

Futures Fire Risk Assessment

Futures Homeway, Mountbatten House
 (Touch Down office);NN11 4TF , - UPRN:
 2280000 / 171933 / QA Approved / Paul
 Doodson

Complete

Flagged items	2	Actions	8
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SITE NAME:

Futures Homeway, Mountbatten
 House (Touch Down office);NN11
 4TF , - UPRN: 2280000, Fire Risk
 Assessments, Futures Homeway

PROPERTY IMAGE



Photo 1



Photo 2



Photo 3

UPRN: 2280000

JOB NUMBER: 171933

FRA COMPLETED BY: Pennington Choices Limited

FIRE RISK ASSESSOR NAME: Jamie Yarwood

INSPECTION DATE: 5 Jan 2024

REPORT STATUS: QA Approved

REASSESSMENT PRIORITY High - 1 Year

VALID TO: (QA Use Only) 23 Jan 2025

VALIDATION DATE: (QA Use Only) 23 Jan 2024

VALIDATED BY: (QA Use Only) Paul Doodson

VALIDATOR'S SIGNATURE: (QA Use Only)



Photo 4

Flagged items & Actions

2 flagged, 8 actions

Flagged items

2 flagged, 0 actions

Assessment Risk Ratings / Premises Risk Rating

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

MODERATE

Assessment Risk Ratings

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

TOLERABLE

Other actions

8 actions

Detailed Risk Assessment Part 2 / B - Smoking Policies / B2

Is the policy being adhered to and are "No smoking" signs provided in the common areas?

No

No evidence of illicit smoking, no smoking signage although provided in the common area of the residential block does not appear to have been provided in the office area.

Open | Priority: Medium | Due: 23 Apr 2024 8:58 PM BST | Created by: Jamie Yarwood

B2

Provide a no smoking sign in the office area.

Detailed Risk Assessment Part 2 / F - Lightning / F1

Does the building have a lightning protection system?

No

No lightning protection on the building noted.

Open | Created by: Jamie Yarwood

F1

At the time of the assessment, it could not be confirmed if lightning protection was installed or required, it is PCL recommendation that advice is sought from a competent person to determine whether lightning protection is required or not for the building in accordance with BS EN 62305-2:2012.

Detailed Risk Assessment Part 2 / O - Fire Safety Signs and Notices / O1

Is there adequate provision of visible fire safety signs and notices? (Consider directional, exits, stairs, fire action notices, Fire door keep shut, fire equipment and 'do not use lift' signage)

No

No Fire Action Notice provided in the office area.

Open | Priority: Medium | Due: 23 Apr 2024 10:06 PM BST | Created by: Jamie Yarwood

O1

Provide a Fire Action Notice clearly indicating the simultaneous evacuation strategy from the

office area.

Detailed Risk Assessment Part 2 / P - Means of Giving Warning in Case of Fire / P1

Is a reasonable fire detection and fire alarm system provided in the common areas, where necessary?

Unknown

Fire detection and alarm system installed in the office area consisting of an indicator panel, manual call point, sounders and automatic detection. However the fire detection and alarm system is extended throughout the common area of the residential block, a cause and effect investigation of the suitability of the fire alarm system has been actioned in the report for Mountbatten House accommodation block. No zone plan was noted adjacent the fire alarm indicator panel.



Photo 27



Photo 28



Photo 29

Open | Priority: Medium | Due: 23 Apr 2024 10:18 AM BST | Created by: Jamie Yarwood

P1

A fire detection and alarm zone plan is required to be installed adjacent the fire alarm panel in accordance with current guidelines.

Detailed Risk Assessment Part 2 / P - Means of Giving Warning in Case of Fire / P6

Where appropriate, are there adequate arrangements for silencing and resetting an alarm condition?

Unknown

No information available with reference to the arrangements for silencing and resetting the fire alarm panel following an actuation of the alarm.

Open | Priority: Medium | Due: 23 Apr 2024 10:21 AM BST | Created by: Jamie Yarwood

P6

Management to confirm the protocol for actions to be taken following an actuation of the alarm system.

Detailed Risk Assessment Part 2 / T - Procedures and Arrangements / T6

Are there adequate procedures in place for the evacuation of disabled people who are likely to be present?

Unknown

Unknown if suitable arrangements were in place for any persons within the premises with disabilities.

Open | Created by: Jamie Yarwood

T6

PEEPs are currently not applicable in general needs properties, however a Person-Centred Fire Risk Assessment (PCFRA) may be appropriate, if a resident has been identified as especially vulnerable and at risk from fire hazards in their property. It is recommended that the provider works with the identified vulnerable resident or their representative to help to reduce risk from fire and where necessary involve other agencies. In addition refer to Y1.

Detailed Risk Assessment Part 2 / T - Procedures and Arrangements / T7

Are staff nominated and trained on the use of fire extinguishing appliances?

Unknown

No information provided at time of assessment.

Open | Priority: Low | Due: 23 Jan 2025 10:37 AM GMT | Created by: Jamie Yarwood

T7

Management to confirm that staff using the office have received adequate training in the safe use of portable fire extinguishers.

Detailed Risk Assessment Part 2 / Y - Engagement with Residents / Y1

Has all Fire Safety information & procedures been disseminated to the residents?

Unknown

No information available at time of assessment.

Open | Created by: Jamie Yarwood

Y1

Management to confirm that information on fire procedures are shared with residents on sign-up of the property, with regular updates on their website, property notice boards, specific mailings etc.

Detailed Risk Assessment Part 1

1. General Information

1.1 FRA Type:	Type 1
1.2 Property Type:	Purpose Built Office Block
1.3 Property Designation:	Office
1.4 Responsible Person:	Lindsey Williams - CEO Futures Housing Group
1.5 No of Floors:	1
1.6 No of Flats (if applicable):	Not applicable.
1.7 Ground Floor Area (m2):	50
1.8 Total Area of all Floors (m2)	50

1.9 Building Description:

Single storey ground floor office forming part of a two storey residential block. The office is known as a "Touch Down Office" and is provided with a single externally accessed entrance/egress having a ramped approach and level access and also has access directly into the residential block. The office is provided with a toilet and tea preparation area, with desk space for approximately 12 persons, however, the office is not permanently staffed. There is no staircase or lift installed and there is an externally accessed bin compound for use of the building situated sufficiently away from the building.



Photo 5

1.10 Building Construction:

Purpose built office with a brick faced external fascia forming part of a residential block, with rendered panelling and what appears to be composite cladding (refer to Mountbatten House residential block report).



Photo 6

1.11 Extent of common areas:

Office with desks, toilet facility, tea preparation area, escape routes internal and external.

1.12 Areas of the building to which access was not available:

All areas of the office available.

1.13 If applicable, state which flats were sample inspected:

Not applicable, (refer to Mountbatten House accommodation block report).

2. The Occupants

2.1 Management Extent

Partially Managed Building -
Manager or Senior Staff Not
Onsite Regularly

2.2 Details of any onsite Management

Office currently being utilised occasionally, (Touch Down Office).

2.3 Person managing fire safety in the premises

Lindsey Williams, Chief Executive, Futures Housing.

2.4 Person consulted during the fire risk assessment

Chris Dodds over the phone.

2.5 Number of occupants (maximum estimated)

12, estimated from seating and desk availability.

2.6 Approximate maximum number of employees at any one time

Office in occasional use, maximum estimated is 12 persons.

2.7 Number of members of the public (maximum estimated)

Small office, low numbers expected.

2.8 Identify any people who are especially at risk (Sleeping Occupants, Disabled Occupants, Occupants in remote areas and Lone Workers, Young Persons, Others)

It is conceivable that there may be young persons, the elderly and children visiting the office. In addition there may be persons with varying degrees of disabilities and/or mental impairment.

3. Fire Safety Legislation

3.1 The following fire safety legislation applies to these premises

Regulatory Reform (Fire Safety)
Order 2005

3.2 The above legislation is enforced by

Northamptonshire Fire and
Rescue Service

3.3 Other key fire safety legislation (other than Building Regs 2000)

Housing Act 2004

Office forms part of a residential block.

3.4 The other legislation referred to above is enforced by

Local Authority.

3.5 Guidance used as applicable to premises and occupation

Offices & Shops

Office forms part of a residential block.

3.6 Is there an alteration or enforcement notice in force?

Unknown

None apparent and no information available.

3.7 Fire loss experience (since last FRA)

Unknown

None apparent and no information available.

Detailed Risk Assessment Part 2

8 actions

A - Electrical Ignition Sources

A1

Is the fixed electrical installation periodically inspected and tested, (include dates if known)?

Yes

No labelling noted on any of the electrical intake equipment. The building appears to have been subject to a recent refurbishment, refer to policy principle.



Photo 7



Photo 8

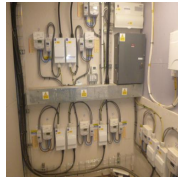


Photo 9

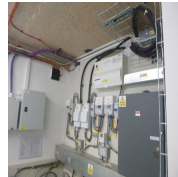


Photo 10



Photo 11

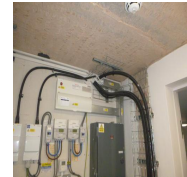


Photo 12

Policy Principle: FHG complete Fixed wire testing in line with current regulations every 5 years and complete an annual visual inspection on all properties.

A2

Is PAT testing in common areas carried out?

Yes

PAT appears to be current, refer to policy principle.

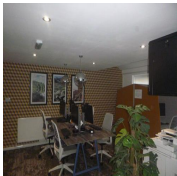


Photo 13



Photo 14

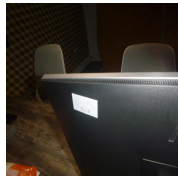


Photo 15

Policy Principle: PAT testing is complete at the time of the visual inspection as mentioned above. All items in the communal areas will be tested.

A3

Is there a policy for personal electrical appliances (consider restrictions of communal supply points such as outlets and T pin outlets)?

N/A

No personal electrical appliances noted in the common area.

Policy Principle: PAT testing is complete at the time of the visual inspection as mentioned above. All items in the communal areas will be tested.

A4

Is the use of adapters and leads limited?

Yes

Use of adapters and leads considered satisfactory.

A5

Are they any PV cells installed and do they have the appropriate isolation systems and signage to assist the fire and rescue service?

N/A

None noted in the common area.

B - Smoking Policies

1 action

B1

Are there suitable arrangements to prevent fire as a result from smoking?

Yes

Smoking is not permitted in the office area. Refer to policy principle.

Policy Principle: No smoking policy in all communal areas- signage displayed.

B2

1 action

Is the policy being adhered to and are "No smoking" signs provided in the common areas?

No

No evidence of illicit smoking, no smoking signage although provided in the common area of the residential block does not appear to have been provided in the office area.

Open | Priority: Medium | Due: 23 Apr 2024 8:58 PM BST | Created by: Jamie Yarwood

B2

Provide a no smoking sign in the office area.

Action/Recommendation Required?

Yes

Action Priority:

Medium - 3 Months

C - Arson

C1

Are premises secure against arson by outsiders? (Please state how)

Yes

Office is provided with an electronic entry system, and was found locked at the time of assessment. It is kept locked shut when the office is not in use.



Photo 16

C2

Are bins secured or fire loading stored in a suitable location? (Please state bin type, location, if and how it is secured)

Yes

Externally accessed bin compound containing paladin bins considered satisfactory.



Photo 17



Photo 18

D - Portable Heaters and Installations

D1

If used, is the use of portable heaters regarded as safe?

N/A

No portable heating equipment noted in common parts at the time of the assessment.

D2

Are fixed heating systems maintained annually?

Yes

Wet heating system installed in the office area, refer to policy principle.

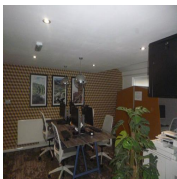


Photo 19

Policy Principle: All Safety inspections carried out annually by qualified persons.

E - Cooking

E1

Are reasonable measures in place to prevent fires as a result of cooking, including replacing filter(where necessary)?

N/A

No cooking facilities provided in the common area, tea preparation area only.

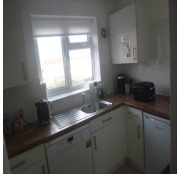


Photo 20



Photo 21



Photo 22

F - Lightning

1 action

F1

1 action

Does the building have a lightning protection system?

No

No lightning protection on the building noted.

Open | Created by: Jamie Yarwood

F1

At the time of the assessment, it could not be confirmed if lightning protection was installed or required, it is PCL recommendation that advice is sought from a competent person to determine whether lightning protection is required or not for the building in accordance with BS EN 62305-2:2012.

Policy Principle: No lightning protection policy in place

Action/Recommendation Required?

Yes

Action Priority:

Recommendation - No Timescale

G - Housekeeping

G1

Are combustible materials kept away from any sources of ignition, including gas and electrical intake cupboards?

Yes

No combustible materials noted in the vicinity of any sources of ignition at the time of assessment.



Photo 23

G2

Are the escape routes kept clear of items combustible materials or waste and free of any trip hazards?

Yes

No storage of combustible items and/or trip hazards noted in the common area at the time of inspection.

G3

Are mobility scooters or electric vehicles stored in the means of escape? If yes has an assessment been undertaken in line with the NFCC "Mobility Scooter Guidance for Residential Buildings"?

N/A

No mobility scooters or electric vehicles noted in the common area at the time of assessment.

H - Hazards Introduced by Contractors

H1

Is there satisfactory control over works carried out in the building by contractors (e.g. hot work permits)?

Yes

All contractors must submit RAMS for procurement processes, and these are reviewed annually by FHG. A specific risk assessment is to be completed for each job.

I - Dangerous Substances

I1

If dangerous substances are used, has a risk assessment been carried out as required by the Dangerous Substances and Explosives Atmospheres Regulations 2002 and are they stored correctly?

N/A

Office forming part of a residential block with no dangerous substances noted in the common area at the time of assessment.

Policy Principle: All contractors must submit RAMS for procurement processes, and these are reviewed annually by FHG. A specific risk assessment is to be completed for each job.

J - Other Significant Hazards

J1

Are all issues deemed satisfactory? [1]

Yes

No other issues noted at the time of assessment.

J2

Are all issues deemed satisfactory? [2]

N/A

K - Means of Escape

K1

Is the escape route design deemed satisfactory? (Consider current design codes)

Yes

Escape route design appears to comply with current guidance documents and is considered satisfactory.

K2

Is the fire-resisting construction (including any glazing) protecting escape routes and staircases of a suitable standard and maintained in sound condition?

Yes

Fire resisting construction protecting the escape route is considered satisfactory.

K3

Is there adequate provision of exits (including exit Widths) for the numbers who may be present?

Yes

Exit width is considered satisfactory for the expected numbers in the building.

K4

Are doors on escape routes easily opened? (and are sliding or revolving doors avoided?)

Yes

Electronic release mechanism fitted with a thumb turn easy opening device to override the system in an emergency, considered satisfactory.



Photo 24

K5

Do final exits open in the direction of escape where necessary?

Yes

Considered satisfactory due to the expected numbers in the building.

K6

Are travel distances satisfactory? (consider single direction and more than one direction, property risk profile and occupancy characteristics)

Yes

Travel distances are considered to be in accordance with current guidelines considered satisfactory.

K7

Are there suitable precautions for all inner rooms?

N/A

No inner rooms noted in the common area.

K8

Are escape routes separated where appropriate?

N/A

Single escape route considered satisfactory.

K9

Are corridors sub-divided where appropriate?

N/A

No corridors requiring sub-division provided in the building.

K10

Do escape routes lead to a place of safety?

Yes

Exit door allows escape directly to outside and away from the building.

K11

Are the stairs and/or lobbies provided with adequate ventilation? (If considered satisfactory, please state provision)

Yes

Natural ventilation including manually openable windows are provided considered satisfactory.

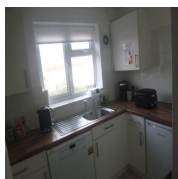


Photo 25

K12

Are there any other issues that could affect the means of escape, for example plastic conduit/loose cables not secured by fire rated fastening?

N/A

Considered satisfactory at the time of assessment.

L - Flat Entrance Doors

L1

Are the sample inspection flat entrance door or doors in good condition and appropriately fire rated?

N/A

Single storey office forming part of a residential purpose built block.

M - Common Area Fire Doors

M1

Are all common area fire door and frames in good condition and appropriately fire rated?

Yes

Common area doors were found to be satisfactory.

N - Emergency Lighting

N1

If emergency lighting is provided, is the coverage sufficient and in good repair? (Internal and external)

Yes

Emergency lighting system was provided throughout the common area appearing to conform to BS 5266.



Photo 26

N2

If EL not provided, is borrowed/artificial lighting sufficient for escape? (Internal and external)

N/A

Refer to N1.

O - Fire Safety Signs and Notices

1 action

O1

1 action

Is there adequate provision of visible fire safety signs and notices? (Consider directional, exits, stairs, fire action notices, Fire door keep shut, fire equipment and 'do not use lift' signage)

No

No Fire Action Notice provided in the office area.

Open | Priority: Medium | Due: 23 Apr 2024 10:06 PM BST | Created by: Jamie Yarwood

O1

Provide a Fire Action Notice clearly indicating the simultaneous evacuation strategy from the office area.

Action/Recommendation Required?

Yes

Action Priority:

Medium - 3 Months

O2

Wayfinding Signage (buildings over 11 metres in height). Are there clear markings for flat and floor recognition provided?

N/A

P - Means of Giving Warning in Case of Fire

2 actions

P1

1 action

Is a reasonable fire detection and fire alarm system provided in the common areas, where necessary?

Unknown

Fire detection and alarm system installed in the office area consisting of an indicator panel, manual call point, sounders and automatic detection. However the fire detection and alarm system is extended throughout the common area of the residential block, a cause and effect investigation of the suitability of the fire alarm system has been actioned in the report for Mountbatten House accommodation block. No zone plan was noted adjacent the fire alarm indicator panel.



Photo 27



Photo 28



Photo 29

Open | Priority: Medium | Due: 23 Apr 2024 10:18 AM BST | Created by: Jamie Yarwood

P1

A fire detection and alarm zone plan is required to be installed adjacent the fire alarm panel in accordance with current guidelines.

Action/Recommendation Required?

Yes

Action Priority:

Medium - 3 Months

P2

If installed, is the common area AFD adequate for the occupancy and fire risk?

Unknown

Refer to P1.

P3

If not installed, are the premises deemed safe without a common area AFD system?

N/A

Refer to P1.

P4

If there is a communal fire detection and fire alarm system, does it extend into the dwellings?

N/A

Refer to P1.

P5

Where appropriate, has a fire alarm zone plan been provided?

No

Refer to P1.

P6

1 action

Where appropriate, are there adequate arrangements for silencing and resetting an alarm condition?

Unknown

No information available with reference to the arrangements for silencing and resetting the fire alarm panel following an actuation of the alarm.

Open | Priority: Medium | Due: 23 Apr 2024 10:21 AM BST | Created by: Jamie Yarwood

P6

Management to confirm the protocol for actions to be taken following an actuation of the alarm system.

Action/Recommendation Required?

Yes

Action Priority:

Medium - 3 Months

P7

If applicable, is a separate domestic hard-wired smoke/heat alarm within the flats installed to a suitable standard?

N/A

Report is limited to the ground floor office area.

P8

If applicable (Sheltered scheme) is the smoke detection within the flats monitored by an alarm receiving centre/on site scheme manager via a telecare system?

N/A

Q - Measures to Limit Fire Spread and Development

Q1

Is there adequate levels of compartmentation between floors and between flats and the common escape routes?

Unknown

From visual inspection only, compartmentation appears satisfactory.

Q2

Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)

N/A

No hidden voids noted at the time of assessment.

Q3

Is there adequately fire protected service risers and/or ducts in common areas, that will restrict the spread of fire and

N/A

smoke?

No service riser cupboards and/or ducts noted in the office area.

Q4

Is compartmentation maintained in the roof space?

N/A

Ground floor office, refer to Mountbatten House accommodation block report.

Q5

Are electrics, including embedded meters, enclosed in fire rated construction?

Yes

Compartmentation in the externally accessed electrical intake cupboards appears to be satisfactory.



Photo 30



Photo 31

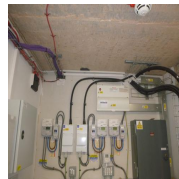


Photo 32

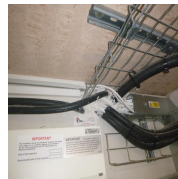


Photo 33

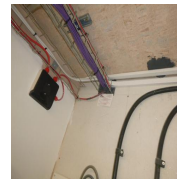


Photo 34



Photo 35

Q6

As far as can reasonably be ascertained, are fire dampers provided as necessary to protect critical means of escape against passage of fire, smoke and products of combustion in the early stages of a fire?

N/A

Dampers are not considered a requirement in this building.

Q7

Is there reasonable limitation of linings to escape routes that might promote fire spread?

Yes

Linings to escape routes are considered satisfactory.

Q8

Are soft furnishings in common areas appropriate to limit fire spread/growth?

Yes

Furnishings in the office area appear satisfactory.

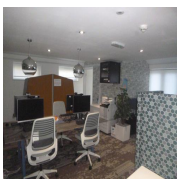


Photo 36

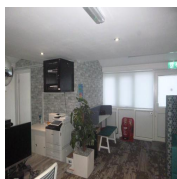


Photo 37

Q9

Does the premises have any external balconies, cladding or materials which may promote external fire spread?

No

Brick faced external fascia to the ground floor office, considered satisfactory, refer to Mountbatten House accommodation block report.

Q10

Has a note been prepared of the external walls of the building and details of construction materials used? Does the note include and identify the level of risk that the design and materials used?

N/A

Refer to Q9.

Q11

Does the External wall note include any mitigating circumstances that may have been taken to reduce the risk?

N/A

Refer to Q9.

Q12

Has the responsible person reviewed the external wall note on a regular basis and revised it if there have been any significant changes in the external walls.

N/A

Refer to Q9.

Q13

Are all other fire spread/compartmentation issues satisfactory?

Yes

No other compartmentation issues noted at the time of inspection.

R - Fire Extinguishing Appliances

R1

If required, is there reasonable provision of accessible portable fire extinguishers?

Yes

Carbon dioxide and water portable fire extinguishers provided in the office area.

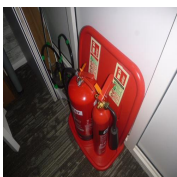


Photo 38

S - Relevant Automatic Fire Extinguishing Systems

S1	
Are there any automatic fire suppressant systems on site?	N/A
No automatic fire suppression systems noted in the block.	
S2	
Are there any fixed fire fighting mains within the premises?	No
Building is not provided with a fire fighting main.	
S3	
If any other relevant systems / equipment is installed, state type of system and comment as necessary	N/A
No other relevant systems noted at the time of assessment.	
T - Procedures and Arrangements	2 actions
T1	
Recommended evacuation strategy for this building is:	Simultaneous Evacuation
T2	
Has a competent person(s) been appointed to assist in undertaking the preventative and protective measures including in house checks?	Yes
Futures are responsible and have a fire safety team to undertake the preventative and protective measures across their housing stock.	
T3	
Are there appropriate documented fire safety arrangements and procedures in place in the event of fire?	No
Refer to O1.	
T4	
Are there suitable arrangements for liaison and calling the Fire Service?	Yes
Office building, staff onsite are expected to summon the Fire Service.	
T5	
Are there suitable fire assembly points away from any risk?	Yes
In the event of an evacuation, the assembly point would be the large car parking area to the front of the office.	

T6

1 action

Are there adequate procedures in place for the evacuation of disabled people who are likely to be present?

Unknown

Unknown if suitable arrangements were in place for any persons within the premises with disabilities.

Open | Created by: Jamie Yarwood

T6

PEEPs are currently not applicable in general needs properties, however a Person-Centred Fire Risk Assessment (PCFRA) may be appropriate, if a resident has been identified as especially vulnerable and at risk from fire hazards in their property. It is recommended that the provider works with the identified vulnerable resident or their representative to help to reduce risk from fire and where necessary involve other agencies. In addition refer to Y1.

Action/Recommendation Required?

Yes

Action Priority:

Recommendation - No Timescale

T7

1 action

Are staff nominated and trained on the use of fire extinguishing appliances?

Unknown

No information provided at time of assessment.

Open | Priority: Low | Due: 23 Jan 2025 10:37 AM GMT | Created by: Jamie Yarwood

T7

Management to confirm that staff using the office have received adequate training in the safe use of portable fire extinguishers.

Action/Recommendation Required?

Yes

Action Priority:

Low - 12 Months

T8

Are staff nominated and trained to assist in evacuation (Where applicable e.g. Offices, supported schemes)?

N/A

No permanent staff present in the building, residents are expected to self-evacuate.

U - Training

U1

Do staff receive adequate induction and annual refresher fire safety training? (To include fire risks in the premises, fire safety measures in the building, action in the event of

Yes

fire and on hearing alarm, location and use of fire extinguishers, calling the fire service)



No information available with reference to any fire safety training for staff, however refer to policy principle.

Policy Principle: All touchdown points (small offices) staff receive Inductions and annual refreshers on fire safety fire safety. But at all the schemes no permanent staff are present.

U2

Are employees nominated to assist in the event of fire given additional training?



No permanent staff in the building.

V - Testing and Maintenance

V1

Are all fire safety provisions for the building (AFD, Emergency Lighting, sprinklers etc.) routinely tested and maintained?



See Policy Principle.

Policy Principle: Alarms- FHG Greenscapes, MITIE. E/L- FHG Greenscapes, MITIE. Assets Surveyor Extinguishers- MITIE. Fire Doors- FHG Greenscapes, Assets Surveyor Final Exits/ Escape Routes- Greenscapes/ Neighbourhoods.

W - Records

W1

Is all routine testing and staff training including fire drills suitably recorded and available for inspection?



Fire drills not considered a requirement in this instance due to the office not being permanently staffed. This should be reviewed if the office becomes staffed.

X - Premises Information Box

X1

Is a Premises Information Box located at the premises accessible to the Fire and Rescue Service, secure from unauthorised access and kept up to date?



No premises information box provided and not considered a requirement.

Policy Principle: Log book is kept on SharePoint with proposed specific QR code access.

Y - Engagement with Residents

1 action

Y1

1 action

Has all Fire Safety information & procedures been disseminated to the residents?

Unknown

No information available at time of assessment.

Open | Created by: Jamie Yarwood

Y1

Management to confirm that information on fire procedures are shared with residents on sign-up of the property, with regular updates on their website, property notice boards, specific mailings etc.

Action/Recommendation Required?

Yes

Action Priority:

Recommendation - No Timescale

Z - Any Other Information

Z1

Are all issues deemed satisfactory? [1]

Yes

No other issues noted at the time of assessment.

Z2

Are all issues deemed satisfactory? [2]

N/A

Assessment Risk Ratings

2 flagged

Risk Rating

The following simple risk level estimator is based on a more general health and safety risk level estimator of the type contained in BS 8800:

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

Likelihood of Fire

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

MEDIUM

In this context, a definition of the above terms is as follows:

Low: Unusually low likelihood of fire as a result of negligible potential sources of ignition.

Medium: Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High: Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Potential Consequences of Fire

Taking into account the nature of the building and occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

MODERATE HARM

Potential Consequences of Fire

In this context, a definition of the above terms is as follows:

Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant.

Moderate harmful: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme harm: Significant potential for serious injury or death of one or more occupants likely to involve multiple fatalities.

Premises Risk Rating

1 flagged

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

MODERATE

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk-based control plan is based on one advocated by BS 8800 for general health and safety risks:

Risk Level	Action and time table
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

(Note that, although the purpose of this section is to place the risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)

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

TOLERABLE

Limitations Statement

Fire Risk Assessment – Limitations

The purpose of the fire risk assessment is solely to provide an assessment of the risk to life from fire, and, where appropriate, to make recommendations to reduce the risk to life from fire. This assessment does not address fire risks to property or business continuity.

Under Article 5(4) of the Regulatory Reform (Fire Safety) Order 2005 or other devolved equivalent regional legislation and relevant United Kingdom law, we have been appointed to provide advice to the Responsible Person only. We have no control over any part of the premises covered within this fire risk assessment, and we have no responsibility for undertaking any of the recommendations made. The assessment is intended to assist the Responsible Person to comply with their responsibilities under the Regulatory Reform (Fire Safety) Order 2005.

Any policy principles included within this Fire Risk Assessment have been provided by the responsible person or their representative and been added in good faith. We cannot take responsibility for the accuracy of the policy principles with regard to the client's internal policies, British Standards or codes of practice.

Any test certificates supplied as part of the Fire Risk Assessment process will be considered but we take no responsibility or liability whatsoever is accepted for the accuracy of such information supplied by others.

The findings of the fire risk assessment will be based upon the conditions found at the Premises at the time the assessment is to be carried out and on relevant information provided by the Responsible Person or others either prior to, during or after the Fire Risk Assessment of the premises.

We consider the External Wall System as part of the Fire Risk Assessment process, however, we take no responsibility for a fire risk appraisal of external wall construction on existing buildings and work to the guidance and limitations detailed in PAS 9980:2022 0.2 Fire risk assessments. Any information supplied to the Fire Risk Assessor is taken in good faith and we accept no responsibility for the accuracy of the information supplied.

No responsibility is accepted for any change in the conditions or circumstances prior after the Fire Risk Assessment has been undertaken.

It is stressed that the assessment should not be regarded as a structural survey for fire safety purposes as such a survey should only be entrusted to a qualified building surveyor. The Fire Risk Assessment did not involve destructive exposure (Unless specifically requested as part of a contractual arrangement), and therefore it is not always possible to survey less readily accessible areas. It is, therefore, necessary to rely on a degree of sampling and also reasonable assumptions and judgements.

All services or penetrations traversing fire resisting compartments are not confirmed as being sufficiently fire stopped with fire resisting material to the appropriate standard. If fire compartments\fire dampers\voids (ceilings, floors or other voids) are considered inaccessible for safety reasons or any other reason and cannot be physically accessed or are outside the visual range of the assessor, technical comment on these areas cannot be provided.

This fire risk assessment will not necessarily identify all minor fire-stopping issues that might exist within the building and should be considered to be a sample of fire compartmentation. Unless a full fire compartmentation survey is contractually included within the scope of the assessment. If there are reasons to suspect the fire resistance within the Premises has not been sufficiently maintained the responsibility to provide this technical information rests with the Responsible Person\duty holder.

This fire risk assessment will not necessarily identify all minor fire door issues that might exist within the building and should be considered a sample of fire doors. Unless a full fire door survey is contractually included within the scope of the assessment.

A full investigation of the design of heating, ventilation and air conditioning (HVAC) systems is outside the scope of this fire risk assessment.

Although reference in the report may be made to relevant British Standards, Codes of Practice and Guides the assessment will not, nor is it intended to, ensure compliance with any of the documents referred to in the assessment. However, deviations from generally accepted codes, standards and universally recognised good fire safety practice will be identified in the assessment.

Where an emergency escape lighting system is present, comments are based upon a visual assessment of the system coverage and condition, but no illuminance tests or verification of the installation to the relevant British Standards were carried out.

Where a fire alarm system is present, comments are based upon a visual assessment, but no audibility tests or verification of full compliance with the relevant British Standards were carried out.

Where manual firefighting equipment is present, comments are based upon a visual assessment, but no verification of full compliance with the relevant British Standards or codes of practice were carried out.

It is the expectation that any reference to the testing and maintenance of passive or active fire protection systems within the premises are undertaken to the relevant current British Standards, Codes of Practice and Guides it is the responsible person's duty to ensure this is undertaken.

There will be a brief review of procedures at the time of this fire risk assessment. An in-depth review of documentation is outside the scope of this fire risk assessment, unless otherwise stated in the contract.

The report will highlight the Significant Findings (Split into Recommendations and Action(s)) that the Fire Risk Assessor found at the time of the assessment.

It is the responsibility of the Responsible Person to ensure that any deficiencies found during the assessment and subsequently reported to the Responsible Person, by the report or other means, are their responsibility to rectify to a satisfactory standard to meet the requirements of the Regulatory Reform (Fire Safety) Order 2005.

It is wholly the responsibility of the Responsible Person and/or their agent to implement and maintain the Fire Precautions at the Premises to a satisfactory standard and condition to comply with the requirements of the Regulatory Reform (Fire Safety) Order 2005.

Failure to address and/or rectify any deficiencies mentioned in the report may result in serious harm, injury and or death to any relative person, employee, visitor, you or any other person in, on, within or without the perimeter of the Premises.

Failure to address any of the deficiencies highlighted in the report may be considered to be a breach of the Regulatory Reform (Fire Safety) Order 2005 and may result in prosecution by the enforcing authority.

Responsibility for the ongoing management of the Premises and even, if necessary, the decision to allow the Premises to be used for their present purpose, and in the current condition remains with the Responsible Person.

Responsibility for management procedures regarding, evacuation management, and maintenance of firefighting equipment, Fire alarms systems, emergency escape lighting, and any other emergency-related provisions remains a duty of the responsible person, not the fire risk

assessor as this is not within their control.

Any faults or deficiencies in any emergency emergency-related staffing levels and/or staff training are the responsibility of the Responsible Person and/or the duty holder.

Portable or moveable items and items brought into the Premises are the responsibility of the Responsible Person and/or the duty holder.

It is recommended that the Assessment is reviewed annually or when there is a significant change, material alteration, change in the use of the Premises, a change in working practices, or following any incident, including fire, which may affect the Fire Precautions of the Premises.

The circumstances of the Premises may change over time and with use and/or occupancy, therefore, failure to review the fire risk assessment by the date indicated may mean that the fire risk assessment is no longer valid.

This Fire Risk Assessment is not a Health and Safety Report. A Health and Safety review should be conducted to ensure compliance with the Health and Safety at Work Act 1974.

Compliance with all other legislation is the responsibility of the Responsible Person. We accept no responsibility for loss, damage or other liability arising from a fire, loss and/or injury due to the failure to observe the safety, observance and practises identified in the Assessment

The Responsible Person will always remain responsible for the outcome of the Fire Risk Assessment and/or its review. This includes the accuracy of details contained within this report.

By signing for, by payment for services or acknowledgement of receipt of the report you accept full responsibility and accountability for implementing the findings of the report.

BAFE Certificate (QA Use Only)



Life Safety Fire Risk Assessment Certificate of Conformity

This certificate is issued by the organization named in Part 1 of the schedule in respect of the fire risk assessment provided for the person(s) or organization named in Part 2 of the schedule at the premises and / or part of the premises identified in Part 3 of the schedule

Schedule

Part 1a - Name and Address of Certified Organisation	Pennington Choices Limited
Part 1b - BAFE Registration Number of Issuing Certified Organisation	102119
Part 1c - SSAIB 3rd Party Certificate Number	CHES077
Part 2 - Name of Client	Futures Housing Group
Part 3a - Address of premises for which the Fire Risk Assessment was carried out	Mountbatten House (Touch Down office): NN11 4TF
Part 3b - Part or parts of the premises to which the Fire Risk Assessment applies	Office with desks, toilet facility, tea preparation area, escape routes internal and external.
Part 4 - Brief description of the scope and purpose of the Fire Risk Assessment	Life Safety (as agreed spec)
Part 4b - Limitations of FRA	See Limitations Statement
Part 5 - Effective Date of the Fire Risk Assessment	23 Jan 2024
Part 6 - Recommended Date for Reassessment of the premises	23 Jan 2025
Part 7 - Unique Reference Number of this Certificate (Job Number)	171933

Signed for on behalf of the Issuing Certified Organisation

James Hutton



Dated:

23 Jan 2024

SSAIB, 7-9 Earsdon Road, West Monkseaton, Whitley Bay, Tyne & Wear. NE25 9SX

BAFE, The Fire Service College, London Road, Moreton-in-Marsh, Gloucestershire, GL56 0RH
01608 653 350 | info@bafep.org.uk | www.bafep.org.uk

Media summary



Photo 1



Photo 2



Photo 3

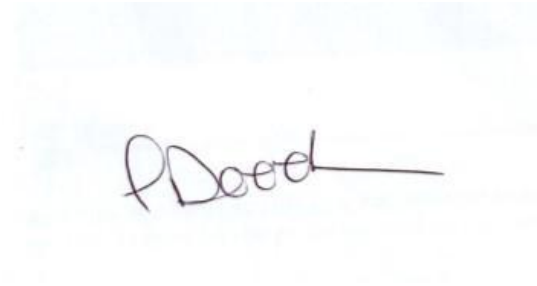


Photo 4



Photo 5



Photo 6



Photo 7



Photo 8



Photo 9



Photo 10



Photo 11



Photo 12

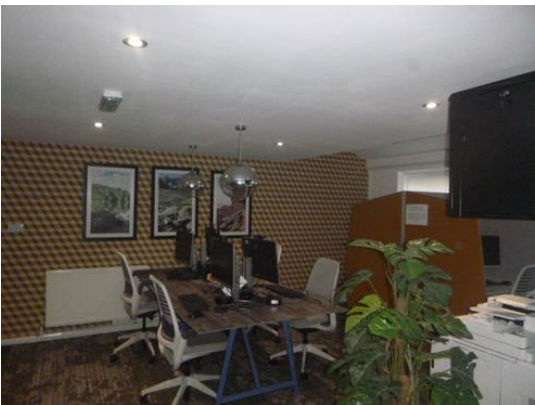


Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36



Photo 37



Photo 38