



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: Whitewings House, Ashling Park, Denmead PO7 6DL

Assessment date: 15 November 2021.

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should be reviewed by a competent person annually or at such a time as there is reason to suspect that it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a fire occurs.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

On behalf of Winchester City Council, Property Services

Telephone number: (01962) 848076.

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. Fire protection measures are assessed on the assumption of a maximal fire development, irrespective of the likelihood and severity calculated.

The report is limited as follows:

It may be that certain conditions or situations were either not noted, not informed or not being performed during the visit and, therefore, non-inclusion of such conditions or situations in this report does not equate to legislative compliance.

Date: 15 November 2021

Executive Summary

The Executive Summary holds the prioritised items from the Remedial Action Plan, *Part 5 of the report*. The items in the table below should be actioned first.

No.	Issue which requires actioning	Risk Level	Completion Timescale	Responsible Officer	Actions taken & date completed.
1	(A2) East Wing ground floor store not locked and is used for storage of combustible materials. (Repeat of issue found in previous FRA).	Medium			
2	(A3 & A4) No apparent Contractor or visitor fire safety instructions or sign in.	Medium			
3	(D2 & I1) No information available to describe the action of the fire alarm with respect to the individual flats.	Medium			
4	(F9 & I5) Staff may not be sufficiently aware of how to operate the fire alarm panel, or what to do when the fire alarm sounds.	Medium			
5	(I6) Staff working on the premises should carry out fire drills to test their own knowledge of fire safety procedures.	Medium			
Compliance with BS7671/ Wiring Regulations: wiring systems in escape routes to have fire-resisting supports					
<i>No concerns identified</i>					

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:

Low:	Unusually low likelihood of fire as a result of negligible potential sources of ignition.
Medium:	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).
High:	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:

Slight harm:	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).
Moderate harm:	Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
Extreme harm:	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:

Trivial	
Tolerable	✓
Moderate	
Substantial	
Intolerable	

3. Premises Information	
Person/company managing the premises	Winchester City Council.
Nominated responsible person	Tenancy Services Manager, and Property Services Manager for Winchester City Council.
Persons met on site	Site survey was unaccompanied.
Mix of residential and commercial (Y/N)	No – residential only
Alterations notice in force (Y/N)	No
OCCUPANTS	
Total number of flats	34
Number of tenanted flats	Not known – assessment was of the common parts only.
Number of leaseholder flats	N/A
Are any of the residents classed as vulnerable due to age, or group (Y/N) State group/s	Yes – The premises provides a mix of Sheltered Living in the East Wing and Supported Living in the West Wing.
BUILDING	
Main use	Residential – mix of sheltered and supported living. Support provided by 'You Trust' on behalf of WCC.
Approximate age	Building first occupied in 1985.
Approximate footprint area (m ²)	1200m ² (taken from previous FRA).
Type of construction	<p>The building is of traditional construction, with block and brickwork walls and some steel structural elements. The roof has a timber structure with cement tile covering.</p> <p>The external façades are of brick with no cladding.</p> <p>Internal walls dividing the dwellings and stairs are brick with plaster facing. Floors are concrete with suspended ceilings in some areas.</p> <p>Dividing walls continue up through the suspended ceilings to the true ceiling over.</p>

3. Premises Information

Description of the Premises

The building provides accommodation over three floors. In 2013 the West Wing was converted to take HCC Supported Living Residents, with the East Wing remaining as Sheltered Accommodation.

The West Wing also has an office with sleeping accommodation for staff. The care provider is recorded in the previous FRA as 'You Trust' on behalf of WCC on an HCC contract.

There is a large single storey communal lounge to the right of the entrance with a small kitchen adjacent. A serving hatch is provided between the kitchen and the lounge which has an automatic fire shutter installed to close off the hatch on activation of the fire alarm.

Communal toilets are provided off the corridor leading to the lounge.

Two laundries are provided on the ground floor with one adjacent to the connecting door between the East and West wings, and a further laundry located on the corridor serving the West Wing ground floor flats. There is also a small office available for the use of the Sheltered Care staff.

Mobility scooters are stored in an external store adjacent to but remote from the communal lounge which provides space for the storage and charging, next to the West Wing refuse store.

Sheltered Care staff visit the site once a week on Wednesdays to provide support and assistance to the residents. During their attendance they test the fire alarm.

The upper floors are served by four escape stairs, each fully enclosed in fire resisting construction with fire resisting self-closing doors at each level. Most of the doors accessing the stairs are equipped with automatic hold open devices, linked directly to the communal fire alarm, which release on activation of the alarm system.

The stairs are positioned to provide escape in two or more directions from all parts of the building, other than very short single direction routes from the flats at the far ends of the corridors.

The site has a central lift which is used by both wings. This lift is an access lift only, however, the fire alarm service report suggests that the lift is not controlled by the fire alarm and may not revert to ground floor on activation of the alarm.

The building is provided with a communal Fire Detection & Alarm System, which is linked to the fire-door maglock closers and the fire shutter door in the main kitchen. The system incorporates automatic detection in both the common parts of the building and in each flat such that activation of the detection in an individual flat activates the main alarm, and activation of the main alarm system will activate the alarms in all of the flats.

3. Premises Information	
Location of above premises within building	Whole
Any external cladding?	No
Balcony assessment & solar shading installations (materials):	No balconies present
Common areas only, please state	Communal lounge and common room; Two laundry rooms; communal kitchen; You Trust office (West Wing); Office for Sheltered Team staff; Communal toilets; Reception/ lobby area; cupboards; various store rooms; stairs; corridors; guest bedroom; gas inlet cupboard; & lift motor room.
Do conditions support the Evacuation Strategy?	Yes
Is there a Premise Information Box (Gerda) onsite?	Yes (no access gained to assess contents).
Areas excluded from report (if any)	Individual flats
Type of survey completed:	Type 1 (As defined by the Home Office guide to fire safety in purpose built blocks of flats 2021) (non-destructive, common parts only).
General condition of common areas.	Satisfactory
Any recent history of fires in the building?	No, but a false alarm due to over-heated cooking occurred approximately 2 weeks before this assessment.
Risk of external fire spread across building, or to other buildings?	No
Evacuation Plan:	Stay Put/ Delayed Evacuation for flat residents.
FLOORS	
Number of floors, including ground and basement.	Three: ground; first; second.
STAIRS	
Number of protected stairs	Four
Number of unprotected stairs	None
Number of external stairs	None (general public stairs to rear)
Number of lifts provided	One
BS9999: 2017 - Risk Profile	
Occupancy characteristic	Ci [Older people with an ongoing need for assistance with personal care]

3. Premises Information

Potential fire growth rate	2 (Medium)
Risk profile for this occupancy	Ci2
SURVEY	
Assessment carried out by	Ron Hedger
Company	TecFire Ltd
Telephone number	0808 123 1702
Communal Electrical Wiring & Cabling (are 18th Edition standards being met?)	
Communal wiring/ cabling feedback:	No issues observed

4. Photographic evidence

1. Trolleys in g/f lift lobby



2. Dorgard on common room door



3. Wheelchair at base of stair in zone 3



4. FFE adjacent to exit from zone 3 stair – on floor



5. Sign on lift – do not use in fire



6. Zone 3 laundry – door not fully closing



4. Photographic evidence continued

7. Main door between wings dragging on carpet



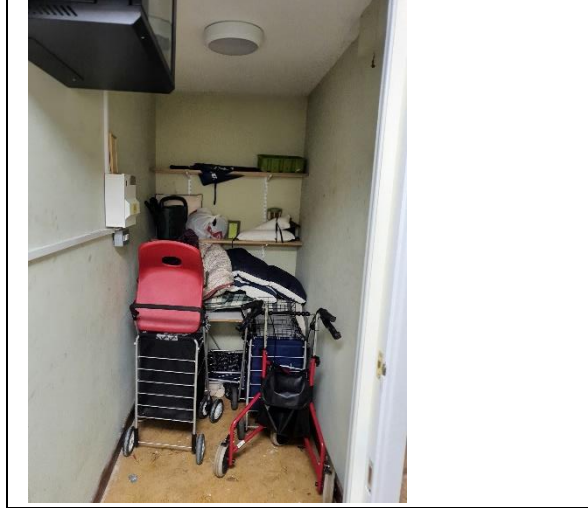
8. Rear wing bin store



9. Store not locked



10. Unlocked store used for general storage



11. East Wing bin store (2)



12. East Wing bin store (3)



13. No signage through garden?



14. Fire stopping above ceiling seen



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	Date: 18/11/2020	Low	
A2	Where there is an existing fire risk assessment, have all remedial actions been implemented?	No	As raised in the previous FRA the door to the ground floor East Wing store was found not to be locked, and was in use by residents for general storage. See images 9 and 10. Remedial action: All residents' storage should be removed from the store and the door locked shut.	Medium	
A3	Are visitors and contractors informed of actions to take in case of fire?	No	No sign-in procedure or fire safety instructions seen. Remedial action: As a minimum, an instruction sheet should be located adjacent to the sign in book in the reception, with instructions to read before signing in giving details of what to do on finding/causing a fire and what to do on hearing the alarm sound.	Medium	
A4	Are fire safety conditions imposed on contractors?	No	No evidence was seen of fire safety conditions being imposed on contractors. See section A3 above	Medium	
A5	Have fire prevention measures been brought to the attention of residents?	Yes	Numerous 'Fire Action' notices seen. Residents are holding a meeting this weekend to discuss the outcomes of the recent fire alarm activation, so are very aware of the fire procedures.	Low	

A: General					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
A6	Is there adequate vehicular access to the premises for the fire service?	Yes		Low	
A7	Is there an existing fire safety policy provided for the sheltered scheme?	Yes	Stay put evacuation policy for residents of flats not directly affected by the fire.	Low	

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: <i>Note: Ensure fixed installation is inspected at intervals specified in BS 7671:2008. IEE Wiring Regulations 17th Edition.</i>	Yes	Electrical Installation Condition Report certificate seen, number 2000007, dated 3/6/2020.	Low	
B2	Are portable electrical devices and flexes in the common areas tested and free from physical damage?	Yes	PAT records seen, dated 31/07/2021	Low	

B: Hazard Identification - Source of Ignition					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
B3	Are electrical, and service, intakes and distribution managed and controlled effectively? <i>Note: 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	All appeared to be in good condition and well maintained.	Low	
B4	Is lighting / heat producing equipment stored or located away from combustibles?	Yes	All heating and lighting equipment is fixed. No portable equipment seen. No build up of combustible materials seen in the vicinity of heat producing equipment.	Low	
B5	If fitted are lightning conductors periodically tested?	N/A	No lightning protection installed.	Low	
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	The latest Gas Safety inspection was carried out by PH Jones on 26 March 2021	Low	
B7	Are there reasonable measures taken to manage smoking? <i>Note: Demarcated, safe smoking areas for public and service users. Ensure prohibition on smoking in other locations.</i>	Yes	External smoking bins were seen, provided in open sheltered areas. No evidence seen of careless disposal of smoking materials.	Low	
B8	Do the local statistics indicate a low fire raising problem for this area?	Yes		Low	

B: Hazard Identification - Source of Ignition					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
B9	Does basic security against arson appear reasonable?	Yes		Low	

B: Hazard Identification - Source of Fuel					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
B10	Are escape routes kept free of combustible materials?	No	Some small amounts of combustible materials were seen, particularly in the ground and first floor lift lobbies. However, the layout of the building is such that a should a fire affect either lobby, residents can turn away and reach a final or storey exit safely. Remedial action: All combustible storage and materials should be removed from the lift lobbies at ground and first floor.	Low	
B11	Is the standard of housekeeping satisfactory?	Yes		Low	

B: Hazard Identification - Source of Fuel					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
B12	Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders?	No	There are more bins than can be accommodated by the East Wing bin store, which has led to bins being left directly outside, and obstructing the fire escape route from the ground floor East Wing corridor, and also up against the building outside the bin store. See images 8, 11 and 12 Remedial action: The number of bins used by East Wing residents should be reduced so that all of the bins fit into the bin store, without obstructing the fire exit route from the corridor.	Low	
B13	Are the arrangements for disposal of waste adequate to prevent build-up - is secure storage provided to prevent unauthorised access to combustible materials?	No	The bins outside the East Wing bin store are not secured against external tampering, as they are in the front car park, which is accessible from the road. Remedial actions: See B12	Low	
B14	Are the walls, floors and ceiling coverings free from combustible products?	Yes		Low	
B15	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?	Yes	Provided furniture appeared to be reasonably modern and in good condition.	Low	
B16	Where natural mains fed gas is supplied to the building are appropriate management systems implemented?	Yes	No issues observed.	Low	

B: Hazard Identification - Source of Fuel					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
B17	Where compressed gas cylinders e.g. oxygen, air, acetylene, stored or in use on the premises and they managed appropriately?	Not known	<p>A resident raised concerns that there were people who used compressed oxygen from cylinders as a medical aid, but that there seemed not to be any information on the presence or location of cylinders to inform Fire Service operations.</p> <p>Remedial action: Ensure that the use/presence of compressed oxygen cylinders is noted against the relevant flat/resident on the Resident Information sheet kept in the GERDA Box to inform attending Fire Service personnel of site-specific risks.</p>	Low	

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?	Not known		Low	

B: Hazard Identification - Source of Oxygen					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
B19	Air handling systems do not have the potential to spread a fire?	Yes	A resident raised the subject of domestic ventilation ducts possibly spreading smoke and fire between flats. Observation of the external wall of the building indicates that the ventilation ducts for each dwelling exit directly through the external wall, and are not shared with other dwellings.	Low	
B20	Where oxygen supplies, cylinder/s or piped systems are evident are they managed appropriately?	N/A		Low	

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		Low	
C2	Where young persons are known to live in the premises is there adequate protection provided?	N/A	No young people accommodated	Low	
C3	Where vulnerable persons (alcohol, drugs or receiving treatment) are known to live in the premises is there adequate protection provided?	Yes		Low	
C4	Where disabled residents are known to live in the premises is there adequate protection provided?	Yes		Low	

C: People at risk:					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
C5	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?	N/A	No enclosed workspaces seen. The only enclosed spaces present are the roof voids (not inspected) which would require special access equipment and be subject to specific contractor controls.	Low	

D: Means for Giving Warning:					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
D1	Does the building have an adequate means for giving warning in case of fire? Manual or Mechanical.	Yes	Communal areas are covered by a comprehensive fire detection and alarm system, incorporating smoke and heat detection throughout the communal areas and workplaces, with manual call points at each final exit and sounders throughout the common parts. The system is controlled from a panel adjacent to the main entrance and operates a number of systems on activation, including: <ul style="list-style-type: none"> • Swing free and electromagnetic door hold open devices • Kitchen fire shutter 	Low	

D: Means for Giving Warning:					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
D2	Are individual flats/apartments provided with stand alone fire detection systems? Where known.	Yes	<p>Flats have automatic fire detection which operates to give a local alarm and is directly connected to the main building alarm system. However, there is no description of how the fire alarm sound in the flat of origin is differentiated from a fire alarm sound in flats not affected by fire, to allow residents to take advantage of the 'stay put' policy.</p> <p>Remedial action:</p> <p>The fire alarm design parameters, and programmed cause and effect schedule should be confirmed, with a description of the behaviour of the various parts of the alarm system throughout the building being recorded in the Fire Strategy document for the premises and kept with the fire risk assessment to inform the assessment of residual risk from a fire to the occupants.</p>	Medium	

D: Means for Giving Warning:					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
D3	<p>Is the fire alarm system serviced/maintained in accordance with BS 5839?</p> <p>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.</p>	Yes	<p>The fire alarm system is serviced by premier Fire and Security Ltd. Fire alarm testing and service reports dated 5/3/21 and 15/9/21 seen.</p> <p>Both reports indicate that there is no connection between the lift and the fire alarm, meaning that the lift will not ground on activation of the fire alarm, and remains operational. This raises the likelihood of people becoming trapped in the lift during a fire. On questioning staff were uncertain what the functionality of the lift in a fire was, however, the lift is provided with clear signage stating that the lift is not to be used in the event of a fire.</p> <p>Remedial action:</p> <p>It should be confirmed that the lift remains operational during a fire alarm and does not self-ground. This should be recorded in the Fire Strategy document for the premises and kept with the fire risk assessment to inform the assessment of residual risk from a fire to the occupants. Staff should be instructed on the dangers of using the lift during a fire and instructed on other methods of evacuation.</p>	Low	
D4	<p>Is the fire alarm systems checked by the occupier?</p> <p>Note: <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></p>	Yes	<p>No records of weekly alarm tests were available to inform this assessment, however, the Fire Plan identifies that the alarm is tested on Wednesdays when staff are on site.</p>	Low	

D: Means for Giving Warning:					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
D5	There is no evidence of false alarms or abuse of the common area system?	No		Low	

E: Means of Escape					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
E1	Are there sufficient exits for the number of people present that lead to a place of ultimate safety?	Yes	Each stair has a dedicated final exit, with several additional final exits provided from the ground floor accommodation, including four final exits from the communal lounge.	Low	
E2	Are all gangways and escape routes free from obstruction and free from combustibles? <i>Note: 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>	Yes		Low	
E3	Are floor surfaces in escape routes free from tripping, slipping and fire hazards?	Yes		Low	
E4	Is compartmentation of a reasonable standard?	Yes	See image 12	Low	
E5	Are all vents and service ducts etc suitably protected, where appropriate, to prevent the spread of fire and smoke?	Yes	See comment in B19 above.	Low	

E: Means of Escape					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
E6	Are travel distances acceptable? <i>Note: 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>	Yes	The location of final and storey exits is such that single direction escape routes are very short, typically 3 – 4 m, with the vast majority of the building having a choice of escape routes. All travel distances within the common parts of the building appear to be within the recommended maximum distances in National Guidance.	Low	
E7	Are internal protected staircase/s well maintained and free from combustibles and/or ignition sources.	Yes		Low	
E8	Are internal protected staircase/s provided with suitable ventilation systems to ensure smoke is removed efficiently?	Yes		Low	
E9	Are external stairways weather protected, regularly maintained to avoid slipping hazards such as algae, moss, leaves or ice?	N/A		Low	
E10	Are escape windows used if YES is this appropriate?	No	The use of escape windows would not be appropriate for the use of the accommodation.	Low	

E: Means of Escape					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
E11	<p>What is the condition of final fire exit doors?</p> <p>Note: 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'.</p>	Good	All final exit doors from the common parts were found to open easily. Some are provided with powered opening devices. All were openable by a single action without the use of a key and without recourse to such devices.	Low	
E12	<p>Are there sufficient exits of suitable size to allow safe egress for all residents?</p> <p>Note: 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.</p>	Yes		Low	
E13	<p>Are corridors wide enough? Note: 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.</p>	Yes		Low	
E14	<p>Can all exits be immediately opened in the direction of escape and without the use of a key?</p>	Yes		Low	

E: Means of Escape					
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><i>Note: 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>	Yes	<p>The previous FRA identified that the communal corridor doors required replacement.</p> <p>This appears to have been implemented, as all corridor doors appeared to be in very good condition; to close effectively, and to have acceptable gaps, well closed by the smoke seals, between the doors and the frames.</p>	Low	
E16	<p>Is the use of non specific door opening devices managed appropriately? i.e. doors wedges open .</p>	Yes	<p>All doors which are required to be open to facilitate normal day to day activities, are fitted with door hold open devices complying with Category B recommendations from BS7273 part 4, or better, which are directly connected to the main fire alarm system.</p>	Low	
E17	<p>Is there a reasonable standard of fire safety signs and notices?</p>	Yes		Low	

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	<p>Are all escape routes (internal & external) adequately illuminated?</p> <p><i>Note: 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></p>	Not known	<p>All internal escape routes appear to be very well provided with emergency lighting.</p> <p>However, a number of final exits from the building discharge into the rear garden. Although dispersal from the garden is unhindered in either direction round the building, and some borrowed street lighting may be available, no emergency lighting of the path round the building from the rear garden was seen.</p> <p>Remedial action:</p> <p>An assessment of the availability of borrowed light in the rear garden should be made to ensure that there is sufficient light for residents to be able to make their way safely from a final exit to the public road to the front of the building in the event of a failure of the building lighting circuits.</p>	Low	
E19	Does existing artificial lighting appear satisfactory?	Yes	But see B18 for external emergency lighting.	Low	
E20	Is the lighting provided in case of a lighting failure adequate to ensure safe escape in case of a fire?	Not known	See B18	Low	
E21	Do emergency lighting units appear to be charging?	Yes	All emergency lighting luminaires observed showed green LED charging lights.	Low	
E22	Is emergency lighting maintained and tested according to BS5266?	Yes	The emergency lighting system is serviced and maintained by Premier Fire and Security Ltd. The latest service report dated 5/3/21 was viewed, which included a 3 hour discharge test.	Low	

F: Portable Fire fighting Equipment					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
F1	Is portable fire fighting equipment provided in the common areas? <i>Note: 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>	Yes		Low	
F2	Are they suitable for the purpose & of sufficient capacity?	Yes		Low	
F3	Are the quantity and types of extinguishers adequate for the risk? <i>Note: 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 100m²).</i>	Yes		Low	
F4	Are extinguishers correctly sited? <i>Note: approx. 1 metre from the floor. Handle of small hand held extinguishers approximately 1.5 metres from the floor).</i>	Yes		Low	

F: Portable Fire fighting Equipment					
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? <i>Note: 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)</i>	Yes		Low	
F6	Are extinguishers unobstructed?	Yes		Low	
F7	Are maintenance inspections of extinguishers carried out and recorded in the log book in line with current standards?	Yes	The fire extinguishers are serviced by Premier Fire and security Ltd. The latest service report, dated 5/3/21 was viewed.	Low	
F8	Are tenants advised to purchase a fire blanket and multipurpose extinguisher?	No	A resident confirmed that no fire blankets are provided.	Low	

F: Portable Fire fighting Equipment					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
F9	Are staff trained in fire safety awareness?	Not known	<p>No fire training records were available and no staff were on site, to inform this assessment.</p> <p>A resident described the actions of a staff member during the fire alarm activation 2 weeks before this assessment, suggesting that the staff member did not know how to operate the alarm panel, and took over 5 minutes to decide to investigate the flat of origin of the alarm activation.</p> <p>No mention was made by the resident, of a full evacuation of the building, which is the end result of a fire alarm activation in an individual flat which is not acknowledged as a false alarm, suggesting that awareness of the procedures by both staff and residents, is not adequate.</p> <p>Remedial action:</p> <p>All staff should receive both generic fire awareness training, and specific training in actions to be taken to ensure a suitable response to a fire alarm sounding on the premises.</p> <p>In addition, the information to residents on the actions of the fire alarm and how they should react to it, should be improved so that it is clear to all exactly what the progress of a fire alarm activation is and the actions they should take on hearing the alarm.</p>	Medium	

G: Fixed Installations					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
G1	Is the building provided with a sprinkler system?	No		Low	
G2	Is the building provided with a dry/wet riser?	No	Not required	Low	
G3	Is the building provided with a smoke control system?	No		Low	
G4	Are fixed installations tested to current BS standards?	Yes	Fire Alarm and emergency lighting testing regularly.	Low	
G5	Are all protection systems provided with appropriate signage?	No	There is no signage to indicate the presence of the kitchen fire shutter. Remedial action: A notice indicating the presence and action of the kitchen fire shutter should be displayed in the kitchen, to ensure that no obstruction is placed in the path of the shutter which would prevent its closing in the event of a fire.	Low	
G6	Are all protection systems provided with appropriate alarms?	Yes	The fire alarm panel has a local alarm buzzer.	Low	
G7	Are hose reels provided?	No		Low	
G8	Is the building provided with any other fixed installations?	No		Low	

H: Arson					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
H1	There was no physical evidence or local statistical evidence of arson.	Yes		Low	
H2	Are the premises reasonably secure during hours of darkness?	Yes		Low	
H3	Is there a reasonable standard of external lighting?	Yes	But see E18 above for comment on external emergency lighting	Low	
H4	Is external rubbish/ waste managed appropriately?	No	See comment in B12.	Low	
H5	Are wheelie bins lockable?	No		Low	
H6	Are wheelie bins remote from the building?	No	See comment in B12	Low	
H7	Is CCTV provided?	Yes		Low	

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? Note: <i>Ensure there is a plan for raising the alarm, calling the Fire and Rescue Service and assembly point locations.</i>	Yes	<p>There is an evacuation plan for the building, with a summary for residents displayed on the notice board, however, it could not be confirmed whether the common alarm sounds immediately a flat alarm activates or whether there is a time delay to enable investigation.</p> <p>Additionally, the description of the alarm behaviour by a resident suggests that, once activated, the common alarm sounds throughout all the flats, using the same tone irrespective of whether the fire is in the flat or in another flat. This means that the occupants of a flat who hear the alarm sound, do not know whether their flat is the origin of the fire alarm, or another. Hence, there is confusion as to whether they should evacuate or stay put.</p> <p>Remedial action: (as for D2 above)</p> <p>The fire alarm design parameters, and programmed cause and effect schedule should be confirmed, with a description of behaviour of the various parts of the alarm system throughout the building being recorded in the Fire Strategy document for the premises and kept with the fire risk assessment to inform the assessment of residual risk from a fire to the occupants.</p>	Medium	
I2	Are fire action notices in place and up to date? Note: <i>In general, fire action notices should be posted next to all fire alarm call points.</i>	Yes	A very good provision of Fire Action notices was seen.	Low	

I: Emergency Action Plan					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
I3	Have the needs and abilities of disabled, sensory impaired and less able-bodied persons been considered? <i>Note: 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		Low	
I4	Are visitors, contractors and members of the public (if applicable) considered as part of the plan.	Not known	No information was available to inform an assessment of whether visitors and contractors have been directly considered. The surveyor for this assessment received no instruction on fire safety, while on the premises.	Low	
I5	Are staff informed, instructed in the operation of the alarm system, fire safety awareness?	Not known	See comment in F9 above	Medium	
I6	Are fire drills undertaken at least twice a year?	No	Although there is a stay put policy for the premises, the communal areas also constitute a workplace for the care staff. As such, these staff members should be made aware of the fire safety measures and provision on the premises for their safety by provision of building specific fire awareness training and should practice the implementation of the fire evacuation procedures on a regular basis by carrying out regular fire drills.	Medium	

J: Health and Safety					
Ref No	Compliance Question	Yes, No or NA	Remedial Action Plan (RAP) and Comments	Risk Rating	RAP Completed
J1	Were any non-Fire Safety issues found during the inspection?	No		Low	

6: Plan

