

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

**Asset ID: 8863**      **Morrell Court Haslemere Close, Bradford**

## Cover Sheet

Photo



Date of Fire Risk Assessment	13 Aug 2024
Date of Next Fire Risk Assessment	13 Aug 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

**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	Morrell Court
Scheme Address	Morrell Court Haslemere Close, Bradford
Postcode	BD4 9LB
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	Scheme Manager Part-Time
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 1993
Number Of Homes	35
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	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?	No
Unusual features	None
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations

**Asset ID: 8863**      **Morrell Court Haslemere Close, Bradford**

Fire Detection and Warning System	Flats and common areas not linked
Grade of fire alarm	Grade A
Category of fire alarm	LD2 Additional Protection
Emergency Lighting Provision	Non Maintained System - Common Areas
Portable Fire Extinguishers supplied/fitted	Yes
Fixed Fire Fighting Installations	No

**Customers**

Number of occupants	45
Occupant tenure type breakdown	CAT2 Housing for Older People, General Needs, Sheltered Schemes, 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	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	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	13/08/2024
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
Enforcing Fire Authority	West Yorkshire
Scheme Tel. No	
Other staff in attendance	None
Number of on-site Accent staff	Scheme Manager Part-Time
Number of other (non-Accent) staff	Contract Cleaners in common areas
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	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?	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 and common areas not linked
Grade of Fire Alarm	Grade A
Category of Fire Alarm	LD2 Additional 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	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	All in good condition at the time of inspection
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	Certificate on ActiveH and in M-Files, Last test date 24/03/2021
Electrical App/PA Testing - tested within past 12 months?	Yes
Comment	All labels in place and certificate on ActiveH and M-Files last test date 09/07/2024
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	None found in the communal area at the time of inspection

**Asset ID: 8863**      **Morrell Court Haslemere Close, Bradford**

Is there a purpose built mobility scooter store/charging area?      Yes

Comment      The scooter room was secured and free from combustables at the time of inspection.

Does the building have a lightning protection system?      Yes

Comment      The scheme has a Lightning protector system fitted.

Is the protection system adequately maintained?      Yes

Comment      All certificates are held in M-Files and inActiveH.  
Last test date 13/2/2024

**Gas installations**

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

Comment      Ther is a communal boiler room, gs is supplied to the heating system throughout the scheme.

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

Comment      Gas certificates are held on ActiveH and in M-Files.  
Last test date 06/09/2023

Valid LGSR held on file for residential flats that contains gas appliances?      N/A

Comment      There is no fas supply to residents flats

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

Comment      Not required (No Gas)

**Other Sources of Ignition**

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

Comment      Smoking is not allowed within the buildings communal areas. smoking is allowed within residents flats.

Adequate security against arson?      Yes

Comment      There is a fob entry system to the main entrance. CCTV covers internal and external areas.

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

Comment      there is a designated storage for refuse bins.

Are there communal cooking facilities at this scheme?      Yes

Comment      THer is a small kitchen adjoining the communal lounge, it has a serving hatch with Automatic self-closers.

Are reasonable measures taken to prevent fires as a result of cooking?      Yes

Comment      There is always someone present if any meals are being prepared.

Where there is extraction in communal kitchens, are filters and ductwork changed/cleaned regularly?

Yes

Comment

**Housekeeping**

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

Yes

Comment

All clear at the time of inspection

Are unnecessary accumulations of combustible materials or waste avoided?

No

Comment

See observations. Specialist Housing Partner to deal.

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?

Yes

Comment

All furniture within the communal lounge has the relevant labeling.

Observation	Priority	Referred To	Required By:	Task ID
Plastic plants in window adjacent to flat 11 need removing. The real one is ok	Internal - Low	Independent Living Coordinator	30/11/2024	1852722



Observation	Priority	Referred To	Required By:	Task ID
Refuse sacks in 3rd floor refuse chutes lobby required to be removed. Scheme Manager informed.	Internal - Medium	Independent Living Coordinator	30/11/2024	1852722



## Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

None 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

All travel distances are within the guidance. There are several means of escape throughout the building.

Escape routes unobstructed and safe to use?

Yes

Comment

It is clear at the time of inspection.

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

Yes

Comment

Push bars fitted on all exit doors.

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

Yes

Comment

NO single direction of travel throughout the building.

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

Yes

Comment

## Fire Spread and Development

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

Yes

Comment

no breaches found at the time of inspection

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

Yes

Comment

None 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?

Yes

Comment

The refuse chutes are protected by a fire resistant hinged metal door within a lobby. all were in good condition at the time of inspection.

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

Yes

Comment

Unable to gain access at the time of inspection.

Loft hatches fire resisting?

Yes

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?

Yes



Comment

No breaches found at the time of the inspection.

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

Yes

Comment

The building is brick built with no external cladding.

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

N/A

Comment

None fitted at this scheme.

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

N/A

Comment

None fitted at this scheme.

Observation	Priority	Referred To	Required By:	Task ID
Cross corridor door between flat 9 and 10 needs ease and adjusting. Catching at bottom of door	Internal - Medium	Project Manager (Building Safety)	30/11/2024	1852724



Observation	Priority	Referred To	Required By:	Task ID
Flat 12 requires a drop down strip, gap at bottom of door is excessive		Project Manager (Building Safety)		



Observation	Priority	Referred To	Required By:	Task ID
Flat 18 requires drop down strip. Gap is excessive at foot of door	Internal - Medium	Project Manager (Building Safety)	30/11/2024	1852722



Observation	Priority	Referred To	Required By:	Task ID
Flat 30 requires a drop down strip. Gap at the foot of the door is excessive	Internal - Medium	Project Manager (Building Safety)	30/11/2024	1852723



### Emergency Escape Lighting

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

Yes

Comment

The eL system has just been renewed under guarantee.

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

Yes

Comment

All in excellent condition at the time of the inspection.

Records of monthly/annual testing available?

Yes

Comment

All records of tests can be found in M-Files and ActiveH.  
 Last test Monthly 09/08/2024  
 Last test Annually 01/05/2024

### Fire Safety Signs and Notices

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

Yes

Comment

Notices are displayed throughout the building.

**Asset ID: 8863**      **Morrell Court Haslemere Close, Bradford**

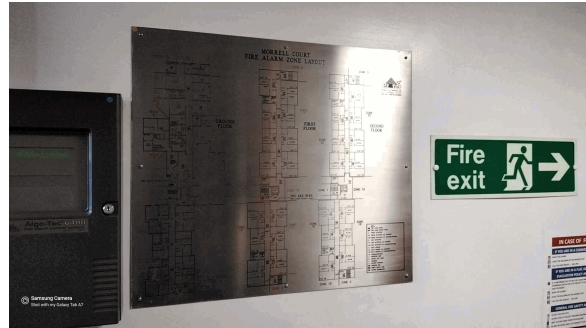
Directional fire escape signage in place and adequate?	Yes
Comment	Exit signs are visible throughout the building.
Is there suitable LIFT signage i.e. do not use in case of fire?	Yes
Comment	signs are visible on each floor.
Do common area fire doors display the correct signage on both sides where applicable?	Yes
Comment	All present at the time of the inspection.

**Means of giving Warning in case of Fire**

Is the scheme fitted with a communal area fire alarm?	Yes
Comment	This is a zoned alarm not linked to the flats.
Is fire detection and warning system appropriate for occupancy and fire risk, as per BS 5839-1:2017?	Yes
Comment	As Above.
Is the fire detection and warning system maintained/tested and all certificates saved on file?	Yes
Comment	All Certs and tests are available on ActiveH and in M-Files. Lasat test date weekly 09/08/2024 Last test date Annual 01/05/2024
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?	Yes
Comment	All checked at the time of inspection and in working order.
Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?	Yes
Comment	Correct detection for each area in place.
Is the fire alarm panel remotely monitored, and if so are there records of regular testing?	Yes
Comment	Testing is carried out weekly and 6 monthly. the test dates are as above.

Observation \_\_\_\_\_ Priority \_\_\_\_\_ Referred To \_\_\_\_\_ Required By: \_\_\_\_\_ Task ID \_\_\_\_\_

Secondary Fire Panel and zone plan



### Fire Extinguishing Equipment

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

Yes

Comment

Fire fighting equipment is provided in high risk areas for use by trained persons.

Portable fire extinguishers - appropriate type/number/position?

Yes

Comment

There are no extinguishers within the communal areas for use by residents who may not be trained.

Correct signage displayed by each fire extinguisher?

Yes

Comment

All correct at the time of inspection.

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 at this scheme.

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

Yes

Comment

Labels are on the extinguishers and certificates are available on ActiveH and M-Files.

### Management of Fire Safety

Are these premises regulated by the Building Safety Regulator under the Building Safety Act?

No

Comment

Not in scope.

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 &amp; Regional Offices - Are there sufficient numbers of qualified Fire wardens?

N/A

Comment

There is a part time Scheme Manager who has had some fire training.

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

N/A

Comment

ILS

Offices - Are there suitable arrangements for evacuating disabled people?

N/A

Comment

ILS

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

N/A

Comment

ILS

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

Yes

Comment

The assembly point is in the carpark.

Offices - Are fire drills carried out at appropriate intervals?

N/A

Comment

ILS

## 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?

No

Comment

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

Yes

Comment

Last tested 02/07/2024

## Premises Inspection Box

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

No

Comment

Boxes are to be fitted in the future.

## Evacuation Policy

Are there suitable arrangements for summoning the fire service?

Yes

Comment

The fire alarm system is linked to a call centre, detection within the flats is linked to a call centre (Warden Call)

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

Leaflets giving advice incase of fire have been distributed to the residents. there are fire action notices throughout the building and information is available on the website.

Is general fire safety information disseminated to residents?

Yes

Comment

Leaflets giving advice incase of fire have been distributed to the residents. there are fire action notices throughout the building and information is available on the 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?

No

Comment

There are minor works to be carried out within the building.

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.

Yes

Not all records were up to date, as noted in the table below. Arrangements have been made for these to be completed.

No

**Asset ID: 8863**

**Morrell Court Haslemere Close, Bradford**

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**

<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**