

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

**Asset ID: 8657**      **1-38 Southfield Lodge Block 1-38 Southfield Lodge, South End Villas, Crook**

## Cover Sheet

Photo



Date of Fire Risk Assessment	30 May 2024
Date of Next Fire Risk Assessment	30 May 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	Kevin Jones Level 4 Certification in Fire Safety (Fire Auditors)

**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	Southfield Lodge
Scheme Address	1-38 Southfield Lodge Block 1-38 Southfield Lodge, South End Villas, Crook
Postcode	DL15 8NN
Region	North East
Scheme Manager	Tracy Thompson
Scheme Tel. No	
Scheme Inspection Completed	Yes
Enforcing Fire Authority	Durham and Darlington
Other staff in attendance	Durham county care staff team
Number of on-site Accent staff	Scheme Manager Weekdays
Number of other (non-Accent) staff	Carers

## The Building

Accommodation Type	Extra Care (S48)
Build Date	Jan 1 2001
Number Of Homes	37
Homes breakdown	Flat
External wall construction	Facing Brick
External wall finish	Facing Brick
Roof construction	Timber
Roof covering	Interlocking Pitched
PEEPs in place where necessary	Yes
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Purpose Built
Number of storeys	3
Number of floors on which car parking is provided	1
Is there a habitable basement?	No
Number of internal Staircases (protected or unprotected?)	3 protected staircases
Number of External Staircases	None
External Balcony part of escape route?	N/A
Unusual features	None
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	Maintained system - Common areas
Portable Fire Extinguishers supplied/fitted	Yes
Fixed Fire Fighting Installations	No

**Customers**

Number of occupants	45
Occupant tenure type breakdown	Extra Care, CAT2 Housing for Older People, Supported Housing, 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	0
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	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	30/05/2024
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	Kevin Jones GFireE Level 4 Certification in Fire Safety (Fire Auditors)
Enforcing Fire Authority	Durham and Darlington
Scheme Tel. No	
Other staff in attendance	Durham county care staff team
Number of on-site Accent staff	Scheme Manager Weekdays
Number of other (non-Accent) staff	Carers
Scheme Inspection completed	Yes
Number of occupants	45
Personal Emergency Evacuation Plans in place	Yes
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Purpose Built
Number of Storeys	3
Number of floors on which car parking is provided	1
Is there a habitable basement?	No
No. of internal staircases (protected/unprotected)	3 protected staircases
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	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	Part of maintained system - Common areas
Portable Fire Extinguishers / Fire Blankets supplied / fitted	Yes
Water Extinguisher(s) present	No
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	Appears in good condition and secured
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	Certification uploaded to Active H
Electrical App/PA Testing - tested within past 12 months?	Yes
Comment	PAT in date certificate observed from sample inspection
Absence of trailing leads and adapters?	Yes
Comment	No leads identified during inspection
Evidence that mobility scooters are not being stored/charged in common areas?	Yes
Comment	Clear corridors throughout premises
Is there a purpose built mobility scooter store/charging area?	Yes

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Comment	4 scooters currently stored
Does the building have a lightning protection system?	Yes
Comment	Lighting protection to the wing with 3 floors only
Is the protection system adequately maintained?	Yes
Comment	Appears to be in good condition and secured

## Gas installations

Is there a commercial/domestic gas supply to the scheme?	Yes
Comment	Servicing the commercial boilers
Valid LGSR held on file for fixed communal area gas appliances? (Boilers)	Yes
Comment	Certification uploaded to Active H
Valid LGSR held on file for residential flats that contains gas appliances?	N/A
Comment	No gas supply in flats
Are smoke/heat detectors within General Needs flats subject to an annual inspection and the results	Yes
Comment	Results are uploaded to Active H

## Other Sources of Ignition

Is there a no smoking policy in place, which is enforced and adhered to?	Yes
Comment	No smoking in communal areas only
Adequate security against arson?	Yes
Comment	Secure main entrance door with intercom access, all final exit doors are closed and secured CCTV in operation.
Are refuse/recycling bin areas managed and suitably located?	Yes
Comment	Designated secure waste bin storage used in good order at time of inspection
Are there communal cooking facilities at this scheme?	Yes
Comment	Commercial kitchen used daily for meals for residence and staff
Are reasonable measures taken to prevent fires as a result of cooking?	Yes
Comment	Good housekeeping identified during inspection kitchen staff given safety training annually from Health and Safety department with periodical fire awareness training by e learning.
Where there is extraction in communal kitchens, are filters and ductwork changed/cleaned regularly?	Yes

Comment

Contractors employed for periodical cleaning

### Housekeeping

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

Yes

Comment

No combustible materials or unauthorized items stored in cupboards

Are unnecessary accumulations of combustible materials or waste avoided?

Yes

Comment

Good housekeeping identified during inspection.

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

Yes

Comment

Good housekeeping identified during inspection

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

Yes

Comment

Sample inspection identified fire retardant material used.

### Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

Good fire precautions throughout

### Means of Escape from Fire

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

No

Comment

Article 17. Maintenance

- The following communal doors require repair
1. Kitchen rear store requires supply and fit, door closer, groove to take intumescent smoke seals and supply and fit seals. Survey of intumescent vent in door and repair to damage around lock with approved repair techniques
  2. Front kitchen store requires supply and fit door closer
  3. Right hand double Restaurant doors are binding ease and adjust.
  4. Managers ground floor office door requires supply and fit new door guard.
  - 5, 1st floor lounge not closing into frame, ease and adjust
  6. 1st floor office entrance door excessive gaps to head and closing side, ease and adjust.
  7. 2nd floor Left hand stair door closing with excessive force. Ease and adjust.
  8. Left side 2nd floor staff only door next to flat 33 requires supply and fit door closer and groove to take smoke seals supplied and fitted.
  9. Staff only door next to flat 3 requires supply and fit door closer
  10. 1st floor Staff only door opposite flat 26 requires supply and fit door closer.

Flat 29 entrance door too heavy to open ease and adjust replace with Rutland TS 9205 type closer.  
 Flat 18 entrance door damaged , repair as per standard fit new half door kick plate.

Article 8. Duty to take general fire precautions  
 1st floor lounge, ground floor laundry and ground floor bar door wedged open advised Extra care facilities manager to action.

Escape routes unobstructed and safe to use?

Yes

Comment

Sterile MOE routes identified during inspection

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

Yes

Comment

All doors fitted with thumb turn handle operation

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

Yes

Comment

Minimal travel distances from single directional MOE

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

Yes

Comment

Escape is onto communal outside areas and to ultimate safety

### Fire Spread and Development



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

Yes

Comment

Building is traditional construction of brick,block, and mortar and plaster finish with suspended ceilings,is a purpose build premis built using building regulations.

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

Yes

Comment

All walls have plaster finish with suspended ceiling with minimal wall attachments.

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

Yes

Comment

Clothes chute on 1st floor has FD30s fitted.

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

Yes

Comment

Loft access via staircases but not accessed via flats so unable to state full compartmentation in loft areas. Risk assessment indicated purpose built premis with compartmentation survey carried out recently.

Loft hatches fire resisting?

Yes

Comment

60 minute identified during inspection

As far as can be reasonably ascertained, is the fire stopping above cross corridor fire doors within suspended ceiling void of a satisfactory standard?

Yes

Comment

Sample areas inspected and comparmentaion appears satisfactory.

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

Yes

Comment

Traditional construction of brick and mortar.

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

N/A

Comment

None fitted

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

Yes

Comment

Operated during inspection

## Emergency Escape Lighting

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

Yes

Comment

Appears to be installed to correct standard.

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

Yes

Comment

All lighting appears to be in good condition and secured

Records of monthly/annual testing available?

Yes

Comment

Results are uploaded to Active H

## Fire Safety Signs and Notices

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

Yes

Comment

Correct signage displayed throughout the property

Directional fire escape signage in place and adequate?

Yes

Comment

Positioned at change of direction and levels and to final exit doors.

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

Yes

Comment

Positioned clearly next to lift controls on each floor.

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

Yes

Comment

All appropriate signage identified during inspection

## Means of giving Warning in case of Fire

Is the scheme fitted with a communal area fire alarm?

Yes

Comment

Communal fire detection throughout the premises

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

Yes

Comment

Appears to be installed to correct standard

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

Yes

Comment

Results are uploaded to Active H

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

Yes

Comment

All components appear to be in good condition and secured.

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

Yes

Comment

Tested by contractors and periodically by manager records held.

Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?

Yes

Comment

All appear to be installed to correct standard and secured

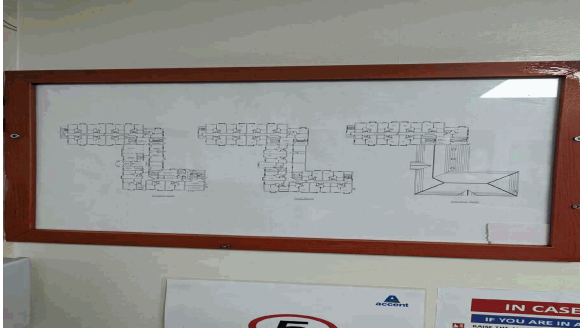
Is the fire alarm panel remotely monitored, and if so are there records of regular testing?

N/A

Comment

Not remotely monitored.

Observation	Priority	Referred To	Required By:	Task ID
Fire panel plan requires updating with zoned areas clearly marked.	Internal - Medium			



### Fire Extinguishing Equipment

Is fire extinguishing equipment and/or fixed fire fighting installations provided at this scheme?	Yes
Comment	Provided in high risk rooms onky
Portable fire extinguishers - appropriate type/number/position?	Yes
Comment	3 CO2 extinguishers provided
Correct signage displayed by each fire extinguisher?	No
Comment	Article 17 Maintenance. CO2 extinguishers not been serviced in Ground floor laundry and 2nd floor lift room. Service required. CO2 extinguisher in ground floor laundry requires to be hung on a wall with appropriate signage suppld and fitted.
Fire blanket in communal kitchen, secured to the wall, complete with signage?	Yes
Comment	Easily accessible and identified
Dry risers - Inlet/outlet boxes secured and/or securing straps fitted to outlet valves?	N/A
Comment	None provided
Records available of fire fighting equipment servicing within past 12 months?	No
Comment	Article 17 Maintenance of Regulatory Reform Order  CO2 extinguishers not been serviced in Ground floor laundry and 2nd floor lift room. Service required. CO2 extinguisher in ground floor laundry requires to be hung on a wall with appropriate signage suppld and fitted.

Observation	Priority	Referred To	Required By:	Task ID
Article 17 Maintenance Regulatory Reform Order CO2 extinguishers not been serviced in Ground floor laundry and 2nd floor lift room. Service	Internal - High	Project Manager (Building Safety)	27/06/2024	1821424



### 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	County Durham staff from the care team operate from premises and share responsibility for building and staff. With responsibility for residence and visitors.
Have all details required by regulations to be shared with us from other Responsible Persons been received and recorded?	Yes
Comment	Fire plan and training shared with County Durham care team Manager
Will this FRA be shared with all other Responsible Persons for the premises?	Yes
Comment	Printed version to be stored in fire file for County Durham staff.
How will this sharing be achieved?	See above
Is an office or IL scheme being inspected?	Yes
Comment	Small site office used by Accent manager. Office used by County Durham care staff and single office used by Durham county care team Manager.
IL Schemes & Regional Offices - Are there sufficient numbers of qualified Fire wardens?	No

Comment

Article 21 Training  
 Accent staff undergo induction fire awareness training, periodical e-learning Fire Awareness training and annual Health and Safety training with Health and Safety department.  
 Limited evidence of Durham County council employees completing up to date Fire awareness or fire warden training  
 Induction fire awareness training provided with site induction programme. Annual self-study training for all staff.  
 A suitable and sufficient risk assessment of the number of Fire wardens required on site for the working 24 hour period should be completed and Fire warden training provided to the nominated staff.

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

Yes

Comment

Self evacuate

Offices - Are there suitable arrangements for evacuating disabled people?

N/A

Comment

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

Yes

Comment

Emergency plan in operation, 999 call from staff or customers

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

Yes

Comment

Car park in front of premises

Offices - Are fire drills carried out at appropriate intervals?

Yes

Comment

Results record in fire file.

Observation	Priority	Referred To	Required By:	Task ID
A recommendation that the Alarm panel plan drawing be made to show clear alarm zones in colour. A recommendation to produce a fire service information file to ensure relevant information is readily available for fire service inspection.	Internal - Medium			

Observation	Priority	Referred To	Required By:	Task ID
Article 21 Training of Regulatory Reform Order. Fire	Internal - High	Customer Safety Manager	29/08/2024	1821425

**Passenger Lift**

Is the scheme fitted with a passenger lift?

Yes

Comment

single lift operates to all 3 floors

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

Yes

Comment

Observed operation during inspection

Is the lift fitted with a firefighters switch?

No

Comment

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

Yes

Comment

Results are uploaded to Active H and available

## Premises Inspection Box

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

Yes

Comment

Durham county staff as part of the emergency plan

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

Yes

Comment

Care staff update as required.

## Evacuation Policy

Are there suitable arrangements for summoning the fire service?

Yes

Comment

Emergency plan details procedure 999 call from staff or customer.

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

Yes

Comment

Purpose build traditional construction

## Engagement with Residents

Has information of fire procedures been disseminated to residents?

Yes

Comment

Induction programme and signage throughout the premises

Is general fire safety information disseminated to residents?

Yes

Comment

Notice board and signage throughout premises

## FRA Frequency

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

Yes

Comment

Extra care facility with potential of high risk customers

**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	Communal and flat entrance fire doors require repairs
Can work be conducted without the need for an asbestos survey. If no, task Customer Safety Surveyor - Asbestos.	Yes
Comment	
Were there any unsatisfactory aspects of the Fire Risk Assessment? (Visible on Building Safety Report).	Yes
Some fire doors did not fully close so works orders have been raised with our contractors.	Yes
Some minor works were required which have been raised with our contractors.	Yes
Unauthorised items were found in communal areas and arrangements were made for their removal.	No
Not all records were up to date, as noted in the table below. Arrangements have been made for these to be completed.	No
A number of fire doors were found to be wedged or propped open. Fire doors are there to keep you safe and me kept shut at all times.	Yes

### 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**