Fire Risk Assessment

Property assessed:	Waterside Court Fermoy Road London W9 3NE
Client:	Network Homes Ltd
UPRN:	WATE0000
Property Classification:	Level 1
Document Print Date:	12/02/2019

FRA Inspection Date:	30/08/2018
FRA Issued to Client:	23/10/2018
FRA valid to:	23/10/2019
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	Barry Newstead
Assessment Checked by	Gareth Fulton
Date of inspection	30/08/2018
Date of Assessment Issue to Client	23/10/2018

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	23/10/2019

1.2 Recommendation Summary

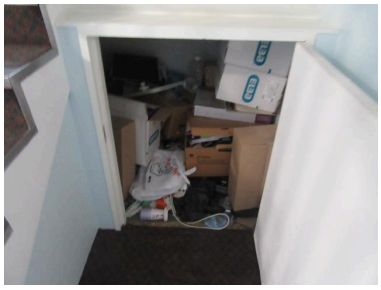
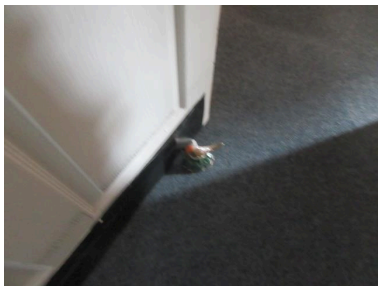
Priority	Number of recommendations not complete	
	At time of assessment	At report print date
U	0	0
A	4	4
B	3	3
C	5	5
R	1	1
Man1	7	7
Man2	18	18

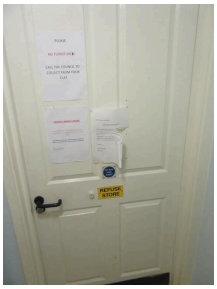
Note: See section 3.4 for the timescales associated with each priority in the table above.

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.2	Comment: A discarded plastic sheet was noted at the base of an electrical equipment cabinet accessed from the integral car park.		
Section	House-Keeping			
Action ID	70321			
Quantity - Known - Potential	 N/A N/A	Recommendation: All combustible items should be removed from the electrical intake cupboard and the door kept locked.		
Priority	Man1	Due Date: 23/11/2018	Status: Not Complete	
Question	G.3	Comment: A discarded cardboard box and combustible contents noted in the staircase landing near flat 30.		No image available
Section	House-Keeping			
Action ID	70326			
Quantity - Known - Potential	 N/A N/A	Recommendation: Combustible items noted should be removed from the common area and the area kept clear.		
Priority	Man1	Due Date: 23/11/2018	Status: Not Complete	
Question	G.6	Comment: The understair cupboard near flat 3 and a heating equipment cupboard within the communal lounge has excessive amounts of discarded combustible storage within.		
Section	House-Keeping			
Action ID	70335			
Quantity - Known - Potential	 N/A N/A	Recommendation: Recommend the noted storage is removed from the cupboards.		
Priority	Man1	Due Date: 23/11/2018	Status: Not Complete	
Question	G.6	Comment: The understair cupboard near flat 3 and a heating equipment cupboard within the communal lounge has excessive amounts of discarded combustible storage within.		No image available
Section	House-Keeping			
Action ID	70336			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should establish a rolling program of inspections to all understair cupboards/riser/ service cupboards to ensure they are kept free of storage.		
Priority	Man1	Due Date: 23/11/2018	Status: Not Complete	
Question	L.9	Comment: The resident of flat 4 is wedging the flat entrance door open.		
Section	Flat Entrance Doors			
Action ID	70369			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should ensure that residents are prevented from wedging open the entrance doors to their flats.		
Priority	Man1	Due Date: 23/11/2018	Status: Not Complete	

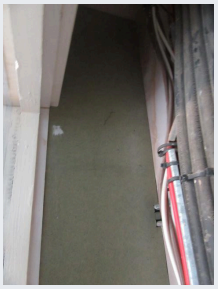
Question	M.7	Comment: Circulation doors including protected staircase doors were noted as being wedged open by residents.		No image available
Section	Common Area Fire Doors			
Action ID	70390			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should inform/remind all staff/residents that self-closing fire doors must not be wedged open.		
Priority	Man1	Due Date: 23/11/2018	Status: Not Complete	
Question	P.9	Comment: A secondary AFD panel marked 'AOV' located within a circulation corridor was noted as having the actuation key left in the panel.		No image available
Section	Means of Giving Warning in Case of Fire			
Action ID	70425			
Quantity - Known - Potential	 N/A N/A	Recommendation: To avoid inappropriate resetting or silencing of the system, recommend the key is removed from the AFD panel and only made available to authorised persons.		
Priority	Man1	Due Date: 23/11/2018	Status: Not Complete	
Question	M.2	Comment: The laundry room door and heating cupboard door in the communal lounge has had vents cut into the door.		
Section	Common Area Fire Doors			
Action ID	70372			
Quantity - Known - Potential	 2 N/A	Recommendation: The common area fire door(s) as noted should be replaced with a self closing FD30S fire door.		
Priority	A	Due Date: 23/01/2019	Status: Not Complete	
Question	M.5	Comment: Door closer missing from the refuse room to lobby door.		
Section	Common Area Fire Doors			
Action ID	70522			
Quantity - Known - Potential	 1 N/A	Recommendation: An effective self-closing device should be fitted to the common area door(s) as noted.		
Priority	A	Due Date: 23/01/2019	Status: Not Complete	
Question	M.8	Comment: The following doors were noted as not effectively self-closing into their frames: Lounge door to corridor (near flat 36), protected staircase doors O/S 5, 12 ,23 and 30,		No image available
Section	Common Area Fire Doors			
Action ID	70391			
Quantity - Known - Potential	 5 N/A	Recommendation: Recommend the noted common area doors are repaired to achieve effective self-closing of the doors into thier frames.		
Priority	A	Due Date: 23/01/2019	Status: Not Complete	

Question	O.1	Comment: A generic Fire Action Notice(s) indicating a Simultaneous Evacuation strategy was displayed within the common areas. No fire action notices advising a 'Stay put' policy within residents flats noted.		No image available
Section	Fire Safety Signs and Notices			
Action ID	70396			
Quantity - Known - Potential	 15 N/A	Recommendation: In addition to full evacuation fire notices, residents should be advised to stay put within their own flats.		
Priority	A	Due Date: 23/01/2019	Status: Not Complete	
Question	A.4	Comment: Labelling on portable appliances record last PAT tests completed 4/17.		No image available
Section	Electrical Ignition Sources			
Action ID	70272			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that all portable electrical appliances in common areas are inspected and tested annually and records kept on-site or in a central database.		
Priority	Man2	Due Date: 23/01/2019	Status: Not Complete	
Question	K.16	Comment: Information received on site currently, 3 residents are not capable of self-evacuation from their flats. No PEEPs noted on site.		No image available
Section	Means of Escape			
Action ID	70346			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should encourage tenants to contact the building manager if they require assistance in developing a personal emergency evacuation plan (PEEP) or other fire safety advice. A contact reference for this assistance should be added to the fire action notices for the premises.		
Priority	Man2	Due Date: 23/01/2019	Status: Not Complete	
Question	K.16	Comment: Information received on site currently, 3 residents are not capable of self-evacuation from their flats. No PEEPs noted on site.		No image available
Section	Means of Escape			
Action ID	70347			
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: 23/01/2019	Status: Not Complete	
Question	L.2	Comment: Excessive gaps were noted under some flat entrance doors (Flats 8,9,16, 28 and 30)which are required to resist the passage of cold smoke.		No image available
Section	Flat Entrance Doors			
Action ID	70360			
Quantity - Known - Potential	 N/A 35	Recommendation: Management should establish a rolling programme of checks to all flat entrance fire doors to establish necessary repairs.		
Priority	Man2	Due Date: 23/01/2019	Status: Not Complete	

Question	L.6	Comment: Sampled flat 4 and 28 entrance door was fitted with an adequate self-closing device. No access to other flats.		No image available
Section	Flat Entrance Doors			
Action ID	70365			
Quantity - Known - Potential	 N/A 33	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: 23/01/2019	Status: Not Complete	
Question	L.7	Comment: Sampled flat 4 and 28 entrance door was fitted with intumescent strips and cold smoke seals. No access to other flats.		No image available
Section	Flat Entrance Doors			
Action ID	70367			
Quantity - Known - Potential	 N/A 33	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: 23/01/2019	Status: Not Complete	
Question	M.6	Comment: No smoke seals/brushes fitted to riser cupboard doors on all floors, lift motor room, lobby door to flat 3, refuse room, communal kitchen serving hatch (gaps noted between doors). In addition, sections of smoke seal were noted as missing or damaged to the following doors: communal lounge door frame, circulation corridor door near flat 2, protected staircase doors O/S flats 12 and 17.		No image available
Section	Common Area Fire Doors			
Action ID	70388			
Quantity - Known - Potential	 N/A N/A	Recommendation: Due to the level of damaged or missing smoke seals, management should establish a rolling program of inspections to ensure smoke seals are present and free from damage.		
Priority	Man2	Due Date: 23/01/2019	Status: Not Complete	
Question	P.5	Comment: A Grade D smoke alarm was noted within the entrance hallway of sample flat 4 and 28.		No image available
Section	Means of Giving Warning in Case of Fire			
Action ID	70419			
Quantity - Known - Potential	 N/A 34	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: 23/01/2019	Status: Not Complete	
Question	T.8	Comment: From information received on-site, it would appear that staff have not been nominated to use fire extinguishing appliances in the event of a fire.		No image available
Section	Procedures and Arrangements			
Action ID	70507			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ ensure that staff are nominated to use fire extinguishing appliances in the event of a fire.		
Priority	Man2	Due Date: 23/01/2019	Status: Not Complete	

Question	T.10	Comment: From information received on-site, it would appear that liaison with the local Fire and Rescue Service does not take place.		No image available
Section	Procedures and Arrangements			
Action ID	70509			
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: 23/01/2019	Status: Not Complete	
Question	U.4	Comment: From information received on site, it would appear that fire drills are not being carried out.		No image available
Section	Training and Drills			
Action ID	70511			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that fire drills are carried out at intervals considered appropriate for the building and occupancy type. Recommended interval:- Six-monthly.		
Priority	Man2	Due Date: 23/01/2019	Status: Not Complete	
Question	V.1	Comment: Weekly test records held on site. No documentation on site of regular servicing.		No image available
Section	Testing and Maintenance			
Action ID	70512			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that the Grade A/BS 5839-1 common area fire detection and alarm system is tested weekly and serviced six monthly in accordance with BS5839-1 and records kept on-site or in a central database.		
Priority	Man2	Due Date: 23/01/2019	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	70513			
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: 23/01/2019	Status: Not Complete	
Question	V.5	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	70514			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that the lightning protection system is tested and serviced annually in accordance with BS EN 62305 and records kept on-site or in a central database.		
Priority	Man2	Due Date: 23/01/2019	Status: Not Complete	

Question	V.7	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	70516			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that the smoke control system is actuated and inspected weekly, receives a full operational test quarterly, and is serviced and certified annually in accordance BS 9999 and records kept on-site or in a central database.		
Priority	Man2	Due Date: 23/01/2019	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	70517			
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: 23/01/2019	Status: Not Complete	
Question	V.9	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	70518			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that the drop key override switch facilities for Fire and Rescue Service access are inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.		
Priority	Man2	Due Date: 23/01/2019	Status: Not Complete	
Question	W.3	Comment: No records of fire safety training available on site.		No image available
Section	Records			
Action ID	70520			
Quantity - Known - Potential	 N/A N/A	Recommendation: Management should confirm/ensure that records of fire safety training are kept on-site or in a central database.		
Priority	Man2	Due Date: 23/01/2019	Status: Not Complete	

Question	P.3	Comment: Fire detection and alarm system consists of manual call points, sounders and automatic detection which is provided throughout the building including individual flats linked to a fire alarm panel in the entrance hall. From a sampled flat inspection the flats are provided with a hard-wired smoke alarm/sounder in the entrance hall appearing to be linked to the main system. The building is currently operating a 'stay put' fire strategy with residents informed to remain in their flats unless directly affected by fire, however, the fire alarm is audible throughout the building including inside the residents flats. This scenario is not compatible with a 'stay put' policy. Information received on site that the system is monitored by a receiving centre during out of hours who will call the fire brigade in the event of a fire.	No image available
Section	Means of Giving Warning in Case of Fire		
Action ID	83925		
Quantity - Known - Potential	 35 N/A	Recommendation: The Grade A/Part 1 common fire detection and alarm system in the residential corridors should be reconfigured to support the Stay Put strategy, including removal of common smoke detectors and sounders in flats (or replacement with heat detectors) and reduction of the common system sound pressure level within flats to not exceed 45dB(A).	
Priority	B	Due Date: 23/10/2019	Status: Not Complete
Question	Q.2	Comment: Breach noted above false ceiling of the refuse room where services pass.	
Section	Limiting Fire Spread		
Action ID	70452		
Quantity - Known - Potential	 1 N/A	Recommendation: Recommend the breach is sealed with a fire-resisting material to achieve 60 minutes fire separation.	
Priority	B	Due Date: 23/10/2019	Status: Not Complete
Question	Q.3	Comment: The ground and top floor riser shaft enclosures are not constructed of fire resisting material (appears moisture resistant MDF). The head of the riser shaft is not sealed where it enters the roof space near flat 33. The head of the riser shaft near flat 30 has been breached by services entering the roof space.	
Section	Limiting Fire Spread		
Action ID	70468		
Quantity - Known - Potential	 2 N/A	Recommendation: The services riser/cupboard construction should be replaced or upgraded to achieve 60 minutes fire resistance.	
Priority	B	Due Date: 23/10/2019	Status: Not Complete
Question	L.2	Comment: Excessive gaps were noted under some flat entrance doors (Flats 8,9,16, 28 and 30)which are required to resist the passage of cold smoke.	No image available
Section	Flat Entrance Doors		
Action ID	70361		
Quantity - Known - Potential	 5 N/A	Recommendation: The flat entrance doors noted should be repaired (or if necessary replaced) to reduce the threshold gap to a maximum of 6mm. Alternatively, a threshold seal capable of resisting cold smoke should be fitted.	
Priority	C	Due Date: 23/10/2019	Status: Not Complete

Question	M.6	Comment: No smoke seals/brushes fitted to riser cupboard doors on all floors, lift motor room, lobby door to flat 3, refuse room, communal kitchen serving hatch (gaps noted between doors). In addition, sections of smoke seal were noted as missing or damaged to the following doors: communal lounge door frame, circulation corridor door near flat 2, protected staircase doors O/S flats 12 and 17.		No image available
Section	Common Area Fire Doors			
Action ID	70387			
Quantity - Known - Potential	 15 N/A	Recommendation: Common area fire doors as noted should be fitted with intumescent strips and smoke seals.		
Priority	C	Due Date: 23/10/2019	Status: Not Complete	
Question	O.2	Comment: The current 'Fire door keep shut' signage provided to the protected staircase doors O/S flats 32,23 and 12 is considered inappropriate as the doors are provided with automatic door closers..		No image available
Section	Fire Safety Signs and Notices			
Action ID	70401			
Quantity - Known - Potential	 3 3	Recommendation: Recommend the noted doors are provided with 'Automatic fire door keep clear'		
Priority	C	Due Date: 23/10/2019	Status: Not Complete	
Question	O.4	Comment: Missing door signage from fire exit doors provided with push bars.		No image available
Section	Fire Safety Signs and Notices			
Action ID	70403			
Quantity - Known - Potential	 3 3	Recommendation: Provide 'Push bar' to open signage to the fire exit doors within the communal lounge and near flat 4.		
Priority	C	Due Date: 23/10/2019	Status: Not Complete	
Question	Q.3	Comment: The ground and top floor riser shaft enclosures are not constructed of fire resisting material (appears moisture resistant MDF). The head of the riser shaft is not sealed where it enters the roof space near flat 33. The head of the riser shaft near flat 30 has been breached by services entering the roof space.		
Section	Limiting Fire Spread			
Action ID	70467			
Quantity - Known - Potential	 2 2	Recommendation: Recommend the heads of both riser shafts are sealed between the shaft and roof space with a fire resistant material affording 60 minutes fire resistance.		
Priority	C	Due Date: 23/10/2019	Status: Not Complete	
Question	Q.12	Comment: Curtains and/or drapes within the common areas are not labelled and are therefore not considered to comply with the requirements of BS 5867-2: 2008.		No image available
Section	Limiting Fire Spread			
Action ID	70497			
Quantity - Known - Potential	 1 N/A	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	12 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	WATE0000
Number Range	
Building Name	Waterside Court
Street Number	
Street	Fermoy Road
City/Town	London
Postcode	W9 3NE
Property Designation	Sheltered Housing

Building Layout Information	
Total No. of Floors	4
Total No. of Floors (common area only)	4
Total No. of Storeys (ground and above)	4
Ground Floor Area (m2) (if applicable)	N/A
Total Area of All Floors (m2) (if applicable)	N/A
Building Layout Description	Waterside Court is a purpose built 4 storey sheltered housing scheme. The ground floor has an office, laundry, communal lounge/kitchen, bin room, toilet, lift motor room, riser cupboards and flats 1 to 4, 36 and the guest room. External boiler room. The upper floors of the building are essentially divided into two parts, each part served by a dedicated staircase and lift. Both staircases/lifts are accessable from the ground floor common circulation corridors. The 1st floor from the front staircase (staircase 1 and lift 1) riser cupboard and flats 11 to 15 (no flat 13), 2nd floor riser cupboard and flats 22 to 25, 3rd floor riser cupboard and flats 32 to 35. Rear of building has lift 2 and staircase 2 1st floor riser cupboard and flats 5 to 10, 2nd floor riser cupboard and flats 16 to 21, 3rd floor riser cupboard and flats 26 to 31. 4 exits, 2 staircases, 2 lifts, Level access to site.
Extent of Common Areas (area assessed)	All common rooms used by residents, laundry, office, riser cupboards, kitchen. Corridors and staircases.
Areas of the building to which access was not available.	Residents flats apart from sampled units. understair cupboard near flat 4. Riser cupboard opposite flat 9. Boiler room.
Total number of Flats/Bedsits/Bedrooms (as applicable)	35
Number accessed off the Common Area	35
Flats/Bedsits/Bedrooms sample inspected	Flats 4 and 28
Building Use	Single Use
Details of ancillary use (if applicable)	
Total No. of Common Entrances/Exits	4
Block Accessibility	Level

Building Layout Information	
Total No. of Common Staircases	2

Construction Information	
Construction Type	Traditional
Property Type	Purpose Built
Date of Construction or Conversion (year approx.)	1990
Floor Construction Type	Concrete
Stair Construction Type	Concrete
External Wall Construction Type	Cavity Masonry
External Wall Finish Type	Brick
Other Construction Information	N/A

Occupant Information	
Management Extent	Managed Building (Manager or Senior Staff onsite regularly)
Details of any onsite management	Scheme manager on site Monday-Friday 0800-1600
Person managing fire safety in the premises	Sunday Ikie Scheme manager and Laura Jones - Fire and Asbestos Manager
Person consulted during the FRA	Sunday Ikie
Number of Residents	Assumed to be one resident per bedsit
-Comments	Exact numbers not known
Number of Employees	Staff on site during working hours - see comment
-Comments	Number of staff is:- Scheme manager Monday-Friday 0800-1600
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 assumed to be elderly but otherwise typical of the general population

Other information	
Fire loss experience (since last FRA)	None reported
Any other relevant information	N/A

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	PAS79 - 'Fire Risk Assessment - a recommended methodology' - 2012 BS 5266-1:2016 - 'Emergency Lighting - Code of practice for the emergency lighting of premises' BS 5266-8:2004 - 'Emergency escape lighting systems' BS 5839-6:2013 - 'Fire detection and alarm systems for buildings. Code of practice for domestic premises' BS 5499-10:2014 - 'Guidance for the selection and use of safety signs and fire safety notices'

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:- 6/2017	

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?				No
Comment: Labelling on portable appliances record last PAT tests completed 4/17.				
Recommendation: Management should confirm/ensure that all portable electrical appliances in common areas are inspected and tested annually 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: 70272	

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?	Yes
Comment: The use of multi-way adapters and/or extension leads observed during the inspection was considered acceptable.	

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: Smoking is not permitted in the communal area(s) in accordance with the Smoke-free (Premises and Enforcement) Regulations 2006.	

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)	Yes
Comment: Paladin/Wheelie bins were stored in an attached/integral/detached bin storage room at the time of inspection.	

Question - C.3: Are bins adequately secured at or within their storage location? (Please state how bins are secured)	Yes
Comment: Paladin/Wheelie bins were stored in an attached/integral/detached bin storage room at the time of inspection.	

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 a gas fired low-temperature hot water central heating system with wall mounted radiators.	

Question - D.2: Is the fixed heating system within the common areas maintained annually?	Yes
Comment: Network Homes advise that all common gas heating systems are serviced annually by a competent person.	

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?	Yes
Comment: There are common cooking facilities provided in the block with domestic standard appliances only	

Question - E.2: Are reasonable measures in place to prevent fires as a result of cooking?	Yes
Comment: Reasonable measures ARE in place to prevent fires as a result of cooking.	

Question - E.3: Are kitchen extract filters changed when required and is duct work regularly cleaned?	Not Applicable
Comment: None provided	

Question - E.4: Are fire blankets provided in the common kitchen?	No
Comment: No fire blanket is provided in the common kitchen. Network homes current policy is that no fire extinguishing equipment is provided in the communal areas.	

F. Lightning

Question - F.1: Does the building have a lightning protection system installed?	Yes
Comment: A lightning protection system is provided	

Question - F.3: From visual inspection, does the lightning protection system appear to be in good condition?	Yes
Comment: The visible parts of the lightning protection system appear to be intact and in good condition from visual inspection	

G. House-Keeping

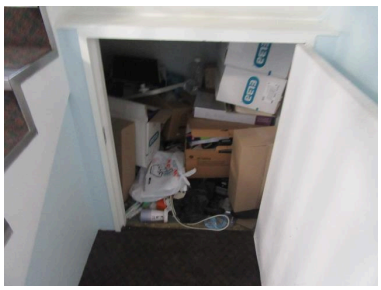
Question - G.1: Is the property regularly cleaned to prevent the build up of combustibles?	Yes
Comment: No cleaning rota is displayed but the common area is clean and tidy. A cleaner visits the building on a daily basis.	

Question - G.2: Are combustible items kept clear from sources of ignition such as electrical equipment?	No
Comment: A discarded plastic sheet was noted at the base of an electrical equipment cabinet accessed from the integral car park.	
Recommendation: All combustible items should be removed from the electrical intake cupboard and the door kept locked.	
Priority: Man1 | Known Quantity: N/A | Potential Quantity: N/A | Action ID: 70321	

Question - G.3: Are escape routes kept clear of combustible items or waste materials?	No
Comment: A discarded cardboard box and combustible contents noted in the staircase landing near flat 30.	
Recommendation: Combustible items noted should be removed from the common area and the area kept clear.	No image available
Priority: Man1 | Known Quantity: N/A | Potential Quantity: N/A | Action ID: 70326	

Question - G.4: Are escape routes kept clear of any trip hazards?	Yes
Comment: The common escape routes were kept clear of any trip hazards at the time of inspection	

Question - G.5: Are any hazardous materials noted being stored correctly?	Yes
Comment: General purpose cleaning materials stored within a secured cleaners cupboard. COSHH advice/data sheet available	

Question - G.6: Are all other house-keeping issues satisfactory?	No
Comment: The understair cupboard near flat 3 and a heating equipment cupboard within the communal lounge has excessive amounts of discarded combustible storage within.	
Recommendation: Recommend the noted storage is removed from the cupboards.	
Priority: Man1 | Known Quantity: N/A | Potential Quantity: N/A | Action ID: 70335	
Recommendation: Management should establish a rolling program of inspections to all understair cupboards/riser/service cupboards to ensure they are kept free of storage.	No image available
Priority: Man1 | Known Quantity: N/A | Potential Quantity: N/A | Action ID: 70336	

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: No other Fire Hazard issues noted at 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 escape routes are considered to be adequately protected (subject to recommendations which may be noted elsewhere in this report)	

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)?	Yes
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	

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 (main block exit) 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 green break-glass point fitted which overrides the access control system.	

Question - K.8: Do final exits open in the direction of escape where necessary?	Yes
Comment: Doors on escape routes open in the direction of escape.	

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/or lobbies are provided with adequate permanent or 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)	Yes
Comment: The stairs and/or lobbies are provided with an adequate automatic or remotely operated smoke ventilation system.	

Question - K.16: Are there suitable arrangements in the building for means of escape for people with disabilities?	Not Known
Comment: Information received on site currently, 3 residents are not capable of self-evacuation from their flats. No PEEPs noted on site.	
Recommendation: Management should encourage tenants to contact the building manager if they require assistance in developing a personal emergency evacuation plan (PEEP) or other fire safety advice. A contact reference for this assistance should be added to the fire action notices for the premises.	No image available
Priority: Man2 / Known Quantity: N/A / Potential Quantity: N/A / Action ID: 70346	
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: 70347	

Question - K.17: Are all other means of escape issues satisfactory? [1]	Yes
Comment: All other 'means of escape' issues are satisfactory	

Question - K.19: What is the current evacuation strategy for the property?	Stay Put
Comment: Stay put within residents flats, simultaneous evacuation from any communal 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: Stay put within residents flats. Simultaneous evacuation from any communal area.	

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 fire doors which appear to be appropriately fire rated. (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?	No
Comment: Excessive gaps were noted under some flat entrance doors (Flats 8,9,16, 28 and 30)which are required to resist the passage of cold smoke.	
Recommendation: Management should establish a rolling programme of checks to all flat entrance fire doors to establish necessary repairs.	No image available
Priority: Man2 / Known Quantity: N/A / Potential Quantity: N/A / Action ID: 70360	
Recommendation: The flat entrance doors noted should be repaired (or if necessary replaced) to reduce the threshold gap to a maximum of 6mm. Alternatively, a threshold seal capable of resisting cold smoke should be fitted.	No image available
Priority: C / Known Quantity: 5 / Potential Quantity: N/A / Action ID: 70361	

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	

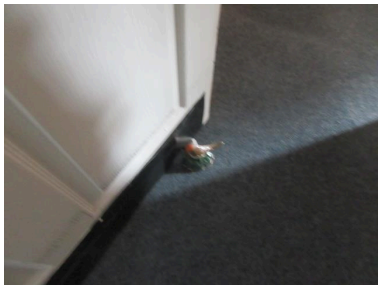
Question - L.4: Are fanlights above flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?	Not Applicable
Comment: There are no fanlights over the flat entrance doors in this property.	

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 4 and 28 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: 70365	

Question - L.7: Are all flat entrance (or residents' bedroom/bedsit) doors fitted with intumescent strips and cold smoke seals?	Not Known
Comment: Sampled flat 4 and 28 entrance door was fitted with intumescent strips and cold smoke seals. 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 strips and seals are fitted and remain effective.	No image available
Priority: Man2 / Known Quantity: N/A / Potential Quantity: N/A / Action ID: 70367	

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]	No
Comment: The resident of flat 4 is wedging the flat entrance door open.	
Recommendation: Management should ensure that residents are prevented from wedging open the entrance doors to their flats.	

Priority: Man1	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 70369

Question - L.10: Are all other flat entrance (or residents' bedroom/bedsit) door issues satisfactory? [2]	Yes
Comment: There were no other flat entrance door issues noted at the time of inspection.	

M. Common Area Fire Doors

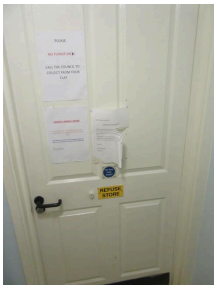
Question - M.1: Are all common area doors and frames requiring fire resistance appropriately fire rated?	Yes
Comment: All common area fire doors and/or frames appear to be appropriately fire rated. Considered FD30s standard. (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed).	

Question - M.2: Are all common area fire rated fire doors in good condition - and not in need of repair?	No
Comment: The laundry room door and heating cupboard door in the communal lounge has had vents cut into the door.	
Recommendation: The common area fire door(s) as noted should be replaced with a self closing FD30S fire door.	

Priority: A	Known Quantity: 2	Potential Quantity: N/A	Action ID: 70372

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. (Pyroglaze)	

Question - M.4: Are fanlights/side panels to common area fire doors appropriately fire rated?	Not Applicable
Comment: There are no fanlights/side panels to common area fire doors in this property.	

Question - M.5: Are common area fire doors fitted with adequate self-closing devices where required?				No
Comment: Door closer missing from the refuse room to lobby door.				
Recommendation: An effective self-closing device should be fitted to the common area door(s) as noted.				
Priority: A	Known Quantity: 1	Potential Quantity: N/A	Action ID: 70522	

Question - M.6: Are intumescent strips and smoke seals provided to common area fire doors?				No
Comment: No smoke seals/brushes fitted to riser cupboard doors on all floors, lift motor room, lobby door to flat 3, refuse room, communal kitchen serving hatch (gaps noted between doors). In addition, sections of smoke seal were noted as missing or damaged to the following doors: communal lounge door frame, circulation corridor door near flat 2, protected staircase doors O/S flats 12 and 17.				
Recommendation: Common area fire doors as noted should be fitted with intumescent strips and smoke seals.				No image available
Priority: C	Known Quantity: 15	Potential Quantity: N/A	Action ID: 70387	
Recommendation: Due to the level of damaged or missing smoke seals, management should establish a rolling program of inspections to ensure smoke seals are present and free from damage.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 70388	

Question - M.7: Are common area fire doors adequate otherwise? (Ironmongery, hold open hooks etc.)				No
Comment: Circulation doors including protected staircase doors were noted as being wedged open by residents.				
Recommendation: Management should inform/remind all staff/residents that self-closing fire doors must not be wedged open.				No image available
Priority: Man1	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 70390	

Question - M.8: Are all other common area fire door issues satisfactory?				No
Comment: The following doors were noted as not effectively self-closing into their frames: Lounge door to corridor (near flat 36), protected staircase doors O/S 5, 12 ,23 and 30,				
Recommendation: Recommend the noted common area doors are repaired to achieve effective self-closing of the doors into thier frames.				No image available
Priority: A	Known Quantity: 5	Potential Quantity: N/A	Action ID: 70391	

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 generic Fire Action Notice(s) indicating a Simultaneous Evacuation strategy was displayed within the common areas. No fire action notices advising a 'Stay put' policy within residents flats noted.				
Recommendation: In addition to full evacuation fire notices, residents should be advised to stay put within their own flats.				No image available
Priority: A	Known Quantity: 15	Potential Quantity: N/A	Action ID: 70396	

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: The current 'Fire door keep shut' signage provided to the protected staircase doors O/S flats 32,23 and 12 is considered inappropriate as the doors are provided with automatic door closers..				
Recommendation: Recommend the noted doors are provided with 'Automatic fire door keep clear'				No image available
Priority: C	Known Quantity: 3	Potential Quantity: N/A	Action ID: 70401	

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: Missing door signage from fire exit doors provided with push bars.				
Recommendation: Provide 'Push bar' to open signage to the fire exit doors within the communal lounge and near flat 4.				No image available
Priority: C	Known Quantity: 3	Potential Quantity: N/A	Action ID: 70403	

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: Manual break glass call points and smoke detection noted throughout the common parts.	

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: Fire detection and alarm system consists of manual call points, sounders and automatic detection which is provided throughout the building including individual flats linked to a fire alarm panel in the entrance hall. From a sampled flat inspection the flats are provided with a hard-wired smoke alarm/sounder in the entrance hall appearing to be linked to the main system. The building is currently operating a 'stay put' fire strategy with residents informed to remain in their flats unless directly affected by fire, however, the fire alarm is audible throughout the building including inside the residents flats. This scenario is not compatible with a 'stay put' policy. Information received on site that the system is monitored by a receiving centre during out of hours who will call the fire brigade in the event of a fire.				
Recommendation: The Grade A/Part 1 common fire detection and alarm system in the residential corridors should be reconfigured to support the Stay Put strategy, including removal of common smoke detectors and sounders in flats (or replacement with heat detectors) and reduction of the common system sound pressure level within flats to not exceed 45dB(A).				No image available
Priority: B	Known Quantity: 35	Potential Quantity: N/A	Action ID: 83925	

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 4 and 28.	
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: 70419	

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)?	Yes
Comment: A social alarm system is installed which connects to staff when on site and to a remote alarm receiving centre when staff are not on site	

Question - P.8: Are independent domestic hard-wired smoke/heat alarm systems within the flats adequately monitored via the social alarm system?	Yes
Comment: Information received on site, the independent domestic hard-wired smoke/heat alarm systems within the flats are adequately monitored via a social alarm system.	

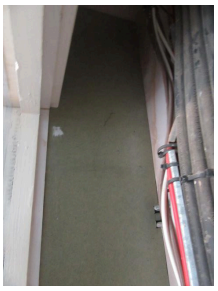
Question - P.9: Are all other fire detection and alarm system issues satisfactory? [1]	No
Comment: A secondary AFD panel marked 'AOV' located within a circulation corridor was noted as having the actuation key left in the panel.	
Recommendation: To avoid inappropriate resetting or silencing of the system, recommend the key is removed from the AFD panel and only made available to authorised persons.	No image available
Priority: Man1 | Known Quantity: N/A | Potential Quantity: N/A | Action ID: 70425	

Question - P.10: Are all other fire detection and alarm system issues satisfactory? [2]	Yes
Comment: There are no other issues relating to detection and alarm systems.	

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: Compartmentation appears to be adequate (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)	No
Comment: Breach noted above false ceiling of the refuse room where services pass.	
Recommendation: Recommend the breach is sealed with a fire-resisting material to achieve 60 minutes fire separation.	
Priority: B | Known Quantity: 1 | Potential Quantity: N/A | Action ID: 70452	

Question - Q.3: Are services risers, shafts, ducts and cupboards in the common area appropriately enclosed with fire resisting construction and adequately fire-stopped?	No
Comment: The ground and top floor riser shaft enclosures are not constructed of fire resisting material (appears moisture resistant MDF). The head of the riser shaft is not sealed where it enters the roof space near flat 33. The head of the riser shaft near flat 30 has been breached by services entering the roof space.	
Recommendation: Recommend the heads of both riser shafts are sealed between the shaft and roof space with a fire resistant material affording 60 minutes fire resistance.	
Priority: C | Known Quantity: 2 | Potential Quantity: N/A | Action ID: 70467	
Recommendation: The services riser/cupboard construction should be replaced or upgraded to achieve 60 minutes fire resistance.	
Priority: B | Known Quantity: 2 | Potential Quantity: N/A | Action ID: 70468	

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)	Yes
Comment: Apart from that noted in other parts of this report.	

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 cupboards 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: Not applicable to this property at the time of this assessment.	

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?	Yes
Comment: From sample inspection, soft furnishings in the common areas are appropriately labeled as conforming to BS 7176 for medium hazard premises.	

Question - Q.12: If provided, are curtains or drapes within common areas appropriate to limit fire spread/growth?			No
Comment: Curtains and/or drapes within the common areas are not labelled and are therefore not considered to comply with the requirements of BS 5867-2: 2008.			
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: 70497

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: Low rise building with a brick facade.	

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)	No
Comment: No extinguishers were provided within the common areas. CO2 extinguishers noted in the lift motor room and managers office.	

Question - R.5: Are portable fire extinguishers required in the common areas?	No
Comment: Residents are untrained in the use of fire extinguishers.	

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?	Yes
Comment: A drop key override switch facility is provided which worked satisfactorily when tested.	

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(s) 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: None noted	

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: Sheltered housing scheme	

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?	Yes
Comment: There is a suitable record of the fire safety arrangements for the building contained in the Fire Action Notice(s) displayed.	

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 both residents and staff were made available during the inspection.	

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 24 hours and residents are required to self-evacuate if necessary. It is assumed residents will call the Fire and Rescue Service if they become aware of a fire. In addition, the AFD system is linked to an ARC out of staffed hours.	

Question - T.6: Are there suitable fire assembly points away from any risk?	Yes
Comment: In the event of a fire service generated evacuation, suitable areas are available outside of the building.	

Question - T.7: Are there adequate procedures in place for the evacuation of people with a disability who are likely to be present?	Not Applicable
Comment: See K16	

Question - T.8: Are staff nominated to use fire extinguishing appliances in the event of fire?				No
Comment: From information received on-site, it would appear that staff have not been nominated to use fire extinguishing appliances in the event of a fire.				
Recommendation: Management should confirm/ensure that staff are nominated to use fire extinguishing appliances in the event of a fire.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 70507	

Question - T.9: Are staff nominated to assist with evacuations in the event of fire?	Not Applicable
Comment: Staff not expected to physically assist with evacuations. Scheme manager, if on site would provide verbal advice only.	

Question - T.10: Is there appropriate liaison with the local Fire and Rescue Service?				No
Comment: From information received on-site, it would appear that liaison with the local Fire and Rescue Service does not take 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: 70509	

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)	Yes
Comment: Management advises that routine in-house fire safety checks are being carried out by staff.	

Question - T.12: Are all other fire safety management issues satisfactory?	Yes
Comment: All other fire safety management issues would appear to be satisfactory.	

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?	Yes
Comment: Information received on site, staff receive fire training on induction and periodically thereafter via 'e'learning.	

Question - U.4: Are fire drills carried out at appropriate intervals?				No
Comment: From information received on site, it would appear that fire drills are not being carried out.				
Recommendation: Management should confirm/ensure that fire drills are carried out at intervals considered appropriate for the building and occupancy type. Recommended interval:- Six-monthly.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 70511	

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: Weekly test records held on site. No documentation on site of regular servicing.				
Recommendation: Management should confirm/ensure that the Grade A/BS 5839-1 common area fire detection and alarm system is tested weekly and serviced six monthly in accordance with BS5839-1 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: 70512	

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: 70513	

Question - V.5: Is the lightning protection system inspected and tested 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 lightning protection system is tested and serviced annually in accordance with BS EN 62305 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: 70514	

Question - V.7: Is the smoke control system 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 smoke control system is actuated and inspected weekly, receives a full operational test quarterly, and is serviced and certified annually in accordance BS 9999 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: 70516	

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: 70517	

Question - V.9: Are drop key override switch facilities for Fire and Rescue Service access 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 drop key override switch facilities for Fire and Rescue Service access are 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: 70518

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: No drills carried out.	

Question - W.3: Are details of fire safety training recorded?	Not Known
Comment: No records of fire safety training available on site.	
Recommendation: Management should confirm/ensure that records of fire safety training are kept on-site or in a central database.	No image available

Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 70520

Question - W.4: Are routine in-house fire safety checks recorded?	Yes
Comment: There were up to date records of routine in-house fire safety checks available on-site at the time of inspection.	

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 Applicable
Comment: There were no surface mounted wiring systems noted within the common escape routes.	

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: All other issues were deemed satisfactory.	

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: Waterside Court Fermoy Road London W9 3NE
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: 23/10/2018
Part 6	Recommended date for reassessment of the premises: 23/10/2019
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 23/10/2018