

# FIRE RISK ASSESSMENT

PROPERTY ASSESSED:

Flats 1-6 The Sandholes  
Northampton  
Northampton

NG6 8UL



**UPRN:** FB265

**Inspection Date:** 08/08/2022

**Validation Date:** 19/08/2022

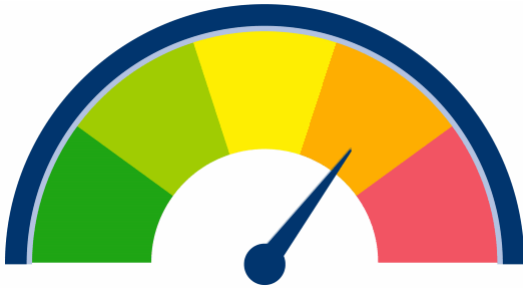
**Valid to:** 19/08/2023

**FRA completed by:** Pennington Choices

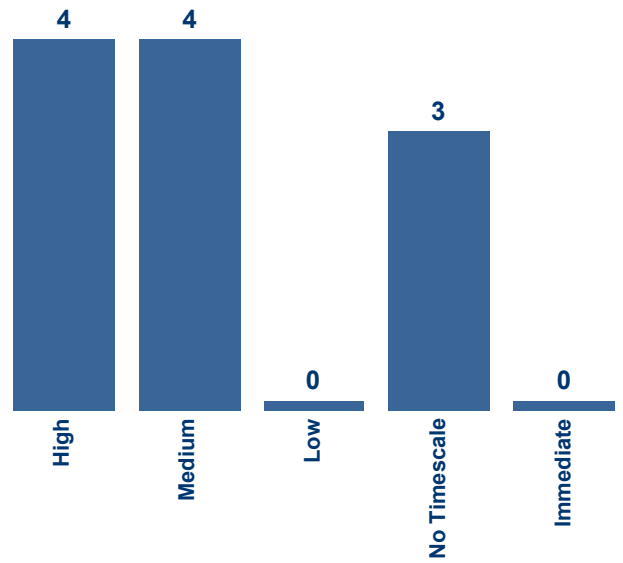
**FRA Completed For:** Futures



**FRA Risk Rating: Substantial**



**FRA Action Count by Priority**



### FRA Action by Type

**Recommendations: 3**

**Actions: 8**

**Premises Risk Rating: Substantial**


**Reassessment Priority: High - 1 Year**

**Recommended evacuation strategy for this building is: Simultaneous Evacuation**

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

## FRA - Summary

Responsible Person	CEO Futures
Property Designation	General needs
Management Extent	
No of Floors	2
No of Flats (if applicable)	4
Ground floor Area (m2)	120
Total Area of all floors (m2)	240

FRA Completed By:	Gary Broadhurst
FRA Type:	Type 1
QA Validation Date:	19/08/2022
QA Carried Out By:	Will Ward
Validator's Signature:	

High

4

Ref.	Category	Priority	Complete By
P1	Means Of Giving Warning In Case Of Fire	High	18/Sep/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
<p>The common areas are provided with hard wired interlinked domestic smoke detectors which were tested on site and worked by interlinking with each other however they are not considered suitable for this type of building The property does not support an initial stay put policy as the compartmentation cannot be guaranteed.</p>		<p>The converted property requires provision of a mixed fire alarm system with a Grade A LD2 coverage in the common areas including the cellar and extending into each flat with a heat detector in the hallway.</p>	

Ref.	Category	Priority	Complete By
P7	Means Of Giving Warning In Case Of Fire	High	18/Sep/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
<p>No flats were accessed to identify if they are provided with suitable detection. See P1</p>		<p>A category LD3 system should be considered the minimum in all circumstances". However, BS 5839-6:2019 states that "heat detectors should be installed in every kitchen. A smoke detector should be installed in the principal habitable room. Where more than one room might be used as the principal habitable room, a smoke detector should be installed in each of these rooms". It is recommended that each flat is checked to confirm that BS5839-6:2019 Grade D, LD2 detection is fitted.</p>	

Ref.	Category	Priority	Complete By
Q1	Measures To Limit Fire Spread And Development	High	18/Sep/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
<p>The cellar is open plan and has open voids that could lead to areas within or beneath the flats</p>		<p>The building should be surveyed by a qualified surveyor to establish the levels of compartmentation and to see what measures are required to ensure the compartmentation is safe</p>	

High

4

Image: Q11



Ref.	Category	Priority	Complete By
Q4	Measures To Limit Fire Spread And Development	High	18/Sep/2022
Finding/Observation		Action/Recommendation	
No access to the roof space is provided in the common areas.		Management to confirm that appropriate separation is maintained in the roof spaces. See Q1	

Medium

4


Ref.	Category	Priority	Complete By
H1	Hazards Introduced By Contractors	Medium	17/Nov/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
No policy available to determine if satisfactory control over works are carried out in the building for in-house contractors and outside contractors (e.g. hot work permits).		Signage should be provided at the main entrance indicating safe practices to be carried out by all visiting contractors. A documented procedure is recommended for ensuring all contractors are controlled on site and only operate within approved industry standards. This should include a permit to work and a hot work permit procedure where appropriate. All contractors should be advised of the emergency procedures and hazardous areas.	

Ref.	Category	Priority	Complete By
O1	Fire Safety Signs & Notices	Medium	17/Nov/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
Fire action notices, fire door keep shut and running man exit signs are displayed at the main entrance and in the common areas.		Display no smoking sign at the main entrance and review the fire action notices as they currently detail procedures for stay put policy	

Ref.	Category	Priority	Complete By
Q6	Measures To Limit Fire Spread And Development	Medium	17/Nov/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
No evidence is kept for inspection on site.		Management should confirm that where and if required fire dampers are provided as required.	

Medium

4

Ref.	Category	Priority	Complete By
V1	Testing And Maintenance	Medium	17/Nov/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
<p>See principle answer All fire safety provisions must be tested in accordance with the relevant standards and guides</p>		<p>The fireman's switch must be tested and maintained in accordance with BS 7671 The green emergency exit release buttons must be tested and recorded in accordance with BS7273-4:2015</p>	
<p><b>Image: V11</b></p> 			

## No Timescale

3

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

Ref.	Category	Priority	Complete By
T6	Procedures And Arrangements	No Timescale	
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
Unable to confirm at the time of the assessment.		Person Centered Fire Risk Assessments should be carried out on all tenants in general needs property, when required, and should be reviewed on an annual basis.	

Ref.	Category	Priority	Complete By
Y1	Engagement With Residents	No Timescale	
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
It is important to ensure residents are kept informed especially if changes are made to the evacuation strategy		Safety information should be regularly updated to residents using different formats including letters, social media and posters etc	

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

## General Information

UPRN	FB265
Address	Flats 1-6 The Sandholes Northampton Northampton
Postcode	NG6 8UL
Fire Risk Assessor	Gary Broadhurst
Date of Inspection	08/08/2022
Checked by	Will Ward
Reassessment Date	08/08/2023

## General Information

Property Designation	General needs
Property Type	Converted flats
No of Floors	2
No of Flats (if applicable)	4
Ground floor area (m2)	120
Total area of all floors	240



Building Description

1-6 The Sandholes. The converted 2 storey block of flats was constructed about 1930, is detached and stands back from the road in a Cul-De-Sac with parking areas at the front of the property

The building is very close to the block of flats adjacent, has 2 floors and a basement cellar, and was formerly a public house, which his traditionally constructed of brick with a pitched and tiled roof

The property has one exit door which is the main entrance door, and all flats have recently been provided with new FDS30S certificated fire doors, and the cellar door is compliant with FD60S .

The front wall is provided with a fireman’s switch to override the entrance door which is provided with overhead self-closing device, push button to exit, and secure electronic fob access

The windows on the stairs can be opened to provide fresh air and ventilation

Waste bins are stored outside the property in a dedicated fenced off area

The open plan single stairs and landings provide access to the 3 upper floor apartments and the ground floor accommodates one flat

The escape routes including the stairs were clear of obstruction and in good condition

The property is provided with a common area fire alarm system which appears compliant with BS 5839 part 6 and covers all areas including the cellar, however a converted property of this type and design should be provided with a mixed fire alarm system with a Grade A LD2 coverage in the common areas including the cellar and extending into each flat with a heat detector in the hallway

A category LD3 system should be considered the minimum in all circumstances”.

However, BS 5839-6:2019 states that “heat detectors should be installed in every kitchen. A smoke detector should be installed in the principal habitable room .

Where more than one room might be used as the principal habitable room, a smoke detector should be installed in each of these rooms”. It is recommended that each flat is checked to confirm that BS5839-6:2019 Grade D, LD2 detection is fitted.

There is no provision of firefighting equipment, and signage included, general fire action notice, no smoking, Fire door keep shut and exit/running man signs

Signage requires reviewing as there is conflicting information on the fire action notices where information explains stay put is safe and another sign indicates get out and stay out

Initial stay put is only considered suitable for premises that support it and the visiting officer explained that the compartmentation couldn’t be guaranteed which was further supported in the cellar where there are large voids

A log book is provided on site however this was out of date

No access was provided into any flats and overall, the property appeared well kept, and clean and tidy, and the electric cupboard was locked shut

Building Construction	Traditional brick with pitched and tiled roof
Extent of common areas	Escape routes including the stairs
Areas of the building to which access was not available	Roof space and flats
If applicable state which flats were sample inspected	None

## 1. The Occupants

Ref.	Question	Policy Principles
10	Management Extent	
<b>Answer</b>		<b>Finding/Observation</b>
Partially Managed Building - Manager or Senior Staff not onsite regularly		
Ref.	Question	Policy Principles
11	Details of any onsite management (hours onsite etc.)	
<b>Answer</b>		<b>Finding/Observation</b>
Unknown.		
Ref.	Question	Policy Principles
12	Person managing fire safety in premises	
<b>Answer</b>		<b>Finding/Observation</b>
Shared responsibilities between Future and residents		
Ref.	Question	Policy Principles
13	Person consulted during the fire risk assessment	
<b>Answer</b>		<b>Finding/Observation</b>
Ben Wood		
Ref.	Question	Policy Principles
14	Number of occupants (maximum estimated)	
<b>Answer</b>		<b>Finding/Observation</b>
12		
Ref.	Question	Policy Principles
15	Approximate maximum number of employees at any one time	
<b>Answer</b>		<b>Finding/Observation</b>
1		
Ref.	Question	Policy Principles
16	Number of members of the public (maximum estimated)	
<b>Answer</b>		<b>Finding/Observation</b>
4		

Ref.	Question	Policy Principles
17	Identify any people who are especially at risk: <ul style="list-style-type: none"><li>- sleeping occupants</li><li>- disabled occupants</li><li>- occupants in remote areas and lone workers</li><li>- young persons</li><li>- others</li></ul>	
Answer	Finding/Observation	
This is a "general needs" block of flats that will have sleeping occupants. It is conceivable that there may be young persons, the elderly and children within the flats as part of families who reside there. There may also be occupants with varying degrees of physical/mental impairment. In addition, lone workers may be present within common parts of the premises.		

## 2. Fire Safety Legislation

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

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

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

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

Ref.	Question	Policy Principles
25	Guidance used as applicable to premises and occupation	
<b>Answer</b>		<b>Finding/Observation</b>
LACORS		

Ref.	Question	Policy Principles
26	Is there an alteration or enforcement notice in force?	
<b>Answer</b>		<b>Finding/Observation</b>
No		

Ref.	Question	Policy Principles
27	Fire loss experience (since last FRA)	
<b>Answer</b>		<b>Finding/Observation</b>
No		

## A. Electrical Ignition Sources

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

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

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

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



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


## B. Smoking Policies

Ref.	Question	Policy Principles
B1	Are there suitable arrangements to prevent fire as a result from smoking?	No smoking policy in all communal areas- signage displayed.
<b>Answer</b>		<b>Finding/Observation</b>
Yes		No smoking signage is not displayed inside the property although there were no signs of smoking inside the property at the time of the assessment. See O1

Ref.	Question	Policy Principles
B2	Is the policy being adhered to and are "No smoking" signs provided in the common areas?	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		See B1

## C. Arson

Ref.	Question	Policy Principles
C1	Are premises secure against arson by outsiders? (Please state how)	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		The front door was locked shut and is accessed by electronic key pad with push to release button
<b>Images</b>		
Image: C11	Image: C12	
		

Ref.	Question	Policy Principles
C2	Are bins secured or fire loading stored in a suitable location? (Please state bin type, location, if and how it is secured)	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		Waste and recycling are stored outside in a dedicated bin area
<b>Images</b>		
Image: C21		
		

## D. Portable Heaters And Heating Installations

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

## E. Cooking

Ref.	Question	Policy Principles
E1	Are reasonable measures in place to prevent fires as a result of cooking, including replacing filter(where necessary)?	
<b>Answer</b>		<b>Finding/Observation</b>
N/A		

## F. Lightning

Ref.	Question	Policy Principles
F1	Does the building have a lightning protection system?	No lightning protection policy in place
<b>Answer</b>		<b>Finding/Observation</b>
No		No lightning protection system was identified during the assessment.



## G. House-Keeping

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

Ref.	Question	Policy Principles
G2	Are the escape routes kept clear of items combustible materials or waste and free of any trip hazards?	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		The internal escape routes including the stairs were free from items

Images		
Image: G21		
		

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

## H. Hazards Introduced By Contractors

Ref.	Question	Policy Principles
H1	Is there satisfactory control over works carried out in the building by contractors (e.g. hot work permits)?	
<b>Answer</b>		<b>Finding/Observation</b>
Unknown		No policy available to determine if satisfactory control over works are carried out in the building for in-house contractors and outside contractors (e.g. hot work permits).
<b>Action/Recommendation</b>		<b>Priority</b>
Signage should be provided at the main entrance indicating safe practices to be carried out by all visiting contractors. A documented procedure is recommended for ensuring all contractors are controlled on site and only operate within approved industry standards. This should include a permit to work and a hot work permit procedure where appropriate. All contractors should be advised of the emergency procedures and hazardous areas.		Medium
		<b>Due Date</b>
		17/Nov/2022

## I. Dangerous Substances

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

## J. Other Significant Hazards

Ref.	Question	Policy Principles
J1	Are all issues deemed satisfactory? [1]	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		
Ref.	Question	Policy Principles
J2	Are all issues deemed satisfactory?	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		

## K. Means Of Escape

Ref.	Question	Policy Principles
K1	Is the escape route design deemed satisfactory? (Consider current design codes)	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		A single open plan stairs is provided and an exit door is located at the base of the stairs

Ref.	Question	Policy Principles
K2	Is the fire-resisting construction (including any glazing) protecting escape routes and staircases of a suitable standard and maintained in sound condition?	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		The fire doors protecting the stairs appeared compliant with FD30S and the visiting officer confirmed that all flat entrance doors were certificated as required

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

Ref.	Question	Policy Principles
K4	Are doors on escape routes easily opened? (and are sliding or revolving doors avoided?)	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		The main entrance door is provided with push to release device which was working as it should during the site visit

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

Ref.	Question	Policy Principles
K6	Are travels distances satisfactory? (consider single direction and more than one direction, property risk profile and occupancy characteristics)	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		Travel distances are short from the upper floor to the final exit doors

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

Ref.	Question	Policy Principles
K8	Are escape routes separated where appropriate?	
<b>Answer</b>		<b>Finding/Observation</b>
N/A		

Ref.	Question	Policy Principles
K9	Are corridors sub-divided where appropriate?	
<b>Answer</b>		<b>Finding/Observation</b>
N/A		

Ref.	Question	Policy Principles
K10	Do escape routes lead to a place of safety?	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		The flats lead to the stairs, landings and the final exit doors

Ref.	Question	Policy Principles
K11	Are the stairs and/or lobbies provided with adequate ventilation? (If considered satisfactory, please state provision)	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		The stairs windows are openable to allow ventilation


**Images**

Image: K111




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


## L. Flat Entrance Doors

Ref.	Question	Policy Principles
L1	Are the sample inspection flat entrance door or doors in good condition and appropriately fire rated?	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		The flat entrance doors were installed and certificated by a third party accredited contractor as reported on site
<b>Images</b>		
<p><b>Image: L11</b></p> 		

## M. Common Area Fire Doors

Ref.	Question	Policy Principles
M1	Are all common area fire door and frames in good condition and appropriately fire rated?	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		The only common area fire doors are main entrance and cellar door which are both in good condition and the cellar door is compliant with FD60S
<b>Images</b>		
<p><b>Image: M11</b></p> 		

## N. Emergency Lighting

Ref.	Question	Policy Principles
N1	If emergency lighting is provided, is the coverage sufficient and in good repair? (Internal and external)	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		The escape lights cover the escape route which were identified by green LED lights.
<b>Images</b>		
<p>Image: N11</p> 		

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

## O. Fire Safety Signs & Notices

Ref.	Question	Policy Principles
O1	Is there adequate provision of visible fire safety signs and notices? (Consider directional, exits, stairs, fire action notices, Fire door keep shut, fire equipment and 'do not use lift' signage)	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		Fire action notices, fire door keep shut and running man exit signs are displayed at the main entrance and in the common areas.
<b>Action/Recommendation</b>		<b>Priority</b>
Display no smoking sign at the main entrance and review the fire action notices as they currently detail procedures for stay put policy		Medium
		<b>Due Date</b>
		17/Nov/2022

Ref.	Question	Policy Principles
O2	Wayfinding Signage (buildings over 11 metres in height). Are there clear markings for flat and floor recognition provided?	
<b>Answer</b>		<b>Finding/Observation</b>
N/A		

## P. Means Of Giving Warning In Case Of Fire

Ref.	Question	Policy Principles
P1	Is a reasonable fire detection and fire alarm system provided in the common areas, where necessary?	
<b>Answer</b>		<b>Finding/Observation</b>
No		The common areas are provided with hard wired interlinked domestic smoke detectors which were tested on site and worked by interlinking with each other however they are not considered suitable for this type of building The property does not support an initial stay put policy as the compartmentation cannot be guaranteed.
<b>Action/Recommendation</b>		<b>Priority</b>
The converted property requires provision of a mixed fire alarm system with a Grade A LD2 coverage in the common areas including the cellar and extending into each flat with a heat detector in the hallway.		High
		<b>Due Date</b>
		18/Sep/2022

Ref.	Question	Policy Principles
P2	If installed, is the common area AFD adequate for the occupancy and fire risk?	
<b>Answer</b>		<b>Finding/Observation</b>
No		See P1

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

Ref.	Question	Policy Principles
P4	If there is a communal fire detection and fire alarm system, does it extend into the dwellings?	
<b>Answer</b>		<b>Finding/Observation</b>
No		

Ref.	Question	Policy Principles
P5	Where appropriate, has a fire alarm zone plan been provided?	
<b>Answer</b>		<b>Finding/Observation</b>
N/A		


Ref.	Question	Policy Principles
P6	Where appropriate, are there adequate arrangements for silencing and resetting an alarm condition?	
<b>Answer</b>		<b>Finding/Observation</b>
N/A		The domestic detectors fitted reset themselves

Ref.	Question	Policy Principles	
P7	If applicable, is a separate domestic hard-wired smoke/heat alarm within the flats installed to a suitable standard?		
Answer		Finding/Observation	
Unknown		No flats were accessed to identify if they are provided with suitable detection. See P1	
Action/Recommendation		Priority	Due Date
A category LD3 system should be considered the minimum in all circumstances". However, BS 5839-6:2019 states that "heat detectors should be installed in every kitchen. A smoke detector should be installed in the principal habitable room. Where more than one room might be used as the principal habitable room, a smoke detector should be installed in each of these rooms". It is recommended that each flat is checked to confirm that BS5839-6:2019 Grade D, LD2 detection is fitted.		High	18/Sep/2022

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



## Q. Measures To Limit Fire Spread And Development

Ref.	Question	Policy Principles		
Q1	Is there adequate levels of compartmentation between floors and between flats and the common escape routes?			
<b>Answer</b>		<b>Finding/Observation</b>		
Unknown		The cellar is open plan and has open voids that could lead to areas within or beneath the flats		
<b>Action/Recommendation</b>		<b>Priority</b>	<b>Due Date</b>	
The building should be surveyed by a qualified surveyor to establish the levels of compartmentation and to see what measures are required to ensure the compartmentation is safe		High	18/Sep/2022	
<b>Images</b>				
Image: Q11				
				

Ref.	Question	Policy Principles		
Q2	Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)			
<b>Answer</b>		<b>Finding/Observation</b>		
Unknown		See Q1		

Ref.	Question	Policy Principles		
Q3	Is there adequately fire protected service risers and/or ducts in common areas, that will restrict the spread of fire and smoke?			
<b>Answer</b>		<b>Finding/Observation</b>		
N/A				

Ref.	Question	Policy Principles		
Q4	Is compartmentation maintained in the roof space?			
<b>Answer</b>		<b>Finding/Observation</b>		
Unknown		No access to the roof space is provided in the common areas.		
<b>Action/Recommendation</b>		<b>Priority</b>	<b>Due Date</b>	
Management to confirm that appropriate separation is maintained in the roof spaces. See Q1		High	18/Sep/2022	

Ref.	Question	Policy Principles
Q5	Are electrics, including embedded meters, enclosed in fire rated construction?	
<b>Answer</b>		<b>Finding/Observation</b>
N/A		The meter boxes are outside

Ref.	Question	Policy Principles	
Q6	As far as can reasonably be ascertained, are fire dampers provided as necessary to protect critical means of escape against passage of fire, smoke and products of combustion in the early stages of a fire?		
<b>Answer</b>		<b>Finding/Observation</b>	
Unknown		No evidence is kept for inspection on site.	
<b>Action/Recommendation</b>		<b>Priority</b>	<b>Due Date</b>
Management should confirm that where and if required fire dampers are provided as required.		Medium	17/Nov/2022

Ref.	Question	Policy Principles
Q7	Is there reasonable limitation of linings to escape routes that might promote fire spread?	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		The surface finishing's appear to comply with class "0" materials.

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

Ref.	Question	Policy Principles
Q9	Does the premises have any external balconies, cladding or materials which may promote external fire spread?	
<b>Answer</b>		<b>Finding/Observation</b>
No		

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

Ref.	Question	Policy Principles
Q11	Does the External wall note include any mitigating circumstances that may have been taken to reduce the risk?	
<b>Answer</b>		<b>Finding/Observation</b>
N/A		

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

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

## R. Fire Extinguishing Appliances

Ref.	Question	Policy Principles
R1	if required, is there reasonable provision of accessible portable fire extinguishers?	
<b>Answer</b>		<b>Finding/Observation</b>
N/A		Not applicable for this premises.

## S. Relevant Automatic Fire Extinguishing Systems

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

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

Ref.	Question	Policy Principles
S3	If any other relevant systems / equipment is installed, state type of system and comment as necessary	
<b>Answer</b>		<b>Finding/Observation</b>
No		

## T. Procedures And Arrangements

Ref.	Question	Policy Principles
T1	Recommended evacuation strategy for this building is	
<b>Answer</b>		<b>Finding/Observation</b>
Simultaneous Evacuation		See P1

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

Ref.	Question	Policy Principles
T3	Are there appropriate documented fire safety arrangements and procedures in place in the event of fire?	
<b>Answer</b>		<b>Finding/Observation</b>
No		The information displayed on fire action notices provides false information as the building does not support an initial stay put. see O1

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

Ref.	Question	Policy Principles
T5	Are there suitable fire assembly points away from any risk?	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		The fire assembly point is outside in the street

Ref.	Question	Policy Principles
T6	Are there adequate procedures in place for the evacuation of disabled people who are likely to be present?	
<b>Answer</b>		<b>Finding/Observation</b>
Unknown		Unable to confirm at the time of the assessment.

Ref.	Question	Policy Principles
T7	Are staff nominated and trained on the use of fire extinguishing appliances?	
<b>Answer</b>		<b>Finding/Observation</b>
N/A		No staff present.


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

## U. Training

Ref.	Question	Policy Principles
U1	Do staff receive adequate induction and annual refresher fire safety training? (To include fire risks in the premises, fire safety measures in the building, action in the event of fire and on hearing alarm, location and use of fire extinguishers, calling the fire service)	All touchdown points (small offices) staff receive Inductions and annual refreshers on fire safety fire safety. But at all the schemes no permanent staff are present.
<b>Answer</b>		<b>Finding/Observation</b>
N/A		As per T7.

Ref.	Question	Policy Principles
U2	Are employees nominated to assist in the event of fire given additional training?	
<b>Answer</b>		<b>Finding/Observation</b>
N/A		As per T7.

## V. Testing And Maintenance

Ref.	Question	Policy Principles
V1	Are all fire safety provisions for the building (AFD, Emergency Lighting, sprinklers etc.) routinely tested and maintained?	Alarms- FHG Greenscapes, MITIE E/L- FHG Greenscapes, MITIE, Assets Surveyor Extinguishers- MITIE Fire Doors- FHG Greenscapes, Assets Surveyor Final Exits/ Escape Routes- Greenscapes/ Neighbourhoods
<b>Answer</b>		<b>Finding/Observation</b>
Yes		See principle answer All fire safety provisions must be tested in accordance with the relevant standards and guides
<b>Action/Recommendation</b>		<b>Priority</b>
The fireman's switch must be tested and maintained in accordance with BS 7671 The green emergency exit release buttons must be tested and recorded in accordance with BS7273-4:2015		Medium
		<b>Due Date</b>
		17/Nov/2022
<b>Images</b>		
<p>Image: V11</p> 		

## W. Records

Ref.	Question	Policy Principles
W1	Is all routine testing and staff training including fire drills suitably recorded and available for inspection?	
<b>Answer</b>		<b>Finding/Observation</b>
N/A		As per T7.

## X. Premises Information Box

Ref.	Question	Policy Principles
X1	Is a Premises Information Box located at the premises accessible to the Fire and Rescue Service, secure from unauthorised access and kept up to date?	Log book is kept on SharePoint with proposed specific QR code access.
<b>Answer</b>		<b>Finding/Observation</b>
N/A		None present and not required.

## Y. Engagement With Residents

Ref.	Question	Policy Principles
Y1	Has all Fire Safety information & procedures been disseminated to the residents?	
<b>Answer</b>		<b>Finding/Observation</b>
No		It is important to ensure residents are kept informed especially if changes are made to the evacuation strategy

## Z. Any Other Information

Ref.	Question	Policy Principles
Z1	Are all issues deemed satisfactory? [1]	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		
Ref.	Question	Policy Principles
Z2	Are all issues deemed satisfactory?	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		



## ZAAR. Assessment Risk Ratings

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

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

Ref.	Question	Policy Principles
ZAAR3	<p>Premises Risk Rating</p> <p>Trivial: No action is required and no detailed records need be kept</p> <p>Tolerable: No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.</p> <p>Moderate: It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.</p> <p>Substantial: Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.</p> <p>Intolerable: Building (or relevant area) should not be occupied until the risk is reduced</p>	
<b>Answer</b>		<b>Finding/Observation</b>
Substantial		The compartmentation urgently requires inspecting by a qualified surveyor as detailed in this report, as there are several voids in the cellar that could potentially lead into apartments or areas beneath apartments allowing rapid undetected fire growth and spread
Ref.	Question	Policy Principles
ZAAR4	On satisfactory completion of all remedial works the risk rating of this building may be reduced to:	
<b>Answer</b>		<b>Finding/Observation</b>
Moderate		

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

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

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

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:	<b>Extreme Harm</b>
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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.

Accordingly, it is considered that the risk to life from fire at these premises is:	<b>Substantial</b>
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A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk-based control plan is based on one advocated by BS 8800 for general health and safety risks:

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

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



## Life Safety Fire Risk Assessment Certificate of Conformity

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

### Schedule:

Part 1a	Name & Address of Certified Organisation:
	Pennington Choices, Broofield House, Grimsditch Lane, WA4 4EA
Part 1b	BAFE registration number of issuing Certified Organization:
	102119
Part 1c	SSAIB 3rd Party Certificate Number:
	CHES077
Part 2	Name of Client:
	CEO Futures
Part 3a	Address of premises for which the fire risk assessment was carried out:
	Flats 1-6 The Sandholes Northampton Northampton NG6 8UL
Part 3b	Part or parts of the premises to which the fire risk assessment applies:
	Common Parts only (not dwellings, where applicable)
Part 4	Brief description of the scope and purpose of the fire risk assessment:
	Life Safety (as per agreed Specification)
Part 5	Effective date of the fire risk assessment:
	08/08/2022
Part 6	Recommended date for reassessment of the premises:
	08/08/2023
Part 7	Unique reference number of this certificate:
	109748

Signed for and on behalf of the issuing Certificated Organization:

James Hutton

Dated: 8/19/2022

## Appendix 1. Action Details

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
F1	LIGHTNING	No Timescale	No lightning protection system was identified during the assessment.	Recommend management undertake a risk assessment of the building to determine if lightning protection is required			
H1	HAZARDS INTRODUCED BY CONTRACTORS	Medium	No policy available to determine if satisfactory control over works are carried out in the building for in-house contractors and outside contractors (e.g. hot work permits).	Signage should be provided at the main entrance indicating safe practices to be carried out by all visiting contractors. A documented procedure is recommended for ensuring all contractors are controlled on site and only operate within approved industry standards. This should include a permit to work and a hot work permit procedure where appropriate. All contractors should be advised of the emergency procedures and hazardous areas.		17/11/2022	
O1	FIRE SAFETY SIGNS & NOTICES	Medium	Fire action notices, fire door keep shut and running man exit signs are displayed at the main entrance and in the common areas.	Display no smoking sign at the main entrance and review the fire action notices as they currently detail procedures for stay put policy		17/11/2022	
P1	MEANS OF GIVING WARNING IN CASE OF FIRE	High	The common areas are provided with hard wired interlinked domestic smoke detectors which were tested on site and worked by interlinking with each other however they are not considered suitable for this type of building The property does not support an initial stay put policy as the compartmentation cannot be guaranteed.	The converted property requires provision of a mixed fire alarm system with a Grade A LD2 coverage in the common areas including the cellar and extending into each flat with a heat detector in the hallway.		18/09/2022	
P7	MEANS OF GIVING WARNING IN CASE OF FIRE	High	No flats were accessed to identify if they are provided with suitable detection. See P1	A category LD3 system should be considered the minimum in all circumstances". However, BS 5839-6:2019 states that "heat detectors should be installed in every kitchen. A smoke detector should be installed in the principal habitable room. Where more than one room might be used as the principal habitable room, a smoke detector should be installed in each of these rooms". It is recommended that each flat is checked to confirm that BS5839-6:2019 Grade D, LD2 detection is fitted.		18/09/2022	

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
Q1	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	High	The cellar is open plan and has open voids that could lead to areas within or beneath the flats	The building should be surveyed by a qualified surveyor to establish the levels of compartmentation and to see what measures are required to ensure the compartmentation is safe		18/09/2022	Q11
Q4	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	High	No access to the roof space is provided in the common areas.	Management to confirm that appropriate separation is maintained in the roof spaces. See Q1		18/09/2022	
Q6	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	Medium	No evidence is kept for inspection on site.	Management should confirm that where and if required fire dampers are provided as required.		17/11/2022	
T6	PROCEDURES AND ARRANGEMENTS	No Timescale	Unable to confirm at the time of the assessment.	Person Centered Fire Risk Assessments should be carried out on all tenants in general needs property, when required, and should be reviewed on an annual basis.			
V1	TESTING AND MAINTENANCE	Medium	See principle answer All fire safety provisions must be tested in accordance with the relevant standards and guides	The fireman's switch must be tested and maintained in accordance with BS 7671 The green emergency exit release buttons must be tested and recorded in accordance with BS7273-4:2015		17/11/2022	V11
Y1	ENGAGEMENT WITH RESIDENTS	No Timescale	It is important to ensure residents are kept informed especially if changes are made to the evacuation strategy	Safety information should be regularly updated to residents using different formats including letters, social media and posters etc			