

14 May 2024

Fire Risk Assessment Report



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

Asset ID: 9122 **The Orchard Heather Bank, Burnley**

Cover Sheet

Photo



Date of Fire Risk Assessment	14 May 2024
Date of Next Fire Risk Assessment	14 May 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	The Orchard
Scheme Address	The Orchard Heather Bank, Burnley
Postcode	BB11 5LA
Region	North West
Scheme Manager	
Scheme Tel. No	N/A
Scheme Inspection Completed	Yes
Enforcing Fire Authority	Lancashire
Other staff in attendance	Scheme Manager
Number of on-site Accent staff	Scheme Manager Weekdays
Number of other (non-Accent) staff	Contract Cleaners in common areas

The Building

Accommodation Type	CAT2 Housing for Older People (S28)
Build Date	Jan 1 1991
Number Of Homes	40
Homes breakdown	Flat
External wall construction	Facing Brick
External wall finish	Facing Brick
Roof construction	Timber
Roof covering	Interlocking Pitched
PEEPs in place where necessary	Yes
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Purpose Built
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?)	3 protected
Number of External Staircases	0
External Balcony part of escape route?	N/A
Unusual features	None
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations

Asset ID: 9122 The Orchard Heather Bank, Burnley

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

Customers

Number of occupants	40
Occupant tenure type breakdown	CAT2 Housing for Older People

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	0
Overdue Annual Emergency Lighting tests	0
Overdue Weekly Fire Alarm Testing	1
Overdue Fire Panel - Six Monthly Testing	1
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	19/05/2023
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	Scheme Manager
Number of on-site Accent staff	Scheme Manager Weekdays
Number of other (non-Accent) staff	Contract Cleaners in common areas
Scheme Inspection completed	Yes
Number of occupants	40
Personal Emergency Evacuation Plans in place	Yes
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Purpose Built
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)	3 protected
Number of external staircases	0
External balcony part of escape route?	N/A
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 A
Category of Fire Alarm	LD3 Minimum Protection
Emergency Lighting Provision	Maintained system - Common areas
Portable Fire Extinguishers / Fire Blankets supplied / fitted	Yes
Water Extinguisher(s) present	Yes
Foam Extinguisher(s) present	Yes
Dry Powder Extinguisher(s) present	No
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	None seen at time of inspection
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	Tested 1st September 23
Electrical App/PA Testing - tested within past 12 months?	Yes
Comment	Tested 26th June 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. Dedicated scooter store
Is there a purpose built mobility scooter store/charging area?	Yes

Comment	Secure Dedicated scooter store adjacent to building linked to detection system
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	No gas supply

Other Sources of Ignition

Is there a no smoking policy in place, which is enforced and adhered to?	Yes
Comment	No smoking policy in place. Residents observed smoking outside at time of inspection
Adequate security against arson?	Yes
Comment	All doors secure by door entry system and CCTV fitted
Are refuse/recycling bin areas managed and suitably located?	Yes
Comment	Internal. All neat and tidy at time of inspection
Are there communal cooking facilities at this scheme?	Yes
Comment	Small communal kitchen used mainly for tea/coffee making
Are reasonable measures taken to prevent fires as a result of cooking?	Yes
Comment	No open oil cooking carried out. Occasional bacon sandwich making
Where there is extraction in communal kitchens, are filters and ductwork changed/cleaned regularly?	N/A
Comment	Domestic Cooker hood and vent axia

Housekeeping

Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items?	Yes
Comment	All checked and clear at time of inspection
Are unnecessary accumulations of combustible materials or waste avoided?	No
Comment	Some Residents have artificial plants and other combustible items on shelves outside flats. Scheme Manager went around to all and removed them at time of inspection
Are combustible materials and substances separated from ignition sources and stored appropriately?	Yes

Comment

None seen at time of inspection

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

Yes

Comment

Some camping chairs were found in a lounge area on the top floor. These were removed at time of inspection

Observation

Priority

Referred To

Required By:

Task ID

Camping chairs found in lounge area. Removed by Scheme Manager at time of inspection

No Action



Observation

Priority

Referred To

Required By:

Task ID

Flammable Items found in communal areas. Removed by Scheme Manager at time of inspection

No Action



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?

No

Comment

Several Communal fire doors were found to be not effectively self closing and close fitting in their frame repairs to be raised

Escape routes unobstructed and safe to use?

Yes

Comment	All clear at time of inspection
Exits immediately openable without a key and/or failsafe's function correctly?	Yes
Comment	All checked at time of inspection
Reasonable distances of travel where there is a single/alternative direction of travel?	Yes
Comment	All comply
Escape routes lead to final exits and open in direction of escape where necessary?	Yes
Comment	All exit doors and external routes checked

Observation	Priority	Referred To	Required By:	Task ID
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<p>Several Fire doors require attention as Follows: Staircase door adjacent to Flat 18, catching on carpet and smoke seal missing Corridor door nr Flat 23 not closing Into frame Door from electric meter room not closing, catching on latch Library door wedged open by book - removed at time of inspection Door into Corridor from main foyer nr Manager office not closing into frame Lounge door lower ground floor adjacent to cleaners store warped at bottom</p>	<p>Repair - Non Emergency</p>
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Fire Spread and Development

Is it considered that the compartmentation is of a reasonable standard?	Yes
Comment	Recent survey and remedial work carried out by CLC
Is there reasonable limitation of surface finishes that might promote fire spread (walls, floors, ceilings)?	Yes
Comment	Painted walls
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?	Yes

Comment See 8.1.1

Loft hatches fire resisting? Yes

Comment Checked

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 See 8.1.1

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

Comment Brick

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? Yes

Comment In kitchen

Emergency Escape Lighting

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

Comment

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

Comment

Records of monthly/annual testing available? No defects seen at time of inspection

Comment Yes

Comment Annual drop test 10th July 23
Monthly test 13th May 23

Fire Safety Signs and Notices

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

Comment

Directional fire escape signage in place and adequate? Checked

Comment Yes

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

Comment Yes

Do common area fire doors display the correct signage on both sides where applicable? All replaced at time of inspection

Comment Yes

Comment Checked

Means of giving Warning in case of Fire

Is the scheme fitted with a communal area fire alarm?	Yes
Comment	
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	Tested 6th December 23 by Tunstall
Fire alarm components in good condition and securely fixed to walls/ceilings?	Yes
Comment	No defects seen at time of inspection
Hold open devices operate at the sounding of the alarm and are in a serviceable condition?	Yes
Comment	Checked
Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?	Yes
Comment	
Is the fire alarm panel remotely monitored, and if so are there records of regular testing?	Yes
Comment	Tested weekly by Scheme Manager 20th May 24

Fire Extinguishing Equipment

Is fire extinguishing equipment and/or fixed fire fighting installations provided at this scheme?	Yes
Comment	Extinguishers and Fire Blanket
Portable fire extinguishers - appropriate type/number/position?	Yes
Comment	In high risk rooms
Correct signage displayed by each fire extinguisher?	Yes
Comment	Checked
Fire blanket in communal kitchen, secured to the wall, complete with signage?	Yes
Comment	Checked
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	Tested April 24

Management of Fire Safety

Are these premises regulated by the Building Safety Regulator under the Building Safety Act?	No
Comment	Under 11m
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?	Yes
Comment	ILS
IL Schemes & Regional Offices - Are there sufficient numbers of qualified Fire wardens?	Yes
Comment	Scheme Manager
Offices - Are there suitable arrangements for ensuring the premises are evacuated?	N/A
Comment	
Offices - Are there suitable arrangements for evacuating disabled people?	N/A
Comment	
Offices - Suitable arrangements for meeting the fire service on arrival and providing relevant information?	N/A
Comment	
Offices/IL Schemes - Is there a suitable assembly point?	Yes
Comment	Main car park
Offices - Are fire drills carried out at appropriate intervals?	N/A
Comment	

Passenger Lift

Is the scheme fitted with a passenger lift?	Yes
Comment	One
Is the lift in full working order at the time of the FRA?	Yes
Comment	Button pressed and lift arrived
Is the lift fitted with a firefighters switch?	No
Comment	
Servicing and insurance inspection - Evidence of regular servicing/maintenance?	Yes
Comment	Tested 15th February 24

Premises Inspection Box

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

No

Comment

Master key and resident details kept in accessible safe controlled by Wardencall

Evacuation Policy

Are there suitable arrangements for summoning the fire service?

Yes

Comment

Warden call and 999

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

Yes

Comment

Engagement with Residents

Has information of fire procedures been disseminated to residents?

Yes

Comment

Letter sent and tenancy sign up. Notices on walls

Is general fire safety information disseminated to residents?

Yes

Comment

Letter sent to all and Fire Service visits

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.

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.

Yes

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

Asset ID: 9122

The Orchard Heather Bank, Burnley

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.

Yes

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**