



# Winchester

City Council

## REGULATORY REFORM (FIRE SAFETY) ORDER 2005 HOUSING FIRE RISK ASSESSMENT



The purpose of this report is to provide an assessment of the risk to life from fire in these premises, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation.

The report does not address the risk to property or business continuity from fire.

**Company Name: Winchester City Council**

**Address: Chesil Lodge, Winchester, SO22 4AW.**

**Assessment date: 9<sup>th</sup> July 2021 – Updated on 7/9/21.**

This fire risk assessment should be reviewed by a competent person annually or at such a time as there is reason to suspect that it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a fire occurs.

**Assessor:**

Name: Ron Hedger, TecFire Ltd.

Telephone number: (0808) 1231702.

## 1. Conditions:


This Fire Risk assessment has been prepared and written for Winchester City Council using reasonable care and skill and, as far as reasonably possible, in accordance with generally accepted industry standards by a professional and competent Fire Risk Assessor.

The report is limited as follows:

This report constitutes neither a warranty of compliance nor an assurance against risk and represents the best judgement of the consultant who based its preparation in part, on the information provided by others. It may be that certain conditions or situations were either not noted, not informed or not being performed during the visit. Non-inclusion of such conditions or situations in this report does not equate to legislative compliance.

Dated: 13 July 2021

### Executive Summary

<b>Item</b>		<b>Timescale</b>	<b>Responsibility</b>	<b>Completed</b>
<b>1</b>	<p><b>[From previous FRA]</b></p> <p>No information is available to confirm the location and suitability of fire damper installation on the ground floor, where ventilation ductwork passes through fire resisting elements of the building.</p> <p><b><u>Recommendation:</u> A copy of the original design fire strategy should be requested from Clarke Banks (Building Control) Ltd as the Building Control Body responsible for the original design, to inform this and other aspects of the fire strategy.</b></p>	1 month	<b>Property services (M&amp;E)</b>	<p>Investigation completed by R Hedger on 16/8/21.</p>  <p>New Remedial actions recommended in item 5 below on 7/9/21.</p>
<b>2</b>	<p>A number of self-closing fire doors were found not to effectively self-close as a result of over-sized smoke brushes.</p> <p><b><u>Recommendation:</u> All cross corridor fire doors should be checked to ensure that they reliably and consistently self-close. If hindered by smoke seals, either the doors should be adjusted to ensure closure, or smaller smoke seals should be installed.</b></p>	1 month	<b>Tbc</b>	
<b>3</b>	<p>No record of fire extinguisher service was seen, and one of the kitchen CO<sub>2</sub> extinguishers appeared to be out of test date with a date of 6/18 on the service label.</p> <p><b><u>Recommendation:</u> All portable fire extinguishers should be serviced at least annually. Monthly checks should be carried out to ensure all items are in position and are fully functional.</b></p>	1 month	<b>Tbc</b>	
<b>4</b>	<p>Due to COVID restrictions, no fire evacuation drills have taken place during the past 12 months.</p> <p><b><u>Recommendation:</u> A fire evacuation drill should be carried out as soon after 19 July as possible to refresh the evacuation procedures for all</b></p>	1 month	<b>Building Management</b>	

	<b>staff.</b>			
<b>5</b>	<p>The following fire dampers were identified as having been under-specified when installed and should be upgraded to <b>ES60 fire and smoke dampers</b>, to protect the escape routes for sleeping occupants of the Staff Bedroom on the ground floor:</p> <ul style="list-style-type: none"> <li>• The fire damper between the Staff Shower (RDS30) and the Office (RDS28)</li> <li>• The two fire dampers between the Office (RDS28) to the Activity Room (RDS14)</li> </ul>			

## 2. Risk Assessment Information:

### Managing Fire Safety

#### **Good management of fire safety is essential to ensure:**

- That fires are unlikely to occur;
- That if they do occur, they are likely to be controlled or contained quickly, effectively and safely;
- That if a fire does occur and grow everyone in your premises is able to escape to a place of total safety easily and quickly.

This Fire Risk Assessment is central to good management practice in fire safety. It will help you ensure that your fire safety procedures, fire prevention measures, and fire precautions (plans, systems and equipment) are all in place and working properly, and it identifies issues that need attention.

#### **The aims of the assessment are:**

- To identify the fire hazards;
- To reduce the risk of those hazards causing harm to as low as reasonably practicable;
- To decide what physical fire precautions and management arrangements are necessary to ensure the safety of people in your premises if a fire does start.

The assessment is an organised and methodical look at your premises, the activities carried out there, and the likelihood that a fire could start and cause harm to those in and around the premises.

The **Significant Findings and Recommendations** section provides the basis for a plan to secure the necessary improvements.

#### **Scope of the Fire Risk Assessment:**

This assessment has been carried out in accordance with the Regulatory Reform (Fire Safety) Order 2005, and the appropriate National Guidance.

### **High**

Where highly flammable or explosive materials are stored or used (other than in small quantities).

#### **Where unsatisfactory structural features are present such as:-**

- A lack of fire resisting separation;
- Vertical or horizontal openings through which fire, heat and smoke could spread;
- Long and complex escape routes created by extensive subdivision of large floor areas by partitions, or the distribution of display units in shops or machinery in factories;

- Large areas of flammable/combustible or smoke producing surfaces on walls or ceilings.

**Where permanent or temporary work activities are carried out which have the potential for fire to start and spread such as :-**

- Workshops in which highly flammable materials are used, e.g. paint spraying;
- Areas where the processes involve the use of naked flame, or produce excessive heat;
- Large kitchens in works canteens or restaurants;
- Refuse chambers or waste disposal areas;
- Areas where foamed plastics or upholstered furniture are stored.

**Where there is a significant risk to life in case of fire, such as where :-**

- Sleeping accommodation is provided for staff, the public or other visitors in significant numbers; treatment or care is provided where the occupants have to rely upon the actions of limited numbers of staff for their safe evacuation;
- There is a high proportion of elderly or infirm people, or people with temporary or permanent physical or mental disabilities, who need assistance to escape;
- Groups of people are working in isolated parts of the premises such as basements, roof spaces, cable ducts and service tunnels etc;
- Large numbers of people are present relative to the size of the premises (e.g. sales at department stores) or in other circumstances where only a low level of assistance may be available in an emergency (e.g. places of entertainment).

**Medium**

Where any outbreak of fire is likely to remain confined or only spread slowly, allowing people to escape to a place of safety.

Where the number of people present is small and the layout of the workplace means they are likely to be able to escape to a place of safety without assistance.

Where the workplace has an effective automatic warning system, or an effective automatic fire-extinguishing, suppression or containment system, which may reduce the risk classification from high risk.

**Low**

Where there is minimal risk to peoples lives and where the risk of fire occurring is low, or the potential for fire, heat and smoke spread is negligible.

## 2. Risk Assessment Information: Calculation

The following simple risk level estimator is based on a more general health and safety risk level estimator of the type contained in BS 8800, and based on PAS79.

Likelihood of fire	Potential consequences of fire		
	Slight harm	Moderate harm	Extreme harm
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Low		Medium	✓	High	
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**In this context, a definition of the above terms is as follows:**

<b>Low:</b>	Unusually low likelihood of fire as a result of negligible potential sources of ignition.
<b>Medium:</b>	Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).
<b>High:</b>	Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Taking into account the nature of the building and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Slight harm	✓	Moderate harm		Extreme harm	
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**In this context, a definition of the above terms is as follows:**

<b>Slight harm:</b>	Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).
<b>Moderate harm:</b>	Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
<b>Extreme harm:</b>	Significant potential for serious injury or death of one or more occupants.

**Accordingly, it is considered that the risk to life from fire at these premises is:**

<b>Trivial</b>	
<b>Tolerable</b>	✓
<b>Moderate</b>	
<b>Substantial</b>	
<b>Intolerable</b>	

3. Premises Information	
Person/company managing the premises	Winchester City Council.
Nominated responsible person	Amber Russell, Tenancy Services Manager, and Andrew Kingston, Property Services Manager Winchester CC.
Persons met on site	Claire Carrol, Chita Sunggay, care workers and kitchen staff
Mix of residential and commercial (Y/N)	Yes [communal kitchen/lounge/refectory on g/floor Lounge areas between blocks on upper floors]
Alterations notice in force (Y/N)	No
<b>OCCUPANTS</b>	
Total number of flats	53
Number of tenanted flats	52
Number of leaseholder flats	2 purchased properties + 6 in shared ownership.
Are any of the residents classed as <b>vulnerable</b> due to age, or group (Y/N) State group/s	Yes – accommodation caters for elderly residents who may have or develop disabilities during tenancy.
<b>BUILDING</b>	
Main use	Residential for over 55's, some of whom will have care needs/ reduced mobility.
Approximate age	First occupied in 2018
Approximate footprint area (m2)	Approximately 1750m <sup>2</sup>
Type of construction	Reinforced concrete superstructure, with some internal metal studwork between columns and structural floors. External brick walls (& brick cladding), and with metal alloy (bronze) cladding. Flat roof and glazed stairwells. Internal load bearing construction is formed of a Steel Framework System (SFS) and non-load bearing timber stud frame walls lined with plasterboard linings.
Description of the Premises	<p>Chesil Lodge is a purpose built Sheltered Accommodation extra care Premises with accommodation over five floors, with mixed use on the ground floor incorporating restaurant, dementia day care centre, salon and laundry room.</p> <p>There are 52 flats onsite with a mixture of tenure: Council Tenants, leaseholders and shared ownership, and a guest bedroom on the 1st floor.</p> <p>The building is configured as three linked blocks, with A and C blocks offering accommodation at ground to 3<sup>rd</sup> floor, and B block offering accommodation from ground to 4<sup>th</sup> floor, however, as the premises is situated on a sloping site, the C block lowest floor is below ground level.</p> <p>There are three escape stairwells, one in each block and Blocks A and B also have lifts (two units in Block B). Block C does not have a lift.</p> <p>Fire-doors between blocks are provided as 60 minute fire doors. Each block is provided with a Smokeshaft natural smoke ventilation system which incorporates a 1.5m<sup>2</sup> smoke vent into the shaft adjacent to the stair in each block.</p> <p>Automatic Openable Vents (AOV's) are provided at the head of each stair, and also in the circulation routes between blocks at each floor level.</p> <p>A common fire alarm system is installed throughout the ground floor and the common areas of the upper floors, while each apartment also has a stand alone fire alarm system. The common fire alarm and detection system installed throughout the ground floor has been specified to meet the description and recommendations for a</p>

	<p>Category L1 system in this area to support the evacuation procedures for the ground floor common accommodation, and to compensate for the provision of ventilation duct dampers as thermally operated fire dampers only. The residential fire detection and alarm systems are linked to the Tunstall Care system which alerts the on-site staff to the location of the flat and detector concerned.</p> <p>The following ventilation dampers have been provided as property protection and business continuity protection measures and are of the thermal device activation type:</p> <ul style="list-style-type: none"> <li>• From the Disabled WC RDS38 to Multipurpose Room access corridor</li> <li>• From the Multipurpose Room access corridor to Store RDS37 (x2)</li> <li>• From the Day Care Entrance Lobby to Store RDS36</li> <li>• From the Refuse RDS06 to Residential Refuse RDS07</li> <li>• From the Staff shower/change Room to Assisted Bathroom lobby</li> <li>• From the Activity Store to Activity Room RDS14 (x2)</li> <li>• From the Assisted Bathroom lobby to Corridor/open area</li> <li>• From the Cleaners Store RDS03 to Corridor</li> </ul> <p>The following ventilation dampers are required as part of the protection of the means of escape for sleeping risk occupants and are required to be ES60 fire and smoke dampers, activated by the fire alarm system:</p> <ul style="list-style-type: none"> <li>• between the Staff Shower (RDS30) and the Office (RDS28)</li> <li>• the two fire dampers between the Office (RDS28) to the Activity Room (RDS14)</li> </ul> <p>There is a mobility scooter storage and charging room on the ground floor, with capacity for 11 units.</p> <p>The top floor in B block has 2 flats and a communal lounge and roof terrace.</p> <p>There is a meeting room on the 3rd floor (Cheese Hill room).</p> <p>There is a sprinkler system throughout the scheme, in apartments &amp; circulation areas, as part of the life safety fire safety strategy. The Cause and effect of the system is not known by the occupier.</p> <p>There is CCTV in place which can be monitored from the Housing Office.</p> <p>There is an intercom system in place linking the flats with the entrance intercom (Vi units), so that visitors can access the main door.</p> <p>In the lift lobbies (1st floor &amp; above) there is a disabled refuge telecoms system incorporating red boxes with telephone handset inside which can be opened using a coin or similarly sized object.</p> <p>The Housing Office is staffed on half days (Mon to Friday), Fire Alarm is tested at 10:30 on Tuesdays.</p> <p>Due to Covid 19 protective measures: the dining room was not in use at time of survey, a takeaway service was provided.</p> <p>The service risers were not inspected for this survey.</p> <p><b>Please also see Section 7 below for a description of the temporary emergency fire safety situation observed during this assessment, as a result of a fire alarm fault.</b></p>
Location of above premises within building	Whole.
Any external cladding?	The building has bronze decorative cladding to the front elevation (facing Chesil Street) of the top storey of each of the



	<p>three blocks. As this is a not intended to provide additional thermal insulation to the construction, it does not appear to have insulating material associated with it and is reported to have a Class 0 surface spread of flame rating, which would have exceeded the requirements for Building Regulations, at the time of construction.</p> <p>As the highest habitable floor of the building is less than 18m above the lowest adjacent ground level, the building is not a Relevant Building, in respect of Regulation 7 of the Building Regulations, and, as such, there is no requirement for an EWS1 form to be completed for the building.</p>
Balcony assessment & solar shading installations (materials):	<p>Balcony railings are constructed from steel.</p> <p>Balconies are recessed within the construction of the building, are constructed with brick facings to front and side elevations. Although no balconies were accessed directly during this assessment, an external survey showed that balconies were not being used to store significant quantities of combustible furniture or materials at the time of this assessment.</p>
Common areas only, please state	<p>The common areas of the premises include;</p> <p>The Dementia Day Care Centre; staff rooms, store rooms, function rooms, commercial kitchen, corridors, staircases, resident lounges, WC's, offices, mobility scooter store, laundry room, boiler/ plant room, refuse stores, Cheesehill Room, Harris Room/ roof terrace and communal bathroom.</p>
Do conditions support the Evacuation Strategy?	Yes
Areas excluded from report (if any)	Individual flats (Guest suite only entered).
Type of survey completed:	Type 1 (non-destructive, common parts only).
General condition of common areas.	Satisfactory.
Any recent history of fires in the building?	<p>No fires reported, however 2 fire alarm activations were reported:</p> <p>2019 (exact date not known) – FRS called due to fire alarm panel buzzer activating – non emergency.</p> <p>June 2020 – Cooking fumes in individual apartment. No fire. No call made to the FRS</p>
Risk of external fire spread across building, or to other buildings?	<p>Minimal. External elevations are predominantly constructed from brick. There may be a risk of fire spread by radiant heat from window below to window above due to the small vertical separation distances between vertically aligned windows, but no features likely to cause fire spread over the external walls, or from one building to another.</p>
Evacuation Plan:	<p>Full simultaneous evacuate of the ground floor including the dementia day centre.</p> <p>Stay Put/ Delayed Evacuation for flat residents.</p>
<b>FLOORS</b>	
Number of floors, including ground and basement.	Five: ground; first; second; third; fourth.
<b>STAIRS</b>	
Number of protected stairs	Three.
Number of unprotected stairs	None
Number of external stairs	None (general public stairs to rear)
Number of lifts provided	Three.

<b>BS9999: 2008 - Risk Profile</b>	
Occupancy characteristic	Cii
Potential fire growth rate	1 (Slow) - <i>Sprinkler System in place.</i>
Risk profile for this occupancy	C1
<b>SURVEY</b>	
Assessment carried out by	Ron Hedger
Company	TecFire Ltd
Telephone number	0808 123 1702
<b>Communal Electrical Wiring &amp; Cabling (are 18<sup>th</sup> Edition standards being met?)</b>	
Communal wiring/ cabling feedback:	The premises was first occupied in 2018. As the recommended reinspection period for fixed electrical wiring installations for this type of premises is 5 yearly, the next such inspection is due in 2023.

## 4. Photographic evidence

1.



2.



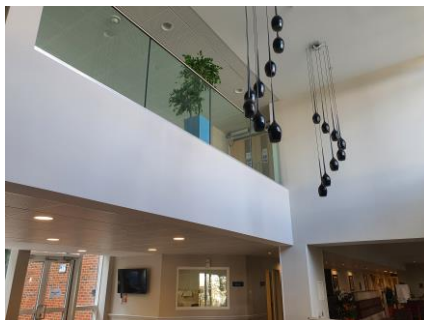
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4.



5.



6.



#### 4. Photographic evidence continued.

7.



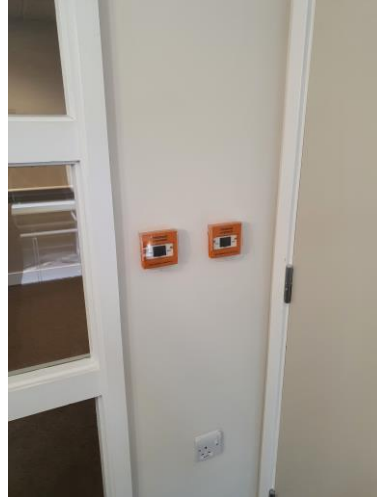
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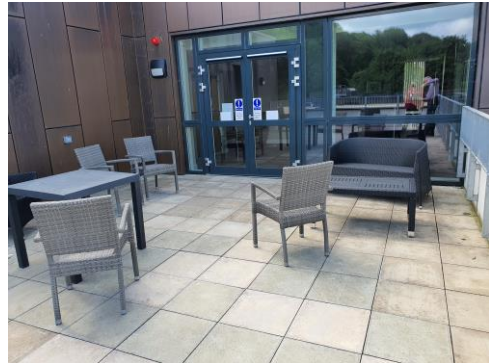


#### 4. Photographic evidence continued.

13.



14.



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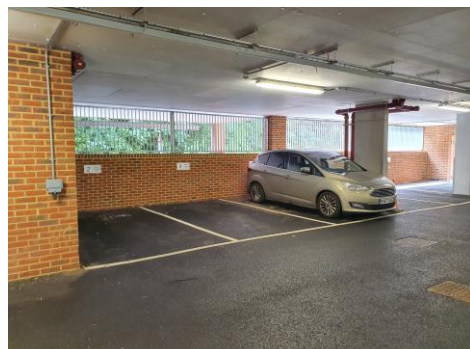
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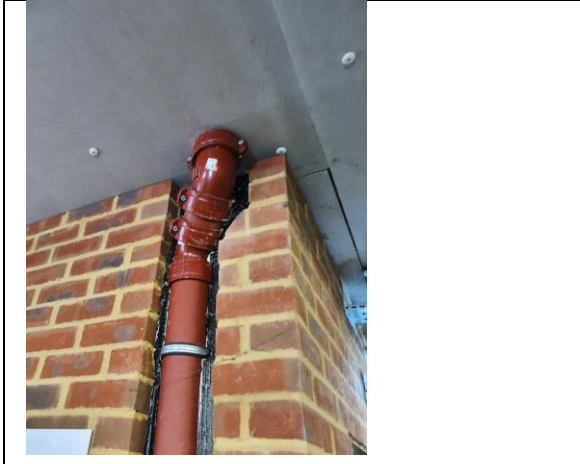
18.





**4. Photographic evidence continued.**

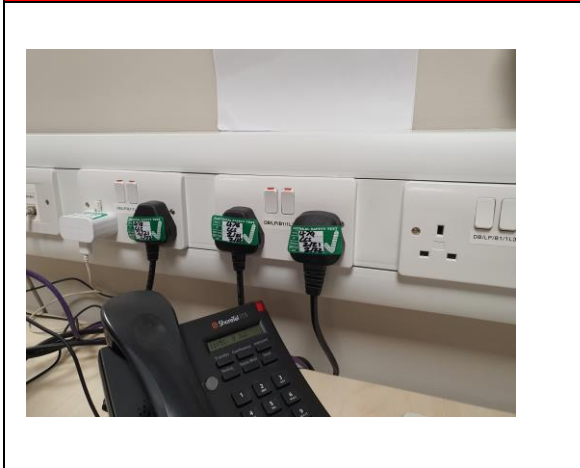
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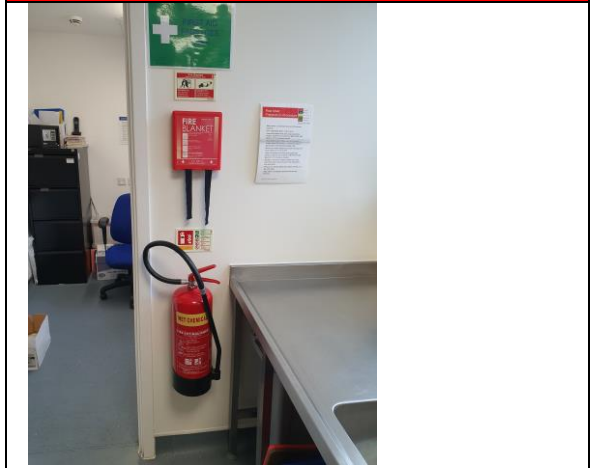
**20.**



**21.**



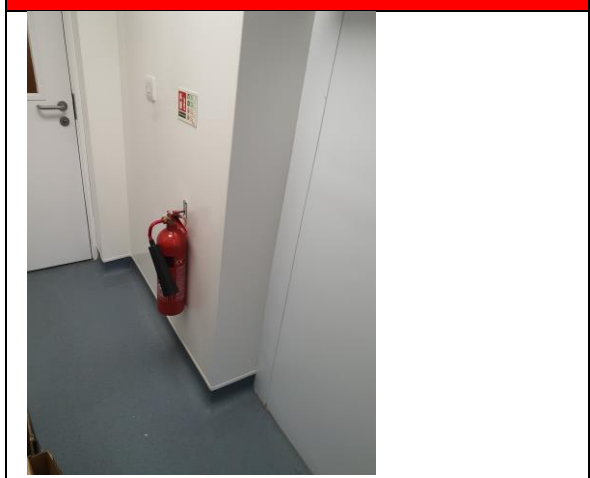
22.



**23.**



**24.**



#### 4. Photographic evidence continued.

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## 5: Compliance questions and remedial action plan

A: General					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
A1	Is there an existing fire risk assessment?	Yes	Yes – 3 items identified in the executive summary		
A2	Where there is an existing fire risk assessment, have all remedial actions been implemented?	Not known	It was not possible to identify the ductwork or fire dampers being referred to in the RAP, and there was no knowledge of the damper installation on site.	Medium	Investigation completed by R Hedger on 16/8/21.  Neww Remedial actions recommended (see below)
A3	Are visitors and contractors informed of actions to take in case of fire?	Yes		L	
A4	Are fire safety conditions imposed on contractors?	Yes		L	
A5	Have fire prevention measures been brought to the attention of residents?	Yes	Due to the implementation of COVID control measures, no fire drills have been carried out in the last year, however, increase communication of fire safety procedures has been carried out in lieu.	L	
A6	Is there adequate vehicular access to the premises for the fire service?	Yes		L	
A7	Is there an existing fire safety policy provided for the sheltered scheme?	Yes	Residents in affected flats to evacuate immediately. Staff alerted to investigate, by Tunstall Care system. All other residents to Stay Put. Supported by the	L	



			fire strategy of the building.		
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B: Hazard Identification - Source of Ignition					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
B1	Have all common area electrical systems been inspected and tested periodically: <b>Note:</b> <i>Ensure fixed installation is inspected at intervals specified in BS 7671:2008. IEE Wiring Regulations 17th Edition.</i>	Yes	As the building is less than 5 years old, the periodic survey of the fixed wiring installation is not yet due.	L	
B2	Are portable electrical devices and flexes in the common areas tested and free from physical damage?	Yes	See photo 21 above	L	
B3	Are electrical, and service, intakes and distribution managed and controlled effectively? <b>Note:</b> <i>fire doors (e.g. to electrical cupboards, service ducts, boiler rooms etc) need not be self closing where they are kept locked and labelled with 'Fire Door - Keep locked shut' (blue mandatory safety sign). It is good practice to provide signage to indicate location of service 'shut offs'</i>	Yes		L	
B4	Is lighting / heat producing equipment stored or located away from combustibles?	Yes	None in use at time of survey	L	
B5	If fitted are lightning conductors periodically tested?	Not known	A lightning conductor system is installed across the whole of the building, however there were no records of service or testing available to view during the survey. <b>Recommendation: The lightning system should be serviced annually and a record kept to inform future fire risk assessments</b>	L	Lightning protection system Test Certificate No. 9142, dated 22/09/2020 seen.  6/8/21

B: Hazard Identification - Source of Ignition					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
B6	Has all gas equipment supplied by the landlord been subject to inspection and testing in accordance with The Gas Safety (Installation and Use) Regulations 1998 by a Gas Safe Registered technician? Are gas meter cupboards secure and any safety measures in an operable condition?	Yes	Alsop and Francis (21/4/21) LAB 054942	L	
B7	Are there reasonable measures taken to manage smoking? <i><b>Note:</b> Demarcated, safe smoking areas for public and service users. Ensure prohibition on smoking in other locations.</i>	Yes		L	
B8	Do the local statistics indicate a low fire raising problem for this area?	Yes		L	
B9	Does basic security against arson appear reasonable?	Yes	The premises is secure with CCTV throughout.	L	

<b>B: Hazard Identification - Source of Fuel</b>					
<b>Ref No</b>	<b>Compliance Question</b>	<b>Yes, No or NA</b>	<b>Remedial Action Plan (RAP) and Comments</b>	<b>Risk Rating</b>	<b>RAP Completed</b>
<b>B10</b>	Are escape routes kept free of combustible materials?	<b>Yes</b>		<b>L</b>	
<b>B11</b>	Is the standard of housekeeping satisfactory?	<b>Yes</b>		<b>L</b>	
<b>B12</b>	Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders?	<b>Yes</b>		<b>L</b>	
<b>B13</b>	Are the arrangements for disposal of waste adequate to prevent build-up - is secure storage provided to prevent unauthorised access to combustible materials?	<b>Yes</b>		<b>L</b>	
<b>B14</b>	Are the walls, floors and ceiling coverings free from combustible products?	<b>Yes</b>		<b>L</b>	
<b>B15</b>	Where furniture and furnishing are provided in common areas and means of escape routes, are they fire retardant in accordance with the Furniture and Furnishings (Fire) (Safety) Amendment Regulations 1989?	<b>Yes</b>	See photos 8 and 14 for examples.	<b>L</b>	
<b>B16</b>	Where natural mains fed gas is supplied to the building are appropriate management systems implemented?	<b>Yes</b>		<b>L</b>	
<b>B17</b>	Where compressed gas cylinders e.g. oxygen, air, acetylene, stored or in use on the premises and they managed appropriately?	<b>Yes</b>	Residents occasionally need compressed oxygen cylinders. If this is the case, a sign indicating the presence of the cylinder is placed on the apartment door.	<b>L</b>	

B: Hazard Identification - Source of Oxygen					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
Sources of oxygen in premises covered by this assessment will normally be the air in the building through natural ventilation, however the residents should be advised that if they use oxygen (for medical reasons) the landlord.					
B18	Where oxygen supplies, cylinder/s or piped systems are evident are they managed appropriately?	Yes		L	
B19	Air handling systems <b>do not</b> have the potential to spread a fire?	Not known	<p>Previous FRAs have identified a lack of information on the provision of fire dampers at the points where ventilation ductwork crosses fire compartment boundaries. No further information has been made available to close out this issue, however, as the building was constructed less than 4 years ago, it is likely that this is a lack of availability of information rather than a risk of inadequate provision.</p> <p><b>Recommendation: A copy of the original design fire strategy should be requested from Clarke Banks (Building Control) Ltd as the Building Control Body responsible for the original design, to inform this and other aspects of the fire strategy.</b></p>	L	

C: People at risk:					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
C1	Are people familiar with the premises?	Yes		L	
C2	Where young persons are known to live in the premises is there adequate protection provided?	n/a	Accommodation is for elderly only. No young persons accommodated.	L	

<b>C3</b>	Where vulnerable persons (alcohol, drugs or receiving treatment) are known to live in the premises is there adequate protection provided?	<b>Yes</b>	Accommodation is for residents who need some additional residential support but who are still reasonably independent. On site care staff available to support resident needs.	<b>L</b>	
<b>C4</b>	Where disabled residents are known to live in the premises is there adequate protection provided?	<b>Yes</b>	Accommodation is for residents who need some additional residential support but who are still reasonably independent. On site care staff available to support resident needs.	<b>L</b>	
<b>C5</b>	Are there procedures in place to protect anyone who could be working in enclosed, isolated parts of the building, i.e. contractors in plant room or on the roof?	<b>Yes</b>	Service and maintenance engineers must have suitable H&S procedures to carry out maintenance activities.	<b>L</b>	

<b>D: Means for Giving Warning:</b>					
<b>Ref No</b>	<b>Compliance Question</b>	<b>Yes, No or NA</b>	<b>Remedial Action Plan (RAP) and Comments</b>	<b>Risk Rating</b>	<b>RAP Completed</b>
<b>D1</b>	Does the building have an adequate means for giving warning in case of fire? Manual or Mechanical.	<b>Yes</b>	Modern addressable Fire Detection & Alarm system in place. System reported to be a Category L1, GENT Vigilon, system linked to sprinklers, however the fire strategy documentation is not available to confirm this, or the cause and effect schedule for the alarm and associated fire safety equipment.	<b>L</b>	
<b>D2</b>	Are individual flats/apartments provided with stand alone fire detection systems? Where known.	<b>Yes</b>		<b>L</b>	
<b>D3</b>	Is the fire alarm system serviced/maintained in accordance with BS 5839? Ensure a competent engineer services fire alarm system and carries out back up supply checks in accordance with current standards. Check for records in the fire logbook.	<b>Yes</b>	System is maintained by Premier Fire Ltd. Last service activity carried out on 22/3/21	<b>L</b>	
<b>D4</b>	Is the fire alarm system checked by the occupier? <b>Note:</b> <i>Occupier to ensure operation of a different call point (or detector) weekly (different zone each week). Ensure record of test made in fire logbook.</i>	<b>Yes</b>	Fire alarm test witnessed during the survey for this assessment. This was delayed from the usual date due to a persistent fault on the C block circuit.	<b>L</b>	
<b>D5</b>	There is no evidence of false alarms or abuse of the common area system?	<b>Yes</b>		<b>L</b>	

<b>E: Means of Escape:</b>					
<b>Ref No</b>	<b>Compliance Question</b>	<b>Yes, No or NA</b>	<b>Remedial Action Plan (RAP) and Comments</b>	<b>Risk Rating</b>	<b>RAP Completed</b>
<b>E1</b>	Are there sufficient exits for the number of people present that lead to a place of ultimate safety?	<b>Yes</b>		<b>L</b>	
<b>E2</b>	Are all gangways and escape routes free from obstruction and free from combustibles? <i><b>Note:</b> Escape routes should be free from obstructions such as portable heaters of any type, cooking appliances, upholstered furniture, coat racks, temporarily stored items, waste bins, electrical equipment (other than security and emergency systems) etc.</i>	<b>Yes</b>		<b>L</b>	
<b>E3</b>	Are floor surfaces in escape routes free from tripping, slipping and fire hazards?	<b>Yes</b>		<b>L</b>	
<b>E4</b>	Is compartmentation of a reasonable standard?	<b>Yes</b>	Although the construction of fire compartment partitions and ceilings appears to be to a very good standard, at the time of this assessment, a fault on C block fire alarm circuit meant that the automatic door hold open devices on the doors between C and B block were not releasing on activation of the alarm. 30 minute checks were being carried out, and open doors were being closed when found. <b>See Section 7 below</b>	<b>L</b>	
<b>E5</b>	Are all vents and service ducts etc suitably protected, where appropriate, to prevent the spread of fire and smoke?	<b>No</b>	Copies of the original ventilation plans were compared with the Damper fire test record produced by Ductwork By Design on 31/5/18, which identified the type of fire damper installed at each location.	<b>Medium</b>	



			These were then compared with the prescriptive requirements of the ADB for fire damper provision. Three items were found to be inadequate for the location and situation and in need of replacement. These are described by recommendations 1 and 2 of the TecFire document: 'Technical Note: Ground floor damper review', dated 7/9/2021. The pertinent recommendations are reproduced <b>in Section 8 below.</b>		
<b>E6</b>	<p>Are travel distances acceptable?</p> <p><b>Note:</b> <i>Escape routes should be short enough to enable all people in the building to get to a place of safety, outside the building, in about two to three minutes. (In certain buildings e.g. Older Person's Residential Units progressive/lateral evacuation should be adopted to reduce need for evacuation to outside areas.)</i></p>	<b>Yes</b>		<b>L</b>	

Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
E7	Are internal protected staircase/s well maintained and free from combustibles and/or ignition sources.	Yes		L	
E8	Are internal protected staircase/s provided with suitable ventilation systems to ensure smoke is removed efficiently?	Yes		L	
E9	Are external stairways weather protected, regularly maintained to avoid slipping hazards such as algae, moss, leaves or ice?	Yes	The premises does not have any external stairs associated with access or egress from the building, however, there is an external stair adjacent to the car park which provides access from Chesil Street to Barfield Road. This is in good condition.	L	
E10	Are escape windows used if <b>YES</b> is this appropriate?	No	Not used.	L	
E11	What is the condition of final fire exit doors? <b>Note:</b> Final fire exit doors should open in the direction of travel. And should be free from obstructions (inside and outside). Where there is a risk of obstruction final fire exit doors should be labelled 'Fire Door - Keep Clear. Appropriate notices on how to open doors should be posted on the door - E.g. 'Push Bar to Open'.	Yes		L	

Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
E12	Are there sufficient exits of suitable size to allow safe egress for all residents? <b>Note:</b> Doorways should be at least 750mm wide when up to 40 people per minute are expected to use the exit route. No less than 1 metre wide when up to 80 are expected. Increase of 75mm for additional groups of 15 people. Where doors are likely to be used by wheelchair users the doorway should be at least 800mm wide.	Yes		L	
E13	Are corridors wide enough? <b>Note:</b> Corridors should generally be a minimum of 1 metre wide. Areas used by wheelchair users require a minimum wide of 1.2 metres. In large buildings corridor width may be greater.	Yes		L	
E14	Can all exits be immediately opened in the direction of escape and without the use of a key?	Yes	All emergency exits are immediately openable from the escape side. Other doors and exits may be secured.	L	

Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
E15	<p>Are all internal fire doors in good condition, fitted with appropriate devices and in working order? In accordance with BS8214: 2008. Fire Doors on escape routes should be fitted with self-closing devices and labelled 'Fire Door - Keep Shut' (blue 'mandatory' safety sign).</p> <p><b>Note:</b> <i>The fire resistance of a door assembly is determined by subjecting a full-size construction to test in accordance with the procedures laid down in the appropriate fire resistance testing standard, i.e. BS 476-22 or BS EN 1634-1. The test standard requires the tested construction to be fully representative of the assembly to be used in practice in terms of materials and methods of construction, size, number of leaves and mode of operation including all glazed openings. Automatic fire doors must be labelled 'Automatic Fire Door - Keep Clear' (blue 'mandatory' safety sign)</i></p>	No	<p>Doors appeared to be in good condition, however a number of self-closing fire doors were found not to effectively self-close as a result of over-sized smoke brushes. These doors intermittently closed, and some closed after a time having had a door leaf sit open on the smoke brush for an indeterminate time.</p> <p><b>Recommendation: All cross corridor fire doors should be checked to ensure that they reliably and consistently self-close. If hindered by smoke seals, either the doors should be adjusted to ensure closure, or smaller smoke seals should be installed.</b></p>	Medium	
E16	Is the use of non specific door opening devices managed appropriately? i.e. doors wedges open .	Yes	The main cross corridor doors in the residential parts of the building are held open by automatic devices linked directly to the fire alarm system to release. Some additional lower risk fire doors, such as the one to the main premises office on the ground floor, had sonic activated door hold open devices fitted. These were seen to operate correctly during the fire alarm test during this assessment.	L	
E17	Is there a reasonable standard of fire safety signs and notices?	Yes	Fire alarm call point pictograms had been installed as part of the previous FRA remedial action plan.	L	

E: Means of Escape - Escape Lighting					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
E18	Are all escape routes (internal & external) adequately illuminated? <i><b>Note:</b> All escape routes should be sufficiently lit for people to see their way out safely. Emergency escape lighting may be needed if walkways are without natural daylight or are used at night.</i>	Yes		L	
E19	Does existing artificial lighting appear satisfactory?	Yes		L	
E20	Is the lighting provided in case of a lighting failure adequate to ensure safe escape in case of a fire?	Yes		L	
E21	Do emergency lighting units appear to be charging?			L	
E22	Is emergency lighting maintained and tested according to BS5266?	Yes	The emergency lighting system is maintained by Premier Fire Ltd, last service activity dated 22/3/21  Last system test dated 30/6/21 (flash test only)	L	

F: Portable Fire fighting Equipment					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
F1	<p>Is portable fire fighting equipment provided in the common areas?</p> <p><b>Note:</b> <i>Ensure extinguishers are appropriate to the local risk and are fixed near exit doors and at appropriate heights (Handle of large extinguishers - approx. 1 metre from the floor. Handle of small hand held extinguishers approximately 1.5 metres from the floor).</i></p>	Some	<p>Portable firefighting equipment (CO2, Wet chemical and fire blanket – see photos 22 and 24 above) are provided in the kitchen. Other than that, no portable firefighting equipment is provided.</p> <p>This is acceptable for the residential accommodation, which is provided with automatic sprinkler systems in flats and common areas.</p> <p>However, there is no provision of hand held portable firefighting equipment provided for the office accommodation on the ground floor accessed from the atrium. A small fire here might be rapidly extinguished by portable extinguisher, before the activation of a sprinkler head, which would cause significant water damage once activated.</p>	L	
F2	Are they suitable for the purpose & of sufficient capacity?	Yes	Provision is suitable subject to F1 above.	L	
F3	<p>Are the quantity and types of extinguishers adequate for the risk?</p> <p><b>Note:</b> <i>Is there at least one extinguisher for each 200 metres of floor space? (minimum of 2 per floor, unless it is an upper floor of less than 100m<sup>2</sup>).</i></p>	Yes	Provision is suitable subject to F1 above.	L	
F4	<p>Are extinguishers correctly sited?</p> <p><b>Note:</b> <i>approx. 1 metre from the floor. Handle of small hand held extinguishers approximately 1.5 metres from the floor).</i></p>	Yes	Provision is suitable subject to F1 above.	L	

Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
F5	Are extinguishers clearly visible with signage if concealed? <b>Note:</b> Where full body colour extinguishers (BS 5423) are still in use, fire fighting equipment safety signs should be posted above the extinguisher (see guidance and information sheets)	Yes		L	
F6	Are extinguishers unobstructed?	No	See photos 22 and 24	L	
F7	Are maintenance inspections of extinguishers carried out and recorded in the log book in line with current standards?	Not known	No record of fire extinguisher service was seen, and one of the kitchen CO2 extinguishers appeared to be out of test date with a date of 6/18 on the service label. <b>Recommendation: All portable fire extinguishers should be serviced at least annually. Monthly checks should be carried out to ensure all items are in position and are fully functional.</b>	Medium	
F8	Are tenants advised to purchase a fire blanket and multipurpose extinguisher?	No	Sprinklers installed throughout the residential accommodation. Residents are not advised to tackle a fire in their flat, but to evacuate immediately.	L	
F9	Are staff trained in fire safety awareness?	Yes	All staff complete on line fire safety awareness training, as well as selected staff being further trained to investigate alarm activation in residents' flats, including door opening procedures. Staff member questioned as part of survey.	L	

<b>G: Fixed Installations</b>					
<b>Ref No</b>	<b>Compliance Question</b>	<b>Yes, No or NA</b>	<b>Remedial Action Plan (RAP) and Comments</b>	<b>Risk Rating</b>	<b>RAP Completed</b>
<b>G1</b>	Is the building provided with a sprinkler system?	<b>Yes</b>		<b>L</b>	
<b>G2</b>	Is the building provided with a dry/wet riser?	<b>No</b>	Fire Service access to the building is good. Although it may not be possible for firefighters to reach all parts of the building within 45m of the rear of a parked pumping appliance, the residential accommodation the upper floors is provided with sprinkler protection, which reduces the likelihood of fire development.	<b>L</b>	
<b>G3</b>	Is the building provided with a smoke control system?	<b>Yes</b>	Impulse fan system in ground floor car park. AOV smoke clearance system in each stair enclosure. Smoke shaft natural smoke control system in each residential corridor	<b>L</b>	
<b>G4</b>	Are fixed installations tested to current BS standards?	<b>Yes</b>		<b>L</b>	
<b>G5</b>	Are all protection systems provided with appropriate signage?	<b>Yes</b>		<b>L</b>	
<b>G6</b>	Are all protection systems provided with appropriate alarms?	<b>Yes</b>		<b>L</b>	
<b>G7</b>	Are hose reels provided?	<b>N/A</b>	None provided	<b>L</b>	
<b>G8</b>	Is the building provided with any other fixed installations?	<b>Yes</b>	Tunstall Care communication system. Disable refuge telecommunication system in place.	<b>L</b>	



<b>H: Arson</b>					
<b>Ref No</b>	<b>Compliance Question</b>	<b>Yes, No or NA</b>	<b>Remedial Action Plan (RAP) and Comments</b>	<b>Risk Rating</b>	<b>RAP Completed</b>
<b>H1</b>	There was <b>no</b> physical evidence or local statistical evidence of arson.	<b>Yes</b>		<b>L</b>	
<b>H2</b>	Are the premises reasonably secure during hours of darkness?	<b>Yes</b>		<b>L</b>	
<b>H3</b>	Is there a reasonable standard of external lighting?	<b>Yes</b>		<b>L</b>	
<b>H4</b>	Is external rubbish/ waste managed appropriately?	<b>Yes</b>		<b>L</b>	
<b>H5</b>	Are wheelie bins lockable?	<b>Yes</b>	Domestic waste is collected in communal 'wheelie bins' which are located in a locked internal refuse room	<b>L</b>	
<b>H6</b>	Are wheelie bins remote from the building?	<b>No</b>	The refuse room is internal to the building.	<b>L</b>	
<b>H7</b>	Is CCTV provided?	<b>Yes</b>			

I: Emergency Action Plan					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
I1	Is there an emergency plan in place? <b>Note:</b> <i>Ensure there is a plan for raising the alarm, calling the Fire and Rescue Service and assembly point locations.</i>	Yes	On activation of the common alarm system, the ground floor, including the Dementia day centre, will evacuate to the designated assembly point outside the Barfield multi-storey car park.	L	
I2	Are fire action notices in place and up to date. <b>Note:</b> <i>In general, fire action notices should be posted next to all fire alarm call points.</i>	Yes		L	
I3	Have the needs and abilities of disabled, sensory impaired and less able bodied persons been considered? <b>Note:</b> <i>Planning should take account of the needs of all occupants. It is essential to identify the abilities and needs of disabled people and make proper arrangements for their assistance.</i>	Yes		L	
I4	Are visitors, contractors and members of the public (if applicable) considered as part of the plan.	Yes	An area sweep of the ground floor is used to ensure that all occupants are evacuated.	L	
I5	Are staff informed, instructed in the operation of the alarm system, fire safety awareness?	Yes		L	

<b>I6</b>	Are fire drills undertaken at least twice a year?	<b>No</b>	Due to COVID restrictions, no fire evacuation drills have taken place during the past 12 months. It is recommended that a fire evacuation drill should be carried out as soon after 19 July as possible to refresh the evacuation procedures for all staff. <u>Recommendation:</u> <b>A fire evacuation drill should be carried out as soon after 19 July as possible to refresh the evacuation procedures for all staff.</b>	<b>medium</b>	
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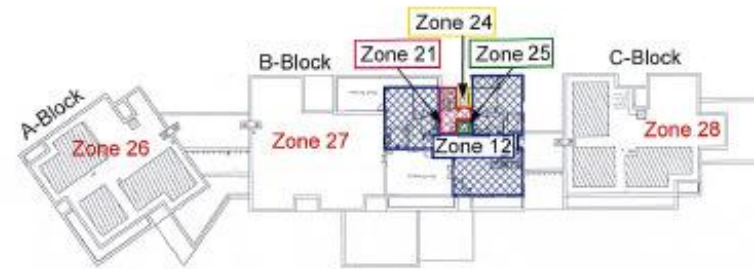
<b>J: Health and Safety</b>					
<b>Ref No</b>	<b>Compliance Question</b>	<b>Yes, No or NA</b>	<b>Remedial Action Plan (RAP) and Comments</b>	<b>Risk Rating</b>	<b>RAP Completed</b>
<b>J1</b>	Were any non-Fire Safety issues found during the inspection?	<b>No</b>		<b>L</b>	



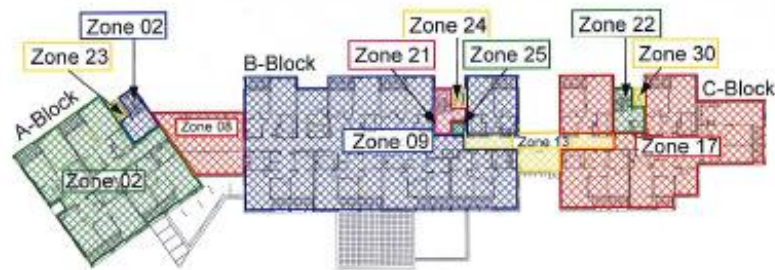
## 6: Plan



Third Floor



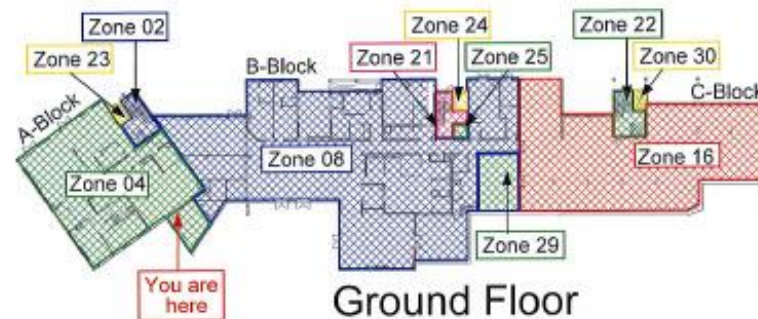
Fourth Floor



First Floor



Second Floor



Ground Floor

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## 7: Temporary emergency fire safety situation observed during this assessment

At the time of this assessment, the common areas fire alarm system was suffering from a fault. The following records the temporary situation observed, the control measures already in place and the additional advice given at the time of this assessment.

Situation	Existing control measures	Additional advice
<p>The Block C fire alarm loop was seen to be in fault</p> <p>A fire alarm technician had already attended, the day before and identified that the control board in the associated control panel for the C block loop had failed. A replacement board was ordered, but would take several days to arrive.</p>	<ul style="list-style-type: none"> <li>Battery operated smoke detectors fitted throughout C block to give warning of smoke in the common corridor to residents.</li> <li>Care staff made aware of the lack of common area fire alarm system in C block.</li> <li>24 hr walking checks of conditions in the common areas of C block carried out every 30 minutes (one such check observed during this assessment).</li> </ul>	
<p>Observed that automatic door hold open devices were not being triggered during the common alarm activation.</p>		<p>Advised that any doors found during an area check to have been set open on the automatic hold open devices, should be closed.</p> <p>Advised that residents should be informed not to fix the cross corridor doors open as they pass through them.</p>
<p>Observed that the corridor smoke vent adjacent to the C block stair would not open to clear smoke from the corridor.</p>		<p>No additional measures advised:</p> <p>Travel distances within the corridor are such that a smoke control system is recommended as part of the prescriptive requirements. However, as sprinklers are provided throughout each apartment, the likelihood of significant amounts of smoke entering the corridor from an affected apartment is very low, other than during firefighting operations. The stay put evacuation policy will ensure that residents in other apartments are not affected prior to firefighting commencing, and current FRS</p>

		<p><b>policy is to evacuate the affected corridor before commencing firefighting. In addition, with AOVs available at the head of the stair and in the walkway between C and B block, any smoke introduced tot eh corridor by Fire Service intervention can be cleared quickly and easily.</b></p>
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## 8: Recommendations in respect of the ground floor fire damper remedial actions

**Recommendation 2:** An ES60 rated Fire and smoke damper should be installed between the Staff Shower (RDS30) and the Office (RDS28), to close automatically on operation of the fire alarm system.

**Recommendation 3:** The two fire dampers between the Office (RDS28) to the Activity Room (RDS14) should be confirmed as being rated as ES60 Fire and smoke dampers, and installed to close automatically on operation of the fire alarm system.

**Recommendation 5:** All fire dampers provided as part of the ground floor ventilation system should be serviced annually, or as specified in the manufacturer's literature. A record of such service events should be kept with other relevant fire safety documentation to inform the routine fire safety risk assessment process.