Fire Risk Assessment

Property assessed:	Pavitt Court Hawthorn Road London NW10 2LU
Client:	Network Homes Ltd
UPRN:	PAVI0000
Property Classification:	Level 1
Document Print Date:	20/03/2019

FRA Inspection Date:	14/01/2019
FRA Issued to Client:	20/03/2019
FRA valid to:	20/03/2020
FRA completed by:	Savills (UK) Ltd, 33 Margaret Street, London W1G 0JD T: 020 7409 8737 E: fireriskhousing@savills.com

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Please Note - The Action Plan within this report will update to reflect the status of each recommendation as at the date on which the report is generated. Please refer to the Document Print Date on the cover page.

1 Executive Summary

1.1 Compliance and Risk Record

Property Classification	Level 1
BAFE SP205 -1 Certificate Number	Refer to Master Property List
Responsible Person	Network Homes Ltd
Assessment Completed by	Marton Kovacs-Buna
Assessment Checked by	John Herbison
Date of inspection	14/01/2019
Date of Assessment Issue to Client	20/03/2019

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 this property is:	Medium
Taking into account the nature of the property and occupants, as well as 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 Harm
The derived assessment risk rating of the property is:	Moderate
On satisfactory completion of all remedial works the risk rating of this property may be reduced to:	Tolerable

Recommended Reassessment Date	20/03/2020

1.2 Recommendation Summary

Priority	Number of recommendations not complete	
	At time of assessment	At report print date
U	0	0
A	2	2
B	3	3
C	4	4
R	2	2
Man1	1	1
Man2	21	21

Note: See section 3.4 for the timescales associated with each priority in the table above.

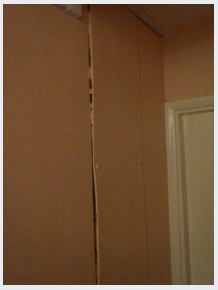
1.3 Evacuation Strategy

Evacuation strategy for this property at time of assessment	Stay Put
Notes	The current evacuation strategy for the building is considered appropriate
Recommended evacuation strategy for this propeerty	Stay Put

2 Action Plan

Details		Comments/recommendations		Photo
Question	G.4	Comment: There were trip hazards noted within the common escape routes at the time of inspection. A chair was observed at the bottom of the stair and a defective floor covering was observed outside the lounge		
Section	House-Keeping			
Action ID	174501			
Quantity - Known - Potential	 N/A N/A	Recommendation: Trip hazards noted should be removed from the common area and the area kept clear.		
Priority	Man1	Due Date: 20/04/2019	Status: Not Complete	
Question	K.5	Comment: All doors on escape routes are fitted with ironmongery which is easily opened without the use of a key, and there are no sliding or revolving doors. However the gate at the rear is locked with a key.		
Section	Means of Escape			
Action ID	174540			
Quantity - Known - Potential	 1 1	Recommendation: The locking device to the gate(s) noted on the escape route should be removed or replaced with a lock which can be easily opened without the use of a key		
Priority	A	Due Date: 20/06/2019	Status: Not Complete	
Question	O.1	Comment: A suitable Fire Action Notice(s) indicating the recommended Stay Put evacuation strategy was displayed within the common area. A generic fire action notice was located in the lounge, not considered suitable.		
Section	Fire Safety Signs and Notices			
Action ID	194058			
Quantity - Known - Potential	 1 1	Recommendation: The incorrect/conflicting Fire Action Notice should be replaced with a notice of a consistent format advising of the recommended 'Stay Put' evacuation policy.		
Priority	A	Due Date: 20/06/2019	Status: Not Complete	
Question	K.16	Comment: The NFCC Specialized Housing Guide advocates that a Person-Centred Fire Risk Assessment be completed for vulnerable residents and appropriate additional fire safety measures be put in place depending on the findings.		No image available
Section	Means of Escape			
Action ID	175525			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should undertake a Person-Centred Fire Risk Assessment for any resident identified as vulnerable and put in place any additional fire safety measures or arrangements that are required as a result.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	L.6	Comment: Sampled flat 8 and 12 entrance door was fitted with an adequate self-closing device. No access to other flats.		No image available
Section	Flat Entrance Doors			
Action ID	174427			
Quantity - Known - Potential	 N/A 11	Recommendation: Flat entrance doors not sampled at the time of this inspection should be checked as part of a rolling programme to confirm that self-closers are fitted and remain effective.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	

Question	L.7	Comment: No intumescent strips and cold smoke seals were fitted to sampled Room 8 and 12 entrance door. No access to other residents' rooms.		
Section	Flat Entrance Doors			
Action ID	188852			
Quantity - Known - Potential	 N/A 11	Recommendation: Flat entrance doors not sampled at the time of this inspection should be checked as part of a rolling programme to confirm that strips and seals are fitted and remain effective.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	P.3	Comment: The Grade A/Part 1 system installed in common parts of this Sheltered Housing scheme is not extended into individual flats. However no information was received to confirm the system is configured to support the Stay Put policy.		No image available
Section	Means of Giving Warning in Case of Fire			
Action ID	174533			
Quantity - Known - Potential	 N/A 13	Recommendation: Management to confirm that the alarm system is configured to support the Stay Put policy and sound pressure level within flats from the common system does not exceed 45 dB(A).		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	P.5	Comment: A Grade D smoke alarm was noted within the entrance hallway of sample flat 8 and 12. No access to other flats.		No image available
Section	Means of Giving Warning in Case of Fire			
Action ID	174534			
Quantity - Known - Potential	 N/A 11	Recommendation: Flats not sampled at the time of this inspection should be checked to confirm provision and working condition of at least Grade D LD3 smoke alarm systems to BS5839-6:2014.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	P.7	Comment: It is not possible to determine whether the building is provided with a remotely monitored social alarm. Telecare system was observed in the common parts.		No image available
Section	Means of Giving Warning in Case of Fire			
Action ID	174535			
Quantity - Known - Potential	 N/A 1	Recommendation: Management should confirm/ensure that a social alarm system is installed to allow fire alarm system activation within all flats, and the common area fire detection and alarm system, to be remotely monitored and filtered by a warden or an Alarm Receiving Centre. The system should be designed to give priority to fire alarm signals.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	

Question	P.8	Comment: It could not be confirmed if flat smoke alarm systems are connected to the social alarm system.		No image available
Section	Means of Giving Warning in Case of Fire			
Action ID	174536			
Quantity - Known - Potential	 N/A 1	Recommendation: Management should confirm/ensure that a social alarm system is installed to allow fire alarm system activation within all flats, and the common area fire detection and alarm system, to be remotely monitored and filtered by a warden or an Alarm Receiving Centre. The system should be designed to give priority to fire alarm signals.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	P.9	Comment: There was no Zone Chart provided adjacent to the fire alarm panel. The keys have been left in the local fire alarm panels controlling the alarm for individual residential units allowing interference by unauthorised persons.		
Section	Means of Giving Warning in Case of Fire			
Action ID	174538			
Quantity - Known - Potential	 N/A N/A	Recommendation: The keys should be removed from the local fire alarm panels for the residential units and a suitable protocol established for the operation/silencing/ resetting of the panel.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	Q.2	Comment: There are boxed-in services ducts within the common area of unknown construction. It is not possible to check compartmentation behind without intrusive inspection		
Section	Limiting Fire Spread			
Action ID	174528			
Quantity - Known - Potential	 N/A 1	Recommendation: A sample check should be made of the boxed-in services ductwork to confirm that the construction is adequately fire resisting and that compartmentation behind has not been compromised at services penetrations etc.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	Q.3	Comment: No access was possible to check fire resistance and firestopping within the lift motor room due to non-standard locks being fitted.		
Section	Limiting Fire Spread			
Action ID	175058			
Quantity - Known - Potential	 N/A 1	Recommendation: Management should check within services risers/shafts/ducts/cupboards as noted to confirm that they are appropriately enclosed with fire resisting construction and adequately fire-stopped.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	Q.4	Comment: Debris was observed around plastic soil pipes in the service riser duct on the ground floor. It appears that parts of the masonry has fallen down.		
Section	Limiting Fire Spread			
Action ID	174530			
Quantity - Known - Potential	 N/A 1	Recommendation: Management should confirm/ensure the integrity of the compartmentation and that there is adequate firestopping is provided around the plastic soil pipes.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	

Question	T.3	Comment: No suitable record of the fire safety arrangements for the building was available for inspection during the inspection.		No image available
Section	Procedures and Arrangements			
Action ID	174453			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that a suitable documentary record of the fire safety arrangements for the building is held within the building. This should cover all arrangements for general fire safety management and should include a plan for responding in the immediate aftermath of a fire incident.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	T.7	Comment: It is not known if adequate procedures are in place for the evacuation of persons with disabilities. See K.16		No image available
Section	Procedures and Arrangements			
Action ID	174456			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that there are adequate procedures in place for the evacuation of persons with a disability who are likely to be present.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	T.10	Comment: It is not known if liaison with the local Fire and Rescue Service takes place.		No image available
Section	Procedures and Arrangements			
Action ID	174457			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure appropriate liaison takes place with the local Fire and Rescue Service and that familiarisation visits are carried out. Records of all engagement should be kept on-site or in a central database.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	T.11	Comment: It is not known if routine fire safety checks are being carried out		No image available
Section	Procedures and Arrangements			
Action ID	174459			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that routine in-house fire safety checks are carried out on a regular basis (daily or weekly depending on building usage) and records kept on-site or in a central database.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	

Question	V.1	Comment: Records of weekly testing were available however no evidence was available on-site to confirm regular inspection and servicing of the fire alarm system is being carried out. (N.B. The system has been recommended for removal under P3 but until such times as this happens should be tested and maintained.)		No image available
Section	Testing and Maintenance			
Action ID	174545			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that the Grade D common area fire detection and alarm system is serviced at intervals recommended by the manufacturer and records kept on-site or in a central database.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	V.2	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		No image available
Section	Testing and Maintenance			
Action ID	174468			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that the common area emergency lighting system is tested monthly and serviced annually in accordance with BS5266-8:2004 and records kept on-site or in a central database.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	V.3	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		No image available
Section	Testing and Maintenance			
Action ID	174460			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that the fire extinguishers are tested and serviced in accordance with the requirements of BS 5306-3 and records kept on-site or in a central database.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	V.8	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		No image available
Section	Testing and Maintenance			
Action ID	175045			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that the access control system is inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	W.4	Comment: No up to date records of routine in-house fire safety checks were available on-site at the time of inspection.		No image available
Section	Records			
Action ID	174462			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that records of routine fire safety checks are kept in the fire safety log book on-site or in a central database.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	

Question	X.1	Comment: Surface mounted wiring systems contained within plastic trunking were present within the common escape routes but it was not possible to determine if the cables within were adequately supported with fire resisting fixings to prevent premature collapse		No image available
Section	Electrical Services			
Action ID	174467			
Quantity - Known - Potential	 N/A 1	Recommendation: The supports to the surface mounted wiring systems noted within the common escape route(s) should be investigated to confirm that they are adequate to prevent premature collapse in event of fire.		
Priority	Man2	Due Date: 20/06/2019	Status: Not Complete	
Question	G.4	Comment: There were trip hazards noted within the common escape routes at the time of inspection. A chair was observed at the bottom of the stair and a defective floor covering was observed outside the lounge		
Section	House-Keeping			
Action ID	174502			
Quantity - Known - Potential	 1 1	Recommendation: The defective floor covering to the escape route should be repaired/replaced as required.		
Priority	B	Due Date: 20/03/2020	Status: Not Complete	
Question	P.9	Comment: There was no Zone Chart provided adjacent to the fire alarm panel. The keys have been left in the local fire alarm panels controlling the alarm for individual residential units allowing interference by unauthorised persons.		No image available
Section	Means of Giving Warning in Case of Fire			
Action ID	174537			
Quantity - Known - Potential	 1 1	Recommendation: Provide a Zone Chart of the fire alarm system, fixed to the wall adjacent to the fire alarm panel.		
Priority	B	Due Date: 20/03/2020	Status: Not Complete	
Question	R.3	Comment: Dry powder type fire extinguisher was observed in the electrical cupboard. This type of fire extinguisher is not considered to be suitable for indoor use and should be removed/replaced.		No image available
Section	Fire Extinguishing Appliances			
Action ID	174448			
Quantity - Known - Potential	 1 1	Recommendation: The dry powder type fire extinguisher should be removed and replaced by suitable alternative medium fire extinguisher(s) as appropriate.		
Priority	B	Due Date: 20/03/2020	Status: Not Complete	
Question	C.2	Comment: There was no designated bin storage area for the Paladin bins resulting in them being stored in inappropriate locations.		
Section	Arson			
Action ID	174510			
Quantity - Known - Potential	 1 1	Recommendation: A suitable bin storage area should be provided at a safe distance from the building including any necessary hard standing, fencing and security arrangements.		
Priority	C	Due Date: 20/03/2021	Status: Not Complete	

Question	L.7	Comment: No intumescent strips and cold smoke seals were fitted to sampled Room 8 and 12 entrance door. No access to other residents' rooms.		
Section	Flat Entrance Doors			
Action ID	188851			
Quantity - Known - Potential	 2 2	Recommendation: Intumescent strips and smoke seals should be fitted to the door(s) noted.		
Priority	C	Due Date: 20/03/2021	Status: Not Complete	
Question	O.2	Comment: Fire door signage is not considered adequate.		
Section	Fire Safety Signs and Notices			
Action ID	174522			
Quantity - Known - Potential	 5 5	Recommendation: Provide 'Fire door keep locked' and/or 'Fire door keep shut' notices to common area fire doors as noted.		
Priority	C	Due Date: 20/03/2021	Status: Not Complete	
Question	O.4	Comment: 'In event of fire do not use lifts' signage has not been provided adjacent to the doors to the lift at each floor level.		
Section	Fire Safety Signs and Notices			
Action ID	174433			
Quantity - Known - Potential	 1 1	Recommendation: Provide 'In event of fire do not use lifts' signage adjacent to the doors to the lift at each floor level.		
Priority	C	Due Date: 20/03/2021	Status: Not Complete	
Question	Q.11	Comment: From sample inspection, soft furnishings noted in the common area are of domestic standard (labels cite the Furniture and Furnishings Fire Safety Regulations 1988) and are not suitable for this property.		No image available
Section	Limiting Fire Spread			
Action ID	174444			
Quantity - Known - Potential	 1 1	Recommendation: When it is time for replacement, the soft furnishings noted in the common areas should be replaced by furniture conforming to BS 7176 for medium hazard premises		
Priority	R	Due Date: Unlimited	Status: Not Complete	
Question	Q.12	Comment: No information was available to confirm the suitability and compliance of the curtains and drapes with BS 5867-2: 2008. PROVIDE DETAILS		No image available
Section	Limiting Fire Spread			
Action ID	174445			
Quantity - Known - Potential	 1 1	Recommendation: When it is time for renewal, the curtains/drapes within the common area should be replaced with ones which comply with BS 5867-2: 2008 Type B and are labelled accordingly.		
Priority	R	Due Date: Unlimited	Status: Not Complete	

3 Introduction and Scope

3.1 Limitations of this assessment

This fire risk assessment report represents the Fire Risk Assessment Company's understanding for the current building designs and use, the fire strategy and proposed evacuation procedures. It is to provide an assessment of the risk to life from fire and does not address building or property protection or business continuity. The report is not an assurance against risk and is based on the best judgement of the consultant involved. The assessment may rely on information given by others and no liability is accepted for the accuracy of such information. Should any of the properties (or their operations) change in any way the risk assessments should be updated accordingly. In addition, it is recommended that this fire risk assessment is reviewed at least annually. Each fire risk assessment identifies areas to which access was not available during the inspection. In certain instances, we may have made recommendations for further inspection in the report, however as general guidance we would recommend that the 'no access' areas are inspected as soon as possible.

3.2 Legislation

This fire risk assessment has been carried out to meet the requirements of The Regulatory Reform (Fire Safety) Order 2005 [the Order]. The following is a summary description of some of the key articles listed in the Order:

Article 3	Defines the responsible person as a.) the employer, bi.) the person in control of the premises, or b.ii) the owner/landlord.
Article 4	Defines the meaning of general fire precautions
Article 5	States 'a person in control of the premises' may be a person who has an obligation for the maintenance / repair of the premises or the safety in the premises.
Article 6	Lists exemptions, which includes domestic premises occupied as a single private dwelling.
Article 8	Requires general fire precautions are undertaken to ensure the safety of employees / relevant persons.
Article 9	Requires the responsible person to carry out a fire risk assessment. This assessment must be reviewed regularly and if there is reason to suspect that it is no longer valid there has been a significant change.
Article 11	Defines the responsible person as a.) the employer, bi.) the person in control of the premises, or b.ii) the owner/landlord.
Article 13	Requires the recording of significant findings from the fire risk assessment, where a.) five or more people are employed, b.) a licence under an enactment is in force, or c.) an alterations notice is in force.
Article 14	Requires that escape routes and exits are kept clear and accessible at all times.
Article 15	Highlights the need for fire drills and competent persons to assist in their undertaking.
Article 17	Requires suitable maintenance of fire safety facilities and equipment.
Article 19	Requires communication with employees, including the significant findings of the fire risk assessment.
Article 20	Requires that any external employers / employees who are working (or have staff working) in premises are provided with relevant information on the risks and the preventive and protective measures in place.
Article 21	Requires that employees are provided with suitable and appropriate training.
Article 22	Requires co-operation / coordination where two or more responsible persons share duties in premises.
Article 23	Lists the general duties of employees at work.

3.3 Risk Level

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

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

It should be noted that, although the purpose of estimating the risk level is to place the risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly and a reassessment completed by the date recommended in this report.

3.4 Recommendation Priorities

All recommendations made for remedial action as result of the fire risk assessment are assigned a priority in this report. The priorities used have an associated timescale for completion of the recommendations. These are as follows:

Recommendation Priorities:	Recommended Timescales
U	1 day
A	3 months
B	12 months
C	24 months
R	Unlimited
Man1	1 month
Man2	3 months

The above timescales may be altered when the action plan for the premises is collated with other properties in the stock. Please refer to the collated action plan in the Client Portal.

4 Property Details

UPRN	PAVI0000
Number Range	
Building Name	Pavitt Court
Street Number	
Street	Hawthorn Road
City/Town	London
Postcode	NW10 2LU
Property Designation	Sheltered Housing

Building Layout Information	
Total No. of Floors	2
Total No. of Floors (common area only)	2
Total No. of Storeys (ground and above)	2
Ground Floor Area (m2) (if applicable)	N/A
Total Area of All Floors (m2) (if applicable)	N/A
Building Layout Description	The property is a detached purpose built 2 storey sheltered residential block with 3 internal staircases. The block has 13 flats in total. Flats are situated along protected corridors with the exception of flat 7 and 13 that open directly a stairway. The ground floor of the block has a reception area, a laundry room and a communal lounge. The property has a lift.
Extent of Common Areas (area assessed)	Stairways, corridors, laundry room, lounge
Areas of the building to which access was not available.	Lift moor room
Total number of Flats/Bedsits/Bedrooms (as applicable)	13
Number accessed off the Common Area	2
Flats/Bedsits/Bedrooms sample inspected	No 8 and 12
Building Use	Single Use
Details of ancillary use (if applicable)	
Total No. of Common Entrances/Exits	4
Block Accessibility	Level
Total No. of Common Staircases	3

Construction Information	
Construction Type	Traditional
Property Type	Purpose Built
Date of Construction or Conversion (year approx.)	1980
Floor Construction Type	Concrete
Stair Construction Type	Concrete
External Wall Construction Type	Solid Masonry

Construction Information	
External Wall Finish Type	Brick
Other Construction Information	None

Occupant Information	
Management Extent	Partially Managed Building (Manager or Senior Staff not onsite regularly)
Details of any onsite management	No permanent staff on site.
Person managing fire safety in the premises	Laura Jones – Fire and Asbestos Manager
Person consulted during the FRA	Resident of flat 8 and 12
Number of Residents	Assumed to be two residents per flat
-Comments	Exact numbers not known
Number of Employees	No staff on site
-Comments	Occasional staff attendance expected - low numbers anticipated
Number of members of the public (maximum estimated)	Residential - low number
-Comments	Residential block - low number of visitors expected at any one time
Identified people especially at risk	Sheltered - see comment
-Comments	Sheltered Housing Scheme premises so occupants are elderly but otherwise typical of the general population

Other information	
Fire loss experience (since last FRA)	None
Any other relevant information	None

In preparing this report reference has been made to a number of key legislative and guidance documents as identified below. Other guidance documents may also be applicable to the assessment which have not been listed here. A full list of guidance documents used in the assessment is available from the risk assessment company on request.

Fire Safety Legislation	
Main fire safety legislation applying to these premises	01) Regulatory Reform (Fire Safety) Order 2005
Other applicable legislation	

Fire Safety Guidance	
Main fire safety guidance used in this assessment	03) NFCC - 'Fire Safety in Specialised Housing' - 2017
Other key fire safety guidance referred to	BS 5266-1:2016 - 'Emergency Lighting - Code of practice for the emergency lighting of premises' BS 5839-6:2013 - 'Fire detection and alarm systems for buildings. Code of practice for domestic premises'

5 FRA Questionnaire

Elimination or Reduction of Fire Hazards

A. Electrical Ignition Sources

Question - A.1: Was access gained to the electrical intake/meter cupboard(s) for the block?	Yes
Comment: The electrical intake/meter cupboard for the block was accessed at the time of inspection.	

Question - A.2: Is the common area fixed electrical installation inspected and tested within the last five years? (State the date of the last test if available)	Yes
Comment: The fixed electrical installation appears to have been tested within the last five years according to the test sticker attached. Date of last test:- 09/06/16	

Question - A.3: Is the common area fixed electrical installation free from visible defects? (from cursory visual inspection only)	Yes
Comment: No defects were noted in the common area fixed electrical installation (from cursory visual inspection only)	

Question - A.4: Is portable appliance testing (PAT) being completed within the common areas?	Not Applicable
Comment: No portable electrical appliances were seen within the common areas during this inspection	

Question - A.5: Is there a policy in place regarding use of personal electrical appliances within the common areas which is being adhered to at the time of inspection?	Yes
Comment: Use of personal portable electrical appliances is prohibited within the common areas. No breach of this policy was observed during the inspection.	

Question - A.6: If occurring, is the use of multi-way plug adaptors and/or extension leads within the common areas considered acceptable?	Not Applicable
Comment: No multi-way adaptors or extension leads were noted in use in the common areas during this inspection.	

B. Smoking Policies

Question - B.1: Are there suitable arrangements in place for those who wish to smoke? (State what arrangements are in place)	Yes
Comment: Residents who wish to smoke can do so within their private accommodation only.	

Question - B.2: Is there a policy in place to prevent or restrict smoking within the building?	Yes
Comment: The policy prohibits smoking in the common areas and residents are permitted to smoke within their private accommodation only.	

Question - B.3: Does the policy in relation to smoking appear to be observed?	Yes
Comment: No evidence of illicit smoking was seen in the common area at the time of inspection.	

Question - B.4: Is there adequate provision of 'No Smoking' signage within the common area?	Yes
Comment: Adequate 'No Smoking' signage is provided in the common area as required by the Smoke-free (Premises and Enforcement) Regulations 2006.	

C. Arson

Question - C.1: Are the premises secured against arson by outsiders? (Please state how)	Yes
Comment: The block entrance door(s) are fitted with an intercom and door release system and were locked at the time of inspection.	

Question - C.2: Are bins stored in a suitable location? (Please state bin type and location)			No
Comment: There was no designated bin storage area for the Paladin bins resulting in them being stored in inappropriate locations.			
Recommendation: A suitable bin storage area should be provided at a safe distance from the building including any necessary hard standing, fencing and security arrangements.			
Priority: C	Known Quantity: 1	Potential Quantity: N/A	Action ID: 174510

Question - C.4: Is fire load close to the premises minimised?	Yes
Comment: There was no unnecessary fire load noted close to the building at the time of inspection.	

D. Space Heating

Question - D.1: Are the common areas of the building provided with any form of FIXED space heating system? (State type provided)	Yes
Comment: The common area has an electrical heating system with wall mounted storage heaters/convector radiators.	

Question - D.2: Is the fixed heating system within the common areas maintained annually?	Yes
Comment: Network Homes advise that fixed heating systems are serviced annually under a servicing contract (every 5 years for electrical storage/panel heaters).	

Question - D.3: Are the common areas of the building provided with any form of PORTABLE space heating system? (State type provided)	No
Comment: No portable heaters were noted within the common area at the time of inspection.	

E. Cooking

Question - E.1: Are common cooking facilities provided in the block?	No
Comment: No common cooking facilities are provided in the block.	

F. Lightning

Question - F.1: Does the building have a lightning protection system installed?	No
Comment: No lightning protection system was noted	

Question - F.2: Is it considered unnecessary to have a specialist assessment completed to determine if a lightning protection system is required?	Yes
Comment: The height and design of the building is unlikely to necessitate a lightning protection system	

G. House-Keeping

Question - G.1: Is the property regularly cleaned to prevent the build up of combustibles?	Not Known
Comment: No cleaning rota is displayed but the common area is clean and tidy	

Question - G.2: Are combustible items kept clear from sources of ignition such as electrical equipment?	Yes
Comment: The electrical intake/meter cupboard was clear of combustible storage at the time of inspection.	

Question - G.3: Are escape routes kept clear of combustible items or waste materials?	Yes
Comment: The common escape routes were clear of combustible materials and waste at the time of inspection	

Question - G.4: Are escape routes kept clear of any trip hazards?				No
Comment: There were trip hazards noted within the common escape routes at the time of inspection. A chair was observed at the bottom of the stair and a defective floor covering was observed outside the lounge				
Recommendation: Trip hazards noted should be removed from the common area and the area kept clear.				
Priority: Man1	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174501	
Recommendation: The defective floor covering to the escape route should be repaired/replaced as required.				
Priority: B	Known Quantity: 1	Potential Quantity: N/A	Action ID: 174502	

Question - G.5: Are any hazardous materials noted being stored correctly?	Not Applicable
Comment: No hazardous materials were noted in the common area at the time of inspection	

Question - G.6: Are all other house-keeping issues satisfactory?	Yes
Comment: There were no other house-keeping issues noted at the time of inspection.	

H. Contractors

Question - H.1: Are fire safety conditions imposed on outside contractors when working on the premises?	Yes
Comment: Information received confirming that fire safety conditions are imposed on outside contractors when working on the premises	

Question - H.2: Are there satisfactory controls in place over works carried out on the premises by outside contractors? (e.g. Hot Work Permits)	Yes
Comment: Information received confirming that there are satisfactory controls in place over works carried out on the premises by outside contractors	

Question - H.3: Are there satisfactory controls in place over works carried out in the premises by in-house staff? (e.g. Hot Work Permits)	Yes
Comment: Information received confirming that there are satisfactory controls in place over works carried out on the premises by in-house staff	

I. Dangerous Substances

Question - I.1: Are any 'dangerous substances' stored or in use within the property?	No
Comment: No dangerous substances noted being stored or in use at the time of inspection	

J. Other Significant Hazards

Question - J.1: Are all other Fire Hazard issues considered satisfactory? [1]	Yes
Comment: There were no other fire hazard issues noted at the time of inspection.	

General Fire Protection Measures

K. Means of Escape

Question - K.1: Is the escape route design deemed satisfactory? (Consider current design codes)	Yes
Comment: The means of escape design is broadly in accordance with current design codes and is deemed satisfactory	

Question - K.2: Are the escape routes adequately protected? (Consider lobby protection to staircase, if needed)	Yes
Comment: The staircase has not been provided with lobby protection however this is considered acceptable for this building design	

Question - K.3: Is there adequate provision of exits for the numbers who may be present?	Yes
Comment: The provision of exits is considered adequate for the number of people expected to be present	

Question - K.4: Is there adequate exit width for the numbers who may be present?	Yes
Comment: The exit widths provided appear adequate for the numbers expected to be present	

Question - K.5: Are doors on escape routes easily opened (and are sliding or revolving doors avoided)?	No
Comment: All doors on escape routes are fitted with ironmongery which is easily opened without the use of a key, and there are no sliding or revolving doors. However the gate at the rear is locked with a key.	
Recommendation: The locking device to the gate(s) noted on the escape route should be removed or replaced with a lock which can be easily opened without the use of a key	

Priority: A	Known Quantity: 1	Potential Quantity: N/A	Action ID: 174540

Question - K.6: Are doors or gates on escape routes provided with electrically operated access control systems? (Describe provision)	Yes
Comment: Doors or gates on escape routes are provided with electrically operated access control systems	

Question - K.7: Are electrically operated access control systems fitted to doors or gates on escape routes provided with override facilities and/or designed to 'fail safe' on power failure?	Yes
Comment: The block entrance door has a mechanical device fitted which overrides the access control system. (e.g.lever handle/push pad/ thumbturn)	

Question - K.8: Do final exits open in the direction of escape where necessary?	Yes
Comment: The final exit door opens inwards however this is considered satisfactory as it will be used by less than 60 people	

Question - K.9: Are travel distances satisfactory? (consider single direction and more than one direction)	Yes
Comment: Travel distances appear to be in line with that allowed in current guidance	

Question - K.10: Are the precautions for all inner rooms suitable?	Not Applicable
Comment: No inner rooms were identified at the time of inspection	

Question - K.11: Are escape routes adequately separated from each other, with fire resisting construction where required?	Yes
Comment: Corridors are provided with smoke control doors where required	

Question - K.12: Are corridors sub-divided with a cross-corridor fire resisting door where required?	Not Applicable
Comment: No corridors requiring cross-corridor fire doors were noted in the property.	

Question - K.13: Do escape routes lead to a place of safety?	Yes
Comment: Escape routes lead to a place of safety	

Question - K.14: Are the stairs and/or lobbies provided with adequate permanent or manually operated ventilation openings for control of smoke? (State provision)	Yes
Comment: The stairs and corridors are provided with adequate manually operated ventilation openings for the control of smoke.	

Question - K.15: Are the stairs and/or lobbies provided with an adequate automatic or remotely operated smoke ventilation system? (State provision)	Not Applicable
Comment: An automatic or remotely operated smoke ventilation system is not required in this building	

Question - K.16: Are there suitable arrangements in the building for means of escape for people with disabilities?	Not Known
Comment: The NFCC Specialized Housing Guide advocates that a Person-Centred Fire Risk Assessment be completed for vulnerable residents and appropriate additional fire safety measures be put in place depending on the findings.	
Recommendation: Management should undertake a Person-Centred Fire Risk Assessment for any resident identified as vulnerable and put in place any additional fire safety measures or arrangements that are required as a result.	No image available
Priority: Man2 / Known Quantity: N/A / Potential Quantity: N/A / Action ID: 175525	

Question - K.17: Are all other means of escape issues satisfactory? [1]	Yes
Comment: There were no other means of escape noted at the time of inspection. (Premises information box present but not accessed).	

Question - K.19: What is the current evacuation strategy for the property?	Stay Put
Comment: The current evacuation strategy is Stay Put as denoted by the fire action notices(s) displayed in the common area.	

Question - K.20: Is the current evacuation strategy for the property considered appropriate?	Yes
Comment: The current evacuation strategy for the building is considered appropriate	

Question - K.21: What is the recommended evacuation strategy for the property?	Stay Put
Comment:	

L. Flat Entrance Doors

Question - L.1: Are all flat entrance (or residents' bedroom/bedsit) doors and frames appropriately fire rated? (State type and standard of doors)	Yes
Comment: Flat entrance doors/frames are original 'notional' timber fire doors. (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed).	

Question - L.2: Are fire rated flat entrance (or residents' bedroom/bedsit) doors and frames in good condition - not in need of repair?	Yes
Comment: The fire rated doors to residents' rooms appear to be in good condition.	

Question - L.3: Is all glazing to flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?	Not Applicable
Comment: There is no glazing present to any flat entrance doors in this property	

Question - L.4: Are fanlights above flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?	Not Applicable
Comment: There are no fanlights over the flat entrance doors in this property.	

Question - L.5: Are side panels to flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?	Not Applicable
Comment: There are no side panels to the flat entrance doors in this property.	

Question - L.6: Are all flat entrance (or residents' bedroom/bedsit) doors fitted with adequate self-closing devices?				Not Known
Comment: Sampled flat 8 and 12 entrance door was fitted with an adequate self-closing device. No access to other flats.				
Recommendation: Flat entrance doors not sampled at the time of this inspection should be checked as part of a rolling programme to confirm that self-closers are fitted and remain effective.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174427	

Question - L.7: Are all flat entrance (or residents' bedroom/bedsit) doors fitted with intumescent strips and cold smoke seals?				No
Comment: No intumescent strips and cold smoke seals were fitted to sampled Room 8 and 12 entrance door. No access to other residents' rooms.				
Recommendation: Intumescent strips and smoke seals should be fitted to the door(s) noted.				
Priority: C	Known Quantity: 2	Potential Quantity: N/A	Action ID: 188851	
Recommendation: Flat entrance doors not sampled at the time of this inspection should be checked as part of a rolling programme to confirm that strips and seals are fitted and remain effective.				
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 188852	

Question - L.8: Are letterboxes to flat entrance (or residents' bedroom/bedsit) doors satisfactory? (State only if missing, damaged or uPVC)	Not Applicable
Comment: There are no letterboxes fitted to flat entrance doors in this property.	

Question - L.9: Are all other flat entrance (or residents' bedroom/bedsit) door issues satisfactory? [1]	Yes
Comment: There were no other flat entrance door issues noted at the time of inspection.	

M. Common Area Fire Doors

Question - M.1: Are all common area doors and frames requiring fire resistance appropriately fire rated?	Yes
Comment: All common area fire doors and/or frames appear to be appropriately fire rated notional FD30 timber doors (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed).	

Question - M.2: Are all common area fire rated fire doors in good condition - and not in need of repair?	Yes
Comment: All common area fire rated fire doors and frames appear to be in good condition.	

Question - M.3: Is all glazing to common area fire doors appropriately fire rated?	Yes
Comment: All glazing to common area fire doors appears to be appropriately fire rated	

Question - M.4: Are fanlights/side panels to common area fire doors appropriately fire rated?	Yes
Comment: Fanlights/side panels to common area fire doors appear to be appropriately fire rated.	

Question - M.5: Are common area fire doors fitted with adequate self-closing devices where required?	Yes
Comment: Common area fire doors are fitted with adequate self-closing devices or are kept locked shut.	

Question - M.6: Are intumescent strips and smoke seals provided to common area fire doors?	Not Applicable
Comment: Not applicable to this property at the time of this assessment.	

Question - M.7: Are common area fire doors adequate otherwise? (Ironmongery, hold open hooks etc.)	Yes
Comment: Common area fire doors are considered adequate. (Subject to any issues noted elsewhere in this report)	

Question - M.8: Are all other common area fire door issues satisfactory?	Yes
Comment: No other common area fire door issues noted at the time of inspection.	

N. Emergency Lighting

Question - N.1: Is emergency lighting provided to the common areas of the block? (if 'Yes' then describe provision)	Yes
Comment: Emergency lighting is provided to the common areas of the block.	

Question - N.2: From visual inspection, does the emergency lighting system appear to be in good working order?	Yes
Comment: The emergency lighting provided appears to be in good working order from visual inspection (System not tested at time of inspection).	

Question - N.3: From visual inspection, does the coverage of the emergency lighting system provided appear to be adequate? (Internal and external)	Yes
Comment: The coverage of the emergency lighting provided is adequate	

O. Fire Safety Signs and Notices

Question - O.1: Is there adequate provision of fire action notices within the common areas? (Consider recommended evacuation strategy and unsuitability of generic notices)	No
Comment: A suitable Fire Action Notice(s) indicating the recommended Stay Put evacuation strategy was displayed within the common area. A generic fire action notice was located in the lounge, not considered suitable.	
Recommendation: The incorrect/conflicting Fire Action Notice should be replaced with a notice of a consistent format advising of the recommended 'Stay Put' evacuation policy.	

Priority: A	Known Quantity: 1	Potential Quantity: N/A	Action ID: 194058

Question - O.2: Is fire door signage adequate? (Consider 'Fire door keep shut', 'Fire door keep locked shut' and 'Automatic Fire Door Keep Clear' signage. Exclude doors recommended for replacement)	No
Comment: Fire door signage is not considered adequate.	
Recommendation: Provide 'Fire door keep locked' and/or 'Fire door keep shut' notices to common area fire doors as noted.	

Priority: C	Known Quantity: 5	Potential Quantity: N/A	Action ID: 174522

Question - O.3: If required, is directional/exit signage adequate?	Yes
Comment: Directional and exit signage is considered adequate	

Question - O.4: Are all other fire safety signs issues satisfactory? [1] (Consider lift signage, and escape door signs. 'No Smoking' signage is covered in the Smoking Policies section.)	No
Comment: 'In event of fire do not use lifts' signage has not been provided adjacent to the doors to the lift at each floor level.	
Recommendation: Provide 'In event of fire do not use lifts' signage adjacent to the doors to the lift at each floor level.	

Priority: C	Known Quantity: 1	Potential Quantity: N/A	Action ID: 174433

Question - O.5: Are all other fire safety signs issues satisfactory? [2]	Yes
Comment: No other fire safety signs issues were noted at the time of inspection.	

P. Means of Giving Warning in Case of Fire

Question - P.1: Has the building got an electrical fire alarm system comprising manual call points and/or automatic detection? (Provide details)	Yes
Comment: There is a Grade A automatic fire alarm system within the common areas of the building comprising of a fire alarm panel, smoke detectors and sounders.	

Question - P.2: From visual inspection, does the common area fire detection/alarm system appear to be in good working condition?	Yes
Comment: The common area fire alarm system appears to be in good working order (from visual inspection only - no system tests were carried out)	

Question - P.3: Is the Grade and Category of the common area fire detection/alarm system appropriate for the building type, occupancy and fire risk?	No
Comment: The Grade A/Part 1 system installed in common parts of this Sheltered Housing scheme is not extended into individual flats. However no information was received to confirm the system is configured to support the Stay Put policy.	
Recommendation: Management to confirm that the alarm system is configured to support the Stay Put policy and sound pressure level within flats from the common system does not exceed 45 dB(A).	No image available

Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174533

Question - P.5: If applicable, are independent domestic hard-wired smoke/heat alarm systems within the flats installed to a suitable standard? (Grade D LD3 minimum standard)				Not Known
Comment: A Grade D smoke alarm was noted within the entrance hallway of sample flat 8 and 12. No access to other flats.				
Recommendation: Flats not sampled at the time of this inspection should be checked to confirm provision and working condition of at least Grade D LD3 smoke alarm systems to BS5839-6:2014.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174534	

Question - P.6: Is a social alarm system required to allow remote monitoring of any common fire alarm system and/or independent domestic hard-wired smoke/heat alarm systems within the flats? (Specialised Housing)				Yes
Comment: A social alarm system is required to allow remote monitoring of independent domestic hard-wired smoke/heat alarm systems within the flats.				

Question - P.7: Is the building provided with a social alarm system to allow remote monitoring of any common fire alarm system and/or independent domestic hard-wired smoke/heat alarm systems within the flats? (Specialised Housing)?				Not Known
Comment: It is not possible to determine whether the building is provided with a remotely monitored social alarm. Telecare system was observed in the common parts.				
Recommendation: Management should confirm/ensure that a social alarm system is installed to allow fire alarm system activation within all flats, and the common area fire detection and alarm system, to be remotely monitored and filtered by a warden or an Alarm Receiving Centre. The system should be designed to give priority to fire alarm signals.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174535	

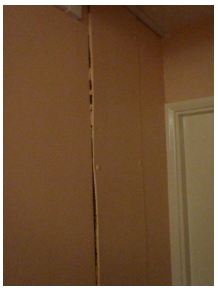
Question - P.8: Are independent domestic hard-wired smoke/heat alarm systems within the flats adequately monitored via the social alarm system?				Not Known
Comment: It could not be confirmed if flat smoke alarm systems are connected to the social alarm system.				
Recommendation: Management should confirm/ensure that a social alarm system is installed to allow fire alarm system activation within all flats, and the common area fire detection and alarm system, to be remotely monitored and filtered by a warden or an Alarm Receiving Centre. The system should be designed to give priority to fire alarm signals.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174536	

Question - P.9: Are all other fire detection and alarm system issues satisfactory? [1]	No
Comment: There was no Zone Chart provided adjacent to the fire alarm panel. The keys have been left in the local fire alarm panels controlling the alarm for individual residential units allowing interference by unauthorised persons.	
Recommendation: Provide a Zone Chart of the fire alarm system, fixed to the wall adjacent to the fire alarm panel.	No image available
Priority: B / Known Quantity: 1 / Potential Quantity: N/A / Action ID: 174537	
Recommendation: The keys should be removed from the local fire alarm panels for the residential units and a suitable protocol established for the operation/silencing/resetting of the panel.	
Priority: Man2 / Known Quantity: N/A / Potential Quantity: N/A / Action ID: 174538	

Question - P.10: Are all other fire detection and alarm system issues satisfactory? [2]	Yes
Comment: There were no other fire detection and alarm issues noted at the time of inspection.	

Q. Limiting Fire Spread

Question - Q.1: In general, is the level of compartmentation adequate for the use and evacuation strategy for the property ? (Special consideration should be given to converted or non 'purpose built' premises)	Yes
Comment: The property is a purpose built block with what appears to be an adequate standard of compartmentation (subject to recommendations which may be noted elsewhere in this report).	

Question - Q.2: Are any hidden voids identified during the inspection appropriately enclosed and/ or fire-stopped? (consider above suspended ceilings and behind casings)	Not Known
Comment: There are boxed-in services ducts within the common area of unknown construction. It is not possible to check compartmentation behind without intrusive inspection	
Recommendation: A sample check should be made of the boxed-in services ductwork to confirm that the construction is adequately fire resisting and that compartmentation behind has not been compromised at services penetrations etc.	
Priority: Man2 / Known Quantity: N/A / Potential Quantity: N/A / Action ID: 174528	

Question - Q.3: Are services risers, shafts, ducts and cupboards in the common area appropriately enclosed with fire resisting construction and adequately fire-stopped?	Not Known
Comment: No access was possible to check fire resistance and firestopping within the lift motor room due to non-standard locks being fitted.	
Recommendation: Management should check within services risers/shafts/ducts/cupboards as noted to confirm that they are appropriately enclosed with fire resisting construction and adequately fire-stopped.	
Priority: Man2 | Known Quantity: N/A | Potential Quantity: N/A | Action ID: 175058	

Question - Q.4: Are pipes and other services provided with adequate fire-stopping measures as required where they pass through fire resisting construction? (Consider fire collars etc)	Not Known
Comment: Debris was observed around plastic soil pipes in the service riser duct on the ground floor. It appears that parts of the masonry has fallen down.	
Recommendation: Management should confirm/ensure the integrity of the compartmentation and that there is adequate firestopping is provided around the plastic soil pipes.	
Priority: Man2 | Known Quantity: N/A | Potential Quantity: N/A | Action ID: 174530	

Question - Q.5: If a waste chute is provided within the building are adequate measures in place to limit fire spread/growth? (Consider provision of fusible link dampers and sprinklers etc)	Not Applicable
Comment: No waste chute is provided in the property.	

Question - Q.6: Are any roof space voids present above the common areas provided with adequate compartmentation to support the evacuation strategy for the building?	Yes
Comment: Compartmentation appears to be adequate (subject to recommendations which may be noted elsewhere in this report)	

Question - Q.7: Are electrical installations/intakes enclosed in fire rated construction? (Where necessary)	Yes
Comment: The electrical intake/meter cupboard appears to be adequately fire resisting and firestopped.	

Question - Q.8: Is compartmentation maintained behind electrical meter cabinets recessed into flat walls and/or between the meter cabinet and the common area?	Not Applicable
Comment: There are no electrical meter cabinets recessed into flat compartment walls in this property.	

Question - Q.9: If present, are common ventilation systems, ventilation ducts and grills adequate to limit fire spread/growth? (Consider dampers etc.)	Not Applicable
Comment: There were no common ventilation systems noted within this property.	

Question - Q.10: Are wall and ceiling linings appropriate to limit fire spread?	Yes
Comment: The wall and ceiling linings would appear to be appropriate to limit fire spread.	

Question - Q.11: If provided, are soft furnishings in common areas appropriate to limit fire spread/growth?				No
Comment: From sample inspection, soft furnishings noted in the common area are of domestic standard (labels cite the Furniture and Furnishings Fire Safety Regulations 1988) and are not suitable for this property.				
Recommendation: When it is time for replacement, the soft furnishings noted in the common areas should be replaced by furniture conforming to BS 7176 for medium hazard premises				No image available
Priority: R	Known Quantity: 1	Potential Quantity: N/A	Action ID: 174444	

Question - Q.12: If provided, are curtains or drapes within common areas appropriate to limit fire spread/growth?				Not Known
Comment: No information was available to confirm the suitability and compliance of the curtains and drapes with BS 5867-2: 2008. PROVIDE DETAILS				
Recommendation: When it is time for renewal, the curtains/drapes within the common area should be replaced with ones which comply with BS 5867-2: 2008 Type B and are labelled accordingly.				No image available
Priority: R	Known Quantity: 1	Potential Quantity: N/A	Action ID: 174445	

Question - Q.13: Are the external walls of the building satisfactory with regard to fire spread? (For buildings over 18m consider flammability of cladding/external insulation system if provided)	Yes
Comment: Bare brick external walls	

Question - Q.14: Are all other fire spread/compartmentation issues satisfactory? [1]	Yes
Comment: There were no other fire spread/compartmentation issues noted at the time of inspection.	

R. Fire Extinguishing Appliances

Question - R.1: Are portable fire extinguishers provided in the common areas, including staff/plant rooms? (Give details of any provision)	Yes
Comment: Extinguishers were provided as follows:-	

Question - R.2: Is it considered appropriate to provide portable fire extinguishers given the building occupancy?	Yes
Comment: The provision of portable fire extinguishers is considered appropriate for this property as they are in non-residential areas only where staff/contractors are expected to be trained in their safe usage.	

Question - R.3: Is the existing provision of portable fire extinguishers considered adequate for the building (type, number, location etc.)?				No
Comment: Dry powder type fire extinguisher was observed in the electrical cupboard. This type of fire extinguisher is not considered to be suitable for indoor use and should be removed/replaced.				
Recommendation: The dry powder type fire extinguisher should be removed and replaced by suitable alternative medium fire extinguisher(s) as appropriate.				No image available
Priority: B	Known Quantity: 1	Potential Quantity: N/A	Action ID: 174448	

Question - R.4: Are all fire extinguishing appliances suitably located and readily accessible?	Yes
Comment: All the fire extinguishing appliances provided are appropriately located and readily accessible.	

S. Other Fire Safety Systems and Equipment

Question - S.1: Is the building provided with drop key override switch facilities for Fire and Rescue Service access?	No
Comment: No drop key override switch facility is provided	

Question - S.2: Is the building provided with a fire mains system? (Dry or wet riser etc.)	No
Comment: The building is not provided with a fire mains.	

Question - S.3: Is the building provided with a lift (or lifts) used for fire safety purposes? (Firefighting, fireman's or evacuation lift)	No
Comment: The building has a lift but not one used for fire safety purposes.	

Question - S.4: Is the building provided with disabled evacuation aids? (Evacuation chairs, sheets, mats or sledges etc.)	No
Comment: The building has no apparatus for the evacuation of people with disabilities.	

Question - S.5: Is a sprinkler system provided within the building? (provide details of type and extent)	No
Comment: No sprinkler system is provided within the building.	

Question - S.6: Are hose reels provided within the building?	No
Comment: Hose reels are not provided within the building.	

Question - S.7: Is any other relevant fire safety system or equipment installed? [1] (state type of system and comment as necessary)	No
Comment: There are no other relevant fire safety systems or equipment installed.	

Fire Safety Management

T. Procedures and Arrangements

Question - T.1: Please CONFIRM the Property Designation	A designation other than General Needs (5 Storeys and under)
Comment:	

Question - T.2: Has a competent person(s) been appointed within the organisation to assist in undertaking preventative and protective fire safety measures?	Yes
Comment: Management advise that a competent person has been appointed within the organisation to assist with undertaking preventative and protective fire safety measures. Savills is engaged to provide risk assessment and other fire safety advice.	

Question - T.3: Is there a suitable record of the fire safety arrangements?			Not Known
Comment: No suitable record of the fire safety arrangements for the building was available for inspection during the inspection.			
Recommendation: Management should confirm/ensure that a suitable documentary record of the fire safety arrangements for the building is held within the building. This should cover all arrangements for general fire safety management and should include a plan for responding in the immediate aftermath of a fire incident.			No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174453

Question - T.4: Are there appropriate procedures in place in the event of fire and are these documented?	Yes
Comment: Documented fire safety procedures for residents are displayed in the Fire Action Notice(s).	

Question - T.5: Are there suitable arrangements for calling the Fire Service, meeting them on arrival and providing relevant information?	Yes
Comment: The building is not staffed and residents are required to self-evacuate if necessary. Residents will call the Fire and Rescue Service if they become aware of a fire.	

Question - T.6: Are there suitable fire assembly points away from any risk?	Not Applicable
Comment: The building has a Stay Put evacuation strategy and no general assembly point(s) are required.	

Question - T.7: Are there adequate procedures in place for the evacuation of people with a disability who are likely to be present?				Not Known
Comment: It is not known if adequate procedures are in place for the evacuation of persons with disabilities. See K.16				
Recommendation: Management should confirm/ensure that there are adequate procedures in place for the evacuation of persons with a disability who are likely to be present.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174456	

Question - T.8: Are staff nominated to use fire extinguishing appliances in the event of fire?	Not Applicable
Comment: There is no staff presence in the building except for occasional attendance.	

Question - T.9: Are staff nominated to assist with evacuations in the event of fire?	Not Applicable
Comment: The building has a Stay Put evacuation strategy, with no full-time staff presence. Residents are expected to self-evacuate if necessary. Staff have therefore not been nominated to assist with evacuation in the event of a fire. (Refer to Question K.16)	

Question - T.10: Is there appropriate liaison with the local Fire and Rescue Service?				Not Known
Comment: It is not known if liaison with the local Fire and Rescue Service takes place.				
Recommendation: Management should confirm/ensure appropriate liaison takes place with the local Fire and Rescue Service and that familiarisation visits are carried out. Records of all engagement should be kept on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174457	

Question - T.11: Are routine in-house fire safety checks carried out? (Including control and indicating equipment normal, extinguishers in place and visible, lighting working, fire doors (frames/seals/closing), fastenings, final exits and escape routes clear)				Not Known
Comment: It is not known if routine fire safety checks are being carried out				
Recommendation: Management should confirm/ensure that routine in-house fire safety checks are carried out on a regular basis (daily or weekly depending on building usage) and records kept on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174459	

Question - T.12: Are all other fire safety management issues satisfactory?	Yes
Comment: There were no other fire safety management issues noted at the time of inspection.	

U. Training and Drills

Question - U.1: Do staff receive adequate induction and annual refresher fire safety training? To include fire risks in the premises, fire safety measures in the building, action in the event of fire and on hearing alarm, location and use of fire extinguishers?	Not Applicable
Comment: The building has no staff present so fire safety training is not required.	

Question - U.4: Are fire drills carried out at appropriate intervals?	Not Applicable
Comment: The building has a Stay Put evacuation strategy so fire drills are not required.	

V. Testing and Maintenance

Question - V.1: Is the common area fire detection/alarm system tested and serviced in accordance with relevant guidance?				Not Known
Comment: Records of weekly testing were available however no evidence was available on-site to confirm regular inspection and servicing of the fire alarm system is being carried out. (N.B. The system has been recommended for removal under P3 but until such times as this happens should be tested and maintained.)				
Recommendation: Management should confirm/ensure that the Grade D common area fire detection and alarm system is serviced at intervals recommended by the manufacturer and records kept on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174545	

Question - V.2: Is the common area emergency lighting system tested and serviced in accordance with relevant guidance?				Not Known
Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.				
Recommendation: Management should confirm/ensure that the common area emergency lighting system is tested monthly and serviced annually in accordance with BS5266-8:2004 and records kept on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174468	

Question - V.3: Are fire extinguishers tested and serviced in accordance with relevant guidance?				Not Known
Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.				
Recommendation: Management should confirm/ensure that the fire extinguishers are tested and serviced in accordance with the requirements of BS 5306-3 and records kept on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174460	

Question - V.8: Are access control systems inspected, tested and serviced in accordance with relevant guidance?				Not Known
Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.				
Recommendation: Management should confirm/ensure that the access control system is inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 175045	

W. Records

Question - W.1: Is there a log book on the premises?	Yes
Comment: A log book was available on site during the inspection	

Question - W.2: Are details of fire drills recorded?	Not Applicable
Comment: The building has a Stay Put evacuation strategy so fire drills are not required	

Question - W.3: Are details of fire safety training recorded?	Not Applicable
Comment: There are no staff present on-site so fire safety training is not required	

Question - W.4: Are routine in-house fire safety checks recorded?				Not Known
Comment: No up to date records of routine in-house fire safety checks were available on-site at the time of inspection.				
Recommendation: Management should confirm/ensure that records of routine fire safety checks are kept in the fire safety log book on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174462	

Additional Issues

X. Electrical Services

Question - X.1: Are any wiring systems visible within the common escape route(s) supported in accordance with BS 7671:2011 (as amended) such that they will not be liable to premature collapse in the event of fire? (Consider the use of non-metallic cable clips, ties etc.)	Not Known
Comment: Surface mounted wiring systems contained within plastic trunking were present within the common escape routes but it was not possible to determine if the cables within were adequately supported with fire resisting fixings to prevent premature collapse	
Recommendation: The supports to the surface mounted wiring systems noted within the common escape route(s) should be investigated to confirm that they are adequate to prevent premature collapse in event of fire.	No image available

Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 174467

Y. Gas Services

Question - Y.1: Are there any fixed gas installations present within the common parts of the building? (Consider gas pipework and meters)	No
Comment: There were no gas installations noted within the common parts of the building	

Z. Other Issues

Question - Z.1: Are all other issues deemed satisfactory? [1]	Yes
Comment: There were no other relevant issues noted at the time of inspection.	

BAFE Certificate

Part 1a	Name & Address of Certificated Organisation: Savills (UK) Ltd, 33 Margaret Street, London, W1G 0JD
Part 1b	BAFE registration number of issuing Certificated Organization: NSI00539
Part 2	Name of client: Network Homes Ltd
Part 3a	Address of premises for which the fire risk assessment was carried out: Pavitt Court Hawthorn Road London NW10 2LU
Part 3b	Part or parts of the premises to which the fire risk assessment applies: Common Parts only (not dwellings, where applicable)
Part 4	Brief description of the scope and purpose of the fire risk assessment: Life Safety (as per agreed Specification)
Part 5	Effective date of the fire risk assessment: 20/03/2019
Part 6	Recommended date for reassessment of the premises: 20/03/2020
Part 7	Unique reference number of this certificate: Refer to Master Property List

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

We, being currently a 'Certificated Organization' in respect of fire risk assessment identified in the schedule, certify that the fire risk assessment referred to in the schedule complies with the Specification identified in the 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 Certificated Organization:

John Herbison FCABE MIFireE (Director)

Date of Issue 20/03/2019