

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

**Asset ID: 1031**      **17-36 Keyworth Court Block 17-36 Princes Street, Huntingdon**

## Cover Sheet

Photo



Date of Fire Risk Assessment	14 Aug 2024
Date of Next Fire Risk Assessment	14 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	Lynn.betteridge GfireE (Dip) NEBOSH

**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	Keyworth Court
Scheme Address	17-36 Keyworth Court Block 17-36 Princes Street, Huntingdon
Postcode	PE29 3PU
Region	East
Scheme Manager	
Scheme Tel. No	
Scheme Inspection Completed	Yes
Enforcing Fire Authority	Cambridgeshire Fire and Rescue Service.
Other staff in attendance	No staff on day of inspection a meeting arranged.
Number of on-site Accent staff	None
Number of other (non-Accent) staff	Contract Cleaners in common areas

## The Building

Accommodation Type	General Needs (S30)
Build Date	Mar 29 2010
Number Of Homes	20
Homes breakdown	Flat
External wall construction	Steel Frame
External wall finish	Facing Brick, UPVC Cladding
Roof construction	Metal
Roof covering	Interlocking Pitched
PEEPs in place where necessary	N/A
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Purpose Built
Number of storeys	4
Number of floors on which car parking is provided	1
Is there a habitable basement?	No
Number of internal Staircases (protected or unprotected?)	1 protected in block 17-36.
Number of External Staircases	None
External Balcony part of escape route?	N/A
Unusual features	None on this block.
Building Access Conditions for Fire Brigade	Vehicular 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 A
Category of fire alarm	LD3 Minimum Protection
Emergency Lighting Provision	Non Maintained System - Common Areas
Portable Fire Extinguishers supplied/fitted	No
Fixed Fire Fighting Installations	No

## Customers

Number of occupants	36
Occupant tenure type breakdown	General Needs

## 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	0
Overdue Fire Panel - Six Monthly Testing	0
Overdue Fire Safety Equipment tests	0

## 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	14/08/2024
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	Lynn.betteridge GfireE (Dip) NEBOSH
Enforcing Fire Authority	Cambridgeshire Fire and Rescue Service.
Scheme Tel. No	
Other staff in attendance	No staff on day of inspection a meeting arranged.
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	36
Personal Emergency Evacuation Plans in place	N/A
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Purpose Built
Number of Storeys	4
Number of floors on which car parking is provided	1
Is there a habitable basement?	No
No. of internal staircases (protected/unprotected)	1 protected in block 17-36.
Number of external staircases	None
External balcony part of escape route?	N/A
Unusual features	None on this block.

## Fire Risk Assessment Survey Results

Building access conditions for Fire Brigade	Vehicular Access to one or more elevations
Surroundings: Residential/Commercial	Mixed
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	Non Maintained System - Common Areas
Portable Fire Extinguishers / Fire Blankets supplied / fitted	No
Water Extinguisher(s) present	No
Foam Extinguisher(s) present	No
Dry Powder Extinguisher(s) present	No
Carbon Dioxide Extinguisher(s) present	No
Fire Blanket(s) present	No
Fixed Fire Fighting Installations supplied / fitted	No
Dry Riser(s) present	Yes
Wet Riser(s) present	No
Sprinkler System present	No
Hosereel(s) present	No
Automatic Opening Vent(s) present	Yes

## Electrical Sources of Ignition

Electrical installation within common areas in good condition and no obvious damage?	Yes
Comment	All electrical components on each floor found to be secure and not damaged.
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	The EICR is required every 5 years and has been tested and recorded and dated 1/10/2020. A Sample flat 20 dated 20/1/2020 was also checked for compliance, all certificates have been uploaded to active "H" and M files.
Electrical App/PA Testing - tested within past 12 months?	N/A
Comment	General Needs scheme no requirement.
Absence of trailing leads and adapters?	Yes
Comment	On the day of inspection there was no visible signs of leads or any adapters on all floors.

Evidence that mobility scooters are not being stored/charged in common areas?

Yes

Comment

There was no mobility scooters identified on this scheme and housing partner confirms.

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

N/A

Comment

There is no external charging facilities on this scheme.

Does the building have a lightning protection system?

N/A

Comment

Is the protection system adequately maintained?

N/A

Comment

### Gas installations

Is there a commercial/domestic gas supply to the scheme?

No

Comment

This scheme does not have any Gas distribution on this scheme and no requirement to meet Gas safety regulations.

### Other Sources of Ignition

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

Yes

Comment

Communal areas are designated no smoking and residents are made aware of by signage and a reminder that this is stipulated in the tenancy agreement.

Adequate security against arson?

Yes

Comment

On the day of inspection all access doors found secure,there is also a fire door leading to internal final exit door underground car park which was secure on the ground floor.

Are refuse/recycling bin areas managed and suitably located?

Yes

Comment

Commercial storage waste bins are located in a internal storage area,the steel doors are accessed only by residents.

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

Storage cupboards containing electrical services equipment at each level are kept locked.

Are unnecessary accumulations of combustible materials or waste avoided?

Yes

Comment

Generally the scheme is well maintained and each floor level clear. Externally the scheme is clear from combustible.

Are combustible materials and substances separated from ignition sources and stored appropriately?

N/A

Comment

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

N/A

Comment

This is a General needs block and no furniture provision in communal area.

### Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

This block consists of 4 floors and is part of 2 blocks with similar fire protection measures and will be subject to a annual 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

All flats lead into a protected staircase via a communal fire door, the travel distance meets the code of practice and residents proceed to safe Air via the protected staircase.

Escape routes unobstructed and safe to use?

Yes

Comment

At the time of inspection there was no obstructions residents are reminded of the clear corridor policy by signage.

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

Yes

Comment

safe egress by residents is maintained in the direction of travel and a emergency release installation is provided by the final exit.This equipment door release mechanism was tested on the day of inspection for functionality.

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

Yes

Comment

Travel distances from the residents flats meets the code of practice.

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

Yes

Comment

All fire doors communal on each landing open in the direction of travel.

## Fire Spread and Development

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

Yes

Comment

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

Yes

Comment

The surface linings of walls and ceilings are designed to meet C-s3,d2.

Are fire dampers/shutters provided in ducts/refuse chutes to protect means of escape against fire, smoke and combustion products?

Yes

Comment

This building has smoke shafts operated as AOV from ground floor ceiling via louvre opening and floor level fire doors on each landing have a manual operation override.  
Smoke travel through the shaft to fresh Air on operation of the fire alarm.

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

Yes

Comment

Loft hatches fire resisting?

Yes

Comment

Fire resisting loft hatch located on top floor landing.

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

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

Comment

This scheme is to have a full external survey to establish wall and roof materials.  
Once established the Fire Risk Assessment will be updated.

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

Yes

Comment

The AOV system was completely replaced in 2023 as previous system was faulty all certification is uploaded to Active "H" and M files. Test dated as 29/7/2024.  
Each landing has a standard fire door operated via Fire alarm activation,also window vent.The control panel located 3rd floor lockable fire door storage area.

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

N/A

Comment

The car park area has a double size steel shutter which is not fire rated and opens when the fire alarm activates.



### Emergency Escape Lighting

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

Yes

Comment

Certification on installation is uploaded to Active "H" and M files and meets BS5266-1 the contractor Tunstalls maintain and test the system.

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

Yes

Comment

On the day of inspection the emergency lighting was found in good condition and all equipment on each landing was secure and operational.

Records of monthly/annual testing available?

Yes

Comment

The emergency lighting system at this scheme has been tested monthly on the 3/7/2024 and the annual drop test was completed on the 19/4/2024. AI recorded by Tunstall and uploaded to Active "H" and M files.

### Fire Safety Signs and Notices

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

Yes

Comment

The fire action notices are located in all the communal areas on the ground floor adjacent to final exit. New signs installed on the day of inspection.

Directional fire escape signage in place and adequate?

Yes

Comment

Signage is provided on each floor only one travel direction to final exit to safe air.

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

Yes

Comment

Each floor landing has a fire routine notification do not use the lift in the event of a fire situation.

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

Yes

Comment

All doors denoted both sides.

Observation	Priority	Referred To	Required By:	Task ID
Replacement of signage.	No Action			



## Means of giving Warning in case of Fire

Is the scheme fitted with a communal area fire alarm?	Yes
Comment	The fire panel is located in the main foyer along with the floor plan and denoted fire Zones on each floor.
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	The fire panel is tested 6 monthly by the main contractor Tunstalls the date of last test dated 15/2/2024. The scheme fire alarm is also tested weekly the last test date 8//2024 by the contractor all records are uploaded to Active"H" and M files.
Fire alarm components in good condition and securely fixed to walls/ceilings?	Yes
Comment	At the time of inspection all components were identified on each floor in good condition.
Hold open devices operate at the sounding of the alarm and are in a serviceable condition?	N/A
Comment	
Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?	N/A
Comment	
Is the fire alarm panel remotely monitored, and if so are there records of regular testing?	No
Comment	As previously stated the alarm maintenance contract is established with Tunstalls but not remotely monitored.

## Fire Extinguishing Equipment

Is fire extinguishing equipment and/or fixed fire fighting installations provided at this scheme?	Yes
Comment	Dry risers located at every level.
Portable fire extinguishers - appropriate type/number/position?	No
Comment	
Correct signage displayed by each fire extinguisher?	N/A
Comment	
Fire blanket in communal kitchen, secured to the wall, complete with signage?	N/A
Comment	

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

Yes

Comment

All checked on the day of inspection.

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

Yes

Comment

Annual check completed on 19/8/2024 by Morgan Fire.  
This record updated.

## Management of Fire Safety

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

No

Comment

This Block 17-36 only 4 floors.

Are there other Responsible Persons who share or have fire safety duties in respect of the premises?

N/A

Have all details required by regulations been shared with all other Responsible Persons?

N/A

Comment

Have all details required by regulations to be shared with us from other Responsible Persons been received and recorded?

N/A

Comment

Will this FRA be shared with all other Responsible Persons for the premises?

N/A

Comment

How will this sharing be achieved?

FRA will be made available on Accent website.

Is an office or IL scheme being inspected?

No

Comment

## Passenger Lift

Is the scheme fitted with a passenger lift?

Yes

Comment

New signage displayed on adjacent wall denoted as not to be used in the event of a fire.

Is the lift in full working order at the time of the FRA?

Yes

Comment

This lift was operated to establish functioning correctly .

Is the lift fitted with a firefighters switch?

No

Comment

Servicing and insurance inspection - Evidence of regular servicing/maintenance?

Yes

Comment

The lift for this scheme has undergone a inspection and servicing on 9/5/2024 and the results uploaded to Active"H" and M files.

## 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

All residents call the fire and rescue service in the event of a fire.

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

Yes

Comment

The "Stay put" policy has been implemented and resident all made aware by formal notification.

## Engagement with Residents

Has information of fire procedures been disseminated to residents?

Yes

Comment

When residents move into the flats they are given fire safety advice and also leaflets and a link into the website. The residents are also given notification of the Evacuation procedure for this scheme and can request a copy of the FRA, Accent Fire safety assessor details are shared for any advice and support.

Is general fire safety information disseminated to residents?

Yes

Comment

Residents are distributed leaflets on current fire safety initiatives, the website provides additional information on fire safety advice.

## FRA Frequency

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

Yes

Comment

12 month inspection is required on this scheme.

## 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

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Were there any unsatisfactory aspects of the Fire Risk Assessment?  
(Visible on Building Safety Report).

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**

<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
<b>Trivial</b>	No action is required
<b>Moderate</b>	Efforts should be made to reduce the risk level and this should be carried out within the specified time periods.
<b>Substantial</b>	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.
<b>Intolerable</b>	The building (or the relevant area) should not be occupied until the risk is reduced.

The Overall Risk Level for this asset is: **Trivial**