

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

Asset ID: 33419 **Lodge Square Cow Lane, Burnley**

Cover Sheet

Photo



Date of Fire Risk Assessment	21 Aug 2024
Date of Next Fire Risk Assessment	21 Aug 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	Ian Potter

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	
Scheme Address	Lodge Square Cow Lane, Burnley
Postcode	BB11 1NN
Region	North West
Scheme Manager	
Scheme Tel. No	N/A
Scheme Inspection Completed	Yes
Enforcing Fire Authority	Lancashire
Other staff in attendance	None
Number of on-site Accent staff	None
Number of other (non-Accent) staff	Contract Cleaners in common areas

The Building

Accommodation Type	Lodge House (L30)
Build Date	
Number Of Homes	0
Homes breakdown	
External wall construction	
External wall finish	
Roof construction	
Roof covering	
PEEPs in place where necessary	N/A
Current Evacuation Strategy	Full (Simultaneous) Evacuation
Conversion or purpose-built	Conversion
Number of storeys	3
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
Number of internal Staircases (protected or unprotected?)	2 protected
Number of External Staircases	0
External Balcony part of escape route?	No
Unusual features	None fitted
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations

Asset ID: 33419 **Lodge Square Cow Lane, Burnley**

Fire Detection and Warning System	Common areas only
Grade of fire alarm	Grade A
Category of fire alarm	LD2 Additional 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	

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	
Overdue Annual Emergency Lighting tests	
Overdue Weekly Fire Alarm Testing	0
Overdue Fire Panel - Six Monthly Testing	
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	21/08/2024
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	Ian Potter
Enforcing Fire Authority	Lancashire
Scheme Tel. No	N/A
Other staff in attendance	None
Number of on-site Accent staff	None
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	Full (Simultaneous) Evacuation
Conversion or purpose-built	Conversion
Number of Storeys	3
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
No. of internal staircases (protected/unprotected)	2 protected
Number of external staircases	0
External balcony part of escape route?	No
Unusual features	None fitted

Fire Risk Assessment Survey Results

Building access conditions for Fire Brigade	Vehicular Access to one or more elevations
Surroundings: Residential/Commercial	Retail
Fire Detection and Warning System	Common areas only
Grade of Fire Alarm	Grade A
Category of Fire Alarm	LD2 Additional 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	Yes
Dry Powder Extinguisher(s) present	Yes
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 appear to be in good condition at time of inspection
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	Available from landlord last tested 13/10/21
Electrical App/PA Testing - tested within past 12 months?	Yes
Comment	Last tested 3rd October 23
Absence of trailing leads and adapters?	Yes
Comment	None seen at time of inspection
Evidence that mobility scooters are not being stored/charged in common areas?	Yes
Comment	None seen at time of inspection
Is there a purpose built mobility scooter store/charging area?	No

Comment Not required

Does the building have a lightning protection system? No

Comment Not required

Gas installations

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

Comment None on site

Other Sources of Ignition

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

Comment No evidence of smoking seen at time of inspection. Occupants allowed to smoke externally

Adequate security against arson? Yes

Comment Secure entry on office door and building exits

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

Comment Collection managed by landlord

Are there communal cooking facilities at this scheme? Yes

Comment Microwave and kettle only

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

Comment Warming of food in microwave only and hot drinks

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

Comment See above

Housekeeping

Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items? No

Comment Some build up in IT server room. Mentioned last year and also in H&S inspection undertaken in Jan 24

Are unnecessary accumulations of combustible materials or waste avoided? No

Comment Build up of flammable materials in store room and in printer area

Are combustible materials and substances separated from ignition sources and stored appropriately? No

Comment Items in IT store and printer area in close proximity to electrical ignition sources

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

Comment Checked

Observation	Priority	Referred To	Required By:	Task ID
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Office storage and other areas are becoming full of unnecessary combustible items. These will need to be cleared and kept tidy	Internal - Medium			
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Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled? Yes

Comment None seen at 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 2 ways out from office

Escape routes unobstructed and safe to use? No

Comment Checked

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

Comment Push bar on rear door. Electronic lock on main door

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

Comment All within limits of ADB 45m travel in 2 directions

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

Comment Checked

Fire Spread and Development

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

Comment

From what could be observed at the time
All additional rooms in the office are classed as
inner rooms with vision panels and AFD

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

Yes

Comment

All walls either painted or natural stone

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

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

N/A

Comment

Office on middle floor
Completed as part of building FRA by landlord

Loft hatches fire resisting?

N/A

Comment

No loft hatch in office

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

From what could be observed by Assessor

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

Yes

Comment

Stone construction

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

N/A

Comment

None fitted

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

N/A

Comment

None

Emergency Escape Lighting

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

Yes

Comment

2 exit lights above doorways all communal lights in
corridors maintained by landlord

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

Yes

Comment

Records of monthly/annual testing available?

Yes

Comment

Tested by Tunstall on 10th September. Monthly test
has been requested as it isn't currently scheduled

Fire Safety Signs and Notices

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

Yes

Comment

At both exits

Directional fire escape signage in place and adequate?

Yes

Comment

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

N/A

Comment

None in office, covered under building FRA

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

Yes

Comment

Checked

Means of giving Warning in case of Fire

Is the scheme fitted with a communal area fire alarm?

Yes

Comment

Throughout the building

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

Yes

Comment

Part 1 system

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

Yes

Comment

Part of landlord responsibility last tested by Seneca property on 5th June 24

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

Yes

Comment

From what could be observed

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

N/A

Comment

None fitted

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

N/A

Comment

Yes - kitchen

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

No

Comment

Not monitored

Fire Extinguishing Equipment

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

Yes

Comment

Extinguishers provided in both office and on communal escape routes

Portable fire extinguishers - appropriate type/number/position?

Yes

Comment	
Correct signage displayed by each fire extinguisher?	Yes
Comment	Checked
Fire blanket in communal kitchen, secured to the wall, complete with signage?	Yes
Comment	Kitchen
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	Last tested Nov 23

Management of Fire Safety

Are these premises regulated by the Building Safety Regulator under the Building Safety Act?	No
Comment	
Are there other Responsible Persons who share or have fire safety duties in respect of the premises?	Yes
Have all details required by regulations been shared with all other Responsible Persons?	Yes
Comment	Landlord responsibility
Have all details required by regulations to be shared with us from other Responsible Persons been received and recorded?	Yes
Comment	Documents received from Landlord
Will this FRA be shared will all other Responsible Persons for the premises?	Yes
Comment	Upon request
How will this sharing be achieved?	Email
Is an office or IL scheme being inspected?	Yes
Comment	Part of office multi occupancy
IL Schemes & Regional Offices - Are there sufficient numbers of qualified Fire wardens?	N/A
Comment	Office is staffed sporadically
Offices - Are there suitable arrangements for ensuring the premises are evacuated?	Yes
Comment	Alarm
Offices - Are there suitable arrangements for evacuating disabled people?	Yes
Comment	Safe havens

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Offices - Suitable arrangements for meeting the fire service on arrival and providing relevant information?	Yes
Comment	Reception staffed during the working day
Offices/IL Schemes - Is there a suitable assembly point?	Yes
Comment	Main car park
Offices - Are fire drills carried out at appropriate intervals?	Yes
Comment	Carried out by landlord. Last one 12th August 24

Passenger Lift

Is the scheme fitted with a passenger lift?	No
Comment	Not in the office

Premises Inspection Box

Is there a premises information box for fire & rescue service use?	No
Comment	Not required

Evacuation Policy

Are there suitable arrangements for summoning the fire service?	Yes
Comment	999
Taking FRA findings, is the evacuation policy appropriate for the scheme as per latest guidance?	Yes
Comment	Full evacuation

Engagement with Residents

Has information of fire procedures been disseminated to residents?	N/A
Comment	Office
Is general fire safety information disseminated to residents?	N/A
Comment	Office

FRA Frequency

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

Miscellaneous

Are there any other observations/actions to raise that are not covered above.	No
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.	No
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**