

Fire Risk Assessment



Carried out on behalf of

1-96 Thaxted House - Dagenham - 900057818

On the

19 Mar 2024

By

Kyran McDonald

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FIRE RISK ASSESSMENT GUIDANCE NOTES

This Fire Risk Assessment has been compiled and formulated as required by the Regulatory Reform (Fire Safety) Order 2005, The Fire Safety (Scotland) Regulations 2006, The Fire & Rescue Services (NI) Order 2006 and The Fire Precautions (Workplace) Regulations (Northern Ireland Only). It has been constructed to be used as a tool for the safe management of a work place.

To use the Risk Assessment effectively follow the points below:-

1. Read the risk summary as a snap shot of the premises on the day of the Fire Risk Assessment. Recommendations from the Action Plan may have already been implemented by the time you read this.
2. The Risk Assessment is broken into the following twelve sections.
3. The Action Plan is the observations and recommendations of the Fire Assessor using their competence and experience to ensure the most pragmatic approach is applied to all significant findings.
 - a. Read the Action Plan in its entirety as some actions may have an impact on other recommendations.
 - b. Once the recommended action has been completed, the responsible person must sign and date the page relating to the non conformity this will then be automatically stored in the Archive Section which provides an audit trail.
4. It is essential that the Fire Log Book is maintained by the Responsible Person, to ensure that all tests, maintenance, practice drills and periods of instruction are recorded. If used as designed, this will then prove to be an invaluable Management tool.
5. If there are any material changes to the structure, layout, use of the building, type of business or changes in the number of staff then a new Fire Risk Assessment must be carried out. The Fire Risk Assessment should be reviewed by a competent person by the review date or at such earlier time as there is reason to suspect that it is no longer valid or there have been significant changes to the premises, the occupancy or its use. It is recommended to have a review carried out annually to ensure all fire safety measures and practices are being adhered to.

SECTION 1: MANAGEMENT OVERVIEW - RISK ASSESSMENT

Address
 1-96 Thaxted House - Dagenham - 900057818
 1-96 Thaxted House
 Dagenham
 RM10 9ST

Responsible Person
 London Borough of Barking & Dagenham

Article 5(3) Persons
 Delroy Sylvester

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 0208 277 727266

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Building Id
 10035529
Assessment Id
 10113368

This Risk Assessment was carried out on 19 Mar 2024 and the assessor has stated that this building cannot be below High risk.

Building Details:	
Assessor:	Kyran McDonald
Checked By:	Kyran McDonald Date: 22/03/2024
Validated By:	Simon Churchill Date: 04/04/2024
Area:	8000
Number of floors:	16
Occupied floors:	16
Number of occupants:	96 flats
Is customer LandLord?:	Yes
Type of alarm:	Mixed System

Live Fire Log Book	Next Due Date
Risk Assessment	19/03/2025
Fire Drill	NA
Fire extinguisher maintenance:	NA
Fire Safety Training	Records held off-site
Fire Marshal Training	NA
Fire Alarm Service	Records held off-site
Emergency Lighting Service	Records held off-site

Description of Property

The premises is a purpose built 17 storey general needs block of flats. Circa 1960s. The building is of brick and blockwork construction with concrete slab floors. UPVC windows and no external wall system. External wall: There are reasonable limitations on external linings. Walls are constructed of non-combustible materials or class O or B-s3, d2 (European classification), such as brick & mortar.

The building has six apartments per floor with lobbied approach, 3 located either side of the central lift lobby.

The building has a concrete single stairway providing access to all floors.

Entry is via a key fob entry system giving access to a draught lobby containing a P.I.B. Fire alarm panel and a staff office with override buttons on the egress side of the doors. The draught lobby gives access to the single stair and two passenger lifts. The lift/stair lobby is provided with a rear final exit.

The stairway is provided with a AOV and the lift lobbies appear to have louvre automatic opening vents (AOV's). The landings have been provided with openable windows for manual means of ventilating the landing. Smoke control switches located in the ground floor draught lobby and in Level 5 stair core.

Lobbies and stairway are protected with FD30s doors with wire reinforced glazed partitions.

The premises is provided with two passenger lifts providing access to floors.

Of those flats assessed 'Benchmark Standards' for flat entrance doors was not always met. The flat entrance doors appeared to be generally of generic construction and were not considered compliant. Self-closing devices were either missing or rising butt hinges were fitted. Not all doors were provided with intumescent strips or cold smoke seals. Simple slide latch door fastening provided on the egress side of the door.

Of those flats assessed 'Benchmark Standards' for smoke detection was generally met.

Internal layout: Flat entrance door gives access to a hallway leading to lounge, kitchen and bedrooms.

The ventilation from kitchens and bathrooms appear to vent externally to the building. There does not appear to be internal ventilation ductwork.

Automatic smoke detection has been installed within the stairway, lobby, landing and chute room on each floor for the purpose of the AOV system. An addressable fire alarm panel is located on the ground floor adjacent to the caretakers office.

Common areas: Grade B L2
 Flats: Grade D2 LD2. Incorporating a hard wired smoke detector in the hallway and hardwired heat detector in the kitchen.

Emergency lighting has been provided in the escape routes, in the absence of documentary evidence it appears to be in accordance with BS5266-1.

Escape routes are simple and uncomplicated.
 Single Travel Distance from furthest flat 4.8m to lift lobby.

Main electrical intake cupboard within the reception lobby. Access by appointment only.
 Dry rising main outlets on all floors.
 No zone plans displayed by fire alarm panel.

Ventilation: Stair core MOV. top floor AOV
Lift lobbies louvre AOVs and MOV.

Assessment areas: This is a Type 3 (non-destructive) fire risk assessment which takes into account the common areas of the building, a sample of electric cupboards and considers the fire safety arrangements within the flats (where accessible) Flats 1, 4, 5, 15, 17, 25, 32, 43, 53, 57 & 76.



This Risk Assessment was carried out on 19 Mar 2024 and this property was considered a High risk property.

3	20	0
Actions required next service visit	Actions required within 30 days	Immediate actions required

To view actions outstanding [click here](#)

History of Incidents

None reported # History of incidents There was no evidence of fire related incidents or attendance by the fire service in response to a fire call.

Risk Assessors Summary

Externally accessed store rooms were double locked and could not be accessed.

Persons at risk: The building is occupied by residents that will be familiar with the premises available exits and fire procedures. Tenants will present a sleeping risk at the property. Visitors are the responsibility of the tenant. Contractors are arranged by the Housing provider who will handle any permits to work.

There may be tenants present who have other disabilities, however this could not be confirmed during the assessment.

The caretakers office is occupied by a single staff member.

Staff core occupation hours 7am-2pm Monday- Friday.

There is no evidence in the communal notice board that The London Borough of Barking and Dagenham have requested information regarding any specific vulnerabilities which may require and form part of a PEEP which would be held centrally by the council and be made available to the Fire & Rescue Service. Children present within flats are deemed the responsibility of the parent or guardian.

Visitors or contractors maybe be present. Visitors are the responsibility of the tenant.

Fire Escape Plan Notices: The evacuation procedure is 'Stay Put', In the event of a fire residents in the unaffected flats are expected to remain in their flats which are deemed a relative place of safety. Occupants of the affected flat and in common areas will evacuate to a place of ultimate safety. Assembly points are located either side of the building.

Sources of Ignition:

Although no smoking signs are in place evidence of smoking was found in the stair core on a number of levels.

EICR: Inspection labels affixed to the landlords distribution boards indicate that the last inspection date was 06/2022 with a recommendation reinspection date of 06/2027.

PAT: Labels affixed to electrical equipment in the staff room indicated a list test date of 05/2023 with a recommended retest date of 05/2024.

Sources of fuel; the common areas of the building are kept free of combustible materials.

Gas boilers in plant room. Access by appointment only.

Sources of oxygen; there are no additional sources of oxygen.

Fire separation: The standard of compartmentation above the false ceiling is not known.

Cavity Barriers: No documentation available to confirm the standard of installation, it is always impossible from visual inspection, to determine the cross section of the wall build up, comprising insulation, cavity barriers, etc, this can only be determined from an intrusive inspection.

There was no documentation available to confirm the standard of installation, it is assumed that the building control of the day observed and signed off the installation at key stages of construction.

Fire detection: The fire alarm panel and fire-fighters smoke control switch are located in the draught lobby. Normal operation indicated.

Fire-fighter provision: In accordance with The Fire Safety (England) Regulations 2022 the responsible person should:

PIB:Information boxes: install and maintain a secure information box in their building. This box must contain the name and contact details of the Responsible Person and hard copies of the building floor plans.

In high-rise residential buildings, responsible persons are required to provide their local Fire and Rescue Service with up-to-date electronic building floor plans and to place a hard copy of these plans, alongside a single page building plan which identifies key fire-fighting equipment, in a secure information box on site.

Lifts and other key firefighting equipment: undertake monthly checks on the operation of lifts intended for use by firefighters, and evacuation lifts in their building and check the functionality of other key pieces of firefighting equipment. They will also be required to report any defective lifts or equipment to their local Fire and Rescue Service as soon as possible after detection if the fault cannot be fixed within 24 hours, and to record the outcome of checks and make them available to residents.

In all multi-occupied residential buildings with 2 or more sets of domestic premises responsible persons are required to:

- Fire safety instructions: provide relevant fire safety instructions to their residents, which will include instructions on how to report a fire and any other

instruction which sets out what a resident must do once a fire has occurred, based on the evacuation strategy for the building.

- Fire door information: provide residents with information relating to the importance of fire doors in fire safety.

Fire Risk Assessment Frequency:

Purpose built residential block of flats with six or more storeys above ground level. With reference to the height of the building the risk factor characteristic is considered high, as such a full fire risk assessment is recommended every 12 months.

The fire risk assessment has been conducted using a suite of documents, where appropriate, including British Standards, Approved Document B of the Building Regulations. Where the aforementioned guidance does not provide suitable benchmark standards for existing premises reference has been made to the earlier document HM Government Guide to Fire Safety Risk Assessment Guide Purpose Built Block of Flats guide 2011 to facilitate the assessment and maintain consistency.

This was a non invasive survey based on a visual inspection of readily accessible areas. Where available the assessor studied commissioning and test/maintenance certificates. Where these were unavailable, assumptions are made with consideration of verbal confirmation and observations.

Building Safety Act 2022, 156 Amendment of Regulatory Reform (Fire Safety) Order 2005:

The responsible person should be aware of new responsibilities they have as the result of new legal provisions within Section 156 of the Building Safety Act 2022, making several amendments to the Regulatory Reform (Fire Safety) Order 2005 (FSO) to improve fire safety in all buildings regulated by the FSO. These new requirements came into force on 1 October 2023.

The responsible person (RP) should ensure that the requirements of Section 156 of the Building Safety Act 2022 have been duly considered and relevant action has been taken to ensure compliance where applicable.

Additional information can be found at:

<https://www.gov.uk/government/publications/check-your-fire-safety-responsibilities-under-section-156-of-the-building-safety-act-2022/fire-safety-responsibilities-under-section-156-of-the-building-safety-act-2022>

Information Source: No Documentation held on site. Observation only.

SECTION 2: RISK ASSESSMENT

01 - Persons at Risk

It is important to consider all relevant persons that use the premises. This will include persons that use the building on a day to day basis such as staff or residents but also any persons that visit the premises on temporary basis such as visitor or contractors. Particular care should be taken to identify any risks to vulnerable persons such as those with disabilities or young persons.

Sub Section	Question	Answer	Action Plan	Status
01 - Young Persons	Are young persons in the premises?	There are no young persons present at the time of this fire risk assessment.		N/A
02 - Persons with Special Needs	Are persons with special needs in the premises?	There is no evidence available to confirm that the tenants have received a request from the landlord regarding vulnerable occupants.	NR-45-172-1	Non-Compliant
03 - Members of the Public	Are members of the public present in the premises?	Members of the public are present and the Responsible Person has suitable and sufficient policies and procedures in place.		Compliant
04 - Occupancy Numbers	Is the occupancy level for the premises acceptable?	The occupancy capacity, width of escape routes and exits appear to be sufficient.		Compliant
05 - Lone Working	Are there areas where relevant persons are isolated?	There was no evidence of a lone working policy.	A	Non-Compliant

02 - Sources of Ignition

The premises is assessed to identify all potential ignition sources that may be the cause of a fire. Examples of Ignition sources can be any heat generating equipment such as portable heaters, cooking equipment and power tools. Fixed installations and portable electrical equipment can also be an ignition source if they are misused or not maintained. Naked flames and equipment that generates sparks must be strictly controlled.

Sub Section	Question	Answer	Action Plan	Status
01 - Heating - Gas and Electric - including Portables	Are all heating appliances correctly installed, adequately protected and maintained?	There is no record of appropriate servicing and maintenance of the gas appliances.	C	Non-Compliant
02 - Electrical Services	Are all electrical installations and appliances correctly installed and maintained?	There was no evidence of periodic inspections of the lift installations.	2.0.C	Non-Compliant
03 - Lightning Protection	Is lightning protection provided for the building?	A lightning protection system has been installed, there is no evidence of periodic inspection and maintenance being completed.	B	Non-Compliant
04 - Miscellaneous	Are potential sources of ignition adequately controlled?			N/A

03 - Sources of Fuel

In order for a fire to develop the presence of fuel is required. By managing the quantity, type and location of combustible materials the risk of a fire developing can be greatly reduced. The storage of combustible materials within the escape routes or places of high fire risk such as boiler rooms or electrical cupboards must be prevented.

Sub Section	Question	Answer	Action Plan	Status
01 - Housekeeping	Are house keeping arrangements satisfactory?	Housekeeping arrangements appear to be satisfactory.		Compliant

04 - Construction

The fire protection of the building is required to ensure that fire is unable to spread and also to prevent premature collapse in the event of fire. It means that the occupants can safely exit the premises without undue risk, whilst it is not perceived that any building should be sacrificed it is always possible to avoid the loss of the premises.

Sub Section	Question	Answer	Action Plan	Status
01 - Structural Elements	Are the fire resisting and separating walls and floors in good condition?	Fire stopping between compartments is missing and/or poorly installed. It was observed that a significant areas around service pipe penetrations has been infilled with expandable PU type foam and/or rockwool insulation.	E	Non-Compliant
01 - Structural Elements	Are the fire resisting and separating walls and floors in good condition?	The assessor was unable to ascertain that the materials used on the timber overpanel above the cupboards are to the required and approved levels of fire resistance.	4.0.A	Non-Compliant
02 - Lift Shafts	Are the lifts contained within protected shafts?	The lifts are contained within a protected shaft.		Compliant
03 - Protected Shafts	Are the escalators, chutes, ducts and pipes contained within protected shafts?	The services are contained within protected shafts.		Compliant
04 - Concealed Spaces - Cavities	Are the concealed spaces or cavities protected with suitable cavity barriers?	The installation of cavity barriers is not required or the age of the building predates the requirement.		N/A
05 -	Are the stairways within the building required	The stairways are enclosed throughout their height to an		Compliant

Protected Stairways	for means of escape adequately enclosed with fire resisting construction?	acceptable standard.	
06 - Higher Risk Areas	Are areas of higher risk and places of special fire hazard sufficiently separated from the remainder of the building by fire resisting construction?	The high risk areas and places of special fire hazard are adequately separated with fire resisting construction.	Compliant
07 - Surface Spread of Flame	Are the materials used to line walls and ceilings of the correct surface spread of flame classification in accordance with the Approved Document B of the Building Regulations?	The materials lining the walls and ceilings are deemed to be of an acceptable standard.	Compliant

05 - Means of Escape

To ensure a safe escape the escape routes must be protected from smoke, heat and flames. The distance that occupants have to travel must also be regulated to ensure that the distance people have to travel to safety is within the prescribed guidelines.

Sub Section	Question	Answer	Action Plan	Status
01 - Means of Escape for the Disabled	Are there adequate arrangements for the evacuation of disabled people?	No disabled persons present at the time of this fire risk assessment.		N/A
02 - Premises that are multi-occupied	Are the escape routes for all the building occupants acceptable?	The premises are multi-occupancy and the means of escape from each occupancy is considered satisfactory.		Compliant
03 - Escape routes and travel distances from within a storey	Are the escape routes sufficient in number and travel distance from any point within the floor area to the nearest storey exit, having due regard to the layout of walls, partitions and fittings within current guidance?	The travel distance to the nearest storey exit is within current guidance.		Compliant
04 - Occupancy Numbers	Is the occupancy level for the premises acceptable?	The occupancy capacity and width of escape routes and exits appear to be sufficient.		Compliant
05 - Protected Corridors	Are the protected corridors suitable and sufficient to allow the occupants to reach a storey exit safely?	All protected corridors are adequate to allow the occupants to reach a storey exit safely.		Compliant
06 - Escape from Inner Rooms	Is the escape from inner rooms acceptable?	Escape from inner rooms is acceptable.		Compliant
07 - Accommodation Lifts and Stairways	Are the accommodation lifts and or stairways positioned so that they do not impact on the escape routes from upper floors?	The position of accommodation lifts and or stairways is such that they do not prejudice the escape from upper floors.		Compliant
08 - Protected Stairways	Do the protected stairways offer sufficient and suitable protection to ensure the safe escape of all occupants?	Sufficient and protected stairways have been provided to ensure safe escape of all the occupants.		Compliant
09 - External Stairways	Is the external stairways provision sufficient and does it afford suitable protection to the occupants to ensure their safe escape?	No external stairways were present.		N/A
10 - Escape Route across a flat roof	Is the escape route across a flat roof acceptable?	Flat roofs do not form part of the escape route.		N/A
11 - Fire-resisting doors	Do the fire resisting door sets meet the appropriate standard?	The fire door has not been provided with a means to prevent the spread of fire and smoke between compartments.	D	Non_Compliant
11 - Fire-resisting doors	Do the fire resisting door sets meet the appropriate standard?	Fire doors were found to be held open.	5.0.G	Non_Compliant
11 - Fire-resisting doors	Do the fire resisting door sets meet the appropriate standard?	The existing doors are not deemed to be of the appropriate fire resisting standard. Doors accessed showed a combination of discrepancies including rising butt hinge provision, missing intumescent strips and cold smoke seals and a general doubt about the door construction.	5.0.E	Non_Compliant
11 - Fire-resisting doors	Do the fire resisting door sets meet the appropriate standard?	The existing fire doors are damaged compromising the fire resistance provided by the door sets.	5.0.V	Non_Compliant
11 - Fire-resisting doors	Do the fire resisting door sets meet the appropriate standard?	The number/fire resisting standard of the installed hinges is insufficient.	5.0.A	Non_Compliant
12 - Fire-resisting partitions	Are the fire resisting partitions present installed and maintained to the appropriate standards?	No partitions are required to be fire resisting within the building.		N/A
13 - General Doors	Are the doors required to form part of the escape route in an emergency?	At the time of the fire risk assessment it was not possible to ascertain whether the electronically locked doors release on the activation of the fire alarm and/or mains failure.	D	Non_Compliant
14 - Housekeeping	Are house keeping arrangements satisfactory?	Combustible materials are located/stored in the escape routes.	A	Non_Compliant

06 - Fire-fighting Equipment

Fixed and portable firefighting equipment can be used to good effect and minimize damage to the premises. If a fire has been detected in its early stages fighting the fire in these early stages will contain its growth and reduce hazards to the occupants such as smoke and heat as well as minimising potential financial loss to the business and the impact on jobs.

Sub Section	Question	Answer	Action Plan	Status
01 - Portable Equipment	Are there sufficient quantities of portable fire-fighting equipment provided, correctly sited and adequately maintained?	Due to the type of premise the provision of portable fire-fighting equipment is not required.		N/A
02 - Fixed Fire-Fighting Installations	Are the fixed fire-fighting installations correctly installed, adequately maintained and appropriate for the risk?	There is no requirement for a fixed fire-fighting installation at this premises.		N/A

07 - Fire Detection and Warning

It is essential for the safe evacuation of building occupants that they have been made aware of a fire incident as soon as possible. This will allow the Fire Service to be contacted in the early stages of the fire and most importantly all the occupants should have left the building to a place of safety before the fire has had the chance to take a hold. It is vital that any early warning and detection system be installed and maintained to British Standards.

Sub Section	Question	Answer	Action Plan	Status
01 - Fire Detection and Warning System Provision	Is there an adequate method for raising the alarm and detecting a fire present in the premises?	The fire alarm zones have not been adequately identified.	M	Non_Compliant
02 - Fire Alarm Maintenance	Is the fire alarm system routinely tested, inspected and maintained in accordance with current guidance?	No fire alarm system is installed or required.		N/A

08 - Emergency Lighting

If the conventional lighting system fails in a building, an emergency lighting system may be required. The emergency lighting system should indicate the safe routes to and through the escape exits from the premises including any changes of direction or level en-route. It can also be used to illuminate fire alarm call points, refuges and firefighting appliances.

Sub Section	Question	Answer	Action Plan	Status
01 - The Emergency Lighting System	Is there an adequate method for illuminating the escape route and safety equipment in the premises?	It appears that the installed emergency lighting system will provide sufficient illumination (visual observation only, a physical test was not completed).		Compliant
02 - Maintenance of Emergency Lighting Systems	Is the emergency lighting system routinely tested, inspected and maintained in accordance with current guidance?	No evidence available to confirm that the system is inspected and maintained in accordance with BS 5266-8.	A	Non_Compliant
02 - Maintenance of Emergency Lighting Systems	Is the emergency lighting system routinely tested, inspected and maintained in accordance with current guidance?	No monthly emergency lighting tests are recorded.	8.0.B	Non_Compliant

09 - Firefighters Provisions

As required under the Regulatory Reform (Fire Safety) Order 2005, The Fire Safety (Scotland) Regulations 2006, The Fire & Rescue Services (NI) Order 2006 and The Fire Precautions (Workplace) Regulations (Northern Ireland Only) consideration must be made to the effects of a fire in any given building to the Fire Service. Safety of the fire crews and their operational needs such as access, water supplies and building information must be reviewed and be made available for the Fire Service for consideration.

Sub Section	Question	Answer	Action Plan	Status
01 - Access for Fire Fighting	Have reasonable facilities and access for firefighters and fire appliances been provided to aid the protection of life?	There is no evidence available to confirm that the smoke ventilation system is subject to routine testing and periodic servicing.	NR-53-208-2	Non_Compliant
02 - Firefighter Safety	Have all reasonable measures and arrangements been made to safeguard firefighting personnel in a fire situation?	All reasonable measures and arrangements for the safety of firefighting personnel in a fire situation are in place.		Compliant
03 - Water Supplies	Are water supplies adequately provided to assist firefighting personnel in their firefighting tasks?	There is adequate hydrant provision of adequate diameter in close proximity to the premises.		Compliant
04 - Rising Mains	Are rising mains adequately provided to assist firefighting personnel in their firefighting tasks?	No evidence available to confirm that dry risers are present but are subject to periodic testing, inspection and maintenance.	D	Non_Compliant

10 - Management

Providing all of the elements of the fire safety plan (of which the fire risk assessment form just part) are adhered to, then the safe evacuation of all the occupants is then likely to be successful. If however the management of the fire safety plan is not adhered to the fire safety provisions may be seriously compromised.

Sub Section	Question	Answer	Action Plan	Status
01 - Management	Are management and employees fully aware of the fire safety features provided and their purpose?	No records available to confirm that fire resistant doors are being inspected/maintained.	NR-54-212-3	Non_Compliant
01 - Management	Are management and employees fully aware of the fire safety features provided and their purpose?	No evidence available to confirm that internal fire prevention audits are not being completed.	10.0.K	Non_Compliant

	purpose?			
02 - Staff Training	Have employees received appropriate fire safety awareness training?	No evidence available to confirm that appropriate fire safety awareness refresher training is being provided.	B	Non_Compliant
03 - Housekeeping	Are house keeping arrangements satisfactory?			N/A
04 - Arson	Are adequate measures in place to control risk of fire due to arson?	Adequate arson control measures are in place.		Compliant
05 - Smoking Policy	Is a suitable 'no smoking' policy in place?	An adequate "no smoking" policy is in place in accordance with current legislation and company policy.		Compliant
06 - Legislation	Has the premises been subject to an inspection by the Enforcing Authority?	The premises have not been subject to an inspection by the Enforcing Authority.		N/A

11 - Signs and Signals

Research has shown that members of the public may become confused and disorientated in the event of a fire. To save confusion which can jeopardise building occupants escape all safety signs should be installed and conform to Signs and Safety Signals Regulations.

Sub Section	Question	Answer	Action Plan	Status
01 - Provision of Fire safety Signs and Notices	Are there adequate and suitable fire safety signs and notices displayed in the appropriate places throughout the premises?	The final exits are not provided with appropriate signage.	I	Non_Compliant

12 - Effects on the Environment

A further requirement under the Regulatory Reform (Fire Safety) Order 2005, The Fire Safety (Scotland) Regulations 2006, The Fire & Rescue Services (NI) Order 2006 and The Fire Precautions (Workplace) Regulations (Northern Ireland Only) is that consideration must be made to the effects of a fire in any given building to the environment. The spread of fire to adjacent properties, the risks posed by the smoke from the materials contained within the building if affected by fire and if the water used for firefighting needs to be contained to protect the water course.

Sub Section	Question	Answer	Action Plan	Status
01 - Adjacent Properties	Has the Responsible Person considered the effects to adjacent buildings that might be caused by a fire on the site?	The Responsible Person has made adequate arrangements to mitigate any damage to the adjacent properties from a fire on the site.		Compliant
02 - Immediate Surroundings	Has the building's Responsible Person considered the effects to the environment that might be caused by a fire on the site?	No arrangements to mitigate any damage to the environment are required for the risk.		N/A

SECTION 3: ACTION PLAN

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101026	10.0.K	Are management and employees fully aware of the fire safety features provided and their purpose?	No evidence available to confirm that internal fire prevention audits are not being completed.	Internal periodic (monthly or quarterly dependant on risk) audits should be completed by a competent person/s and the findings recorded and actioned.		Recommendation to the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:

No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13100996	2.0.C	Are all electrical installations and appliances correctly installed and maintained?	There was no evidence of periodic inspections of the lift installations.	If evidence of an inspection is unavailable, a competent person is to inspect the lift installations and records maintained.		Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes: _____
 No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101001	4.0.A	Are the fire resisting and separating walls and floors in good condition?	The assessor was unable to ascertain that the materials used on the timber overpanel above the cupboards are to the required and approved levels of fire resistance.	A further investigation will be required by a competent person to ascertain the integrity of the materials used and that they will provide the correct level of fire resistance.	Cupboards on the protected stair. Timber panels above flat entrance doors.	Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:

No notes have been entered

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Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101016	5.0.A	Do the fire resisting door sets meet the appropriate standard?	The number/fire resisting standard of the installed hinges is insufficient.	Three fire resisting hinges that comply with BS EN 1935 are to be installed by a competent person.	Lift lobby and stair core. Refuge Shute doors. Electrical cupboard.	Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes: _____
 No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

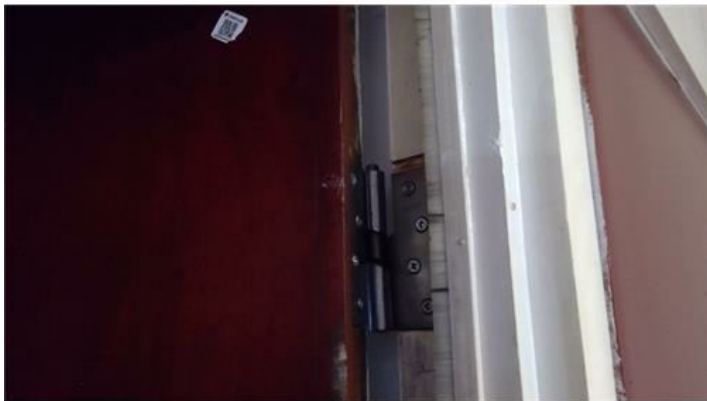
Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101014	5.0.E	Do the fire resisting door sets meet the appropriate standard?	The existing doors are not deemed to be of the appropriate fire resisting standard. Doors accessed showed a combination of discrepancies including rising butt hinge provision, missing intumescent strips and cold smoke seals and a general doubt about the door construction.	The existing doors are to be visually examined and where necessary replaced to include the provision of 3 x fire resistant hinges (BS EN 1935), door handles that comply with BS EN 1906 Annex C, dual intumescent heat strip/cold smoke seals along the door edges and suitable, positive action self-closing devices (BS EN 1154).	All flat entrance doors.	Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:

No notes have been entered

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Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101013	5.0.G	Do the fire resisting door sets meet the appropriate standard?	Fire doors were found to be held open.	If this door requires to be held open, an approved automatic hold open/release device can be installed as an acceptable alternative. Installation must be completed by a competent person in accordance with BS EN 1155 or BS 5839-3.	Flat approach lobby doors.	Statutory requirement of the Client	06/05/2024

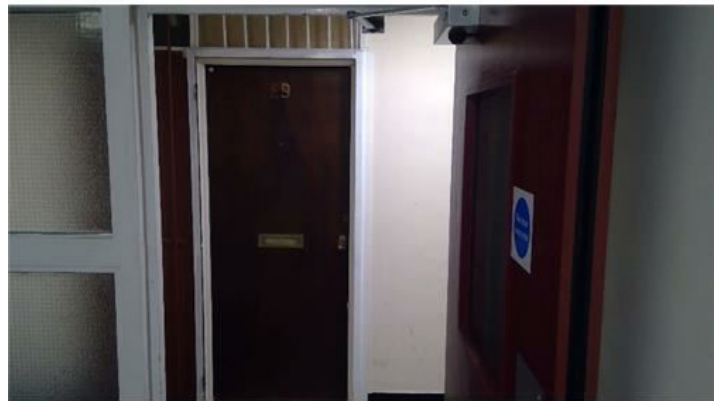
Completed By..... Date.....

Action Status Notes:

No notes have been entered

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Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

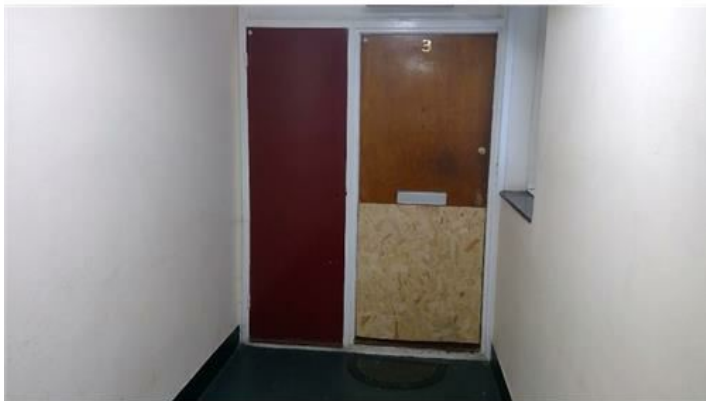
Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101015	5.0.V	Do the fire resisting door sets meet the appropriate standard?	The existing fire doors are damaged compromising the fire resistance provided by the door sets.	The damaged fire doors must be repaired or replaced to ensure that the required level of fire resistance is maintained.	Flat 3 & 91.	Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:
 No notes have been entered

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Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101018	A	Are house keeping arrangements satisfactory?	Combustible materials are located/stored in the escape routes.	Items that are a source of fuel or are combustible and likely to increase the fire loading or spread of fire, should not be located on any corridor, stairway or circulation space that will be used as an escape route. Therefore, the combustible materials stored in the escape routes must be removed.	Adjacent to flat 69.	Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:

No notes have been entered

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Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101021	A	Is the emergency lighting system routinely tested, inspected and maintained in accordance with current guidance?	No evidence available to confirm that the system is inspected and maintained in accordance with BS 5266-8.	The emergency lighting system must be inspected and maintained by a competent certified organisation in accordance with BS 5266-8.		Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes: _____
 No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13100997	B	Is lightning protection provided for the building?	A lightning protection system has been installed, there is no evidence of periodic inspection and maintenance being completed.	The lightning protection system is to be inspected and maintained by a competent person in accordance with BS 6651. Records are to be maintained.		Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:

No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101027	B	Have employees received appropriate fire safety awareness training?	No evidence available to confirm that appropriate fire safety awareness refresher training is being provided.	Refresher training should be given to employees being exposed to new or increased risks because of their being transferred or given a change of responsibilities, the introduction of new work equipment into or a change respecting work equipment already in use within the premises, the introduction of new technology into the area, the introduction of a new system of work into or a change respecting a system of work already in use, or at regular periodic intervals.		Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:

No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13100995	C	Are all heating appliances correctly installed, adequately protected and maintained?	There is no record of appropriate servicing and maintenance of the gas appliances.	Gas-fired boilers and other appliances, should be subject to periodic inspection and maintenance by a competent Gasafe engineer in accordance with the Gas Safety (Installation and Use) Regulations 1998 (GS(IU)R 98). Records are to be maintained.		Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:
 No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101012	D	Do the fire resisting door sets meet the appropriate standard?	The fire door has not been provided with a means to prevent the spread of fire and smoke between compartments.	Dual intumescent heat strips/cold smoke seals are to be installed by a competent person in accordance with the manufacturer's instructions.	Staff office, ground floor stair lobby. Refuse Shute. Stair core Electric & dry riser cupboards	Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:
 No notes have been entered

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Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101017	D	Are the doors required to form part of the escape route in an emergency?	At the time of the fire risk assessment it was not possible to ascertain whether the electronically locked doors release on the activation of the fire alarm and/or mains failure.	It must be ensured that all electronically powered locks return to the unlocked position upon activation of the fire alarm system, on loss of power or system error and upon activation of a manual release unit (Type A).	All doors on electric locks.	Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes: _____
 No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101024	D	Are rising mains adequately provided to assist firefighting personnel in their firefighting tasks?	No evidence available to confirm that dry risers are present but are subject to periodic testing, inspection and maintenance.	The dry risers should be tested, inspected and maintained in accordance with BS 9990.		Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes: _____
 No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101000	E	Are the fire resisting and separating walls and floors in good condition?	Fire stopping between compartments is missing and/or poorly installed. It was observed that a significant areas around service pipe penetrations has been infilled with expandable PU type foam and/or rockwool insulation.	In general PU fire stop foam is only intended for linear gaps up to approximately 30mm and small penetrations holes of up to approximately 30mm. Install fire stopping around services and pipe work which penetrate through the fire resisting and separating floors and walls. Ensure the correct approved proprietary materials are installed by a competent passive fire safety contractor.	Staff office. Lift lobby compartment wall. All floors	Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:

No notes have been entered

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Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101019	M	Is there an adequate method for raising the alarm and detecting a fire present in the premises?	The fire alarm zones have not been adequately identified.	On or adjacent to indicating equipment, there should be a diagrammatic representation of the building, showing at least the building entrances, the main circulation areas and the division into zones.	Ground floor draught lobby.	Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes: _____
 No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13100991	NR-45-172-1	Are persons with special needs in the premises?	There is no evidence available to confirm that the tenants have received a request from the landlord regarding vulnerable occupants.	Where there is clear evidence of vulnerable person(s) with assisted needs who may be unable to self-evacuate, a Person Centred Fire Risk Assessment (PCFRA) should be completed and the location of the occupant recorded and kept in a PIB (premises information box) to be positioned at the block main entrance to aid the fire service with information of applicable residents.		Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:

No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101023	NR-53-208-2	Have reasonable facilities and access for firefighters and fire appliances been provided to aid the protection of life?	There is no evidence available to confirm that the smoke ventilation system is subject to routine testing and periodic servicing.	The client is reminded that testing of the system must be in accordance with BS9999 and a minimum annual maintenance schedule in accordance with BS 12101.		Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:
 No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Medium Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101025	NR-54-212-3	Are management and employees fully aware of the fire safety features provided and their purpose?	No records available to confirm that fire resistant doors are being inspected/maintained.	Fire doors should be maintained periodically. The maintenance programme should be appropriate for the used of the building for a high risk of occupancy a inspection period of six months should be considered.		Statutory requirement of the Client	06/05/2024

Completed By..... Date.....

Action Status Notes:
 No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Low Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101022	8.0.B	Is the emergency lighting system routinely tested, inspected and maintained in accordance with current guidance?	No monthly emergency lighting tests are recorded.	The emergency lighting system should be tested monthly and records maintained, in accordance with BS 5266-8.		Recommendation to the Client	05/07/2024

Completed By..... Date.....

Action Status Notes: _____
 No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Low Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13100994	A	Are there areas where relevant persons are isolated?	There was no evidence of a lone working policy.	A suitable and sufficient lone worker policy is to be constructed and implemented.		Statutory requirement of the Client	05/07/2024

Completed By..... Date.....

Action Status Notes:

No notes have been entered

Locations of Non-conformity (one floorplan per page)

SECTION 3. ACTION PLAN:Low Risk Actions

All non conformities should be reviewed in conjunction with the CAD or the photographic evidence where applicable.

Ref	Sub Section	Question	Non-conformity	Recommendation	Location	Who is responsible	By When
13101031	I	Are there adequate and suitable fire safety signs and notices displayed in the appropriate places throughout the premises?	The final exits are not provided with appropriate signage.	The final exits are to be adequately identified in accordance with BS 5499-4. These signs should display in pictorial format a man running through a fire door with the words 'Fire Exit'.	Front and rear final exit.	Statutory requirement of the Client	05/07/2024

Completed By..... Date.....

Action Status Notes: _____
 No notes have been entered

Locations of Non-conformity (one floorplan per page)

