

## ACCENT HOUSING - FIRE RISK ASSESSMENT



<b>Region :</b>	<b>East</b>
<b>Scheme Name :</b>	<b>Howell Drive</b>
<b>Scheme Address :</b>	<b>Sapley Road Huntingdon PE28 2GD</b>
<b>Date of Assessment:</b>	<b>02/10/2023</b>
<b>Date of Next Assessment:</b>	<b>01/10/2026</b>
<b>FRA Frequency:</b>	<b>3 Year Re-Assessment</b>
<b>Fire &amp; Safety Assessor</b>	<b>Lynn Betteridge</b>

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

Scheme Details		Howell Drive
<b>Region:</b>	East	
<b>Scheme Name:</b>	Howell Drive	
<b>Site Address:</b>	<b>Street:</b>	Sapley Road
	<b>Town:</b>	Huntingdon
	<b>Post Code:</b>	PE28 2GD
<b>Block &amp; Asset No.</b>	Block 28-29	Asset 974
<b>Block &amp; Asset No.</b>	Block 34-35	Asset 973
<b>Block &amp; Asset No.</b>	Block 39-42	Asset 971
<b>Block &amp; Asset No.</b>	Block 43-45	Asset 970
<b>Block &amp; Asset No.</b>	Block 46-48	Asset 969
<b>Block &amp; Asset No.</b>	Block 49-50	Asset 968
<b>Scheme Tel. No:</b>		
<b>Date of this Assessment</b>	02/10/2023	
<b>Date of Next Review</b>	01/10/2026	
<b>Fire Risk Assessment Frequency</b>	3 Years	
<b>Health &amp; Safety Assessment Frequency</b>	3 Years	
<b>Purpose of Fire Risk Assessment</b>	3 Year Re-Assessment	
<b>Fire &amp; Safety Assessor</b>	Lynn Betteridge	
<b>Director of Customer Experience</b>	Adam Vandan	
<b>Customer Partnership Manager</b>	Alan Percival	
<b>Contract Manager</b>	Zoe Goodwin	
<b>Scheme Manager/Customer Partner</b>	Rachel Robinett	
<b>Other staff in attendance</b>	None	
<b>Use of Building</b>	General Needs	
<b>Approximate Number of occupants</b>	32	
<b>Occupancy Profile</b>	Families	
<b>Familiarity of the occupants</b>	Fully Familiar	
<b>Likely state of the Occupants</b>	Alert	
<b>PEEPs in place where necessary</b>	N/A	
<b>Number of on-site Accent staff</b>	None	
<b>Number of other (non-Accent) staff</b>	Contract cleaners in common areas	
<b>Support Agency (Supported Housing)</b>	N/A	
<b>Current Evacuation Strategy.</b>	Stay Put (Delayed) Evacuation	
<b>Evidence that residents have been notified of the evacuation procedure</b>	Advice notices displayed in common areas	
<b>History of fires in the building</b>	None	
<b>Business Continuity Plan in place?</b>	Yes	
<b>Scope of Assessment</b>	Type 3 (Common Parts & Flats - Non Destructive)	
<b>Applicable Fire Safety Guidance</b>	Purpose-built flats guide	

Building Details	Howell Drive
Construction Date	2006
Construction Type	Timber Frame
Roof Finish	Pitched-Concrete Tile
Conversion or purpose-built	Purpose Built
Number of flats (self-contained)/rooms (HMOS, shared houses)	17 approx 32 residents
Number of storeys above ground	Two also three
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 and common areas not linked
Grade of fire alarm	Grade D
Category of fire alarm	LD3 Minimum Protection
External Balcony part of escape route?	
Emergency Lighting Provision Additional Comments:	Non Maintained System - Common Areas
Portable Fire Extinguishers Additional Comments:	None fitted
Fixed Fire Fighting Installations Additional Comments:	
External wall finish	Brick
External Cladding	None
Are there any Balconies	No

Significant Findings - Fire						
Howell Drive					02/10/2023	
Action Ref:	Potential Area of Fire Risk	Yes-No-N/A	Observation/Comments/ Actions Required	Risk Rating	Target Completion Date	Referred To:
<b>Fire Hazards</b>						
<b>1</b>	<b>Electrical Sources of Ignition:</b>					
1.1	Electrical Installation within common areas (Fixed Wiring, sockets, switches, light fittings) in good condition and no obvious damage	Yes	Note: All common area fittings at time of inspection Satisfactory.	.		
1.2	Valid Electrical Installation Condition Reports held on file. <b>(Common Areas)</b>	Yes	Note: Valid Communal EIC reports for this block uploaded to scheme & Active "H". Dated 17/2/22.	.		
1.3	Valid Electrical Installation Condition Reports held on file. <b>(General Needs Flats)</b>	Yes	Note: Valid General Needs Flats EIC reports uploaded to Property file & Active "H"	.		
1.4	Electrical App/PA Testing - all portable appliances tested within past 12 months	N/A	Note: PAT not required on general needs, no portable electrical equipment permitted in communal areas.	.		
1.5	Absence of trailing leads and adapters	N/A	Note: Clear corridor policy so no Electrical cables from Flats into communal areas.	.		
1.6	Mobility Scooters - Stored/charged in common areas, purpose built store/resident flat	Other	Note: No evidence or reports that any residents own a mobility Scooter at time of inspection.	.		
<b>2</b>	<b>Smoking:</b>					
2.1	Are there any risks associated with smoking in the building?	Yes	Note; Smoking only permitted in resident flats & not communal areas.	.		
<b>3</b>	<b>Arson:</b>					

3.1	Adequate security against arson?	Yes	Note:At time of inspection building secure intercom/keypad/trades button.	.		
3.2	Is there an absence of unnecessary fire load in close proximity to building?	Yes	Note: Generally clear & tidy scheme on day of inspection all area's. <b>CP</b> contacted as items in some blocks require removal.	.		
<b>4</b>	<b>Heating Installations (Portable/fixed) Gas Installations - Common Areas &amp; General Needs Residential flats.</b>					
4.1	If portable heaters are used, are there suitable controls?	N/A	Note: No portable heaters in Communal stair wells, Unable to control residents heaters within Flats but through communication & media advice Given on Electrical/Gas safety.	.		
4.2	Are fixed heating installations subject to regular maintenance?	Yes	Note: Heating Systems maintained via contract and recorded on Active "H".	.		
4.3	Valid LGSC held on file for each residential flat that contains gas appliances.	Yes	Note: <b>Sample Flat 48</b> Gas safety check completed 30/6/23.Smoke/Heat/Co2 detectors checked all uploaded to Active "H".	.		
<b>5</b>	<b>Cooking:</b>					
5.1	Are reasonable measures taken to prevent fires as a result of cooking?	Other	Note: Cooking only permitted in Resident Flats.Fire safety advice given to residents through Media comms from Accent.	.		
5.2	Where there is extraction ventilation in communal kitchens are filters changed/ cleaned and ductwork cleaned regularly?	N/A	<b>Note: This Scheme General Needs no Requirement.</b>	.		
<b>6</b>	<b>Lightning Protection System:</b>					
6.1	Does the building have a lightning protection system, If so, is it adequately maintained?	N/A	Note:No Lighting conductor system fitted due to building height and no surge protection required.Review underway as per building height and generic weather assessment strategy.	.		
<b>7</b>	<b>Housekeeping:</b>					
7.1	Is the standard of housekeeping adequate?	Yes	Note: Spoke to CP inspection Multiple combustables and objects required immediate action.	.		

7.2	Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items.	Yes	Note: All cupboards at each landing locked and unable to check. Signage added to Doors.	.		
7.3	Are combustible materials separated from ignition sources and stored appropriately?	Yes	Note: This Inspection Found no accumulation of flytipping or combustibles.	.		
7.4	Are unnecessary accumulations of combustible materials or waste avoided?	Yes	Note: At time of inspection bin storage area's Garden.	.		
7.5	Are hazardous materials stored appropriately (i.e. oxygen cylinders, flammable materials, explosive products, oxidising products, aerosols)	Other	Note: At time of inspection no reports of medical Oxygen on scheme.	.		
<b>8</b>	<b>Furniture/furnishings on escape routes and other communal areas:</b>					
8.1	Furniture/furnishings in good condition, fire retardant and complies with 1988 Regulations.	Other	Note; Clear corridor policy in force by Accent & FSO, furniture is not permitted in communal areas.	.		
<b>9</b>	<b>Other Significant Fire Hazards:</b>					
9.1	Are there other significant fire hazards that are inadequately controlled?	No	Note: Generally Clear areas all over scheme.	.		
<b>Fire Protection Measures</b>						
<b>10</b>	<b>Means of Escape from Fire:</b>					
10.1	Is it considered that the building is provided with reasonable means of escape in case of fire?	Yes	Note: All Escape routes are within permissible distances of travel to safe Air.	.		
10.2	Escape routes unobstructed and maintained in a sterile condition?	Yes	Note: Clear corridor policy enforced by Accent.	.		
10.3	Exits easily and immediately openable where necessary, without a key?	Yes	Note: All exit doors are thumb type.	.		
10.4	Reasonable distances of travel where there is a single/alternative direction of travel?	Yes	Note: Single staircase and as above 10.1	.		
10.5	Escape routes lead to final exits and open in direction of escape where necessary?	Yes	Note: Clear from Obstructions on Exiting the Building.	.		
10.6	Do failsafe's on locked exit doors function correctly?	N/A		.		

10.7	Is it considered that the building is provided with reasonable arrangements for means of escape for disabled people?	Yes	Note:No mobility issue's on this scheme at time of inspection,However only ground floor Flats would be suitable across all four Blocks.	.		
<b>11</b>	<b>Measures to Limit Fire Spread and Development:</b>					
11.1	Is it considered that the compartmentation is of a reasonable standard?	Yes	Note: Loft access available to fully assess at roof level Via loft hatch.Stairwells protected from Fire spread and meets Approved Doc B 1/3.	.		
11.2	Is there reasonable limitation of surface finishes that might promote fire spread (walls, floors, ceilings)?	Yes	Note:All walls plastered and painted and meets code B1.	.		
11.3	Are fire dampers/shutters provided in ducts/refuse chutes to protect means of escape against fire, smoke and combustion products?	N/A		.		
11.4	Compartmentation within roof spaces of a satisfactory standard?	Yes	Note: Loft spaces in Communal top floor accessed to check Compartmentation seperation to roofline.	.		
11.5	Loft hatches fire resisting?	Yes	Note: Loft hatch Fire Resisting steel 60 minute certification.Meets the requirements of Part B building Regs.	.		
11.6	Fire stopping above cross-corridor fire doors within suspended ceiling void of a satisfactory standard	Yes		.		
11.7	Smoke Control Systems (AOV's) Are records of annual testing available?	N/A		.		
11.8	Roller shutter doors (fire resisting)	N/A		.		
<b>12</b>	<b>Communal Area Fire Doors (Inspection to include - construction, hinges, closure devices, intumescent/smoke seal condition, glazing systems and maximum gaps between door and frame.</b>					
12.1	Communal fire doors to FD30s standard and in a serviceable condition,	N/A	<b>Note: Block does not have a communal Fire Door.</b>	.		
12.2	"Fire door keep shut/locked" signage displayed on both sides of all applicable doors.	N/A		.		

12.3	Hold open devices operate at the sounding of the alarm and are in a serviceable condition	N/A		.		
<b>13</b>	<b>Flat entrance doors (Internal Common Areas)</b>					
13.1	Do flat entrance doors open onto internal escape routes?	Yes	Note: Resident Fire Doors inspection to be recorded onto Active "H". Visual Inspection if no access,	.		
<b>14</b>	<b>Flats with a single direction of escape to a single escape stairway. (External Balcony)</b>					
14.1	Do the flat entrance doors that open onto an external balcony have to be passed during an escape?	N/A	<b>Note: No external balconies on this scheme.</b>	.		
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		.		
<b>15</b>	<b>Emergency Escape Lighting:</b>					
15.1	Is the emergency lighting correctly specified and installed as per BS 5266-1:2016	Yes	Note; Non Maintained System Emergency lighting installed within escape routes.	.		
15.2	Are all emergency lighting units in good condition and securely fixed to walls/ceilings	Yes	Note; All Emergency lights secure and working at time of inspection.	.		
15.9	Are records of monthly testing available?	Yes	Note; Monthly certs uploaded to property file & Active "H". Dates Monthly 30/8/23	.		
15.10	Are records of annual testing available?	Yes	Note: Drop test dated 30/8/23	.		
<b>16</b>	<b>Fire Safety Signs and Notices:</b>					
16.1	Are the correct Fire Action/Advice notices displayed in prominent locations within the common areas?	Yes	Note: Signage checked and updated if Required.	.		
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		.		
<b>17</b>	<b>Means of giving Warning in case of Fire:</b>					



17.1	Is the fire detection and warning system appropriate for the occupancy and fire risk?	Yes	Note: Smoke and Heat detectors located in flats. Smoke detectors located in Communal area Stand alone test recorded Active "H".2/8/23.	.		
17.2	Is the fire detection and warning system correctly specified and installed as per BS 5839-1:2017	N/A	Note: The Fire Detection and Fire alarm system for this scheme meets the <b>updated</b> BS5839-6: 2019 Code of Practice for Design Installation.	.		
17.3	Is the fire detection and warning system maintained/tested and all certificates saved on file. (BS 5839-1:2017)	N/A	Note: Contractor Tunstalls test and uploaded to scheme folder and active "H". Communal Stand alone test recorded Active "H".2/8/23.	.		
17.4	Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?	N/A	<b>Note: General Needs Scheme.</b>	.		
17.5	Is the fire alarm panel remotely monitored, and if so are there records of regular testing?	N/A	Note: No requirement for a fire panel on this scheme.	.		
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	Note: Sample Flat 48 Domestic Heat & smoke tested and Dates uploaded to property file & Active H. 30/6/23.	.		
<b>18</b>	<b>Fire Extinguishing Equipment:</b>					
18.1	Portable fire extinguishers - appropriate type/number/position?	N/A	<b>Note: General Needs Equipment not Provided.</b>	.		
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		.		
18.4	Hose Reels - fitted, maintained?	N/A		.		
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		.		
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	Note; Residents to call emergency services in the event of a Fire.	.	
19.2	Do relevant staff carry out regular fire safety checks	Other	Note: CP carries out scheme inspections which contain partial F/S observations also clear corridor policy enforcement and door functionality last inspection	.	
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	Note: Stay put ( Delayed) Evacuation policy in operation.	.	
21		Miscellaneous			
21.8				.	

Residents Front Doors						
Howell Drive					02/10/2023	
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:
				-		
28	Yes	4678	Resident Fire Door Inspected and found to meet the FD30 Specification.			
29	Yes	4679	Resident Fire Door Inspected and found to meet the FD30 Specification.			
34	No	4670	Access not achieved visual inspection from Communal area door in situ sits firmly on rebates .			
48	Yes	4661	Resident Fire Door Inspected and found to meet the FD30 Specification.			

Photographs - Fire

02/10/2023

Howell Drive



Photo No. 1

Note: For Info only access communal area. Note electrical communal Heating.



Photo No. 2

Note: For Info Only.

Photographs - Fire

02/10/2023

Howell Drive



2/10/2023

Photo No. 3

Note: For Info only Storage door no signage so signage affixed.

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## 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:

### *FRA Review Frequency*

<b>MINOR</b>	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).
<b>MAJOR</b>	An outbreak of fire could result in injury of one or more occupants, but is unlikely to lead to fatalities.
<b>CRITICAL</b>	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					
Howell Drive				02/10/2023	
<b>TOLERABLE</b>					
Potential area of fire risk	Observation/Comments / Actions Required	Risk Rating	Completion Date	Referred To:	Task ID No.
<b>NO ACTIONS TO RAISE</b>					

Action Plan - Residents Front Doors						
Howell Drive				02/10/2023		
Flat No.	Asset No.	Observation/Comments / Actions Required	Risk Rating	Completion Date	Referred To:	Task ID No.
		Some doors were accessed to check all iron mongary and self closing devices doors generally have double Perko fixing but meets FD 30 spec. other doors visually look Acceptable.	-			