

# Fire Risk Assessment



Carried out on behalf of  
Saddler House - Dagenham - 990021800  
On the  
15 Apr 2024  
By  
Chris Daly BEng(Hons) MIFSM

1. Risk Summary
2. Risk Assessment
  - 01 - Persons at Risk
  - 02 - Sources of Ignition
  - 03 - Sources of Fuel
  - 04 - Construction
  - 05 - Means of Escape
  - 06 - Fire-fighting Equipment
  - 07 - Fire Detection and Warning
  - 08 - Emergency Lighting
  - 09 - Firefighters Provisions
  - 10 - Management
  - 11 - Signs and Signals
  - 12 - Effects on the Environment
3. Action Plan
4. Archive

## 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be reviewed by a competent person by the review date or at such earlier time as there is reason to suspect that it is no longer valid or there have been significant changes to the premises, the occupancy or its use.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**  
 Saddler House - Dagenham - 990021800  
 Saddler House  
 Dagenham  
 RM10 7FX

**Responsible Person**  
 London Borough of Barking & Dagenham

**Article 5(3) Persons**  
 Delroy Sylvester

**Telephone**  
 0208 277 727266

**Email**  
 Delroy.Sylvester@lbdd.gov.uk



**Building Id**  
 10055393  
**Assessment Id**  
 10114461

This Risk Assessment was carried out on 15 Apr 2024 and the assessor has stated that this building cannot be below Low risk.

Building Details:	
Assessor:	Chris Daly BEng(Hons) MIFSM
Checked By:	Chris Daly Date: 21/04/2024
Validated By:	Andy Jefford Date: 23/04/2024
Area:	2400
Number of floors:	6
Occupied floors:	6
Number of occupants:	48
Is customer LandLord?:	No
Type of alarm:	Grade D Category LD2 System

Live Fire Log Book	Next Due Date
<a href="#">Risk Assessment</a>	15/04/2025
<a href="#">Fire Drill</a>	NA
<a href="#">Fire extinguisher maintenance:</a>	NA
<a href="#">Fire Safety Training</a>	NA
<a href="#">Fire Marshal Training</a>	NA
<a href="#">Fire Alarm Service</a>	Records held off-site
<a href="#">Emergency Lighting Service</a>	21/08/2025

**Description of Property**

The premises is a purpose built 6 storey general needs block of flats.

It is connected to neighbouring Mason Apartments by a fire resisting compartment wall.

The building is of traditional brick and blockwork construction and a flat roof. Internal plasterboard partitions. Concrete slab floors and stair. Small concrete and metal balconies considered low risk for external fire spread.

Mostly private flats either two or three bed.

The apartments are provided with a self closing FD30s front door with fire-rated door handles, locks, thumb turns and hinges. No letterbox installed. The ventilation from kitchens and bathrooms appear to vent externally to the building. There does not appear to be internal ventilation ductwork. Each apartment has a short protected corridor serving all rooms, lounge/diner, bedrooms and bathroom, and all doors are FD30 standard.

There are 3 apartments on the 5th floor, 5 apartments on the 4th, 3rd, 2nd and 1st floors.. Two on the ground floor and one accessed directly from the rear car park area.

There is a single FD30s protected concrete staircase from the ground floor serving flats on all floors. Two passenger lifts within a ventilated lobby serves all floors. An automatic opening vent (AOV) is located at the head of the stairs and within each corridor.

Dry riser outlets located on each landing within the stair. The inlet is located at the front of the building at street level.

Automatic smoke detection has been installed within the stairways lobbies and corridors to BS5839-1 L5 as part of a smoke control system to activate the AOV's.

There is an alternative exit from the main stair that discharges to the rear of the premises.

Electrical cupboards are installed on each landing. These are fitted with FD30s doors and kept locked shut. There is a main electrical switch room located on the ground floor which is accessed from the outside and kept locked.

There is a refuse store and cycle store at the rear of the building and both kept secure.

Each apartment has detection provided in the hall, bedrooms and kitchen area to Grade D Category LD2 BS5839-6 standard.

Emergency lighting and fire exit signs are provided throughout the premises.

Travel distances are within acceptable limits.

Secure entrance door fob entry system to the main stairwell at ground floor level. Secure fencing and automatic barrier encloses the resident parking area. Low risk of arson with adequate security measures and the bin store will have a key code Simplex lock and is adequately fire compartmented.

A Type 3 (non-destructive) fire risk assessment was conducted out on the common parts and flats 25, 20, 18, 17,10, 8 and 7 only. No response from other residents. Flat roof.



This Risk Assessment was carried out on 15 Apr 2024 and this property was considered a Low risk property.

0	0	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

#### Risk Assessors Summary

The premises is occupied 24/7 as it is a residential property of 24 general needs flats. Built 2019. Persons at risk; the building is occupied by residents that will be familiar with the premises. Contractors and visitors who may be unfamiliar with the layout. It was not known whether vulnerable residents are within the building. Sources of ignition; the common areas are generally free from electrical installations. Electrical intakes. Fixed wiring, lightning. The distribution boards are located within a fire resisting cupboard located on each floor. Non smoking premises. Low risk of arson with adequate security measures Sources of fuel; the common areas of the building are generally kept free of combustible materials. Mains gas supply to flats. Additional refuse bins kept away from the building and kept secure. Sources of oxygen; there are no additional sources of oxygen present. The evacuation procedure for the premises is stay put. In the event of a fire residents are expected to remain in their flat where it is safe to do so. Occupants in the common areas will evacuate to a place of ultimate safety. Premises information box installed in the entrance at the front of the building. This is considered satisfactory for the size of the building. The fire risk assessment has been conducted using a suite of documents, where appropriate, including HM Government Fire Safety in Purpose Built Block of Flats guide 2021, British Standards, Approved Document B of the Building Regulations, British Standards Institute PAS 9980 2022. As this building contains two or more domestic premises and contains common parts through which residents would need to evacuate in the case of an emergency, the Fire Safety (England) Regulations 2022 apply. Regulation 9 Information to residents and Regulation 10 Fire doors apply to this premises. Speaking to residents it appears that the client does comply with the regulations. 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. The client appears to be compliant. 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> Unaccompanied visit.

## 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
<b>01 - Young Persons</b>	Are young persons in the premises?	There are no young persons present at the time of this fire risk assessment.		<b>N/A</b>
<b>02 - Persons with Special Needs</b>	Are persons with special needs in the premises?	There are no persons with special needs present at the time of this fire risk assessment.		<b>N/A</b>
<b>03 - Members of the Public</b>	Are members of the public present in the premises?	There are no members of the public allowed access to the building at the time of this fire risk assessment.		<b>N/A</b>
<b>04 - Occupancy Numbers</b>	Is the occupancy level for the premises acceptable?	The occupancy capacity, width of escape routes and exits appear to be sufficient.		<b>Compliant</b>
<b>05 - Lone Working</b>	Are there areas where relevant persons are isolated?	At the time of this fire risk assessment Company policy prohibits the practice of lone working.		<b>N/A</b>

### 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
<b>01 - Heating - Gas and Electric - including Portables</b>	Are all heating appliances correctly installed, adequately protected and maintained?	All appliances are correctly installed and adequately maintained.		<b>Compliant</b>
<b>02 - Electrical Services</b>	Are all electrical installations and appliances correctly installed and maintained?	All electrical installations and appliances are correctly installed and adequately maintained.		<b>Compliant</b>
<b>03 - Lightning Protection</b>	Is lightning protection provided for the building?	A lightning protection system has been installed, the system is being periodically inspected and maintained.		<b>Compliant</b>
<b>04 - Miscellaneous</b>	Are potential sources of ignition adequately controlled?	Potential sources of ignition present are adequately controlled.		<b>Compliant</b>

### 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
<b>01 - Housekeeping</b>	Are house keeping arrangements satisfactory?	Housekeeping arrangements appear to be satisfactory.		<b>Compliant</b>

### 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
<b>01 - Structural Elements</b>	Are the fire resisting and separating walls and floors in good condition?	The fire resisting walls and floors appear to be of an acceptable standard.		<b>Compliant</b>
<b>02 - Lift Shafts</b>	Are the lifts contained within protected shafts?	The lifts are contained within a protected shaft.		<b>Compliant</b>
<b>03 - Protected Shafts</b>	Are the escalators, chutes, ducts and pipes contained within protected shafts?	The services are contained within protected shafts.		<b>Compliant</b>
<b>04 - Concealed Spaces - Cavities</b>	Are the concealed spaces or cavities protected with suitable cavity barriers?	The cavity barriers appear to be acceptable.		<b>Compliant</b>
<b>05 - Protected Stairways</b>	Are the stairways within the building required for means of escape adequately enclosed with fire resisting construction?	The stairways are enclosed throughout their height to an acceptable standard.		<b>Compliant</b>
<b>06 - Higher Risk Areas</b>	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.		<b>Compliant</b>
<b>07 - Surface Spread of Flame</b>	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.		<b>Compliant</b>

## 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
<b>01 - Means of Escape for the Disabled</b>	Are there adequate arrangements for the evacuation of disabled people?	The evacuation arrangements for disabled people are considered adequate.		<b>Compliant</b>
<b>02 - Premises that are multi-occupied</b>	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.		<b>Compliant</b>
<b>03 - Escape routes and travel distances from within a storey</b>	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.		<b>Compliant</b>
<b>04 - Occupancy Numbers</b>	Is the occupancy level for the premises acceptable?	The occupancy capacity and width of escape routes and exits appear to be sufficient.		<b>Compliant</b>
<b>05 - Protected Corridors</b>	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.		<b>Compliant</b>
<b>06 - Escape from Inner Rooms</b>	Is the escape from inner rooms acceptable?	No risk from inner room situations present.		<b>N/A</b>
<b>07 - Accommodation Lifts and Stairways</b>	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.		<b>Compliant</b>
<b>08 - Protected Stairways</b>	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.		<b>Compliant</b>
<b>09 - External Stairways</b>	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.		<b>N/A</b>
<b>10 - Escape Route across a flat roof</b>	Is the escape route across a flat roof acceptable?	Flat roofs do not form part of the escape route.		<b>N/A</b>
<b>11 - Fire-resisting doors</b>	Do the fire resisting door sets meet the appropriate standard?	The fire resisting door sets appear to be adequate.		<b>Compliant</b>
<b>12 - Fire-resisting partitions</b>	Are the fire resisting partitions present installed and maintained to the appropriate standards?	The fire resisting partitions within the building are constructed and maintained to an appropriate standard.		<b>Compliant</b>
<b>13 - General Doors</b>	Are the doors required to form part of the escape route in an emergency?	All the doors required to form part of the escape route are in good working order and are capable of being used effectively.		<b>Compliant</b>
<b>14 - Housekeeping</b>	Are house keeping arrangements satisfactory?	The housekeeping arrangements appear to be of an acceptable standard.		<b>Compliant</b>

## 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
<b>01 - Portable Equipment</b>	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.		<b>N/A</b>
<b>02 - Fixed Fire-Fighting Installations</b>	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.		<b>N/A</b>

## 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
<b>01 - Fire Detection and Warning System Provision</b>	Is there an adequate method for raising the alarm and detecting a fire present in the premises?	There is an appropriate method of raising the alarm and detection in the event of a fire.		<b>Compliant</b>
<b>02 - Fire Alarm Maintenance</b>	Is the fire alarm system routinely tested, inspected and maintained in accordance with	The fire alarm system is routinely tested, inspected and maintained in accordance with		<b>Compliant</b>

current guidance?

current guidance.

## 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
<b>01 - The Emergency Lighting System</b>	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).		<b>Compliant</b>
<b>02 - Maintenance of Emergency Lighting Systems</b>	Is the emergency lighting system routinely tested, inspected and maintained in accordance with current guidance?	The emergency lighting system is routinely tested, inspected and maintained in accordance with current guidance.		<b>Compliant</b>

## 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
<b>01 - Access for Fire Fighting</b>	Have reasonable facilities and access for firefighters and fire appliances been provided to aid the protection of life?	Facilities and access for firefighters and fire appliances are available and adequate.		<b>Compliant</b>
<b>02 - Firefighter Safety</b>	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.		<b>Compliant</b>
<b>03 - Water Supplies</b>	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.		<b>Compliant</b>
<b>04 - Rising Mains</b>	Are rising mains adequately provided to assist firefighting personnel in their firefighting tasks?	There is adequate provision of rising mains in the premise.		<b>Compliant</b>



## 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
<b>01 - Management</b>	Are management and employees fully aware of the fire safety features provided and their purpose?	Management and employees are fully aware of the fire safety features provided and their purposes.		<b>Compliant</b>
<b>02 - Staff Training</b>	Have employees received appropriate fire safety awareness training?	This premises does not require employees to be trained.		<b>N/A</b>
<b>03 - Housekeeping</b>	Are house keeping arrangements satisfactory?	The housekeeping arrangements appear to be of an acceptable standard.		<b>Compliant</b>
<b>04 - Arson</b>	Are adequate measures in place to control risk of fire due to arson?	Adequate arson control measures are in place.		<b>Compliant</b>
<b>05 - Smoking Policy</b>	Is a suitable 'no smoking' policy in place?	An adequate "no smoking" policy is in place in accordance with current legislation and company policy.		<b>Compliant</b>
<b>06 - Legislation</b>	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.		<b>N/A</b>

## 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
<b>01 - Provision of Fire safety Signs and Notices</b>	Are there adequate and suitable fire safety signs and notices displayed in the appropriate places throughout the premises?	Fire safety signs and notices are provided to the appropriate standards.		<b>Compliant</b>

## 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
<b>01 - Adjacent Properties</b>	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.		<b>Compliant</b>
<b>02 - Immediate Surroundings</b>	Has the building's Responsible Person considered the effects to the environment that might be caused by a fire on the site?	The Responsible Person has made arrangements to mitigate any damage to the environment from a fire on the site.		<b>Compliant</b>

**SECTION 3: ACTION PLAN**

**SECTION 4: ARCHIVE**

