

# FIRE RISK ASSESSMENT

PROPERTY ASSESSED:

Admirals Way, Daventry  
Daventry  
Daventry

NN11 4LE



**UPRN:** 1230000

**Inspection Date:** 29/08/2022

**Validation Date:** 27/09/2022

**Valid to:** 27/09/2023

**FRA completed by:** Pennington Choices

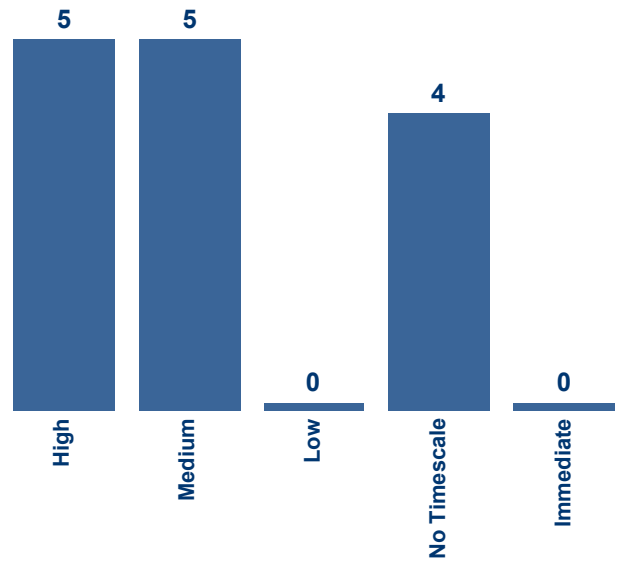
**FRA Completed For:** Futures



**FRA Risk Rating: Substantial**



**FRA Action Count by Priority**



### FRA Action by Type

**Recommendations: 4**

**Actions: 10**

**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	Partially Managed Building - Manager or Senior Staff not onsite regularly
No of Floors	3
No of Flats (if applicable)	6
Ground floor Area (m2)	90
Total Area of all floors (m2)	180

FRA Completed By:	Gary Broadhurst
FRA Type:	Type 1
QA Validation Date:	27/09/2022
QA Carried Out By:	Will Ward
Validator's Signature:	


High

5

Ref.	Category	Priority	Complete By
K2	Means Of Escape	High	27/Oct/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
Apartment windows and air vents overlook the escape route which are not fire rated and would allow rapid fire and smoke spread		The escape routes require urgent inspection by a qualified surveyor, with a recorded plan of action and planned programme of works to rectify all issues in order to make the escape routes safe as soon as possible	
<p><b>Image: K21</b></p> 			

Ref.	Category	Priority	Complete By
L1	Flat Entrance Doors	High	27/Oct/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
The flat entrance doors all appeared in good condition and newly installed however no flats were accessed to establish if the doors are compliant and several types of door are in use		The flat entrance doors should be surveyed to ensure they will provide the required fire separation in support of an initial stay put policy	
<p><b>Image: L11</b></p> 			

# Findings & Actions Summary

Ref.	Category	Priority	Complete By
O1	Fire Safety Signs & Notices	High	27/Oct/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
<p>Signage was generally considered adequate and included, information, no smoking and fire action notices although the fire action notices are incorrect as the property does not support stay put and the notices should detail that persons must fully evacuate in any fire situation</p>		<p>The fire action notices must be removed and replaced with ones that give the correct information about safe evacuation</p>	
<p><b>Image: O11</b></p> 			

Ref.	Category	Priority	Complete By
P1	Means Of Giving Warning In Case Of Fire	High	27/Oct/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
<p>The building is not fitted with a fire detection system in the common areas although the building does not support the evacuation strategy of initial stay put</p>		<p>The common areas should urgently be provided with an interim fire detection and warning system to give early warning that the building needs to be fully evacuated including persons within apartments</p> <p>The system must cover the escape routes with multi sensor detectors and be extended inside the hallway of each apartment with a heat detector</p>	
Empty space for additional findings or actions			

# Findings & Actions Summary

Ref.	Category	Priority	Complete By
Q4	Measures To Limit Fire Spread And Development	High	27/Oct/2022
Finding/Observation		Action/Recommendation	
No access to the roof space is provided		Management to check compartmentation within the roof space over the common area	

Medium


5

Ref.	Category	Priority	Complete By
G2	House-Keeping	Medium	26/Dec/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
The common area escape routes including the landings are being used to store items including a push bike		The bike and any other other items must be removed from the escape routes which must be kept clear at all times	

Ref.	Category	Priority	Complete By
H1	Hazards Introduced By Contractors	Medium	26/Dec/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
Evidence was not available to confirm there is satisfactory control over works carried out in the building by contractors (e.g. hot work permits).		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.	

# Findings & Actions Summary

Ref.	Category	Priority	Complete By
P7	Means Of Giving Warning In Case Of Fire	Medium	26/Dec/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
No flats were accessed to establish what domestic fire detection is provided inside		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.	

Ref.	Category	Priority	Complete By
V1	Testing And Maintenance	Medium	26/Dec/2022
<b>Finding/Observation</b>		<b>Action/Recommendation</b>	
All fire safety provisions require testing in accordance with the relevant guides or standards		The emergency exit push to release buttons must be tested and recorded in accordance with BS7273-4:2015 The fireman's switch must be tested and maintained in accordance with BS 7671	
<p><b>Image: V11</b></p> 			

# Findings & Actions Summary

Ref.	Category	Priority	Complete By
Z1	Any Other Information	Medium	26/Dec/2022
Finding/Observation		Action/Recommendation	
Based on the findings within this risk assessment it is recommended that a review is undertaken by FHG in three months' time to check progress and ensure the suitability and sufficiency of the FRA with regard to remediation of the compartmentation issues and remaining as an initial stay put evacuation procedure or moving to a simultaneous evacuation and the necessary actions to support this transition.		Review the FRA after three months.	



## No Timescale

4

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

Ref.	Category	Priority	Complete By
Q6	Measures To Limit Fire Spread And Development	No Timescale	
<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	

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.	

# Findings & Actions Summary

Ref.	Category	Priority	Complete By
Y1	Engagement With Residents	No Timescale	
Finding/Observation		Action/Recommendation	
Unknown.		Ensure residents are informed of all relevant fire safety matters using different formats including letters, posters, social media etc The residents must be informed of the imminent changes in place and why it is important to keep the escape routes clear, and to ensure all windows and doors are kept shut that overlook the escape routes	

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

## General Information

UPRN	1230000
Address	Admirals Way, Daventry Daventry Daventry
Postcode	NN11 4LE
Fire Risk Assessor	Gary Broadhurst
Date of Inspection	29/08/2022
Checked by	Will Ward
Reassessment Date	29/08/2023

## General Information

Property Designation	General needs
Property Type	Purpose built block of flats
No of Floors	3
No of Flats (if applicable)	6
Ground floor area (m2)	90
Total area of all floors	180
Building Description	<p>50-60 Admirals Way. The purpose-built 3 storey block of flats is set within a large housing estate</p> <p>The property has two exit doors on the ground floor, one is the main entrance door with keypad entry, and overhead self-closing device and push to release buttons are provided on both exit doors</p> <p>A fireman's door override switch is provided on the front wall</p> <p>Three flats are provided on each floor level, and the ground floor and first floors are open plan with single staircase</p> <p>The flats are provided with entrance doors which were all in good working condition based on visual inspection, however no access was provided inside the apartments to establish if the domestic fire alarm system is adequate</p> <p>The fire doors and glazing overlooking the escape routes are not compliant and will not provide the required fire separation. The common area walls are also provided with vents between the flats and escape routes that would appear to allow rapid spread of smoke and heat</p> <p>It is recommended that the flat entrance doors, vents, and glazing are further inspected by a qualified surveyor to establish what work is required to bring the compartmentation and fire separation to the required standards</p>

It is obvious from visual inspection that the property does not support an initial stay put policy which is contravened on the fire action notices which states that the building does support stay put

The compartmentation issues require urgent action, and it is strongly recommended that an interim fire alarm system is provided in the common areas as soon as possible to give early warning, and the evacuation strategy is reverted to simultaneous evacuation and identified on new fire action notices

The residents should be informed of the imminent changes and told to ensure all windows and doors overlooking the escape routes from their flats must be kept closed

The windows on the stairs are fixed cannot be opened however open louvres are provided in the centre of a window to provide fresh air and ventilation

Waste bins are stored outside away from the building in the yard

The escape routes including the landings were generally clear although a bicycles was stored beneath the stairs

The electric cupboard was locked shut and appears in good condition

There is no provision of firefighting equipment, and signage appeared suitable for the property and its users which included, general fire action notices, no smoking signs and fire action notices.

If the compartmentation issues are addressed immediately and remediated with suitable products to ensure there is suitable fire resistance between the flats and the common area, the need to install an interim fire alarm system will be negated as well as the need to amend the signage and evacuation procedure.

Emergency lights are provided which cover all escape routes and are identified by green LED

No access was provided into any flats

Overall, the property requires urgent attention as the escape routes are not deemed safe and the overall risk of fire in the property is high

The risk assessment should be reviewed in 3 months or as soon as the new arrangements and provisions are in place

Building Construction	Traditional construction of brick with pitched and tiled roof
Extent of common areas	Stairs and landings
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 when occupied.		
Ref.	Question	Policy Principles
13	Person consulted during the fire risk assessment	
<b>Answer</b>		<b>Finding/Observation</b>
No one		
Ref.	Question	Policy Principles
14	Number of occupants (maximum estimated)	
<b>Answer</b>		<b>Finding/Observation</b>
18		
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>
6		

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>
Northamptonshire 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>
Northampton Council		

Ref.	Question	Policy Principles
25	Guidance used as applicable to premises and occupation	
<b>Answer</b>		<b>Finding/Observation</b>
Home Office (September 2021) Fire Safety in Purpose Built Blocks		

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 signs displayed and No signs of smoking were seen inside the property at the time of the assessment.
<b>Images</b>		
<p>Image: B11</p> 		

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>
No		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 entrance door was locked and secure with electronic entry device and both exit doors are provided with push to release buttons
<b>Images</b>		
<p><b>Image: C11</b></p> 		

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 the yard away from the building
<b>Images</b>		
<p><b>Image: C21</b></p> 		

## 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		No cooking facilities within the communal areas.

## 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 seen on site.

## 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 common area escape routes including the landings are being used to store items including a push bike	
<b>Action/Recommendation</b>		<b>Priority</b>	<b>Due Date</b>
The bike and any other other items must be removed from the escape routes which must be kept clear at all times		Medium	26/Dec/2022

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		Evidence was not available to confirm there is satisfactory control over works carried out in the building by contractors (e.g. hot work permits).	
<b>Action/Recommendation</b>		<b>Priority</b>	<b>Due Date</b>
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	26/Dec/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>
No		See K2


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>
No		See K2

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>
No		Apartment windows and air vents overlook the escape route which are not fire rated and would allow rapid fire and smoke spread

Action/Recommendation	Priority	Due Date
The escape routes require urgent inspection by a qualified surveyor, with a recorded plan of action and planned programme of works to rectify all issues in order to make the escape routes safe as soon as possible	High	27/Oct/2022

Images
<p><b>Image: K21</b></p> 

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		Two exits are provided on the ground floor

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 and rear exit door are provided with push to release devices which worked as they should
<b>Images</b>		
<p>Image: K41</p> 		

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		

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		Ground to first floor are open plan with single stairs

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		All escape routes lead to stairs and the final exit door.

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 are not provided with opening windows as they are fixed however open louvres are provided in the centre of the window for fresh air.

**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?		
Answer		Finding/Observation	
Yes		The flat entrance doors all appeared in good condition and newly installed however no flats were accessed to establish if the doors are compliant and several types of door are in use	
Action/Recommendation		Priority	Due Date
The flat entrance doors should be surveyed to ensure they will provide the required fire separation in support of an initial stay put policy		High	27/Oct/2022
Images			
Image: L11			
			

## 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?		
Answer		Finding/Observation	
N/A		The only common area doors which are all in good condition are the exit doors.	

## 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 all the escape routes and are identified by green LED
<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		Signage was generally considered adequate and included, information, no smoking and fire action notices although the fire action notices are incorrect as the property does not support stay put and the notices should detail that persons must fully evacuate in any fire situation

Action/Recommendation	Priority	Due Date
The fire action notices must be removed and replaced with ones that give the correct information about safe evacuation	High	27/Oct/2022

**Images**

Image: O11



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 building is not fitted with a fire detection system in the common areas although the building does not support the evacuation strategy of initial stay put
<b>Action/Recommendation</b>		<b>Priority</b>
The common areas should urgently be provided with an interim fire detection and warning system to give early warning that the building needs to be fully evacuated including persons within apartments The system must cover the escape routes with multi sensor detectors and be extended inside the hallway of each apartment with a heat detector		High
		<b>Due Date</b>
		27/Oct/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>
N/A		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>
No		See P1

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>
N/A		

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		

Ref.	Question	Policy Principles	
P7	If applicable, is a separate domestic hard-wired smoke/heat alarm within the flats installed to a suitable standard?		
<b>Answer</b>		<b>Finding/Observation</b>	
Unknown		No flats were accessed to establish what domestic fire detection is provided inside	
<b>Action/Recommendation</b>		<b>Priority</b>	<b>Due Date</b>
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.		Medium	26/Dec/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?		
<b>Answer</b>		<b>Finding/Observation</b>	
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>
No		See K2

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>
N/A		

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>
Unknown		The electric cupboard was locked shut and appears in good condition

### Images

Image: Q31



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	
<b>Action/Recommendation</b>		<b>Priority</b>	<b>Due Date</b>
Management to check compartmentation within the roof space over the common area		High	27/Oct/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 cupboards were within the escape route and locked shut but should be part of the compartmentation report. See K2

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.

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		Walls and surface finishing's appeared to comply with non-flammable 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		Typically fire extinguishers are not provided within this type of property as residents are unlikely to have been appropriately trained.

## 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		If the compartmentation issues are addressed immediately and remediated with suitable products to ensure there is suitable fire resistance between the flats and the common area, the need to install an interim fire alarm system will be negated as well as the need to amend the signage and evacuation procedure. So it could remain as a stay-put policy. However, currently, the building does not support a stay-put policy and needs to move to a temporary simultaneous evacuation which will require the actions detailed in P1 to be completed.
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 officers are aware of all fire safety provisions and requirements for the site, and carry 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		Fire action notices provide information for persons in the escape routes and for persons inside their flats however the information is incorrect. 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 and is clear of the building.
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 on site.


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		No staff on site.

## 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		No staff on site.

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		No staff on site.

## 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		All fire safety provisions require testing in accordance with the relevant guides or standards
<b>Action/Recommendation</b>		<b>Priority</b>
The emergency exit push to release release buttons must be tested and recorded in accordance with BS7273-4:2015 The fireman's switch must be tested and maintained in accordance with BS 7671		Medium
		<b>Due Date</b>
		26/Dec/2022
<b>Images</b>		
<p><b>Image: V11</b></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>
Yes		Records are available to view on line

## 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		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>
Unknown		Unknown.

## Z. Any Other Information

Ref.	Question	Policy Principles
Z1	Are all issues deemed satisfactory? [1]	
<b>Answer</b>		<b>Finding/Observation</b>
Yes		Based on the findings within this risk assessment it is recommended that a review is undertaken by FHG in three months' time to check progress and ensure the suitability and sufficiency of the FRA with regard to remediation of the compartmentation issues and remaining as an initial stay put evacuation procedure or moving to a simultaneous evacuation and the necessary actions to support this transition.
<b>Action/Recommendation</b>		<b>Priority</b>
Review the FRA after three months.		Medium
		<b>Due Date</b>
		26/Dec/2022

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		

<b>Ref.</b>	<b>Question</b>	<b>Policy Principles</b>
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:
	Admirals Way, Daventry Daventry Daventry NN11 4LE
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:
	29/08/2022
Part 6	Recommended date for reassessment of the premises:
	29/08/2023
Part 7	Unique reference number of this certificate:
	109304

Signed for and on behalf of the issuing Certificated Organization:

James Hutton

Dated: 9/27/2022



## 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 seen on site.	Recommend management undertake a risk assessment of the building to determine if lightning protection is required			
G2	HOUSE-KEEPING	Medium	The common area escape routes including the landings are being used to store items including a push bike	The bike and any other other items must be removed from the escape routes which must be kept clear at all times		26/12/2022	
H1	HAZARDS INTRODUCED BY CONTRACTORS	Medium	Evidence was not available to confirm there is satisfactory control over works carried out in the building by contractors (e.g. hot work permits).	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.		26/12/2022	
K2	MEANS OF ESCAPE	High	Apartment windows and air vents overlook the escape route which are not fire rated and would allow rapid fire and smoke spread	The escape routes require urgent inspection by a qualified surveyor, with a recorded plan of action and planned programme of works to rectify all issues in order to make the escape routes safe as soon as possible		27/10/2022	K21
L1	FLAT ENTRANCE DOORS	High	The flat entrance doors all appeared in good condition and newly installed however no flats were accessed to establish if the doors are compliant and several types of door are in use	The flat entrance doors should be surveyed to ensure they will provide the required fire separation in support of an initial stay put policy		27/10/2022	L11
O1	FIRE SAFETY SIGNS & NOTICES	High	Signage was generally considered adequate and included, information, no smoking and fire action notices although the fire action notices are incorrect as the property does not support stay put and the notices should detail that persons must fully evacuate in any fire situation	The fire action notices must be removed and replaced with ones that give the correct information about safe evacuation		27/10/2022	O11
P1	MEANS OF GIVING WARNING IN CASE OF FIRE	High	The building is not fitted with a fire detection system in the common areas although the building does not support the evacuation strategy of initial stay put	The common areas should urgently be provided with an interim fire detection and warning system to give early warning that the building needs to be fully evacuated including persons within apartments The system must cover the escape routes with multi sensor detectors and be extended inside the hallway of each apartment with a heat detector		27/10/2022	

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
P7	MEANS OF GIVING WARNING IN CASE OF FIRE	Medium	No flats were accessed to establish what domestic fire detection is provided inside	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.		26/12/2022	
Q4	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	High	No access to the roof space is provided	Management to check compartmentation within the roof space over the common area		27/10/2022	
Q6	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	No Timescale	No evidence is kept for inspection on site.	Management should confirm that where and if required fire dampers are provided as required			
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	All fire safety provisions require testing in accordance with the relevant guides or standards	The emergency exit push to release buttons must be tested and recorded in accordance with BS7273-4:2015 The fireman's switch must be tested and maintained in accordance with BS 7671		26/12/2022	V11
Y1	ENGAGEMENT WITH RESIDENTS	No Timescale	Unknown.	Ensure residents are informed of all relevant fire safety matters using different formats including letters, posters, social media etc The residents must be informed of the imminent changes in place and why it is important to keep the escape routes clear, and to ensure all windows and doors are kept shut that overlook the escape routes			

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
Z1	ANY OTHER INFORMATION	Medium	Based on the findings within this risk assessment it is recommended that a review is undertaken by FHG in three months' time to check progress and ensure the suitability and sufficiency of the FRA with regard to remediation of the compartmentation issues and remaining as an initial stay put evacuation procedure or moving to a simultaneous evacuation and the necessary actions to support this transition.	Review the FRA after three months.		26/12/2022	