

FIRE RISK ASSESSMENT

PROPERTY ASSESSED:

The Bailey Wills Building
Northampton
Northampton

NN1 4HZ



UPRN: BAI602-BLK

Inspection Date: 01/08/2022

Validation Date: 15/08/2022

Valid to: 15/08/2023

FRA completed by: Pennington Choices

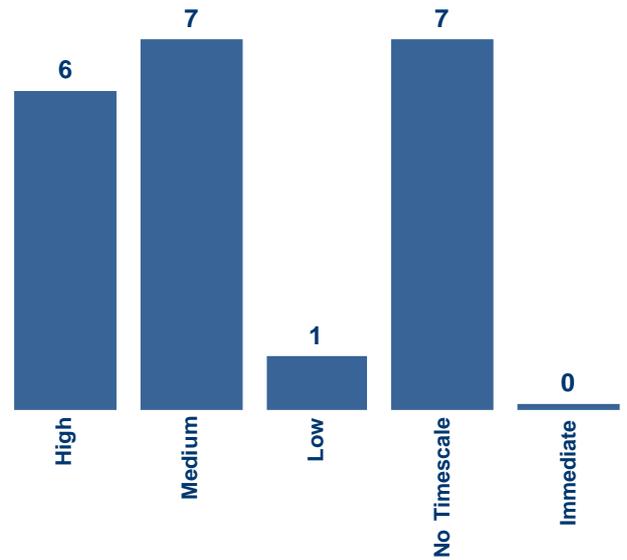
FRA Completed For: Futures



FRA Risk Rating: Moderate



FRA Action Count by Priority



FRA Action by Type

Recommendations: 7

Actions: 14

Premises Risk Rating: **Moderate**

Reassessment Priority: **High - 1 Year**

Recommended evacuation strategy for this building is: **Stay Put**

On satisfactory completion of all remedial works the risk rating of this building may be reduced to: **Moderate**

FRA - Summary

Responsible Person	CEO Futures
Property Designation	General needs
Management Extent	Partially Managed Building - Manager or Senior Staff not onsite regularly
No of Floors	5
No of Flats (if applicable)	52
Ground floor Area (m2)	4,000
Total Area of all floors (m2)	18,000

FRA Completed By:	Gary Broadhurst
FRA Type:	Type 1
QA Validation Date:	15/08/2022
QA Carried Out By:	Paul Doodson
Validator's Signature:	

High

6

Ref.	Category	Priority	Complete By
B2	Smoking Policies	High	14/Sep/2022
Finding/Observation		Action/Recommendation	
Discarded smoking materials were seen in the gas meter room.		Provide extra signage in each meter room and monitor the results carefully.	
<p>Image: B21</p> 			

Ref.	Category	Priority	Complete By
K2	Means Of Escape	High	14/Sep/2022
Finding/Observation		Action/Recommendation	
The corridor separating doors at each staircase appears compliant with FD30S and is also provided with Georgian wired visual panels. It was noted that one Georgian wired glass panel was damaged on the first floor which requires replacement however all other glazing in the property appeared in good condition.		The vision panel requires replacing with like for like glass by a third party qualified and accredited contractor.	
<p>Image: K21</p> 			

Findings & Actions Summary

Ref.	Category	Priority	Complete By
P7	Means Of Giving Warning In Case Of Fire	High	14/Sep/2022
Finding/Observation		Action/Recommendation	
Flat 51 was observed from the doorway to reveal it is provided with smoke detector in the hallway and linked heat detector in the kitchen.		BS 5839-6:2019 states that "heat detectors should be installed in every kitchen. A smoke detector should be installed in the principal habitable room. Where more than one room might be used as the principal habitable room, a smoke detector should be installed in each of these rooms". It is recommended that each flat is checked to confirm that BS 5839-6:2019 Grade D, LD2 detection is fitted. Any installation work should be carried out by a third party accredited fire alarm company.	

Ref.	Category	Priority	Complete By
Q1	Measures To Limit Fire Spread And Development	High	14/Sep/2022
Finding/Observation		Action/Recommendation	
It was confirmed on site that a compartmentation report was prepared several months ago however no confirmation was provided to ensure the pipework's are provided with collapsible collars where required.		Management should confirm that the compartmentation report is complete and considered suitable and sufficient for the building, and it should also be confirmed that collapsible collars are provided where required. Any works carried out must be completed by a third party accredited unqualified contractor, all works must be certificated.	
Image: Q11 			

Findings & Actions Summary

Ref.	Category	Priority	Complete By
Q4	Measures To Limit Fire Spread And Development	High	14/Sep/2022
Finding/Observation		Action/Recommendation	
No evidence was available for inspection on site.		Management to confirm that appropriate separation is maintained in the roof spaces.	

Ref.	Category	Priority	Complete By
Q6	Measures To Limit Fire Spread And Development	High	14/Sep/2022
Finding/Observation		Action/Recommendation	
No evidence is kept for inspection on site.		Management to confirm that where and if required fire dampers are provided as required.	

Medium

10

Ref.	Category	Priority	Complete By
L1	Flat Entrance Doors	Medium	13/Nov/2022
Finding/Observation		Action/Recommendation	
The flat entrance doors all appeared in good solid condition however it cannot be confirmed if they are all compliant with FD30S.		Management should carry out regular visual inspections internally and externally to ensure all flat entrance doors or fit for purpose and compliant with FD30S. Any works carried out on communal or flat entrance doors must be third party accredited and qualified contractors.	

Ref.	Category	Priority	Complete By
M1	Common Area Fire Doors	Medium	13/Nov/2022
Finding/Observation		Action/Recommendation	
The common area fire separating doors were generally in good working condition and are provided with Georgian wired vision panels.		The common area doors should be inspected on a monthly basis and recorded in the fire logbook.	
<p>Image: M11</p> 			

Ref.	Category	Priority	Complete By
O1	Fire Safety Signs & Notices	Medium	13/Nov/2022
Finding/Observation		Action/Recommendation	
<p>The signs displayed include fire door keep shut, fire action notice, running man, action to take of discovering a fire.</p>		<p>Review the signage to ensure no smoking signs are displayed in appropriate areas, and meter room doors display the correct signs indicating the presence of electric or gas hazards. Provide a sign indicating the exit door forms part of the escape route from the car park and must be kept clear. The maximum 2 metres height sign is badly faded and requires replacing.</p>	
<p>Image: O11</p> 		<p>Image: O12</p> 	
<p>Image: O13</p> 		<p>Image: O14</p> 	

Ref.	Category	Priority	Complete By
O2	Fire Safety Signs & Notices	Medium	13/Nov/2022
Finding/Observation		Action/Recommendation	
<p>Wayfinder signage should be displayed in buildings over 11 metres high which will become a legal requirement on 23rd January 2023.</p>		<p>Display low level and wayfinder signs on each floor level from each stair case indicating the escape route, flat numbers and floor level number.</p>	

Findings & Actions Summary

Ref.	Category	Priority	Complete By
P5	Means Of Giving Warning In Case Of Fire	Medium	13/Nov/2022
Finding/Observation		Action/Recommendation	
There are no plans displayed in the building.		Display suitable building plans next to each main entrance door which shows the floor layout of each level and the locations of AOV devices.	

Ref.	Category	Priority	Complete By
T5	Procedures And Arrangements	Medium	13/Nov/2022
Finding/Observation		Action/Recommendation	
The fire assembly point is located on each side of the property although it must be suitably signed.		Provide fire assembly point signage on both main streets for persons to assemble.	

Ref.	Category	Priority	Complete By
V1	Testing And Maintenance	Medium	13/Nov/2022
Finding/Observation		Action/Recommendation	
All fire safety provisions must be tested and maintained in accordance with the relevant guidance documents and British standards.		The green emergency exit release buttons must be tested and recorded in accordance with BS 7273-4:2015. The fireman's switch must be tested and maintained in accordance with BS 7671. Automatic opening vents (AOV) are provided on site which are tested and maintained in accordance with BS EN 12101-2.	

Low

1

Ref.	Category	Priority	Complete By
Y1	Engagement With Residents	Low	11/Feb/2023
Finding/Observation		Action/Recommendation	
Ensure residents are kept informed of all relevant fire safety matters by using different formats.		Consider using letters, social media and web sites as well as posters to keep residents updated.	

No Timescale

8

Ref.	Category	Priority	Complete By
B1	Smoking Policies	No Timescale	
Finding/Observation		Action/Recommendation	
No smoking signs should be provided on all floor levels and entrance exit doors although no signs of smoking were seen inside the property at the time of the assessment.		Display no smoking signs in all areas.	

Ref.	Category	Priority	Complete By
F1	Lightning	No Timescale	
Finding/Observation		Action/Recommendation	
No lightning protection system was seen on site.		Recommend management undertake a risk assessment of the building to determine if lightning protection is required	

Ref.	Category	Priority	Complete By
H1	Hazards Introduced By Contractors	No Timescale	
Finding/Observation		Action/Recommendation	
All contractors must submit RAMs for procurement process and these must be reviewed annually by FHG. A specific risk assessment for each job.		It is recommended that suitable signage is provided in the common areas and meter storerooms for the contractors.	

Findings & Actions Summary

Ref.	Category	Priority	Complete By
Q2	Measures To Limit Fire Spread And Development	No Timescale	
Finding/Observation		Action/Recommendation	
Each external communal access balcony is provided with an access cover to the water pipes void which is open plan from ground to the upper floor.		Consider replacing the wooden doors with a non flammable material, and also provide the doors smoke seals to stop smoke entering each floor level.	
<p>Image: Q21</p> 		<p>Image: Q22</p> 	

Ref.	Category	Priority	Complete By
Q9	Measures To Limit Fire Spread And Development	No Timescale	
Finding/Observation		Action/Recommendation	
Part of the upper most floor has ACM cladding however the visiting officer stated this has been inspected and may be removed following receipt of the report.		It is recommended that the information about the cladding is kept on site in a secure PI box for inspection by the enforcing authorities.	

Ref.	Category	Priority	Complete By
T6	Procedures And Arrangements	No Timescale	
Finding/Observation		Action/Recommendation	
It was not established if any disabled persons live in or visit the premises.		Although the premises are for general needs residents, Consider provision of a voluntary PEEPS system for residents.	

Findings & Actions Summary

Ref.	Category	Priority	Complete By
W1	Records	No Timescale	
Finding/Observation		Action/Recommendation	
No records are kept on site.		Consider provision of a secure PI box at the main entrance for the safe keeping of relevant records and safety equipment.	

Reassessment Priority	High - 1 Year
Responsible Person	CEO Futures
BAFE Cert	CHES077

General Information

UPRN	BAI602-BLK
Address	The Bailey Wills Building Northampton Northampton
Postcode	NN1 4HZ
Fire Risk Assessor	Gary Broadhurst
Date of Inspection	01/08/2022
Checked by	Paul Doodson
Reassessment Date	01/08/2023

General Information

Property Designation	General needs
Property Type	Purpose built block of flats
No of Floors	5
No of Flats (if applicable)	52
Ground floor area (m2)	4,000
Total area of all floors	18,000
Building Description	<p>Bailey Wills Building. The large imposing purpose-built 5 storey block of flats has 52 apartments and is detached, U shaped and stands next to the pavement on three sides.</p> <p>Access to the inner courtyard is by driving through an automatic electric controlled gate and height restricted bridge that requires a new sign, as the old 2 Metre height limit sign is badly faded.</p> <p>The courtyard provides access to the passenger lift, storerooms, meter cupboards and car park.</p> <p>One final exit door leading from the car park to the pavement level is provided with a few steps however it is recommended that the outside of the door is signed to ensure persons are aware it forms part of the escape route.</p> <p>The visiting officer confirmed that the exposed pipework on the ceilings of the undercroft require further inspection as part of a compartmentation report, as it was not clear if the pipework has collapsible collars.</p> <p>The property has 3 main exit doors with electronic key fob access required to enter the property, and the two main entrances are from different streets each with a separate postcode.</p> <p>Exit using the electronic doors is by pressing the green release buttons.</p>

The U-shaped building has two further long external communal balconies leading off the main part of the property which provides access to more flats on each floor level.

The main building has an enclosed staircase at each end which are separated from the main corridor are by FD30S doors which have Georgian wired glass vision panels.

The upper most floor has ACM cladding, however the visiting officer reported that an independent survey had been carried out and the cladding may be removed although as it is on the fifth floor it does not appear to affect the means of escape .

The windows on the stairs are opening windows and an AOV is provided at the head of the stairs with override and reset buttons provided.

The main corridors on each floor level are provided with hard wired interlinked smoke detectors which operate the nearest AOV's provided in the corridors for horizontal smoke control, and at the head of the stairs automatically if they detect smoke for vertical smoke control.

Waste bins are stored inside the property in a dedicated store which was neat and tidy at the time of the site visit.

The stairs, lobbies and landings were all clear of obstruction and in good condition, and it was reported that the property is visited regularly by staff .

The building is provided with escape lighting on all escape routes, and the passenger lift is provided with an alarm which was tested during the site visit and connected remotely to a call handling centre.

There is no provision of firefighting equipment although signage was considered adequate and included, general fire action notice, Fire door keep shut, do not use lift and exit/running man signs.

There are no signs displayed indicating smoking is not allowed inside, and there were a lot of discarded smoking materials in the gas meter room.

Access was provided into flat 51 at the doorway and the resident informed that the flat is provided with smoke detector in the hall linked to a heat detector in the kitchen.

Overall, the property appeared well kept, and was clean and tidy, and all service cupboards were locked shut as required.

Building Construction	Management should confirm the year of construction which is traditional brick built and pitched and tiled roof with the top floor covered with an ACM style cladding.
Extent of common areas	Meter rooms, stores, bin room, stairs and landings, lift.
Areas of the building to which access was not available	Roof space and flats.
If applicable state which flats were sample inspected	51.

1. The Occupants

Ref.	Question	Policy Principles
10	Management Extent	
Answer		Finding/Observation
Partially Managed Building - Manager or Senior Staff not onsite regularly		
Ref.	Question	Policy Principles
11	Details of any onsite management (hours onsite etc.)	
Answer		Finding/Observation
Unknown.		
Ref.	Question	Policy Principles
12	Person managing fire safety in premises	
Answer		Finding/Observation
Chief executive Futures Housing Group.		
Ref.	Question	Policy Principles
13	Person consulted during the fire risk assessment	
Answer		Finding/Observation
Ben Wood		
Ref.	Question	Policy Principles
14	Number of occupants (maximum estimated)	
Answer		Finding/Observation
120		
Ref.	Question	Policy Principles
15	Approximate maximum number of employees at any one time	
Answer		Finding/Observation
2		
Ref.	Question	Policy Principles
16	Number of members of the public (maximum estimated)	
Answer		Finding/Observation
20		

Ref.	Question	Policy Principles
17	Identify any people who are especially at risk: <ul style="list-style-type: none">- sleeping occupants- disabled occupants- occupants in remote areas and lone workers- young persons- others	
Answer		Finding/Observation
Sleeping occupants - children - vulnerable adults - disabled persons.		

2. Fire Safety Legislation

Ref.	Question	Policy Principles
21	The following fire safety legislation applies to these premises	
Answer		Finding/Observation
Regulatory Reform (Fire Safety) Order 2005		

Ref.	Question	Policy Principles
22	The above legislation is enforced by	
Answer		Finding/Observation
Northamptonshire Fire and Rescue Service		

Ref.	Question	Policy Principles
23	Other key fire safety legislation (other than Building Regs 2000)	
Answer		Finding/Observation
Housing Act 2004		

Ref.	Question	Policy Principles
24	The other legislation referred to above is enforced by	
Answer		Finding/Observation
Northampton Council		

Ref.	Question	Policy Principles
25	Guidance used as applicable to premises and occupation	
Answer		Finding/Observation
Home Office (September 2021) Fire Safety in Purpose Built Blocks		Fire safety in purpose-built blocks of flats guidance states: The guidance contained in this document will largely be applicable to such buildings, provided that – at the time of conversion – the work was carried out in accordance with the then current Building Regulations.

Ref.	Question	Policy Principles
26	Is there an alteration or enforcement notice in force?	
Answer		Finding/Observation
Unknown		None was made evident to the assessor at the time of inspection.

Ref.	Question	Policy Principles
27	Fire loss experience (since last FRA)	
Answer		Finding/Observation
Unknown		No evidence of any fire loss at the time of the assessment.

A. Electrical Ignition Sources

Ref.	Question	Policy Principles
A1	Is the fixed electrical installation periodically inspected and tested, (include dates if known)?	FHG complete Fixed wire testing in line with current regulations every 5 years and complete an annual visual inspection on all properties.
Answer		Finding/Observation
Yes		See principle answer.

Ref.	Question	Policy Principles
A2	Is PAT testing in common areas carried out?	PAT testing is complete at the time of the visual inspection as mentioned above. All items in the communal areas will be tested.
Answer		Finding/Observation
N/A		There are no portable electrical items in the common areas.

Ref.	Question	Policy Principles
A3	Is there a policy for personal electrical appliances (consider restrictions of communal supply points such as outlets and T pin outlets)?	All personal items are not to be left in communal areas. Mobility Scooter Policy
Answer		Finding/Observation
Yes		See principle answer.

Ref.	Question	Policy Principles
A4	Is the use of adapters and leads limited?	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles
A5	Are there any PV cells installed and do they have the appropriate isolation systems and signage to assist the fire and rescue service?	
Answer		Finding/Observation
No		

B. Smoking Policies

Ref.	Question	Policy Principles
B1	Are there suitable arrangements to prevent fire as a result from smoking?	No smoking policy in all communal areas- signage displayed.
Answer		Finding/Observation
No		No smoking signs should be provided on all floor levels and entrance exit doors although no signs of smoking were seen inside the property at the time of the assessment.

Ref.	Question	Policy Principles
B2	Is the policy being adhered to and are "No smoking" signs provided in the common areas?	
Answer		Finding/Observation
No		Discarded smoking materials were seen in the gas meter room.

Action/Recommendation	Priority	Due Date
Provide extra signage in each meter room and monitor the results carefully.	High	14/Sep/2022

Images
<p>Image: B21</p> 

C. Arson

Ref.	Question	Policy Principles
C1	Are premises secure against arson by outsiders? (Please state how)	
Answer		Finding/Observation
Yes		Electrotonic door entry systems are in place and all doors were secure and working at the time of the site visit.

Images	
<p>Image: C11</p> 	<p>Image: C12</p> 

Ref.	Question	Policy Principles
C2	Are bins secured or fire loading stored in a suitable location? (Please state bin type, location, if and how it is secured)	
Answer		Finding/Observation
Yes		An internal bin store is provided for waste and recycling which was tidy at the time of the site visit.

Images	
<p>Image: C21</p> 	

D. Portable Heaters And Heating Installations

Ref.	Question	Policy Principles
D1	If used, is the use of portable heaters regarded as safe?	
Answer		Finding/Observation
N/A		
Ref.	Question	Policy Principles
D2	Are fixed heating systems maintained annually?	All Safety inspections carried out annually by qualified persons.
Answer		Finding/Observation
N/A		No heating is provided in the common areas.

E. Cooking

Ref.	Question	Policy Principles
E1	Are reasonable measures in place to prevent fires as a result of cooking, including replacing filter(where necessary)?	
Answer		Finding/Observation
N/A		The only cooking carried out is within apartments.

F. Lightning

Ref.	Question	Policy Principles
F1	Does the building have a lightning protection system?	No lightning protection policy in place
Answer		Finding/Observation
No		No lightning protection system was seen on site.

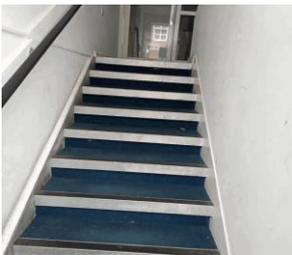
G. House-Keeping

Ref.	Question	Policy Principles
G1	Are combustible materials kept away from any sources of ignition, including gas and electrical intake cupboards?	
Answer		Finding/Observation
Yes		

Ref.	Question	Policy Principles
G2	Are the escape routes kept clear of items combustible materials or waste and free of any trip hazards?	
Answer		Finding/Observation
Yes		All common area escape routes including the stairs were clear including the external and internal corridors.

Images

Image: G21



Ref.	Question	Policy Principles
G3	Are mobility scooters or electric vehicles stored in the means of escape? If yes has an assessment been undertaken in line with the NFCC "Mobility Scooter Guidance for Residential Buildings"?	
Answer		Finding/Observation
No		

H. Hazards Introduced By Contractors

Ref.	Question	Policy Principles
H1	Is there satisfactory control over works carried out in the building by contractors (e.g. hot work permits)?	
Answer		Finding/Observation
Unknown		All contractors must submit RAMs for procurement process and these must be reviewed annually by FHG. A specific risk assessment for each job.

I. Dangerous Substances

Ref.	Question	Policy Principles
I1	If dangerous substances are used, has a risk assessment been carried out as required by the Dangerous Substances and Explosives Atmospheres Regulations 2002 and are they stored correctly?	All contractors must submit RAMS for procurement processes, and these are reviewed annually by FHG. A specific risk assessment is to be completed for each job.
Answer		Finding/Observation
N/A		

J. Other Significant Hazards

Ref.	Question	Policy Principles
J1	Are all issues deemed satisfactory? [1]	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles
J2	Are all issues deemed satisfactory?	
Answer		Finding/Observation
N/A		

K. Means Of Escape

Ref.	Question	Policy Principles
K1	Is the escape route design deemed satisfactory? (Consider current design codes)	
Answer		Finding/Observation
Yes		The escape route comprises of two staircases which are enclosed and provided at each end of the building as well as multi external communal balconies and an internal corridor on each floor level leading to the stairs.
Images		
<p>Image: K11</p> 		

Ref.	Question	Policy Principles
K2	Is the fire-resisting construction (including any glazing) protecting escape routes and staircases of a suitable standard and maintained in sound condition?	
Answer		Finding/Observation
Yes		The corridor separating doors at each staircase appears compliant with FD30S and is also provided with Georgian wired visual panels. It was noted that one Georgian wired glass panel was damaged on the first floor which requires replacement however all other glazing in the property appeared in good condition.
Action/Recommendation		Priority
The vision panel requires replacing with like for like glass by a third party qualified and accredited contractor.		High
		Due Date
		14/Sep/2022
Images		
<p>Image: K21</p> 		

Ref.	Question	Policy Principles
K3	Is there adequate provision of exits (including exit Widths) for the numbers who may be present?	
Answer		Finding/Observation
Yes		

Ref.	Question	Policy Principles
K4	Are doors on escape routes easily opened? (and are sliding or revolving doors avoided?)	
Answer		Finding/Observation
Yes		The exit doors or provided with push button to open devices that were all tested during the site visit and worked as they should.

Images		
Image: K41		
		

Ref.	Question	Policy Principles
K5	Do final exits open in the direction of escape where necessary?	
Answer		Finding/Observation
Yes		

Ref.	Question	Policy Principles
K6	Are travel distances satisfactory? (consider single direction and more than one direction, property risk profile and occupancy characteristics)	
Answer		Finding/Observation
Yes		The corridors are appropriately divided where required with FD30S doors at each end of the corridor and at intersections where external communal access balconies are provided.

Ref.	Question	Policy Principles
K7	Are there suitable precautions for all inner rooms?	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles
K8	Are escape routes separated where appropriate?	
Answer		Finding/Observation
Yes		

Ref.	Question	Policy Principles
K9	Are corridors sub-divided where appropriate?	
Answer		Finding/Observation
Yes		

Ref.	Question	Policy Principles
K10	Do escape routes lead to a place of safety?	
Answer		Finding/Observation
Yes		All escape routes lead to stairs, landings or final exit doors.

Ref.	Question	Policy Principles
K11	Are the stairs and/or lobbies provided with adequate ventilation? (If considered satisfactory, please state provision)	
Answer		Finding/Observation
Yes		The stairs and corridors are provided with opening windows and or automatic opening vents connected to smoke detectors or Manual override switches.

Images

Image: K111	Image: K112	Image: K113	Image: K114
			

Ref.	Question	Policy Principles
K12	Is there any other issues that could affect the means of escape, for example plastic conduit/loose cables not secured by fire rated fastening?	
Answer		Finding/Observation
No		

L. Flat Entrance Doors

Ref.	Question	Policy Principles	
L1	Are the sample inspection flat entrance door or doors in good condition and appropriately fire rated?		
Answer		Finding/Observation	
Unknown		The flat entrance doors all appeared in good solid condition however it cannot be confirmed if they are all compliant with FD30S.	
Action/Recommendation		Priority	Due Date
Management should carry out regular visual inspections internally and externally to ensure all flat entrance doors or fit for purpose and compliant with FD30S. Any works carried out on communal or flat entrance doors must be third party accredited and qualified contractors.		Medium	13/Nov/2022

M. Common Area Fire Doors

Ref.	Question	Policy Principles	
M1	Are all common area fire door and frames in good condition and appropriately fire rated?		
Answer		Finding/Observation	
Yes		The common area fire separating doors were generally in good working condition and are provided with Georgian wired vision panels.	
Action/Recommendation		Priority	Due Date
The common area doors should be inspected on a monthly basis and recorded in the fire logbook.		Medium	13/Nov/2022
Images			
<p>Image: M11</p> 			

N. Emergency Lighting

Ref.	Question	Policy Principles
N1	If emergency lighting is provided, is the coverage sufficient and in good repair? (Internal and external)	
Answer		Finding/Observation
Yes		The escape lights cover all escape routes and extend outside and in the lift entrance lobby which were identified by green Led lights.
Images		
<p style="text-align: center;">Image: N11</p> 		<p style="text-align: center;">Image: N12</p> 

Ref.	Question	Policy Principles
N2	If EL not provided, is borrowed/artificial lighting sufficient for escape? (Internal and external)	
Answer		Finding/Observation
N/A		

O. Fire Safety Signs & Notices

Ref.	Question	Policy Principles	
O1	Is there adequate provision of visible fire safety signs and notices? (Consider directional, exits, stairs, fire action notices, Fire door keep shut, fire equipment and 'do not use lift' signage)		
Answer		Finding/Observation	
No		The signs displayed include fire door keep shut, fire action notice, running man, action to take of discovering a fire.	
Action/Recommendation		Priority	Due Date
Review the signage to ensure no smoking signs are displayed in appropriate areas, and meter room doors display the correct signs indicating the presence of electric or gas hazards. Provide a sign indicating the exit door forms part of the escape route from the car park and must be kept clear. The maximum 2 metres height sign is badly faded and requires replacing.		Medium	13/Nov/2022

Images

Image: O11	Image: O12	Image: O13	Image: O14
			

Ref.	Question	Policy Principles	
O2	Wayfinding Signage (buildings over 11 metres in height). Are there clear markings for flat and floor recognition provided?		
Answer		Finding/Observation	
No		Wayfinder signage should be displayed in buildings over 11 metres high which will become a legal requirement on 23rd January 2023.	
Action/Recommendation		Priority	Due Date
Display low level and wayfinder signs on each floor level from each stair case indicating the escape route, flat numbers and floor level number.		Medium	13/Nov/2022

P. Means Of Giving Warning In Case Of Fire

Ref.	Question	Policy Principles
P1	Is a reasonable fire detection and fire alarm system provided in the common areas, where necessary?	
Answer		Finding/Observation
N/A		In a purpose-built block of flats, ordinarily, there is normally no need for a communal fire alarm system. However, it is common for smoke detectors to operate automatically by opening vents, which keep the common parts, particularly stairways, free from smoke.

Ref.	Question	Policy Principles
P2	If installed, is the common area AFD adequate for the occupancy and fire risk?	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles
P3	If not installed, are the premises deemed safe without a common area AFD system?	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles
P4	If there is a communal fire detection and fire alarm system, does it extend into the dwellings?	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles	
P5	Where appropriate, has a fire alarm zone plan been provided?		
Answer		Finding/Observation	
N/A		There are no plans displayed in the building.	
Action/Recommendation		Priority	Due Date
Display suitable building plans next to each main entrance door which shows the floor layout of each level and the locations of AOV devices.		Medium	13/Nov/2022

Ref.	Question	Policy Principles
P6	Where appropriate, are there adequate arrangements for silencing and resetting an alarm condition?	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles		
P7	If applicable, is a separate domestic hard-wired smoke/heat alarm within the flats installed to a suitable standard?			
Answer		Finding/Observation		
Unknown		Flat 51 was observed from the doorway to reveal it is provided with smoke detector in the hallway and linked heat detector in the kitchen.		
Action/Recommendation		Priority	Due Date	
BS 5839-6:2019 states that "heat detectors should be installed in every kitchen. A smoke detector should be installed in the principal habitable room. Where more than one room might be used as the principal habitable room, a smoke detector should be installed in each of these rooms". It is recommended that each flat is checked to confirm that BS 5839-6:2019 Grade D, LD2 detection is fitted. Any installation work should be carried out by a third party accredited fire alarm company.		High	14/Sep/2022	

Ref.	Question	Policy Principles		
P8	If applicable (Sheltered scheme) is the smoke detection within the flats monitored by an alarm receiving centre/on site scheme manager via a telecare system?			
Answer		Finding/Observation		
N/A				

Q. Measures To Limit Fire Spread And Development

Ref.	Question	Policy Principles	
Q1	Is there adequate levels of compartmentation between floors and between flats and the common escape routes?		
Answer		Finding/Observation	
Unknown		It was confirmed on site that a compartmentation report was prepared several months ago however no confirmation was provided to ensure the pipework's are provided with collapsible collars where required.	
Action/Recommendation		Priority	Due Date
Management should confirm that the compartmentation report is complete and considered suitable and sufficient for the building, and it should also be confirmed that collapsible collars are provided where required. Any works carried out must be completed by a third party accredited unqualified contractor, all works must be certificated.		High	14/Sep/2022
Images			
<p>Image: Q11</p> 			

Ref.	Question	Policy Principles	
Q2	Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)		
Answer		Finding/Observation	
Unknown		Each external communal access balcony is provided with an access cover to the water pipes void which is open plan from ground to the upper floor.	
Images			
<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>Image: Q21</p>  </div> <div style="text-align: center;"> <p>Image: Q22</p>  </div> </div>			

Ref.	Question	Policy Principles
Q3	Is there adequately fire protected service risers and/or ducts in common areas, that will restrict the spread of fire and smoke?	
Answer		Finding/Observation
Unknown		All doors to cupboards were kept locked shut, appropriately rated and signed accordingly. See Q1.

Ref.	Question	Policy Principles	
Q4	Is compartmentation maintained in the roof space?		
Answer		Finding/Observation	
Unknown		No evidence was available for inspection on site.	
Action/Recommendation		Priority	Due Date
Management to confirm that appropriate separation is maintained in the roof spaces.		High	14/Sep/2022

Ref.	Question	Policy Principles
Q5	Are electrics, including embedded meters, enclosed in fire rated construction?	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles	
Q6	As far as can reasonably be ascertained, are fire dampers provided as necessary to protect critical means of escape against passage of fire, smoke and products of combustion in the early stages of a fire?		
Answer		Finding/Observation	
Unknown		No evidence is kept for inspection on site.	
Action/Recommendation		Priority	Due Date
Management to confirm that where and if required fire dampers are provided as required.		High	14/Sep/2022

Ref.	Question	Policy Principles
Q7	Is there reasonable limitation of linings to escape routes that might promote fire spread?	
Answer		Finding/Observation
Yes		The walls and surface finishing appeared to comply with class "0" materials.

Ref.	Question	Policy Principles
Q8	Are soft furnishings in common areas appropriate to limit fire spread/growth?	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles
Q9	Does the premises have any external balconies, cladding or materials which may promote external fire spread?	
Answer		Finding/Observation
Yes		Part of the upper most floor has ACM cladding however the visiting officer stated this has been inspected and may be removed following receipt of the report.

Ref.	Question	Policy Principles
Q10	Has a note been prepared of the external walls of the building and details of construction materials used? Does the note include and identify the level of risk that the design and materials used?	
Answer		Finding/Observation
Yes		See Q9.

Ref.	Question	Policy Principles
Q11	Does the External wall note include any mitigating circumstances that may have been taken to reduce the risk?	
Answer		Finding/Observation
Unknown		See Q9.

Ref.	Question	Policy Principles
Q12	Has the responsible person reviewed the external wall note on a regular basis and revised it if there have been any significant changes in the external walls.	
Answer		Finding/Observation
Unknown		See Q9.

Ref.	Question	Policy Principles
Q13	Are all other fire spread/compartmentation issues satisfactory?	
Answer		Finding/Observation
Yes		

R. Fire Extinguishing Appliances

Ref.	Question	Policy Principles
R1	if required, is there reasonable provision of accessible portable fire extinguishers?	
Answer		Finding/Observation
N/A		

S. Relevant Automatic Fire Extinguishing Systems

Ref.	Question	Policy Principles
S1	Are there any automatic fire suppressant systems on site?	
Answer		Finding/Observation
No		

Ref.	Question	Policy Principles
S2	Are there any fixed fire fighting mains within the premises?	
Answer		Finding/Observation
No		

Ref.	Question	Policy Principles
S3	If any other relevant systems / equipment is installed, state type of system and comment as necessary	
Answer		Finding/Observation
Yes		A fireman's door entry override switch is provided on the external wall. Green push to exit buttons are provided in some areas to override the door locks.

Images

Image: S31



Image: S32



T. Procedures And Arrangements

Ref.	Question	Policy Principles
T1	Recommended evacuation strategy for this building is	
Answer		Finding/Observation
Stay Put		The fire action notice explains the evacuation procedures.

Ref.	Question	Policy Principles
T2	Has a competent person(s) been appointed to assist in undertaking the preventative and protective measures including in house checks?	
Answer		Finding/Observation
Yes		The visiting officer was aware of all fire safety provisions and requirements for the site, and carries out regular inspections.

Ref.	Question	Policy Principles
T3	Are there appropriate documented fire safety arrangements and procedures in place in the event of fire?	
Answer		Finding/Observation
Yes		See T1.

Ref.	Question	Policy Principles
T4	Are there suitable arrangements for liaison and calling the Fire Service?	
Answer		Finding/Observation
Yes		Staff, contractors, residents or visitors will call 999.

Ref.	Question	Policy Principles	
T5	Are there suitable fire assembly points away from any risk?		
Answer		Finding/Observation	
Yes		The fire assembly point is located on each side of the property although it must be suitably signed.	
Action/Recommendation		Priority	Due Date
Provide fire assembly point signage on both main streets for persons to assemble.		Medium	13/Nov/2022

Ref.	Question	Policy Principles
T6	Are there adequate procedures in place for the evacuation of disabled people who are likely to be present?	
Answer		Finding/Observation
Unknown		It was not established if any disabled persons live in or visit the premises.

Ref.	Question	Policy Principles
T7	Are staff nominated and trained on the use of fire extinguishing appliances?	
Answer		Finding/Observation
N/A		The property is not staffed at all times.

Ref.	Question	Policy Principles
T8	Are staff nominated and trained to assist in evacuation (Where applicable e.g. Offices, supported schemes)?	
Answer		Finding/Observation
N/A		See T7.

U. Training

Ref.	Question	Policy Principles
U1	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, calling the fire service)	All touchdown points (small offices) staff receive Inductions and annual refreshers on fire safety fire safety. But at all the schemes no permanent staff are present.
Answer		Finding/Observation
Unknown		See T7.

Ref.	Question	Policy Principles
U2	Are employees nominated to assist in the event of fire given additional training?	
Answer		Finding/Observation
N/A		

V. Testing And Maintenance

Ref.	Question	Policy Principles
V1	Are all fire safety provisions for the building (AFD, Emergency Lighting, sprinklers etc.) routinely tested and maintained?	Alarms- FHG Greenscapes, MITIE E/L- FHG Greenscapes, MITIE, Assets Surveyor Extinguishers- MITIE Fire Doors- FHG Greenscapes, Assets Surveyor Final Exits/ Escape Routes- Greenscapes/ Neighbourhoods
Answer		Finding/Observation
Unknown		All fire safety provisions must be tested and maintained in accordance with the relevant guidance documents and British standards.
Action/Recommendation		Priority
<p>The green emergency exit release buttons must be tested and recorded in accordance with BS 7273-4:2015.</p> <p>The fireman's switch must be tested and maintained in accordance with BS 7671.</p> <p>Automatic opening vents (AOV) are provided on site which are tested and maintained in accordance with BS EN 12101-2.</p>		Medium
		Due Date
		13/Nov/2022

W. Records

Ref.	Question	Policy Principles
W1	Is all routine testing and staff training including fire drills suitably recorded and available for inspection?	
Answer		Finding/Observation
Unknown		No records are kept on site.

X. Premises Information Box

Ref.	Question	Policy Principles
X1	Is a Premises Information Box located at the premises accessible to the Fire and Rescue Service, secure from unauthorised access and kept up to date?	Log book is kept on SharePoint with proposed specific QR code access.
Answer		Finding/Observation
No		See W1.

Y. Engagement With Residents

Ref.	Question	Policy Principles	
Y1	Has all Fire Safety information & procedures been disseminated to the residents?		
Answer		Finding/Observation	
Unknown		Ensure residents are kept informed of all relevant fire safety matters by using different formats.	
Action/Recommendation		Priority	Due Date
Consider using letters, social media and web sites as well as posters to keep residents updated.		Low	11/Feb/2023

Z. Any Other Information

Ref.	Question	Policy Principles
Z1	Are all issues deemed satisfactory? [1]	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles
Z2	Are all issues deemed satisfactory?	
Answer		Finding/Observation
N/A		

ZAAR. Assessment Risk Ratings

Ref.	Question	Policy Principles
ZAAR1	<p>Likelihood of Fire</p> <p>Low: Unusually low likelihood of fire as a result of negligible potential sources of ignition.</p> <p>Medium: Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).</p> <p>High: Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire</p>	
Answer		Finding/Observation
Medium		

Ref.	Question	Policy Principles
ZAAR2	<p>Potential Consequences of Fire</p> <p>Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant.</p> <p>Moderate harmful: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.</p> <p>Extreme harm: Significant potential for serious injury or death of one or more occupants likely to involve multiple fatalities</p>	
Answer		Finding/Observation
Moderate Harm		

Ref.	Question	Policy Principles
ZAAR3	<p>Premises Risk Rating</p> <p>Trivial: No action is required and no detailed records need be kept</p> <p>Tolerable: No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.</p> <p>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.</p> <p>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.</p> <p>Intolerable: Building (or relevant area) should not be occupied until the risk is reduced</p>	
Answer		Finding/Observation
Moderate		

Ref.	Question	Policy Principles
ZAAR4	On satisfactory completion of all remedial works the risk rating of this building may be reduced to:	
Answer	Finding/Observation	
Moderate		

51

1. Inspection Details

11	Has a Type 3 dwelling survey been performed?	Yes
12	Which flat number was accessed?	51
13	Is there appropriate detection in place?	Yes

2. What Detection Is In Place?

21	Mains Smoke Detector in Hall	Yes
22	Main Smoke Detector in Lounge	No
23	Mains Heat Detector in Kitchen	Yes
24	Main Detection in Bedroom(s)	No
25	Battery Smoke in hall	No
26	Link Heat detector in hall	No
27	Other	N/A

3. General

31	If on the ground or 1st floors, is there secondary means of escape from each habitable room? Door or window of at least 0.33m ² with no single dimension smaller than 450mm.	Unknown
32	Does the layout of the flat meet the relevant Building Regulations (Travel distance, protected entrance hall, alternative escape etc.?)	Unknown
33	Are there any extraction fans that are not vented directly to an external wall?	Unknown
34	Are there any missing internal doors?	Unknown
35	Is the fixed electrical test in date?	Unknown
36	Are there any signs of hoarding?	No
37	Is the cooker in a safe position?	Unknown
38	Assessor's Miscellaneous Comments or observations - please consider compartmentation within the flat or any tenant alterations?	Access was provided into flat 51 at the doorway.

flat 51

1. Inspection Details

11	Has a Type 3 dwelling survey been performed?	
11	Has a Type 3 dwelling survey been performed?	
11	Has a Type 3 dwelling survey been performed?	
12	Which flat number was accessed?	
12	Which flat number was accessed?	
12	Which flat number was accessed?	
13	Is there appropriate detection in place?	
13	Is there appropriate detection in place?	
13	Is there appropriate detection in place?	

flat 51

2.What Detection Is In Place?

21	Mains Smoke Detector in Hall	
21	Mains Smoke Detector in Hall	
21	Mains Smoke Detector in Hall	
22	Main Smoke Detector in Lounge	
22	Main Smoke Detector in Lounge	
22	Main Smoke Detector in Lounge	
23	Mains Heat Detector in Kitchen	
23	Mains Heat Detector in Kitchen	
23	Mains Heat Detector in Kitchen	
24	Main Detection in Bedroom(s)	
24	Main Detection in Bedroom(s)	
24	Main Detection in Bedroom(s)	
25	Battery Smoke in hall	
25	Battery Smoke in hall	
25	Battery Smoke in hall	
26	Link Heat detector in hall	
26	Link Heat detector in hall	
26	Link Heat detector in hall	
27	Other	
27	Other	
27	Other	

flat 51

3.General

31	If on the ground or 1st floors, is there secondary means of escape from each habitable room? Door or window of at least 0.33m ² with no single dimension smaller than 450mm.	
31	If on the ground or 1st floors, is there secondary means of escape from each habitable room? Door or window of at least 0.33m ² with no single dimension smaller than 450mm.	
31	If on the ground or 1st floors, is there secondary means of escape from each habitable room? Door or window of at least 0.33m ² with no single dimension smaller than 450mm.	
32	Does the layout of the flat meet the relevant Building Regulations (Travel distance, protected entrance hall, alternative escape etc.?)	
32	Does the layout of the flat meet the relevant Building Regulations (Travel distance, protected entrance hall, alternative escape etc.?)	
32	Does the layout of the flat meet the relevant Building Regulations (Travel distance, protected entrance hall, alternative escape etc.?)	
33	Are there any extraction fans that are not vented directly to an external wall?	
33	Are there any extraction fans that are not vented directly to an external wall?	
33	Are there any extraction fans that are not vented directly to an external wall?	
34	Are there any missing internal doors?	
34	Are there any missing internal doors?	
34	Are there any missing internal doors?	
35	Is the fixed electrical test in date?	
35	Is the fixed electrical test in date?	
35	Is the fixed electrical test in date?	
36	Are there any signs of hoarding?	
36	Are there any signs of hoarding?	
36	Are there any signs of hoarding?	
37	Is the cooker in a safe position?	
37	Is the cooker in a safe position?	
37	Is the cooker in a safe position?	
38	Assessor's Miscellaneous Comments or observations - please consider compartmentation within the flat or any tenant alterations?	
38	Assessor's Miscellaneous Comments or observations - please consider compartmentation within the flat or any tenant alterations?	

Flat 51

3.General

38	Assessor's Miscellaneous Comments or observations - please consider compartmentation within the flat or any tenant alterations?	
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The following simple risk level estimator is based on a more general health and safety risk level estimator of the type contained in BS 8800:

Likelihood of fire	Potential consequences of fire		
	Slight Harm	Moderate Harm	Extreme Harm
Low	Trivial	Tolerable	Moderate
Medium	Tolerable	Moderate	Substantial
High	Moderate	Substantial	Intolerable

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:	Medium
<p>In this context, a definition of the above terms is as follows:</p> <p>Low: Unusually low likelihood of fire as a result of negligible potential sources of ignition.</p> <p>Medium: Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).</p> <p>High: Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.</p>	

Taking into account the nature of the building and occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:	Moderate Harm
<p>In this context, a definition of the above terms is as follows:</p> <p>Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant.</p> <p>Moderate harmful: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.</p> <p>Extreme harm: Significant potential for serious injury or death of one or more occupants likely to involve multiple fatalities.</p>	

Accordingly, it is considered that the risk to life from fire at these premises is:	Moderate
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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.

(Note that, although the purpose of this section 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.)



Life Safety Fire Risk Assessment Certificate of Conformity

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.

Schedule:

Part 1a	Name & Address of Certified Organisation:
	Pennington Choices, Broofield House, Grimsditch Lane, WA4 4EA
Part 1b	BAFE registration number of issuing Certified Organization:
	102119
Part 1c	SSAIB 3rd Party Certificate Number:
	CHES077
Part 2	Name of Client:
	CEO Futures
Part 3a	Address of premises for which the fire risk assessment was carried out:
	The Bailey Wills Building Northampton Northampton NN1 4HZ
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:
	01/08/2022
Part 6	Recommended date for reassessment of the premises:
	01/08/2023
Part 7	Unique reference number of this certificate:
	109218

Signed for and on behalf of the issuing Certificated Organization:

James Hutton

Dated: 8/15/2022

Appendix 1. Action Details

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
B1	SMOKING POLICIES	No Timescale	No smoking signs should be provided on all floor levels and entrance exit doors although no signs of smoking were seen inside the property at the time of the assessment.	Display no smoking signs in all areas.			
B2	SMOKING POLICIES	High	Discarded smoking materials were seen in the gas meter room.	Provide extra signage in each meter room and monitor the results carefully.		14/09/2022	B21
F1	LIGHTNING	No Timescale	No lightning protection system was seen on site.	Recommend management undertake a risk assessment of the building to determine if lightning protection is required			
H1	HAZARDS INTRODUCED BY CONTRACTORS	No Timescale	All contractors must submit RAMs for procurement process and these must be reviewed annually by FHG. A specific risk assessment for each job.	It is recommended that suitable signage is provided in the common areas and meter storerooms for the contractors.			
K2	MEANS OF ESCAPE	High	The corridor separating doors at each staircase appears compliant with FD30S and is also provided with Georgian wired visual panels. It was noted that one Georgian wired glass panel was damaged on the first floor which requires replacement however all other glazing in the property appeared in good condition.	The vision panel requires replacing with like for like glass by a third party qualified and accredited contractor.		14/09/2022	K21
L1	FLAT ENTRANCE DOORS	Medium	The flat entrance doors all appeared in good solid condition however it cannot be confirmed if they are all compliant with FD30S.	Management should carry out regular visual inspections internally and externally to ensure all flat entrance doors or fit for purpose and compliant with FD30S. Any works carried out on communal or flat entrance doors must be third party accredited and qualified contractors.		13/11/2022	
M1	COMMON AREA FIRE DOORS	Medium	The common area fire separating doors were generally in good working condition and are provided with Georgian wired vision panels.	The common area doors should be inspected on a monthly basis and recorded in the fire logbook.		13/11/2022	M11

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
O1	FIRE SAFETY SIGNS & NOTICES	Medium	The signs displayed include fire door keep shut, fire action notice, running man, action to take of discovering a fire.	Review the signage to ensure no smoking signs are displayed in appropriate areas, and meter room doors display the correct signs indicating the presence of electric or gas hazards. Provide a sign indicating the exit door forms part of the escape route from the car park and must be kept clear. The maximum 2 metres height sign is badly faded and requires replacing.		13/11/2022	O11, O12, O13, O14
O2	FIRE SAFETY SIGNS & NOTICES	Medium	Wayfinder signage should be displayed in buildings over 11 metres high which will become a legal requirement on 23rd January 2023.	Display low level and wayfinder signs on each floor level from each stair case indicating the escape route, flat numbers and floor level number.		13/11/2022	
P5	MEANS OF GIVING WARNING IN CASE OF FIRE	Medium	There are no plans displayed in the building.	Display suitable building plans next to each main entrance door which shows the floor layout of each level and the locations of AOV devices.		13/11/2022	
P7	MEANS OF GIVING WARNING IN CASE OF FIRE	High	Flat 51 was observed from the doorway to reveal it is provided with smoke detector in the hallway and linked heat detector in the kitchen.	BS 5839-6:2019 states that "heat detectors should be installed in every kitchen. A smoke detector should be installed in the principal habitable room. Where more than one room might be used as the principal habitable room, a smoke detector should be installed in each of these rooms". It is recommended that each flat is checked to confirm that BS 5839-6:2019 Grade D, LD2 detection is fitted. Any installation work should be carried out by a third party accredited fire alarm company.		14/09/2022	
Q1	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	High	It was confirmed on site that a compartmentation report was prepared several months ago however no confirmation was provided to ensure the pipework's are provided with collapsible collars where required.	Management should confirm that the compartmentation report is complete and considered suitable and sufficient for the building, and it should also be confirmed that collapsible collars are provided where required. Any works carried out must be completed by a third party accredited unqualified contractor, all works must be certificated.		14/09/2022	Q11
Q2	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	No Timescale	Each external communal access balcony is provided with an access cover to the water pipes void which is open plan from ground to the upper floor.	Consider replacing the wooden doors with a non flammable material, and also provide the doors smoke seals to stop smoke entering each floor level.			Q21, Q22

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
Q4	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	High	No evidence was available for inspection on site.	Management to confirm that appropriate separation is maintained in the roof spaces.		14/09/2022	
Q6	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	High	No evidence is kept for inspection on site.	Management to confirm that where and if required fire dampers are provided as required.		14/09/2022	
Q9	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	No Timescale	Part of the upper most floor has ACM cladding however the visiting officer stated this has been inspected and may be removed following receipt of the report.	It is recommended that the information about the cladding is kept on site in a secure PI box for inspection by the enforcing authorities.			
T5	PROCEDURES AND ARRANGEMENTS	Medium	The fire assembly point is located on each side of the property although it must be suitably signed.	Provide fire assembly point signage on both main streets for persons to assemble.		13/11/2022	
T6	PROCEDURES AND ARRANGEMENTS	No Timescale	It was not established if any disabled persons live in or visit the premises.	Although the premises are for general needs residents, Consider provision of a voluntary PEEPS system for residents.			
V1	TESTING AND MAINTENANCE	Medium	All fire safety provisions must be tested and maintained in accordance with the relevant guidance documents and British standards.	The green emergency exit release buttons must be tested and recorded in accordance with BS 7273-4:2015. The fireman's switch must be tested and maintained in accordance with BS 7671. Automatic opening vents (AOV) are provided on site which are tested and maintained in accordance with BS EN 12101-2.		13/11/2022	
W1	RECORDS	No Timescale	No records are kept on site.	Consider provision of a secure PI box at the main entrance for the safe keeping of relevant records and safety equipment.			
Y1	ENGAGEMENT WITH RESIDENTS	Low	Ensure residents are kept informed of all relevant fire safety matters by using different formats.	Consider using letters, social media and web sites as well as posters to keep residents updated.		11/02/2023	