

Fire Risk Assessment

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

High
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
Sheridan Court
Ridgewood Avenue
Manchester
M40 8QH
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
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
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 2 x passenger lifts, 2 flat entrance doors, caretakers office, service risers, service cupboard and corridor to caretakers ancillary rooms and communal laundry. Upper floors are all similar with a stair lobby off the stairway containing bin chute room, electrical service riser 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. The stairs are separated from the entrance lobby and has a separate ground floor entrance/egress adjacent to the main entrance to the block direct to the outside.
Approx. 1960` s purpose built building, steel frame portal with brick infill, suspended intermediate concrete floors, concrete stairs and a retrofitted hipped roof.
Communal entrance hall, stairs, stair lobbies, entrance lobbies, service cupboards, service riser, passenger lift, communal laundry, roof void and ancillary rooms.
Service cupboards/service risers apart from sample inspected, residents flats apart from sample inspected. Electrical substation built into the block.
Flat 62

The Occupants

Management Extent
Details of any onsite management (hours onsite etc. if known)

Managed Building - Manager or Senior Staff onsite regularly
Care taker on site Monday - Friday 8.00am - 12.00pm. occasional management and maintenance staff on site.

Fire Risk Assessment

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

Appointed by Andy Wood (Head of Responsive Repairs and Servicing)
Darren Welsh - Caretaker
124, presumed 2 per flat.
1 caretaker.
General Needs premises - low number of visitors expected at any one time
No information available however this is a 'General Needs' premises so occupants are assumed to be typical of the general population

Other Information
Fire loss experience (since last FRA)
Any other relevant information

None reported.
None

Fire Safety Legislation
The following fire safety legislation applies to these premises:
Other key fire safety legislation (other than Building Regs 2000):

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

Elimination or Reduction of Fire Hazards

Electrical Ignition Sources		Response	Quantity	Photo Ref:
A1	Is fixed installation periodically inspected and tested ?	Y		
	Comment: <i>Date of last fixed electrical installation inspection</i>	Label on electrical distribution board states last test date was 6-4-17		
	Recommendation:			N/A
A2	Is PAT testing in common areas carried out (annually)?	N		
	Comment:	No items expected in the communal areas but are present in the caretakers ancillary rooms and office.		
	Recommendation:	Recommend management confirm that all portable electrical appliances in common areas are inspected and tested annually	1	Man2
A3	Is there a policy for personal electrical appliances?	N/K		
	Comment:	No such items noted		
	Recommendation:			N/A
A4	Is the use of adapters and leads limited?	Y		
	Comment:	No such items noted or expected in communal area. No excessive use in caretakers office or ancillary rooms.		
	Recommendation:			N/A

Smoking Policies		Response	Quantity	Photo Ref:
B1	Are there suitable arrangements for those who wish to smoke? (state what the arrangements are)	Y		
	Comment:	Smoking is not permitted in the communal area in line with the "Smoke-free (Premises and Enforcement) Regulations 2006". Residents are permitted to smoke in their own flats.		
	Recommendation:			N/A
B2	Does the policy in relation to smoking appear to be observed?	Y		

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Comment:	No evidence of smoking within the communal area.			N/A
Recommendation:				

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.		
	Recommendation:			8235
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?	N/A		
	Comment:	No such items noted at time of assessment.		
	Recommendation:			N/A
D2	Are fixed heating systems maintained (annually)?	N/K		
	Comment: <i>Date of last fixed heating system inspection</i>	Reported there is a district heating system provided. No heating in the communal areas.		
	Recommendation:	Recommend management confirm that the gas fixed heating system is inspected and serviced annually and records kept on site.	1	Man2

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

Lightning		Response	Quantity	Photo Ref:
F1	Does the building have a lightning protection system?	Y		
	Comment:	Lightning protection system noted.		

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Recommendation:	Recommend management confirm that the lightning protection system is tested annually in accordance with BS EN 62305 and records kept on site.	1		Man2
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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?	N		
	Comment:	A rolled up mat was in the electrical service cupboard at time of assessment.		
	Recommendation:	Recommend noted combustible item is removed from the electrical intake cupboard and the door kept locked.	1	8268 Man1
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:	Cleaning materials utilised and stored in the caretakers store.		
	Recommendation:			N/A
G6	Are all other house-keeping issues satisfactory?	Y		
	Comment:	Appears satisfactory from visual inspection at time of assessment.		
	Recommendation:			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:		Satisfactory from visual inspection and assuming that the recommendations outlined in this report are actioned.		
Recommendation:				N/A
J2	Are all issues deemed satisfactory? [2]	N/A		
Comment:				
Recommendation:				N/A
J3	Are all issues deemed satisfactory? [3]	N/A		
Comment:				
Recommendation:				N/A

General Fire Protection Measures		Response	Quantity	Photo Ref:
Means of Escape				
K1	Is escape route design deemed satisfactory? (Consider current design codes)	Y		
Comment:		Upper flats discharge into a communal entrance lobby leading to a protected stair lobby to a common stairway descending to the ground floor and exiting at ground floor level. Ground floor flats discharge into entrance lobby leading to the main entrance/egress door. Ancillary rooms discharge into flat entrance lobby leading to the main entrance/egress door. The tank room and laundry have alternative exits direct to the outside. The bin store and electrical substation are accessed direct from the outside.		
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. Stairway is protected by a lobby and bin chutes are separated from escape routes.		
Recommendation:				N/A
K3	Is there adequate provision of exits, for the numbers who may be present?	Y		
Comment:		Exit is from the exit at the foot of the escape stairs or from the main entrance/egress. An alternative exit is available from the water tank room for any staff/contractors in this area, but not considered as alternative emergency exits. An alternative exit is available from the communal laundry room.		
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?)	Y		

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	Comment:	Electronic push button to main entrance/egress and stair exit, presumed that the secure door entry system fails safe in the event of a power failure. No emergency override is provided to the exit door from the stairs.			
	Recommendation:	Recommend management confirm that the secure door entry system fails safe in the event of a power failure or fire alarm	1	8701	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:	A window is provided to the head of the stairs with a vent 16cm x 36cm.			
	Recommendation:	Recommend smoke ventilation is provided in the stairwell via a 1m2 free area AOV at the head of the stairs.	1	8483, 8485, 8487	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
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

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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.		
	Recommendation:				N/A
L2	Are fire rated flat entrance doors in good condition - not in need of repair?	N			
	Comment:		Flats 4, 6, 43 & 50 appear to have damaged doors, and flat 31 has a damaged frame.		
	Recommendation:		Recommend flat entrance doors (x 4) as noted are replaced with FD30S self-closing fire doors and flat 31 has the frame/door set replaced.	5	8520, 8537, 8600, 8686, 8690 A
L3	Is all glazing to flat entrance doors appropriately fire rated?	Y			
	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:		Fan lights are obscured by the installation of trunking/ducting in the entrance lobbies.		
	Recommendation:		Recommend intrusive checks are made to the trunking/ducting in the entrance lobbies to check fan lights and replace any wooden fanlights with 60 minute fire rated material.	0 (62)	8389, 8390 Man1
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:		From sample inspected flat entrance door 62 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)	8395, 8396 Man2
L7	Are flat entrance doors fitted with intumescent strips and cold smoke seals? (From sample inspection)	Y			
	Comment:		From sample inspected flat 62 intumescent strips and cold smoke/weather seals were fitted. No other flats inspected.		
	Recommendation:		Recommend management establish a rolling programme of checks to all other flat entrance doors to confirm that strips and seals are fitted and remain effective.	0 (61)	Man2
L8	Are letterboxes satisfactory? (State only if missing, damaged or uPVC)	Y			
	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 new composite door frames, unable to check if the frames have been appropriately fire stopped. Infill panel suggest a void is present between the frame and wall.			
	Recommendation:	Recommend further intrusive investigations are undertaken to check that the new composite door frames have been sufficiently fire stopped.		0 (62)	Man1
L10	Are all other flat entrance door issues satisfactory?	Y			
	Comment:	Appears satisfactory from visual inspection			
	Recommendation:				

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.		
	Recommendation:			
M2	Are all common area fire rated fire doors in good condition - and not in need of repair?	N		
	Comment:	Gas riser door adjacent to flat 24 was damaged and requires replacing, also see Q11.		
	Recommendation:			
M3	Is all glazing to common area fire doors appropriately fire rated?	N		
	Comment:	Communal entrance lobby door on the 8th floor had cracked glazing. Otherwise appears satisfactory from visual inspection at time of assessment, Georgian wired glass where fitted.		
	Recommendation:	Recommend 60 minute fire resisting glazing (and associated glazing channel and beading) be installed in the common area fire door of the entrance lobby on the 8th floor.	1	8566, 8567 A
M4	Are fan lights/side panels to common area fire doors appropriately fire rated?	Y		
	Comment:	Fan lights above entrance lobby doors appear to be wood infill panels, fan lights to stair and bin chute rooms appear to be Georgian wired glass.		
	Recommendation:	Recommend 60 minute fire resisting material be installed in the fan lights to the common entrance lobby fire doors as noted.	12	8642 A
M5	Are self-closing devices on common area fire doors adequate? (Where appropriate)	Y		
	Comment:	Appear satisfactory from sample and visual inspection at time of assessment.		
	Recommendation:			
M6	Are intumescent strips and smoke seals provided to common area fire doors?	N		
	Comment:	No intumescent strips or smoke seals were fitted to the communal laundry door. Otherwise intumescent strips and cold smoke/weather seals appear to be fitted to communal area doors.		
	Recommendation:	Recommend that common area fire doors to the laundry are fitted with intumescent strips and smoke seals.	1	8362, 8363 C
M7	Are common area fire doors adequate otherwise? (Ironmongery, hold open hooks etc.)	Y		
	Comment:	Fan lights are obscured by the installation of trunking/ducting in the entrance lobbies.		
	Recommendation:	Recommend further intrusive checks are made to check the condition of fanlights obscured by trunking/ducting in the entrance lobbies and replace any wooden fanlights with 60 minute fire rated material, 2 x risers per floor.	26	Man1
M8	Are all other fire door issues satisfactory?	Y		

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Comment:	As far as can be seen from visual inspection at time of assessment.		
Recommendation:			N/A

Emergency Lighting		Response	Quantity	Photo Ref:
N1	If emergency lighting is provided, is it in good working order?	Y		
	Comment:	Regular service records noted in log book.		
	Recommendation:			8301 N/A
N2	If emergency lighting is provided, is coverage sufficient? (Internal and external)	Y		
	Comment:	Emergency lighting appears to cover escape routes.		
	Recommendation:			N/A
N3	If EL not provided, is borrowed/artificial lighting sufficient for escape? (Internal and external)	N/A		
	Comment:			
	Recommendation:			N/A

Fire Safety Signs and Notices		Response	Quantity	Photo Ref:
O1	Is there adequate provision of fire safety signs and notices? (Consider directional, exits, stairs, fire action notices, fire equipment and 'do not use lift' signage)	Y		
	Comment:	Fire action notices were noted for a stay put policy		
	Recommendation:			8318 N/A
O2	Is fire door signage adequate? (Consider 'Fire door keep shut' and 'Fire door keep locked shut' signage)	N		
	Comment:	No fire door signs were noted on the electrical service risers on all levels.		
	Recommendation:	Provide 'Fire door keep locked' signage to the electrical cupboard fire doors on all levels	13	8696 C
O3	Are other fire safety signs adequate and clearly visible?	Y		
	Comment:	No smoking sign provided, do not use the lift sign, incorporated in Fire Action Notice adjacent to lift doors.		
	Recommendation:			8319, 8318 N/A

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/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 a stay put policy.		
	Recommendation:		1		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 62 a Grade D smoke alarm was fitted in the entrance hall, no other flats inspected.		
	Recommendation:		0 (61)	8397	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 appears to have been an upgraded heating system installed with service pipes enclosed in the entrance lobbies on all levels. Unable to check fire stopping where pipes enter/exit the flats from the communal entrance halls. No information available with regards communal service risers, see J1 & Q3.			
	Recommendation:	Recommend further investigation is undertaken to enclosed service pipes in the communal entrance halls by a specialist to confirm the condition of pipe work where they enter/exits between flats and common areas.	1	8273, 8274, 8275, 8684, 8685	Man1
Q2	Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)	N			
	Comment:	There is a riser in the bin chute rooms on all levels with a vent at both high and low levels.			
	Recommendation:	Recommend the vents as noted are fire stopped with 60minute fire rated materials.	24	8421, 8423, 8424, 8425, 8426, 8427	B
Q3	Are risers (shafts, ducts and cupboards) in the common area appropriately enclosed and/or fire-stopped?	N			
	Comment:	There are 2 sealed service risers marked up as "Gas" in the entrance lobbies on each level that pass through the height of the building with unknown compartmentation.			
	Recommendation:	Recommend further investigation is undertaken by a specialist to confirm location and condition of the Service Risers in the entrance lobbies on all levels	1	8681	Man1
Q4	Is compartmentation maintained in the roof space?	Y			
	Comment:	Appears satisfactory from visual inspection at time of assessment.			
	Recommendation:				N/A

Q5	Are electrics enclosed in fire rated construction? (Where necessary)	Y			
	Comment:	As far as can be seen from visual inspection at time of assessment.			
	Recommendation:				N/A
Q6	Is compartmentation maintained at electrical meter cupboards in flat walls?	N/A			
	Comment:				
	Recommendation:				N/A
Q7	If required, are dampers provided? (Base of refuse chute, ductwork etc.)	N/K			
	Comment:	Bin chutes are located in a bin chute room off the stair landing. Reported the bin chute hatch in the ground floor bin chute room is tested daily. 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:	Management to confirm that the bin chute is fitted with a fusible link damper to the base of the chute and that this is regularly inspected and maintained		1	Man2
Q8	Are wall and ceiling linings appropriate to limit fire spread?	Y			
	Comment:	Painted plastered walls			
	Recommendation:				N/A
Q9	Are soft furnishings in common areas appropriate to limit fire spread/growth?	N/A			
	Comment:				
	Recommendation:				N/A
Q10	Are the external walls of the building satisfactory with regard to fire spread? (For buildings over 18m consider flammability of cladding/external insulation system if provided)	N/K			
	Comment:	No coatings were noted to external walls. Windows have panels fitted above and below the glazing, no information available as to the material content of the panels.			
	Recommendation:	Recommend further investigation is undertaken by a specialist to confirm the condition of the window panels and that it complies with the Building Regs		1	8230 Man1
Q11	Are all other fire spread/compartmentation issues satisfactory?	N			
	Comment:	Vents noted to the service risers labelled as Gas , the service risers in the bin chute rooms, the enclosed pipe ducting in entrance lobbies on all levels and in the ground floor entrance hall.			
	Recommendation:	Recommend the vents to the service risers on all levels are fire stopped with 60minute fire rated materials and the riser checked to ensure it is provided with 60 minutes FR throughout its height		49	8383, 8421, 8313, 8325 Man1
Q12	Are all other fire spread/compartmentation issues satisfactory?	Y			
	Comment:	Appears satisfactory from visual inspection at time of assessment.			
	Recommendation:				N/A
Q13	Are all other fire spread/compartmentation issues satisfactory?	N/A			
	Comment:				
	Recommendation:				N/A

Fire Extinguishing Appliances

Response

Quantity

Photo Ref:

R1	If required, is there reasonable provision of portable fire extinguishers?	Y			
	Comment:		1x water & CO2 fire extinguishers noted in caretakers office, 1x water in the caretakers ancillary rooms, 1 x CO2 in the water tank room, 1 x CO2 in the roof void and 1 x CO2 in the lift plant room.		
	Recommendation:				N/A
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:			
	Recommendation:	Passenger lifts provided with fireman's override switch, no service records available for inspection. 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	8322 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:			
	Recommendation:	Fire fighting mains provided with inlet at ground floor level and outlets on all floor levels in the flat entrance lobbies with last service date of 6/17 noted on label in risers.		8409 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		Response	Quantity	Photo Ref:
Procedures and Arrangements				
T1	Has a competent person(s) been appointed to assist in undertaking the preventative and protective measures?	N/K		
	Comment:			
	Recommendation:	Presumed representative from Northwards is appointed. Savills appointed to undertake Fire Risk Assessment. Recommend a named person who has responsibility for fire safety is made known as required by the duty holder under legislation.	1	Man2
T2	Is there a suitable record of the fire safety arrangements?	N/K		
	Comment:			
	Recommendation:	Limited information was available at time of assessment. Recommend management confirm that appropriate fire safety records are kept on site or at a central location.	1	Man2

T3	Are there appropriate procedures in place in the event of fire and are these documented?	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	Are there suitable arrangements for calling the Fire Service, meeting them on arrival and providing relevant information?	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	Are there suitable fire assembly points away from any risk?	Y			
	Comment:		In the car park to the front of the building if relevant as stay put is the policy.		
	Recommendation:				N/A
T6	Are there adequate procedures in place for the evacuation of disabled people who are likely to be present?	N/K			
	Comment:		See K13		
	Recommendation:				N/A
T7	Are staff nominated and trained on the use of fire extinguishing appliances?	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	Are staff nominated and trained to assist in evacuation?	N/A			
	Comment:		No staff on duty 24/7. Stay put policy.		
	Recommendation:				N/A
T9	Is there appropriate liaison with the local Fire and Rescue Service?	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	Are routine in-house checks carried out? (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, records noted.		
	Recommendation:			8302	N/A
T11	Are all other fire safety management issues satisfactory?	Y			
	Comment:				
	Recommendation:				N/A

Training and Drills			Response	Quantity	Photo Ref:
U1	Do staff receive adequate induction and annual refresher fire safety training? To include fire risks in the premises, fire safety measures in the building, action in the event of fire and on hearing alarm, location and use of fire extinguishers, calling the fire service.	N/K			
Comment:			No information available.		
Recommendation:			Recommend management confirm regular fire safety training is undertaken with induction training for new staff and regular refresher training for existing staff appropriate to their roles.	1	Man2
U2	Are employees nominated to assist in the event of fire given additional training?	N/K			
Comment:			See U1		
Recommendation:					N/A
U3	Are staff nominated and trained to use fire extinguishing appliances?	N/K			
Comment:			See T7		
Recommendation:					N/A
U4	Are fire drills carried out at appropriate intervals?	N/A			
Comment:			Stay put policy building.		
Recommendation:					N/A

Testing and Maintenance			Response	Quantity	Photo Ref:
V1	Is the fire alarm system tested weekly and periodically serviced?	N/A			
Comment:			None provided		
Recommendation:					N/A
V2	Is the emergency lighting system tested monthly and annually?	Y			
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			
	Comment:		Service file available, no log book 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?	Y			
	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 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