

ACCENT HOUSING - FIRE RISK ASSESSMENT



Region :	North West
Scheme Name :	Heady Hill Court 1-16
Scheme Address :	Bury Old Rd Heywood OL10 3LA
Date of Assessment:	20/08/2024
Date of Next Assessment:	20/08/2026
FRA Frequency:	2 Yearly Re-assessment
Fire & Safety Assessor	Ian Potter

This Fire Risk Assessment has been conducted upon the instruction of Accent Housing.

Scheme Details		Heady Hill Court 1-16
Region:	North West	
Scheme Name:	Heady Hill Court 1-16	
Site Address:	Street:	Bury Old Rd
	Town:	Heywood
	Post Code:	OL10 3LA
Block & Asset No.	Block 1-6: 9410	
Block & Asset No.	Block 7-12: 9411	
Block & Asset No.	Block 13-16: 9412	
Date of this Assessment	20/08/2024	
Date of Next Review	20/08/2026	
Fire Risk Assessment Frequency	2 Yearly	
Purpose of Fire Risk Assessment	2 Yearly Re-assessment	
Fire & Safety Assessor	Ian Potter	
Director of Assets and Compliance	Alex Liburd	
Customer Partnership Manager	Kayley Wells-Davies	
Contract Manager	Emma Watkinson	
Scheme Manager/Customer Partner	Kellie Boothman	
Other staff in attendance	None	
Use of Building	General Needs	
Approximate Number of occupants	22	
Occupancy Profile	Mixed	
Familiarity of the occupants	Fully Familiar	
Likely state of the Occupants	Alert	
PEEPs in place where necessary	N/A	
Number of on-site Accent staff	None	
Number of other (non-Accent) staff	Contract cleaners in common areas	
Support Agency (Supported Housing)	N/A	
Current Evacuation Strategy.	Stay Put (Delayed) Evacuation	
Evidence that residents have been notified of the evacuation procedure	Advice notices displayed in common areas	
History of fires in the building	None	
Business Continuity Plan in place?	Yes	
Scope of Assessment	Type 1 (Common Parts Only - Non Destructive)	
Applicable Fire Safety Guidance	Purpose-built flats guide	

Building Details	Heady Hill Court 1-16
Construction Date	1976
Construction Type	Joisted or Load Bearing Masonry (Traditional)
Roof Finish	Pitched-Slate Tile
External Wall Finish	Brick
Are there any areas of external wall cladding	No
Are there any balconies	No
Conversion or purpose-built	Purpose Built
Number of flats (self-contained)/rooms (HMOS, shared houses)	Blocks 1-6 and 7-12: 6 flats; block 13-16: 4 flats.
Number of storeys above ground	Blocks 1-6 and 7-12: Two; block 13-16: One.
Number of storeys below ground	None
Is there a habitable basement?	No
Number of internal Staircases per Block (protected or unprotected?)	One-Protected
Number of External Staircases per Block	None
External Balcony part of escape route?	N/A
Unusual features	None
Building complexity	Simple
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations
Surroundings: Residential/Commercial	Residential
Fire Provision Currently in Place	
Fire Detection and Warning System	Flats only
Grade of fire alarm	Grade D
Category of fire alarm	LD3 Minimum Protection
Additional Comments:	
Evacuation Alert System (EAS)	No
Additional Comments:	
Emergency Lighting Provision	Mixed System - Common Areas
Additional Comments:	
Portable Fire Extinguishers	None fitted
Additional Comments:	
Fixed Fire Fighting Installations	None fitted
Additional Comments:	

Significant Findings - Fire						
Heady Hill Court 1-16					20/08/2024	
Action Ref:	Potential Area of Fire Risk	Yes-No-N/A	Observation/Comments/ Actions Required	Risk Rating	Target Completion Date	Referred To:
Fire Hazards						
1	Electrical Sources of Ignition:					
1.1	Electrical Installation within common areas (Fixed Wiring, sockets, switches, light fittings) in good condition and no obvious damage	Yes	All appear to be in good condition at the time of inspection	.		
1.2	Valid Electrical Installation Condition Reports held on file.(Common Areas)	Yes	All checked and in date on ActiveH next due 30th April 2029	.		
1.3	Valid Electrical Installation Condition Reports held on file. (General Needs Flats)	Yes	All checked and in date on ActiveH	.		
1.4	Electrical App/PA Testing - all portable appliances tested within past 12 months	N/A	No communal portable appliances	.		
1.5	Absence of trailing leads and adapters	Yes	None seen at time of inspection	.		
1.6	Mobility Scooters - Stored/charged in common areas, purpose built store/resident flat	N/A	No scooters seen at time of inspection.	.		
2	Smoking:					
2.1	Are there any risks associated with smoking in the building?	Yes	Residents allowed to smoke in flats and in external areas	.		
3	Arson:					
3.1	Adequate security against arson?	Yes	Secure door entry system all secure at time of inspection.	.		
3.2	Is there an absence of unnecessary fire load in close proximity to building?	Yes	None seen at time of inspection	.		

4 Heating Installations (Portable/fixed) Gas Installations - Common Areas & General Needs Residential flats.						
4.1	If portable heaters are used, are there suitable controls?	N/A	No portable heaters in communal areas	.		
4.2	Are fixed heating installations subject to regular maintenance?	N/A	No communal gas supply	.		
4.3	Valid LGSC held on file for each residential flat that contains gas appliances.	Yes	All flats have a LGSC dated within the last 12 months, except flats 5, 14 and 16, all of which have no gas installed.	.		
5 Cooking:						
5.1	Are reasonable measures taken to prevent fires as a result of cooking?	N/A	No Communal Cooking facilities	.		
5.2	Where there is extraction ventilation in communal kitchens are filters changed/ cleaned and ductwork cleaned regularly?	N/A		.		
6 Lightning Protection System:						
6.1	Does the building have a lightning protection system, If so, is it adequately maintained?	N/A	Not required	.		
7 Housekeeping:						
7.1	Is the standard of housekeeping adequate?	No	Items stored in communal areas as follows: Block 7-12: Wooden cabinets outside Flat 7 and 11. HP to be informed to arrange removal.	Med	30/9/24	Customer Partner
7.2	Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items.	Yes	None seen at time of inspection	.		
7.3	Are combustible materials separated from ignition sources and stored appropriately?	Yes	None seen at time of inspection	.		
7.4	Are unnecessary accumulations of combustible materials or waste avoided?	Yes	None seen at time of inspection	.		

7.5	Are hazardous materials stored appropriately (i.e. oxygen cylinders, flammable materials, explosive products, oxidising products, aerosols)	Yes	None seen at time of inspection	.		
8	Furniture/furnishings on escape routes and other communal areas:					
8.1	Furniture/furnishings in good condition, fire retardant and complies with 1988 Regulations.	N/A	No communal furniture	.		
9	Other Significant Fire Hazards:					
9.1	Are there other significant fire hazards that are inadequately controlled?	No	None seen at time of inspection	.		
Fire Protection Measures						
10	Means of Escape from Fire:					
10.1	Is it considered that the building is provided with reasonable means of escape in case of fire?	Yes		.		
10.2	Escape routes unobstructed and safe to use?	Yes		.		
10.3	Exits easily and immediately openable where necessary, without a key?	Yes	Thumb turns fitted	.		
10.4	Reasonable distances of travel where there is a single/alternative direction of travel?	Yes	All within guidance limits (7m & 30m)	.		
10.5	Escape routes lead to final exits and open in direction of escape where necessary?	Yes		.		
10.6	Do failsafe's on locked exit doors function correctly?	N/A		.		
10.7	Is it considered that the building is provided with reasonable arrangements for means of escape for disabled people?	No	Not suitable for residents with mobility issues particularly from upper floors.	.		
11	Measures to Limit Fire Spread and Development:					
11.1	Is it considered that the compartmentation is of a reasonable standard?	Yes	From what could be observed from communal areas	.		

11.2	Is there reasonable limitation of surface finishes that might promote fire spread (walls, floors, ceilings)?	Yes	Painted walls	.		
11.3	Are fire dampers/shutters provided in ducts/refuse chutes to protect means of escape against fire, smoke and combustion products?	N/A	None fitted	.		
11.4	Compartmentation within roof spaces of a satisfactory standard?	N/A	No access to roof spaces from communal area	.		
11.5	Loft hatches fire resisting?	N/A	None fitted	.		
11.6	Fire stopping above cross-corridor fire doors within suspended ceiling void of a satisfactory standard	N/A	No suspended ceilings	.		
11.7	Smoke Control Systems (AOV's) Are records of annual testing available?	N/A	No AOV's fitted	.		
11.8	Roller shutter doors (fire resisting)	N/A	None fitted	.		
11.9	Do the external walls, windows, balconies etc pose a risk of significant fire spread?	No	Brick construction - no cladding	.		
12	Communal Area Fire Doors (Inspection to include - construction, hinges, closure devices, intumescent/smoke seal condition, glazing systems and maximum gaps between door and frame.					
12.1	Communal fire doors to FD30s standard and in a serviceable condition,	Yes		.		
12.2	"Fire door keep shut/locked" signage displayed on both sides of all applicable doors.	Yes		.		
12.3	Hold open devices operate at the sounding of the alarm and are in a serviceable condition	N/A	None fitted	.		
13	Flat entrance doors (Internal Common Areas)					
13.1	Do flat entrance doors open onto internal escape routes?	Yes	If yes, see "Residents Front Doors Sheet"	.		
14	Flats with a single direction of escape to a single escape stairway. (External Balcony)					

14.1	Do the flat entrance doors that open onto an external balcony have to be passed during an escape?	N/A	No balconies	.		
14.2	Are the separating walls between the flats and the balcony floor that have to be passed during an escape, fire-resisting up to a height of 1.1m?	N/A	No balconies	.		
15	Emergency Escape Lighting:					
15.1	Is the emergency lighting correctly specified and installed as per BS 5266-1:2016	Yes		.		
15.2	Are all emergency lighting units in good condition and securely fixed to walls/ceilings	Yes		.		
15.9	Are records of monthly testing available?	Yes	Last Tested 21/08/24 on ActiveH	.		
15.10	Are records of annual testing available?	Yes	Last Tested 17/10/24 on ActiveH	.		
16	Fire Safety Signs and Notices:					
16.1	Are the correct Fire Action/Advice notices displayed in prominent locations within the common areas?	Yes	All in place	.		
16.3	Directional fire escape signage in place and adequate?	Yes	Some directional signs replaced at time of inspection	.		
16.4	Is there a suitable LIFT sign i.e. do not use in case of fire.	N/A	No lift	.		
17	Means of giving Warning in case of Fire:					
17.1	Is the fire detection and warning system appropriate for the occupancy and fire risk?	Yes		.		
17.2	Is the fire detection and warning system correctly specified and installed as per BS 5839-1:2017	N/A	Flats only Part 6	.		
17.3	Is the fire detection and warning system maintained/tested and all certificates saved on file. (BS 5839-1:2017)	N/A		.		

17.4	Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?	N/A		.		
17.5	Is the fire alarm panel remotely monitored, and if so are there records of regular testing?	N/A		.		
17.6	Are smoke/heat detectors within General Needs flats subject to an annual inspection and the results recorded on an in date Landlord Gas Safety Record (LGSR)	Yes	All flats have a LGSC dated within the last 12 months, except flats 5, 14 and 16, all of which have no gas installed.	.		
18	Fire Extinguishing Equipment:					
18.1	Portable fire extinguishers - appropriate type/number/position?	N/A	None installed	.		
18.2	Correct signage displayed by each fire extinguisher?	N/A		.		
18.3	Fire blanket in communal kitchen, secured to the wall, complete with signage?	N/A	None installed	.		
18.4	Hose Reels - fitted, maintained?	N/A	None installed	.		
18.5	Dry/wet risers - Full access to all inlet/outlet boxes. All inlet/outlets secured and/or securing straps fitted to outlet valves?	N/A	None installed	.		
18.6	Records available of fire fighting equipment servicing within past 12 months	N/A		.		
19	Management of Fire Safety					
19.1	Are there suitable arrangements for summoning the fire service?	Yes	999 by residents	.		
19.2	Do relevant staff carry out regular fire safety checks	Yes	Last inspection 23/08/22	.		
19.3	Sheltered Schemes & Regional Offices - Are there sufficient number of qualified Fire wardens.	N/A		.		

19.4	Offices - Are there suitable arrangements for ensuring the premises are evacuated?	N/A		.		
19.5	Offices - Are there suitable arrangements for evacuating disabled people?	N/A		.		
19.6	Offices - Are there suitable arrangements for meeting the fire service on arrival and providing relevant information?	N/A		.		
19.7	Offices/IL Schemes - Is there a suitable assembly point?	N/A		.		
19.8	Offices - Are fire drills carried out at appropriate intervals?	N/A		.		
20	Evacuation Policy					
20.1	Taking the findings of the FRA into account, is the evacuation policy appropriate for the scheme?	Yes	Stay put	.		
21	Miscellaneous					

Residents Front Doors						
Heady Hill Court 1-16					20/08/2024	
Flat entrance doors to FD30s specification (Inspection to include - Door condition, construction, closure devices, intumescent/smoke seal condition, glazing systems, fire rated letterplate, door furniture and maximum gaps between door and frame/threshold.						
Flat No.	Access Gained	Asset No.	Observation/Comments / Actions Required	Risk Rating	Completion Date	Referred To:
1	No	20010	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
2	No	20011	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
3	No	20012	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
4	No	20013	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
5	No	20014	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
6	No	20015	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
7	No	20016	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
8	No	20017	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
9	No	20018	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
10	No	20019	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
11	No	20020	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
12	No	20021	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
13	No	20022	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		

14	No	20023	The front door has been replaced recently but has not been finished off. On checking, the door was installed incorrectly and is being replaced. Records show that Martin Collins (Contractor) are now in possession of the door and will install it shortly.	Med	13/09/24	
15	No	20024	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		
16	No	20025	Appears from external inspection to be a sturdy door, close fitting squarely into frame and with the appropriate fire rated fittings.	-		

Photographs - Fire

20/08/2024

Heady Hill Court 1-16



Photo No. 1

Wooden cupboard outside Flat 7



Photo No. 2

Wooden cupboard outside Flat 11

Photographs - Fire

20/08/2024

Heady Hill Court 1-16



Photo No. 3

Flat 14 Front door

6. 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:

(please insert x below)

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:

(please insert x below)

MINOR MAJOR CRITICAL

The definition of the above terms is as follows:

FKA 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
Intolerable	The building (or the relevant area) should not be occupied until the risk is reduced.

Action Plan - Fire					
Heady Hill Court 1-16				20/08/2024	
Trivial					
Potential area of fire risk	Observation/Comments / Actions Required	Risk Rating	Completion Date	Referred To:	Task ID No.
Fire Hazards					
Housekeeping:					
Is the standard of housekeeping adequate?	Items stored in communal areas as follows: Block 7-12: Wooden cabinets outside Flat 7 and 11. HP to be informed to arrange removal.	Med	30/09/24	Customer Partner	