

## Futures Fire Risk Assessment

Futures Homescape, Community Centre  
Andrews Drive (Neal Court): NG16 4GG, -  
UPRN: 22 / 173584 / QA Approved / Andy Cloke

**Complete**

|               |   |         |    |
|---------------|---|---------|----|
| Flagged items | 2 | Actions | 16 |
|---------------|---|---------|----|

SITE NAME:

**Futures Homescape,  
Community Centre Andrews  
Drive (Neal Court): NG16 4GG, -  
UPRN: 22, Fire Risk  
Assessments, Futures  
Homescape**

PROPERTY IMAGE



Photo 1

UPRN: **N/A**

JOB NUMBER: **173584**

FRA COMPLETED BY: **Pennington Choices Limited**

FIRE RISK ASSESSOR NAME: **Adrian Gallimore**

INSPECTION DATE: **16 Nov 2023**

REPORT STATUS: **QA Approved**

REASSESSMENT PRIORITY: **Medium - 2 Years**

VALID TO: (QA Use Only) **29 Nov 2025**

VALIDATION DATE: (QA Use Only) **29 Nov 2023**

VALIDATED BY: (QA Use Only) **Andy Cloke**

VALIDATOR'S SIGNATURE: (QA Use Only)



Photo 2

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## Flagged items & Actions

2 flagged, 16 actions

### Flagged items

2 flagged, 0 actions

Assessment Risk Ratings / Premises Risk Rating

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

**MODERATE**

Assessment Risk Ratings

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

**TOLERABLE**

### Other actions

16 actions

Detailed Risk Assessment Part 2 / A - Electrical Ignition Sources / A3

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

**Unknown**

No personal electrical appliances were identified as the centre was not in use at the time of assessment. It was not possible to establish the policy for community centre users and FHG staff using their own electrical appliances within the community centres such as charging of mobile phones etc.

**Open** | Priority **Low** | Created by **Adrian Gallimore**

A3

Management should confirm the policy on the use of personal electrical appliances within the community centre and ensure that it is communicated to centre users / FHG staff.

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

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

**No**

There is a no smoking sign displayed on a cupboard however, there is no sign displayed at point of entry.

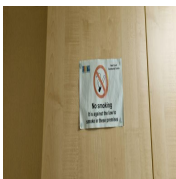


Photo 6

**Open** | Priority **Low** | Due **29 Nov 2024 10:32 AM GMT** | Created by **Adrian Gallimore**

B2

Management should ensure that 'It is against the law to smoke on these premises' sign is displayed at point of entry.

Detailed Risk Assessment Part 2 / D - Portable Heaters and Installations / D2

Are fixed heating systems maintained annually?

**Unknown**

The landlords certificate displayed within the community centre shows that the last inspection was completed On 11/12/2020 which contravenes the Policy Principle.

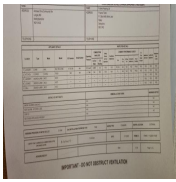


Photo 7

**Open** | Priority **Medium** | Due **29 Feb 2024 10:38 AM GMT** | Created by **Adrian Gallimore**

D2

Management should ensure that a gas safety inspection has been completed within the last 12 months and that adequate records are maintained.

Detailed Risk Assessment Part 2 / E - Cooking / E1

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

No

There is a gas cooker within the kitchen that was live at the time of assessment. In addition, there are no rules of use displayed within.



Photo 8

**Open** | Priority **High** | Due **29 Dec 2023 10:42 AM GMT** | Created by **Adrian Gallimore**

E1

Management are advised to isolate the gas cooker (as is the case with other FHG community centres) and that cooker is confined to microwave use only. Management should ensure that are specific rules in place and that high risk cooking such as deep fat frying is prohibited. Any rules should be communicated to community centre users.

Detailed Risk Assessment Part 2 / F - Lightning / F1

Does the building have a lightning protection system?

No

FHG Policy Principal confirms that there is no lightning protection installed.

**Open** | Priority **Low** | Created by **Adrian Gallimore**

F1

It is PCL recommendation that advice is sought from a competent person to determine whether lightning protection is required or not for the building in accordance with BS EN 62305-2:2012.

Detailed Risk Assessment Part 2 / G - Housekeeping / G1

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

Unknown

No issues were identified at the time of assessment however, there is a door to the rear of the community

centre that was not accessible. It was not possible to establish if ignition risks or combustible materials are stored within.

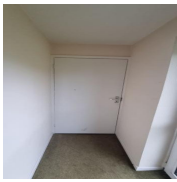


Photo 9

**Open** | Priority **Medium** | Due **29 Feb 2024 10:48 AM GMT** | Created by **Adrian Gallimore**

G1

Management should ensure that combustible materials are not stored in proximity of ignition sources within the room / cupboard.

Detailed Risk Assessment Part 2 / G - Housekeeping / G2

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

No

There are notice boards with loose paper notices on the escape route.

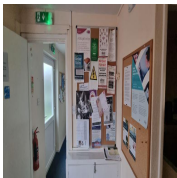


Photo 10

**Open** | Priority **Medium** | Due **29 Feb 2024 10:45 AM GMT** | Created by **Adrian Gallimore**

G2

Management should ensure that loose paper notices are either laminated or the notice board should be replaced with a Perspex covered type.

Detailed Risk Assessment Part 2 / G - Housekeeping / 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"?

Unknown

No mobility scooters were identified however, the centre was not used at the time of assessment. It is likely that members of the local community may attend the centre in a mobility scooter. It was not possible to establish if a risk assessment has been completed as the information was not accessible at the time of assessment.

**Open** | Priority **Low** | Created by **Adrian Gallimore**

G3

Management should confirm if they allow the charging of mobility scooters within the community centre. Where charging is allowed, management should ensure that there is a suitable risk assessment in place. Any risk assessment should take into account any risks associated with Lithium Ion batteries.

Detailed Risk Assessment Part 2 / J - Other Significant Hazards / J1

Are all issues deemed satisfactory? [1]

No

There is an electric cable joint within the electrical intake cupboard that does not appear to be adequately insulated.

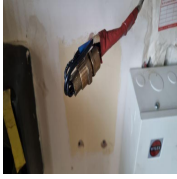


Photo 11

**Open** | Priority **Medium** | Due **29 Feb 2024 10:51 AM GMT** | Created by **Adrian Gallimore**

J1

Management should inspect the cable and ensure that the electrical joint is properly connected and insulated. Any work required should only be conducted by a competent person.

Detailed Risk Assessment Part 2 / J - Other Significant Hazards / J2

Are all issues deemed satisfactory? [2]

No

The external meter box to the front of the premise is damaged.



Photo 12

**Open** | Priority **Medium** | Due **29 Feb 2024 10:53 AM GMT** | Created by **Adrian Gallimore**

J2

Management should ensure that the meter box is replaced.

Detailed Risk Assessment Part 2 / N - Emergency Lighting / N2

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

No

There is no external emergency lighting installed.



Photo 23



Photo 24

**Open** | Priority **Low** | Due **29 Nov 2024 11:05 AM GMT** | Created by **Adrian Gallimore**

N2

Management should ensure that external emergency lighting is installed to exits.

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

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

No

Illuminated signs are displayed to the front exit however, there is no sign displayed above the rear exit. No Fire Action Notice is displayed.

**Open** | Priority **Low** | Due **29 Nov 2024 11:07 AM GMT** | Created by **Adrian Gallimore**

O1

Management should display an exit sign to the rear exit and a Fire Action Notice.

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

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

Unknown

It was not possible to establish the arrangements for silencing and resetting the AFD system.



Photo 29

**Open** | Priority **Medium** | Due **29 Feb 2024 11:11 AM GMT** | Created by **Adrian Gallimore**

P6

Management should confirm the arrangements for silencing and resetting the AFD system and ensure that it is communicated to community centre users.

Detailed Risk Assessment Part 2 / Q - Measures to Limit Fire Spread and Development / Q5

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

Unknown

There is a room / cupboard present to the rear of the community centre which was not accessible. It was not possible to establish if there are ignition risks present within or if there are any compartmentation issues.

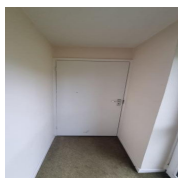


Photo 39

**Open** | Priority **Medium** | Due **29 Feb 2024 11:19 AM GMT** | Created by **Adrian Gallimore**

Q5

Where ignition risks are present within the door should be fire rated to a minimum of FD30 specification. Any penetrations identified within should be fire stopped with fire rated building materials. Any work required should be fire stopped with fire rated building materials.

Detailed Risk Assessment Part 2 / R - Fire Extinguishing Appliances / R1

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

No

Extinguishers do not meet the requirements of BS5306: Part 8. There is only 1 x 6L 21A Foam unit and 2 x 2KG CO2 units present. BS5306: Part 8 requires that a minimum of 2 x 13A rated units are provided for compartments of up to 400 square metres. In addition, community centre users are unlikely to be trained on the use of FFE and no signage is displayed to state 'only to be used by trained persons'. Extinguishers are maintained under service contract with Harmony with the last inspection completed 02/23.



Photo 41



Photo 42

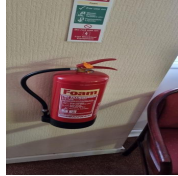


Photo 43

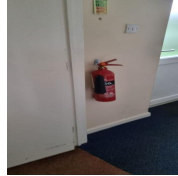


Photo 44

**Open** | Priority **Low** | Due **29 Nov 2024 11:23 AM GMT** | Created by **Adrian Gallimore**

R1

Management should display signage at fire points to state 'extinguishers should only be used by trained persons'. An addition 6L 13A Water / Foam unit should be installed in order to comply with BS5306: Part 8.

Detailed Risk Assessment Part 2 / T - Procedures and Arrangements / T2

Has a competent person(s) been appointed to assist in undertaking the preventative and protective measures including in house checks?

Unknown

It was not possible to ascertain if there is a competent person appointed for this property.

**Open** | Priority **Low** | Created by **Adrian Gallimore**

T2

Management should confirm that there is a competent person in place to undertake the preventative and protective measures for this property.



## Detailed Risk Assessment Part 1

### 1. General Information

1.1 FRA Type: **Type 1 (Non-Destructive)**

1.2 Property Type: **Purpose Built Community Centre**

1.3 Property Designation: **Community Centre**

1.4 Responsible Person: **Lindsey Williams - CEO Futures Housing Group**

1.5 No of Floors: **1**

1.6 No of Flats (if applicable): **N/A**

1.7 Ground Floor Area (m2): **62**

1.8 Total Area of all Floors (m2) **62**

1.9 Building Description:

**A purpose built community centre. The front entrance leads to small foyer with toilets and a store room and door to a small sitting room. There is a small kitchen off the sitting room. There are two exits which are via the front entrance and exit to the rear of the sitting room. There is a separate laundry to the left-hand side of the building (on separate FRA). There is also a dwelling to the right-hand side (unconnected).**

1.10 Building Construction:

**Brick built with pitched, tiled roof. Internal walls are emulsion painted plaster with plastered ceiling and solid floor.**

1.11 Extent of common areas: **Entrance foyer, toilets, kitchen and sitting room.**

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

**There is a door from the sitting which was locked and not accessible. This could be a storage room or entrance door to plant room to the side of the laundry.**

1.13 If applicable, state which flats were sample inspected: **N/A - The premise is a community centre with no dwellings.**

### 2. The Occupants

2.1 Management Extent

**Partially Managed Building - Manager or Senior Staff Not Onsite Regularly**

2.2 Details of any onsite Management

**There were no members of management onsite at the time of assessment.**

2.3 Person managing fire safety in the premises **Lindsey Williams, CEO, Futures Housing Group.**

2.4 Person consulted during the fire risk assessment **No persons were consulted during the assessment.**

2.5 Number of occupants (maximum estimated)

**The community centre was not in use at the time of assessment. There is seating around tables for up to 17 persons.**

2.6 Approximate maximum number of employees at any one time

**There were no staff members present at the time of assessment however, it is likely that FHG staff will attend to conduct routine maintenance, in-house checking / testing regimes and cleaning.**

2.7 Number of members of the public (maximum estimated) **Refer to 2.5**

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

**The community centre is unlikely to have sleeping occupants. Young children are not likely to be present unless accompanied by a parent, guardian or responsible person. It is likely that community centre users may have varying disabilities however it is reasonable to assume that would be able to make their own way there or with the assistance of a carer or helper.**

### 3. Fire Safety Legislation

3.1 The following fire safety legislation applies to these premises **Regulatory Reform (Fire Safety) Order 2005**

3.2 The above legislation is enforced by **Derbyshire Fire and Rescue Service**

Although the community centre has a Nottingham postcode, the community centre is in Derbyshire.

3.3 Other key fire safety legislation (other than Building Regs 2000) **None**

3.4 The other legislation referred to above is enforced by **N/A**

3.5 Guidance used as applicable to premises and occupation **Small & Medium Places of Assembly**

3.6 Is there an alteration or enforcement notice in force? **Unknown**

None known to the assessor.

3.7 Fire loss experience (since last FRA) **Unknown**

None known to the assessor. There was no evidence of fire loss or damage at the time of assessment.

## Detailed Risk Assessment Part 2

16 actions

### A - Electrical Ignition Sources

1 action

#### A1

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

Yes

The label on the electrical consumer unit confirms that the fixed wiring was last tested in January 2020.



Photo 3

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

#### A2

Is PAT testing in common areas carried out?

Yes

Labels on appliances confirm that PAT testing was last completed on 18/11/2022. Re-test is due imminently.



Photo 4



Photo 5

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

#### A3

1 action

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

Unknown

No personal electrical appliances were identified as the centre was not in use at the time of assessment. It was not possible to establish the policy for community centre users and FHG staff using their own electrical appliances within the community centres such as charging of mobile phones etc.

**Open** | Priority **Low** | Created by **Adrian Gallimore**

#### A3

Management should confirm the policy on the use of personal electrical appliances within the community centre and ensure that it is communicated to centre users / FHG staff.

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

Action/Recommendation Required?

Yes

Action Priority:

Recommendation - No Timescale

A4

Is the use of adapters and leads limited?

N/A

No adaptors or leads were present at the time of assessment.

A5

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

N/A

None present.

B - Smoking Policies

1 action

B1

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

Yes

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

B2

1 action

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

No

There is a no smoking sign displayed on a cupboard however, there is no sign displayed at point of entry.

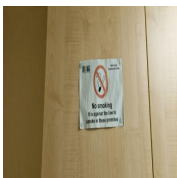


Photo 6

**Open** | Priority **Low** | Due **29 Nov 2024 10:32 AM GMT** | Created by **Adrian Gallimore**

B2

Management should ensure that 'It is against the law to smoke on these premises' sign is displayed at point of entry.

Action/Recommendation Required?

Yes

Action Priority:

Low - 12 Months

C - Arson

C1

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

Yes

The premise is secured by a standard security lock.

C2

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

Yes

There was no external waste bin identified outside of the community centre. No issues were identified within. There is a cleaner that attends and waste is removed regularly.

D - Portable Heaters and Installations

1 action

D1

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

N/A

There were no portable heaters within common areas.

D2

1 action

Are fixed heating systems maintained annually?

Unknown

The landlords certificate displayed within the community centre shows that the last inspection was completed On 11/12/2020 which contravenes the Policy Principle.

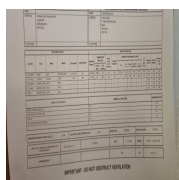


Photo 7

**Open** | Priority **Medium** | Due **29 Feb 2024 10:38 AM GMT** | Created by **Adrian Gallimore**

D2

Management should ensure that a gas safety inspection has been completed within the last 12 months and that adequate records are maintained.

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

|                                 |                   |
|---------------------------------|-------------------|
| Action/Recommendation Required? | Yes               |
| Action Priority:                | Medium - 3 Months |
| E - Cooking                     | 1 action          |
| E1                              | 1 action          |

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

No

There is a gas cooker within the kitchen that was live at the time of assessment. In addition, there are no rules of use displayed within.



Photo 8

**Open** | Priority **High** | Due **29 Dec 2023 10:42 AM GMT** | Created by **Adrian Gallimore**

E1

Management are advised to isolate the gas cooker (as is the case with other FHG community centres) and that cooker is confined to microwave use only. Management should ensure that are specific rules in place and that high risk cooking such as deep fat frying is prohibited. Any rules should be communicated to community centre users.

|                                 |                |
|---------------------------------|----------------|
| Action/Recommendation Required? | Yes            |
| Action Priority:                | High - 1 Month |
| F - Lightning                   | 1 action       |
| F1                              | 1 action       |

Does the building have a lightning protection system?

No

FHG Policy Principal confirms that there is no lightning protection installed.

**Open** | Priority **Low** | Created by **Adrian Gallimore**

F1

It is PCL recommendation that advice is sought from a competent person to determine whether lightning protection is required or not for the building in accordance with BS EN 62305-2:2012.

Policy Principle: No lightning protection policy in place

|                                 |     |
|---------------------------------|-----|
| Action/Recommendation Required? | Yes |
|---------------------------------|-----|

Action Priority:

**Recommendation - No Timescale**

G - Housekeeping

3 actions

G1

1 action

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

**Unknown**

No issues were identified at the time of assessment however, there is a door to the rear of the community centre that was not accessible. It was not possible to establish if ignition risks or combustible materials are stored within.



Photo 9

**Open** | Priority **Medium** | Due **29 Feb 2024 10:48 AM GMT** | Created by **Adrian Gallimore**

G1

Management should ensure that combustible materials are not stored in proximity of ignition sources within the room / cupboard.

Action/Recommendation Required?

**Yes**

Action Priority:

**Medium - 3 Months**

G2

1 action

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

**No**

There are notice boards with loose paper notices on the escape route.

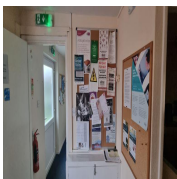


Photo 10

**Open** | Priority **Medium** | Due **29 Feb 2024 10:45 AM GMT** | Created by **Adrian Gallimore**

G2

Management should ensure that loose paper notices are either laminated or the notice board should be replaced with a Perspex covered type.

Action/Recommendation Required?

**Yes**

Action Priority:

Medium - 3 Months

G3

1 action

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"?

Unknown

No mobility scooters were identified however, the centre was not used at the time of assessment. It is likely that members of the local community may attend the centre in a mobility scooter. It was not possible to establish if a risk assessment has been completed as the information was not accessible at the time of assessment.

**Open** | Priority **Low** | Created by **Adrian Gallimore**

G3

Management should confirm if they allow the charging of mobility scooters within the community centre. Where charging is allowed, management should ensure that there is a suitable risk assessment in place. Any risk assessment should take into account any risks associated with Lithium Ion batteries.

Action/Recommendation Required?

Yes

Action Priority:

Recommendation - No Timescale

H - Hazards Introduced by Contractors

H1

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

Yes

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

I - Dangerous Substances

I1

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

N/A

No dangerous substances were identified within common areas at the time of assessment. See Policy Principle.

J - Other Significant Hazards

2 actions



J1

1 action

Are all issues deemed satisfactory? [1]

No

There is an electric cable joint within the electrical intake cupboard that does not appear to be adequately insulated.



Photo 11

**Open** | Priority **Medium** | Due **29 Feb 2024 10:51 AM GMT** | Created by **Adrian Gallimore**

J1

Management should inspect the cable and ensure that the electrical joint is properly connected and insulated. Any work required should only be conducted by a competent person.

Action/Recommendation Required?

Yes

Action Priority:

**Medium - 3 Months**

J2

1 action

Are all issues deemed satisfactory? [2]

No

The external meter box to the front of the premise is damaged.



Photo 12

**Open** | Priority **Medium** | Due **29 Feb 2024 10:53 AM GMT** | Created by **Adrian Gallimore**

J2

Management should ensure that the meter box is replaced.

Action/Recommendation Required?

Yes

Action Priority:

**Medium - 3 Months**

K - Means of Escape

K1

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

Yes

The escape route is satisfactory.

K2

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

Yes

Walls are solid plastered with emulsion painted finish. The ceiling is emulsion painted plaster. Floors are of solid construction.

K3

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

Yes

Exits are via the front entrance and door from the rear of the sitting room. The number / widths are adequate for those that may be present.



Photo 13



Photo 14

K4

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

Yes

Thumb turn locks are fitted to both exits.

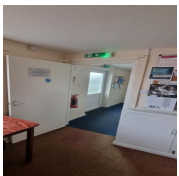


Photo 15



Photo 16

K5

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

N/A

Both exits open inwardly however, the risk profile and occupancy levels are low.

K6

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

Yes

Travel distances are satisfactory.

K7

Are there suitable precautions for all inner rooms?

N/A

There are no inner room scenarios.

K8

Are escape routes separated where appropriate?

N/A

Not required.

K9

Are corridors sub-divided where appropriate?

N/A

Not required.

K10

Do escape routes lead to a place of safety?

Yes

Both the front and rear exits lead to the external environment.

K11

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

Yes

The premise is a ground floor community centre with opening windows and doors.

K12

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

N/A

No issues identified.

L - Flat Entrance Doors

L1

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

N/A

The premises is a community centre with no dwellings.

M - Common Area Fire Doors

M1

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

Unknown

There are no fire doors to the premise. The kitchen has no door fitted and has a serving hatch. There is a door to the rear of the sitting room near the exit that was not accessible. It was not possible to establish if ignition risks are present within. Refer to Q5.



Photo 17



Photo 18

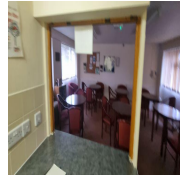


Photo 19

N - Emergency Lighting

1 action

N1

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

Yes

Internal emergency lighting is installed throughout and appeared adequate with no defects identified. (See Limitations Statement).

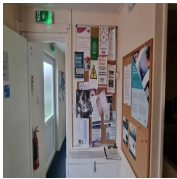


Photo 20

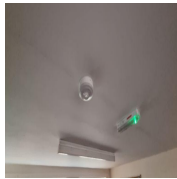


Photo 21



Photo 22

N2

1 action

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

No

There is no external emergency lighting installed.



Photo 23



Photo 24

**Open** | Priority **Low** | Due **29 Nov 2024 11:05 AM GMT** | Created by **Adrian Gallimore**

N2

Management should ensure that external emergency lighting is installed to exits.

Action/Recommendation Required?

Yes

Action Priority:

Low - 12 Months

O - Fire Safety Signs and Notices

1 action

O1

1 action

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

No

Illuminated signs are displayed to the front exit however, there is no sign displayed above the rear exit. No Fire Action Notice is displayed.

**Open** | Priority **Low** | Due **29 Nov 2024 11:07 AM GMT** | Created by **Adrian Gallimore**

O1

Management should display an exit sign to the rear exit and a Fire Action Notice.

Action/Recommendation Required?

Yes

Action Priority:

Low - 12 Months

O2

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

N/A

Not required. The premise is a single storey community centre.

P - Means of Giving Warning in Case of Fire

1 action

P1

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

Yes

There is no manual alarm system however hard-wired detection is installed to the community centre and kitchen.

P2

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

Yes

AFD is adequate.

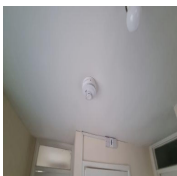


Photo 25

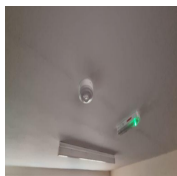


Photo 26

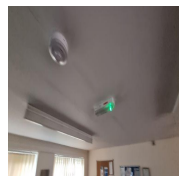


Photo 27

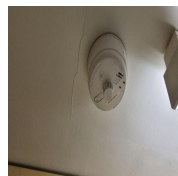


Photo 28

P3

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

N/A

AFD is installed.

P4

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

N/A

The premise is a community centre with no dwellings.

P5

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

N/A

Not required- AFD only.

P6

1 action

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

Unknown

It was not possible to establish the arrangements for silencing and resetting the AFD system.



Photo 29

**Open** | Priority **Medium** | Due **29 Feb 2024 11:11 AM GMT** | Created by **Adrian Gallimore**

P6

Management should confirm the arrangements for silencing and resetting the AFD system and ensure that it is communicated to community centre users.

Action/Recommendation Required?

Yes

Action Priority:

**Medium - 3 Months**

P7

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

N/A

The premise is a community centre with no dwellings.

P8

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

N/A

N/A - The premise is a community centre.

Q - Measures to Limit Fire Spread and Development

1 action

Q1

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

Yes

Walls are solid with emulsion painted plaster with plaster boarded ceilings and solid floors. No obvious penetrations were identified.

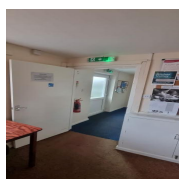


Photo 30

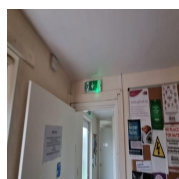


Photo 31

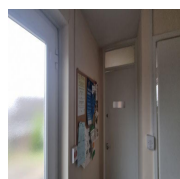


Photo 32

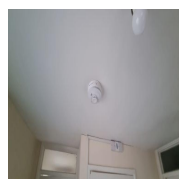


Photo 33

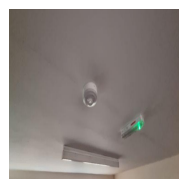


Photo 34

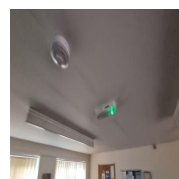


Photo 35

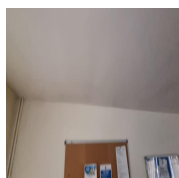


Photo 36

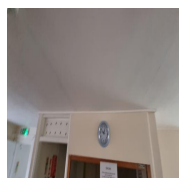


Photo 37

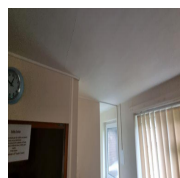


Photo 38

Q2

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

N/A

No hidden voids were identified.

Q3

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

N/A

None present.

Q4

Is compartmentation maintained in the roof space?

N/A

The premise is a single storey community centre.

Q5

1 action

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

Unknown

There is a room / cupboard present to the rear of the community centre which was not accessible. It was not possible to establish if there are ignition risks present within or if there are any compartmentation issues.



Photo 39

**Open** | Priority **Medium** | Due **29 Feb 2024 11:19 AM GMT** | Created by **Adrian Gallimore**

Q5

Where ignition risks are present within the door should be fire rated to a minimum of FD30 specification. Any penetrations identified within should be fire stopped with fire rated building materials. Any work required should be fire stopped with fire rated building materials.

Action/Recommendation Required?

Yes

Action Priority:

Medium - 3 Months

Q6

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

N/A

None present.

Q7

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

Yes

Walls are solid with emulsion painted plaster with plastered ceiling and solid floor.

Q8

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

Yes

Soft furnishings were examined and were labelled to confirm that they are of fire retardant materials.

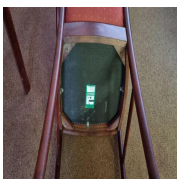


Photo 40

Q9



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

N/A

No present.

Q10

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

N/A

No required.

Q11

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

N/A

No required.

Q12

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

N/A

No required.

Q13

Are all other fire spread/compartmentation issues satisfactory?

N/A

No issues identified.

R - Fire Extinguishing Appliances

1 action

R1

1 action

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

No

Extinguishers do not meet the requirements of BS5306: Part 8. There is only 1 x 6L 21A Foam unit and 2 x 2KG CO2 units present. BS5306: Part 8 requires that a minimum of 2 x 13A rated units are provided for compartments of up to 400 square metres. In addition, community centre users are unlikely to be trained on the use of FFE and no signage is displayed to state 'only to be used by trained persons'. Extinguishers are maintained under service contract with Harmony with the last inspection completed 02/23.



Photo 41



Photo 42

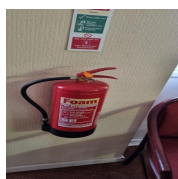


Photo 43

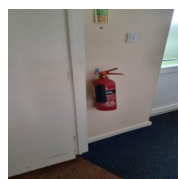


Photo 44

R1

Management should display signage at fire points to state 'extinguishers should only be used by trained persons'. An addition 6L 13A Water / Foam unit should be installed in order to comply with BS5306: Part 8.

Action/Recommendation Required?

Yes

Action Priority:

Low - 12 Months

S - Relevant Automatic Fire Extinguishing Systems

S1

Are there any automatic fire suppressant systems on site?

N/A

None present.

S2

Are there any fixed fire fighting mains within the premises?

N/A

None present.

S3

If any other relevant systems / equipment is installed, state type of system and comment as necessary

N/A

None present.

T - Procedures and Arrangements

1 action

T1

Recommended evacuation strategy for this building is:

Simultaneous Evacuation

T2

1 action

Has a competent person(s) been appointed to assist in undertaking the preventative and protective measures including in house checks?

Unknown

It was not possible to ascertain if there is a competent person appointed for this property.

T2

Management should confirm that there is a competent person in place to undertake the

preventative and protective measures for this property.

Action/Recommendation Required?

Yes

Action Priority:

Recommendation - No Timescale

T3

Are there appropriate documented fire safety arrangements and procedures in place in the event of fire?

No

There is no FAN displayed. Refer to O1.

T4

Are there suitable arrangements for liaison and calling the Fire Service?

Yes

Community centre users would call the Fire Service.

T5

Are there suitable fire assembly points away from any risk?

No

There is no FAN notice displayed to advise of where to assemble in the event of an emergency.

T6

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

N/A

There were no persons present during the assessment. It is possible that community members using the centre could have various forms of disabilities. It is likely that they would exit the premises by the way that they entered or would be accompanied by another person.

T7

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

N/A

No staff present.

T8

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

N/A

No staff present.

U - Training

U1

Do staff receive adequate induction and annual refresher fire safety training? (To include fire risks in the premises, fire safety measures in the building, action in the event of fire and on hearing alarm, location and use of fire extinguishers, calling the fire service)

N/A

No staff present.

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

U2

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

N/A

No staff present.

V - Testing and Maintenance

V1

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

Yes

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

W - Records

W1

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

N/A

No staff present.

X - Premises Information Box

X1

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

N/A

No PIB installed.

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

Y - Engagement with Residents

Y1

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

N/A

No residents present.

Z - Any Other Information

Z1

Are all issues deemed satisfactory? [1]

N/A

No further issues were identified at the time of assessment.

Z2

Are all issues deemed satisfactory? [2]

N/A

No further issues were identified at the time of assessment.

---

## Assessment Risk Ratings

2 flagged

### Risk Rating

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

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

### Likelihood of Fire

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

**MEDIUM**

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

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

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

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

### Potential Consequences of Fire

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

**MODERATE HARM**

### Potential Consequences of Fire

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

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

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

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

### Premises Risk Rating

1 flagged

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

**MODERATE**

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

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

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

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

**TOLERABLE**

## Limitations Statement

### Fire Risk Assessment – Limitations

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

assessor as this is not within their control.

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

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

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

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

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

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

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

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

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## BAFE Certificate (QA Use Only)



### Life Safety Fire Risk Assessment Certificate of Conformity

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

| Schedule  |  |
|---|--|
| Part 1a - Name and Address of Certified Organisation                              | <b>Pennington Choices Limited</b>                            |
| Part 1b - BAFE Registration Number of Issuing Certified Organisation              | <b>102119</b>  |
| Part 1c - SSAIB 3rd Party Certificate Number                                      | <b>CHES077</b>   |
| Part 2 - Name of Client   | <b>Futures Housing Group</b>                                 |
| Part 3a - Address of premises for which the Fire Risk Assessment was carried out  | <b>Community Centre Andrews Drive (Neal Court): NG16 4GG</b> |
| Part 3b - Part or parts of the premises to which the Fire Risk Assessment applies | <b>Entrance foyer, toilets, kitchen and sitting room.</b>    |
| Part 4 - Brief description of the scope and purpose of the Fire Risk Assessment   | <b>Life Safety (as agreed spec)</b>                          |
| Part 4b - Limitations of FRA  | <b>See Limitations Statement</b>                             |
| Part 5 - Effective Date of the Fire Risk Assessment                               | <b>29 Nov 2023</b>   |
| Part 6 - Recommended Date for Reassessment of the premises                        | <b>29 Nov 2025</b>   |
| Part 7 - Unique Reference Number of this Certificate (Job Number)                 | <b>173584</b>  |

Signed for on behalf of the Issuing Certified Organisation

James Hutton



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Dated:

**29 Nov 2023**

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

BAFE, The Fire Service College, London Road, Moreton-in-Marsh, Gloucestershire, GL56 0RH  
01608 653 350 | [info@bafes.org.uk](mailto:info@bafes.org.uk) | [www.bafes.org.uk](http://www.bafes.org.uk)

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## Media summary



Photo 1

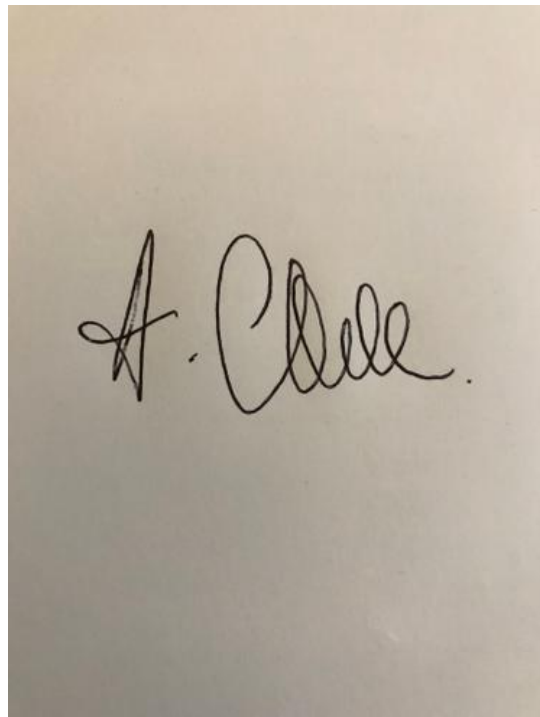


Photo 2



Photo 3



Photo 4



Photo 5



Photo 6







Photo 11



Photo 12



Photo 13



Photo 14



Photo 15



Photo 16

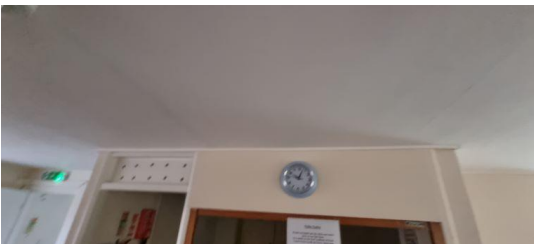


Photo 17



Photo 18





Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35

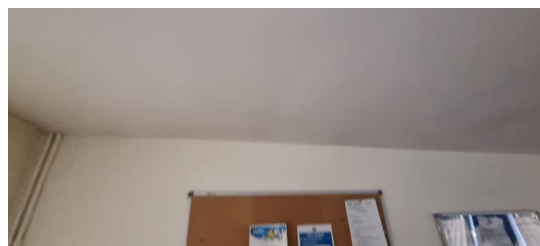


Photo 36



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42



Photo 43



Photo 44