



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

Asset ID: 35369 **3rd Floor 1 Bolton Road, Bradford**

Cover Sheet

Photo



Date of Fire Risk Assessment	11 Mar 2024
Date of Next Fire Risk Assessment	11 Mar 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	Steven Manners Tech IOSH MIFSM MFPA

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	
Scheme Address	3rd Floor 1 Bolton Road, Bradford
Postcode	BD1 4AS
Region	Yorkshire
Scheme Manager	
Scheme Tel. No	
Scheme Inspection Completed	Yes
Enforcing Fire Authority	West Yorkshire
Other staff in attendance	Accent Office Staff
Number of on-site Accent staff	
Number of other (non-Accent) staff	Contract Cleaners in common areas

The Building

Accommodation Type	Scorex House (L10)
Build Date	Jan 18 1989
Number Of Homes	0
Homes breakdown	
External wall construction	
External wall finish	
Roof construction	
Roof covering	
PEEPs in place where necessary	Yes
Current Evacuation Strategy	Full (Simultaneous) Evacuation
Conversion or purpose-built	Purpose Built
Number of storeys	4
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	Building has East and West wings and is "V" Shaped
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations

Asset ID: 35369 3rd Floor 1 Bolton Road, Bradford

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	150
Occupant tenure type breakdown	

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	
Overdue Fire Safety Equipment tests	

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	11/03/2024
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	Steven Manners Tech IOSH MIFSM MFPA
Enforcing Fire Authority	West Yorkshire
Scheme Tel. No	
Other staff in attendance	Accent Office Staff
Number of on-site Accent staff	
Number of other (non-Accent) staff	Contract Cleaners in common areas
Scheme Inspection completed	Yes
Number of occupants	150
Personal Emergency Evacuation Plans in place	Yes
Current Evacuation Strategy	Full (Simultaneous) Evacuation
Conversion or purpose-built	Purpose Built
Number of Storeys	4
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	Building has East and West wings and is "V" Shaped

Fire Risk Assessment Survey Results

Building access conditions for Fire Brigade	Vehicular Access to one or more elevations
Surroundings: Residential/Commercial	Heavy Commercial
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	No
Foam Extinguisher(s) present	Yes
Dry Powder Extinguisher(s) present	No
Carbon Dioxide Extinguisher(s) present	Yes
Fire Blanket(s) present	No
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	Certificate in Observations
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	Certificate in observations
Electrical App/PA Testing - tested within past 12 months?	Yes
Comment	Tested 03/04/2024
Absence of trailing leads and adapters?	Yes
Comment	Nonr found at the time of inspection.
Evidence that mobility scooters are not being stored/charged in common areas?	N/A
Comment	None present at this office.
Is there a purpose built mobility scooter store/charging area?	N/A

Comment Not required.

Does the building have a lightning protection system? Yes

Comment

Is the protection system adequately maintained? N/A

Comment

Gas installations

Is there a commercial/domestic gas supply to the scheme? No

Comment

Other Sources of Ignition

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

Comment Nos smoking throughout the building at anytime.

Adequate security against arson? Yes

Comment There is a buzz in system and a receptionist at material times. A CCTV system is also in operation.

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

Comment They are situated within the carpark. They are emptied regularly.

Are there communal cooking facilities at this scheme? No

Comment There is a microwave and coffee machine within each wing of the office block.

Housekeeping

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

Comment Pictures in Observations. nothing found at the time of inspection.

Are unnecessary accumulations of combustible materials or waste avoided? Yes

Comment As above nothing found at the time of inspection.

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

Comment As above.

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

Comment All furniture within the office has the correct labels.

Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

nothing found at the 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

There are 3 protected staircases from the office wings. there are 2 directions of travel from each office wing.

Escape routes unobstructed and safe to use?

Yes

Comment

All clear at the time of inspection.

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

all distances are within the guidelines

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

Yes

Comment

Observation	Priority	Referred To	Required By:	Task ID
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Evac chair for staff and visitors with ambulant problems evacuation.



Fire Spread and Development

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

Yes

Comment

All service cupboards were fire stopped to a good standard at the time of inspection.

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

Yes

<p>Comment</p> <p>Are fire dampers/shutters provided in ducts/refuse chutes to protect means of escape against fire, smoke and combustion products?</p> <p>Comment</p> <p>As far as can be reasonably ascertained, is the compartmentation within roof spaces of a satisfactory standard?</p> <p>Comment</p> <p>Loft hatches fire resisting?</p> <p>Comment</p> <p>As far as can be reasonably ascertained, is the fire stopping above cross corridor fire doors within suspended ceiling void of a satisfactory standard?</p> <p>Comment</p> <p>Do external walls, doors, windows and anything attached to the exterior, limit fire spread?</p> <p>Comment</p> <p>If Smoke Control Systems (AOV's) are fitted, are the records of annual testing available?</p> <p>Comment</p> <p>Are roller shutter doors that are required to be FR, fire resisting and self-closing?</p> <p>Comment</p>	<p>There are no flammable items within the exit routes at the time of inspection.</p> <p>N/A</p> <p>None fitted.</p> <p>N/A</p> <p>No access to the roof space at the time of inspection.</p> <p>N/A</p> <p>None fitted.</p> <p>Yes</p> <p>Fire stopping above doors is of a good standard at the time of inspection.</p> <p>Yes</p> <p>N/A</p> <p>None fitted</p> <p>N/A</p> <p>None fitted.</p>
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Observation	Priority	Referred To	Required By:	Task ID
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Fire stopping in riser cupboard



Emergency Escape Lighting

<p>Is the emergency lighting correctly specified and installed as per current standards?</p> <p>Comment</p> <p>Emergency lighting units in good condition and securely fixed to walls/ceilings?</p>	<p>Yes</p> <p>Yes</p>
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Comment All in good condition at the time of inspection.

Records of monthly/annual testing available? Yes

Comment Last test date
Month 26 Feb 2025
Annual 26 Feb 2025

Fire Safety Signs and Notices

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

Comment signage displayed throughout the building

Directional fire escape signage in place and adequate? Yes

Comment As above

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

Comment See observations.

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

Comment

Observation **Priority** **Referred To** **Required By:** **Task ID**

Exit signage and fire action notice.



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 all tests are recorded electronically by Cambridge fire

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

Yes

Comment

All in good condition at the time of inspection.

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

N/A

Comment

None fitted.

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?

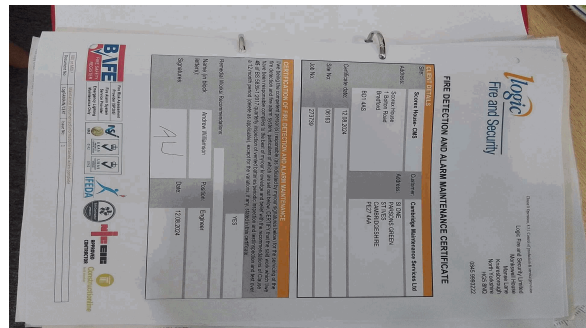
Yes

Comment

Test records are kept electronically by Cambridge fire.

Observation **Priority** **Referred To** **Required By:** **Task ID**

fire panel and test certificate.



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

none fitted.

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

Yes

Comment

See observations.

Observation _____ Priority _____ Referred To _____ Required By: _____ Task ID _____

Extinguishers and call points



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?

Yes

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

Yes

Comment

a copy of the risk assessment will be sent to other occupants of the building.

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

Yes

Comment

Request for FRA's sent to other occupiers.

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

Yes

Comment

As above.

How will this sharing be achieved?

A copy will be emailed to relevant persons.

Is an office or IL scheme being inspected?

Yes

Comment

Office.

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

Yes

Comment

Training of staff taken place and recorded.

Offices - Are there suitable arrangements for ensuring the premises are evacuated?

Yes

Comment

Fire wardens trained to complete evacuation.

Offices - Are there suitable arrangements for evacuating disabled people?

Yes

Comment

Evacuation chairs are provided at each stairway. Staff have been trained in the use of evacuation chairs.

Offices - Suitable arrangements for meeting the fire service on arrival and providing relevant information? Yes
Comment Roll call is taken and communicated to NHS fire warden.

Offices/IL Schemes - Is there a suitable assembly point? Yes
Comment Located at the top of the car park.

Offices - Are fire drills carried out at appropriate intervals? Yes
Comment Last drill carried out in September when alarm was activated.

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 in good working order at the time of inspection.

Is the lift fitted with a firefighters switch? Yes
Comment

Servicing and insurance inspection - Evidence of regular servicing/maintenance? Yes
Comment All records are kept with Cam ridgefir and in fire log book in reception.

Observation	Priority	Referred To	Required By:	Task ID
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Lift signage



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 NHS Sstaff update regularly.

Evacuation Policy

Are there suitable arrangements for summoning the fire service?

Yes

Comment

the alarm is monitored and staff are instructed to dial 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?

N/A

Comment

Is general fire safety information disseminated to residents?

N/A

Comment

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).

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

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**