

This report shows all the responses to the Fire Risk Assessment survey, including raised tasks.

Asset ID: 8823 **1-40 Saxondale Court Block 1-40 Saxondale Court, Wakefield**

Cover Sheet

Photo



Date of Fire Risk Assessment	04 Jan 2024
Date of Next Fire Risk Assessment	04 Jan 2025
FRA Frequency (Months)	12
Purpose of Fire Risk Assessment	Annual Re-Assessment
Type of Fire Risk Assessment	Type 3 (Common Parts and Flats - Non Destructive)
Fire & Safety Assessor	Steven Manners

It is sensible to have arrangements in place to ensure the consistency of Fire Risk Assessments in terms of the assessment of risk and mitigations proposed. In this regard Accent peer validate around 20% of reports, which are available within our audit system.

The Scheme

Scheme Name	Saxondale Court
Scheme Address	1-40 Saxondale Court Block 1-40 Saxondale Court, Wakefield
Postcode	WF4 6AX
Region	Yorkshire
Scheme Manager	
Scheme Tel. No	
Scheme Inspection Completed	Yes
Enforcing Fire Authority	West Yorkshire
Other staff in attendance	Stephen Aldred
Number of on-site Accent staff	Scheme Manager Part-Time
Number of other (non-Accent) staff	Contract Cleaners in common areas

The Building

Accommodation Type	CAT2 Housing for Older People (S28)
Build Date	Jan 1 1983
Number Of Homes	39
Homes breakdown	Flat, Maisonette
External wall construction	Facing Brick
External wall finish	Facing Brick
Roof construction	Timber
Roof covering	Interlocking Pitched
PEEPs in place where necessary	Yes
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Purpose Built
Number of storeys	2
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
Number of internal Staircases (protected or unprotected?)	3 Protected
Number of External Staircases	None
External Balcony part of escape route?	No
Unusual features	None
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations

Asset ID: 8823

1-40 Saxondale Court Block 1-40 Saxondale Court, Wakefield

Fire Detection and Warning System	Flats and common areas not linked
Grade of fire alarm	Grade A
Category of fire alarm	LD1 Maximum Protection
Emergency Lighting Provision	Non Maintained System - Common Areas
Portable Fire Extinguishers supplied/fitted	Yes
Fixed Fire Fighting Installations	No

Customers

Number of occupants	50
Occupant tenure type breakdown	General Needs, CAT2 Housing for Older People, Staff Accommodation, Designated Supported Housing for Older People, Sheltered Schemes

Fire Safety Related Customer Safety Servicing

Overdue communal gas safety checks	0
Overdue domestic gas safety checks	0
Overdue communal electrical condition checks	0
Overdue domestic electrical condition checks	0
Overdue alarm call pull chord tests	0
Overdue communal PAT testing	0
Overdue customer mobility scooter PAT testing	0
Overdue Monthly Emergency Lighting Switch Tests	1
Overdue Annual Emergency Lighting tests	1
Overdue Weekly Fire Alarm Testing	0
Overdue Fire Panel - Six Monthly Testing	1
Overdue Fire Safety Equipment tests	1

Building Fire Safety Surveys - Communal Doors

Failing Communal Fire Doors	0
Communal Fire doors due for replacement within 5 years	0

Dwelling Doors

Failing Dwelling Fire Doors	0
Dwelling Fire doors due for replacement within 5 years	0

Fire Risk Assessment Survey Results

Scheme and Building Information

Photo



Date of Fire Risk Assessment	04/01/2024
FRA Frequency (Months)	12
Purpose of Fire Risk Assessment	Annual Re-Assessment
Type of Risk Assessment	Type 3 (Common Parts and Flats - Non Destructive)
Quantity	1
Fire & Safety Assessor	Steven Manners
Enforcing Fire Authority	West Yorkshire
Scheme Tel. No	
Other staff in attendance	Stephen Aldred
Number of on-site Accent staff	Scheme Manager Part-Time
Number of other (non-Accent) staff	Contract Cleaners in common areas
Scheme Inspection completed	Yes
Number of occupants	50
Personal Emergency Evacuation Plans in place	Yes
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Purpose Built
Number of Storeys	2
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
No. of internal staircases (protected/unprotected)	3 Protected
Number of external staircases	None
External balcony part of escape route?	No
Unusual features	None

Fire Risk Assessment Survey Results

Building access conditions for Fire Brigade	Vehicular Access to one or more elevations
Surroundings: Residential/Commercial	Residential
Fire Detection and Warning System	Flats and common areas not linked
Grade of Fire Alarm	Grade A
Category of Fire Alarm	LD1 Maximum Protection
Emergency Lighting Provision	Non Maintained System - Common Areas
Portable Fire Extinguishers / Fire Blankets supplied / fitted	Yes
Water Extinguisher(s) present	No
Foam Extinguisher(s) present	No
Dry Powder Extinguisher(s) present	No
Carbon Dioxide Extinguisher(s) present	Yes
Fire Blanket(s) present	Yes
Fixed Fire Fighting Installations supplied / fitted	No
Dry Riser(s) present	No
Wet Riser(s) present	No
Sprinkler System present	No
Hosereel(s) present	No
Automatic Opening Vent(s) present	No

Electrical Sources of Ignition

Electrical installation within common areas in good condition and no obvious damage?	Yes
Comment	All in good condition at the time of inspection
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	All records are available on ActiveH
Electrical App/PA Testing - tested within past 12 months?	Yes
Comment	Records are available on ActiveH. Stickers are on all electrical appliances
Absence of trailing leads and adapters?	Yes
Comment	None found at the time of inspection
Evidence that mobility scooters are not being stored/charged in common areas?	Yes
Comment	None found at the time of inspection
Is there a purpose built mobility scooter store/charging area?	No

Comment Scooters are stored in a garage accessible from outside the property

Does the building have a lightning protection system? No

Comment

Gas installations

Is there a commercial/domestic gas supply to the scheme? Yes

Comment There is a boiler room at the property which supplies all the flats

Valid LGSR held on file for fixed communal area gas appliances? (Boilers) Yes

Comment All records are available on ActiveH

Valid LGSR held on file for residential flats that contains gas appliances? Yes

Comment All records are available on ActiveH for the individual flats

Are smoke/heat detectors within General Needs flats subject to an annual inspection and the results Yes

Comment Carried out by Tunstall and recorded on ActiveH

Other Sources of Ignition

Is there a no smoking policy in place, which is enforced and adhered to? Yes

Comment Residents are allowed to smoke within their homes

Adequate security against arson? Yes

Comment Electronic door entry system at the scheme

Are refuse/recycling bin areas managed and suitably located? Yes

Comment There is a designated area for refuse outside

Are there communal cooking facilities at this scheme? Yes

Comment This area is mainly used for making drinks on social events

Are reasonable measures taken to prevent fires as a result of cooking? Yes

Comment

Where there is extraction in communal kitchens, are filters and ductwork changed/cleaned regularly? N/A

Comment

Housekeeping

Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items?

Yes

Comment

Nothing found at the time of inspection

Are unnecessary accumulations of combustible materials or waste avoided?

Yes

Comment

None found at the time of inspection

Are combustible materials and substances separated from ignition sources and stored appropriately?

Yes

Comment

None found at the time of inspection

Furniture/furnishings in good condition, fire retardant/resistant and comply with modern standards and regulations?

Yes

Comment

All furniture within the scheme has the correct labels

Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

Nothing found at the time of inspection

Means of Escape from Fire

Is it considered that the building is provided with reasonable means of escape in case of fire?

Yes

Comment

There is more than one direction of travel to escape exit doors

Escape routes unobstructed and safe to use?

Yes

Comment

No obstructions at the time of inspection

Exits immediately openable without a key and/or failsafe's function correctly?

Yes

Comment

All in good working order at the time of inspection

Reasonable distances of travel where there is a single/alternative direction of travel?

Yes

Comment

All travel distances are within the guidelines

Escape routes lead to final exits and open in direction of escape where necessary?

Yes

Comment

Fire Spread and Development

Is it considered that the compartmentation is of a reasonable standard?

Yes

Comment

All good at the time of inspection

Is there reasonable limitation of surface finishes that might promote fire spread (walls, floors, ceilings)?

Yes

Comment

Notice boards have protective covers

Are fire dampers/shutters provided in ducts/refuse chutes to protect means of escape against fire, smoke and combustion products?

N/A

Comment

None fitted on scheme

As far as can be reasonably ascertained, is the compartmentation within roof spaces of a satisfactory standard?

Yes

Comment

There were no compartmentation issues found at the time of inspection

Loft hatches fire resisting?

Yes

Comment

All 1 hour rated loft hatches

As far as can be reasonably ascertained, is the fire stopping above cross corridor fire doors within suspended ceiling void of a satisfactory standard?

Yes

Comment

No issues found at the time of inspection

Do external walls, doors, windows and anything attached to the exterior, limit fire spread?

Yes

Comment

If Smoke Control Systems (AOV's) are fitted, are the records of annual testing available?

N/A

Comment

None fitted at the scheme

Are roller shutter doors that are required to be FR, fire resisting and self-closing?

N/A

Comment

None fitted at the scheme

Observation

Priority

Referred To

Required By:

Task ID

Adjust double communal Fire door to reduce the gap between doors adjacent to flat 2 and 7 on ground floor. Smoke seal is only on one door

Repair - Non
Emergency

Building Safety
Manager



Observation

Priority

Referred To

Required By:

Task ID

Adjust double communal Fire door to reduce the gap between doors adjacent to flat 20 and 29. Smoke seal is only on one door

Repair - Non
Emergency

Building Safety
Manager



Observation

Priority

Referred To

Required By:

Task ID

Adjust double communal Fire door to reduce the gap between doors adjacent to flat 32 and 37. Smoke seal is only on one door

Repair - Non
Emergency

Building Safety
Manager



Observation

Priority

Referred To

Required By:

Task ID

Repair hole in door to meter room2 on first floor

Repair - Non
Emergency

Building Safety
Manager



Observation

Priority

Referred To

Required By:

Task ID

Adjust double communal Fire door to reduce the gap between doors adjacent to flat 10 and 16. Smoke seal is only on one door

Repair - Non
Emergency

Building Safety
Manager



Observation

Priority

Referred To

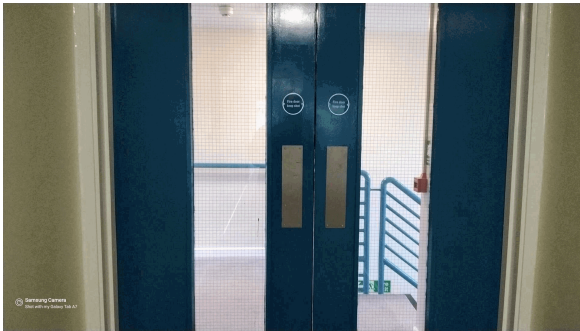
Required By:

Task ID

Adjust double communal Fire door to reduce the gap between doors adjacent to flat 11 and 15. Smoke seal is only on one door

Repair - Non
Emergency

Building Safety
Manager



Observation

Priority

Referred To

Required By:

Task ID

Adjust double communal Fire door to reduce the gap between doors adjacent to flat 3 and 6. Smoke seal is only on one door

Repair - Non
Emergency

Building Safety
Manager



Observation	Priority	Referred To	Required By:	Task ID
Repair hole in meter room 1 door	Repair - Non Emergency	Building Safety Manager		



Observation	Priority	Referred To	Required By:	Task ID
Scheme Manager office door requires replacing	Repair - Non Emergency	Building Safety Manager		



Observation	Priority	Referred To	Required By:	Task ID
Door to laundry is warped and needs replacing	Repair - Non Emergency	Building Safety Manager		



Emergency Escape Lighting

Is the emergency lighting correctly specified and installed as per current standards?

Yes

Comment

Emergency lighting units in good condition and securely fixed to walls/ceilings?

Yes

Comment

All in good condition at the time of inspection

Records of monthly/annual testing available?

Yes

Comment

Scheme Manager conducts monthly test, Tunstall complete the 3 Hour drop test and all records are available on ActiveH

Fire Safety Signs and Notices

Are the correct Fire Action/Advice notices displayed in prominent locations within the common areas?

Yes

Comment

Notices are displayed throughout the building

Directional fire escape signage in place and adequate?

Yes

Comment

Is there suitable LIFT signage i.e. do not use in case of fire?

Yes

Comment

Do common area fire doors display the correct signage on both sides where applicable?

Yes

Comment

All signage in place at the time of inspection

Means of giving Warning in case of Fire

Is the scheme fitted with a communal area fire alarm?

Yes

Comment

Is fire detection and warning system appropriate for occupancy and fire risk, as per BS 5839-1:2017?

Yes

Comment

This is a stay put building, the fire alarm in the communal area is zoned and not linked to the flats

Is the fire detection and warning system maintained/tested and all certificates saved on file?

Yes

Comment

The fire alarm is tested weekly by the Scheme Manager, the 6 monthly test is carried out by Tunstall and recorded on ActiveH

Fire alarm components in good condition and securely fixed to walls/ceilings?

Yes

Comment

All in good condition at the time of inspection

Hold open devices operate at the sounding of the alarm and are in a serviceable condition?

Yes

Comment

All in good working order at the time of inspection

Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?

Yes

Comment

Is the fire alarm panel remotely monitored, and if so are there records of regular testing?

Yes

Comment

Monitored by a monitoring agency, Testing done as above

Observation **Priority** **Referred To** **Required By:** **Task ID**

Secondary fire panel



Observation **Priority** **Referred To** **Required By:** **Task ID**

MIn fire panel



Fire Extinguishing Equipment

Is fire extinguishing equipment and/or fixed fire fighting installations provided at this scheme?

Yes

Comment

Only in kitchen and laundrette. There are CO2 available within electrical cupboard

Portable fire extinguishers - appropriate type/number/position?

Yes

Comment

As above

Correct signage displayed by each fire extinguisher?

Yes

Comment

All in place at the time of inspection

Fire blanket in communal kitchen, secured to the wall, complete with signage?

Yes

Comment

Dry risers - Inlet/outlet boxes secured and/or securing straps fitted to outlet valves?

N/A

Comment

None fitted

Records available of fire fighting equipment servicing within past 12 months?

Yes

Comment

Signage on extinguishers and recorded on ActiveH

Management of Fire Safety

Are these premises regulated by the Building Safety Regulator under the Building Safety Act?	Yes
Comment	
Will this FRA be shared with all Accountable Persons for the premises?	Yes
Comment	
How will this sharing be achieved?	All records are available on ActiveH and within M-Files
Are there other Responsible Persons who share or have fire safety duties in respect of the premises?	No
How will this sharing be achieved?	
Is an office or IL scheme being inspected?	Yes
Comment	IL Scheme
IL Schemes & Regional Offices - Are there sufficient numbers of qualified Fire wardens?	N/A
Comment	Fire wardens not required at this scheme
Offices - Are there suitable arrangements for ensuring the premises are evacuated?	N/A
Comment	This is a ILS with a stay put policy
Offices - Are there suitable arrangements for evacuating disabled people?	N/A
Comment	As above
Offices - Suitable arrangements for meeting the fire service on arrival and providing relevant information?	N/A
Comment	As above
Offices/IL Schemes - Is there a suitable assembly point?	N/A
Comment	
Offices - Are fire drills carried out at appropriate intervals?	N/A
Comment	

Passenger Lift

Is the scheme fitted with a passenger lift?	Yes
Comment	
Is the lift in full working order at the time of the FRA?	Yes
Comment	In good working order at the time of inspection
Is the lift fitted with a firefighters switch?	No
Comment	

Servicing and insurance inspection - Evidence of regular servicing/maintenance?

Yes

Comment

All records are available on ActiveH

Observation	Priority	Referred To	Required By:	Task ID
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Fire signage



Premises Inspection Box

Is there a premises information box for fire & rescue service use?

No

Comment

All IL Schemes are to be fitted with an information box in the near future

Evacuation Policy

Are there suitable arrangements for summoning the fire service?

Yes

Comment

The communal Fire alarm is monitored and there are warden call alarms within the flats. Residents are advised to ring 999as well

Taking FRA findings, is the evacuation policy appropriate for the scheme as per latest guidance?

Yes

Comment

Engagement with Residents

Has information of fire procedures been disseminated to residents?

Yes

Comment

All residents have recently received a letter and leaflets with fire safety information

Is general fire safety information disseminated to residents?

Yes

Comment

As above

FRA Frequency

Taking the findings of this assessment into account, is the frequency of the FRA correct?

Yes

Comment

Miscellaneous

Are there any other observations/actions to raise that are not covered above. Yes

Action leading to a repair Yes

Internal administrative Action

Are there fire related remedial works required at this property, that will affect the fabric of the building? No

Comment

Were there any unsatisfactory aspects of the Fire Risk Assessment? (Visible on Building Safety Report). Yes

Some fire doors did not fully close so works orders have been raised with our contractors. No

Some minor works were required which have been raised with our contractors. Yes

Unauthorised items were found in communal areas and arrangements were made for their removal. No

Not all records were up to date, as noted in the table below. Arrangements have been made for these to be completed. No

A number of fire doors were found to be wedged or propped open. Fire doors are there to keep you safe and me kept shut at all times. No

Risk Calculator - Fire

The following risk estimator is based on the general health and safety risk level estimator contained within BS 8800: 1996. Guide to occupational health and safety management systems.

1. Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from the fire (the probability of ignition) at this building is:

LOW MEDIUM HIGH

2. Taking into account the nature of the building, the occupants, the fire protection afforded and any procedural arrangements observed at the time of the assessment, it is considered that the consequences for life safety in the event of a fire would be:

MINOR MAJOR CRITICAL

The definition of the above terms is as follows:

FRA Review Frequency

MINOR	Outbreak of fire is unlikely to result in serious injury or death of any occupant (other than the occupant sleeping in a bedroom in which a fire occurs).
MAJOR	An outbreak of fire could result in injury of one or more occupants, but is unlikely to lead to fatalities.
CRITICAL	There is significant potential for serious injury or death of one or more occupants.

3. The above estimates are then read into the following matrix table to give the overall risk level for the site:

Fire Hazard	Minor	Major	Critical
Low	Trivial	Tolerable	Moderate
Medium	Tolerable	Moderate	Substantial
High	Moderate	Substantial	Intolerable

When the level of risk is established, the action level can be read from the table below:

Risk Level	Guide to actions and appropriate timescales
Trivial	No action is required
Moderate	Efforts should be made to reduce the risk level and this should be carried out within the specified time periods.
Substantial	Considerable resources may have to be allocated to reduce the risk level. It may be necessary to limit the occupation of some parts until urgent remedial action is taken.
Intolerable	The building (or the relevant area) should not be occupied until the risk is reduced.

The Overall Risk Level for this asset is: Trivial