

22 Jul 2024

# Fire Risk Assessment Report

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

**Asset ID:** 24571      **Heather Mead Court**

## Cover Sheet

Photo



Date of Fire Risk Assessment	22 Jul 2024
Date of Next Fire Risk Assessment	22 <sup>nd</sup> July 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	Gary Bredin AIFireE

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.

**Asset ID: 24571**

**Heather Mead Court**

## The Scheme

Scheme Name	Heather Mede Court
Scheme Address	Heather Mead Court
Postcode	GU16 8QB
Region	South
Scheme Manager	
Scheme Tel. No	- Scheme
Inspection Completed	Yes Enforcing Fire
Authority	Surrey FRS
Other staff in attendance	Tracy Wilkinson
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 1987
Number Of Homes	34
Homes breakdown	Flat
External wall construction	Facing Brick
External wall finish	Facing Brick, Hung Tiles
Roof construction	Timber
Roof covering	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?)	3 Protected
Number of External Staircases	None
External Balcony part of escape route?	N/A
Unusual features	N/A
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 linked
Grade of fire alarm	Grade A
Category of fire alarm	LD1 Maximum Protection
Emergency Lighting Provision	Non Maintained System - Common Areas
Portable Fire Extinguishers supplied/fitted	Yes
Fixed Fire Fighting Installations	No

**Customers**

Number of occupants	50
Occupant tenure type breakdown	CAT2 Housing for Older People, Sheltered Schemes

**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	1
Overdue Annual Emergency Lighting tests	1
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	45

**Dwelling Doors**

Failing Dwelling Fire Doors	0
Dwelling Fire doors due for replacement within 5 years	0

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Heather Mead Court

## Fire Risk Assessment Survey Results

### Scheme and Building Information

Photo



Date of Fire Risk Assessment	22/07/2024
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	Gary Bredin AIFireE
Enforcing Fire Authority	Surrey FRS
Scheme Tel. No	-
Other staff in attendance	Tracy Wilkinson
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	50
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)	3 Protected
Number of external staircases	None
External balcony part of escape route?	N/A
Unusual features	N/A

## 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 linked
Grade of Fire Alarm	Grade A
Category of Fire Alarm	LD1 Maximum Protection
Emergency Lighting Provision	Non Maintained System - Common Areas
Portable Fire Extinguishers / Fire Blankets supplied / fitted	Yes
Water Extinguisher(s) present	No
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	
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	
Electrical App/PA Testing - tested within past 12 months?	Yes
Comment	Completed July 2024
Absence of trailing leads and adapters?	Yes
Comment	
Evidence that mobility scooters are not being stored/charged in common areas?	No
Comment	
Is there a purpose built mobility scooter store/charging area?	No

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Comment

Does the building have a lightning protection system?

N/A

Comment

Not known

Is the protection system adequately maintained?

N/A

Comment

**Observation**

**Priority**

**Referred To**

**Required By: Task ID**

All mobile electrical appliance PAT in date.



**Gas installations**

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

No

Comment

The only gas supply is to the bungalows. These are managed separately.

**Other Sources of Ignition**

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

Yes

Comment

Signage throughout thr scheme

Adequate security against arson?

Yes

Comment

Door code entry system in place.

Are refuse/recycling bin areas managed and suitably located?

Yes

Comment

Good position away from the building.

Are there communal cooking facilities at this scheme?

No

Comment

Cooker for warning food only

**Housekeeping**

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

No

Comment

Some waste within the electrical cupboard. Scheme partner informed.

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Are unnecessary accumulations of combustible materials or waste avoided? Yes

Comment

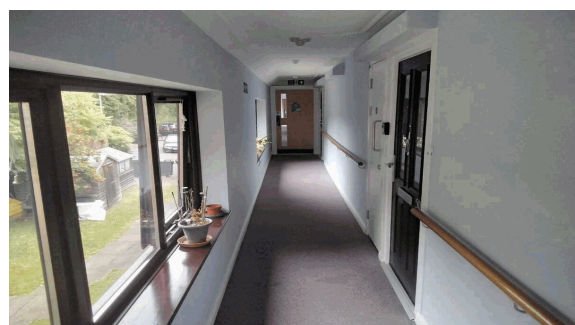
Are combustible materials and substances separated from ignition sources and stored appropriately? N/A

Comment

Furniture/furnishings in good condition, fire retardant/resistant and comply with modern standards and regulations? No

Comment Unable to find any label's etc showing fire rating.

Observation	Priority	Referred To	Required By:	Task ID
All areas clear and satisfactory position of the bin area.		To		



Observation	Priority	Referred To	Required By:	Task ID
Contractor waste left in the electrical cupboard. Scheme partner dealing.	Internal - Low	Independent Living Coordinator	31/08/2024	1845928



**Other Significant Fire Hazards**

Are all other significant fire hazards adequately controlled? Yes

Comment

**Means of Escape from Fire**

Is it considered that the building is provided with reasonable means of escape in case of fire? Yes

Comment Travel distance comply to the latest standard noted in CLG.

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Escape routes unobstructed and safe to use? Yes

Comment

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

Comment

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

Comment

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

Comment

**Observation**

**Priority**

**Referred To**

**Required By: Task ID**

[All areas](#)

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## 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

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

Comment

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

Comment

Loft hatches fire resisting?

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?

Comment



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

Comment

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?

Comment

**Observation**

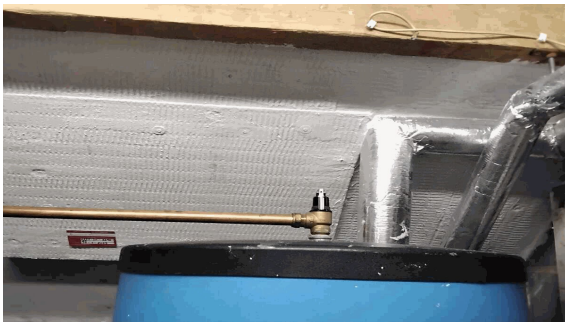
**Priority**

**Referred To**

**Required By:**

**Task ID**

Firs stopping throughout the scheme .



**Observation**

**Priority**

**Referred To**

**Required By:**

**Task ID**

Wedge used on a communal door. Scheme partner dealing.

Internal - Low



**Observation**

**Priority**

**Referred To**

**Required By:**

**Task ID**

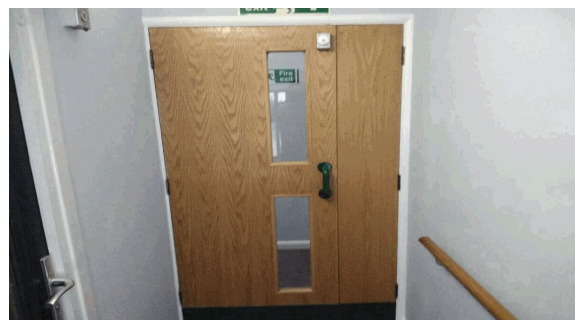
Various fire doors in the scheme require ease and adjusting as they don't close on the rebate as designed.

Internal - Medium

Project Manager  
(Building Safety)

31/08/2024

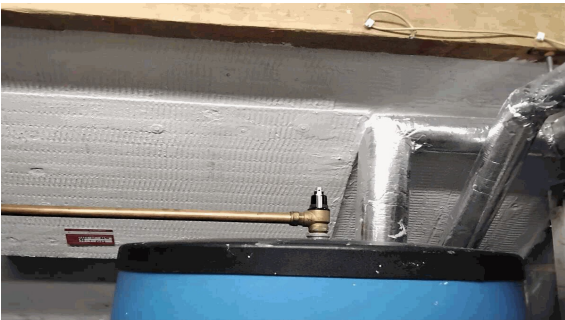
1845927



Observation	Priority	Referred To	Required By:	Task ID
Various fire doors in the scheme require ease and adjusting as they don't close on the rebate as designed.	Internal - Medium	Project Manager (Building Safety)	31/08/2024	1845927



Observation	Priority	Referred To	Required By:	Task ID
Firs stopping throughout the scheme .		To		



Observation	Priority	Referred To	Required By:	Task ID
Wedge used on a communal door. Scheme partner dealing.	Internal - Low	To		



### 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

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Records of monthly/annual testing available? Yes  
Comment

### **Fire Safety Signs and Notices**

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

Comment These are posted throughout the scheme.

Directional fire escape signage in place and adequate? Yes

Comment

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

Comment

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 No faults showing at the time of the audit.

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

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

Comment

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

Comment

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 Contract in place with Astra Line.

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**Fire Extinguishing Equipment**

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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 Last test April 2024

<b>Observation</b>	<b>Priority</b>	<b>Referred To</b>	<b>Required By: Task ID</b>
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All extinguishers within the test date.



**Management of Fire Safety**

Are these premises regulated by the Building Safety Regulator under the Building Safety Act? No

Comment

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

IL Schemes & Regional Offices - Are there sufficient numbers of qualified Fire wardens? Yes

Comment

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Offices - Are there suitable arrangements for ensuring the premises are evacuated?	Yes
Comment	
Offices - Are there suitable arrangements for evacuating disabled people?	Yes
Comment	
Offices - Suitable arrangements for meeting the fire service on arrival and providing relevant information?	Yes
Comment	During working hours.
Offices/IL Schemes - Is there a suitable assembly point?	Yes
Comment	
Offices - Are fire drills carried out at appropriate intervals?	N/A
Comment	This area not looked at during the audit.

**Passenger Lift**

Is the scheme fitted with a passenger lift?	Yes
Comment	
Is the lift in full working order at the time of the FRA?	Yes
Comment	
Is the lift fitted with a firefighters switch?	No
Comment	
Servicing and insurance inspection - Evidence of regular servicing/maintenance?	Yes
Comment	

**Premises Inspection Box**

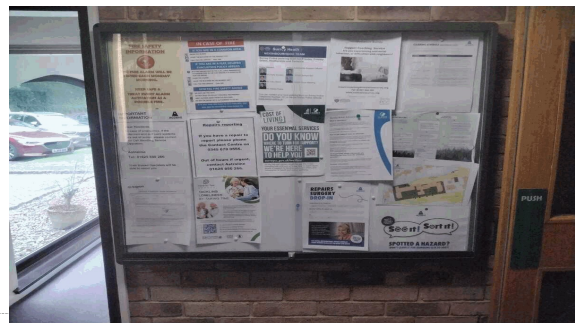
Is there a premises information box for fire & rescue service use?	No
Comment	All details are held by the scheme manager in the office.

**Evacuation Policy**

Are there suitable arrangements for summoning the fire service?	Yes
Comment	This is undertaken by the Scheme manager . Warden call system. The customers.
Taking FRA findings, is the evacuation policy appropriate for the scheme as per latest guidance?	Yes
Comment	



Observation	Priority	Referred To	Required By:	Task ID
Evacuation policy posted throughout the scheme.				



### Engagement with Residents

Has information of fire procedures been disseminated to residents?	Yes
Comment	This information is posted throughout the scheme.
Is general fire safety information disseminated to residents?	Yes
Comment	Letter drop and Accent Website.

### 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.	Yes
Action leading to a repair	Yes
Internal administrative Action	Yes
Are there fire related remedial works required at this property, that will affect the fabric of the building?	Yes
Comment	Various Communal fire doors require adjusting.
Can work be conducted without the need for an asbestos survey. If no, task Customer Safety Surveyor - Asbestos.	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:



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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:	<b>Trivial</b>
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