

ACCENT HOUSING - FIRE RISK ASSESSMENT



Region : North West

Scheme Name : Moss Side A - Manor House Close

Scheme Address : Manor House Close, nos 53a-f, 64a-f, 6f
Leyland
PR26 7TX

Date of Assessment: 14/03/2024

Date of Next Assessment: 14/03/2025

FRA Frequency: Annual Re-Assessment

Fire & Safety Assessor Ian Potter

This Fire Risk Assessment has been conducted upon the instruction of Accent Housing.

6a-f

Scheme Details		Moss Side A - Manor House Close
Region:	North West	
Scheme Name:	Moss Side A - Manor House Close	
Site Address:	Street:	Manor House Close, nos 53a-f, 64a-f, 66a-f
	Town:	Leyland
	Post Code:	PR26 7TX
Block & Asset No.	Block 53: 9193	
Block & Asset No.	Block 64: 9195	
Block & Asset No.	Block 66: 9197	
Date of this Assessment	14/03/2024	
Date of Next Review	14/03/2025	
Fire Risk Assessment Frequency	Annual	
Purpose of Fire Risk Assessment	Annual Re-Assessment	
Fire & Safety Assessor	Ian Potter	
Director of Customer Experience	Louise Graham Smith	
Customer Partnership Manager	Kayley Scott	
Contract Manager	Emma Watkinson	
Scheme Manager/Customer Partner	Mandy Clarke	
Other staff in attendance	None	
Use of Building	General Needs	
Approximate Number of occupants	Up to 12 per block	
Occupancy Profile	Mixed	
Familiarity of the occupants	Fully Familiar	
Likely state of the Occupants	Alert	
PEEPs in place where necessary	N/A	
Number of on-site Accent staff	None	
Number of other (non-Accent) staff	Contract cleaners in common areas	
Support Agency (Supported Housing)	N/A	
Current Evacuation Strategy.	Stay Put (Delayed) Evacuation	
Evidence that residents have been notified of the evacuation procedure	Advice notices displayed in common areas	
History of fires in the building	None	
Business Continuity Plan in place?	Yes	
Scope of Assessment	Type 1 (Common Parts Only - Non Destructive)	
Applicable Fire Safety Guidance	LACORS Guide	
	Purpose-built flats guide	

Building Details	Moss Side A - Manor House Close
Construction Date	1977
Construction Type	Concrete Frame
Roof Finish	Pitched-Clay Tile
External Wall Finish	Brick
Are there any areas of external wall cladding	No
Are there any balconies	No
Conversion or purpose-built	Purpose Built
Number of flats (self-contained)/rooms (HMOS, shared houses)	Six per block a-f
Number of storeys above ground	Two
Number of storeys below ground	None
Is there a habitable basement?	No
Number of internal Staircases per Block (protected or unprotected?)	One-Protected
Number of External Staircases per Block	None
External Balcony part of escape route?	N/A
Unusual features	None
Building complexity	Simple
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations
Surroundings: Residential/Commercial	Residential
Fire Provision Currently in Place	
Fire Detection and Warning System	Flats only
Grade of fire alarm	Grade D
Category of fire alarm	LD3 Minimum Protection
Additional Comments:	
Evacuation Alert System (EAS)	N/A
Additional Comments:	
Emergency Lighting Provision	Non Maintained System - Common Areas
Additional Comments:	
Portable Fire Extinguishers	None fitted
Additional Comments:	
Fixed Fire Fighting Installations	None fitted
Additional Comments:	

Significant Findings - Fire						
Moss Side A - Manor House Close					14/03/2024	
Action Ref:	Potential Area of Fire Risk	Yes-No-N/A	Observation/Comments/ Actions Required	Risk Rating	Target Completion Date	Referred To:
Fire Hazards						
1	Electrical Sources of Ignition:					
1.1	Electrical Installation within common areas (Fixed Wiring, sockets, switches, light fittings) in good condition and no obvious damage	Yes	None seen at time of inspection	.		
1.2	Valid Electrical Installation Condition Reports held on file.(Common Areas)	Yes	All checked and in date on ActiveH	.		
1.3	Valid Electrical Installation Condition Reports held on file. (General Needs Flats)	Yes	All checked and in date on ActiveH except 64c & e which are leasehold	.		
1.4	Electrical App/PA Testing - all portable appliances tested within past 12 months	N/A	None in communal areas	.		
1.5	Absence of trailing leads and adapters	Yes	None seen at time of inspection	.		
1.6	Mobility Scooters - Stored/charged in common areas, purpose built store/resident flat	N/A	No mobility scooters on site	.		
2	Smoking:					
2.1	Are there any risks associated with smoking in the building?	Yes	Smoking allowed in flats, no smoking allowed in communal areas	.		
3	Arson:					
3.1	Adequate security against arson?	Yes	Main entrance electronic lock	.		
3.2	Is there an absence of unnecessary fire load in close proximity to building?	Yes	None seen at time of inspection	.		

4 Heating Installations (Portable/fixed) Gas Installations - Common Areas & General Needs Residential flats.						
4.1	If portable heaters are used, are there suitable controls?	N/A	None in communal areas	.		
4.2	Are fixed heating installations subject to regular maintenance?	N/A	None in communal areas	.		
4.3	Valid LGSC held on file for each residential flat that contains gas appliances.	Yes	All checked and in date on ActiveH except Flats 64 c&e which are leasehold	.		
5 Cooking:						
5.1	Are reasonable measures taken to prevent fires as a result of cooking?	N/A	No communal kitchen	.		
5.2	Where there is extraction ventilation in communal kitchens are filters changed/cleaned and ductwork cleaned regularly?	N/A	No communal kitchen	.		
6 Lightning Protection System:						
6.1	Does the building have a lightning protection system, If so, is it adequately maintained?	N/A	Not required	.		
7 Housekeeping:						
7.1	Is the standard of housekeeping adequate?	No	Block 53 - Personal items at top of stairs outside front door 53F Block 66 - Recycling box and Milk crate on 2F landing. CP to arrange removal. Items 'stickered' to inform customer to remove	Low	30/4/24	Customer Partner
7.2	Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items.	Yes	Service cupboard not working and loose between 66C and 66D. Repair to be arranged Some electrical/service cupboards found open/unlocked. Assessor closed and locked them at time of inspection. CP informed to remind residents to ensure they are locked after use.	Low	30/4/24	Fire Safety Manager
7.3	Are combustible materials separated from ignition sources and stored appropriately?	Yes	None seen at time of inspection	.		

7.4	Are unnecessary accumulations of combustible materials or waste avoided?	Yes	None seen at time of inspection	.		
7.5	Are hazardous materials stored appropriately (i.e. oxygen cylinders, flammable materials, explosive products, oxidising products, aerosols)	N/A	None in communal areas	.		
8	Furniture/furnishings on escape routes and other communal areas:					
8.1	Furniture/furnishings in good condition, fire retardant and complies with 1988 Regulations.	N/A	None in communal areas	.		
9	Other Significant Fire Hazards:					
9.1	Are there other significant fire hazards that are inadequately controlled?	No	None seen at time of inspection	.		
Fire Protection Measures						
10	Means of Escape from Fire:					
10.1	Is it considered that the building is provided with reasonable means of escape in case of fire?	Yes		.		
10.2	Escape routes unobstructed and safe to use?	Yes		.		
10.3	Exits easily and immediately openable where necessary, without a key?	Yes	Thumb turn	.		
10.4	Reasonable distances of travel where there is a single/alternative direction of travel?	Yes		.		
10.5	Escape routes lead to final exits and open in direction of escape where necessary?	Yes		.		
10.6	Do failsafe's on locked exit doors function correctly?	N/A	None at scheme	.		
10.7	Is it considered that the building is provided with reasonable arrangements for means of escape for disabled people?	No	Not from upper floors - no lift for people with mobility issues.	.		
11	Measures to Limit Fire Spread and Development:					
11.1	Is it considered that the compartmentation is of a reasonable standard?	Yes		.		

11.2	Is there reasonable limitation of surface finishes that might promote fire spread (walls, floors, ceilings)?	Yes	Bare floors and painted walls	.		
11.3	Are fire dampers/shutters provided in ducts/refuse chutes to protect means of escape against fire, smoke and combustion products?	N/A	None fitted	.		
11.4	Compartmentation within roof spaces of a satisfactory standard?	N/A	Unable to access	.		
11.5	Loft hatches fire resisting?	N/A	Inside residents flats	.		
11.6	Fire stopping above cross-corridor fire doors within suspended ceiling void of a satisfactory standard	N/A	None fitted	.		
11.7	Smoke Control Systems (AOV's) Are records of annual testing available?	N/A	None fitted - openable windows	.		
11.8	Roller shutter doors (fire resisting)	N/A	None fitted	.		
11.9	Do the external walls, windows, balconies etc pose a risk of significant fire spread?	No	Brick	.		
12	Communal Area Fire Doors (Inspection to include - construction, hinges, closure devices, intumescent/smoke seal condition, glazing systems and maximum gaps between door and frame.					
12.1	Communal fire doors to FD30s standard and in a serviceable condition,	Yes		.		
12.2	"Fire door keep shut/locked" signage displayed on both sides of all applicable doors.	Yes		.		
12.3	Hold open devices operate at the sounding of the alarm and are in a serviceable condition	N/A	None fitted	.		
13	Flat entrance doors (Internal Common Areas)					
13.1	Do flat entrance doors open onto internal escape routes?	Yes	If yes, see "Residents Front Doors Sheet"	.		
14	Flats with a single direction of escape to a single escape stairway. (External Balcony)					

14.1	Do the flat entrance doors that open onto an external balcony have to be passed during an escape?	N/A	If yes, see "Residents Front Doors Sheet"	.		
14.2	Are the separating walls between the flats and the balcony floor that have to be passed during an escape, fire-resisting up to a height of 1.1m?	N/A		.		
15	Emergency Escape Lighting:					
15.1	Is the emergency lighting correctly specified and installed as per BS 5266-1:2016	Yes		.		
15.2	Are all emergency lighting units in good condition and securely fixed to walls/ceilings	Yes		.		
15.9	Are records of monthly testing available?	Yes	Tested 02/04/2024	.		
15.10	Are records of annual testing available?	Yes	Tested 21/08/2023	.		
16	Fire Safety Signs and Notices:					
16.1	Are the correct Fire Action/Advice notices displayed in prominent locations within the common areas?	Yes		.		
16.3	Directional fire escape signage in place and adequate?	Yes		.		
16.4	Is there a suitable LIFT sign i.e. do not use in case of fire.	N/A	No lift	.		
17	Means of giving Warning in case of Fire:					
17.1	Is the fire detection and warning system appropriate for the occupancy and fire risk?	N/A	Domestic alarms	.		
17.2	Is the fire detection and warning system correctly specified and installed as per BS 5839-1:2017	N/A		.		

17.3	Is the fire detection and warning system maintained/tested and all certificates saved on file. (BS 5839-1:2017)	N/A		.		
17.4	Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?	N/A	None	.		
17.5	Is the fire alarm panel remotely monitored, and if so are there records of regular testing?	N/A		.		
17.6	Are smoke/heat detectors within General Needs flats subject to an annual inspection and the results recorded on an in date Landlord Gas Safety Record (LGSR)	Yes	see 4.3 above	.		
18	Fire Extinguishing Equipment:					
18.1	Portable fire extinguishers - appropriate type/number/position?	N/A	No extinguishers	.		
18.2	Correct signage displayed by each fire extinguisher?	N/A		.		
18.3	Fire blanket in communal kitchen, secured to the wall, complete with signage?	N/A	No communal kitchen	.		
18.4	Hose Reels - fitted, maintained?	N/A	None fitted	.		
18.5	Dry/wet risers - Full access to all inlet/outlet boxes. All inlet/outlets secured and/or securing straps fitted to outlet valves?	N/A	None fitted	.		
18.6	Records available of fire fighting equipment servicing within past 12 months	N/A		.		
19	Management of Fire Safety					
19.1	Are there suitable arrangements for summoning the fire service?	Yes	999 by residents	.		
19.2	Do relevant staff carry out regular fire safety checks	Yes	last inspection 30/03/24	.		

19.3	Sheltered Schemes & Regional Offices - Are there sufficient number of qualified Fire wardens.	N/A		.		
19.4	Offices - Are there suitable arrangements for ensuring the premises are evacuated?	N/A		.		
19.5	Offices - Are there suitable arrangements for evacuating disabled people?	N/A		.		
19.6	Offices - Are there suitable arrangements for meeting the fire service on arrival and providing relevant information?	N/A		.		
19.7	Offices/IL Schemes - Is there a suitable assembly point?	N/A		.		
19.8	Offices - Are fire drills carried out at appropriate intervals?	N/A		.		
20	Evacuation Policy					
20.1	Taking the findings of the FRA into account, is the evacuation policy appropriate for the scheme?	Yes		.		
21	Miscellaneous					

Residents Front Doors

Moss Side A - Manor House Close

14/03/2024

Flat entrance doors to FD30s specification (Inspection to include - Door condition, construction, closure devices, intumescent/smoke seal condition, glazing systems, fire rated letterplate, door furniture and maximum gaps between door and frame/threshold.

Flat No.	Access Gained	Asset No.	Observation/Comments / Actions Required	Risk Rating	Completion Date	Referred To:
53a		17608		-		
53b	No	17617		-		
53c	No	17620		-		
53d	No	17623		-		
53e	No	17626		-		
53f	No	17629		-		
64a	No	17612		-		
64b	No	17618		-		
64c	No	17621		-		
64d	No	17624		-		
64e	No	17627		-		
64f	No	17630		-		
66a	No	17614		-		
66b	No	17619		-		
66c	No	17622		-		
66d	No	17625		-		
66e	No	17628		-		
66f	No	17631		-		

Photographs - Fire

14/03/2024

Moss Side A - Manor House Close



Photo No. 1

Personal items outside 53F



Photo No. 2

Recycling box and Milk crate on 2F of Block 66

14/03/2024

Moss Side A - Manor House Close

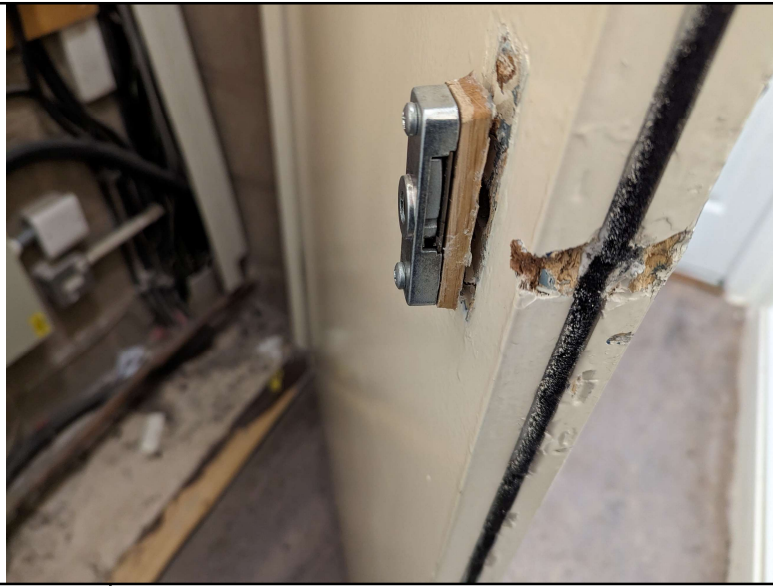


Photo No. 3

Lock on Service door not working and loose between 66 c and d

6. 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:

(please insert x below)

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:

(please insert x below)

MINOR MAJOR CRITICAL

The definition of the above terms is as follows:

FKA 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
Intolerable	The building (or the relevant area) should not be occupied until the risk is reduced.

Action Plan - Fire					
Moss Side A - Manor House Close				14/03/2024	
Trivial					
Potential area of fire risk	Observation/Comments / Actions Required	Risk Rating	Completion Date	Referred To:	Task ID No.
Housekeeping:					
Is the standard of housekeeping adequate?	Block 53 - Personal items at top of stairs outside front door 53F Block 66 - Recycling box and Milk crate on 2F landing. CP to arrange removal. Items 'stickered' to inform customer to remove	Low	30/04/24	Customer Partner	