



Salvum

Fire Risk Assessment Birch House

Version 1

29 August 2023

Ref: J027796



Review Date: 29 August 2024

Score: Moderate Risk

Assessor: Phil Barker

Validated by: Warren Oxley



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Version History

Version	Report By	Date	Validated By	Date
1	Phil Barker	29 August 2023	Warren Oxley	31 August 2023

Assessor Profile

Phil Barker

Action Plan Summary

Task No.	Category	Sub Category	Action Required	Priority	Status	Action Taken	Date Completed
1	Fire Prevention	Housekeeping	Although the amount of combustibles currently in communal areas is not unreasonable, the premises should be monitored to ensure the amount of items does not build-up.	High	Identified		
2	Detection & Warning	Control Equipment	The fire alarm panel is in a fault condition. The panel should be serviced by an engineer.	High	Identified		
3	Fire Prevention	Electrical	Ensure fixed electrical installations are subject to a five yearly test in accordance with BS 7671.	Medium	Identified		
4	Fire Management	Testing & Maintenance	The emergency lighting system should be tested and serviced in line with the recommendations of BS 5266.	Medium	Identified		
5	Signs & Notices	Other Signage	Provide signage to indicate the location of the dry riser inlet.	Medium	Identified		
6	Signs & Notices	Other Signage	Provide fire action notices which confirm the action to take in the event of fire.	Medium	Identified		

7	Escape Routes & Fire Spread	Fire Doors	Confirm that flat front doors are to an FD30S self-closing standard.	Medium	Identified
8	Fire Management	Record Keeping	Records of the testing and maintenance of fire safety measures should be kept.	Medium	Identified
9	Fire Management	Record Keeping	Fire safety records were not available. It should be ensured that suitable records are kept of testing, maintenance and training.	Medium	Identified
10	Fire Management	Testing & Maintenance	The smoke ventilation system should be tested and serviced in accordance with the recommendations of BS 9999.	Medium	Identified
11	Fire Management	Procedures & Arrangements	Documentation was not available for viewing. It should be confirmed that fire action procedures are suitable and appropriately documented.	Medium	Identified
12	Fire Management	Procedures & Arrangements	Fire action procedures should be documented.	Medium	Identified
13	Escape Routes & Fire Spread	Fire Doors	Install smoke seals on the following doors: electrical cupboard and riser doors.	Medium	Identified
14	Signs & Notices	Fire Door Signage	Provide Fire Door Keep Locked Shut signs on the following doors: riser and electrical cupboard doors.	Medium	Identified

15	Signs & Notices	Fire Door Signage	Replace Fire Door Keep Locked signs with Fire Door Keep Closed signs on the following doors: cross corridor doors.	Medium	Identified
16	Fire Prevention	Housekeeping	The storage of combustibile items in riser cupboards should be prohibited.	Medium	Identified
17	Escape Routes & Fire Spread	Fire Doors	Ensure fire rated hinges are fitted with 3 appropriate screws.	Medium	Identified
18	Escape Routes & Fire Spread	Fire Doors	Install a self-closing device on the following doors: flat doors.	Medium	Identified
19	Escape Routes & Fire Spread	Fire Doors	Re-hang the following doors to reduce the gaps around the doors: cross corridor, riser and flat doors.	Medium	Identified
20	Escape Routes & Fire Spread	Construction and Glazing	Recommend access is gained to roof void and a competent person confirms that adequate compartmentation is fitted between communal areas and residential flats.	Medium	Identified

Introduction

This Fire risk assessment report addresses the requirement to carry out a suitable and sufficient risk assessment under The Fire Safety Regulations (England) 2022 which came into force on 23rd January 2023.

The risk assessment carried out was non-destructive, non-intrusive risk assessment, and consideration was given to PAS 79:2020 Fire Risk Assessment Guidance & Methodology, relevant British Standards, Building Regulations and MHCLG Guidance. The assessment considers the following significant fire risk areas:

- Means for detecting fire and giving warning to occupants
- Means of escape from the premises (including provisions for disabled persons)
- Fire Safety Signs and Notices
- Emergency Escape Lighting
- Means to limit fire spread and development of fire (e.g. Compartmentation)
- Means for fighting fire
- Other relevant firefighting systems and equipment; if provided
- Maintenance of facilities to assist fire-fighters
- Emergency Action Plan
- Staff training and Fire Drills
- Testing and maintenance of Fire Protection Measures
- Record keeping
- Cooperation & coordination with other premises occupiers, neighbouring premises, emergency services and other authorities

This report presents the significant findings of a fire risk assessment carried out upon residential communal areas by Salvum Limited.

The assessment carried out was a Type 1 assessment as agreed with the client and did not include areas below normal floor level, above false ceilings or unaccessible void unless these areas were readily accessible and identified within this report. Therefore, no 'intrusive' or 'destructive' inspections of compartmentation or voids was carried out. No responsibility therefore, is accepted by the assessor or Salvum Ltd for issues relating to compartmentation which could not be viewed or identified at the time of the survey. If a greater degree of inspection is required in order to ascertain adequate compartmentation within the property, this will be identified and recommended within the action plan section of this report.

The assessor was not provided with any building or equipment drawings or past planning applications or submissions, therefore the information contained within this report was obtained during the site survey, from information obtained from the 'Responsible Person' or members of staff with varying levels of responsibility, if on site at the time of the survey. Where no members of staff were present, the relevant information was obtained through the visual inspection of the site.

In establishing the final risk analysis, the assessor took into account the nature and design of the building, the occupants, including vulnerable occupants, the protection afforded, safety provisions and any procedural arrangements observed at the time of the assessment.

This report includes an Action Plan, which contains recommended tasks for completion at the premises. Each task has a suggested due date, related to its priority. These due dates are only our suggestions, and may or may not be appropriate, depending on individual circumstances such as logistical constraints or requirements of enforcing authorities.

A severity rating has also been allocated against each task. The below details the possible impact to relevant persons should a fire occur-
Critical; The severity of the issue identified, if not completed presents an unacceptable risk to life

and/or serious injury to occupants. It is also likely to present significant property damage/total loss.

Major; The severity of the issue identified, if not completed will likely present a significant risk to life and/or serious injury to occupants. It is also likely to present significant fire damage to the premises.

Moderate; The severity of the issue identified if not completed could present a moderate risk to injury to occupants as well as moderate property damage.

Minor; Whilst unlikely to present a risk of severe injury to occupants or premises damage should be completed for best practice.

In the case of buildings containing dwellings and unless otherwise stated in our report, the scope of the assessment does not include individual dwellings. However, attempts were made during the assessment to access at least a sample of dwellings, and this report may therefore contain statements and/or recommendations with respect to dwellings. Such statements and recommendations are made on a goodwill basis only, based on the information available at the time.

Notwithstanding any statement or recommendation made with respect to dwellings, it is always recommended to ensure that working smoke alarms are provided in all dwellings to at least a BS 5839-6 Category LD3 standard. These should ideally be Grade D alarms (mains powered with integral battery back-up), although Grade F alarms (battery powered only) are a reasonable short term measure.

The premises Risk Score was assessed at the time of the assessment, and a recommended review date has been provided. The actual level of risk may change over time, as a result of tasks being completed, or new risks arising. Regardless of the recommended review date, the fire risk assessment should be reviewed regularly so as to keep it up to date and particularly if:

- There is reason to believe a significant change in the structure or use of the building.
- There is a significant change in relation to the special, technical or organisational measures.
- Changes have taken place that have not been notified and approved by the relevant enforcing body or Fire Authority where an 'Alterations' notice is in force.
- There is reason to believe that an occupant is operating in breach of fire safety legislation.
- Where changes to an assessment are required as a result of any such review, the Responsible Person must make them.

The fire risk assessment and report are subject to our standard terms and conditions, available to view at: www.salvum.co.uk

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Premises Details

Building Information

Address line 1	The Old Works
Address line 2	Leigh Street
Town	High Wycombe
Postcode	HP11 2WQ

Client	MCR Property Group Manchester.
Person(s) consulted on site	Muhammad Bello Assistant Block Manager
Responsible person	MCR Property Group Manchester.
Appointed competent person	Muhammad Bello Assistant Block Manager
Person on site responsible for managing fire safety	Muhammad Bello Assistant Block Manager

Use	Purpose-built, self-contained flats
Height of topmost storey	10m.
Number of floors - ground and above	4

Number of staircases	3
Number of exits	3
Number of lifts	1
Number of accommodation units	85
Approach to units	<ul style="list-style-type: none"> • Via protected lobbies / corridors • Via balconies / decks
Approximate period of construction	1920-1940

Premises and construction details

Fire risk assessment undertaken on a detached split level four storey converted block of flats consists of brick and mortar with pitched roof. The premises was originally built approximately 1930 and converted 2022. Internal decoration consists of plaster skimmed drywall and ceilings. Communal areas can be accessed via the upper ground floor leading into entrance the lobby with main staircase leading up to all floors and staircase leading down to the lower ground floor which houses the underground car park, ground floor consists of flats 1-12, first floor consists of Flats 13-36 and 2 riser cupboards, second floor consists of flats 37-61 and 2 riser cupboards and third floor consists of flats 62-85 and 2 riser cupboards. There is a communal balcony/walkway on each floor with flats on either side and a central protected staircase which houses the AOV, lift, riser cupboards and dry riser outlets. At either end there is a metal staircase that leads to the ground floor.

Types of fire facilities provided	<ul style="list-style-type: none"> • Dry rising main • Smoke ventilation • Entrance door override
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Comments

Dry risers provided centre staircase.
 Door override system provided centre escape route.
 Smoke ventilation provided within staircases.



Inaccessible Areas

Are there any inaccessible areas during inspection?

No

People

Are there any people especially at risk from fire?

Yes

People especially at risk from fire

- Other

Details of people especially at risk from fire

Residents are the main risk group on the building. This risk assessment does not encompass the residential dwelling themselves, while the occupants of the flats are 'relevant persons', the flats, as domestic dwellings, are outside the scope of the Regulatory Reform (Fire Safety) Order 2005.

There were no contractors working in remote areas at the time of assessment although it is conceivable that this eventuality could arise.

The predominant occupant type within a residential dwelling is one that is familiar with the layout of the building they frequent on a daily basis.

Visitors cannot be accounted for within any management procedures as their presence on the premises can occur at any time. The simple design and management of the building will precipitate escape for visitors if fire were to occur whilst they are in the common areas of the building. Members of the public would not normally be expected within the premises, with the exception of visitors to residents. As such, they are not considered to present the same risk in respect on unfamiliarity.

The assessor was unable to confirm whether persons with a disability which may affect their ability to evacuate the premises in the event of fire are onsite. Should this be the case it is advised that the responsible person contacts the fire risk assessor for further advice and next steps.

Fire Hazards

Sources of Ignition

- Electricity
- Cooking
- Malicious
- Smoking in unauthorised areas
- Contractors (Hot works)

Sources of Fuel

- Furniture and Furnishings
- Combustibles in communal areas
- Refuse bins
- Plants and Vegetation

Sources of Oxygen

- Natural

Comments

No additional fire hazards were identified during fire risk assessment.

Fire loss experience

No known previous fire loss

The exact number of persons within the building was unknown at the time of assessment. We would estimate 2-3 persons within flat for the purpose of this assessment. The assessor was not made aware of any persons within the premises whom may require assistance in the event of fire.

Comments

None.

Legislation

Fire safety legislation which applies to these premises

- Regulatory Reform (Fire Safety) Order 2005
- Fire Safety Act 2021
- Fire Safety (England) Regulations 2022

This legislation is enforced by

Local fire and rescue authority

Details of any other legislation that makes significant requirements for fire precautions in these premises (other than the Building Regulations)

Just like employers, landlords have certain legal obligations when it comes to fire safety and protection of their properties and the safety of people who reside in their premises. However, it is not as simple as ensuring there is a couple of fire extinguishers to hand – fire safety largely depends on the potential risks and the different types of buildings can cause confusion. For example, a building that is used for a single tenancy will differ to one which is shared across commercial and residential lettings. Legislation requires that landlords carry out fire risk assessment within communal areas of this property. This process will identify any fire hazards and who is at risk and decide if anything needs to be done to remove or reduce that risk.

Fire safety within the home is an extremely important issue, especially in mixed use premises and where unrelated occupiers, who live independently from one another, share common areas of the same building. This area of law is covered by the Housing Act 2004 and the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 inside the dwelling and for the common areas, The Fire Safety Regulations (England) 2023 which came into force on 23rd January 2023. We would encourage all those with an interest in these types of premises to read Local Authorities Coordinators of Regulatory Services (LACORS) to ensure they are aware of their responsibilities to carry out a fire risk assessment, and make sure their property has adequate and appropriate fire safety.

Other legislation that may make significant requirements for fire precautions are listed below;
Management of Health and Safety at Work Regulations
Workplace (Health, Safety and Welfare) Regulations
Health and Safety (Safety Signs & Signals) Regulations
Electricity at Work Regulations
Health & Safety Executive HSG107 Maintaining portable & transportable electrical equipment
The Equality Act
The Smoke-free (Premises & Enforcement) Regulations

Relevant Guidance

PAS79 - 'Fire Risk Assessment - a recommended methodology' - 2020

BS 5266-1:2016 - 'Emergency Lighting - Code of practice for the emergency lighting of premises'

BS 5499-4:2013 - 'Safety signs. Code of practice for escape route signage'

BS 5839-6:2019 - 'Fire detection and alarm systems for buildings. Code of practice for domestic premises'

BS 5499-10:2014 - 'Guidance for the selection and use of safety signs and fire safety notices'

BS 5266-8:2004 - 'Emergency escape lighting systems'

This assessment was undertaken in accordance with Fire safety in purpose-built blocks of flats. Further information can be found within the following link; <https://www.local.gov.uk/sites/default/files/documents/fire-safety-purpose-built-04b.pdf>

Is there an alterations notice in force?

No

Do licensing laws apply to the premises?

No

Comments

The Regulatory Reform (Fire Safety) Order 2005 [RR(FS)O] replaces the 40 year old fire certification scheme. It is now the duty of the 'responsible person' for the premises to ensure the occupants are safe from the effects of fire as far as practicable. This does not imply a lesser responsibility for the safety of the occupant of the premises; it is almost certain that for premises which required a fire certificate prior to January 2006, similar measures will be required under the RR(FS)O.

The RR(FS)O applies to all non-domestic premises, including any voluntary sector and self-employed people with premises separate from their homes.

Other statutory requirements within this report may also fall under the scope of relevant building regulations under Approved Document Part B.

Where the premises do not fall under the scope of the Fire Reform Order 2005, specifically residential properties this assessment may be undertaken in accordance with The Housing Act 2004. The responsible person for the purposes of fire safety provision and maintenance at the residential accommodation is the person having control – usually the landlord, in HMOs, shared premises and single rented properties. The assessment will be required for Additional Licensing purposes by Local Authorities.

Scope Of Assessment;

A fire risk assessment is an organised and methodical look at your premises. The fire risk assessment procedure identifies the activities carried out at the premises and assesses the likelihood of a fire starting. The aim of a fire risk assessment is to:

- Identify the hazards
- Reduce the risk of those hazards causing harm to as low as reasonably practicable.
- Decide what physical fire precautions and management policies are necessary to ensure the safety of people in your premises if a fire does start.

This fire risk assessment was carried out in accordance relevant Government guidance.

The RR(FS)O places a burden of responsibility firmly on the head of a 'responsible person' with regard to the fire safety of the occupants of the premises to which they have been assigned. The responsible person is required to co-ordinate all fire safety related issues including the carrying out of a fire risk assessment and production of associated documentation. The responsible person may nominate a 'competent person' to assist in the implementation of any measures deemed necessary to ensure the fire safety of the occupants of the premises.

There are many factors that impact upon what may constitute adequate measures to assess the fire safety of the occupants.

Salvum Ltd are not the responsible person and can only recommend, on behalf of the organisation, the steps it should or must take to comply with its duties under the RR(FS)O.

This report is for the use of the party to whom it is addressed and should be used within the context of instruction under which it has been prepared.

No opening up of any part of the structure was carried out nor was any operational electrical or mechanical systems tested. All comments and recommendations are based on visual inspection only and are of the view of the assessor whom undertook this assessment.

Fire Prevention

Electrical

Are electrical installations and appliances free from any obvious defect?

Yes

Are fixed installations periodically inspected and tested?

No

Are portable electrical appliances used?

No

Comments

It is recommended that they should be inspected and tested 10 years after initial installation and then every 5 years after that, or sooner if advised in the previous report by a qualified and competent person.

Gas

Are gas installations and appliances free from any obvious defect?

N/A

Is gas equipment protected/located so as not to be prone to accidental damage?

N/A

Comments

No gas installations present within the communal areas of the property.

No gas main intake or isolation points in the common areas.

Heating

Are fixed heating installations free from any obvious defect?

N/A

Are portable heaters used?

No

Comments

Common areas were not heated.

Cooking

Does cooking take place on the premises?

No

Comments

No cooking facilities present within common areas of the property.

Arson

Is security against arson reasonable?

Yes

Is there a reasonable absence of external fuels and ignition sources?

Yes

Comments

Access to the property is restricted via a locked entrance doors fitted with intercom release.

External areas were well kept and clear from excessive combustible materials at the time of inspection.

There is a potential for arson within all premises. All efforts should be made to ensure the main entrance is securely locked and all combustible articles I.e wheelie bins and paladin bins are kept away from the premises.

Residents should remain vigilant at all times and ensure that all combustibles waste is disposed of responsibly and not left in the common parts or externally to the premises.

Housekeeping

Is accumulation of combustibles or waste avoided?

No

Are there appropriate storage facilities for combustible & hazardous materials?

N/A

Comments

Part E, section 44 of the 2011 Guidance 'Fire Safety in Purpose Built Blocks of Flats' deals with Housekeeping issues in communal areas and advises that there should be a clear policy on whether common parts must remain completely sterile ('zero tolerance') or may be subject to 'managed use'. A 'zero tolerance' approach is one in which residents are not permitted to use the common parts to store or dispose of their belongings or rubbish. No exceptions would apply. It would ensure that the common parts are effectively 'sterile' ie free of combustible material, ignition sources and obstructions.

The alternative is 'managed use'. This approach allows strictly defined use of common parts and limits the items allowed, to control fire load and ease of ignition. It includes strict conditions on where such items can be kept.



Building Works

Are there any hot works being carried-out at this time?

No

Are the premises free of any obvious signs of incorrect hot work procedures in the past?

Yes

Comments

No hot works undertaken at the time of the inspection

No contractor policy in place at time of assessment

Any contractors used should be checked for suitable qualifications and experience prior to commencement of works.

Risk assessments, method statements, public and employer liability insurance documents should also be requested from the contractor. All contractors should be given information on the actions to take in the event of a fire.

Smoking

Are there suitable arrangements taken to prevent fires caused by smoking?

Yes

Comments

A legible 'No Smoking' sign was present and displayed within the entrance lobby.



Dangerous Substances

Are dangerous substances present, or liable to be present?

No

Comments

No dangerous substances were present within the communal areas at the time of inspection.

Dangerous substances not expected within common areas.

Lightning

Is a lightning protection system installed?

No

Comments

Lightning protection is not required for this type of property.

Escape Routes & Fire Spread

Ease of Use

Are exits easily and immediately openable?

Yes

Do fire exits open in direction of escape where necessary?

Yes

Are escape routes unobstructed and safe to use?

Yes

Are there reasonable measures for the evacuation of disabled people?

Yes

Comments

Travel distances were measured and considered to be acceptable for the type and use of premises. The fire exits lead to a final place of safety away from the property.

Dimensions

Are travel distances reasonable?

Yes

Is there sufficient exit capacity?

Yes

Fire Doors

Comments

Exit capacity for the type, size and occupation of this building was considered adequate.

Doors which are expected to be fire resisting:

- Cross-Corridors
- Electrical Cupboards
- Flat Entrances
- Risers

Cross-Corridor Doors

- FD30 self-closing

Electrical Cupboard Doors

- FD30

Flat Entrance Doors

- FD30S self-closing

Riser Doors

- FD30

Do any fire doors appear to be of composite construction?

No

Are fire doors to a suitable standard?

No

Is there suitable provision of self-closing devices?

Yes

Is there suitable provision of hold-open devices?

N/A

Are doors kept locked where appropriate?

Yes

Comments

Fire doors are the principle means of preventing smoke, heat and flames from spreading from one compartment to another. If fire doors are not in fully working order, they will allow products of combustion to spread quicker and render escape routes ineffective.

- Flat 69 gaps lock lock side in excess of (3-4mm) install overhead self closing device
- Flat 64 gaps top, lock side in excess of (3-4mm)
- Flat 74 gaps lock side in excess of (3-4mm) install overhead self closing device
- Flat 76 gaps lock side in excess of (3-4mm) install overhead self closing device

- Flat 41 gaps lock side, bottom in excess of (3-4mm) install overhead self closing device
- Flat 58 gaps lock side in excess of (3-4mm)
- Flat 61 gaps lock side in excess of (3-4mm)
- Mains electrical cupboard third floor double doors, gaps centre, bottom in excess of (3-4mm)
- Mains electrical third floor cupboard single door gaps top, bottom in excess of (3-4mm)
- Heating riser third floor gaps centre and bottom in excess of (3-4mm)
- Door top of staircase 3rd floor gaps top,lock side in excess of (3-4mm) install overhead self closing device.
- Door main electrical riser cupboard second floor, gaps centre, bottom in excess of (3-4mm) double door.
- Door mains electrical riser cupboard second floor gaps, top, bottom in excess of (3-4mm)
- Door heating riser cupboard second floor gaps centre, bottom in excess of (3-4mm)
- Door top of staircase second floor gaps bottom in excess of (3-4mm), install overhead self closing device.
- Electrical/Heating riser cupboards first floor gaps to bottom of doors in excess of (3-4mm)
- Door first floor adjacent to riser cupboards gaps bottom, lock side in excess of (3-4mm) install overhead self closing device.

Cross corridor door front of premises hinge had screws missing.

Flat entry doors should be fitted with close fitting solid timber notional or FD30s fire rated doors fitted with three fire rated hinges, combined intumescent strips and cold smoke seals and a 'Positive' self closing device.

Re the remaining flat front doors:

The responsible person should ensure a full fire door survey throughout the building is undertaken by a third party accredited contractor. This inspection is to confirm which doors will offer the required fire protection, which doors require upgrades and which doors will need to be replaced. The survey will assist in planning and implementing an improvement programme and budgeting for any costs that may need to be met in protecting the escape route and the individual flats. All work on fire doors must be certificated.



Construction & Glazing

Are escape routes protected with suitable walls and floors?

Yes

Is there adequate compartmentation?

No

Is there reasonable limitation of linings that might promote fire spread?

Yes

Are external walls and attachments free from materials, products and systems which could promote excessive fire spread?

Yes

Glazing which is expected to be fire resisting, inc vision panels and fanlights:

• None

Is glazing reasonable and free from any obvious defects?

Yes

Comments

The external envelope of the premises is free from combustible materials which would rapidly promote fire spread. Balconies were identified as steel balustrades with timber decking however the external wall is of brick and the height of the building is approximately 10m. Therefore no issues regarding external fire spread. A policy however should be introduced to inform all residents to limit combustible materials on their balconies and not to have any BBQ's or live fires.

No obvious concerns regarding compartmentation or glazing any where on external escape route walkways.

It is expected that suitable separation of flats and common areas would have been provided during the during the change of use, dated 1999, in conjunction with building regulations Approved Document PART B (fire).

Unable to gain access to roof void as no long tee key had was available to the assessor at the time of the assessment.

Dampers, Ducts & Chutes

Are there suitable measures to restrict fire spread via ducts and concealed spaces?

Not Confirmed

Comments

The assessor was unable to access area where fire dampers may be present due to the level inspection undertaken (Type 1 non-destructive) as such we are unable to comment further.

Smoke Ventilation

Areas where smoke ventilation is expected:

- Staircases

Staircases

- Natural Vent - Automatic

Is smoke ventilation reasonable and free from any obvious defects?

Yes

Comments

Automatically opening vents, or those vents which are electrically controlled and manually operated require regular maintenance and servicing. AOVs and electrically operated OVVs should be tested once a month using the manual controls to ensure they are working as intended. In addition, once a year, a full test should be performed which includes checking the functionality of smoke detectors and AOV controls. The manufacturer's instructions will provide further details on what should be tested.

Smoke control systems such as smoke extraction systems and pressurisation systems should also be checked as per the manufacturer's instructions.

In addition, BS 9999:2008 - Code of practice for fire safety in the design, management and use of buildings offers more guidance on the servicing and testing procedures of smoke control systems.



Detection & Warning

Control Equipment

Is an electrical fire alarm system expected?

Yes

Is a fire detection and/or alarm system provided?

Yes

Areas covered

- Flats
 - Communal areas
-

Flats

System Category

- BS 5839 Pt6 Grade A Category LD3

Cause & Effect

- Sounds alarm in flat of origin
-

Communal Areas

System Category

- BS 5839 Pt1 Category L3

Cause & Effect

- Operates smoke ventilation
-

Is the control equipment suitably located?

Yes

Is the control equipment free from any obvious fault or defect?

No

Comments

Alarm indicating fault on the panel at the time of the inspection. It is recommended that a competent engineer is tasked with undertaking a service of the fire alarm panel to ensure the system is in full working order.



Manual Fire Alarms

Are there sufficient means of manually raising an alarm?

N/A

Are manual callpoints appropriately located and free from obvious defect?

N/A

Comments

A means of manually raising the alarm is not required within communal areas of this property.

Automatic Fire Detection

Is there sufficient provision of automatic fire detection?

Yes

Is the type of automatic fire detection suitable and free from obvious defect?

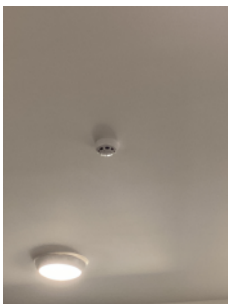
Yes

Comments

Smoke detection in communal areas operate AOV only.

Responsible flat owner (Landlord) to confirm that adequate detection has been provided within there individual that:

In all flats, early warning of fire should be provided by means of smoke and heat alarms installed in accordance with BS 5839-6. A category of LD3 system should be considered the minimum in all circumstances. This is a system where there is one or more smoke alarms solely in the circulation spaces of a flat including a heat detector within the kitchen space. Flats with more than one level and those with more than one hallway or circulation space with always require more than one smoke alarm.



Audibility

Are there adequate means of alerting all relevant persons?

N/A

Comments

Sounding devices not required within common areas of this property.

Firefighting

Fire Extinguishers

Are fire extinguishers expected?

No

Why not?

- Not practicable to train residents
- Vandalism concerns

Are fire extinguishers provided?

No

Is the provision of fire extinguishers reasonable?

Yes

Comments

The provision of simple fire extinguishers can be useful in restricting the development and spread of small fires in their early stages. However, unless a fire is very small, the best advice is to evacuate the building to a place of safety and call the fire and rescue service. This is because for larger fires people need training to know what type of fire an extinguisher can safely be used on, how to tackle a fire safely, and when to give up and get out. The installation of extinguishers can also lead to problems if they are not properly maintained or where equipment is discharged through malice or horseplay. For these reasons extinguishers are not recommended within communal areas of this property.

Fixed Systems

Are any fixed systems provided?

Yes

Types of system

- Sprinklers

Is provision of fixed systems reasonable?

Yes

Comments

Sprinklers provided within flats.



Fire Service Facilities

Is a secure information box required?

No

Are any fire service facilities provided?

Yes

Types of facility

- Dry rising main
- Smoke ventilation
- Entrance door override

Is provision of fire service facilities reasonable?

Yes

Comments

Provisions in terms of access and lighting for fire service personnel was considered adequate at the time of assessment.

Lighting

Normal Lighting

Is there adequate lighting of internal escape routes?

Yes

Is there adequate lighting of external escape routes?

Yes

Is there adequate lighting in risk critical areas?

Yes

Comments

Conventional lighting was considered adequate at the time of assessment

Emergency Lighting

Method of emergency lighting of internal escape routes:

- Maintained emergency lighting (central system)

Is this provision reasonable?

Yes

Method of emergency lighting of external escape routes:

- Borrowed light

Is this provision reasonable?

Yes

Method of emergency lighting of other areas:

- None

Is this provision reasonable?

Yes

Comments

The level of emergency escape lighting was considered adequate and appeared to be installed in accordance with BS 5266.

Signs & Notices

Escape Routes

Is escape route signage necessary?

No

Why not?

- Simple escape routes
- Routes in ordinary use

Is escape route signage provided?

Yes

Is provision of escape route signage suitable?

Yes

Comments

An adequate level of fire escape signage has been provided complying with BS 5499-10:2014 and safety signs including fire safety signs & BS EN ISO 7010:2011



Fire Doors

Is there signage suitable for self-closing fire doors?

No

Is there signage suitable for locked fire doors?

No

Is there signage suitable for automatic fire doors?

N/A

Comments

As these cupboards are located within an escape route they require door signage stating 'Keep Locked Shut'.

Wrong signage placed on cross corridor doors.



Other Signs & Notices

Is there suitable signage for fire service facilities?

No

Are fire action notices suitable?

No

Are there suitable notices for fire extinguishers?

N/A

Is there suitable wayfinding signage for the fire and rescue service?

N/A

Is there suitable zone information for the fire alarm system?

No

Comments

'Fire Action Notices' detailing the specific actions to be taken in the event of an emergency should be displayed within the communal areas of the property.

A zone plan should be affixed to the wall adjacent to the fire alarm panel.

Dry Riser inlets had wrong signage fitted.



Fire Safety Management

Procedures & Arrangements

Current evacuation policy

Stay Put

Further details

This purpose-built blocks of flats should operate a Stay Put/Defend in Place fire policy. This strategy may be considered in blocks of flats where each flat is a minimum 60 minutes fire resisting compartment. The policy involves the following approach. When a fire occurs within a flat, the occupants alert others in the flat, make their way out of the building and summon the fire and rescue service. If a fire starts in the common parts, anyone in these areas makes their way out of the building and summons the fire and rescue service. All other residents not directly affected by the fire should be safe to stay put and remain in their flat unless directed to leave by the fire and rescue service. It is not implied that those not directly involved who wish to leave the building should be prevented from doing so. Nor does this preclude those evacuating a flat that is on fire from alerting their neighbours so that they can also escape if they feel threatened.

Are fire action procedures suitable and appropriately documented?

Not Known

Are new residents given a copy of fire safety instructions after they move in?

Not Known

Are all residents given a copy of fire safety instructions every 12 months?

Not Known

Are new residents given relevant information about fire doors after they move in?

Not Known

Are all residents given relevant information about fire doors every 12 months?

Not Known

Are there suitable arrangements for calling the fire service?

Yes

Is there a suitable fire assembly point?

N/A

Are there suitable arrangements for the evacuation of disabled people?

N/A

Is there co-operation and co-ordination between relevant parties?

N/A

Comments

The responsible persons attention should be drawn to a new fire risk assessment prioritisation tool (FRAPT) which has been issued under the new regulations which came into force on 23rd January 2023.

The Fire Risk Assessment Prioritisation Tool (FRAPT) is a web-based tool that helps Responsible Persons (RPs) update their fire risk assessments and ensure that any safety risks are addressed as soon as possible. The tool assigns a priority rating to buildings based on a series of questions about the structure, external walls, and flat entrance doors. The purpose of the FRAPT is to assist Responsible Persons in establishing a prioritisation strategy for updating their fire risk assessments. The FRAPT can be accessed from the Home Office website; <https://bpt.homeoffice.gov.uk>

Following the recent changes to the Fire Safety Regulations (England) 2022 which came into force on 23rd January 2023. The RP for this property is now required to provide all residents with the following information.

Buildings under 11 metres-(With 2 or more domestic premises within common areas)

> Fire Safety Instructions: provide relevant fire safety instructions to their residents, which will include instructions on how to report a fire and any other instruction which sets out what a resident must do once a fire has occurred, based on the evacuation strategy for the building.

> Fire Door Information: provide residents with information relating to the importance of fire doors in fire safety.

Training & Drills

Are staff regularly on the premises?

No

Are employees from outside organisations given appropriate fire safety information?

Yes

Comments

The assessor was unable to determine whether there are suitable arrangements for contractors working onsite. Contractors working onsite can pose increased risk of fire due to work processes undertaken within the premises. Request method statements and risk assessments. Consider requesting copies of health & safety policy documents, public & employer's liability insurance documents, training records and RAMS for activities they will be carrying out.

Any contractors or visitors working on this site must be informed as to what evacuation procedures are in place and what their responsibilities are in the event of an emergency.

Testing & Maintenance

Was testing & maintenance information available?

No

Are fire extinguishers subject to suitable test & maintenance?

N/A

Comments

No records of testing and maintenance were provided at the time of inspection.

Record Keeping

Were fire safety records available?

No

Is the local fire and rescue authority provided with suitable information regarding the design of external walls?

Not Known

Is the local fire and rescue authority provided with floors plans and a building plan?

Not Known

Are fire safety records accessible to the residents of the building?

Not Known

Comments

No records provided or seen at the time of the inspection. All records of testing and maintenance should be recorded within a fire log book, with any documentation kept within a designated fire folder.

Tasks

Task 1

Ref	1645064
Source Version	1
Category	Fire Prevention
Sub Category	Housekeeping
Action Required	Although the amount of combustibles currently in communal areas is not unreasonable, the premises should be monitored to ensure the amount of items does not build-up.
Priority	High
Severity	Moderate
Status	Identified
Due Date	26 September 2023

Task 2

Ref	1645068
Source Version	1
Category	Detection & Warning
Sub Category	Control Equipment
Action Required	The fire alarm panel is in a fault condition. The panel should be serviced by an engineer.
Priority	High
Severity	Moderate
Status	Identified
Due Date	26 September 2023

Task 3

Ref	1645054
Source Version	1
Category	Fire Prevention
Sub Category	Electrical
Action Required	Ensure fixed electrical installations are subject to a five yearly test in accordance with BS 7671.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 4

Ref	1645078
Source Version	1
Category	Fire Management
Sub Category	Testing & Maintenance
Action Required	The emergency lighting system should be tested and serviced in line with the recommendations of BS 5266.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 5

Ref	1645090
Source Version	1
Category	Signs & Notices
Sub Category	Other Signage
Action Required	Provide signage to indicate the location of the dry riser inlet.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 6

Ref	1645088
Source Version	1
Category	Signs & Notices
Sub Category	Other Signage
Action Required	Provide fire action notices which confirm the action to take in the event of fire.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 7

Ref	1645086
Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Confirm that flat front doors are to an FD30S self-closing standard.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 8

Ref	1645084
Source Version	1
Category	Fire Management
Sub Category	Record Keeping
Action Required	Records of the testing and maintenance of fire safety measures should be kept.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 9

Ref	1645082
Source Version	1
Category	Fire Management
Sub Category	Record Keeping
Action Required	Fire safety records were not available. It should be ensured that suitable records are kept of testing, maintenance and training.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 10

Ref	1645080
Source Version	1
Category	Fire Management
Sub Category	Testing & Maintenance
Action Required	The smoke ventilation system should be tested and serviced in accordance with the recommendations of BS 9999.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 11

Ref	1645074
Source Version	1
Category	Fire Management
Sub Category	Procedures & Arrangements
Action Required	Documentation was not available for viewing. It should be confirmed that fire action procedures are suitable and appropriately documented.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 12

Ref 1645076
Source Version 1
Category Fire Management
Sub Category Procedures & Arrangements
Action Required Fire action procedures should be documented.
Priority Medium
Severity Moderate
Status Identified
Due Date 20 November 2023

Task 13

Ref 1645056
Source Version 1
Category Escape Routes & Fire Spread
Sub Category Fire Doors
Action Required Install smoke seals on the following doors: electrical cupboard and riser doors.
Priority Medium
Severity Moderate
Status Identified
Due Date 20 November 2023

Task 14

Ref 1645072
Source Version 1
Category Signs & Notices
Sub Category Fire Door Signage
Action Required Provide Fire Door Keep Locked Shut signs on the following doors: riser and electrical cupboard doors.
Priority Medium
Severity Moderate
Status Identified
Due Date 20 November 2023

Task 15

Ref	1645070
Source Version	1
Category	Signs & Notices
Sub Category	Fire Door Signage
Action Required	Replace Fire Door Keep Locked signs with Fire Door Keep Closed signs on the following doors: cross corridor doors.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 16

Ref	1645066
Source Version	1
Category	Fire Prevention
Sub Category	Housekeeping
Action Required	The storage of combustibile items in riser cupboards should be prohibited.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 17

Ref	1645062
Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Ensure fire rated hinges are fitted with 3 appropriate screws.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 18

Ref	1645060
Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Install a self-closing device on the following doors: flat doors.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 19

Ref	1645058
Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Re-hang the following doors to reduce the gaps around the doors: cross corridor, riser and flat doors.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Task 20

Ref	1645092
Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Construction and Glazing
Action Required	Recommend access is gained to roof void and a competent person confirms that adequate compartmentation is fitted between communal areas and residential flats.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	20 November 2023

Risk Score

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:

Medium

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:

Moderate

Likelihood	Potential Consequence		
	Slight Harm	Moderate Harm	Extreme Harm
High	Moderate	Substantial	Intolerable
Medium	Tolerable	Moderate	Substantial
Low	Trivial	Tolerable	Moderate

Likelihood

- 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.

Consequence

- Slight** 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** 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** Significant potential for serious injury or death of one or more occupants.

Trivial	Limited or no further improvements required for compliance.
Tolerable	No major additional controls required. However, there may be a need for improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where medium 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	The building (or relevant area) should not be occupied until the risk is reduced.

Risk Score	Moderate Risk
Risk score once all tasks have been completed	Tolerable Risk
Next Assessment Due	29 August 2024



Life Safety Fire Risk Assessment Certificate of Conformity

This certificate is issued by the organisation named in Part 1 of the schedule in respect of the fire risk assessment provided for the person(s) or organisation named in Part 2 of the schedule at the premises and / or part of the premises identified in Part 3 of the schedule.

Schedule

Part 1

Name of Certificated Organisation: Salvum Ltd, The Warehouse, Alma Road, Hadleigh, Essex, SS7 2EF

Bafe Registration Number: 103762

SSAIB Registered Provider: ESSX286

Part 2

Name of Client

MCR Property Group Manchester.

Part 3

Address of premises to which this assessment was undertaken

The Old Works, Leigh Street, High Wycombe, HP11 2WQ

Part of premises to which this assessment applies

This Fire Risk Assessment applies to the communal areas only.

Part 4

Brief description and scope of this assessment

Life Safety as per agreed specification

Part 5

Effective date of the fire risk assessment

29 August 2023

Part 6

Recommended review date of the fire risk assessment

29 August 2024

Part 7

Unique reference no.

J027796

We, being currently a 'Certificated Organisation' in respect of fire risk assessment identified in the above schedule, certify that the fire risk assessment referred to in the above schedule complies with the Specification identified in the above schedule and with all other requirements as currently laid down within the BAFE SP205 Scheme in respect of such fire risk assessment.

Signed for and on behalf of the issuing Certified Organisation

Name and Job Title: Warren Oxley :: Technical Manager

Date of Issue: 31 August 2023

Signature:



SSAIB (certification body) can be contacted at: 7 - 11 Earsdon Road, West Monkseaton, Whitley Bay, Tyne and Wear, NE25 9SX. Tel: +44 (0) 191 296 3242 E-mail: certificate@ssaib.org Web: www.ssaib.org / www.ssaib.ie

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