

## ACCENT HOUSING - FIRE RISK ASSESSMENT



<b>Region :</b>	<b>North West</b>
<b>Scheme Name :</b>	<b>Old Town Hall</b>
<b>Scheme Address :</b>	<b>Station Rd Dalton In Furness LA15 8DE</b>
<b>Date of Assessment:</b>	<b>14/04/2022</b>
<b>Date of Next Assessment:</b>	<b>14/04/2025</b>
<b>FRA Frequency:</b>	<b>3 Year Re-Assessment</b>
<b>Fire &amp; Safety Assessor</b>	<b>Ian Potter</b>

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

<b>Scheme Details</b>		<b>Old Town Hall</b>
<b>Region:</b>		North West
<b>Scheme Name:</b>		Old Town Hall
<b>Site Address:</b>	<b>Street:</b>	Station Rd
	<b>Town:</b>	Dalton In Furness
	<b>Post Code:</b>	LA15 8DE
<b>Block &amp; Asset No.</b>		Block 1-7 Asset No 9462
<b>Block &amp; Asset No.</b>		Block 8-11 Asset No 9463
<b>Scheme Tel. No:</b>		N/A
<b>Date of this Assessment</b>		14/04/2022
<b>Date of Next Review</b>		14/04/2025
<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>		Ian Potter
<b>Director of Customer Experience</b>		Shaun Finegan
<b>Customer Partnership Manager</b>		Mark Foster
<b>Contract Manager</b>		Susan Polvani
<b>Scheme Manager/Customer Partner</b>		Amy Bower
<b>Other staff in attendance</b>		N/A
<b>Use of Building</b>		General Needs
<b>Approximate Number of occupants</b>		9 Apartments
<b>Occupancy Profile</b>		Mixed
<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>		Full (Simultaneous) 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 1 (Common Parts Only - Non Destructive)
<b>Applicable Fire Safety Guidance</b>		LACORS Guide

Building Details	Old Town Hall
Construction Date	1880. Covered in 1996
Construction Type	Joisted or Load Bearing Masonry (Traditional)
Roof Finish	Pitched-Slate Tile
External Wall Finish	Stone
Are there any areas of external wall cladding	No
Are there any balconies	No
Conversion or purpose-built	Conversion
Number of flats (self-contained)/rooms (HMOS, shared houses)	9
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?	No
Unusual features	None
Building complexity	Simple
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations
Surroundings: Residential/Commercial	Mixed
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
Additional Comments:	
Evacuation Alert System (EAS)	No
Additional Comments:	
Emergency Lighting Provision	Non Maintained System - Common Areas
Additional Comments:	
Portable Fire Extinguishers	Foam
Additional Comments:	
Fixed Fire Fighting Installations	None fitted
Additional Comments:	

Significant Findings - Fire						
Old Town Hall					14/04/2022	
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		.		
1.2	Valid Electrical Installation Condition Reports held on file.(Common Areas)	Yes	1-7 recorded as having no supply on 12/11/19 8-11 tested 17/12/20	.		
1.3	Valid Electrical Installation Condition Reports held on file. (General Needs Flats)	Yes	All checked and in date on ActiveH	.		
1.4	Electrical App/PA Testing - all portable appliances tested within past 12 months	N/A		.		
1.5	Absence of trailing leads and adapters	Yes		.		
1.6	Mobility Scooters - Stored/charged in common areas, purpose built store/resident flat	N/A	None present	.		
<b>2</b>	<b>Smoking:</b>					
2.1	Are there any risks associated with smoking in the building?	Yes	Customers allowed to smoke in apartments. No evidence present in communal areas	.		
<b>3</b>	<b>Arson:</b>					
3.1	Adequate security against arson?	Yes		.		
3.2	Is there an absence of unnecessary fire load in close proximity to building?	Yes		.		
<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	No portable heaters present	.		
4.2	Are fixed heating installations subject to regular maintenance?	N/A	No Gas	.		
4.3	Valid LGSC held on file for each residential flat that contains gas appliances.	N/A	No Gas	.		
<b>5</b>	<b>Cooking:</b>					
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		.		
<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	Not required	.		
<b>7</b>	<b>Housekeeping:</b>					
7.1	Is the standard of housekeeping adequate?	Yes		.		
7.2	Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items	N/A		.		
7.3	Are combustible materials separated from ignition sources and stored appropriately?	Yes		.		
7.4	Are unnecessary accumulations of combustible materials or waste avoided?	Yes		.		
7.5	Are hazardous materials stored appropriately (i.e. oxygen cylinders, flammable materials, explosive products, oxidising products, aerosols)	N/A		.		
<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.	N/A	No furniture 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		.		
<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		.		
10.2	Escape routes unobstructed and safe to use?	Yes		.		

10.3	Exits easily and immediately openable where necessary, without a key?	Yes	Yes			
10.4	Reasonable distances of travel where there is a single/alternative direction of travel?	Yes	Yes			
10.5	Escape routes lead to final exits and open in direction of escape where necessary?	Yes	Yes			
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?	No		Majority of flats on upper level without use of a lift		
<b>11 Measures to Limit Fire Spread and Development:</b>						
11.1	Is it considered that the compartmentation is of a reasonable standard?	Yes	Yes			
11.2	Is there reasonable limitation of surface finishes that might promote fire spread (walls, floors, ceilings)?	Yes	Yes			
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?	N/A				
11.5	Loft hatches fire resisting?	N/A	A			
11.6	Fire stopping above cross-corridor fire doors within suspended ceiling void of a satisfactory standard	N/A				
11.7	Smoke Control Systems (AOV's) Are records of annual testing available?	N/A				
11.8	Roller shutter doors (fire resisting)	N/A	A			
11.9	Do the external walls, windows, balconies etc pose a risk of significant fire spread?	No				
<b>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.</b>						
12.1	Communal fire doors to FD30s standard and in a serviceable condition.	Yes	Yes			
12.2	"Fire door keep shut/locked" signage displayed on both sides of all applicable doors.	Yes	Yes			
12.3	Hold open devices operate at the sounding of the alarm and are in a serviceable condition	Yes	Yes			
<b>13 Flat entrance doors (Internal Common Areas)</b>						
13.1	Do flat entrance doors open onto internal escape routes?	Yes		If yes, see "Residents Front Doors Sheet"		
<b>14 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		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				
<b>15 Emergency Escape Lighting:</b>						
15.1	Is the emergency lighting correctly specified and installed as per BS 5266-1:2016	Yes	Yes			
15.2	Are all emergency lighting units in good condition and securely fixed to walls/ceilings	Yes	Yes			
15.9	Are records of monthly testing available?	Yes	Yes	Last tested 05/04/22		
15.10	Are records of annual testing available?	Yes	Yes	Last tested 29/07/21		
<b>16 Fire Safety Signs and Notices:</b>						
16.1	Are the correct Fire Action/Advice notices displayed in prominent locations within the common areas?	Yes	Yes			
16.3	Directional fire escape signage in place and adequate?	Yes	Yes			
16.4	Is there a suitable LIFT sign i.e. do not use in case of fire.	N/A		No lift		
<b>17 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	Yes			
17.2	Is the fire detection and warning system correctly specified and installed as per BS 5839-1:2017	Yes	Yes			

17.3	Is the fire detection and warning system maintained/tested and all certificates saved on file. (BS 5839-1:2017)	Yes	Last test 8/2/22			
17.4	Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?	N/A				
17.5	Is the fire alarm panel remotely monitored, and if so are there records of regular testing?	Yes	Last test 8/2/22			
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)	N/A	No Gas			
<b>18 Fire Extinguishing Equipment:</b>						
18.1	Portable fire extinguishers - appropriate type/number/position?	Yes				
18.2	Correct signage displayed by each fire extinguisher?	Yes				
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	Yes				
<b>19 Management of Fire Safety</b>						
19.1	Are there suitable arrangements for summoning the fire service?	Yes				
19.2	Do relevant staff carry out regular fire safety checks	N/A				
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				
<b>20 Evacuation Policy</b>						
20.1	Taking the findings of the FRA into account, is the evacuation policy appropriate for the scheme?	Yes				
<b>21 Miscellaneous</b>						

## 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.