

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

Asset ID: 30982 **2-10 Maple Croft Block 2-10, Leeds**

Cover Sheet

Photo



Date of Fire Risk Assessment	13 Jun 2024
Date of Next Fire Risk Assessment	13 Jun 2025
FRA Frequency (Months)	12
Purpose of Fire Risk Assessment	Annual Re-Assessment
Type of Fire Risk Assessment	Type 1 (Common Parts Only - 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	Maple Croft
Scheme Address	2-10 Maple Croft Block 2-10, Leeds
Postcode	LS17 6AN
Region	Yorkshire
Scheme Manager	Lavena Lawrence
Scheme Tel. No	
Scheme Inspection Completed	Yes
Enforcing Fire Authority	West Yorkshire
Other staff in attendance	None
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	Leasehold for Older People (S60)
Build Date	Jan 1 1920
Number Of Homes	5
Homes breakdown	Flat
External wall construction	Facing Brick
External wall finish	Cement Render, Facing Brick
Roof construction	Timber
Roof covering	Flat Roof, Plain Pitched
PEEPs in place where necessary	N/A
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Conversion
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?)	1 protected
Number of External Staircases	None
External Balcony part of escape route?	No
Unusual features	None
Building Access Conditions for Fire Brigade	Vehicle Access to one or more elevations

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Fire Detection and Warning System	Flats and common areas not linked
Grade of fire alarm	Grade D
Category of fire alarm	LD3 Minimum Protection
Emergency Lighting Provision	Non Maintained System - Common Areas
Portable Fire Extinguishers supplied/fitted	Yes
Fixed Fire Fighting Installations	No

Customers

Number of occupants	10
Occupant tenure type breakdown	Leasehold for Older People, Leasehold

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	
Overdue Fire Safety Equipment tests	

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	13/06/2024
FRA Frequency (Months)	12
Purpose of Fire Risk Assessment	Annual Re-Assessment
Type of Risk Assessment	Type 1 (Common Parts Only - Non Destructive)
Quantity	1
Fire & Safety Assessor	Steven Manners
Enforcing Fire Authority	West Yorkshire
Scheme Tel. No	
Other staff in attendance	None
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	10
Personal Emergency Evacuation Plans in place	N/A
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Conversion
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)	1 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 D
Category of Fire Alarm	LD3 Minimum 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	No
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?	N/A
Comment	There is no electrical equipment within the communal areas.
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	All electrical test records can be found on ActiveH
Electrical App/PA Testing - tested within past 12 months?	Yes
Comment	Labels on the equipment in the office are within date, the certificates for testing can be found on ActiveH.
Absence of trailing leads and adapters?	Yes
Comment	The use of adaptors within the office is kept to a minimum.
Evidence that mobility scooters are not being stored/charged in common areas?	Yes

Comment There are no Mobility scooters at this scheme.

Is there a purpose built mobility scooter store/charging area? N/A

Comment Not required.

Does the building have a lightning protection system? No

Comment

Gas installations

Is there a commercial/domestic gas supply to the scheme? No

Comment

Other Sources of Ignition

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

Comment No smoking allowed within the communal areas but residents may smoke within their flats.

Adequate security against arson? Yes

Comment Both doors are secured by a lock and key. Thumb turn to egress on each door. there is CCTV surrounding the building.

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

Comment Bins are clear of the building at the time of inspection.

Are there communal cooking facilities at this scheme? No

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? No

Comment Waste bin in Scheme Managers Office needs to be emptied at the end of day. Scheme Manager informed and is dealing.

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? N/A

Comment

Furniture is not allowed within the communal areas of the building.

Observation	Priority	Referred To	Required By:	Task ID
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Bins should be emptied at the end of the day to reduce fire loading

Internal - Medium

Independent Living Coordinator



Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

None 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

The first floor leads to a protected staircase. At the foot of the staircase there is 2 directions of travel. TH etravel distances are within the guidelines.

Escape routes unobstructed and safe to use?

No

Comment

There were some conmbustible items at the foot of the stairs that require removing. The Scheme Manager has been informed.

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

Yes

Comment

Thumb turn locks are fitted to both exit doors.

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

Yes

Comment

As Above.

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

No

Comment

Both external doors open inwards due to the nature of the building.

Observation	Priority	Referred To	Required By:	Task ID
Flammable items at foot of stairs on the escape route to be removed	Internal - Medium	Independent Living Coordinator		



Fire Spread and Development

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

Yes

Comment

There were no compartmentation issues at the time of inspection. The communal fire doors at the top and bottom of the stairs were in good condition, all gaps were to tolerance and seals were in good condition.

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

Yes

Comment

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 at this scheme

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

No

Comment

A survey is required in the loft space, there is an old fire curtain within the loft space that may need replacing.

Loft hatches fire resisting?

No

Comment

the loft hatch is not a fire rated loft hatch. It would however give some fire resistance.

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

N/A

Comment

There are no cross corridor doors at this scheme. The communal fire doors at the end of the corridor have no voids above them.

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 this scheme.

Are roller shutter doors that are required to be FR, fire resisting and self-closing? No

Comment None fitted at this scheme.

Observation	Priority	Referred To	Required By:	Task ID
A fire curtain in the roof space needs either replacing or re-fixing. there may be other areas within the roof space that require attention. could not gain full access to the loft space. A survey is required in the roof space to determine compartmentation.	Repair - Non Emergency	Project Manager (Building Safety)	31/07/2024	1827895



Emergency Escape Lighting

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

Comment This scheme has a non-maintained system in the common areas.

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

Comment All EL in good condition at the time of inspection.

Records of monthly/annual testing available? Yes

Comment The monthly and Anual tests are carried out by Tunstall, results can be found 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 in the communal areas. A review of the evacuation strategy will take place due to compartmentation issues in the roof space. There is detectiojn within the communal areas which may need to be removed in the future.

Directional fire escape signage in place and adequate? Yes

Comment There is signage throughout the building.

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

Comment No Lift at this scheme.

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

Comment

Means of giving Warning in case of Fire

Is the scheme fitted with a communal area fire alarm? Yes

Comment Hard wired smoke detection with no alarm Panel.

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

Comment

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

Comment

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

Comment All componenets in good conditiopn at the time of inspection.

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

Comment None fitted at this scheme.

Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry? No

Comment None fitted at this scheme.

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

Comment This sis a stand alaone system.

Fire Extinguishing Equipment

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

Comment Extinguisher in Scheme Managers Office.

Portable fire extinguishers - appropriate type/number/position? Yes

Comment

Correct signage displayed by each fire extinguisher? Yes

Comment

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

Comment No Communal Kitchen on this site.

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

N/A

Comment

None fitted at this scheme.

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

Yes

Comment

Label on extinguishers in date and all records are available on ActiveH.

Management of Fire Safety

Are these premises regulated by the Building Safety Regulator under the Building Safety Act?

No

Comment

Not in scope.

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?

No

Comment

Passenger Lift

Is the scheme fitted with a passenger lift?

No

Comment

Premises Inspection Box

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

No

Comment

Evacuation Policy

Are there suitable arrangements for summoning the fire service?

Yes

Comment

residents are instructed to dial 999.

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

Comment

The evacuation strategy is under review, the scheme Manager has been instructed to inform the residents that a full evacuation policy will be in place until the compartmentation in the loft space has been completed.

Engagement with Residents

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Has information of fire procedures been disseminated to residents?	Yes
Comment	All residents have been given information about Fire safety in the form of a letter and information leaflets.
Is general fire safety information disseminated to residents?	Yes
Comment	All residents have been given information about Fire safety in the form of a letter and information leaflets. More information is available on the website.

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	Yes
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.	Yes
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**