

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

**Asset ID: 48**                      **Cotton End, Peterborough**

## Cover Sheet

Photo



Date of Fire Risk Assessment	27 Jul 2023
Date of Next Fire Risk Assessment	27 Jul 2024
FRA Frequency (Months)	12
Purpose of Fire Risk Assessment	Annual Re-Assessment
Type of Fire Risk Assessment	Type 3 (Common Parts and Flats - Non Destructive)
Fire & Safety Assessor	Lynn.betteridge@accentgroup.org

**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	Cotton End
Scheme Address	Cotton End, Peterborough
Postcode	PE3 9TF
Region	East
Scheme Manager	Lucky Khan
Scheme Tel. No	
Scheme Inspection Completed	Yes
Enforcing Fire Authority	Cambridgeshire Fire and Rescue Service
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), General Needs (S30)
Build Date	Jan 1 1983
Number Of Homes	48
Homes breakdown	Flat, Community Centre
External wall construction	Facing Brick
External wall finish	Facing Brick, Timber Clad
Roof construction	Timber
Roof covering	Interlocking Pitched, Plain Pitched
PEEPs in place where necessary	Yes
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Purpose Built
Number of storeys	2
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
Number of internal Staircases (protected or unprotected?)	1
Number of External Staircases	None
External Balcony part of escape route?	N/A
Unusual features	None
Building Access Conditions for Fire Brigade	

**Asset ID: 48**

**Cotton End, Peterborough**

Fire Detection and Warning System	Flats and common areas linked
Grade of fire alarm	Grade A
Category of fire alarm	LD1 Maximum Protection
Emergency Lighting Provision	Maintained system - Common areas
Portable Fire Extinguishers supplied/fitted	Yes
Fixed Fire Fighting Installations	No

### **Customers**

Number of occupants	35
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	9
Overdue Annual Emergency Lighting tests	9
Overdue Weekly Fire Alarm Testing	1
Overdue Fire Panel - Six Monthly Testing	9
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	26

### **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	27/07/2023
FRA Frequency (Months)	12
Purpose of Fire Risk Assessment	Annual Re-Assessment
Type of Risk Assessment	Type 3 (Common Parts and Flats - Non Destructive)
Quantity	1
Fire & Safety Assessor	Lynn.betteridge@accentgroup.org
Enforcing Fire Authority	Cambridgeshire Fire and Rescue Service
Scheme Tel. No	
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	35
Personal Emergency Evacuation Plans in place	Yes
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Purpose Built
Number of Storeys	2
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
No. of internal staircases (protected/unprotected)	1
Number of external staircases	None
External balcony part of escape route?	N/A
Unusual features	None

## Fire Risk Assessment Survey Results

Building access conditions for Fire Brigade

Surroundings: Residential/Commercial

Residential

Fire Detection and Warning System

Flats and common areas linked

Grade of Fire Alarm

Grade A

Category of Fire Alarm

LD1 Maximum 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

No

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

No damage to electrical equipment secure and intact at the time of inspection.

Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)

Yes

Comment

Details and the tests recorded on active H and dated 12/10/2021

Electrical App/PA Testing - tested within past 12 months?

Yes

Comment

Labels fitted denote last test and recorded on Active H as 22/8/22 so due in August.

Absence of trailing leads and adapters?

Yes

Comment

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

Yes

Comment

Scooters Charging points PAT tested dated as above.

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

Comment

Does the building have a lightning protection system? No

Comment

### Gas installations

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

Comment

Valid LGSR held on file for fixed communal area gas appliances? (Boilers) Yes

Comment Gas safety certificate dated 21/10/22

Valid LGSR held on file for residential flats that contains gas appliances?

Comment Sample flat number 11 Asset no2533 Recorded on Active H dated 7/7/2023.

Are smoke/heat detectors within General Needs flats subject to an annual inspection and the results Yes

Comment

### Other Sources of Ignition

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

Comment

Adequate security against arson? Yes

Comment On the day of inspection the block was found to be secure.

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

Comment

Are there communal cooking facilities at this scheme? Yes

Comment Minimal use on scheme.

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

Comment

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

Comment

### Housekeeping

Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items?

Yes

Comment

Are unnecessary accumulations of combustible materials or waste avoided?

Yes

Comment

None found at time of inspection.

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?

Yes

Comment

All furniture found at time of inspection correct labels attached.

### Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

No other hazards found 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

A single communal staircase with final exit easily identifiable.

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

Doors tested for efficiency of operation.

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

Yes

Comment

Alternative exit available on ground communal area.

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

Yes

Comment

### Fire Spread and Development

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

Yes

Comment

Major compartmentation carried out in 2020 to meet the code of practice B.

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

Yes

Comment

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

N/A

Comment

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

Yes

Comment

Fire curtains installed in community roof are inspected on day of assessment and annually.

Loft hatches fire resisting?

Yes

Comment

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?

Yes

Comment

The external walls doors and windows will not propagate fire spread around the envelope of the building.

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

N/A

Comment

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

Yes

Comment

Manual operation of community kitchen shutter.

## Emergency Escape Lighting

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

Yes

Comment

Checked and tested by contractor.

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

Yes

Comment

All in good condition at the time of inspection.

Records of monthly/annual testing available?

Yes

Comment

All records are available on active H the monthly test was recorded by Tunstalls on 3/7/2023 and annual testing on 9/8/2022.

## Fire Safety Signs and Notices

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

Yes

Comment

Fire routine stay put posters in communal access.



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

No lift on this scheme

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

Yes

Comment

## Means of giving Warning in case of Fire

Is the scheme fitted with a communal area fire alarm?

Yes

Comment

The fire alarm panel is linked to Australian the Warden call system.

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

Yes

Comment

Tunstalls the main contractor tests and inspects the system throughout along with the Gas Safety certs for residents Detectors.

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

Yes

Comment

All test uploaded to Active "H".

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

Yes

Comment

All equipment found to be secure at time of inspection.

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

Yes

Comment

Yes Door guards in place and tested.

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

As stated on this FRA system linked to collecting station and available to each resident through Warden call.

## Fire Extinguishing Equipment

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

Yes

Comment

Portable fire extinguishers - appropriate type/number/position?

Yes

Comment

Correct signage displayed by each fire extinguisher?	Yes
Comment	
Fire blanket in communal kitchen, secured to the wall, complete with signage?	Yes
Comment	
Dry risers - Inlet/outlet boxes secured and/or securing straps fitted to outlet valves?	N/A
Comment	
Records available of fire fighting equipment servicing within past 12 months?	Yes
Comment	Equipment testing annual inspection due 8/8/2023

## Management of Fire Safety

Are these premises regulated by the Building Safety Regulator under the Building Safety Act?	Yes
Comment	
Will this FRA be shared will all Accountable Persons for the premises?	Yes
Comment	
How will this sharing be achieved?	Communication with all relevant parties.
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	
Have all details required by regulations to be shared with us from other Responsible Persons been received and recorded?	Yes
Comment	All relevant details are recorded on Active "H".
Will this FRA be shared will all other Responsible Persons for the premises?	Yes
Comment	Yes all accent staff are able to see the FRA.
How will this sharing be achieved?	The residents are able to contact the fire risk assessor or via scheme manager also coffee mornings are encouraged to invite the fire assessor.
Is an office or IL scheme being inspected?	Yes
Comment	
IL Schemes & Regional Offices - Are there sufficient numbers of qualified Fire wardens?	Yes
Comment	Scheme manager only on site week days Monday to Friday.
Offices - Are there suitable arrangements for ensuring the premises are evacuated?	Yes
Comment	

**Asset ID: 48**

**Cotton End, Peterborough**

Offices - Are there suitable arrangements for evacuating disabled people?

Yes

Comment

PEEPs in place located in safe openable on fire alarm activation.

Offices - Suitable arrangements for meeting the fire service on arrival and providing relevant information?

Yes

Comment

Only Daytime when scheme manager.

Offices/IL Schemes - Is there a suitable assembly point?

Yes

Comment

Offices - Are fire drills carried out at appropriate intervals?

No

Comment

Due to resident mobility and stay put policy.

## Passenger Lift

Is the scheme fitted with a passenger lift?

No

Comment

## Premises Inspection Box

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

Yes

Comment

Are there arrangements to check the premises information box is kept up to date?

Yes

Comment

A review is under way of all information boxes.

## Evacuation Policy

Are there suitable arrangements for summoning the fire service?

Yes

Comment

Residents advised to call Fire and Rescue Services or Warden call in event of a fire.

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

Residents are given a fire safety package and website access.

Is general fire safety information disseminated to residents?

Yes

Comment

Notices are placed in all communal areas on the fire safety policy.

### 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.

N/A

Action leading to a repair

N/A

Internal administrative Action

N/A

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).

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**