

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

Asset ID: 5955 **Shirley Manor Gardens, Bradford**

Cover Sheet

Photo



Date of Fire Risk Assessment	07 Nov 2023
Date of Next Fire Risk Assessment	07 Nov 2026
FRA Frequency (Months)	36
Purpose of Fire Risk Assessment	3 year Re-Assessment
Type of Fire Risk Assessment	Type 1 (Common Parts Only - Non Destructive)
Fire & Safety Assessor	Steven Manners

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	Shirley Manor Gardens
Scheme Address	Shirley Manor Gardens, Bradford
Postcode	BD12 8LS
Region	Yorkshire
Scheme Manager	
Scheme Tel. No	
Scheme Inspection Completed	Yes
Enforcing Fire Authority	West Yorkshire
Other staff in attendance	None
Number of on-site Accent staff	None
Number of other (non-Accent) staff	Contract Cleaners in common areas

The Building

Accommodation Type	General Needs (S30)
Build Date	Jan 1 1964
Number Of Homes	42
Homes breakdown	Flat, Maisonette
External wall construction	Facing Brick
External wall finish	Facing Brick, Paint Render
Roof construction	Timber
Roof covering	Plain Pitched
PEEPs in place where necessary	N/A
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	0
Is there a habitable basement?	No
Number of internal Staircases (protected or unprotected?)	One unprotected
Number of External Staircases	None
External Balcony part of escape route?	No
Unusual features	None
Building Access Conditions for Fire Brigade	Vehicle Access to one or more elevations

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Fire Detection and Warning System	Flats only
Grade of fire alarm	Grade D
Category of fire alarm	LD3 Minimum Protection
Emergency Lighting Provision	Non Maintained System - Common Areas
Portable Fire Extinguishers supplied/fitted	No
Fixed Fire Fighting Installations	No

Customers

Number of occupants	80
Occupant tenure type breakdown	General Needs, Staff Accommodation

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	3
Overdue Annual Emergency Lighting tests	3
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	07/11/2023
FRA Frequency (Months)	36
Purpose of Fire Risk Assessment	3 year Re-Assessment
Type of Risk Assessment	Type 1 (Common Parts Only - Non Destructive)
Quantity	1
Fire & Safety Assessor	Steven Manners
Enforcing Fire Authority	West Yorkshire
Scheme Tel. No	
Other staff in attendance	None
Number of on-site Accent staff	None
Number of other (non-Accent) staff	Contract Cleaners in common areas
Scheme Inspection completed	Yes
Number of occupants	80
Personal Emergency Evacuation Plans in place	N/A
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	0
Is there a habitable basement?	No
No. of internal staircases (protected/unprotected)	One unprotected
Number of external staircases	None
External balcony part of escape route?	No
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 only
Grade of Fire Alarm	Grade D
Category of Fire Alarm	LD3 Minimum Protection
Emergency Lighting Provision	Non Maintained System - Common Areas
Portable Fire Extinguishers / Fire Blankets supplied / fitted	No
Water Extinguisher(s) present	No
Foam Extinguisher(s) present	No
Dry Powder Extinguisher(s) present	No
Carbon Dioxide Extinguisher(s) present	No
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	Electrical installations in the communal areas are in good condition. They are all security locked. Some have been de commissioned
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	All records are available on ActiveH
Electrical App/PA Testing - tested within past 12 months?	N/A
Comment	No appliances within the communal areas
Absence of trailing leads and adapters?	Yes
Comment	None found at the time of inspection
Evidence that mobility scooters are not being stored/charged in common areas?	Yes
Comment	No mobility scooters at this scheme

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Is there a purpose built mobility scooter store/charging area? No

Comment Not required

Does the building have a lightning protection system? No

Comment

Gas installations

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

Comment Some residents flats have been capped

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

Comment All records are available on ActiveH

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

Comment All records are available on ActiveH

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

Comment Tested when CO detection Tested annually

Other Sources of Ignition

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

Comment No smoking allowed in communal areas but smoking is allowed in residents flats

Adequate security against arson? Yes

Comment CCTV on site and door entry system

Are refuse/recycling bin areas managed and suitably located? No

Comment Although the refuse area is located away from the building there are refuse sacks built up not in the bins

Are there communal cooking facilities at this scheme? No

Comment

Housekeeping

Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items? No

Comment Some cupboards had combustible items stored inside. Email sent to Flytipping and Housing Partner informed

Are unnecessary accumulations of combustible materials or waste avoided? No

Comment

Some combustible waste was not put in bins therefore refuse collectors will not remove which accumulate over time. Housing Partner informed and emailed flytipping

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

Yes

Comment

None found at the time of inspection

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

N/A

Comment

None allowed in the communal areas

Observation

Priority

Referred To

Required By:

Task ID

Furniture outside flat14 in communal area. Email sent to fly tipping

Internal - Medium

Housing Partner



Observation

Priority

Referred To

Required By:

Task ID

Combustible rubbish in communal area opposite flat 28 fly tipping email sent

Internal - Medium

Housing Partner

21/11/2023

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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 Purpose built glass with travel distance within the guidelines

Escape routes unobstructed and safe to use? No

Comment Some items were found in the communal areas, housing Partner informed and emailed flytipping

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 travel distance 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
Fire exit door opposite flat 2 requires adjusting to allow it to be easily opened. Order Number 1129536	Repair - Non Emergency	Building Safety Manager		



Fire Spread and Development

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

Comment Compartmentation work was carried out after the last inspection

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

Comment No combustible surface finishes found at the time of inspection

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

Comment None fitted

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

Comment Flat roofs with no roof void

Loft hatches fire resisting? N/A

Comment As above

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 None fitted

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

Comment

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? N/A

Comment None fitted

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

Flat 7 door is damaged. Repair has been submitted to contractor. Awaiting delivery of door Internal - Medium



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

Digital lock required on electrical cupboard adjacent to flat 17 with code 2104 Order Number 1129553 Internal - Medium Building Safety Manager



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

All in good condition at the time of inspection

Records of monthly/annual testing available?

Yes

Comment

All records are available on ActiveH

Fire Safety Signs and Notices

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

Yes

Comment

All signage is 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?

N/A

Comment

No lift at 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?

No

Comment

Fire Extinguishing Equipment

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

No

Comment

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 with all Accountable Persons for the premises?

Yes

Comment

FRA Is available on M files and in ActiveH

How will this sharing be achieved?

As above

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? No

Comment

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? No

Comment

Evacuation Policy

Are there suitable arrangements for summoning the fire service? Yes

Comment

All residents are instructed to contact the fire service by dialing 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? Yes

Comment

Action notices are displayed throughout the building, information is available on the website and leaflets will be posted on all residents

Is general fire safety information disseminated to residents? Yes

Comment

As above

FRA Frequency

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

Comment

Housing Partner will keep a close eye on the fly tipping around the bin area and unwanted items on escape routes

Miscellaneous

Are there any other observations/actions to raise that are not covered above? Yes

Action leading to a repair	Yes
Internal administrative Action	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).	Yes
Some fire doors did not fully close so works orders have been raised with our contractors.	No
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.	Yes
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.	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**