

## GENERAL INFORMATION

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### 1. THE PREMISES

- |     |                         |                             |
|-----|-------------------------|-----------------------------|
| 1.1 | Number of floors:       | Five including basement     |
| 1.2 | Approximate floor area: | 150 Square Metres per floor |

#### 1.3 Brief details of building:

A converted terraced residence with self contained flats of a traditional type Class B construction off the common areas. One common area entered at ground floor level and serves all four flats. There is an additional basement flat with its own entry and exit so this assessment does not take this into account. The hall and stairs form the only escape from the upper floors and must be separated from the remainder of the building by 60minute fire resisting construction or 30minutes separation and compensatory fire safety features provided. Common area assessed only, advice given on other areas. The fire safety standard whilst not being to current standards is very similar to most other properties of this age and type. It is up to the standard that was required at the time of conversion, unknown at the time of the assessment.

- 1.4 Use of premises:  
Flats – residential.

### 2. THE OCCUPANTS

- |     |  |          |
|-----|--|----------|
| 2.1 | Approximate maximum number:                          | 15+      |
| 2.2 | Approximate number of employees at any one time:     | N/A      |
| 2.3 | Maximum number of members of public at any one time: | Unknown. |

### 3. OCCUPANTS ESPECIALLY AT RISK FROM FIRE

- |     |   |          |
|-----|---|----------|
| 3.1 | Sleeping occupants:                         | Yes      |
| 3.2 | Disabled occupants:                         | Variable |
| 3.3 | Occupants in remote areas and lone workers: | None     |
| 3.4 | Young persons:                              | Unknown  |
| 3.5 | Others:                                     | None     |

#### **4. FIRE LOSS EXPERIENCE**

- ♦ None known.

#### **5. OTHER RELEVANT INFORMATION**

- It is imperative that all significant findings and potential ignition sources identified during the fire risk assessment are made available to all parties (Residents) concerned. Failing to ensure this could place the building occupants at risk and is a breach of fire legislation.
- This fire risk assessment is only applicable to areas that access was granted which were the common areas of the premise only.
- Advisory items are recommended by the Assessor as good practice or items that are not normally enforced by the Enforcing Authorities.

**6. RELEVANT FIRE SAFETY LEGISLATION**

6.1 The following fire safety legislation applies to these premises:

- Regulatory Reform (Fire Safety) Order 2005.

6.2 The above legislation is enforced by:

- London Fire and Civil Defence Authority.

6.3 Other legislation that makes significant requirements for fire precautions in these premises (other than the Building Regulations 2000):

- Housing Act 2004.

6.4 The legislation to which 6.3 makes reference is enforced by:

- Royal Borough of Kensington and Chelsea Council.

6.5 Comments:

- N/A.

## FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

### 7. ELECTRICAL SOURCES OF IGNITION

7.1 Reasonable measures taken to prevent fires of electrical origin? Yes ☐ No ☒

7.2 More specifically:

Fixed installation periodically inspected and tested? Yes ☐ No ☒

Portable appliance testing carried out? N/A ☒ Yes ☐ No ☐

Suitable policy regarding the use of personal electrical appliances? N/A ☒ Yes ☐ No ☐

Suitable limitation of trailing leads and adapters? N/A ☒ Yes ☐ No ☐

7.3 Comments and hazards observed:

- In accordance with BS 7671, domestic properties must have the fixed electrical installations (lights / wall sockets) inspected / tested periodically.
- It cannot be confirmed that the above has been carried out within the last 5 years by a competent Electrical Engineer then this should be carried out as soon as possible. No records were available at the time of this inspection to demonstrate that this had been carried out.

### 8. SMOKING

8.1 Reasonable measures taken to prevent fires as a result of smoking? Yes ☐ No ☒

8.2 More specifically:

Smoking prohibited in the building? Yes ☒ No ☐

Smoking prohibited in appropriate areas? N/A ☐ Yes ☒ No ☐

Suitable arrangements for those who wish to smoke? Yes ☒ No ☐

This policy appeared to be observed at time of inspection? Yes ☒ No ☐

8.3 Comments and hazards observed:

- Advisory - "No smoking" signs are to be fitted within the common areas of the building.

### 9. ARSON

9.1 Does basic security against arson by outsiders appear reasonable? <sup>2)</sup> Yes ☒ No ☐

9.2 Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders? Yes ☒ No ☐

9.3 Comments and hazards observed:

- Front doors secured by a locked door – key operated from outside.

## 10. PORTABLE HEATERS AND HEATING INSTALLATIONS

10.1 Is the use of portable heaters avoided as far as practicable? Yes ☒ No ☐

10.2 If portable heaters are used:

Is the use of the more hazardous type (e.g. radiant bar fires or LPG appliances) avoided? N/A ☐ Yes ☒ No ☐

Are suitable measures taken to minimize the hazard of ignition of combustible materials? N/A ☐ Yes ☒ No ☐

10.3 Are fixed heating installations subject to regular maintenance? N/A ☒ Yes ☐ No ☐

10.4 Comments and hazards observed:

- Within the common areas there were no heating appliances used.

## 11. COOKING

11.1 Are reasonable measures taken to prevent fires as a result of cooking? N/A ☒ Yes ☐ No ☐

11.2 More specifically:

Filters changed and ductwork cleaned regularly? N/A ☒ Yes ☐ No ☐

Suitable extinguishing appliances available? N/A ☒ Yes ☐ No ☐

11. Comments and hazards observed:

- Within the common parts of the building there is no means to cook and prepare food. However, within each flat there is a kitchen.
- Advisory - To reduce the risk, if a fire were to occur, it is recommended that each flat occupier provides a 2 litre foam extinguisher and a fire blanket within each kitchen of each flat.

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<sup>2)</sup> Reasonable only in the context of this fire risk assessment. If specific advice on security (including security against arson) is required, the advice of a security specialist should be obtained.

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## 12. LIGHTNING

12.1 Does the building have a lightning protection system? N/A ☐ Yes ☐ No ☒

12.2 Comments and deficiencies observed:

- Not required.

## 13. HOUSEKEEPING

13.1 Is the standard of housekeeping adequate? Yes ☒ No ☐

13.2 More specifically:

Combustible materials appear to be separated from ignition sources? Yes ☒ No ☐

Avoidance of unnecessary accumulation of combustible materials or waste? Yes ☐ No ☒

Appropriate storage of hazardous materials? N/A ☒ Yes ☐ No ☐

Avoidance of inappropriate storage of combustible materials? Yes ☐ No ☒

13.3 Comments and hazards observed:

- Exit routes were found to be clear of combustible items and obstructions. Residents must be made aware of the importance of this.
- The stairs and escape route must not be used as a storage area. Residents must be informed of this matter.

## 14. HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS AND BUILDING WORKS

14.1 Are fire safety conditions imposed on outside contractors? Yes ☐ No ☒

14.2 Is there satisfactory control over works carried out in the building by outside contractors (including "hot work" permits)? N/A ☐ Yes ☐ No ☒

14.3 If there are in-house maintenance personnel, are suitable precautions taken during "hot work", including use of hot work permits? N/A ☐ Yes ☐ No ☒

14.4 Comments:

- Advisory - The Assessor was unable to determine if a policy exists for Contractors. A Policy should be produced and given to any Contractors relating to fire and fire procedures. This should be reviewed regularly taking in to account any hot works that the may be carrying out.

**15. DANGEROUS SUBSTANCES**

15.1 If dangerous substances are, or could be, used, has a risk assessment been carried out, as required by the Dangerous Substances and Explosive Atmospheres Regulations (DSEAR) 2002? N/A ☒ Yes ☐ No ☐

15.2 Comments:

- No dangerous substances appear to be used or stored within the common areas of the premises.

**16. OTHER SIGNIFICANT FIRE HAZARDS THAT WARRANT CONSIDERATION INCLUDING PROCESS HAZARDS THAT IMPACT ON GENERAL FIRE PRECAUTIONS**

16.1 Hazards:

- None.

16.2 Comments and deficiencies observed:

- None.

## FIRE PROTECTION MEASURES

### 17. MEANS OF ESCAPE FROM FIRE

- 17.1 It is considered that the building is provided with reasonable means of escape in case of fire. Yes ☒ No ☐
- 17.2 More specifically:
- Adequate design of escape routes? Yes ☒ No ☐
- Adequate provision of exits? Yes ☒ No ☐
- Exits easily and immediately openable where necessary? Yes ☒ No ☐
- Fire exits open in direction of escape where necessary? Yes ☒ No ☐
- Avoidance of sliding or revolving doors as fire exits where necessary? Yes ☒ No ☐
- Satisfactory means for securing exits? Yes ☒ No ☐
- Reasonable distances of travel:
- Where there is a single direction of travel? N/A ☐ Yes ☒ No ☐
  - Where there are alternative means of escape? N/A ☒ Yes ☐ No ☐
- Suitable protection of escape routes? Yes ☐ No ☒
- Suitable fire precautions for all inner rooms? N/A ☒ Yes ☐ No ☐
- Escape routes unobstructed? Yes ☒ No ☐
- 17.3 It is considered that the building is provided with reasonable arrangements for means of escape for disabled people. N/A ☒ Yes ☐ No ☐

17.4 Comments and deficiencies observed:

- The single stairs that forms the only escape route from the upper floors must be separated from the remainder of the building by fire resisting construction, therefore a fire occurring on one floor would not impact on all floors and the escape route. Therefore, all flat entrance doors that open onto the hallway must be fire doors fitted with a serviceable self-closing device and an intumescent strip / cold smoke seal with a 30 minute fire rating. If not, a fire occurring within one flat could spread into other dwellings and also compromise the means of escape. At the time of the assessment no door to any of the flats were available for inspection.



17.4 Comments and deficiencies observed:

- All of the flats entrance doors must be assessed by you and if necessary brought up to the required standard (FD30S fire doors fitted with a serviceable self-closing device and an intumescent strip / cold smoke seal with a 30 minute fire rating). For all flat entrance doors that do not meet this standard, you must arrange for a competent person to bring the doors up to the required standard as stated (serviceable self-closing device and an intumescent strip / cold smoke seal with a 30minute fire rating installed into either the door edge or doorframe) conforming to BS 476part 20:22 and BS476 part 31:1. BS 476 - Fire doors and doorframe, BS EN 1154 – Self-closers, BS EN 1154 – Hinges, BS EN 1906 and BS EN 12209 – Door handles and locks.
- The electrical cupboard on the ground floor and any other cupboard that opens onto the escape route needs upgrading. These should be fitted with a fire door and an intumescent strip / cold smoke seal with a 30 minute fire rating. These doors should have a sign on saying "Fire Door Keep Shut" and remain shut at all times.
- A letter box is also fitted to the front door; this compromise the integrity of the hall and should be filled over and a box provided externally for letters or have a fire resisting letter box fitted on the inside.

## 18. MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT

18.1 It is considered that there is:

compartmentation of a reasonable standard?

Yes ☐ No ☒

reasonable limitation of linings that might promote fire spread.

Yes ☒ No ☐

18.2 As far as can reasonably be ascertained, fire dampers are provided as necessary to protect critical means of escape against passage of fire, smoke and combustion products in the early stages of a fire?

N/A ☒ Yes ☐ No ☐

18.3 Comments and deficiencies observed:

- See 17.4 above.

## 19. EMERGENCY ESCAPE LIGHTING

19.1 Reasonable standard of emergency escape lighting system provided? N/A ☐ Yes ☐ No ☒

19.2 Comments and deficiencies observed:

- In accordance with Building Regulations, blocks of flats more than two storeys high require Emergency Escape Lighting to be installed within the common parts of the building.
- It is recommended that a system that provides adequate illumination in the fire routes and over the exits be provided so that the occupants can safely evacuate the building in the event of the normal lighting system failing in an emergency. The emergency lighting system should be installed, tested and maintained in accordance and compliance with British Standard 5266.

## 20. FIRE SAFETY SIGNS AND NOTICES

20.1 Reasonable standard of fire safety signs and notices? N/A ☐ Yes ☐ No ☒

20.2 Comments and deficiencies observed:

- There were no fire action notices on display detailing the action to take in the event of fire. You must provide fire notices and locate them at the main entrances and at each floor level.
- Some emergency exit signage is provided, this is considered acceptable as there is only one entrance / exit route that Residents will use.

## 21. MEANS OF GIVING WARNING IN CASE OF FIRE

- 21.1 Reasonable manually operated electrical fire alarm system provided? <sup>2)</sup> N/A ☐ Yes ☐ No ☒
- 21.2 Automatic fire detection provided? Yes ☐ (throughout building) Yes ☒ (part of building only) No ☐
- 21.3 Extent of automatic fire detection generally appropriate for the occupancy and fire risk? N/A ☐ Yes ☐ No ☒
- 21.4 Remote transmission of alarm signals? N/A ☒ Yes ☐ No ☐
- 21.5 Comments and deficiencies observed:

- It is unclear if the premises comply fully with the requirements of Building Regulations 1991 or later it is however unlikely that they do. A certificate must be obtained from the Local Council Building Control Department if it has not been obtained already. If a certificate cannot be obtained or the building is found not to comply then a fire alarm system will be required as stated below. If the premises does comply an electric smoke detection system is advised in the common area in any case to give early warning to residents.
- Although a fire alarm system is fitted it must be upgraded to the following standard. It should be a Grade A: M/LD2 system with smoke detection coverage in the common areas and a heat detector in each flat in the room / lobby opening on to the escape route (Interlinked). A Grade D: LD3 system is also recommended in each flat (non-interlinked) with a smoke alarm in the room / lobby opening on to the escape route to protect the sleeping occupants of the flat's.

## 22. MANUAL FIRE EXTINGUISHING APPLIANCES

- 22.1 Reasonable provision of portable fire extinguishers? N/A ☒ Yes ☐ No ☐
- 22.2 Hose reels provided? Yes ☐ No ☒
- 22.3 Are all fire extinguishing appliances readily accessible? N/A ☒ Yes ☐ No ☐
- 22.4 Comments and deficiencies observed:

- It is recommended that each flat provides a 2 litre foam fire extinguisher and a fire blanket.
- It should be noted that the provision of fire extinguishers is not a requirement in flats common areas as usually if they are provided the provider should provide training in their use. It is advised that Residents are advised of the fire safety measures within the building and the procedures to be followed in the event of fire.

## 23. RELEVANT AUTOMATIC FIRE EXTINGUISHING SYSTEMS

23.1 Type of system:

- None.

## 24. OTHER RELEVANT FIXED SYSTEMS AND EQUIPMENT

24.1 Type of fixed system:

- None.

24.3 Suitable provision of fire-fighters switch(es) for high voltage luminous tube signs, etc.

N/A ☒ Yes ☐ No ☐

24.4 Comments:

- N/A.

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<sup>2)</sup> Based on visual inspection, but no audibility tests or verification of full compliance with relevant British Standard carried out.

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## MANAGEMENT OF FIRE SAFETY

### 25. PROCEDURES AND ARRANGEMENTS

25.1 Fire safety is managed by: <sup>3)</sup>

- Craig Sheehan.

25.2 Competent person(s) appointed to assist in undertaking the preventive and protective measures (i.e. relevant general fire precautions)?

Yes ☐ No ☒

Comments:

- It is imperative that the Directors of the freehold company are aware of their fire safety responsibilities.
- Advisory - It may be necessary to send a Director on a fire safety (managers) training course so that they can implement their fire safety responsibilities to a satisfactory standard.

25.3 Is there a suitable record of the fire safety arrangements?

N/A ☐ Yes ☐ No ☒

Comments:

- Records of testing and maintenance of all fire safety systems and equipment should be entered in a Fire Log Book. Records of fire safety equipment tests carried out by outside contractors should also be recorded in a Fire Log Book. All fire-related documents should be kept together in one secure place, and should be available for inspection by a Fire Officer. At the time of the assessment no records were presented to the assessor.

25.4 Appropriate fire procedures in place?

Yes ☐ No ☒

More specifically:

Are procedures in the event of fire appropriate and properly documented?

N/A ☐ Yes ☐ No ☒

Are there suitable arrangements for summoning the fire and rescue service?

Yes ☒ No ☐

Are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to fire-fighters?

N/A ☒ Yes ☐ No ☐

Are there suitable arrangements for ensuring that the premises have been evacuated?

N/A ☒ Yes ☐ No ☐

Is there a suitable fire assembly point(s)?

N/A ☐ Yes ☐ No ☒

Are there adequate procedures for evacuation of any disabled people who are likely to be present?

N/A ☒ Yes ☐ No ☐

<sup>3)</sup> This is not intended to represent a legal interpretation of responsibility, but merely reflects the managerial arrangement in place at the time of this risk assessment.

Comments:

- There were no fire action notices on display detailing the action to take in the event of fire. You must provide a fire notices and locate it at the main entrance.
- A Fire Assembly point should be designated; the front of the building in a safe place is suggested.

25.5 Persons nominated and trained to use fire extinguishing appliances? N/A ☒ Yes ☐ No ☐

Comments:

- Not required.

25.6 Persons nominated and trained to assist with evacuation, including evacuation of disabled people? N/A ☒ Yes ☐ No ☐

Comments:

- N/A

25.7 Appropriate liaison with fire and rescue service (e.g. by fire and rescue service crews visiting for familiarization visits)? N/A ☒ Yes ☐ No ☐

Comments:

- N/A

25.8 Routine in-house inspections of fire precautions (e.g. in the course of health and safety inspections)? N/A ☐ Yes ☐ No ☒

Comments:

- A periodic inspection programme should be developed and implemented. This should ensure that all escape routes and fire protection equipment is functioning correctly.

## 26. TRAINING AND DRILLS

- 26.1 Are all occupants given adequate fire safety instruction and training? N/A ☐ Yes ☐ No ☒

Comments:

- Advisory - Residents should be made aware of their action to take in the event of a fire or the alarm being raised (When installed) for a fire within the building.
- Advisory - It is advised that a full evacuation of the property is recommended in the event of any fire due to the lack of fire separation and there only being one escape route.

- 26.2 Are all staff given adequate periodic "refresher training" at suitable intervals? N/A ☒ Yes ☐ No ☐

Comments:

- None.

- 26.3 Does all training provide information, instruction or training on the following:

Fire risks in the premises?	N/A <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
The fire safety measures in the building?	N/A <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Action in the event of fire?	N/A <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Action on hearing the fire alarm signal or fire?	N/A <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Method of operation of manual call points?	N/A <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Location and use of fire extinguishers?	N/A <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Means for summoning the fire and rescue service?	N/A <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Identity of persons nominated to assist with evacuation?	N/A <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Identity of persons nominated to use fire extinguishing appliances?	N/A <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Comments:

- Advisory - The Assessor was provided with no information as to which Residents had received fire instructions on the commencement of occupying the property. It is imperative that they are shown the means of escape, fire exits and their actions to be taken in the event of fire. It is also imperative that this initial instruction / training is recorded. Instructions should include the items of 26.3.

- 26.4 Are staff with special responsibilities (e.g. fire wardens) given additional training? N/A ☒ Yes ☐ No ☐

Comments:

- None.

- 26.5 Are fire drills carried out at appropriate intervals? N/A ☒ Yes ☐ No ☐

Comments:

- Not appropriate in a building such as this.
- Advisory - All Residents should be made aware of the fire safety features and procedures for the building.

- 26.6 When the employees of another employer work in the premises:

Is their employer given appropriate information (e.g. on fire risks and general fire precautions)? N/A ☐ Yes ☐ No ☒

Is it ensured that the employees are provided with adequate instructions and information? N/A ☐ Yes ☐ No ☒

Comments:

- Advisory - No policy exists for Contractors. A Policy should be produced and given to any Contractors relating to fire and fire procedures. This should be reviewed regularly.

## 27. TESTING AND MAINTENANCE

- 27.1 Adequate maintenance of premises? Yes ☐ No ☒

Comments and deficiencies observed:

- Records of testing and maintenance of all fire safety systems and equipment should be entered in a Fire Log Book. Records of fire safety equipment tests carried out by outside contractors should also be recorded in a Fire Log Book. All fire-related documents should be kept together in one secure place, and should be available for inspection by a Fire Officer. At the time of the assessment there were no records presented to the assessor.

- 27.2 Weekly testing and periodic servicing of fire detection and alarm system? N/A ☐ Yes ☐ No ☒

Comments and deficiencies observed:

- The fire alarm system should have an audible weekly test and be maintained in accordance with BS5839 pt1 / pt6.



27.3 Monthly and annual testing routines for emergency escape lighting? N/A ☒ Yes ☐ No ☐

Comments and deficiencies observed:

- When installed the emergency lighting system should be tested and maintained in accordance with B.S.5266.

27.4 Annual maintenance of fire extinguishing appliances? N/A ☒ Yes ☐ No ☐

Comments and deficiencies observed:

- N/A.

27.5 Periodic inspection of external escape staircases and gangways? N/A ☒ Yes ☐ No ☐

Comments and deficiencies observed:

- N/A.

27.6 Six-monthly inspection and annual testing of rising mains? N/A ☒ Yes ☐ No ☐

Comments and deficiencies observed:

- None.

27.7 Weekly and monthly testing, six monthly inspection and annual testing of fire-fighting lifts? N/A ☒ Yes ☐ No ☐

Comments and deficiencies observed:

- None.

27.8 Weekly testing and periodic inspection of sprinkler installations? N/A ☒ Yes ☐ No ☐

Comments:

- None.

27.9 Routine checks of final exit doors and/or security fastenings? Yes ☐ No ☒

Comments:

- A periodic fire check of escape routes and final exit doors should be undertaken. Any deficiencies should be highlighted to the Responsible Person.

27.10 Annual inspection and test of lightning protection system? N/A ☒ Yes ☐ No ☐

Comments:

- None.

27.11 Other relevant inspections or tests:

- None.

Comments:

- None.

## 28. RECORDS

28.1 Appropriate records of:

Fire drills? N/A ☒ Yes ☐ No ☐

Fire training? N/A ☒ Yes ☐ No ☐

Fire alarm tests? N/A ☐ Yes ☐ No ☒

Emergency escape lighting tests? N/A ☒ Yes ☐ No ☐

Maintenance and testing of other fire protection systems? N/A ☒ Yes ☐ No ☐

28.2 Comments:

- It is a legal requirement that all tests and inspections by competent person are suitably recorded and are made available for inspection by a Fire Officer. You must commence detailed record-keeping of all maintenance of all fire safety equipment.

## FIRE RISK ASSESSMENT

The following simple risk level estimator is based on a more general health and safety risk level estimator of the type contained in BS 6800:

Potential consequences of fire ⇒ Likelihood 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 ☐

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 ☐

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 ☐

Comments:

- Improvements in the fire safety provisions and management required.

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk-based control plan is based on one advocated by BS 8800 for general health and safety risks:

Risk level	Action and timescale
Trivial	No action is required and no detailed records need be kept.
Tolerable	<i>No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.</i>
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)

## Significant findings and action plan

It is considered that the following recommendations should be implemented in order to reduce fire risk to, or maintain it at, the following level:



Trivial ☐Tolerable ☒



Priorities (suggested time scale):


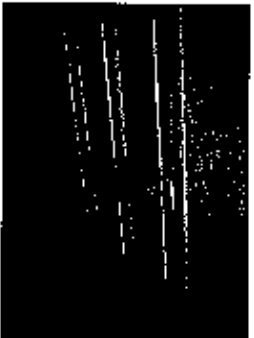

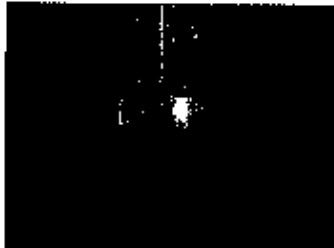
1. Breach of legislation, having the potential for serious injury to relevant persons.
2. Breach of legislation, but not considered to constitute a serious threat to relevant persons.
3. Bad practice, but unlikely to constitute a serious threat to relevant persons.

Suggested time scale:

- A. Immediately or as soon as reasonably practicable. In the case of items that require capital work, steps should be taken as soon as reasonably possible to progress the work
- B. Short term. In case of items that require capital expenditure, steps should be taken in the short term to progress the works.
- C. Medium.

Item No	Significant Findings & Required Action	Priorities	Timescale	Photo
1	<ul style="list-style-type: none"> <li>In accordance with BS 7671, domestic properties must have the fixed electrical installations (lights / wall sockets) inspected / tested periodically.</li> <li>It cannot be confirmed that the above has been carried out within the last 5 years by a competent Electrical Engineer then this should be carried out as soon as possible. No records were available at the time of this inspection to demonstrate that this had been carried out.</li> </ul>	2	B	
2	<ul style="list-style-type: none"> <li>There were no fire action notices on display detailing the action to take in the event of fire. You must provide a fire notices and locate them at the main entrances and at each floor level.</li> </ul> <p>An example is pictured to the right.</p> <ul style="list-style-type: none"> <li>No emergency exit signage is provided, this is considered acceptable as there is only one entrance / exit route that Residents will use.</li> </ul>	2	B	

Item No	Significant Findings & Required Action	Priorities	Timescale	Photo
3	<ul style="list-style-type: none"> <li>It is unclear if the premises comply fully with the requirements of Building Regulations 1991 or later it is however unlikely that they do. A certificate must be obtained from the Local Council Building Control Department if it has not been obtained already. If a certificate cannot be obtained or the building is found not to comply then a fire alarm system will be required as stated below. If the premises does comply an electric smoke detection system is advised in the common area in any case to give early warning to residents.</li> <li>Although a fire alarm system is fitted it must be upgraded to the following standard. It should be a Grade A: M/LD2 system with smoke detection coverage in the common areas and a heat detector in each flat in the room / lobby opening on to the escape route (interlinked). A Grade D: LD3 system is also recommended in each flat (non-interlinked) with a smoke alarm in the room / lobby opening on to the escape route to protect the sleeping occupants of the flat's.</li> </ul>	2	B	
4	<ul style="list-style-type: none"> <li>The fire alarm system should have an audible weekly test and be maintained in accordance with BS5839 pt1 / pt6.</li> </ul>	2	B	No photo
5	<ul style="list-style-type: none"> <li>A periodic fire check of escape routes and final exit doors should be undertaken. Any deficiencies should be highlighted to the Responsible Person.</li> </ul>	2	B	

Item No	Significant Findings & Required Action	Priorities	Timescale	Photo
6	<ul style="list-style-type: none"> <li>The single stairs that forms the only escape route from the upper floors must be separated from the remainder of the building by fire resisting construction, therefore a fire occurring on one floor would not impact on all floors and the escape route. Therefore, all flat entrance doors that open onto the hallway must be fire doors fitted with a serviceable self-closing device and an intumescent strip / cold smoke seal with a 30 minute fire rating. If not, a fire occurring within one flat could spread into other dwellings and also compromise the means of escape. At the time of the assessment no door to any of the flats were available for inspection.</li> <li>All of the flats entrance doors must be assessed by you and if necessary brought up to the required standard (FD30S fire doors fitted with a serviceable self-closing device and an intumescent strip / cold smoke seal with a 30 minute fire rating). For all flat entrance doors that do not meet this standard, you must arrange for a competent person to bring the doors up to the required standard as stated (serviceable self-closing device and an intumescent strip / cold smoke seal with a 30minute fire rating installed into either the door edge or doorframe) conforming to BS 476part 20:22 and BS476 part 31:1. BS 476 - Fire doors and doorframe, BS EN 1154 – Self-closers, BS EN 1154 – Hinges, BS EN 1906 and BS EN 12209 – Door handles and locks.</li> <li>The electrical cupboard on the ground floor and any other cupboard that opens onto the escape route needs upgrading. These should be fitted with a fire door and an intumescent strip / cold smoke seal with a 30 minute fire rating. These doors should have a sign on saying "Fire Door Keep Shut" and remain shut at all times.</li> <li>A letter box is also fitted to the front door; this compromise the integrity of the hall and should be filled over and a box provided externally for letters or have a fire resisting letter box fitted on the inside.</li> </ul>	2	8	   

Item No	Significant Findings & Required Action	Priorities	Timescale	Photo
7	<ul style="list-style-type: none"> <li>It is a legal requirement that records of testing and maintenance of all fire safety systems and equipment should be entered in a Fire Log Book. Records of fire safety equipment tests carried out by outside contractors should also be recorded in a Fire Log Book. All fire-related documents should be kept together in one secure place, and should be available for inspection by a Fire Officer. At the time of the assessment no records were presented to the assessor.</li> <li>An inspection programme should be developed and implemented. This should ensure that all escape routes and fire protection equipment is functioning correctly.</li> </ul>	2	8	No photo
8	<ul style="list-style-type: none"> <li>A Fire Assembly point should be designated; the street in a safe area is suggested.</li> </ul>	2	B	
9	<ul style="list-style-type: none"> <li>In accordance with Building Regulations, blocks of flats more than two storeys high require Emergency Escape Lighting to be installed within the common parts of the building.</li> <li>It is recommended that a system that provides adequate illumination in the fire routes and over the exits be provided so that the occupants can safely evacuate the building in the event of the normal lighting system failing in an emergency. The emergency lighting system should be installed, tested and maintained in accordance and compliance with British Standard 5268.</li> </ul>	2	B	No photo
10	<ul style="list-style-type: none"> <li>When installed the emergency lighting system should be tested and maintained in accordance with B.S.5266.</li> </ul>	2	B	No photo