

FIRE RISK ASSESSMENT

PROPERTY ASSESSED:
Highfields Close & Highfield Mews 2 - 4, Northampton
Northampton
Northampton

NN6 9FF



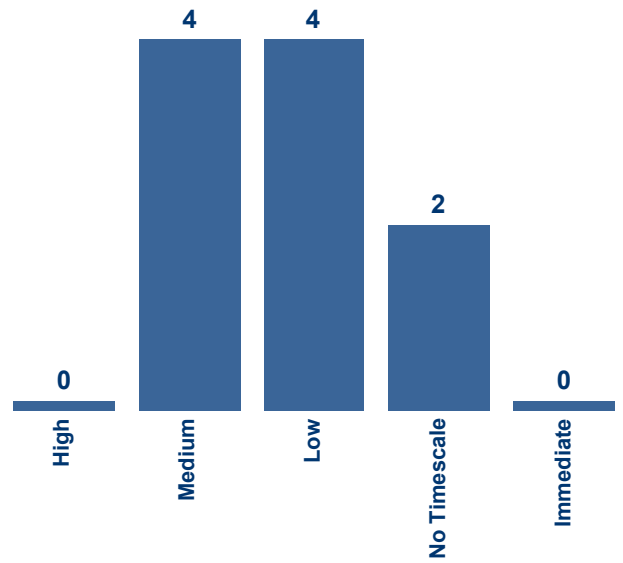
UPRN: HIG601-BLK
Inspection Date: 05/10/2022
Validation Date: 26/10/2022
Valid to: 26/10/2024
FRA completed by: Pennington Choices
FRA Completed For: Futures



FRA Risk Rating: Moderate



FRA Action Count by Priority



FRA Action by Type

Recommendations: 2

Actions: 8

Premises Risk Rating: Moderate


Reassessment Priority: Medium - 2 Years

Recommended evacuation strategy for this building is: Stay Put

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








FRA - Summary


Responsible Person	Lindsey Williams, Chief Executive, Futures Housing
Property Designation	General needs
Management Extent	Non Managed – eg GN
No of Floors	2
No of Flats (if applicable)	2
Ground floor Area (m2)	225
Total Area of all floors (m2)	450

FRA Completed By:	Adrian Gallimore
FRA Type:	Type 1
QA Validation Date:	26/10/2022
QA Carried Out By:	Paul Doodson
Validator's Signature:	

Medium

10

Ref.	Category	Priority	Complete By
L1	Flat Entrance Doors	Medium	24/Jan/2023
Finding/Observation		Action/Recommendation	
<p>The door to the flat sampled had intumescent strips fitted however, no label was seen in order to identify the fire rating. In addition, the door sampled had some damage to the frame which may affect the integrity of the smoke seal.</p>		<p>Management should inspect doors to dwellings to establish condition and fire rating and repair or replace doors with certificated FD30S self-closing fire door(s) and frame sets where necessary. These should be fitted by an approved, third-party certified installation contractor.</p>	
<p>Image: L11</p> 		<p>Image: L12</p> 	
<p>Image: L13</p> 		<p>Image: L14</p> 	
<p>Image: L15</p> 		<p>Image: L16</p> 	
<p>Image: L17</p> 			

Ref.	Category	Priority	Complete By
P7	Means Of Giving Warning In Case Of Fire	Medium	24/Jan/2023
Finding/Observation		Action/Recommendation	
<p>A domestic hard-wired smoke / heat alarm was installed to the hallway of the flat sampled (flat 4) however, it was not possible to establish if fitted to the other dwelling within the block.</p>		<p>Management should ensure that hard-wired smoke / heat alarms is installed to all flats within the block, in accordance with BS5389-6-2019 (Grade DLD2 smoke alarms). If found not to be, install to this standard. All work to be carried out by a third-party accredited fire alarm company.</p>	
<p>Image: P71</p> 			


Findings & Actions Summary

Ref.	Category	Priority	Complete By
Q4	Measures To Limit Fire Spread And Development	Medium	24/Jan/2023
Finding/Observation		Action/Recommendation	
It was not possible to establish if compartmentation is maintained in the roof space and there is no access within the common area (ground floor entrance lobby only).		Management to check compartmentation within the roof space.	


Ref.	Category	Priority	Complete By
T6	Procedures And Arrangements	Medium	24/Jan/2023
Finding/Observation		Action/Recommendation	
Although this is a general needs block, it was not possible to establish if there were any disabled persons present.		Management should establish if there are any persons with disabilities or special needs that may require assistance, require a PEEPs and/or PCFRA. An appropriate procedure should be put in place once a PEEPS or PCFRA has been completed.	

Low

4

Ref.	Category	Priority	Complete By
K12	Means Of Escape	Low	24/Apr/2023
Finding/Observation		Action/Recommendation	
There is plastic conduit to the cable supplying the electric door emergency release break glass call point.		Plastic conduit should be replaced with fire rated trunking.	
<p>Image: K121</p> 			

Ref.	Category	Priority	Complete By
N1	Emergency Lighting	Low	24/Apr/2023
Finding/Observation		Action/Recommendation	
No emergency lighting was identified within the common area (entrance lobby).		Emergency lighting should be installed above the exit door.	

Ref.	Category	Priority	Complete By
N2	Emergency Lighting	Low	24/Apr/2023
Finding/Observation		Action/Recommendation	
There is no external emergency lighting installed to the entrance. It was not possible to establish is there was sufficient borrowed light as the assessment was completed in daylight hours.		An external emergency lighting bulkhead should be installed to the entrance.	
<p>Image: N21</p> 			

Findings & Actions Summary

Ref.	Category	Priority	Complete By
Y1	Engagement With Residents	Low	24/Apr/2023
Finding/Observation		Action/Recommendation	
It was not possible to establish what fire safety information has been disseminated to residents at the time of assessment.		Management should ensure that all residents have received necessary fire safety information and are aware of any procedures already in place.	

No Timescale

2

Ref.	Category	Priority	Complete By
F1	Lightning	No Timescale	
Finding/Observation		Action/Recommendation	
It was not possible to establish if lightning protection is installed to the premises.		Management to confirm if lightning protection is installed to the premise. A risk assessment should be conducted to establish if lightning protection is required.	

Ref.	Category	Priority	Complete By
T2	Procedures And Arrangements	No Timescale	
Finding/Observation		Action/Recommendation	
It was not possible to establish if a competent person has been appointed to the property.		Management to confirm there is a competent person in place to undertake the preventative and protective measures for this property.	

Reassessment Priority	Medium - 2 Years
Responsible Person	Lindsey Williams, Chief Executive, Futures Housing
BAFE Cert	CHES077

General Information

UPRN	HIG601-BLK
Address	Highfields Close & Highfield Mews 2 - 4, Northampton Northampton Northampton
Postcode	NN6 9FF
Fire Risk Assessor	Adrian Gallimore
Date of Inspection	05/10/2022
Checked by	Paul Doodson
Reassessment Date	05/10/2024

General Information

Property Designation	General needs
Property Type	Purpose built flat
No of Floors	2
No of Flats (if applicable)	2
Ground floor area (m2)	225
Total area of all floors	450
Building Description	This is a two-storey property consisting of two maisonettes. The entrance lobby is at street level which leads to dwelling entrance doors only. There is no communal staircase. There is a single ground floor final exit at the front of the property. Entrance is via electronic key fob entry system.
Building Construction	Management to confirm year of construction. The building appears to be constructed of traditional brick/blockwork with a tiled pitched roof. Internal walls have a plaster finish. The floor is of concrete construction. Cladding is not fitted to the exterior of the building.
Extent of common areas	Small entrance foyer.
Areas of the building to which access was not available	Roof space.
If applicable state which flats were sample inspected	Flat 4.

1. The Occupants

Ref.	Question	Policy Principles
10	Management Extent	
Answer		Finding/Observation
Non Managed – eg GN		

Ref.	Question	Policy Principles
11	Details of any onsite management (hours onsite etc.)	
Answer		Finding/Observation
No on-site management at this property.		

Ref.	Question	Policy Principles
12	Person managing fire safety in premises	
Answer		Finding/Observation
Lindsey Williams, Chief Executive, Futures Housing		

Ref.	Question	Policy Principles
13	Person consulted during the fire risk assessment	
Answer		Finding/Observation
No persons were consulted during the fire risk assessment.		

Ref.	Question	Policy Principles
14	Number of occupants (maximum estimated)	
Answer		Finding/Observation
It was not possible to establish the number of occupants at the property however maximum occupancy is estimated at 8 (4 persons per dwelling)		

Ref.	Question	Policy Principles
15	Approximate maximum number of employees at any one time	
Answer		Finding/Observation
No employees at this property.		

Ref.	Question	Policy Principles
16	Number of members of the public (maximum estimated)	
Answer		Finding/Observation
1-2. There were no members of the public on site during the assessment however there may be persons visiting periodically such as residents' families, contractors and postal workers etc.		

Ref.	Question	Policy Principles
17	Identify any people who are especially at risk: <ul style="list-style-type: none">- sleeping occupants- disabled occupants- occupants in remote areas and lone workers- young persons- others	
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	
Answer		Finding/Observation
Regulatory Reform (Fire Safety) Order 2005		

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

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



Ref.	Question	Policy Principles
24	The other legislation referred to above is enforced by	
Answer		Finding/Observation
Local Governing Authority.		

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

Ref.	Question	Policy Principles
26	Is there an alteration or enforcement notice in force?	
Answer		Finding/Observation
Unknown		None known to the assessor.

Ref.	Question	Policy Principles
27	Fire loss experience (since last FRA)	
Answer		Finding/Observation
Unknown		None known to the assessor. There was no evidence of fire loss at the time of assessment.

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.
Answer		Finding/Observation
Yes		The consumer unit located within the entrance lobby was last tested in June 2021. The consumer unit within the flat sampled (flat 4) was last tested on 12/07/2022.
Images		
<p>Image: A11 Image: A12</p>  		


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.
Answer		Finding/Observation
N/A		There were no portable electrical appliances within the common area at the time of assessment.

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.
Answer		Finding/Observation
N/A		There were no personal electrical appliances within the common area at the time of assessment.

Ref.	Question	Policy Principles
A4	Is the use of adapters and leads limited?	
Answer		Finding/Observation
N/A		No present within the common area at the time of assessment.


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?	
Answer		Finding/Observation
N/A		None present.


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.
Answer		Finding/Observation
Yes		There was no evidence of smoking at the time of assessment and signage is displayed within the entrance lobby.
Images		
<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?	
Answer		Finding/Observation
Yes		No evidence of smoking within the common area.

C. Arson

Ref.	Question	Policy Principles
C1	Are premises secure against arson by outsiders? (Please state how)	
Answer		Finding/Observation
Yes		Access to the entrance lobby is by electronic key fob. Although there is a 'Trades' button on the access panel this was not active at the time of assessment.
Images		
<p>Image: C11</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)	
Answer		Finding/Observation
Yes		There is a communal waste compound on the close where the property is located with lidded communal waste skips. The compound is not located within proximity to dwellings.
Images		
<p>Image: C21</p> 		

D. Portable Heaters And Heating Installations

Ref.	Question	Policy Principles
D1	If used, is the use of portable heaters regarded as safe?	
Answer		Finding/Observation
N/A		There were no portable heaters within the common area at the time of assessment.

Ref.	Question	Policy Principles
D2	Are fixed heating systems maintained annually?	All Safety inspections carried out annually by qualified persons.
Answer		Finding/Observation
N/A		There are no fixed heating systems within 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)?	
Answer		Finding/Observation
N/A		There are no cooking facilities within common areas.

F. Lightning

Ref.	Question	Policy Principles
F1	Does the building have a lightning protection system?	
Answer		Finding/Observation
Unknown		It was not possible to establish if lightning protection is installed to the premises.

G. House-Keeping

Ref.	Question	Policy Principles
G1	Are combustible materials kept away from any sources of ignition, including gas and electrical intake cupboards?	
Answer		Finding/Observation
Yes		There are no electrical intake cupboards within the common area (entrance lobby) on a small consumer unit. The entrance lobby was free from combustibles at the time of assessment.

Ref.	Question	Policy Principles
G2	Are the escape routes kept clear of items combustible materials or waste and free of any trip hazards?	
Answer		Finding/Observation
Yes		The escape route is via the front entrance which was clear at the time of assessment.

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"?	
Answer		Finding/Observation
N/A		None present at the time of assessment.

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)?	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.
Answer		Finding/Observation
Unknown		

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.
Answer		Finding/Observation
Unknown		

J. Other Significant Hazards

Ref.	Question	Policy Principles
J1	Are all issues deemed satisfactory? [1]	
Answer		Finding/Observation
Yes		No further issues were identified at the time of assessment.

Ref.	Question	Policy Principles
J2	Are all issues deemed satisfactory?	
Answer		Finding/Observation
Yes		No further issues were identified at the time of assessment.


K. Means Of Escape

Ref.	Question	Policy Principles
K1	Is the escape route design deemed satisfactory? (Consider current design codes)	
Answer		Finding/Observation
Yes		The escape route is satisfactory.

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?	
Answer		Finding/Observation
Yes		There escape route is via the small entrance lobby to the front exit. Walls are emulsion painted plaster with solid floor and plasterboard ceiling.

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

Ref.	Question	Policy Principles
K4	Are doors on escape routes easily opened? (and are sliding or revolving doors avoided?)	
Answer		Finding/Observation
Yes		The exit door is controlled by electric door lock which has a power release button fitted. There is also a green 'break glass' point to release doors in the event of power failure.

Images		
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Ref.	Question	Policy Principles
K5	Do final exits open in the direction of escape where necessary?	
Answer		Finding/Observation
Yes		The exit opens in the direction of escape.

Ref.	Question	Policy Principles
K6	Are travels distances satisfactory? (consider single direction and more than one direction, property risk profile and occupancy characteristics)	
Answer		Finding/Observation
Yes		Travel distances are acceptable.


Ref.	Question	Policy Principles
K7	Are there suitable precautions for all inner rooms?	
Answer		Finding/Observation
N/A		There are no inner room scenarios present.

Ref.	Question	Policy Principles
K8	Are escape routes separated where appropriate?	
Answer		Finding/Observation
N/A		Not required.








Ref.	Question	Policy Principles
K9	Are corridors sub-divided where appropriate?	
Answer		Finding/Observation
N/A		Not required.

Ref.	Question	Policy Principles
K10	Do escape routes lead to a place of safety?	
Answer		Finding/Observation
Yes		The escape route leads to the external environment.

Ref.	Question	Policy Principles
K11	Are the stairs and/or lobbies provided with adequate ventilation? (If considered satisfactory, please state provision)	
Answer		Finding/Observation
N/A		There are no stairs present within the common area. There is a small entrance lobby located on the ground floor with single entrance door.

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?		
Answer		Finding/Observation	
No		There is plastic conduit to the cable supplying the electric door emergency release break glass call point.	
Action/Recommendation		Priority	Due Date
Plastic conduit should be replaced with fire rated trunking.		Low	24/Apr/2023
Images			
<p>Image: K121</p> 			

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	
No		The door to the flat sampled had intumescent strips fitted however, no label was seen in order to identify the fire rating. In addition, the door sampled had some damage to the frame which may affect the integrity of the smoke seal.	
Action/Recommendation		Priority	
Management should inspect doors to dwellings to establish condition and fire rating and repair or replace doors with certificated FD30S self-closing fire door(s) and frame sets where necessary. These should be fitted by an approved, third-party certified installation contractor.		Medium	
		Due Date	
		24/Jan/2023	
Images			
Image: L11	Image: L12	Image: L13	Image: L14
			
Image: L15	Image: L16	Image: L17	
			

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		There are no common area fire doors at this property.

N. Emergency Lighting

Ref.	Question	Policy Principles		
N1	If emergency lighting is provided, is the coverage sufficient and in good repair? (Internal and external)			
Answer		Finding/Observation		
No		No emergency lighting was identified within the common area (entrance lobby).		
Action/Recommendation		Priority	Due Date	
Emergency lighting should be installed above the exit door.		Low	24/Apr/2023	


Ref.	Question	Policy Principles		
N2	If EL not provided, is borrowed/artificial lighting sufficient for escape? (Internal and external)			
Answer		Finding/Observation		
Unknown		There is no external emergency lighting installed to the entrance. It was not possible to establish is there was sufficient borrowed light as the assessment was completed in daylight hours.		
Action/Recommendation		Priority	Due Date	
An external emergency lighting bulkhead should be installed to the entrance.		Low	24/Apr/2023	

Images

Image: N21



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)	
Answer		Finding/Observation
Yes		Futures 'Fire Action Notice' / procedure is displayed within the entrance lobby. No further fire signage is required within the entrance lobby.
Images		
<p>Image: O11</p> 		

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

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?	
Answer		Finding/Observation
N/A		The is no alarm system fitted and none required.


Ref.	Question	Policy Principles
P2	If installed, is the common area AFD adequate for the occupancy and fire risk?	
Answer		Finding/Observation
N/A		No AFD installed.

Ref.	Question	Policy Principles
P3	If not installed, are the premises deemed safe without a common area AFD system?	
Answer		Finding/Observation
Unknown		Futures supports a 'Stay Put' policy for this block. A 'Stay Put' policy is reliant on the integrity of flat entrance fire resisting doors. It was not possible to establish the fire resistance of flat entrance doors and some damage was noted to the door sampled. Refer to Action L1.

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

Ref.	Question	Policy Principles
P5	Where appropriate, has a fire alarm zone plan been provided?	
Answer		Finding/Observation
N/A		Not required as there is no alarm system installed.

Ref.	Question	Policy Principles
P6	Where appropriate, are there adequate arrangements for silencing and resetting an alarm condition?	
Answer		Finding/Observation
N/A		No alarm system installed.

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		A domestic hard-wired smoke / heat alarm was installed to the hallway of the flat sampled (flat 4) however, it was not possible to establish if fitted to the other dwelling within the block.	
Action/Recommendation		Priority	Due Date
Management should ensure that hard-wired smoke / heat alarms is installed to all flats within the block, in accordance with BS5389-6-2019 (Grade DLD2 smoke alarms). If found not to be, install to this standard. All work to be carried out by a third-party accredited fire alarm company.		Medium	24/Jan/2023
Images			
<p>Image: P71</p> 			

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		This is a general needs block.	

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?	
Answer		Finding/Observation
Yes		Walls and the ceiling are emulsion painted plaster and plasterboard. The floor of the common area is of solid construction. No breaches were identified within the common area at the time of assessment.

Images

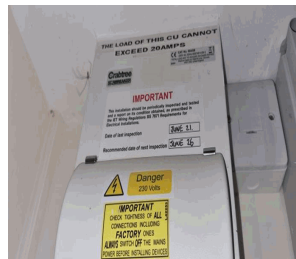
Image: Q11



Image: Q12



Image: Q13



Ref.	Question	Policy Principles
Q2	Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)	
Answer		Finding/Observation
N/A		None present.

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?	
Answer		Finding/Observation
N/A		None present.

Ref.	Question	Policy Principles	
Q4	Is compartmentation maintained in the roof space?		
Answer		Finding/Observation	
Unknown		It was not possible to establish if compartmentation is maintained in the roof space and there is no access within the common area (ground floor entrance lobby only).	
Action/Recommendation		Priority	Due Date
Management to check compartmentation within the roof space.		Medium	24/Jan/2023

Ref.	Question	Policy Principles
Q5	Are electrics, including embedded meters, enclosed in fire rated construction?	
Answer		Finding/Observation
N/A		There are no embedded electric meters within the common area.
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?	
Answer		Finding/Observation
N/A		None present.
Ref.	Question	Policy Principles
Q7	Is there reasonable limitation of linings to escape routes that might promote fire spread?	
Answer		Finding/Observation
Yes		Walls and the ceiling are emulsion painted plaster and plasterboard. The floor of the common area is of solid construction. No breaches were identified within the common area at the time of assessment.
Ref.	Question	Policy Principles
Q8	Are soft furnishings in common areas appropriate to limit fire spread/growth?	
Answer		Finding/Observation
N/A		There are no soft furnishings within the common area.
Ref.	Question	Policy Principles
Q9	Does the premises have any external balconies, cladding or materials which may promote external fire spread?	
Answer		Finding/Observation
N/A		There is no cladding or other materials which is likely to promote external fire spread.
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?	
Answer		Finding/Observation
N/A		The property is of brick construction.

Ref.	Question	Policy Principles
Q11	Does the External wall note include any mitigating circumstances that may have been taken to reduce the risk?	
Answer		Finding/Observation
N/A		Not required.

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.	
Answer		Finding/Observation
N/A		Not required.

Ref.	Question	Policy Principles
Q13	Are all other fire spread/compartmentation issues satisfactory?	
Answer		Finding/Observation
N/A		No further issues were identified.

R. Fire Extinguishing Appliances

Ref.	Question	Policy Principles
R1	if required, is there reasonable provision of accessible portable fire extinguishers?	
Answer		Finding/Observation
N/A		There are no extinguishers installed and none required.


S. Relevant Automatic Fire Extinguishing Systems

Ref.	Question	Policy Principles
S1	Are there any automatic fire suppressant systems on site?	
Answer		Finding/Observation
N/A		None present.

Ref.	Question	Policy Principles
S2	Are there any fixed fire fighting mains within the premises?	
Answer		Finding/Observation
N/A		None present.

Ref.	Question	Policy Principles
S3	If any other relevant systems / equipment is installed, state type of system and comment as necessary	
Answer		Finding/Observation
N/A		None present.

T. Procedures And Arrangements

Ref.	Question	Policy Principles
T1	Recommended evacuation strategy for this building is	
Answer		Finding/Observation
Stay Put		The procedure displayed within the entrance lobby supports a 'Stay Put' policy.
Images		
<p>Image: T11</p> 		

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?	
Answer		Finding/Observation
Unknown		It was not possible to establish if a competent person has been appointed to the property.

Ref.	Question	Policy Principles
T3	Are there appropriate documented fire safety arrangements and procedures in place in the event of fire?	
Answer		Finding/Observation
Yes		Futures fire procedure / Fire Action Notice is displayed within the entrance lobby.

Ref.	Question	Policy Principles
T4	Are there suitable arrangements for liaison and calling the Fire Service?	
Answer		Finding/Observation
N/A		Residents would call the Fire Service.

Ref.	Question	Policy Principles
T5	Are there suitable fire assembly points away from any risk?	
Answer		Finding/Observation
N/A		Not required.

Ref.	Question	Policy Principles
T6	Are there adequate procedures in place for the evacuation of disabled people who are likely to be present?	
Answer		Finding/Observation
Unknown		Although this is a general needs block, it was not possible to establish if there were any disabled persons present.
Action/Recommendation		Priority
Management should establish if there are any persons with disabilities or special needs that may require assistance, require a PEEPs and/or PCFRA. An appropriate procedure should be put in place once a PEEPS or PCFRA has been completed.		Medium
		Due Date
		24/Jan/2023

Ref.	Question	Policy Principles
T7	Are staff nominated and trained on the use of fire extinguishing appliances?	
Answer		Finding/Observation
N/A		There are no staff located at this property.

Ref.	Question	Policy Principles
T8	Are staff nominated and trained to assist in evacuation (Where applicable e.g. Offices, supported schemes)?	
Answer		Finding/Observation
N/A		There are no staff at this property.

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.
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles
U2	Are employees nominated to assist in the event of fire given additional training?	
Answer		Finding/Observation
N/A		There are no employees located at this property.

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
Answer		Finding/Observation
Unknown		See Futures policy principle.

W. Records

Ref.	Question	Policy Principles
W1	Is all routine testing and staff training including fire drills suitably recorded and available for inspection?	
Answer		Finding/Observation
N/A		There are no staff at this property.

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.
Answer		Finding/Observation
Yes		

Y. Engagement With Residents

Ref.	Question	Policy Principles
Y1	Has all Fire Safety information & procedures been disseminated to the residents?	
Answer		Finding/Observation
Unknown		It was not possible to establish what fire safety information has been disseminated to residents at the time of assessment.
Action/Recommendation		Priority
Management should ensure that all residents have received necessary fire safety information and are aware of any procedures already in place.		Low
		Due Date
		24/Apr/2023

Z. Any Other Information

Ref.	Question	Policy Principles
Z1	Are all issues deemed satisfactory? [1]	
Answer		Finding/Observation
N/A		No further issues were identified at the time of assessment.

Ref.	Question	Policy Principles
Z2	Are all issues deemed satisfactory?	
Answer		Finding/Observation
N/A		No further issues were identified at the time of assessment.

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>	
Answer		Finding/Observation
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>	
Answer		Finding/Observation
Moderate 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>	
Answer		Finding/Observation
Moderate		

Ref.	Question	Policy Principles
ZAAR4	On satisfactory completion of all remedial works the risk rating of this building may be reduced to:	
Answer	Finding/Observation	
Tolerable		

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:	Medium
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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:	Moderate Harm
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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:	Moderate
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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:
	Lindsey Williams, Chief Executive, Futures Housing
Part 3a	Address of premises for which the fire risk assessment was carried out:
	Highfields Close & Highfield Mews 2 - 4, Northampton Northampton Northampton NN6 9FF
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:
	05/10/2022
Part 6	Recommended date for reassessment of the premises:
	05/10/2024
Part 7	Unique reference number of this certificate:
	109335

Signed for and on behalf of the issuing Certificated Organization:

James Hutton

Dated: 10/26/2022

Appendix 1. Action Details

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
F1	LIGHTNING	No Timescale	It was not possible to establish if lightning protection is installed to the premises.	Management to confirm if lightning protection is installed to the premise. A risk assessment should be conducted to establish if lightning protection is required.			
K12	MEANS OF ESCAPE	Low	There is plastic conduit to the cable supplying the electric door emergency release break glass call point.	Plastic conduit should be replaced with fire rated trunking.		24/04/2023	K121
L1	FLAT ENTRANCE DOORS	Medium	The door to the flat sampled had intumescent strips fitted however, no label was seen in order to identify the fire rating. In addition, the door sampled had some damage to the frame which may affect the integrity of the smoke seal.	Management should inspect doors to dwellings to establish condition and fire rating and repair or replace doors with certificated FD30S self-closing fire door(s) and frame sets where necessary. These should be fitted by an approved, third-party certified installation contractor.		24/01/2023	L11, L12, L13, L14, L15, L16, L17
N1	EMERGENCY LIGHTING	Low	No emergency lighting was identified within the common area (entrance lobby).	Emergency lighting should be installed above the exit door.		24/04/2023	
N2	EMERGENCY LIGHTING	Low	There is no external emergency lighting installed to the entrance. It was not possible to establish if there was sufficient borrowed light as the assessment was completed in daylight hours.	An external emergency lighting bulkhead should be installed to the entrance.		24/04/2023	N21
P7	MEANS OF GIVING WARNING IN CASE OF FIRE	Medium	A domestic hard-wired smoke / heat alarm was installed to the hallway of the flat sampled (flat 4) however, it was not possible to establish if fitted to the other dwelling within the block.	Management should ensure that hard-wired smoke / heat alarms is installed to all flats within the block, in accordance with BS5389-6-2019 (Grade DLD2 smoke alarms). If found not to be, install to this standard. All work to be carried out by a third-party accredited fire alarm company.		24/01/2023	P71
Q4	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	Medium	It was not possible to establish if compartmentation is maintained in the roof space and there is no access within the common area (ground floor entrance lobby only).	Management to check compartmentation within the roof space.		24/01/2023	
T2	PROCEDURES AND ARRANGEMENTS	No Timescale	It was not possible to establish if a competent person has been appointed to the property.	Management to confirm there is a competent person in place to undertake the preventative and protective measures for this property.			

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
T6	PROCEDURES AND ARRANGEMENTS	Medium	Although this is a general needs block, it was not possible to establish if there were any disabled persons present.	Management should establish if there are any persons with disabilities or special needs that may require assistance, require a PEEPs and/or PCFRA. An appropriate procedure should be put in place once a PEEPS or PCFRA has been completed.		24/01/2023	
Y1	ENGAGEMENT WITH RESIDENTS	Low	It was not possible to establish what fire safety information has been disseminated to residents at the time of assessment.	Management should ensure that all residents have received necessary fire safety information and are aware of any procedures already in place.		24/04/2023	