



# Salvum

## Fire Risk Assessment Bishops Building

Version 1

30 August 2023

Ref: J027798



Review Date: 30 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	30 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	Detection & Warning	Control Equipment	The fire alarm panel is in a fault condition. The panel should be serviced by an engineer.	High	Identified		
2	Fire Prevention	Housekeeping	The storage of combustible items in riser cupboards should be prohibited.	High	Identified		
3	Signs & Notices	Other Signage	Recommend that appropriate signage is provided adjacent to the main entrance to the relevant building and also at the isolation point of the inverters.	Medium	Identified		
4	Fire Management	Record Keeping	Records of the testing and maintenance of fire safety measures should be kept.	Medium	Identified		
5	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		

6	Fire Management	Testing & Maintenance	Testing and maintenance information was not available. It should be ensured that all fire safety measures are subject to suitable test.	Medium	Identified
7	Fire Management	Procedures & Arrangements	Fire action procedures should be documented.	Medium	Identified
8	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
9	Signs & Notices	Other Signage	Provide signage to indicate the location of the dry riser inlet.	Medium	Identified
10	Signs & Notices	Other Signage	Provide signage or plans to indicate the location of the fire detection & alarm system zones.	Medium	Identified
11	Fire Prevention	Electrical	Ensure fixed electrical installations are subject to a five yearly test in accordance with BS 7671.	Medium	Identified
12	Signs & Notices	Other Signage	Provide fire action notices which confirm the action to take in the event of fire.	Medium	Identified
13	Escape Routes & Fire Spread	Construction and Glazing	Provide fire stopping at the following locations: riser cupboards.	Medium	Identified

14	Escape Routes & Fire Spread	Fire Doors	Re-hang the following doors to reduce the gaps around the doors: flat, cross corridor and riser cupboards.	Medium	Identified
15	Escape Routes & Fire Spread	Fire Doors	Install smoke seals on the following doors: cross corridor, riser and electrical cupboards.	Medium	Identified
16	Escape Routes & Fire Spread	Fire Doors	Confirm that flat front doors are to an FD30S self-closing standard.	Medium	Identified
17	Escape Routes & Fire Spread	Fire Doors	Repair the following doors to an FD30S self-closing standard: door to stairs third floor.	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](http://www.salvum.co.uk)

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# Premises Details

## Building Information

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Address line 1	The Old Works
Address line 2	Leigh Street
Town	High Wycombe
Postcode	HP11 2WQ
<hr/>	
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
<hr/>	
Use	Purpose-built, self-contained flats
Height of topmost storey	11m.
Number of floors - ground and above	5

Number of staircases	1
Number of exits	2
Number of lifts	1
Number of accommodation units	38
Approach to units	<ul style="list-style-type: none"> <li>• Direct from stair</li> <li>• Via protected lobbies / corridors</li> </ul>
Approximate period of construction	2020-2030

#### Premises and construction details

A Fire Risk Assessment was carried out to a detached 5 storey building which was built in circa 2022 of masonry brick and mortar walls, pitched roof and aluminium framed windows and doors. The internal make up consists of painted plaster skim finish ceilings, drywall constructed and plaster skim finish brick walls, concrete floors with carpet flooring within some areas of the property.

Access is gained from the front elevation leading in to entrance lobby with bin store and cycle store adjacent, lobby door leading in to corridor which consists of flats 1-7 and 2 riser cupboards, second floor serves flats 8-14 and 2 riser cupboards, third floor house flats 15-22 and 2 riser cupboards, fourth floor consists of flats 23-30 and 2 riser cupboards, fifth floor serves flats 31-38 and 2 riser cupboards.

The lower ground floor exits to the underground car park.

The premises consists of 2 direct final exits.

The premises benefits from automatic fire detection, emergency lighting, AOV system within corridors and staircase, dry riser outlasts provided on each landing.

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

Smoke ventilation provided within corridors and staircase.  
Door override system provided.

#### Inaccessible Areas

Are there any inaccessible areas during inspection?	No
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## People

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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.

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## 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

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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.

Photovoltaic (solar panels) system present on the roof with the inverters found electric cupboard fifth floor.

No information was available at the time of the assessment in relation to photovoltaic cells (solar panels) The Fire Service will need to have clear details of the location of all photovoltaic cells, the circuit boards and inverters and any actions taken prior to fire service arrival.



## 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

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Are fixed heating installations free from any obvious defect?

N/A

Are portable heaters used?

No

Comments

Common areas were not heated.

## Cooking

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Does cooking take place on the premises?

No

Comments

No cooking facilities present within common areas of the property.

## Arson

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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

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Is accumulation of combustibles or waste avoided?

No

Are there appropriate storage facilities for combustible & hazardous materials?

N/A

Comments

Items stored within riser cupboards.



## Building Works

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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

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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

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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

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Is a lightning protection system installed?

Not Known

Comments

Lightning protection is not required for this type of property.

# Escape Routes & Fire Spread

## Ease of Use

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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

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Are travel distances reasonable?

Yes

Is there sufficient exit capacity?

Yes

## Fire Doors

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### Comments

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

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Doors which are expected to be fire resisting:

- Cross-Corridors
- Electrical Cupboards
- Flat Entrances

Cross-Corridor Doors

- FD30

Electrical Cupboard Doors

- Not fire resisting
- FD30

Flat Entrance Doors

- FD30S self-closing

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.

All fire doors should be self-closing, close flush to frame, and have no gaps in excess of 3mm, those that do not, need to be adjusted accordingly by a competent person to ensure that they are in full working order.

- Door provided to riser cupboard adjacent to flat 37 damaged door hinge side, requires replacement or repair with 60 minutes fire rated putty, Gaps centre, bottom in excess of (3-4mm)
- Door provided to riser adjacent flat 35 gaps centre, bottom in excess of (3-4mm)
- Door adjacent flat 35, gaps top, lock side in excess of (3-4mm)
- Door riser cupboard adjacent to flat 29 gaps centre bottom in excess of (3-4mm)

- Door riser cupboard adjacent flat 28 gaps top, centre, bottom in excess of (3-4mm)
- Door riser cupboard adjacent flat 21 gaps centre in excess of (3-4mm)
- Door riser cupboard adjacent to flat 19 gaps centre, bottom in excess of (3-4mm)
- Door riser cupboard adjacent to first floor entrance to flats gaps bottom in excess of (3-4 mm)
- Door riser cupboard adjacent to flat 5 gaps bottom, centre in excess of (3-4mm)
- Door leading to flats first floor gaps bottom in excess of (3-4mm)
- Door bin store gaps bottom, lock side, top in excess of (3-4mm)
- Door leading to main entrance from bin store, gaps bottom in excess of (3-4mm)
- Flat 27 gaps lock side, bottom in excess of (3-4mm)
- Flat 5 gaps lock side, bottom in excess of (3-4mm) - Flat 6 gaps bottom in excess of (3-4mm)
- Door to stairs third floor damaged.

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?

Yes

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:

- Corridors

Corridor Glazing

- 30 mins E

Is glazing reasonable and free from any obvious defects?

Yes

### Comments

Glazed infills within doors and/or partitions were inspected and considered suitable for protecting the escape route for 30 minutes.

Compartmentation needed in riser cupboard adjacent to flat 37 ceiling around cabling penetrations  
Compartmentation needed in riser cupboard adjacent to Flats 35, 27, 19, 11 lift lobby ground floor, above door leading to main entrance first floor, above emergency lighting bulk head cabling penetrations

Compartmentation needed in riser cupboard adjacent to flat 21 repair wall to original fire rated protection, rear wall above the grate flooring

Compartmentation needed in riser cupboard adjacent to flat 21 around cabling penetrations

Compartmentation needed in riser cupboard adjacent to first floor entrance around cabling/pipework penetrations

Compartmentation needed in riser cupboard adjacent to Flat 5 around cabling penetrations

Compartmentation needed in riser cupboard adjacent to main entrance above control panel around cabling penetrations

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 11m. 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 to not have any bbqs or live fires.





## Dampers, Ducts & Chutes

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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:

- Corridors
- Staircases

Corridors

- Natural Vent - Automatic

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 OVs 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 D Category LD2

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

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.

Smoke detection in communal areas only operate the AOV.



## Audibility

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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

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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 system provided within each individual flat, bin store and lobby adjacent to bin store.



## 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.

It should be ensured that all dry and wet riser inlets are maintained in accordance with BS990:2015 and are kept clear and easily accessible at all times.

- Dry riser outlet Provided on all staircases landing
- Smoke ventilation provided within corridors
- Door override system provided within escape routes





# 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:

- Maintained emergency lighting (central system)

Is this provision reasonable?

Yes

Method of emergency lighting of other areas:

- Maintained emergency lighting (central system)

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?

Yes

Is there signage suitable for locked fire doors?

Yes

Is there signage suitable for automatic fire doors?

N/A

Comments

An adequate level of fire door signage was seen at the time of assessment.

## 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 inlet signage incorrect.

Photovoltaic (solar panels) system present on the roof with the inverters found electrical cupboard fifth floor.

No information was available at the time of the assessment in relation to photovoltaic cells (solar panels) The Fire Service will need to have clear details of the location of all photovoltaic cells, the circuit boards and inverters and any actions taken prior to fire service arrival.

# 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	1645254
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	27 September 2023

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## Task 2

Ref	1645258
Source Version	1
Category	Fire Prevention
Sub Category	Housekeeping
Action Required	The storage of combustible items in riser cupboards should be prohibited.
Priority	High
Severity	Moderate
Status	Identified
Due Date	27 September 2023

---

## Task 3

Ref	1645274
Source Version	1
Category	Signs & Notices
Sub Category	Other Signage
Action Required	Recommend that appropriate signage is provided adjacent to the main entrance to the relevant building and also at the isolation point of the inverters.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	21 November 2023

---

## Task 4

Ref	1645284
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	21 November 2023

---

## Task 5

Ref	1645282
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	21 November 2023

---

## Task 6

Ref	1645280
Source Version	1
Category	Fire Management
Sub Category	Testing & Maintenance
Action Required	Testing and maintenance information was not available. It should be ensured that all fire safety measures are subject to suitable test.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	21 November 2023

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## Task 7

Ref 1645278  
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 21 November 2023

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## Task 8

Ref 1645276  
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 21 November 2023

---

## Task 9

Ref 1645270  
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 21 November 2023

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## Task 10

Ref	1645272
Source Version	1
Category	Signs & Notices
Sub Category	Other Signage
Action Required	Provide signage or plans to indicate the location of the fire detection & alarm system zones.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	21 November 2023

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## Task 11

Ref	1645256
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	21 November 2023

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## Task 12

Ref	1645268
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	21 November 2023

---

## Task 13

Ref	1645266
Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Construction and Glazing
Action Required	Provide fire stopping at the following locations: riser cupboards.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	21 November 2023

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## Task 14

Ref	1645264
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: flat, cross corridor and riser cupboards.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	21 November 2023

---

## Task 15

Ref	1645262
Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Install smoke seals on the following doors: cross corridor, riser and electrical cupboards.
Priority	Medium
Severity	Moderate
Status	Identified
Due Date	21 November 2023

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## Task 16

Ref 1645260  
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 21 November 2023

---

## Task 17

Ref 1645286  
Source Version 1  
Category Escape Routes & Fire Spread  
Sub Category Fire Doors  
Action Required Repair the following doors to an FD30S self-closing standard: door to stairs third floor.  
Priority Medium  
Severity Moderate  
Status Identified  
Due Date 21 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	<b>Moderate</b>	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.

<b>Trivial</b>	Limited or no further improvements required for compliance.
<b>Tolerable</b>	No major additional controls required. However, there may be a need for improvements that involve minor or limited cost.
<b>Moderate</b>	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.
<b>Substantial</b>	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.
<b>Intolerable</b>	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	30 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

30 August 2023

#### Part 6

Recommended review date of the fire risk assessment

30 August 2024

#### Part 7

Unique reference no.

J027798

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](mailto:certificate@ssaib.org) Web: [www.ssaib.org](http://www.ssaib.org) / [www.ssaib.ie](http://www.ssaib.ie)

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