

FIRE RISK ASSESSMENT

PROPERTY ASSESSED:

Highfields
Codnor
Codnor

DE5 9SB



UPRN: 18

Inspection Date: 22/08/2022

Validation Date: 22/09/2022

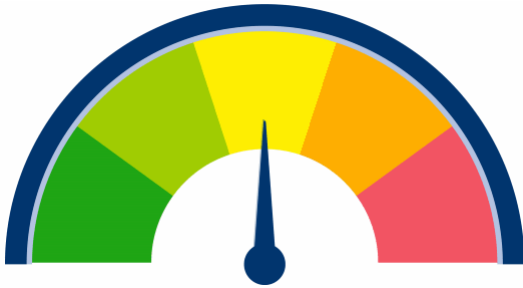
Valid to: 22/09/2023

FRA completed by: Pennington Choices

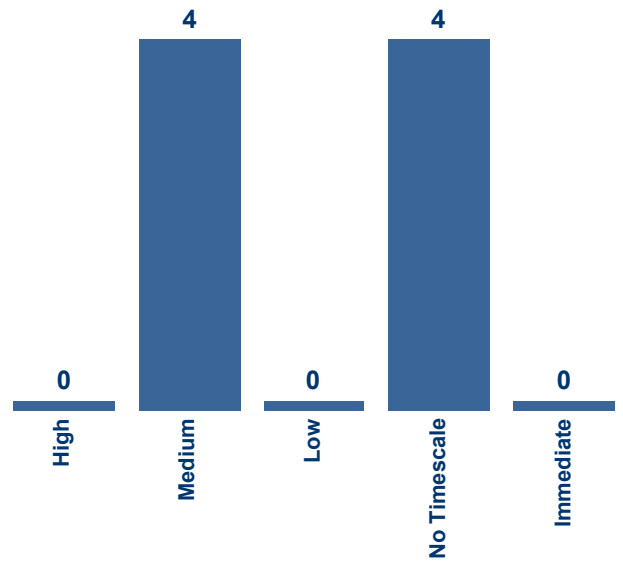
FRA Completed For: Futures



FRA Risk Rating: Moderate



FRA Action Count by Priority



FRA Action by Type

Recommendations: 4

Actions: 4

Premises Risk Rating: Moderate

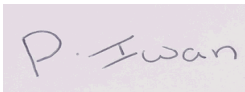
Reassessment Priority: High - 1 Year

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: Tolerable

FRA - Summary

Responsible Person	Lindsey Williams: Group Chief Executive
Property Designation	Community Centre
Management Extent	Partially Managed Building - Manager or Senior Staff not onsite regularly
No of Floors	1
No of Flats (if applicable)	0
Ground floor Area (m2)	80
Total Area of all floors (m2)	80

FRA Completed By:	Gary Broadhurst
FRA Type:	Type 1
QA Validation Date:	22/09/2022
QA Carried Out By:	Piotr Iwan
Validator's Signature:	

Medium

5

Ref.	Category	Priority	Complete By
H1	Hazards Introduced By Contractors	Medium	21/Dec/2022
Finding/Observation		Action/Recommendation	
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.	

Ref.	Category	Priority	Complete By
P1	Means Of Giving Warning In Case Of Fire	Medium	21/Dec/2022
Finding/Observation		Action/Recommendation	
The building is fitted with a domestic hard wired interlinked fire detection and warning system in the common areas which includes heat detector in the kitchen and smoke detectors in all other areas which is considered suitable for the type and use of property. A reset button is also provided on the wall however it was not understood who or what it is for.		Management to ensure that suitable arrangements are in place for a competent person to investigate and reset the alarm system. Also display a sign that only competent person should operate the reset button.	

Image: P11



Image: P12



Findings & Actions Summary

Ref.	Category	Priority	Complete By
Q4	Measures To Limit Fire Spread And Development	Medium	21/Dec/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	

Ref.	Category	Priority	Complete By
V1	Testing And Maintenance	Medium	21/Dec/2022
Finding/Observation		Action/Recommendation	
All fire safety provisions require testing in accordance with the relevant guides or standards		Management to confirm that all fire safety provisions are tested in accordance with the relevant British Standards and guidance.	

No Timescale

4

Ref.	Category	Priority	Complete By
A2	Electrical Ignition Sources	No Timescale	
Finding/Observation		Action/Recommendation	
PAT is carried out in accordance with HSE recommendations however no equipment seen displayed up to date information.		Ensure all equipment is labelled.	

Ref.	Category	Priority	Complete By
F1	Lightning	No Timescale	
Finding/Observation		Action/Recommendation	
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
T6	Procedures And Arrangements	No Timescale	
Finding/Observation		Action/Recommendation	
Unable to confirm at the time of the assessment.		Consider provision of a voluntary PEEPS system for disabled visitors.	

Findings & Actions Summary

Ref.	Category	Priority	Complete By
Y1	Engagement With Residents	No Timescale	
Finding/Observation		Action/Recommendation	
The property is only in use when the facilities are booked in advance.		Ensure at least one person in the user group is informed of all relevant fire safety matters.	

Reassessment Priority	High - 1 Year
Responsible Person	Lindsey Williams: Group Chief Executive
BAFE Cert	CHES077

General Information

UPRN	18
Address	Highfields Codnor Codnor
Postcode	DE5 9SB
Fire Risk Assessor	Gary Broadhurst
Date of Inspection	22/08/2022
Checked by	Piotr Iwan
Reassessment Date	22/08/2023

General Information

Property Designation	Community Centre
Property Type	Purpose built community centre
No of Floors	1
No of Flats (if applicable)	0
Ground floor area (m2)	80
Total area of all floors	80
Building Description	<p>Highfields community centre. The traditionally built single storey community centre is set back from the road with ramps at the front and rear of the property and is accessed by key.</p> <p>Facilities inside include entrance lobby, kitchen, toilets, lounge, and storerooms</p> <p>The property has two exits, one is the main entrance door, and is provided with thumb turn device and the rear exit door is also provided with thumb turn device and exits onto a ramp</p> <p>All internal doors were all in good solid condition</p> <p>PAT may be out of date as there were no attached labels</p> <p>The property is heated by gas fired central heating and an electric cooker is provided in the kitchen which was turned off at the wall</p> <p>The windows can be opened to provide fresh air and ventilation</p> <p>Waste is removed by the service users on the day and no bins are provided on site</p> <p>All escape routes were clear of obstruction and the furniture inside the lounge appeared old but in good condition</p> <p>The property is provided with emergency lights and a simple fire detection and warning system which compliant with BS 5839 part 6, and comprises of heat</p>

detector in the kitchen and smoke detectors throughout the escape routes with a reset button on the wall

As the property will be used by different persons each time it is recommended that a sign is displayed next to the fire reset button explaining how and when it should be used

The system appears suitable for the type and use of the property and ample emergency lighting is provided on all escape routes

There is provision firefighting equipment which consisted of CO2, water and fire blanket in the kitchen. The equipment was in test date as evidenced by the attached labels

Signage included, general fire action notice, no smoking and running man exit signs which were considered adequate for the evacuation strategy which is simultaneous evacuation

Overall, the property appeared well kept, and clean and tidy and is only used on occasion by different user groups who are given sufficient information about their responsibilities when on site.

Building Construction	Traditional construction single storey with pitched and tiled roof
Extent of common areas	Toilets, stores, kitchen, lounge
Areas of the building to which access was not available	Roof space
If applicable state which flats were sample inspected	N/A

1. The Occupants

Ref.	Question	Policy Principles
10	Management Extent	
Answer		Finding/Observation
Partially Managed Building - Manager or Senior Staff not onsite regularly		

Ref.	Question	Policy Principles
11	Details of any onsite management (hours onsite etc.)	
Answer		Finding/Observation
Unknown.		

Ref.	Question	Policy Principles
12	Person managing fire safety in premises	
Answer		Finding/Observation
Shared responsibilities between Future and service users when occupied.		

Ref.	Question	Policy Principles
13	Person consulted during the fire risk assessment	
Answer		Finding/Observation
Ben Wood		

Ref.	Question	Policy Principles
14	Number of occupants (maximum estimated)	
Answer		Finding/Observation
20		

Ref.	Question	Policy Principles
15	Approximate maximum number of employees at any one time	
Answer		Finding/Observation
1		

Ref.	Question	Policy Principles
16	Number of members of the public (maximum estimated)	
Answer		Finding/Observation
Varies		

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
It is conceivable that there may be young persons, and elderly persons in the building as well as persons with disabilities		

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
Derbyshire Fire and Rescue Service		

Ref.	Question	Policy Principles
23	Other key fire safety legislation (other than Building Regs 2000)	
Answer		Finding/Observation
None		

Ref.	Question	Policy Principles
24	The other legislation referred to above is enforced by	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles
25	Guidance used as applicable to premises and occupation	
Answer		Finding/Observation
Small & Medium Places of Assembly		

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

Ref.	Question	Policy Principles
27	Fire loss experience (since last FRA)	
Answer		Finding/Observation
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.
Answer		Finding/Observation
Yes		See policy 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.
Answer		Finding/Observation
Yes		PAT is carried out in accordance with HSE recommendations however no equipment seen displayed up to date information.

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
Answer		Finding/Observation
Yes		See policy principle.

Ref.	Question	Policy Principles
A4	Is the use of adapters and leads limited?	
Answer		Finding/Observation
Yes		


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
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.
Answer		Finding/Observation
Yes		No signs of smoking were seen inside the property at the time of the assessment and no smoking signs are displayed.
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		See B1.

C. Arson


Ref.	Question	Policy Principles
C1	Are premises secure against arson by outsiders? (Please state how)	
Answer		Finding/Observation
Yes		The entrance door was secure and working at the time of the site visit and includes a thumb turn to release which worked as it should and the rear door is kept locked shut and is provided with thumb turn device.
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
N/A		Waste and recycling are removed from the building when the building is used.

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		
Ref.	Question	Policy Principles
D2	Are fixed heating systems maintained annually?	All Safety inspections carried out annually by qualified persons.
Answer		Finding/Observation
Yes		See principal answer. The property is heated by gas boiler and wet radiators

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
Yes		All service users are given induction which includes information on all equipment usage and the kitchen is provided with electric cooker
Images		
<p>Image: E11</p> 		

F. Lightning

Ref.	Question	Policy Principles
F1	Does the building have a lightning protection system?	No lightning protection policy in place
Answer		Finding/Observation
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?	
Answer		Finding/Observation
Yes		

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		All common area escape routes were clear of items

Images

Image: G21



Ref.	Question	Policy Principles
G3	Are mobility scooters or electric vehicles stored in the means of escape? If yes has an assessment been undertaken in line with the NFCC "Mobility Scooter Guidance for Residential Buildings"?	
Answer		Finding/Observation
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)?		
Answer		Finding/Observation	
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).	
Action/Recommendation		Priority	Due Date
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	21/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.
Answer		Finding/Observation
N/A		See principle.

J. Other Significant Hazards

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

K. Means Of Escape

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

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		All doors were solid constructed and in good working condition.

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		There are two exits provided in the building one at the front and one at the rear which leads to an open gate.

Ref.	Question	Policy Principles
K4	Are doors on escape routes easily opened? (and are sliding or revolving doors avoided?)	
Answer		Finding/Observation
Yes		

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

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		

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

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

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

Ref.	Question	Policy Principles
K10	Do escape routes lead to a place of safety?	
Answer		Finding/Observation
Yes		All escape routes lead to the final exit doors and outside.


Ref.	Question	Policy Principles
K11	Are the stairs and/or lobbies provided with adequate ventilation? (If considered satisfactory, please state provision)	
Answer		Finding/Observation
Yes		The centre is provided with opening windows.

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		


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
N/A		

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
Yes		The doors provided are in good condition and will provide adequate separation for the maximum numbers inside the building.
Images		
<p>Image: M11</p> 		

N. Emergency Lighting

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

Ref.	Question	Policy Principles
N2	If EL not provided, is borrowed/artificial lighting sufficient for escape? (Internal and external)	
Answer		Finding/Observation
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)	
Answer		Finding/Observation
Yes		Signage was considered adequate and included, fire door keep locked shut, no smoking, fire action notices fire fighting equipment and running man. See B1.
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		

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
Yes		The building is fitted with a domestic hard wired interlinked fire detection and warning system in the common areas which includes heat detector in the kitchen and smoke detectors in all other areas which is considered suitable for the type and use of property. A reset button is also provided on the wall however it was not understood who or what it is for.

Action/Recommendation	Priority	Due Date
Management to ensure that suitable arrangements are in place for a competent person to investigate and reset the alarm system. Also display a sign that only competent person should operate the reset button.	Medium	21/Dec/2022

Images
<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>Image: P11</p>  </div> <div style="text-align: center;"> <p>Image: P12</p>  </div> </div>

Ref.	Question	Policy Principles
P2	If installed, is the common area AFD adequate for the occupancy and fire risk?	
Answer		Finding/Observation
Yes		See P1.

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

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		

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

Ref.	Question	Policy Principles
P6	Where appropriate, are there adequate arrangements for silencing and resetting an alarm condition?	
Answer		Finding/Observation
Unknown		See P1

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
N/A		

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

Q. Measures To Limit Fire Spread And Development

Ref.	Question	Policy Principles
Q1	Is there adequate levels of compartmentation between floors and between flats and the common escape routes?	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles
Q2	Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)	
Answer		Finding/Observation
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?	
Answer		Finding/Observation
N/A		


Ref.	Question	Policy Principles	
Q4	Is compartmentation maintained in the roof space?		
Answer		Finding/Observation	
Unknown		No access to the roof space is provided.	
Action/Recommendation		Priority	Due Date
Management to check compartmentation within the roof space over the common area		Medium	21/Dec/2022

Ref.	Question	Policy Principles
Q5	Are electrics, including embedded meters, enclosed in fire rated construction?	
Answer		Finding/Observation
N/A		

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		

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 surface finishing's appeared to comply with class "A1 and A2" materials.

Ref.	Question	Policy Principles
Q8	Are soft furnishings in common areas appropriate to limit fire spread/growth?	
Answer		Finding/Observation
Yes		The furniture appeared in good condition.

Images		
Image: Q81		
		

Ref.	Question	Policy Principles
Q9	Does the premises have any external balconies, cladding or materials which may promote external fire spread?	
Answer		Finding/Observation
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?	
Answer		Finding/Observation
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?	
Answer		Finding/Observation
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.	
Answer		Finding/Observation
N/A		

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

R. Fire Extinguishing Appliances

Ref.	Question	Policy Principles
R1	if required, is there reasonable provision of accessible portable fire extinguishers?	
Answer		Finding/Observation
Yes		Fire fighting equipment included CO2, water and a fire blanket in the kitchen and was last tested in February 2022 as identified by the attached labels

Images

Image: R11



Image: R12



S. Relevant Automatic Fire Extinguishing Systems

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

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

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

T. Procedures And Arrangements

Ref.	Question	Policy Principles
T1	Recommended evacuation strategy for this building is	
Answer		Finding/Observation
Simultaneous Evacuation		

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
Yes		The visiting officer was aware of all fire safety provisions and requirements for the site, and carries out regular inspections.

Ref.	Question	Policy Principles
T3	Are there appropriate documented fire safety arrangements and procedures in place in the event of fire?	
Answer		Finding/Observation
Yes		The fire action notices provide relevant information as to what to do if a person hears the fire alarm or discovers a fire.

Ref.	Question	Policy Principles
T4	Are there suitable arrangements for liaison and calling the Fire Service?	
Answer		Finding/Observation
Yes		Staff, contractors, 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?	
Answer		Finding/Observation
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?	
Answer		Finding/Observation
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?	
Answer		Finding/Observation
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)?	
Answer		Finding/Observation
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.
Answer		Finding/Observation
N/A		No staff on site.

Ref.	Question	Policy Principles
U2	Are employees nominated to assist in the event of fire given additional training?	
Answer		Finding/Observation
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	
Answer		Finding/Observation	
Yes		All fire safety provisions require testing in accordance with the relevant guides or standards	
Action/Recommendation		Priority	Due Date
Management to confirm that all fire safety provisions are tested in accordance with the relevant British Standards and guidance.		Medium	21/Dec/2022

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
Yes		Records are available to view online.

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
N/A		Not required.

Y. Engagement With Residents

Ref.	Question	Policy Principles
Y1	Has all Fire Safety information & procedures been disseminated to the residents?	
Answer		Finding/Observation
N/A		The property is only in use when the facilities are booked in advance.

Z. Any Other Information

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

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
---	---------------

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
---	----------

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: Group Chief Executive
Part 3a	Address of premises for which the fire risk assessment was carried out:
	Highfields Codnor Codnor DE5 9SB
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:
	22/08/2022
Part 6	Recommended date for reassessment of the premises:
	22/08/2023
Part 7	Unique reference number of this certificate:
	109694

Signed for and on behalf of the issuing Certificated Organization:

James Hutton

Dated: 9/22/2022

Appendix 1. Action Details

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
A2	ELECTRICAL IGNITION SOURCES	No Timescale	PAT is carried out in accordance with HSE recommendations however no equipment seen displayed up to date information.	Ensure all equipment is labelled.			
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			
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.		21/12/2022	
P1	MEANS OF GIVING WARNING IN CASE OF FIRE	Medium	The building is fitted with a domestic hard wired interlinked fire detection and warning system in the common areas which includes heat detector in the kitchen and smoke detectors in all other areas which is considered suitable for the type and use of property. A reset button is also provided on the wall however it was not understood who or what it is for.	Management to ensure that suitable arrangements are in place for a competent person to investigate and reset the alarm system. Also display a sign that only competent person should operate the reset button.		21/12/2022	P11, P12
Q4	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	Medium	No access to the roof space is provided.	Management to check compartmentation within the roof space over the common area		21/12/2022	
T6	PROCEDURES AND ARRANGEMENTS	No Timescale	Unable to confirm at the time of the assessment.	Consider provision of a voluntary PEEPS system for disabled visitors.			
V1	TESTING AND MAINTENANCE	Medium	All fire safety provisions require testing in accordance with the relevant guides or standards	Management to confirm that all fire safety provisions are tested in accordance with the relevant British Standards and guidance.		21/12/2022	
Y1	ENGAGEMENT WITH RESIDENTS	No Timescale	The property is only in use when the facilities are booked in advance.	Ensure at least one person in the user group is informed of all relevant fire safety matters.			