



Health Safety & Fire Risk Assessment

4

Boulevard View Management Ltd

Undertaken at
**Boulevard View
Whitchurch Lane
Bristol
BS14 0BB**

Care of

MCR Homes



Report Compiled By

Phillip Rees

4site Consulting Limited

Report reference No: HSF51804/0018/071024/2

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1.0 Introduction

1.1 Health, Safety & Fire Combined Risk Assessment

4site Consulting Limited has been instructed to undertake a Health, Safety & Fire risk assessment of the facilities at Boulevard View.

This combined Health, Safety & Fire risk assessment report addresses the requirement to carry out a risk assessment.

The risk assessment carried out was a Type 1 common parts only (non-destructive) risk assessment, and consideration was given to PAS 79-1:2020/PAS 79-2:2020 Fire Risk Assessment Guidance & Methodology, BAFE SP205 Appendix D (Fire Risk Assessment Contents) and relevant British Standards, Building Regulations. The assessment considers general health & safety and 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

An appropriate overall premises Fire Risk Rating has been assessed and recorded, taking into account likelihood and consequence of fires arising. The report includes recommendations for required remedial actions and ongoing monitoring and control measures. The regulations also require the responsible person to devise and implement safety measures as identified in the risk assessment report.

The non-domestic part of the property is the area where the landlord, his employees, representatives & contractors can access without the permission of the occupiers of the dwelling, such as lofts, roof spaces, internal lobbies & stairs, electricity & gas cupboards, lift motor and plant rooms, and external areas including for example paths, cupboards and garden areas. The domestic property is any part of the building which is used as a residence and where the occupiers have sole use.

The assessments, observations and recommendations made are only pertinent to the conditions at the time of the assessment. Regular inspections and review risk assessments are required to ensure the current standards are maintained. The report includes overview assessments for relevant legal requirements indicating whether the client is complying with health, safety & fire legislation.

Phillip Rees undertook this assessment on 07/10/2024. This report was then checked for quality and verified by Carolyn Smith TIFSM, AIFireE, TechIOSH on 18/10/2024 09:58:29. The content of this report is based on the information and access provided to the consultants at the time of this assessment. Any recommendations or advice in this report is based upon evidence seen. No guarantee can be given that any subsequent visit by inspectors with statutory powers may result in other breaches of legislation being found. While every care is taken to interpret the current Acts, Regulations and Approved Codes of Practices, these can only be authoritatively interpreted by Courts of Law.

How to Manage this Report
This Report is to be Managed by the Responsible Person

Determine how many legal Non-compliances and Hazards identified by
referring to Introduction Section 1 which details these and what actions are required with the priority status of each hazard. Property Information is also detailed within this section.

View a summary of each assessment results by
referring to Section 2 for the Report Summary (for details of the assessment results, compliance categories and hazard categories).

For specific details of each non-compliance and hazards refer to Section 3
Always deal with Non-Compliance and Priority 1 Hazard actions identified immediately.
Plan to deal with priority 2 and 3 actions as required and determine a time scale for completion.

Ensure that any contractor used has the correct information by
referring to Section 3 for the page per action sheets which can be copied and sent to the contractor for action.

When work has been completed
the responsible person is to record, signing and dating, all actions taken in the action taken box. Use the legislation and addresses within appendices A Section 4 to assist you with your Health & Safety Management. The integrity of the report must remain intact with all completed sheets kept within the report file.

Access to electronic copies of reports
Using your unique Username and Password, you can log onto the "client login" section on the 4Site Consulting website www.4siteconsulting.co.uk. Our website enables you to view your risk assessment online, review and update action plans and print off further copies if required.

**Please Consider the Following When Dealing
With Actions in this Report**

To assist the responsible person to manage the actions within this report the following HSE guidance term should be considered when addressing the actions required:

"So Far As Is Reasonably Practicable" (SFAIRP)

In a perfect world, all risks are to be eliminated, or as a minimum reduced as far as possible.

However, it is recognised that not all risks can be completely removed. In most instances the law allows the responsible person to take into account any budget or legal constraints.

For example, if it is considered that it would cost an unreasonable amount of money to comply with a recommended action while taking into account the established level of risk, then to comply with the recommendation may not be considered as

"Reasonably Practicable".

When an action is recommended for an improvement that may attract a significant cost, the risk advisor will not be aware of any budget constraints that the responsible person may have. The SFAIRP allows the responsible person to weigh up the cost against the risk and then justify why a recommendation is not carried out.

We recommend that whatever the course of action taken the details are noted on the individual Action Plans for any Legal non-compliances and Hazards identified along with any alternative measures that have been put in place.

**This risk assessment will be reviewed in 12 months,
24 months or 36 months (as required)**

1.2 Property Information

Site Address	Client		
Boulevard View Whitchurch Lane Bristol BS14 0BB	Boulevard View Management Ltd		
	Management		
	MCR Homes		
	Type of Business		
	Managing agents		
Responsible Person/Body	Contact		
Boulevard View Management Ltd	Karim Jahangiri		
Contact Number (if available)	01612740472		
Local Authority	Areas Inspected		
Bristol City council / Avon Fire and Rescue Service	Stairwells, lobbies, hallways, risers		
Type of Property	Areas Excluded		
Converted offices	Tenants demise		
Tenants & Vacant Areas	Location	Contact / Wardens	Fire Risk Assessment
Tenants & Vacant Areas	N/A	N/A	N/A
Property Summary			
Approximate year of construction	1990s with 2022 Conversion		
Car Park Facilities	Allocated parking		
Property Usage	Residential - Sleeping occupants		
Total No. of Lifts	1 Passenger		
Total No. of Exits	9 Communal		
Total No. of Floors (including basement)	5 - Basement to 3rd floor		
Approx Size (Flats or Units)	162 Flats Currently		
Total No. of Stairways	5 Communal		
Security Measures	Intercom, key and CCTV		
Manned Reception	N/A		
Roof Access	N/A		
Access Restrictions	N/A		
External Areas (if to be included)	Access and Egress routes		
Approx No. of Employees	N/A		
Buildings Drawings	Displayed in main entrance		
No. of People on Premises	300-450		

1.2 Property Information (Cont.)

Persons at Special Risk	Disabled/tenants/employees/contractors/visitors		
Property Risk Assessment/Audit	Location	Last Update	Issued By
Asbestos Survey/Re inspection	Clients office	04/08/2017	Highfield assessors
Disabled Access Audit	N/A		N/A
Fire Risk Assessment	Unknown	Unknown	Unknown
Health and Safety Risk Assessment	Unknown	Unknown	Unknown
Fire Strategy	N/A		
Water Hygiene Risk Assessment	N/A		N/A
General Plant & Equipment	Location	Quantity	Last Service
Air Handling Units	N/A		
Boilers	N/A		
Calorifiers	N/A		
Chillers	N/A		
Circulation Pumps	N/A		
Cold Water Storage Tanks	N/A		
Electrical Distribution	Flats	162	Unknown
Electrical Intake	Each floor	Unknown	Unknown
Gas Intake	N/A		
Generators	N/A		
Lightning Conductors	N/A		
Passenger/Goods/Fire Lifts	Ground to 3rd floor	1	16/07/2024 Service
Plant Control Panels	N/A		
Pressurisation Units	N/A		
Water Booster Pumps	N/A		
Fall Protection Equipment	Location	Quantity	Last Service
Edge Protection	N/A		
Eye Bolt Systems	N/A		
Fixed Ladders	N/A		
Horizontal Life Line	N/A		
Man Anchors	N/A		
Other	N/A		
Vertical Life Line	N/A		
Windows Cleaning Cradle	N/A		

1.2 Property Information (Cont.)

Fire Protection Equipment	Type	Last Service / Check
Automatic Fire Doors	N/A	
Dry/Wet Rising Main	Dry riser	08/04/2024 Annual
Emergency Lighting	Maintained emergency lighting	16/09/2024 Service
Fire Alarm System	Grade A L3 coverage fire alarm system	19/06/2024 & Weekly
Fire Doors	FD30 \ FD60	05/02/2024
Fire Extinguishers	CO2	02/2024 Annual
Fire Hose Reel Pump Room	N/A	
Fire Hose Reels	N/A	
Fire Shutters	N/A	
Heat Detectors	N/A	
Intumescent Strips/Smoke Seals	30 / 60 minute fire resistant	05/02/2024
Smoke Dampers	N/A	
Smoke Detectors	Linked to Fire alarm and AOV	19/06/2024 & Weekly
Smoke Ventilation System	Smoke shaft system / Lobby windows / Roof vents	19/06/2024 & Monthly
Sprinkler Room	N/A	
Fire Blankets	N/A	
External Fire Escapes	N/A	
Evacuation Alert System	N/A	
Car Park Smoke / Heat & Exhaust Ventilation system	N/A	
Sprinkler System	Dry pipe	19/06/2024

Fire Loss Experience & The Cause Where Known

Arson	None Observed
Electrical Faults	
Smoking	
Portable heaters, etc.	
Cooking	
Lightning	
Hot works	
Housekeeping	
Other significant ignition sources or process hazards	

Additional Information

Building description and construction:

Boulevard View is a Medium-Rise residential converted property, originally offices constructed in the 1990's converted in 2022 consisting of a single block housing one hundred and sixty two residential flats. The building offers 5 occupied floors from basement to 3rd floor. Measured from the rear façade, with an approximate height of 12m, calculated at 3m per floor (as per Building Regulations Approved Document A – Structure). Measured from the ground floor to the floor level of the upper most occupied floor. This measurement is an approximation and not a defined height of the building, for a more accurate height, its recommended that the buildings height is professionally measured. The requirement to determine the buildings height is detailed within the Building Safety Act 2022. The building is constructed of concrete, brick and breeze block materials. There is a car parking on site for the use of the residents.

Additional Information

The main communal entrance opens into an open plan lobby with the mailboxes, passenger lift and fire alarm. A lobby door then leads to corridors which lead around to each other with lobby doors which lead to fire exits off escape stairwells electrical intake cupboards. Two of the stairwells lead down to basement level and rear fire exits. One of the stairwell has a door leading to a construction area which was unlocked and further flats to be constructed. the corridors loop back around to the main entrances. First floor flats are accessed via multiple stairwells and the corridors loop around to the passenger lift with four escape stairwells from the corridors. Second and third floor access is very similar with the corridors looping around with exit stairwells and multiple electric / sprinkler cupboards and passenger lift access. The lift is currently out of service.

Access on the day of the inspection was gained via the codes supplied by the property manager and keys for the risers in the key safe which were returned upon completion.

External Walls:

The external envelope of the building was visually inspected only from ground level. This does not constitute an invasive or technical appraisal of the external wall system / envelope of the building. It should not therefore be relied upon to indicate the overall fire resistance of the envelope or any attachments to it. Based on the non-intrusive observations made by the advisor, the external of the block appear to be non-combustible and external fire spread is not considered a risk at this time.

Occupancy Characteristics:

The property is primarily occupied by those who sleep within the property and who have use 24 hours per day, 7 days per week. The residents will be familiar with its layout and relevant access / escape routes.

Visitors – These can be overnight guests of the residents and are unlikely to be familiar with the access / escape routes however they would be expected to be in attendance with those who do.

Contractors – Their knowledge of the property will vary dependent on their specific task and how familiar they are with its layout. Those who are not familiar with the property are expected to liaise with the building/property manager to undertake an induction before commencing any works.

Staff – The site is not staffed.

There may be additional person/s or groups at high risk of fire within the building. No information was available at the time of the visit to determine the demographics of the residents; however, it should be considered that there may be persons within the building with mobility impairments, hearing impairments etc affecting their ability to evacuate the premises or provide alarm in the event of fire.

Passive Fire Protection:

Fire doors are located on all stairwells leading into the access lobbies and on all service/riser cupboards. Fire doors leading from the corridors into escape stairwells are rated as 30/60minute doors. Intumescent strips and smoke seals are installed on all doors (unless identified within the hazards). All doors should have suitable fire rated hinges and self-closing devices installed (Where required) with adequate signage informing the building occupants to keep them closed or locked. A separate fire door inspection of both communal doors and tenants demise doors has been completed by Salvum on 05/02/2024. This has highlighted faults raised under hazard codes FD06d and FD06c.

Providing the integrity of the entrance door to each flat is maintained and not compromised in any way, and has a self-closing device attached, a fire within a flat will be contained. The fire doors and walls should resist the spread of fire and smoke before it spreads into the common parts of the block.

Active Fire Protection:

A Grade A addressable fire alarm system is installed that's linked to manual call points and smoke detectors. Its assumed this is linked to the AOV system which consists of a smoke shaft system within the lobbies, AOV lobby windows and AOV roof vents on the third floor and stairwells.

Additional Information

It has been raised under hazard code FAL07 for further information.

The systems are installed to assist in early detection of fire/smoke and to help aid evacuation in the event of an emergency but should silently activate the AOV systems.

Firefighting access/facilities:

Dry rising mains (4), sprinkler system (Within flats) and fire extinguishers in electrical cupboards are installed to assist in firefighting operations. Wayfinding signage is applied throughout the stairwell and corridors. Firefighting appliances can access the block via the front with the roadway clear for access. The dry riser inlet is located approximately 10m away from each appliance access point.

Escape routes and travel distances:

All flats are housed within fire lobbies which in turn lead into a protected and enclosed escape stairwells. The stairwell descends down onto street level of the block. All escape routes were clear of stored items (unless identified within the hazards) and have no combustible linings. Escape travel distances leading from the tenant's flats to the next point of safety are considered adequate (Within the maximum distance for means of escape). Dead end corridors are below 7.5m in length and are additionally mitigated by the levels of fire compartmentation / partitioning and with the installation of smoke ventilation systems.

Measures to help aid evacuation:

Maintained emergency lighting and communal fire doors are installed throughout to assist in the event of an evacuation.

Future assessments:

A risk assessment re-inspection programme of one year has been applied until the hazards and non-compliances identified within this property have been actioned with suitable records kept and continuously maintained.

This risk assessment was undertaken on the common areas only; the tenant's demises were not assessed during this assessment and do not fall within the scope of this report. Each demised unit should be fitted with a fire-resistant entry door, smoke detection and warning units and carbon monoxide alarms (where required) to help give early warning and aid evacuation in the event of an emergency. It is the responsibility of the landlord / owner of each unit to ensure that the main entry fire doors to each demise and smoke detection / carbon monoxide units are fully functional and meet the required standard of fire / smoke protection.

All information in regards to the site equipment's service records, inspection sheets etc. were requested when on site (Phone call) and as part of the original email correspondence when confirming the works. Any gaps in information are due to the paperwork not being available at the time of the request.

1.3 Fire Policy & Risk Rating

Fire Emergency Policy For Boulevard View

In the event of a Fire Emergency the policy for occupants of this property is to 'Stay Put'

Fire Policy Reasoning	Fire Policy Limitations
<p>In the event of a Fire Emergency the policy for occupants of this property is to 'Stay Put'. The property has been converted in 2022 to post 1991 Building Regulations, using fire rated materials for fire doors, floors, walls and ceilings that will inhibit the spread of fire, heat and smoke between compartments. Whilst there is an active detection system installed that may encourage evacuation and compromise the 'Stay Put' policy, this is linked to the smoke ventilation system and is designed to expel smoke and heat away from the escape routes.</p> <p>Please note that the non-compliances and hazards identified within this report must be addressed to ensure this policy can be adhered to.</p> <p>However, those residents who are directly affected by smoke, fire, feel unsafe or are directed to by the emergency services should evacuate their premises and if necessary, call 999.</p> <p>Those tenants who are directly affected by smoke or fire or feel unsafe should evacuate their premises and immediately inform the fire services.</p>	<p>The 'Stay Put Policy' is based upon the likelihood that the building meets the post 1991 Building Regulations on the basis of its age and construction, and that there will be no hidden fire separation breaches in compartmentation within the communal and non communal areas.</p> <p>Should there be any future fire separation breaches in compartmentation anywhere in the property a review in the 'Stay Put' policy may be required.</p> <p>To ensure the 'Stay Put' policy remains suitable, it is strongly advised that robust communication and cooperation controls are established between all persons in control of any part of the property, and that a Fire Safety Plan be produced and regular Fire Risk Assessments are carried out, ensuring that any actions are completed as required.</p>

Fire Risk Rating

Medium

Fire Risk Rating Reasoning

In order to determine the overall fire risk rating for this property a number of factors were considered, including but not limited to; The age and height of the building and whether it is purpose-built or converted, the likelihood of a fire occurring and it's likely severity, the number of hazards and non-compliances identified, the level of housekeeping, the presence of a fire detection system, the presence of external wall systems, any known history of fire, and whether there are high risk commercial premises below or adjacent to the building.

2.0 Report Summary

On 07/10/2024 4site Consulting Limited on behalf of MCR Homes carried out a Health, Safety & Fire Risk Assessment and have detailed any risks and legal non compliances in Section 3.0 of this report. Recommendations to reduce, remove and resolve any risks and legal non compliances are included.

Assessment Results

Compliance Issue	Legal Compliance		Hazards		
	Non-Compliant	Compliant	1	2	3
Health & Safety	9	7	0	2	5
Fire Risk	4	4	2	7	1

2.1 Compliance Categories

Compliance Categories	Action Required
Non-Compliances	Non-compliances require immediate action.
Compliances	Items which are currently in compliance with legislative requirements, requiring no action at this time.

2.2 Hazard Categories

Hazard Categories	Action Required
Priority One	Immediate action required to reduce imminent risk to health, safety and welfare of employees and/or others or action required to ensure compliance with statutory requirements
Priority Two	Action required within 1 to 3 Months to reduce serious risks which do not present imminent danger
Priority Three	Action required within 3 to 6 Months minimising risks to the health, safety and welfare of employees and/or others.

3.0 Action Plan

The action plan is designed to enable you to prioritise allocation of time and resources when scheduling the remedial actions required. It also highlights areas where legal compliance has been achieved.

The plan is divided into eight sections:

3.1 Legal Non-Compliances

3.2 Legal Compliances Achieved

3.3 Hazard Assessment & Observation Process

3.4 Priority 1 – Health, Safety & Fire Risks / Hazards

3.5 Priority 2 – Health, Safety & Fire Risks / Hazards

3.6 Priority 3 – Health, Safety & Fire Risks / Hazards

3.7 Condensed Summary of Non-Compliances

3.8 Condensed Summary of Hazards

To use the action plan effectively, a competent person should be nominated who will maintain overall responsibility for implementation of each action. The responsible person must date and sign against each action upon completion.

An independent review of this risk assessment should be undertaken regularly (normally annually) to keep it up to date.

Regular reviews will ensure that:

- The details of the assessment remain valid.
- Any material change to the property is accounted for.
- The property remains compliant

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.10
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Safety Communication for Contractors.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health & Safety at Work Act 1974.
Management of Health & Safety at Work Regulations 1999.
Construction (Design & Management) Regulations 2015.

Assessment Observations

No information or records in regards safety communication for contractors has been made available prior to or at the time of the inspection.

Action Required/Recommendations

Ensure records are made available to confirm that the managing agent does have in place a policy and procedure which has been reviewed, to ensure that site safety rules and requirements along with relevant risk assessments for Health & Safety, Fire, Asbestos and Legionella are issued to contractors prior to any work being carried out.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.11
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Contractor Vetting	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health & Safety at Work Act 1974.
Management of Health & Safety at Work Regulations 1999.
Construction (Design & Management) Regulations 2015.

Assessment Observations

No information or records in regards contractor vetting have been made available prior to or at the time of the inspection.

Action Required/Recommendations

Ensure that records are made available to confirm that all contractors employed to work on site have been vetted for Health & Safety competency, such as seeing Risk Assessments and Method Statements for any work to be carried out, Third Party Accreditation, Third Party Liability Insurance etc.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.16
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Asbestos Register	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health and Safety at Work Act 1974.
Management of Health & Safety at Work Regulations 1999.
Control of Asbestos Regulations 2012 R3

Assessment Observations

An asbestos survey/register and management plan is available for inspection by employees and contractors, however the asbestos survey/register does not appear to be up to date.

Last Survey dated - 04/08/2017

Action Required/Recommendations

Commission an asbestos update/re inspection survey and ensure the report is retained with asbestos management documentation and made available for inspection by employees and contractors.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.32
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Fire Extinguishers; Management of maintenance & inspection.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. Management of Health & Safety at Work Regulations 1999. Health & Safety (Safety Signs & Signals) Regulations 1996. BS 5306-3:2017

Assessment Observations

Fire extinguishers are serviced annually, but no monthly visual inspections are being carried out.

Action Required/Recommendations

Employ a competent person to carry out a monthly visual inspection of the extinguishers to ensure that they;

- a) Are in the correct location and wall mounted.
- b) Have not been discharged and are still within charged zone.
- c) Are not being misused e.g. used as door stops.
- d) Are not obstructed.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.35
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Dry Riser. Management of inspection and testing.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005.
BS 9990-2015

Assessment Observations

Annual pressure tests are carried out as required, however there were no records observed relating to 6 monthly visual inspections.

Action Required/Recommendations

Employ a competent person to undertake 6 monthly visual inspections of the dry riser in addition to the annual pressure testing. Maintain suitable records.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.40
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Lifting Equipment; Management of maintenance & inspection.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Lifting Operations & Lifting Equipment Regulations 1998. Health & Safety at Work Act 1974

Assessment Observations

No information or records regarding routine servicing and maintenance of lifts have been made available prior to or at the time of the inspection.

Lift currently out of service

Action Required/Recommendations

Ensure that the records of routine servicing and maintenance of lifts are made available.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.48
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Fixed Electrical Installation Inspections	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Electricity at Work Regulations 1989. R4
IEE Regulations 18th Edition.
The Institute of Electrical Engineers, Guidance Note 3 Inspection & Testing.

Assessment Observations

No information or records in regards fixed electrical installation inspections have been made available prior to or at the time of the inspection

Action Required/Recommendations

Ensure records of testing are made available and are up to date.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.52
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Emergency Lighting; Management of maintenance & inspection.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. The Fire (Scotland) Act 2005, Workplace (Health, Safety & Welfare) Regulations 1992. Health & Safety (Safety Signs & Signals) Regulations 1996. BS5266-1:2016

Assessment Observations

Annual discharge tests are carried out as required, however there were no records observed relating to monthly functional testing of the emergency lighting present.

Action Required/Recommendations

Ensure that a monthly functional (flick) test or visual inspection of emergency lighting is carried out in addition to the routine discharge tests in accordance with BS 5266-8.

Maintain up to date records of all tests carried out

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.55
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Ladders (portable)	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Working at Height Regulations 2005. Provision and Use of Work Equipment Regulations 1998. INDG402 Safe Use of Ladders.

Assessment Observations

No information or records in regards the maintenance and inspection of portable ladders have been made available prior to or at the time of the inspection

Action Required/Recommendations

Ensure records of inspections are made available.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.63
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Accident book/Accident Reporting Procedure including RIDDOR.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health & Safety at Work Act 1974. The Management of Health & Safety at Work Regulations 1999. RIDDOR, The Reporting of Injuries, Diseases & Dangerous Occurrences Regulations 2013.

Assessment Observations

No information or records in regards Accident book / accident reporting have been made available prior to or at the time of the inspection

Action Required/Recommendations

Ensure records of an accident book/accident reporting procedure which has been reviewed is made available.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.70
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Powered Door/Barrier Management of maintenance & inspection.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health and Safety at Work Act 1974. Provision and Use of Workplace Equipment Regulations 1998. Workplace (Health, Safety & Welfare) Regulations 1992.

Assessment Observations

No information or records in regards the maintenance and inspection of Powered Door/Barrier have been made available prior to or at the time of the inspection

Action Required/Recommendations

Ensure that relevant testing records for the Powered Door/Barrier are held on site and available for inspection.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.73
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Co-ordination, co-operation and communication with residents regarding; 1. Their individual flat entrance doors. 2. Fire safety within non-communal areas. 3. The emergency plan for the property.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. The Fire (Scotland) Act 2005. The Management of Health & Safety at Work Regs 1999. Regs. BS EN 1634-1:2014.

Assessment Observations

The managing agent reportedly has in place a policy and procedure which has been reviewed, whereby the responsible person or duty holder are written to informing them of the minimum requirements for the fire resistance of the flat entry doors, minimum requirements regarding fire safety within non-communal areas, and the emergency plan for the property, however there were no records available to confirm this.

Action Required/Recommendations

The property manager/responsible person must make available for inspection records to confirm that they have in place a policy and procedure which has been reviewed, whereby the responsible person or duty holder are written to informing them of the minimum requirements for the fire resistance of the flat doors, minimum requirements regarding fire safety within non-communal areas, and the emergency plan for the property, and representative examples of relevant documentation for a sample of properties have been seen.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Ref No	4.2.74b
		Assessor	Phillip Rees
		Date	07/10/2024
		Responsible Person/Body	Boulevard View Management Ltd

Requirement	Example
Quarterly inspections of communal fire doors.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

The Regulatory Reform (Fire Safety) Order 2005.
The Fire Safety (England) Regulations 2022.

Assessment Observations

The communal fire doors are not subject to quarterly inspections.

Current survey dated 05/02/2024

Action Required/Recommendations

Devise and implement a regime of quarterly inspections of the communal fire doors and maintain records.

Action Carried Out By:

Date:

Action Taken:

3.2 Action Plan – Health, Safety & Fire – Legal Compliance Achieved

3.2 Legal Compliance Achieved – No Action Required			
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Type	Legal Compliances
		Date	07/10/2024
		Assessor	Phillip Rees
		Responsible Person/Body	Boulevard View Management Ltd
Ref No.	Requirement	Legislation	Observation
4.2.13	Health & Safety Risk Management	The Health & Safety at Work Act 1974 S2&3 Management of Health & Safety at Work Regulations 1999 R3	A Health & Safety Risk Assessment has been carried out at this property and a number of hazards and legal non-compliances were identified, which the Responsible Person has a duty to manage and attend to as per the Action Plan in Sections 3.1 and 3.5 of the report. Risk assessments are required to be periodically reviewed.
4.2.23	Fire Risk Assessment	Regulatory Reform (Fire Safety) Order 2005. Management of Health and Safety at Work Regulations 1999, Regulation 3.	A Fire Risk Assessment has been carried out at this property and a number of hazards and legal non-compliances were identified, which the Responsible Person has a duty to manage and attend to as per Sections 3.1 and 3.5 of the report. Risk assessments are required to be periodically reviewed.
4.2.27	Fire Alarm Testing & Maintenance	Regulatory Reform (Fire Safety) Order 2005. BS EN 54:- Fire detection and fire alarm systems. BS 5839-1:2017	Fire alarm system is tested, inspected, maintained and all records are retained on site.
4.2.33	Sprinkler System; Management of maintenance & inspection.	Regulatory Reform (Fire Safety) Order 2005. BS EN 12845: 2004 (BS 9251: 2005 for residential and domestic systems).	The Sprinkler system is tested and maintained as required.
4.2.38	Smoke Ventilation System. Management of testing & servicing.	Regulatory Reform (Fire Safety) Order 2005. BS 7346 Pt 8.	Smoke Ventilation System is tested monthly and serviced 6 monthly with suitable records maintained.
4.2.40a	Lifting Equipment; Statutory inspection of lifting equipment.	Lifting Operations & Lifting Equipment Regulations 1998. Health & Safety at Work Act 1974	Statutory 6 monthly lift engineering inspections for lifting persons has been carried out in accordance with an examination scheme and the records are maintained on site / provided. Lift currently out of service
4.2.49	Portable Appliance Testing	The Health & Safety at Work Act 1974, Electricity at Work Regulations 1989, The provision and Use of Work Equipment Regulations 1998, The Management of Health & Safety at Work Regulations 1999.	Portable electrical equipment have been tested, labelled and a register retained.

3.2 Legal Compliance Achieved – No Action Required

Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Type	Legal Compliances
		Date	07/10/2024
		Assessor	Phillip Rees
		Responsible Person/Body	Boulevard View Management Ltd
Ref No.	Requirement	Legislation	Observation
4.2.57	Waste Management	Management of Health & Safety at Work Regulations 1999. Workplace (Health, Safety & Welfare) Regulations 1992. Environmental Protection (Duty of Care) Regulations 1991. Environmental Protection Act 1990.	There are suitable Waste Management systems in place.
4.2.74a	Annual fire door inspections of flat entrance doors.	The Regulatory Reform (Fire Safety) Order 2005. The Fire Safety (England) Regulations 2022	The flat entrance doors are subject to annual inspections and records maintained.
4.2.76	Property Inspections	Health & Safety at Work Act 1974. Management of Health & Safety at Work Regulations 1999. Regulatory Reform (Fire Safety) Order 2005. Workplace (Health, Safety & Welfare) Regs 1992.	The property manager does have in place a policy and procedure which has been reviewed, whereby property inspections are carried out on a regular basis.
4.2.99	Wayfinding Signage	The Regulatory Reform (Fire Safety) Order 2005. The Fire Safety (England) Regulations 2022.	Suitable and sufficient wayfinding signage is displayed throughout the property.

3.3 Hazard Assessment & Observation Process

The objective of risk assessing systematically and numerically is to evaluate the potential of a risk causing harm.

Hazard	Is something which potentially can cause harm.
Risk	Is the <u>likelihood</u> of injury arising from the hazard.
Risk Rating	Is the <u>severity</u> of the harm the hazard can cause multiplied by the likelihood that the hazard will be realised.

The formula therefore is ***Risk Rating = Severity x Likelihood.***

(The likelihood may also be referred to as the frequency, i.e. how often are people exposed to the potential hazard)

Each assessment produces a numerical overall risk rating which can then be applied to categorising risks into order of priority for required action.

Severity	
4	Single or multiple death
3	Major injury (as defined by RIDDOR)
2	Minor injury (more than 7 days off work)
1	Trivial injury (less than 7 days off work)
0	Advisory

Likelihood / Frequency	
3	Certain harm will occur / high or frequent exposure
2	Near certain harm will occur / medium or regular exposure
1	Harm seldom occur / low or irregular exposure
0	Advisory

Risk Rating		
9-12	1	Immediate
4-8	2	2 to 3 Months
1-3	3	3 to 6 Months
0	0	Advisory

3.4 Action Plan - Health, Safety & Fire Risk/Hazards - Priority One

3.4 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	FBS03d	Fire
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

Hazard Location

Electrical intake / riser cupboards throughout

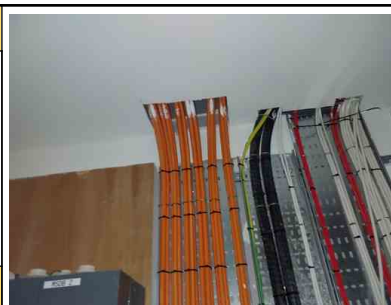
Hazard Description

There were a number of breaches of fire compartmentation / fire separation identified throughout the common parts and landlords areas of the property. Also excessive use of foam. Some existing fire stopping has breaches and should be labelled.

Potential for there to be further unseen breaches leading to the spread of fire, heat and smoke throughout the property.

People at Risk

Employees/Contractors/Visitors/Public/Tenants



Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	3	12	1

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

The Regulatory reform (Fire Safety) order 2005.
The Management of Health & Safety at Work Regulations 1999

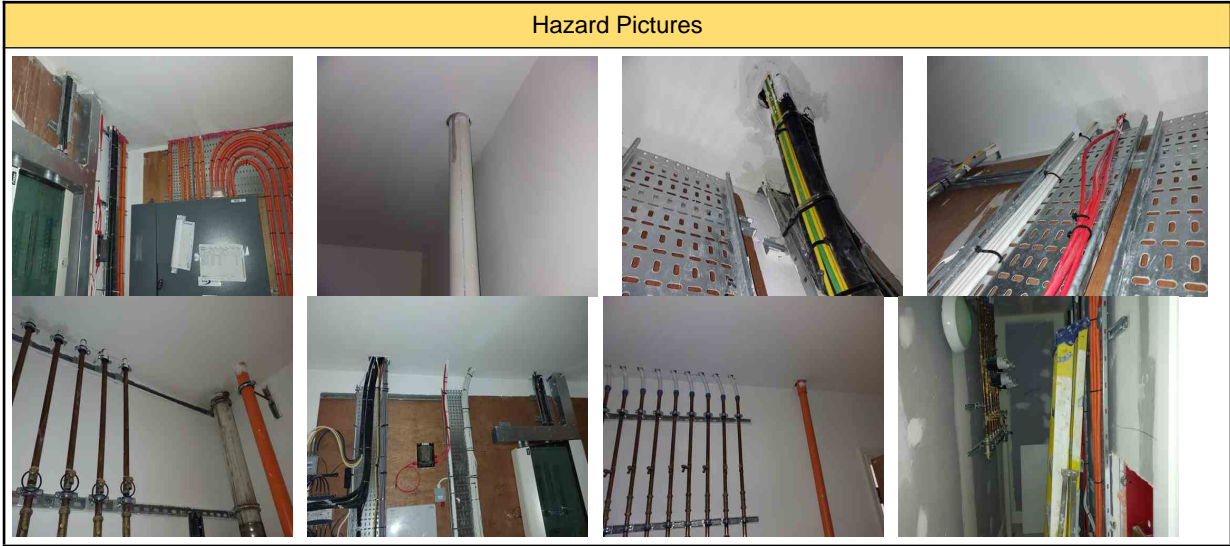
Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to undertake a fire compartmentation survey for the landlords areas of the building(s).

Action Carried Out By:

Action Taken:

Date:



3.4 Action Plan - Health, Safety & Fire Risk/Hazards - Priority One

3.4 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	FCYL01	Fire
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

Hazard Location

Basement area

Hazard Description

Compressed gas cylinders incorrectly stored .

Potential explosion hazard in the event of a fire.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
3	3	9	1

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. Management of Health & Safety at Work Regs 1999. Workplace (Health, Safety & Welfare) Regs 1992.

Action Required and Further Control Measure

Employ the compressed gas cylinder supplier or a qualified, competent and 3rd party accredited contractor to remove the cylinders and dispose of them in the correct manner.

Inform tenants that compressed gas cylinders must not be stored in the property.

Action Carried Out By:**Action Taken:****Date:**

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	E03	H&S
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

Hazard Location

Ground to 3rd floor - Electrical intake cupboards

Hazard Description

No electrical safety matting installed beneath electrical equipment.
Potential for electric shock.



People at Risk

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	1	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Workplace (Health, Safety & Welfare) Regulations 1992. Electricity at Work Regulations 1989. HSE INDG354 "Safety in Electrical Testing at Work". NFPA70.250.174.


Action Required and Further Control Measure

Relevant guidance/best practice recommends that a form of insulation/protection against electric shock is provided below electrical equipment, so ensure that any electrical contractor who carries out work on the system provides their own suitable matting.

Action Carried Out By:

Action Taken:

Date:

Hazard Pictures	
	

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	F01	Fire
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

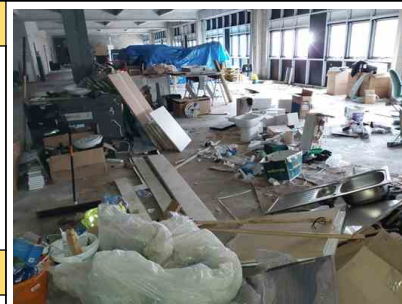
Hazard Location

Basement area

Hazard Description

Significant amount of combustible items stored. Ongoing building works

Potential fire hazard.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	2	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005.

Action Required and Further Control Measure

Remove combustible items and either store in a designated storage area or dispose of in the correct manner.

Inform all contractors (in writing) that communal areas (including plant & service areas) should not be used for storage purposes.

Action Carried Out By:**Action Taken:****Date:**

Hazard Pictures



3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	F01 (1)	Fire
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

Hazard Location

2nd floor riser by 117

Hazard Description

Combustible items stored

Potential fire hazard.



People at Risk

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	2	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005.

Action Required and Further Control Measure

Remove combustible items and either store in a designated storage area or dispose of in the correct manner.

Inform all tenants (in writing) that communal areas (including plant & service areas) should not be used for storage purposes.

Action Carried Out By:

Action Taken:

Date:

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	FAL07	H&S
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

Hazard Location

Throughout

Hazard Description

There is a fire detection and warning system installed in this purpose-built block that operates a 'Stay Put' fire strategy.

Potential to cause confusion in a fire emergency and/or injury caused by tenants evacuating down stairs where fire crews have laid charged hose lines.

People at Risk

Employees/Contractors/Visitors/Public/Tenants



Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	2	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

The Regulatory reform (Fire Safety) Order 2005. The Health & Safety at Work Act 1974. The Management of Health & Safety at Work Regulations 1999. BS 5839. BS999:2015.

Action Required and Further Control Measure

Silence / isolate the fire detection and warning system and re-affirm tenants that there is a stay put fire strategy in place.

Action Carried Out By:

Action Taken:

Date:

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	FD06c	Fire
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

Hazard Location

Communal fire doors

Hazard Description

The communal areas fire door survey undertaken by Salvum on 05/02/2024 has highlighted a number of faults which will allow smoke to pass through the door. Potential for smoke to spread throughout the communal areas.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	2	8	2

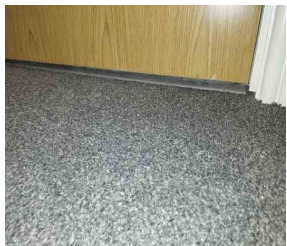

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

The Regulatory Reform (Fire Safety) Order 2005.
The Fire safety (England) Regulations 2022.
BS 476, BS EN 1634.

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to undertake the remedial works to the doors as highlighted within the fire door survey with additional surveys implemented on a quarterly basis (refer to non-compliance code 4.2.74b)

Action Carried Out By:**Action Taken:****Date:**

Hazard Pictures	
	

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	FD06d	Fire
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

Hazard Location

Front flat doors

Hazard Description

The residential tenants entry door / fire door survey undertaken by Salvum on 05/02/2024 has highlighted a number of faults which will allow smoke to pass through the door. Potential for smoke to spread throughout the communal areas. not all doors inspected.



People at Risk

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	2	8	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

The Regulatory Reform (Fire Safety) Order 2005.
The Fire safety (England) Regulations 2022.
BS 476, BS EN 1634.


Action Required and Further Control Measure

Liaise with the responsible persons / property owner to ensure they employ a qualified, competent and 3rd party accredited contractor to undertake the remedial works to the doors as highlighted within the fire door survey with additional surveys implemented on a quarterly basis (refer to non-compliance code 4.2.74a)

Action Carried Out By:

Action Taken:

Date:

Hazard Pictures	
	

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	FD14	Fire
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

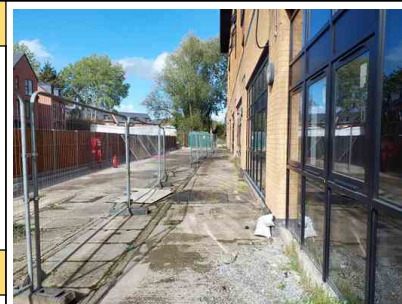
Hazard Location

Basement fire exits

Hazard Description

Fire emergency escape route does not lead to a final place of safety.
Ongoing building works and no safe exit

Potential to delay evacuation of the building, and/or for persons to become trapped in an unsafe area.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	1	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. Management of Health & Safety at Work Regulations 1999.

Action Required and Further Control Measure

Employ a competent person to identify an alternative emergency escape route that leads to a final place of safety.

Ensure any fire exit signage is amended accordingly.

Action Carried Out By:**Action Taken:****Date:**

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	FSV01	Fire
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

Hazard Location

3rd floor AOV roof vents x2

Hazard Description

Smoke ventilation system mechanism appears to be damaged. Open and letting water in

Potential for failure of the system, leading to smoke spreading through the property.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	1	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks


Regulatory Reform (Fire Safety) Order 2005.
BS EN12101-2:2017

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to repair/replace the mechanism as necessary.

Ensure that the smoke ventilation system is inspected on a regular basis.

Action Carried Out By:**Action Taken:****Date:**

Hazard Pictures	
	

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	Vacant02	H&S
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

Hazard Location

Basement area

Hazard Description

Vacant area is not adequately secured. Potential for unauthorized access to area with inadequate safety controls present. Ongoing building works

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	2	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

The Regulatory Reform (Fire Safety) Order 2005
The Health and Safety at Work Act 1974
The Occupiers Liability Act 1984

Action Required and Further Control Measure

Ensure that the door is locked and secure

Action Carried Out By:**Action Taken:****Date:**

3.6 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Three

3.6 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	E02	H&S
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

Hazard Location

Ground to 3rd floor - Electrical intake cupboards

Hazard Description

Electric intake cupboard doors.

No electrical hazard information/voltage signage displayed on the electrical intake cupboard doors.

Potential electric shock.

People at Risk

Employees/Contractors/Visitors/Public/Tenants

**Hazard Evaluation**

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
1	1	1	3

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks


Workplace (Health, Safety & Welfare) Regulations 1992. Electricity at Work Regulations 1989. Health and Safety (Safety Signs and Signals) Regulations 1996. IEE Regulations 18th Edition

Action Required and Further Control Measure

Purchase electric hazard signs & if required, employ a qualified, competent and 3rd party accredited contractor to install them on the electrical intake cupboard doors, as required.

Ensure signage is included in the regular property inspections.

Action Carried Out By:**Action Taken:****Date:**

Hazard Pictures	
	

3.6 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Three

3.6 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	E05	H&S
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

Hazard Location

Ground to 3rd floor - Electrical intake cupboards

Hazard Description

No Electric shock poster.

Potential to delay the treatment of medical aid.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	1	2	3

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Workplace (Health, Safety & Welfare) Regulations 1992. Electricity at Work Regulations 1989.
Health and Safety (Safety Signs and Signals) Regulations 1996.

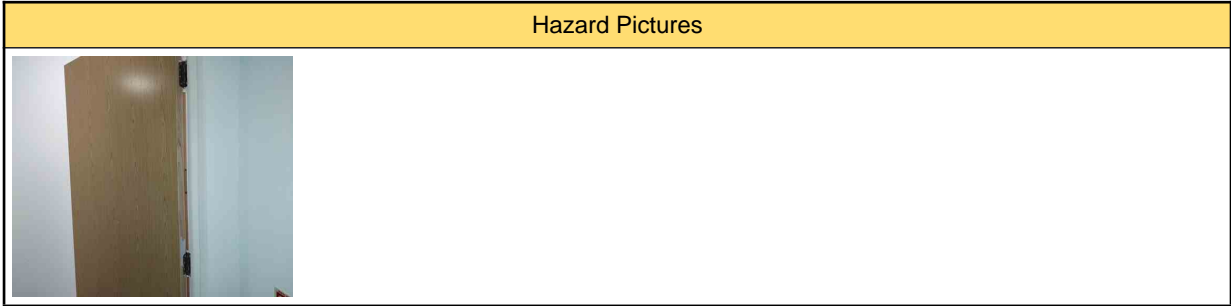
Action Required and Further Control Measure

Purchase and install a current electric shock poster and if required complete the telephone numbers, addresses of the nearest doctor, ambulance & the location of first aiders.

Monitor the warning signage to ensure that they are clearly displayed, legible & when required, replaced as part of the building maintenance schedule.

Update if required in line with any legislative changes.

Action Carried Out By:**Action Taken:****Date:**



3.6 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Three

3.6 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	FD08	Fire
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

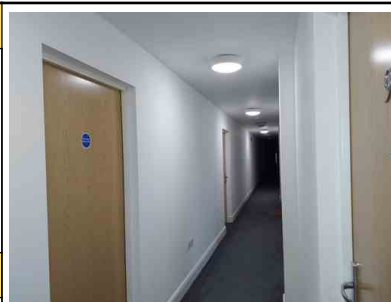
Hazard Location

1st floor Opposite flat 90
3rd floor Opposite flat 147

Hazard Description

Fire Door not labelled "Fire Door Keep Locked ". Incorrectly labelled Keep shut

Potential for unauthorised access, and for door to be left open and fire & smoke to spread through property.



People at Risk

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
1	1	1	3

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. Management of Health & Safety at Work Regulations 1999. BS 5499 - Health & Safety (Safety Signs & Signals) Regulations 1996.

Action Required and Further Control Measure


Employ a qualified, competent and 3rd party accredited contractor to install signage stating "Fire Door Keep Locked for all fire doors required to be kept locked shut.

Ensure fire doors are maintained closed and fully operational. Monitor the signage to ensure that it is clearly displayed & legible. When required, replace as part of the building maintenance schedule.

Action Carried Out By:

Action Taken:

Date:

Hazard Pictures	
	

3.6 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Three

3.6 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	W@H08	H&S
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

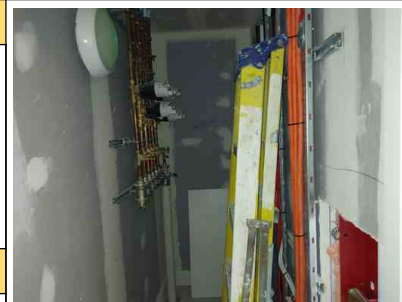
Hazard Location

2nd floor riser by stairwell
2nd floor riser by 117

Hazard Description

Incorrect storage of ladder.

Potential fall / falling object hazards.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
1	1	1	3

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health and Safety at Work Act 1974. Management of Health & Safety at Work Regulations 1999.
The Work at Height Regulations 2005.


Action Required and Further Control Measure

Ladders should be stored and secured horizontally on their stiles on racks / brackets. They are to be suitably supported to prevent sagging and damage.
If ladders are to be stored vertically they must be adequately secured.

Action Carried Out By:

Action Taken:

Date:

Hazard Pictures	
	

3.6 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Three

3.6 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	W10	H&S
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

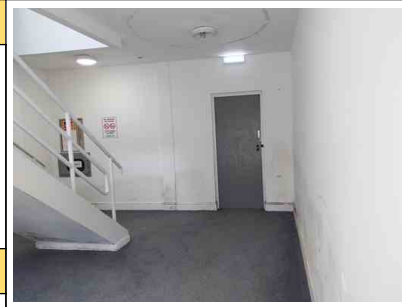
Hazard Location

Basement area
2nd floor riser by 117

Hazard Description

Evidence of Water Ingress/Leak.

Potential for localised flooding, damage to building structure, and health issues associated with damp conditions.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
1	1	1	3

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health & Safety at Work Act 1974. Management of Health & Safety at Work Regulations 1999. Workplace (Health, Safety & Welfare) Regulations 1992,

Action Required and Further Control Measure

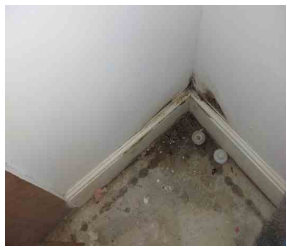
Employ a qualified, competent and 3rd party accredited contractor to investigate the source of the leak and carry out any necessary repairs.

Ensure area is inspected regularly as part of the building maintenance schedule to check for any recurrence.

Action Carried Out By:

Action Taken:

Date:

Hazard Pictures	
	

3.6 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Three

3.6 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Boulevard View Whitchurch Lane Bristol BS14 0BB	Risk No/Type	W10 (1)	H&S
		Assessor	Phillip Rees	
		Date	07/10/2024	
		Responsible Person	Boulevard View Management Ltd	

Hazard Location

3rd floor AOVs

Hazard Description

Evidence of Water Ingress/Leak.

Potential for localised flooding, damage to building structure, and health issues associated with damp conditions.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
1	1	1	3

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

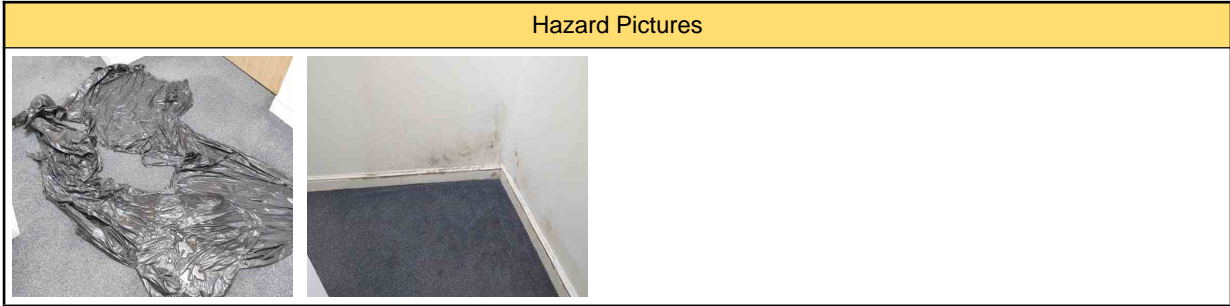
Health & Safety at Work Act 1974. Management of Health & Safety at Work Regulations 1999. Workplace (Health, Safety & Welfare) Regulations 1992,

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to investigate the source of the leak and carry out any necessary repairs.

Ensure area is inspected regularly as part of the building maintenance schedule to check for any recurrence.

Action Carried Out By:**Action Taken:****Date:**



3.7 Condensed Summary of Non-Compliances

The table below contains abridged information from each of the Non-Compliances highlighted in section 3.1. This section is provided with the intent to be utilised as an onsite check sheet, to be extracted from this report where required and taken to the property as part of a routine visit.

Legal Non-Compliances – Action Required (Please tick end column to indicate completion of each action)			
Ref No.	Observations	Action Required	✓
4.2.10	No information or records in regards safety communication for contractors has been made available prior to or at the time of the inspection.	Ensure records are made available to confirm that the managing agent does have in place a policy and procedure which has been reviewed, to ensure that site safety rules and requirements along with relevant risk assessments for Health & Safety, Fire, Asbestos and Legionella are issued to contractors prior to any work being carried out.	
4.2.11	No information or records in regards contractor vetting have been made available prior to or at the time of the inspection.	Ensure that records are made available to confirm that all contractors employed to work on site have been vetted for Health & Safety competency, such as seeing Risk Assessments and Method Statements for any work to be carried out, Third Party Accreditation, Third Party Liability Insurance etc.	
4.2.16	An asbestos survey/register and management plan is available for inspection by employees and contractors, however the asbestos survey/register does not appear to be up to date. Last Survey dated - 04/08/2017	Commission an asbestos update/re inspection survey and ensure the report is retained with asbestos management documentation and made available for inspection by employees and contractors.	
4.2.32	Fire extinguishers are serviced annually, but no monthly visual inspections are being carried out.	Employ a competent person to carry out a monthly visual inspection of the extinguishers to ensure that they; a) Are in the correct location and wall mounted. b) Have not been discharged and are still within charged zone. c) Are not being misused e.g. used as door stops. d) Are not obstructed.	
4.2.35	Annual pressure tests are carried out as required, however there were no records observed relating to 6 monthly visual inspections.	Employ a competent person to undertake 6 monthly visual inspections of the dry riser in addition to the annual pressure testing. Maintain suitable records.	
4.2.40	No information or records regarding routine servicing and maintenance of lifts have been made available prior to or at the time of the inspection. Lift currently out of service	Ensure that the records of routine servicing and maintenance of lifts are made available.	
4.2.48	No information or records in regards fixed electrical installation inspections have been made available prior to or at the time of the inspection	Ensure records of testing are made available and are up to date.	

Legal Non-Compliances – Action Required (Please tick end column to indicate completion of each action)			
Ref No.	Observations	Action Required	✓
4.2.52	Annual discharge tests are carried out as required, however there were no records observed relating to monthly functional testing of the emergency lighting present.	Ensure that a monthly functional (flick) test or visual inspection of emergency lighting is carried out in addition to the routine discharge tests in accordance with BS 5266-8. Maintain up to date records of all tests carried out	
4.2.55	No information or records in regards the maintenance and inspection of portable ladders have been made available prior to or at the time of the inspection	Ensure records of inspections are made available.	
4.2.63	No information or records in regards Accident book / accident reporting have been made available prior to or at the time of the inspection	Ensure records of an accident book/accident reporting procedure which has been reviewed is made available.	
4.2.70	No information or records in regards the maintenance and inspection of Powered Door/Barrier have been made available prior to or at the time of the inspection	Ensure that relevant testing records for the Powered Door/Barrier are held on site and available for inspection.	
4.2.73	The managing agent reportedly has in place a policy and procedure which has been reviewed, whereby the responsible person or duty holder are written to informing them of the minimum requirements for the fire resistance of the flat entry doors, minimum requirements regarding fire safety within non-communal areas, and the emergency plan for the property, however there were no records available to confirm this.	The property manager/responsible person must make available for inspection records to confirm that they have in place a policy and procedure which has been reviewed, whereby the responsible person or duty holder are written to informing them of the minimum requirements for the fire resistance of the flat doors, minimum requirements regarding fire safety within non-communal areas, and the emergency plan for the property, and representative examples of relevant documentation for a sample of properties have been seen.	
4.2.74b	The communal fire doors are not subject to quarterly inspections. Curent survey dated 05/02/2024	Devise and implement a regime of quarterly inspections of the communal fire doors and maintain records.	

3.8 Condensed Summary of Hazards

The table below contains abridged information from each of the Hazards highlighted in sections 3.4, 3.5 and 3.6. This section is provided with the intent to be utilised as an onsite check sheet, to be extracted from this report where required and taken to the property as part of a routine visit.

Hazard Summary				
(Please tick end column to indicate completion of each action, these can be found in section 3 of this report)				
Ref No.	Location	Hazard	Priority	a
FBS03d	Electrical intake / riser cupboards throughout	There were a number of breaches of fire compartmentation / fire separation identified throughout the common parts and landlords areas of the property. Also excessive use of foam. Some existing fire stopping has breaches and should be labelled. Potential for there to be further unseen breaches leading to the spread of fire, heat and smoke throughout the property.	1	
FCYL01	Basement area	Compressed gas cylinders incorrectly stored . Potential explosion hazard in the event of a fire.	1	
E03	Ground to 3rd floor - Electrical intake cupboards	No electrical safety matting installed beneath electrical equipment. Potential for electric shock.	2	
F01	Basement area	Significant amount of combustible items stored. Ongoing building works Potential fire hazard.	2	
F01	2nd floor riser by 117	Combustible items stored Potential fire hazard.	2	
FAL07	Throughout	There is a fire detection and warning system installed in this purpose-built block that operates a 'Stay Put' fire strategy. Potential to cause confusion in a fire emergency and/or injury caused by tenants evacuating down stairs where fire crews have laid charged hose lines.	2	
FD06c	Communal fire doors	The communal areas fire door survey undertaken by Salvum on 05/02/2024 has highlighted a number of faults which will allow smoke to pass through the door. Potential for smoke to spread throughout the communal areas.	2	
FD06d	Front flat doors	The residential tenants entry door / fire door survey undertaken by Salvum on 05/02/2024 has highlighted a number of faults which will allow smoke to pass through the door. Potential for smoke to spread throughout the communal areas. not all doors inspected.	2	
FD14	Basement fire exits	Fire emergency escape route does not lead to a final place of safety. Ongoing building works and no safe exit Potential to delay evacuation of the building, and/or for persons to become trapped in an unsafe area.	2	
FSV01	3rd floor AOV roof vents x2	Smoke ventilation system mechanism appears to be damaged. Open and letting water in Potential for failure of the system, leading to smoke spreading through the property.	2	

Hazard Summary				
(Please tick end column to indicate completion of each action, these can be found in section 3 of this report)				
Ref No.	Location	Hazard	Priority	a
Vacant02	Basement area	Vacant area is not adequately secured. Potential for unauthorized access to area with inadequate safety controls present. Ongoing building works	2	
E02	Ground to 3rd floor - Electrical intake cupboards	Electric intake cupboard doors. No electrical hazard information/voltage signage displayed on the electrical intake cupboard doors. Potential electric shock.	3	
E05	Ground to 3rd floor - Electrical intake cupboards	No Electric shock poster. Potential to delay the treatment of medical aid.	3	
FD08	1st floor Opposite flat 90 3rd floor Opposite flat 147	Fire Door not labelled "Fire Door Keep Locked ". Incorrectly labelled Keep shut Potential for unauthorised access, and for door to be left open and fire & smoke to spread through property.	3	
W@H08	2nd floor riser by stairwell 2nd floor riser by 117	Incorrect storage of ladder. Potential fall / falling object hazards.	3	
W10	3rd floor AOVs	Evidence of Water Ingress/Leak. Potential for localised flooding, damage to building structure, and health issues associated with damp conditions.	3	
W10	Basement area 2nd floor riser by 117	Evidence of Water Ingress/Leak. Potential for localised flooding, damage to building structure, and health issues associated with damp conditions.	3	

4.0 Report Caveats & Disclaimers

4site Consulting's deliverables reflect unbiased statement of fact reporting and confirms verification and inspection services to one or more internationally recognised codes, standards, design specifications and specific technical project requirements.

Comments are only made in the Report where the Advisor / Surveyor believes it to be helpful and constructive. If a part of a particular property that is normally examined is found to be not accessible during the inspection, this is normally noted. Any problems, irregularities or defects in the building and/or services which were apparent from the inspection are normally noted. It is important to remember that this is a Report following a visual non-invasive inspection only, and if any problems, irregularities or defects are suspected, then they are noted where the Advisor / Surveyor judges them to be urgent, significant or helpful.

The inspections do not include any areas or components which were concealed or closed in behind finished surfaces (such as flooring, walls, ceiling, framing, plumbing and drainage, heating and ventilation, and wiring etc. or which required the moving of anything which impeded access or limited visibility (such as floor coverings, furniture, appliances, personal property, vehicles, vegetation, debris or soil). Nor are the Advisor / Surveyor able to report or make assumptions on areas where defects were not visible at the time of inspection some components and conditions which by the nature of their location are concealed, deliberately hidden, camouflaged or difficult to inspect are excluded from the report. (This statement does not apply when a demolition and refurbishment asbestos survey is undertaken at which time, all areas will be inspected).

Some services are externally inspected but 4site Consulting Limited does not test or assess the efficiency of electrical, gas, plumbing, heating and drainage, lifts and security systems, or their compliance with current regulations, or the internal condition of any chimney, boiler or other flue.

4site Consulting Limited is not responsible if access to any part of the building or services of a property is not reasonably available to carry out a visual inspection. Reasonable access means access is safe, unobstructed or the minimum clearance is not available, the area is within the Advisor / Surveyors unobstructed line of vision or if in conflict with UK and EU Occupational Health & Safety Regulations.

The Report is solely for the Clients use, and no liability to anyone else is accepted. Should you not act upon specific, reasonable matters contained in the Report then no responsibility is accepted for the consequences.

Any suggestions or recommendations contained in the report are suggestion only and it shall be the responsibility of the person or persons carrying out the work to ensure the most appropriate remedy is carried out in conjunction with any further discoveries, warranty's or manufacturers recommendation and warranty's any and necessary local authority consents obtained prior to proceeding with remedial work.

During this assessment, every effort will be made to identify the presence and location of all plant & equipment installed at the property; however, where plant & equipment has not been highlighted by the client prior to the assessment and its presence is not immediately evident (e.g. plant and equipment located within an area falling outside the scope of this survey or that is located within an identified inaccessible area), then any such equipment will not be included within this report or our assessment of risk to the property. Any equipment falling within this paragraph's aforementioned criteria should be risk assessed accordingly and serviced & inspected in line with current regulation and manufacturers guidelines.

While all care and effort is taken to discover and record irregularities non-conformities and defects of the building at the time of the inspection, it is important to note that reports are based on a visual above the ground inspection only. Due to the size, complexity and hidden nature of construction, irregularities and defects may not always be viewed. The inspection and report are not intended to be technically exhaustive, or to imply that every component was inspected, or that every possible defect was discovered. 4site Consulting Limited accepts no responsibility or liability for the absences of any information, inaccuracy or omission.

At 4site Consulting Limited our professional health & safety advisors and asbestos surveyors are fully qualified and have expert knowledge of all current legislation to ensure as far as is practical that your company is compliant and not at risk of legal actions.

5.0 Appendices

5.1 Legislation

The following list is included to assist in identifying relevant regulations. It is not exhaustive and should serve as a reference only:

Housing Act 2004

Health and Safety at Work etc. Act 1974

Management of Health and Safety at Work Regulations 1999

The Regulatory Reform (Fire Safety) Order 2005

Construction (Design and Management) Regulations 2015

Control of Substances Hazardous to Health Regulations 2002

Control of Noise at Work Regulations 2005

Control of Asbestos Regulations 2012

Electricity at Work Regulations 1989

Employers Liability (Compulsory Insurance) Act 1998

Gas Safety (Installation and Use) Regulations 1998

Health and Safety (Consultation with Employees) Regulations 1996

Health and Safety (Display Screen Equipment) Regulations 1992*

Health and Safety (First Aid) Regulations 1981*

Health and Safety (Information for Employees) Regulations 1989

Health and Safety (Signs and Signals) Regulations 1996

Health and Safety (Young Persons) Regulations 1997

Lifting Operations and Lifting Equipment Regulations 1998*

Manual Handling Operations Regulations 1992*

Personal Protective Equipment Regulations 1992*

Provision and Use of Work Equipment Regulations 1998*

Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013

Workplace (Health, Safety and Welfare) Regulations 1992*

Work at Height Regulations 2005

Fire Safety (Employees' Capabilities) (England) Regulations 2010

*** As amended by the Health and Safety (Miscellaneous Amendments) Regulations 2002.**

5.2 Fire Related Issues Considered During The Assessment

In compiling this report, consideration was given to the following fire related issues;

1. Identifying all hazards including ignition sources, fuel sources and potential sources of oxygen.
2. Occupancy levels, including Identifying those people who are at risk from fire and why.
3. The construction of the property including the fire resistance of walls, floors and ceilings, and the adequacy of the fire compartmentation.
4. Active fire detection and warning systems, including smoke detectors, fire alarm sounders and smoke vent systems.
5. Firefighting equipment such as fire extinguishers, hose reels and fire blankets, including their type, suitability and location.
6. Equipment that is inter-faced with any fire detection systems such as lifts, fire shutters, automatic fire doors and plant shut-downs.
7. Access for Fire Brigade appliances, and equipment for use by the Fire Brigade such as fire lifts, dry/wet risers.
8. Escape routes, including their location, length, number and availability.
9. Final exit doors.
10. Emergency lighting, and its testing and maintenance.
11. Fire doors and associated signage.
12. Fire exit signage and notices, fire assembly points,
13. Testing and maintenance of equipment including fire detection and warning systems, fire extinguishers and smoke vent systems.
14. Fire emergency procedures and relevant notices.
15. Fire safety training records for employees (Where applicable)

5.3 Useful Contact Addresses

4site Consulting Limited

Unit 4
Exchange Court
London Road
Feering
Essex
CO5 9FB

Tel: 01376 572936
Fax: 01376 571857
E Mail: office@4siteconsulting.co.uk
Web: www.4siteconsulting.co.uk

HSE Books & Publications

PO Box 29
Norwich
NR3 1GN

Tel: +44 (0)333 202 5070
Fax: +44 (0)333 202 5080
Web: books.hse.gov.uk

British Standards

BSI - Standards Sales & Customer Services
389 Chiswick High Road
London
W4 4AL

Tel: +44 345 086 9001
Web: www.bsigroup.com

Health & Safety Executive

Head Office
Redgrave Court
Merton Road
Bootle Merseyside
L20 7HS

To find your local HSE office, visit:
www.hse.gov.uk

The Stationery Office (formerly HMSO) (For copies of Acts & Regulations)

TSO Customer Services
PO Box 29
Norwich
NR3 1GN

Telephone orders: +44 (0)333 200 2425
Fax orders: +44 (0)333 202 5080
General enquiries: +44 (0)333 202 5070
Fax enquiries: +44 (0)333 202 5080
Web: www.tsoshop.co.uk

Fire Protection Association

London Road
Moreton in Marsh
Gloucestershire
GL56 0RH

Tel: +44 (0)1608 812 500
Web: www.thefpa.co.uk

The Institution of Fire Engineers

IFE House
64-66 Cygnet Court
Timothy's Bridge Road
Stratford-upon-Avon
CV37 9NW

Tel: +44 (0) 1789 261463
Web: www.ife.org.uk

5.4 Certificate of Conformity



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 1a Name of issuing Certificated Organisation: 4site Consulting Ltd

Part 1b BAFE registration number of issuing Certificated Organisation: ESSX241

Part 2 Name of client: Boulevard View Management Ltd

Part 3a Address of premises for which the fire risk assessment was carried out:

Boulevard View - Whitchurch Lane - Bristol - - BS14 0BB

Part 3b Part or parts of the premises to which the fire risk assessment applies: Stairwells, lobbies, hallways, risers

Part 4 Brief description of the scope and purpose of the fire risk assessment: This risk assessment report is limited to the areas identified in Part 3 of this schedule and aims to identify significant risks to life from fire.

Part 5 Effective date of the fire risk assessment: 07/10/2024

Part 6 Recommended date for review of the fire risk assessment: 06/10/2025

Part 7 Unique reference number of this certificate: HSF51804/0018/071024/2

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. This certificate and scheme only relate to the elements of this report concerning life safety fire risk assessment.

Signed for and on behalf of the issuing Certificated Organisation:

Carolyne Smith TIFSM, AIFireE, TechIOSH

Date of issue: 18/10/2024 09:58:29

Name and address of Third-Party Certification Body: SSAIB, 7-11 Earsdon Road, West Monkseaton, Whitley Bay, Tyne & Wear, NE25 9SX

BAFE, The Fire Service College, London Road, Moreton-in-Marsh, Gloucestershire, GL56 0RH
www.bafe.org.uk

N.B.: If this report covers more than one building or premises, it has been determined that one certificate is sufficient to cover all buildings/premises involved in the assessment as the risk assessment has been conducted as a single, coherent, documented exercise.

EMERGENCY PROCEDURES

IF FIRE BREAKS OUT IN YOUR APARTMENT

Inform others present, if possible close doors and windows to contain the fire and exit the apartment.

DO NOT attempt to try to tackle the fire.

Residents of the apartment where the fire started should make their way in an orderly fashion, via the nearest emergency escape route to a place of safety.
Any disabled or elderly persons in the apartment may need help to escape.

DO NOT use any lifts

DO NOT use a balcony, unless it is a designated escape route from the building.

Residents of the apartment should then carry out a form of "roll call" to ensure that everybody is accounted for.

Call Fire Services.

Dial **999** and ask for the Fire Service.

Give the operator the telephone number you are calling from.

State clearly the full address where the fire exists

DO NOT replace the receiver until the address has been repeated back to you by the Fire Service

Once safely out **DO NOT** re-enter the property

IF YOU ARE CUT OFF BY FIRE

Try to remain calm

Close the door nearest to the fire and use towels, sheets, or other suitable materials to block any gaps around the door. This will help stop smoke from entering the room. If possible go to the window, open it and shout for help.

If the room becomes smoke filled, go down to floor level. It will be easier to breathe as the smoke will rise upwards.

If you are in immediate danger from fire and are not higher than the first floor of a building, it may be possible to drop to the ground without injury providing you can get out of the window feet first and lower yourself to the full extent of your arms before dropping. Soft furnishings dropped first from the window may break your fall and limit the danger of injury.

<Name & Address>

<Date>

Dear < Resident >,

RE: FIRE SAFETY IN YOUR RESIDENCE — YOUR RESPONSIBILITIES

Under current legislation <Property Management Company> are responsible for fire-safety within the communal areas of the building. As a tenant however, you are responsible for managing fire safety within your residence. This means that in line with the Regulatory Reform (Fire Safety) Order 2005, we collectively have a duty to ensure the fire safety of the building, and we must therefore co-operate and communicate with each other accordingly.

As part of this duty we would like to draw your attention to the following:-

- ❖ If you are aware of any previous alterations within your residence, or if you have planned any that may affect the fire integrity of the building (e.g. compartmentation breached by pipework or electrical trunking) please inform us immediately.
- ❖ Ensure that the main entry door to your residence meets the requirements of BS EN 1634-1:2014/BS 8214:2016, and is half hour fire rated, and is fitted with a self-closing device and intumescent strips & cold smoke seals.
- ❖ Ensure that you are aware of the emergency plan guidance for the property.

For further useful advice of how to prevent fire in your residence please contact your local fire authority for the leaflet 'Fire Safety in The Home'.

It is in everybody's interest to do all we can to reduce the risks to health, possible loss of life and property damage posed by fire. With your continued cooperation and general fire awareness we can keep any potential risk as low as possible.

Your on-going cooperation is appreciated.

Should you require further clarification please contact <Property Management Company> on <tel No.>

Yours sincerely
Property Manager

Attached — 'Emergency Procedures — If Fire Breaks Out in Your Flat'