-keeping issues satisfactory?                           | Y   |          |            |
| Comment:        |  | Combustible items noted in the ground floor store room, no ignition sources noted, deemed acceptable.               |          |            |
| Recommendation: |  |   | 7747     | N/A        |

| Hazards introduced by Outside Contractors |   | Response  | Quantity | Photo Ref: |
|---|---|---|----------|------------|
| H1  | Are fire safety conditions imposed on outside contractors?  | N/K   |          |            |
| Comment:                                  |   |   |          |            |
| Recommendation:                           |   |   |          | N/A        |
| H2  | Is there satisfactory control over works carried out in the building by outside contractors (e.g. hot work permits)?  | N/K   |          |            |
| Comment:                                  |   |   |          |            |
| Recommendation:                           |   |   |          | N/A        |
| H3  | Is there satisfactory control over works carried out in the building by in-house contractors (e.g. hot work permits)? | 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       |

| 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:                                |     | 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] | Y   |   |          |            |
|                           | 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 office/ancillary rooms have an alternative exit through the 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.   |          |            |
|                                  | Recommendation:   |   |  |          | N/A        |
| K3                               | Is there adequate provision of exits, for the numbers who may be present?                       | Y |  |          |            |
|                                  | Comment:  |   | Exit is from an exit at the foot of the escape stairs or from the main entrance/egress. Alternative 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                               | Are doors on escape routes easily opened? (and are sliding or revolving doors avoided?)         | N |  |          |            |

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|-----|--|---|---|------------------------|------|
|     | Comment:   | Electronic push button with emergency override green break glass to main entrance/egress. Stairs has an electronic push button to release the door, no emergency override provided to the stair exit.   |   |                        |      |
|     | Recommendation:  | Recommend management confirm that the secure door entry system fails safe in the event of a power failure or fire alarm   | 1 | 8216, 8217, 8220, 8222 | Man2 |
| K6  | Do final exits open in the direction of escape where necessary?  | Y   |   |                        |      |
|     | Comment:   | Exits open outwards.  |   |                        |      |
|     | 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.   |   |                        |      |
|     | Recommendation:  |   |   |                        | N/A  |
| K8  | Are there suitable precautions for all inner rooms?  | N/A   |   |                        |      |
|     | Comment:   | None noted  |   |                        |      |
|     | 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 current level of ventilation to the stair lobbies is less than that recommended and no meaningful ventilation is provided to the top of the staircase.  |   |                        |      |
|     | Recommendation:  | Recommend enhancing the area of ventilation to stair lobbies to provide min. clear area of 1.5 m2 and provide ventilation equivalent to 1.0 m2 at the head of the stair - may either be POV's or AOV's  | 1 | 7958, 7954, 7956       | B    |
| 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 |
| 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:   |   |   |                        |      |

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|-----|---|----------|--|--|-----|
|     | 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 UPVC frames and fanlights with glazing.                           |          |                 |
|                     | Recommendation:  |   |          | N/A             |
| L2                  | Are fire rated flat entrance doors in good condition - not in need of repair?                            | N   |          |                 |
|                     | Comment:   | Appear satisfactory from visual inspection.   |          |                 |
|                     | Recommendation:  |   |          | N/A             |
| L3                  | Is all glazing to flat entrance doors appropriately fire rated?  | N/K   |          |                 |
|                     | Comment:   | Appears to be Georgian wired glass where fitted.  |          |                 |
|                     | Recommendation:  |   |          | N/A             |
| L4                  | Are fan lights above flat entrance doors appropriately fire rated?                                       | N/K   |          |                 |
|                     | Comment:   | Flats 39, 42, 43, 48 & 51, do not appear to be fire rated fan lights. All vacant bed-sit flats 5, 10, 15, 20, 25, 30, 35, 40, 45, 50, 55 & 60 appear not to be fire rated fan-lights also. Other flats appears to be Georgian wired glass set in uPVC where upgraded. |          |                 |
|                     | Recommendation:  | Recommend 30 minute fire resisting glazing (and associated glazing channel and beading) be installed in the fan lights to flat entrance doors as noted.   | 17       | 7990, 8008 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?<br>(From sample inspection)           | Y   |          |                 |
|                     | Comment:   | From sample inspected flat entrance door 3 a self-closing device was fitted, 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 (61)   | 7857, 7859 Man2 |
| L7                  | Are flat entrance doors fitted with intumescent strips and cold smoke seals?<br>(From sample inspection) | N   |          |                 |
|                     | Comment:   | No intumescent strips were fitted to sample inspected flat 3 entrance door. Cold smoke/weather seals appear to be present.  |          |                 |
|                     | 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 seals are fitted and remain effective.   | 1 (62)   | 7867 C          |
| L8                  | Are letterboxes satisfactory?<br>(State only if missing, damaged or uPVC)                                | Y   |          |                 |

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|     | Comment:  | Appears satisfactory from visual inspection at time of assessment.  |  |        |            |      |
|     | Recommendation:                                       |   |  |        |            | N/A  |
| L9  | Are all other flat entrance door issues satisfactory? | N/K   |  |        |            |      |
|     | Comment:  | Infill panels are fitted around the newly installed flat entrance 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 (62) | 7738, 7739 | Man1 |
| L10 | Are all other flat entrance door issues satisfactory? | Y   |  |        |            |      |
|     | Comment:  | Appear satisfactory from visual inspection.   |  |        |            |      |
|     | Recommendation:                                       |   |  |        |            | N/A  |

| Common Area Fire Doors |  |   | Response | Quantity | Photo Ref:                         |
|------------------------|--|---|----------|----------|------------------------------------|
| M1                     | Are all common area fire doors and/or frames appropriately fire rated?                   | Y   |          |          |                                    |
|                        | Comment:   | Common area doors appear to be notional fire rated doors from visual inspection. Internal store cupboard doors within the caretakers ancillary room areas were not all fire rated doors, deemed satisfactory as entrance door to these areas appear to be fire rated.   |          |          |                                    |
|                        | Recommendation:  |   |          |          | N/A                                |
| M2                     | Are all common area fire rated fire doors in good condition - and not in need of repair? | Y   |          |          |                                    |
|                        | Comment:   | Appears satisfactory from visual inspection at time of assessment.  |          |          |                                    |
|                        | Recommendation:  |   |          |          | N/A                                |
| M3                     | Is all glazing to common area fire doors appropriately fire rated?                       | Y   |          |          |                                    |
|                        | Comment:   | Appears satisfactory from visual inspection at time of assessment, Georgian wired glass where fitted.   |          |          |                                    |
|                        | Recommendation:  |   |          |          | N/A                                |
| M4                     | Are fan lights/side panels to common area fire doors appropriately fire rated?           | N   |          |          |                                    |
|                        | Comment:   | Fan lights to service cupboard risers in communal entrance lobbies appear to be wood infill panels, 5 risers per floor. Fan light of the door to the corridor leading to the caretakers office, in the entrance lobby, and the electrical intake riser cupboard, off the corridor to the caretakers office, appears not to be fire rated. |          |          |                                    |
|                        | Recommendation:  | Recommend 60 minute fire resisting material be installed in the fan lights to common area fire doors as noted.  |          | 67       | 7725, 8049                         |
| M5                     | Are self-closing devices on common area fire doors adequate? (Where appropriate)         | Y   |          |          |                                    |
|                        | Comment:   | Appears satisfactory from visual inspection.  |          |          |                                    |
|                        | Recommendation:  |   |          |          | N/A                                |
| M6                     | Are intumescent strips and smoke seals provided to common area fire doors?               | N   |          |          |                                    |
|                        | Comment:   | A number of communal area fire doors have self-adhesive intumescent strips fitted that are incomplete or missing on a number of doors; stair lobbies on the 1st, 2nd, 6th, 7th, 8th and 9th floors.   |          |          |                                    |
|                        | Recommendation:  | Recommend that all common area fire doors noted are fitted with intumescent strips and smoke seals.   |          | 6        | 8006, 8030, 8076, 8095, 8174, 8203 |
| M7                     | Are common area fire doors adequate otherwise? (Ironmongery, hold open hooks etc.)       | Y   |          |          |                                    |



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|           |   |   |  |  |     |
|-----------|---|---|--|--|-----|
|           | Comment:  | As far as can be seen from visual inspection at time of assessment. |  |  |     |
|           | Recommendation:                                     |   |  |  | N/A |
| <b>M8</b> | <b>Are all other fire door issues satisfactory?</b> | N/A   |  |  |     |
|           | Comment:  |   |  |  |     |
|           | Recommendation:                                     |   |  |  | N/A |

| Emergency Lighting |  | Response   | Quantity | Photo Ref: |
|--------------------|--|--|----------|------------|
| <b>N1</b>          | <b>If emergency lighting is provided, is it in good working order?</b>                                       | N/K  |          |            |
|                    | Comment:   | No service information available.  |          |            |
|                    | Recommendation:  | Recommend that management confirm that the emergency lighting system is maintained in accordance with BS 5266-1:2016 | 1        | 7707 Man2  |
| <b>N2</b>          | <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        |
| <b>N3</b>          | <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: |
|-------------------------------|--|--|----------|------------|
| <b>O1</b>                     | <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:  |  |          | 7770 N/A   |
| <b>O2</b>                     | <b>Is fire door signage adequate?</b><br>(Consider 'Fire door keep shut' and 'Fire door keep locked shut' signage)   | Y  |          |            |
|                               | Comment:   | Appears satisfactory from visual inspection  |          |            |
|                               | Recommendation:  |  |          | 8182 N/A   |
| <b>O3</b>                     | <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:  |  |          | 7771 N/A   |

| Means of Giving Warning in Case of Fire |  | Response | Quantity | Photo Ref: |
|---|--|----------|----------|------------|
| <b>P1</b>                               | <b>Has the building got a manually operated electrical fire alarm system?</b>            | N        |          |            |
|   | Comment:   |          |          |            |
|   | Recommendation:  |          |          | N/A        |
| <b>P2</b>                               | <b>If common area AFD and/or alarm system is installed, is it in good working order?</b> | N/A      |          |            |

|    |  |     |   |        |            |
|----|--|-----|---|--------|------------|
|    | Comment:   |     |   |        |            |
|    | Recommendation:  |     |   |        | N/A        |
| P3 | If installed, is the common area AFD adequate for the occupancy and fire risk?                                     | 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 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 3 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 (61) | 7860, 7861 |
| P6 | Are all other AFD and alarm system issues satisfactory?  | Y   |   |        | Man2       |
|    | 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 ventilation systems or service risers. Reported flats have their own gas fired central heating systems. |          |            |
|                      | Recommendation:   |   |          | N/A        |
| Q2                   | Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)                                | Y   |          |            |
|                      | Comment:  | There are 2 x electric, 2 x gas service risers and a dry riser fire mains on each level that rise the height of the building appeared to have satisfactory fire stopping from visual inspection.                      |          |            |
|                      | Recommendation:   |   |          | 7974, 7977 |
| Q3                   | Are risers (shafts, ducts and cupboards) in the common area appropriately enclosed and/or fire-stopped?                         | N   |          |            |
|                      | Comment:  | The service riser on the 12th floor, by flat 62, appears to have no fire stopping where services enter/exit the cupboard.   |          |            |
|                      | Recommendation:   | Recommend the service riser as noted is fire stopped with 60 minute fire rated materials.   | 1        | 7879       |
| Q4                   | Is compartmentation maintained in the roof space?   | Y   |          |            |
|                      | Comment:  | Roof void accessed from 13th floor contains the lift plant room and access to the roof. Appears satisfactory from visual inspection.  |          |            |
|                      | Recommendation:   |   |          | N/A        |

|     |  |     |   |    |  |      |
|-----|--|-----|---|----|--|------|
| Q5  | <b>Are electrics enclosed in fire rated construction?</b><br>(Where necessary)   | N   |   |    |  |      |
|     | Comment:   |     | Penetration noted in the electrical intake cupboard on the ground floor located in the community room area.   |    |  |      |
|     | Recommendation:  |     | Recommend penetrations noted in the ground floor electrical intake cupboard are fire stopped with 60minute fire rated materials.  | 1  | 7723, 7724   | B    |
| 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?</b> (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. Thermal link appears to be fitted to the bin chute hatch. No access to the bin chute that runs the height of the building with a vent on the roof. |    |  |      |
|     | Recommendation:  |     | Recommend confirmation that the fusible link damper is regularly inspected and maintained.  | 1  | 7839   | Man2 |
| 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/A |   |    |  |      |
|     | Comment:   |     |   |    |  |      |
|     | Recommendation:  |     |   |    |  | N/A  |
| Q10 | <b>Are the external walls of the building satisfactory with regard to fire spread?</b> (For buildings over 18m consider flammability of cladding/external insulation system if provided) | Y   |   |    |  |      |
|     | Comment:   |     | The building appears to be coated in a EWI. We are informed this is 100mm rockwool. Deemed acceptable   |    |  |      |
|     | Recommendation:  |     |   | 1  | 7663, 7666, 7667, 7668, 7669, 7673, 7681, 7682, 7689 | N/A  |
| Q11 | <b>Are all other fire spread/compartmentation issues satisfactory?</b>   | N   |   |    |  |      |
|     | Comment:   |     | The fan light above the entrance to the corridor to the caretakers office has trunking passing through it with unknown compartmentation.  |    |  |      |
|     | Recommendation:  |     | Recommend the trunking as noted is checked and fire stopped where it passes through compartmentation.   | 1  | 7702, 7695   | C    |
| Q12 | <b>Are all other fire spread/compartmentation issues satisfactory?</b>   | N   |   |    |  |      |
|     | Comment:   |     | Vents noted to the Gas Service Riser on all levels.   |    |  |      |
|     | Recommendation:  |     | Recommend the vents to the service risers on all levels are fire stopped with 60minute fire rated materials, and the riser is confirmed as being enclosed in 60 minute FR construction  | 26 | 7753, 7760,  | Man1 |
| Q13 | <b>Are all other fire spread/compartmentation issues satisfactory?</b>   | Y   |   |    |  |      |
|     | Comment:   |     | As far as can be seen from visual inspection at time of assessment.   |    |  |      |
|     | Recommendation:  |     |   |    |  | N/A  |

Fire Extinguishing Appliances

Response

Quantity

Photo Ref:

|    |   |   |   |  |     |
|----|---|---|---|--|-----|
| R1 | <b>If required, is there reasonable provision of portable fire extinguishers?</b> | Y |   |  |     |
|    | Comment:  |   | Extinguishers provided in service rooms. 1 x CO2 tank room, 2 x water caretakers ancillary rooms, CO2 in the lift plant room. |  |     |
|    | 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.) | N/K |   |          |            |
|                                      | Comment:   |     | Passenger lifts provided with fireman's override switch, no service records available for inspection.   |          |            |
|                                      | 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. | 1        | 7772 Man2  |
| 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. Label inside fire mains doors indicate regular testing/servicing is undertaken.                 |          |            |
|                                      | Recommendation:  |     |   |          | 7899 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>   | N/K |   |          |            |
|                             | Comment:   |     | Limited 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:   |     | Limited 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>   | N/A |   |   |      |
|     | Comment:   |     | 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:  |     |   |   | 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:     |   |     | <b>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.</b> | 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/A |  |          |            |
| Comment:                |   |     | None fitted                              |          |            |
| Recommendation:         |   |     |  |          | N/A        |
| V2                      | <b>Is the emergency lighting system tested monthly and annually?</b>                        | N/K |  |          |            |
| 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) | N/K |  |          |            |
| Comment:                |   |     | See S1                                   |          |            |
| Recommendation:         |   |     |  |          | N/A        |

| Records |   |     | Response                                      | Quantity | Photo Ref: |
|---------|---|-----|---|----------|------------|
| W1      | Is there a log book on the premises?                                  | N   |   |          |            |
|         | Comment:  |     | Not noted.                                    |          |            |
|         | Recommendation:   |     | Recommend management provide a Fire Log Book. | 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/A |   |          |            |
|         | Comment:  |     |   |          |            |
|         | 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  |          |            |
|         | Recommendation:   |     |   |          | N/A        |

| Any Other Information |   |     | Response                                      | Quantity | Photo Ref: |
|-----------------------|---|-----|---|----------|------------|
| X1                    | Are all issues deemed satisfactory? [1] | Y   |   |          |            |
|                       | Comment:                                |     | As far as can be seem 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        |

| 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     |