

Fire Risk Assessment



Carried out on behalf of

4-82 Gosfield Road - Dagenham - RM8 1LB - 900042718

On the

05 Aug 2024

By

Steve Woodward

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be reviewed by a competent person by the review date or at such earlier time as there is reason to suspect that it is no longer valid or there have been significant changes to the premises, the occupancy or its use.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
 4-82 Gosfield Road - Dagenham - RM8 1LB -
 900042718
 4-82 Gosfield Road
 Dagenham
 RM8 1LB



Building Id
 10036588
Assessment Id
 10119279

Responsible Person
 London Borough of Barking & Dagenham

Article 5(3) Persons
 Paula Pulley - Head of Property Management and
 Capital Delivery

Telephone
 0208 277 727266

Email
 Paula.Pulley@lbdd.gov.uk

This Risk Assessment was carried out on 05 Aug 2024 and the assessor has stated that this building cannot be below Medium risk.

Building Details:		
Assessor:	Steve Woodward	
Checked By:	Steve Woodward	Date: 12/08/2024
Validated By:	Mark Loach	Date: 16/08/2024
Area:	2500	
Number of floors:	6	
Occupied floors:	4	
Number of occupants:	80 plus visitors	
Is customer LandLord?:	Yes	
Type of alarm:	Category L2 System	

Live Fire Log Book	Next Due Date
Risk Assessment	05/08/2025
Fire Drill	NA
Fire extinguisher maintenance:	NA
Fire Safety Training	NA
Fire Marshal Training	NA
Fire Alarm Service	No Records
Emergency Lighting Service	No Records

Description of Property

The premises is a purpose built 6 storey general needs block of 40 self-contained one bedroom flats built around the 1960's

The building is of brick and blockwork construction with concrete slab floors. UPVC windows and no external wall system.

The building has two concrete stairs at alternate ends of the building providing access to all floors.

Residential accommodation starts from the second floor. 10 flats on each floor.

The stairway and lobby has automatic opening vents (AOV's). Lobby's and stairway is protected with notional FD30 doors. Communal corridor is separated by fire doors.

The Premises is provided with a single passenger lift providing access to floors.

The apartments are provided with a notional FD30 front door.

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.

Main electrical intake cupboard within the lobby.

Dry rising main outlets on all floors. within a protected lobby.

A type 3 Fire Risk Assessment was conducted – Common parts and flats (non-destructive). A Type 3 fire risk assessment includes the work involved in Type 1 and considers the arrangements for means of escape and fire detection (i.e. smoke alarms) within a sample of the flats 18, 54 & 60.



This Risk Assessment was carried out on 05 Aug 2024 and this property was considered a Medium risk property.

0	8	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

Hours of operation:

The premises were occupied at the time of the assessment and will be occupied 24/7.
The assessor was unaccompanied on-site

Use of the premises:

The premises are a purpose-built block of flats used for general needs accommodation.

Persons at risk: The building is mainly occupied by residents who will be familiar with the premises. Also resorting from time to time will be contractors, approved by the management company and others invited in by the residents, delivery personnel, and visitors. Lone working may take place within the staircase (normally contractors) due to the standard of housekeeping, fire management, automatic staircase ventilation, emergency escape lighting, and protected staircase design, this is considered adequate within the context of this assessment. It was not known whether vulnerable or disabled residents were within the building.

Sources of ignition: Reasonable measures have been taken to prevent fires due to arson or wilful Fire Raising. Basic security against outsiders appears reasonable. The premises are secured from unauthorized access, with the main entrance door being opened by flat occupants via the voice entry system or by fob. There were no unnecessary fire loads near the premises and all movable fuel sources (e.g. bins) are in a secure area away from the building. There is no loose rubbish or fly tipping evident. Waste is removed daily and stored in an external bin store. These bins are emptied regularly by an external contractor. There is no known history of arson in the area.

No evidence of Solar panels provided on the roof of the building with any control panels (inverters) and firefighter switches located in the area on the ground floor.

Cooking is undertaken by residents using domestic cooking equipment within their flats.
Reasonable measures have been taken to prevent fires of electrical origin.

Electrical:

Reasonable measures have been taken to prevent fires of electrical origin. The fixed electrical systems appear to be in an efficient state in efficient working order and good repair. The fixed electrical systems have been maintained by a competent person and inspected periodically by a competent electrical engineer.

The fixed electrical installation is inspected and tested every five years in accordance with BS 7671:2018+A2:2022 - 18th Edition IET Wiring Regulations.

Portable appliance testing (PAT) is undertaken periodically in accordance with the Electricity at Work Regulations 1989.

Personal electrical appliances are subjected to portable appliance testing where possible. The Responsible Person will visually inspect personal electrical appliances before use. Visual inspection is defined as a visual check of the integrity of the device and any electrical cables and plugs to establish whether it is damaged. The electrical appliance will not be left unattended when plugged in. Residents retain the responsibility to provide safe portable appliances.

Smoking:

Reasonable measures are taken to prevent fires due to smoking, including a no-smoking policy.

Smoking is prohibited in all buildings under the client's control in accordance with The Smoke-free (Premises and Enforcement) Regulations 2006.

Smoking is prohibited in appropriate areas, such as close to buildings and entrances and exits.

There was evidence that the smoking policy was being abused. (action raised)

'No Smoking' signs are displayed in the premises, in accordance with the Smoke-free (Signs) Regulations 2012 and BS5499 in pictogram form where possible.

Lightning protection:

The building does have a lightning protection system installed.

The lightning protection system should be inspected and tested every 12 months by a competent person in accordance with BS EN 62305-1:2011

Protection against lightning, General principles and BS EN 62305-3 Physical damage to structures and life hazards. All inspections and tests are to be recorded, with any certification retained for inspection by authorised persons. (action raised)

Sources of fuel: The staircase is generally kept free of combustible materials. There are bin chutes on each floor leading to an external refuse store at the rear of the premises. General domestic furniture on the premises. Timber within the construction

Sources of oxygen: there are no additional sources of oxygen present.

Detection and warning:

A common parts system comprising smoke detection at each landing level is installed to operate the automatically opening vent (AOV) located at the head of the staircase. Labelled, AOV manual override controls are installed. It appears that the installation is to BS5839 pt6, no evidence of an annual maintenance contract is in place or certificates of any maintenance. are on file. (action raised)

Access to flats 18, 54 & 60 was possible at the time of this assessment. Evidence that a stand-alone BS5839-6 automatic fire alarm and detection system has been installed in each flat. A minimum Grade D LD3, and FD30s (non-self-closing) fire doors to the protected entrance hall are installed.

Means of escape: Two staircase condition to the ground floor and escape in 2 directions, front and rear, from there.

Compartmentation:

Walls are a minimum of 60 minutes fire resisting.

The apartments are provided with FD30s front doors, of those flats assessed (Flats 18, 54 & 60) doors are fitted with 3 x fire-resistant hinges (BS EN 1935), door handles/thumb turn 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) letterboxes are installed in the flat's front doors.

Riser cupboards fitted with FD30S fire doors, 3 x hinges conforming to BS1935, and 'Fire Door Keep Locked' signage installed.

Emergency escape lighting system installed throughout staircase height. It appears to be BS5266 compliant.

The roof space was not accessed at the time of this assessment. The roof void was not accessed as the loft hatch was locked with no key available.

Emergency plan: The evacuation strategy for the premises is a stay-put procedure due to the level of compartmentation provided, along with the communal fire alarm system, AOV, this is linked to the window smoke vents on each floor and roof vents. This evacuation procedure will expect residents

to remain within their dwelling (if they feel safe to do so) if the fire is not located within their immediate vicinity. They should stay put until directed to do otherwise by the Fire and Rescue Service.

Arson: Secure entry systems in place, Secure separate external bin store provided.

Premises information box, PIB is provided at ground floor level next to the fire alarm panel. This is considered satisfactory for the size of the building.

The guides used to assess these premises included:

Building Regulations 2010 Approved Document B Fire Safety Volume 1: Dwellings 2019 edition incorporating 2020 and 2022 amendments – for use in England

HM Government Guide to Fire Safety in Purpose Built Blocks of Flats

HM Government Guide to Fire Safety Risk Assessment Sleeping Accommodation

BS 9991 Fire safety in the design, management, and use of residential buildings – Code of practice

Fire doors in blocks of flats and similar buildings. Guidance for responsible persons

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>.

Following changes in legislation in March 2023 the following measures are to be implemented to ensure compliance with the Regulations:

The client complies with the Fire Safety (England) Regulations 2022, applicable to this premises, with the evidence available for inspection by an authorised person. Any areas of non-compliance are raised as actions, with associated risk levels and suitable remedial actions.

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>

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 are no persons with special needs present at the time of this fire risk assessment.		N/A
03 - Members of the Public	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.		N/A
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?	At the time of this fire risk assessment Company policy prohibits the practice of lone working.		N/A

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 electrical installations having been carried out within the last 5 years.	A	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?	Potential sources of ignition present are adequately controlled.		Compliant

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?	The fire resisting walls and floors appear to be of an acceptable standard.		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 cavity barriers appear to be acceptable.		Compliant
05 - Protected Stairways	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.		Compliant
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?	There are no higher risk areas or places of special fire hazard within		N/A

the building.

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
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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?	The external stairways are sufficiently protected to ensure the safe escape of occupants.		Compliant
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 resisting door sets appear to be adequate.		Compliant
12 - Fire-resisting partitions	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.		Compliant
13 - General Doors	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.		Compliant
14 - Housekeeping	Are house keeping arrangements satisfactory?	The housekeeping arrangements appear to be of an acceptable standard.		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
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01 - Fire Detection and Warning System Provision	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.		Compliant
02 - Fire Alarm Maintenance	Is the fire alarm system routinely tested, inspected and maintained in accordance with current guidance?	Not inspected and maintained in accordance with BS 5839-1.	A	Non_Compliant

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?	Not inspected and maintained in accordance with BS 5266-8.	A	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?	Facilities and access for firefighters and fire appliances are available and adequate.		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?	Dry risers are present but are not 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?	Management and employees are fully aware of the fire safety features provided and their purposes.		Compliant
02 - Staff Training	Have employees received appropriate fire safety awareness training?	This premises does not require employees to be trained.		N/A
03 - Housekeeping	Are house keeping arrangements satisfactory?	The housekeeping arrangements appear to be of an acceptable standard.		Compliant
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?	Evidence of unauthorised smoking was found.	B	Non_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?	Fire safety signs and notices are provided to the appropriate standards.		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?	The Responsible Person has made arrangements to mitigate any damage to the environment from a fire on the site.		Compliant

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
13229866	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 for the Client	15/09/2024

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
13229865	A	Are all electrical installations and appliances correctly installed and maintained?	There was no evidence of periodic inspections of the electrical installations having been carried out within the last 5 years.	If evidence of an inspection is unavailable, a competent electrician is to inspect all electrical installations throughout the premises in accordance with IEE Regulations (BS 7671) and records maintained.		Statutory requirement for the Client	15/09/2024

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
13229894	A	Is the fire alarm system routinely tested, inspected and maintained in accordance with current guidance?	Not inspected and maintained in accordance with BS 5839-1.	The fire alarm system must be inspected and maintained by a competent certificated organisation in accordance with BS 5839-1.		Statutory requirement for the Client	15/09/2024

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
13229896	A	Is the emergency lighting system routinely tested, inspected and maintained in accordance with current guidance?	Not 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 for the Client	15/09/2024

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
13229905	B	Is a suitable 'no smoking' policy in place?	Evidence of unauthorised smoking was found.	Management are to apprise all relevant persons on the company smoking policy.		Statutory requirement for the Client	15/09/2024

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
13229867	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 for the Client	15/09/2024

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
13229864	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 for the Client	15/09/2024

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
13229900	D	Are rising mains adequately provided to assist firefighting personnel in their firefighting tasks?	Dry risers are present but are not subject to periodic testing, inspection and maintenance.	The dry risers should be tested, inspected and maintained in accordance with BS 9990.		Statutory requirement for the Client	15/09/2024

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

Action Status Notes:
 No notes have been entered

Locations of Non-conformity (one floorplan per page)

