

## Fire Risk Assessment

Property assessed: 1-72 Lancaster Court 6 Croydon  
Drive Manchester M40 2NG

Client: Northwards Housing

UPRN: 610560000B0

Property Classification: Level 1

Document Print Date: 03/12/2019



FRA Inspection Date: 07/11/2018  
FRA Issued to Client: 30/11/2018  
FRA valid to: 30/11/2019  
FRA completed by: Savills (UK) Ltd,  
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Please Note - The Action Plan within this report will update to reflect the status of each recommendation as at the date on which the report is generated. Please refer to the Document Print Date on the cover page.

# 1 Executive Summary



## 1.1 Compliance and Risk Record

Property Classification	Level 1
BAFE SP205 -1 Certificate Number	Refer to Master Property List
Responsible Person	Northwards Housing
Assessment Completed by	Paul Murley
Assessment Checked by	John Herbison
Date of inspection	07/11/2018
Date of Assessment Issue to Client	30/11/2018

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at this property is:	Medium
Taking into account the nature of the property and occupants, as well as fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:	Moderate Harm
The derived assessment risk rating of the property is:	Moderate
On satisfactory completion of all remedial works the risk rating of this property may be reduced to:	Tolerable
Recommended Reassessment Date	30/11/2019

## 1.2 Recommendation Summary

Priority	Number of recommendations not complete		
	From previous assessments	At time of assessment	At report print date
U	0	0	0
A	0	4	4
B	0	7	7
C	0	8	8
R	0	0	0
Man1	0	0	0
Man2	0	10	9

Note: See section 3.4 for the timescales associated with each priority in the table above.





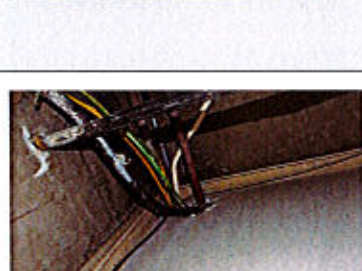


## 1.3 Evacuation Strategy

Evacuation strategy for this property at time of assessment	Stay Put
Notes	The property is a purpose built block with an adequate standard of compartmentation. The current Stay Put evacuation strategy is considered appropriate.
Recommended evacuation strategy for this property	Stay Put


## 2 Action Plan

### 2.1 Recommendations from this Assessment




Details		Comments/recommendations	Photo
Question	L.2	<p>Comment: Fire rated flat entrance doors and frames appear to be in good condition, except for flats 10, 33, 36, 40, 44 and 67.</p> <p>Recommendation: Doors to flats 33, 36, 40, 44 and 67 should be replaced with FD30S self-closing fire doors.</p>	
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors		
Action ID	113999		
Quantity			
- Known	5		
- Potential	N/A		
Priority	A	Due Date: 31/03/2020	Client Status: Assigned
Question	L.3	<p>Comment: The glazing to flat 7 entrance door does not appear to be appropriately fire rated. (The other flat entrance door glazing does not appear to be rated for insulation - refer to question 11)</p> <p>Recommendation: EI 30 (30-minutes integrity and insulation) fire resisting glazing (and associated glazing channel and beading) should be installed in the flat 7 entrance door.</p>	
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors		
Action ID	114006		
Quantity			
- Known	1		
- Potential	N/A		
Priority	A	Due Date: 31/03/2020	Client Status: Assigned
Question	M.2	<p>Comment: All common area fire rated fire doors appear to be in good condition except for the doors to the first floor flats/lift lobby, the second floor stairs door, the third floor stairs door and the sixth floor flats/lift lobby.</p> <p>Recommendation: Minor joinery repairs are required to the doors, frames and hinges of the first floor flats/lift lobby, the second floor stairs door and the third floor stairs door to allow the doors to close fully into their frames.</p>	
Section	Common Area Fire Doors		
Action ID	114058		
Quantity			
- Known	3		
- Potential	N/A		
Priority	A	Due Date: 31/03/2020	Client Status: Assigned
Question	O.1	<p>Comment: The Fire Action Notice provided is not considered adequate. Signage only provided on the ground floor and the fourteenth floor.</p> <p>Recommendation: Fire action notices advising of the 'Stay Put' evacuation policy should be provided in all flat/lift lobbies.</p>	
Section	Fire Safety Signs and Notices		
Action ID	114726		
Quantity			
- Known	13		
- Potential	N/A		
Priority	A	Due Date: 31/03/2020	Client Status: Assigned


Question	L.2	Comment: Fire rated flat entrance doors and frames appear to be in good condition, except for flats 10, 33, 36, 40, 44 and 67.		
Section	Flat Entrance/Residents' Bedroom/Bedsit: Doors			
Action ID	114000			
Quantity		Recommendation: Minor joinery repairs are required to the frame of flat 10.		
- Known	1			
- Potential	N/A			
Priority	B	Due Date: 27/12/2020	Client Status: Assigned	
Question	M.2	Comment: All common area fire rated fire doors appear to be in good condition except for the doors to the first floor flats/lift lobby, the second floor stairs door, the third floor stairs door and the sixth floor flats/lift lobby.		
Section	Common Area Fire Doors			
Action ID	114059			
Quantity		Recommendation: Minor joinery repairs are required to the door of the sixth floor flats/lift lobby where the frame for the glazing is loose.		
- Known	1			
- Potential	N/A			
Priority	B	Due Date: 27/12/2020	Client Status: Assigned	
Question	O.3	Comment: Directional and exit signage is not considered adequate. Exit signs are not provided for the alternative exit from the office and the first, second and third floor lobby doors. Signage is required in this single stair building because the primary access route is via the lifts.		
Section	Fire Safety Signs and Notices			
Action ID	114748			
Quantity		Recommendation: Provide adequate signage to the alternative exit from the office and the first, second and third floor lobby doors.		
- Known	4			
- Potential	N/A			
Priority	B	Due Date: 27/12/2020	Client Status: Assigned	
Question	Q.5	Comment: A waste chute is provided in the building, which is located in a permanently ventilated area, separated from the escape route by fire resisting construction of at least 30 minutes (Georgian wired glazing between the lobby and the stairs, but the lobby is very well ventilated). Hopper doors are self-closing and have adequate seals. A fusible link damper is not fitted to the base of the waste chute.		
Section	Limiting Fire Spread			
Action ID	114775			
Quantity		Recommendation: A fusible link damper should be fitted to the base of the waste chute (damper secured with steel cable, only half of the fusible link remaining).		
- Known	1			
- Potential	N/A			
Priority	B	Due Date: 27/12/2020	Client Status: Assigned	
Question	Q.7	Comment: The electrical intake enclosure did not appear to be adequately fire-resisting; several cable penetrations were not adequately fire stopped.		
Section	Limiting Fire Spread			
Action ID	114777			
Quantity		Recommendation: The hole/s noted should be sealed with a suitable fire-stopping material such as an intumescent paste. Period of fire resistance required is 60 minutes.		
- Known	30			
- Potential	30			
Priority	B	Due Date: 27/12/2020	Client Status: Assigned	

Question	Q.10	Comment: It would not appear that wall and/or ceiling linings are appropriate to limit fire spread. As question Q2, timber casings in the flat/lift lobbies are unlikely to achieve a surface spread of flame of Class O.		
Section	Limiting Fire Spread			
Action ID	114782			
Quantity		Recommendation: The existing communal heating pipe casings should be replaced with a material which will achieve a surface lining classification of Class O, internally and externally.		
- Known	15			
- Potential	N/A			
Priority	B	Due Date: 27/12/2020	Client Status: Assigned	
Question	Y.2	Comment: The gas risers are constructed of lightweight timber and have permanent vents.		
Section	Gas Services			
Action ID	114841			
Quantity		Recommendation: Until the gas is removed from the building permanently, the mains gas pipework located within the common escape route as noted should be enclosed to 60 minutes fire resisting standard and any vents provided should not open into the common areas.		
- Known	1			
- Potential	1			
Priority	B	Due Date: 27/12/2020	Client Status: Assigned	
Question	A.4	Comment: Portable Appliance Testing was confirmed as taking place annually however a number of items would appear to have been missed.		
Section	Electrical Ignition Sources			
Action ID	113294			
Quantity		Recommendation: Management should confirm/ensure that all portable electrical appliances in common areas are inspected and tested annually and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 27/12/2020	Client Status: Assigned	
Question	K.16	Comment: There was no evidence of occupation in the building by people with disabilities at the time of inspection		<p>No image available</p>
Section	Means of Escape			
Action ID	113952			
Quantity		Recommendation: Management should encourage tenants to contact the building manager if they require assistance in developing a personal emergency evacuation plan (PEEP) or other fire safety advice. A contact reference for this assistance should be added to the fire action notices for the premises.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 27/12/2020	Client Status: Approved	

Question	L.1	Comment: Flat entrance doors/frames are a mix of original 'notional' timber fire doors (flat 40 only) and replacement composite fire doors (71 flats) (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed). See also L2.		
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors			
Action ID	113988			
Quantity		Recommendation: As flat entrances have been fitted with composite doorsets, MHCLG advise that these should have test evidence demonstrating they meet the performance requirement in Building Regulations guidance for fire resistance and smoke control from both sides. Management should confirm that suitable fire door test certificates are held and that these relate to the doors fitted. If adequacy cannot be confirmed it may be necessary for doorsets to be replaced under a risk-based programme.		
- Known	0			
- Potential	67			
Priority	Man2	Due Date: 27/12/2020	Client Status: Assigned	
Question	L.1	Comment: Flat entrance doors/frames are a mix of original 'notional' timber fire doors (flat 40 only) and replacement composite fire doors (71 flats) (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed). See also L2.		No image available
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors			
Action ID	118214			
Quantity		Recommendation: As flat entrances have been fitted with composite doorsets, an intrusive inspection should be carried out to confirm the adequacy of the fixings and firestopping between the frame and the wall.		
- Known	0			
- Potential	67			
Priority	Man2	Due Date: 27/12/2020	Client Status: Assigned	
Question	L.6	Comment: Sampled flats 33 and 42 entrance doors were fitted with adequate self-closing devices. No access to other flats. See also L2.		No image available
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors			
Action ID	114017			
Quantity		Recommendation: Flat entrance doors not sampled at the time of this inspection should be checked as part of a rolling programme to confirm that self-closers are fitted and remain effective.		
- Known	0			
- Potential	67			
Priority	Man2	Due Date: 27/12/2020	Client Status: Assigned	
Question	L.7	Comment: No intumescent strips and cold smoke seals were fitted to sampled flats 33 (See action L2) and 42 entrance doors. No access to other flats. See also L2.		No image available
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors			
Action ID	114025			
Quantity		Recommendation: Flat entrance doors not sampled at the time of this inspection should be checked as part of a rolling programme to confirm that strips and seals are fitted and remain effective.		
- Known	0			
- Potential	67			
Priority	Man2	Due Date: 27/12/2020	Client Status: Assigned	



Question	P.5	Comment: A Grade D smoke alarm was noted within the entrance hallway of sample flats 33 and 42. No access to other flats.		No image available
Section	Means of Giving Warning in Case of Fire			
Action ID	114762			
Quantity		Recommendation: Flats not sampled at the time of this inspection should be checked to confirm provision and working condition of at least Grade D LD3 smoke alarm systems to BS5839-6:2014.		
- Known	0			
- Potential	70			
Priority	Man2	Due Date: 27/12/2020	Client Status: Assigned	
Question	Q.2	Comment: It was not possible to sample inspect the hidden voids identified without causing damage or requiring opening up. The communal heating pipes are enclosed in a casing that appears to be made of chipboard. The casings are not separated from the flat door fanlights or the gas risers. See also question Q10.		
Section	Limiting Fire Spread			
Action ID	114769			
Quantity		Recommendation: Management should undertake an intrusive inspection of the hidden voids noted to confirm/ensure that compartmentation within is adequate; specifically any connections with risers or flats should be fire separated with construction affording a minimum of 60 minutes fire resistance.		
- Known	0			
- Potential	15			
Priority	Man2	Due Date: 27/12/2020	Client Status: Assigned	
Question	Q.3	Comment: No access was possible to check fire resistance and firestopping within services risers/cupboards due to no access provided. Management stated that all gas pipes into flats have been capped, but it is not known if the original pipes or the new communal heating pipes are fire stopped where they penetrate floors or compartment floors.		
Section	Limiting Fire Spread			
Action ID	114772			
Quantity		Recommendation: Management should check within services risers/shafts/ducts/cupboards as noted to confirm that they are appropriately enclosed with fire resisting construction and adequately fire-stopped (the original pipes and the new communal heating pipes should be fire stopped (60 minutes) where they penetrate floors or compartment floors).		
- Known	0			
- Potential	15			
Priority	Man2	Due Date: 27/12/2020	Client Status: Assigned	
Question	Q.13	Comment: No information was available on site to confirm if the external wall rain screen cladding/insulation system met the requirements of the Building Regulations with regards to limited combustibility and surface fire spread requirements.		
Section	Limiting Fire Spread			
Action ID	114787			
Quantity		Recommendation: Management should confirm that the external wall rain screen cladding/insulation system meets Building Regulations requirements with regards to limited combustibility and surface fire spread properties.		
- Known	0			
- Potential	1			
Priority	Man2	Due Date: 27/12/2020	Client Status: Assigned	

Question	B.4	Comment: *No Smoking* signage is only provided on the ground floor.	
Section	Smoking Policies		
Action ID	113301		
Quantity		Recommendation: Additional 'No Smoking' signage is required to cover all flat/lift lobbies in the building.	
- Known	14		
- Potential	N/A		
Priority	C	Due Date: 04/06/2021	Client Status: Assigned
Question	K.2	Comment: The doorsets between the flat lobby and the escape stair on the ground floor level would appear unlikely to achieve 60 minutes fire resistance. As the top floor exceeds 18m, and the stair is protected for both means of escape and as a firefighting shaft, the doorset should be FD60S self-closing.	
Section	Means of Escape		
Action ID	113932		
Quantity		Recommendation: The doorset between the flat lobby and the stair on the ground floor level should be replaced with a FD60S self-closing doorset, or (preferably) the opening should be sealed with construction affording a minimum of 60 minutes fire resistance (the ground floor door opening is a convenience opening and is not required for fire safety purposes).	
- Known	1		
- Potential	N/A		
Priority	C	Due Date: 04/06/2021	Client Status: Assigned
Question	L.4	Comment: The glazing fitted in fanlights over flat entrance door(s) in this Purpose Built/Stay Put block appears to have 30-minutes integrity only fire resistance. 30-minutes insulation is also required.	<p style="text-align: center;">No image available</p>
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors		
Action ID	118226		
Quantity		Recommendation: EI 30 (30-minutes integrity and insulation) fire resisting glazing (and associated glazing channel and beading) should be installed in the fanlight (s) to flat entrance door(s) as noted. (Unless it can be confirmed by certification that the existing glazing is appropriately fire rated.)	
- Known	72		
- Potential	N/A		
Priority	C	Due Date: 04/06/2021	Client Status: Assigned
Question	L.7	Comment: No intumescent strips and cold smoke seals were fitted to sampled flats 33 (See action L2) and 42 entrance doors. No access to other flats. See also L2.	
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors		
Action ID	114024		
Quantity		Recommendation: Intumescent strips and smoke seals should be fitted to the door of flat 42.	
- Known	1		
- Potential	N/A		
Priority	C	Due Date: 04/06/2021	Client Status: Assigned

Question	M.6	<p>Comment: Common area fire doors are fitted with intumescent strips but are not provided with adequate smoke seals. It is not considered necessary to have smoke seals on the stair or lobby doors due to well ventilated lobbies. However upper floor risers and the ground floor common area fire doors onto the flat/lift lobby from the plant room access, storeroom, electric main intakes/risers and office require smoke seals.</p>	
Section	Common Area Fire Doors		
Action ID	114705		
Quantity		<p>Recommendation: All common area fire doors opening into unventilated lobbies should be fitted with intumescent strips and smoke seals. These are all electric risers on all floors and the ground floor doors (office, storeroom, risers, plant room access).</p>	
- Known	34		
- Potential	N/A		
Priority	C	Due Date: 04/06/2021	Client Status: Assigned
Question	O.2	<p>Comment: Fire door signage is not considered adequate. Several lobby, stair, riser doors and the ground floor office door do not have signage.</p>	
Section	Fire Safety Signs and Notices		
Action ID	114739		
Quantity		<p>Recommendation: Provide 'Fire door keep locked' and/or 'Fire door keep shut' notices to common area fire doors as noted.</p>	
- Known	23		
- Potential	N/A		
Priority	C	Due Date: 04/06/2021	Client Status: Assigned
Question	O.4	<p>Comment: 'In event of fire do not use lifts' signage has not been provided adjacent to the doors to the lift at each floor level; the instructions on the Fire Action notice are not sufficiently prominent.</p>	
Section	Fire Safety Signs and Notices		
Action ID	114754		
Quantity		<p>Recommendation: Provide prominent 'in event of fire do not use lifts' signage adjacent to the doors to the lift at each floor level.</p>	
- Known	15		
- Potential	N/A		
Priority	C	Due Date: 04/06/2021	Client Status: Assigned
Question	O.5	<p>Comment: Other fire safety signs issues noted include:- There are no instructions for the electronic door release buttons and Green Break Glass Box for the main entrance and both office entrance doors.</p>	
Section	Fire Safety Signs and Notices		
Action ID	114757		
Quantity		<p>Recommendation: Provide instructions for the electronic door release buttons and Green Break Glass Box for the main entrance and both office entrance doors.</p>	
- Known	3		
- Potential	N/A		
Priority	C	Due Date: 04/06/2021	Client Status: Assigned

# 3 Introduction and Scope



## 3.1 Limitations of this assessment

This fire risk assessment report represents the Fire Risk Assessment Company's understanding for the current building designs and use, the fire strategy and proposed evacuation procedures. It is to provide an assessment of the risk to life from fire and does not address building or property protection or business continuity. The report is not an assurance against risk and is based on the best judgement of the consultant involved. The assessment may rely on information given by others and no liability is accepted for the accuracy of such information. Should any of the properties (or their operations) change in any way the risk assessments should be updated accordingly. In addition, it is recommended that this fire risk assessment is reviewed at least annually. Each fire risk assessment identifies areas to which access was not available during the inspection. In certain instances, we may have made recommendations for further inspection in the report, however as general guidance we would recommend that the 'no access' areas are inspected as soon as possible.

## 3.2 Legislation

This fire risk assessment has been carried out to meet the requirements of The Regulatory Reform (Fire Safety) Order 2005 [the Order]. The following is a summary description of some of the key articles listed in the Order:

Article 3	Defines the responsible person as a.) the employer, b.) the person in control of the premises, or b.ii) the owner/landlord.
Article 4	Defines the meaning of general fire precautions
Article 5	States 'a person in control of the premises' may be a person who has an obligation for the maintenance / repair of the premises or the safety in the premises.
Article 6	Lists exemptions, which includes domestic premises occupied as a single private dwelling.
Article 8	Requires general fire precautions are undertaken to ensure the safety of employees / relevant persons.
Article 9	Requires the responsible person to carry out a fire risk assessment. This assessment must be reviewed regularly and if there is reason to suspect that it is no longer valid there has been a significant change.
Article 11	Defines the responsible person as a.) the employer, b.) the person in control of the premises, or b.ii) the owner/landlord.
Article 13	Requires the recording of significant findings from the fire risk assessment, where a.) five or more people are employed, b.) a licence under an enactment is in force, or c.) an alterations notice is in force.
Article 14	Requires that escape routes and exits are kept clear and accessible at all times.
Article 15	Highlights the need for fire drills and competent persons to assist in their undertaking.
Article 17	Requires suitable maintenance of fire safety facilities and equipment.
Article 19	Requires communication with employees, including the significant findings of the fire risk assessment.
Article 20	Requires that any external employers / employees who are working (or have staff working) in premises are provided with relevant information on the risks and the preventive and protective measures in place.
Article 21	Requires that employees are provided with suitable and appropriate training.
Article 22	Requires co-operation / coordination where two or more responsible persons share duties in premises.
Article 23	Lists the general duties of employees at work.

### 3.3 Risk Level

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk-based control plan is based on one advocated by BS 8800 for general health and safety risks:

Risk level	Action and time table
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures
Substantial	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

It should be noted that, although the purpose of estimating the risk level is to place the risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly and a reassessment completed by the date recommended in this report.

### 3.4 Recommendation Priorities

All recommendations made for remedial action as result of the fire risk assessment are assigned a priority in this report. The priorities used have an associated timescale for completion of the recommendations. These are as follows:

Recommendation Priorities:	Recommended Timescales
U	1 day
A	3 months
B	12 months
C	24 months
R	Unlimited
Man1	1 month
Man2	6 months

The above timescales may be altered when the action plan for the premises is collated with other properties in the stock. Please refer to the collated action plan in the Client Portal.

## 4 Property Details



UPRN	610560000B0
Number Range	1-72
Building Name	Lancaster Court
Street Number	6
Street	Croydon Drive
City/Town	Manchester
Postcode	M40 2NG
Property Designation	General Needs (6 Storeys and over)

Building Layout Information	
Total No. of Floors	15
Total No. of Floors (common area only)	15
Total No. of Storeys (ground and above)	15
Ground Floor Area (m2) (if applicable)	N/A
Total Area of All Floors (m2) (if applicable)	N/A
Building Layout Description	A 15 storey purpose built block of 72 flats. Ground floor contains flats 1 and 2, an empty storeroom, offices with 2 rooms, WCs, internal and external access, plant area of cold and hot water pump rooms, cupboards and WC. The bin store is accessed from the plant area and externally. The main electrical intake and 2 service risers are also on the ground floor. Each of the upper floors have 5 flats, 2 service risers, 2 gas risers, a dry rising fire main and 2 lifts in a lift/flat lobby. The flat lobby is accessed via the stairs lobby, and an open refuse chute lobby is off this lobby. There is a single stair and 2 lifts from the ground floor to the fourteenth floor. The lift motor room is on the roof. The detached gas fired boiler house serves all 4 blocks on the estate.
Extent of Common Areas (area assessed)	All ground floor except flats 1 and 2. Stairs from ground floor to fourteenth floor. Flat/lift lobbies, stair lobbies and bin chute lobbies on all upper floors. The lift motor room is on the roof, accessed via a vertical ladder on the fourteenth floor.
Areas of the building to which access was not available.	All flats except flats 33 and 42, lift motor room, empty storeroom on ground floor. 4 riser cupboards.
Total number of Flats/Bedsits/Bedrooms (as applicable)	72
Number accessed off the Common Area	72
Flats/Bedsits/Bedrooms sample inspected	Flats 33 and 42.
Building Use	Mixed Use
Details of ancillary use (if applicable)	Offices for Avro Hollows Tenant Management Organisation.
Total No. of Common Entrances/Exits	4
Block Accessibility	Level
Total No. of Common Staircases	1

Construction Information	
Construction Type	Concrete Frame
Property Type	Purpose Built
Date of Construction or Conversion (year approx.)	1960
Floor Construction Type	Concrete
Stair Construction Type	Concrete
External Wall Construction Type	Curtain Walling
External Wall Finish Type	Cementitious render over insulation. Composite panels under windows.
Other Construction Information	Informed that the service risers contain asbestos and should not be accessed.

Occupant Information	
Management - Extent	Managed Building (Manager or Senior Staff onsite regularly)
Details of any onsite management	Caretaker available office hours (resident), responsible for all 4 blocks in Avro Hollows. 3-4 office staff in office hours.
Person managing fire safety in the premises	Matthew Reynolds, Fire Safety Manager, Design and Delivery Team, Northwards Housing.
Person consulted during the FRA	[REDACTED] [REDACTED] [REDACTED]
Number of Residents	Assumed to be two residents per flat
-Comments	Exact numbers not known
Number of Employees	Staff on site during working hours - see comment
-Comments	Caretaker and 3 or 4 office staff, 08:00-17:00.
Number of members of the public (maximum estimated)	Residential - low number
-Comments	Residential block - low number of visitors expected at any one time
Identified people especially at risk	General Needs - No information
-Comments	No information, however, General Needs premises so occupants are typical of the general population

Other information	
Fire loss experience (since last FRA)	Evidence of a small fire on the first floor and a larger fire on the fourth floor. Both fires before 2016.
Any other relevant information	None.

In preparing this report reference has been made to a number of key legislative and guidance documents as identified below. Other guidance documents may also be applicable to the assessment which have not been listed here. A full list of guidance documents used in the assessment is available from the risk assessment company on request.

Fire Safety Legislation	
Main fire safety legislation applying to these premises	01) Regulatory Reform (Fire Safety) Order 2005
Other applicable legislation	02) Housing Act 2004

Fire Safety Guidance	
Main fire safety guidance used in this assessment	01) LGA - 'Fire safety in purpose-built blocks of flats' - 2012
Other key fire safety guidance referred to	BS 5266-1:2016 - 'Emergency Lighting - Code of practice for the emergency lighting of premises' BS 5266-8:2004 - 'Emergency escape lighting systems' BS 5499-10:2014 - 'Guidance for the selection and use of safety signs and fire safety notices' BS 5499-4:2013 - 'Safety signs. Code of practice for escape route signage' BS 5839-6:2019 - 'Fire detection and alarm systems for buildings. Code of practice for domestic premises' PAS79 - 'Fire Risk Assessment - a recommended methodology' - 2012





# 5 FRA Questionnaire

## Elimination or Reduction of Fire Hazards

### A. Electrical Ignition Sources

Question - A.1: Was access gained to the electrical intake/meter cupboard(s) for the block?	Yes
Comment: The electrical intake/meter cupboard for the block was accessed at the time of inspection.	

Question - A.2: Is the common area fixed electrical installation inspected and tested within the last five years? (State the date of the last test if available)	Yes
Comment: Northwards Housing advise that an ongoing 5-year inspection and testing programme is in place for all common area electrical installations.	

Question - A.3: Is the common area fixed electrical installation free from visible defects? (from cursory visual inspection only)	Yes
Comment: No defects were noted in the common area fixed electrical installation (from cursory visual inspection only)	

Question - A.4: Is portable appliance testing (PAT) being completed within the common areas?	No
Comment: Portable Appliance Testing was confirmed as taking place annually however a number of items would appear to have been missed.	

Recommendation: Management should confirm/ensure that all portable electrical appliances in common areas are inspected and tested annually and records kept on-site or in a central database.



Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 113294
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Question - A.5: Is there a policy in place regarding use of personal electrical appliances within the common areas which is being adhered to at the time of inspection?	Yes
Comment: Use of personal portable electrical appliances is prohibited within the common areas. No breach of this policy was observed during the inspection.	

Question - A.6: If occurring, is the use of multi-way plug adaptors and/or extension leads within the common areas considered acceptable?	Not Applicable
Comment: No multi-way adaptors or extension leads were noted in use in the common areas during this inspection.	

## B. Smoking Policies

Question - B.1: Are there suitable arrangements in place for those who wish to smoke? (State what arrangements are in place)	Yes
Comment: Residents who wish to smoke can do so within their private accommodation only.	

Question - B.2: Is there a policy in place to prevent or restrict smoking within the building?	Yes
Comment: Northwards Housing advises that smoking is not permitted in the communal area(s) in accordance with the Smoke-free (Premises and Enforcement) Regulations 2006.	

Question - B.3: Does the policy in relation to smoking appear to be observed?	Yes
Comment: No evidence of illicit smoking was seen in the common area at the time of inspection.	

Question - B.4: Is there adequate provision of at least one legible 'No Smoking' sign covering the common area?	No
Comment: 'No Smoking' signage is only provided on the ground floor.	

Recommendation: Additional 'No Smoking' signage is required to cover all flat/lift lobbies in the building.



Priority: C	Known Quantity: 14	Potential Quantity: N/A	Action ID: 113301
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## C. Arson

Question - C.1: Are the premises secured against arson by outsiders? (Please state how)	Yes
Comment: The block entrance doors are fitted with an intercom and door release system and were locked at the time of inspection.	

Question - C.2: Are bins stored in a suitable location? (Please state bin type and location)	Yes
Comment: Paladin/Wheelie bins were stored in an integral bin storage room at the time of inspection.	

Question - C.3: Are bins adequately secured at or within their storage location? (Please state how bins are secured)	Yes
Comment: Paladin/Wheelie bins were stored in an integral bin storage room at the time of inspection.	

Question - C.4: Is fire load close to the premises minimised?	Yes
Comment: There was no unnecessary fire load noted close to the building at the time of inspection.	

#### D. Space Heating

Question - D.1: Are the common areas of the building provided with any form of fixed space heating system? (State type provided)	Yes
Comment: There is a communal gas fired low-temperature hot water central heating system for all 4 blocks housed in a separate detached building.	

Question - D.2: Is the fixed heating system within the common areas maintained annually?	Yes
Comment: Northwards Housing advise that fixed heating systems are serviced annually (every 5 years for electrical storage/panel heaters)	

Question - D.3: Are the common areas of the building provided with any form of portable space heating system? (State type provided)	No
Comment: No portable heaters were noted within the common area at the time of inspection.	

#### E. Cooking

Question - E.1: Are common cooking facilities provided in the block?	No
Comment: No common cooking facilities are provided in the block.	

#### F. Lightning

Question - F.1: Does the building have a lightning protection system installed?	Yes
Comment: A lightning protection system is provided. It was confirmed by Northwards Housing that the original external conductors run under the external insulation in rock-wool channels.	

Question - F.3: From visual inspection, does the lightning protection system appear to be in good condition?	Yes
Comment: The visible parts of the lightning protection system appear to be intact and in good condition from visual inspection	

#### G. House-Keeping

Question - G.1: Is the property regularly cleaned to prevent the build up of combustibles?	Yes
Comment: No cleaning rota is displayed but the common area is clean and tidy	

Question - G.2: Are combustible items kept clear from sources of ignition such as electrical equipment?	Yes
Comment: The electrical intake/meter cupboard was clear of combustible storage at the time of inspection.	

Question - G.3: Are escape routes kept clear of combustible items or waste materials?	Yes
Comment: The common escape routes were clear of combustible materials and waste at the time of inspection	

Question - G.4: Are escape routes kept clear of any trip hazards?	Yes
Comment: The common escape routes were kept clear of any trip hazards at the time of inspection	

Question - G.5: Are any hazardous materials noted being stored correctly?	Not Applicable
Comment: No hazardous materials were noted in the common area at the time of inspection	

Question - G.6: Are all other house-keeping issues satisfactory?	Yes
Comment: There were no other house-keeping issues noted at the time of inspection.	

## H. Contractors

Question - H.1: Are fire safety conditions imposed on outside contractors when working on the premises?	Yes
Comment: Northwards Housing advise that fire safety conditions are imposed on outside contractors when working on the premises.	

Question - H.2: Are there satisfactory controls in place over works carried out on the premises by outside contractors? (e.g. Hot Work Permits)	Yes
Comment: Northwards Housing advise that there are satisfactory controls in place over works carried out on the premises by outside contractors.	

Question - H.3: Are there satisfactory controls in place over works carried out in the premises by in-house staff? (e.g. Hot Work Permits)	Yes
Comment: Northwards Housing advise that there are satisfactory controls in place over works carried out on the premises by in-house staff.	

## I. Dangerous Substances

Question - I.1: Are any 'dangerous substances' stored or in use within the property?	No
Comment: No dangerous substances noted being stored or in use at the time of inspection	

## J. Other Significant Hazards

Question - J.1: Are all other Fire Hazard issues considered satisfactory? (1)

Yes


Comment: There were no other fire hazard issues noted at the time of inspection.

## General Fire Protection Measures

### K. Means of Escape

Question - K.1: Is the escape route design deemed satisfactory? (Consider current design codes)	Yes
Comment: The means of escape design is broadly in accordance with design codes in use at the time of construction and is deemed satisfactory	

Question - K.2: Are the escape routes adequately protected? (Consider lobby protection to staircase, if needed)	No
Comment: The doorset between the flat lobby and the escape stair on the ground floor level would appear unlikely to achieve 60 minutes fire resistance. As the top floor exceeds 18m, and the stair is protected for both means of escape and as a firefighting shaft, the doorset should be FD60S self-closing.	

Recommendation: The doorset between the flat lobby and the stair on the ground floor level should be replaced with a FD60S self-closing doorset, or (preferably) the opening should be sealed with construction affording a minimum of 60 minutes fire resistance (the ground floor door opening is a convenience opening and is not required for fire safety purposes).				
<table border="1"> <tr> <td>Priority: C</td> <td>Known Quantity: 1</td> <td>Potential Quantity: N/A</td> <td>Action ID: 113932</td> </tr> </table>		Priority: C	Known Quantity: 1	Potential Quantity: N/A
Priority: C	Known Quantity: 1	Potential Quantity: N/A	Action ID: 113932	

Question - K.3: Is there adequate provision of exits for the numbers who may be present?	Yes
Comment: The provision of exits is considered adequate for the number of people expected to be present	

Question - K.4: Is there adequate exit width for the numbers who may be present?	Yes
Comment: The exit widths provided appear adequate for the numbers expected to be present	

Question - K.5: Are doors on escape routes easily opened (and are sliding or revolving doors avoided)?	Yes
Comment: All doors on escape routes are fitted with ironmongery which is easily opened without the use of a key, and there are no sliding or revolving doors. There are no catches on the routes to the stairs and the stair exit has a push bar.	

Question - K.6: Are doors or gates on escape routes provided with electrically operated access control systems? (Describe provision)	Yes
Comment: The main entrance door and both exits from the office are provided with electrically operated access control systems.	

Question - K.7: Are electrically operated access control systems fitted to doors or gates on escape routes provided with override facilities and/or designed to 'fail-safe' on power failure?	Yes
Comment: Northwards Housing advise that all access control systems fitted in properties are designed to 'fail safe' (i.e. release/open) if the power supply is interrupted.	
Question - K.8: Do final exits open in the direction of escape where necessary?	Yes
Comment: Doors on escape routes open in the direction of escape.	
Question - K.9: Are travel distances satisfactory? (consider single direction and more than one direction)	Yes
Comment: Travel distances appear to be in line with that allowed in current guidance	
Question - K.10: Are the precautions for all inner rooms suitable?	Not Applicable
Comment: No inner rooms were identified at the time of inspection	
Question - K.11: Are escape routes adequately separated from each other, with fire resisting construction where required?	Not Applicable
Comment: There is a single means of escape route within the property, which leads to a final exit. Escape route separation is not required.	
Question - K.12: Are corridors sub-divided with a cross-corridor fire resisting door where required?	Not Applicable
Comment: No corridors requiring cross-corridor fire doors were noted in the property.	
Question - K.13: Do escape routes lead to a place of safety?	Yes
Comment: Escape routes lead to a place of safety	
Question - K.14: Are the stairs and/or lobbies provided with adequate permanent or manually operated ventilation openings for control of smoke? (State provision)	Yes
Comment: The stairs and stair lobbies are provided with adequate permanent ventilation openings for the control of smoke	
Question - K.15: Are the stairs and/or lobbies provided with an adequate automatic or remotely operated smoke ventilation system? (State provision)	Not Applicable
Comment: An automatic or remotely operated smoke ventilation system is not required in this building	

Question - K.16: Are there suitable arrangements in the building for means of escape for people with disabilities?				Not Known
Comment: There was no evidence of occupation in the building by people with disabilities at the time of inspection				
Recommendation: Management should encourage tenants to contact the building manager if they require assistance in developing a personal emergency evacuation plan (PEEP) or other fire safety advice. A contact reference for this assistance should be added to the fire action notices for the premises.				No image available
Priority: Mar2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 113952	

Question - K.17: Are all other means of escape issues satisfactory? [1]				Yes
Comment: There were no other means of escape issues noted at the time of inspection.				


Question - K.19: What is the current evacuation strategy for the property?				Stay Put
Comment: The current evacuation strategy for the residential parts is 'Stay Put' as denoted by the fire action notices displayed in the common area. The ground floor office is full evacuation.				



Question - K.20: Is the current evacuation strategy for the property considered appropriate?				Yes
Comment: The property is a purpose built block with an adequate standard of compartmentation. The current Stay Put evacuation strategy is considered appropriate.				


Question - K.21: What is the recommended evacuation strategy for the property?				Stay Put
Comment:				



## L. Flat Entrance/Residents' Bedroom/Bedsit Doors

<p><b>Question - L.1: Are all flat entrance (or residents' bedroom/bedsit) doors and frames appropriately fire rated? (State type and standard of doors)</b></p>				Not Known
<p><b>Comment:</b> Flat entrance doors/frames are a mix of original 'notional' timber fire doors (flat 40 only) and replacement composite fire doors (71 flats) (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed). See also L2.</p>				
<p><b>Recommendation:</b> As flat entrances have been fitted with composite doorsets, MHCLG advise that these should have test evidence demonstrating they meet the performance requirement in Building Regulations guidance for fire resistance and smoke control from both sides. Management should confirm that suitable fire door test certificates are held and that these relate to the doors fitted. If adequacy cannot be confirmed it may be necessary for doorsets to be replaced under a risk-based programme.</p>				
Priority: Man2	Known Quantity: 0	Potential Quantity: 67	Action ID: 113998	
<p><b>Recommendation:</b> As flat entrances have been fitted with composite doorsets, an intrusive inspection should be carried out to confirm the adequacy of the fixings and firestopping between the frame and the wall.</p>				No image available
Priority: Man2	Known Quantity: 0	Potential Quantity: 67	Action ID: 118214	

<p><b>Question - L.2: Are fire rated flat entrance (or residents' bedroom/bedsit) doors and frames in good condition - not in need of repair?</b></p>				No
<p><b>Comment:</b> Fire rated flat entrance doors and frames appear to be in good condition, except for flats 10, 33, 36, 40, 44 and 67.</p>				
<p><b>Recommendation:</b> Doors to flats 33, 36, 40, 44 and 67 should be replaced with FD30S self-closing fire doors.</p>				
Priority: A	Known Quantity: 5	Potential Quantity: N/A	Action ID: 113999	
<p><b>Recommendation:</b> Minor joinery repairs are required to the frame of flat 10.</p>				
Priority: B	Known Quantity: 1	Potential Quantity: N/A	Action ID: 114000	

Question - L.3: Is all glazing to flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?				No
Comment: The glazing to flat 7 entrance door does not appear to be appropriately fire rated. (The other flat entrance door glazing does not appear to be rated for insulation - refer to question L1)				
Recommendation: E1 30 (30-minutes integrity and insulation) fire resisting glazing (and associated glazing channel and beading) should be installed in the flat 7 entrance door.				
Priority: A	Known Quantity: 1	Potential Quantity: N/A	Action ID: 114006	

Question - L.4: Are fanlights above flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?				No
Comment: The glazing fitted in fanlights over flat entrance door(s) in this Purpose Built/Stay Put block appears to have 30-minutes integrity only fire resistance. 30-minutes insulation is also required.				
Recommendation: E1 30 (30-minutes integrity and insulation) fire resisting glazing (and associated glazing channel and beading) should be installed in the fanlight(s) to flat entrance door(s) as noted. (Unless it can be confirmed by certification that the existing glazing is appropriately fire rated.)				No image available
Priority: C	Known Quantity: 72	Potential Quantity: N/A	Action ID: 118226	

Question - L.5: Are side panels to flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?				Not Applicable
Comment: There are no side panels to the flat entrance doors in this property.				

Question - L.6: Are all sampled flat entrance (or residents' bedroom/bedsit) doors fitted with adequate self-closing devices and is there a rolling programme of fire door checks in place to include those not sampled?				Not Known
Comment: Sampled flats 33 and 42 entrance doors were fitted with adequate self-closing devices. No access to other flats. See also L2.				
Recommendation: Flat entrance doors not sampled at the time of this inspection should be checked as part of a rolling programme to confirm that self-closers are fitted and remain effective.				No image available
Priority: Man2	Known Quantity: 0	Potential Quantity: 67	Action ID: 114017	

Question - L.7: Are all sampled flat entrance (or residents' bedroom/bedsit) doors fitted with intumescent strips and cold smoke seals and is there a rolling programme of fire door checks in place to include those not sampled? No

Comment: No intumescent strips and cold smoke seals were fitted to sampled flats 33 (See action L2) and 42 entrance doors. No access to other flats. See also L2.

Recommendation: Intumescent strips and smoke seals should be fitted to the door of flat 42.



Priority: C      Known Quantity: 1      Potential Quantity: N/A      Action ID: 114024

Recommendation: Flat entrance doors not sampled at the time of this inspection should be checked as part of a rolling programme to confirm that strips and seals are fitted and remain effective.

No image available

Priority: Man2      Known Quantity: 0      Potential Quantity: 67      Action ID: 114025

Question - L.8: Are letterboxes to flat entrance (or residents' bedroom/bedsit) doors satisfactory? Yes  
(State only if missing, damaged or uPVC)

Comment: Letterboxes fitted to flat entrance doors have metal flaps and appear to be in good condition.

Question - L.9: Are all other flat entrance (or residents' bedroom/bedsit) door issues satisfactory? Yes  
[1]

Comment: There were no other flat entrance door issues noted at the time of inspection.

## M. Common Area Fire Doors

Question - M.1: Are all common area doors and frames requiring fire resistance appropriately fire rated? Yes

Comment: All common area fire doors and/or frames appear to be appropriately fire rated (original FD30 fire doors) (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed).

Question - M.2: Are all common area fire rated fire door sets in good condition - and not in need of repair? No

Comment: All common area fire rated fire doors appear to be in good condition except for the doors to the first floor flats/lift lobby, the second floor stairs door, the third floor stairs door and the sixth floor flats/lift lobby.

Recommendation: Minor joinery repairs are required to the doors, frames and hinges of the first floor flats/lift lobby, the second floor stairs door and the third floor stairs door to allow the doors to close fully into their frames.



Priority: A      Known Quantity: 3      Potential Quantity: N/A      Action ID: 114058

Recommendation: Minor joinery repairs are required to the door of the sixth floor flats/lift lobby where the frame for the glazing is loose.



Priority: B      Known Quantity: 1      Potential Quantity: N/A      Action ID: 114059

Question - M.3: Is all glazing to common area fire doors appropriately fire rated? Yes


Comment: All glazing to common area fire doors appears to be appropriately fire rated (Georgian wired glazing to the stair and lobby doors only).

Question - M.4: Are fanlights/side panels to common area fire doors appropriately fire rated? Yes

Comment: Fanlights/side panels to common area fire doors appear to be appropriately fire rated (Georgian wired glazing to the roof access and lobby doors only, mineral board to the risers and plant rooms access).

Question - M.5: Are common area fire door sets fitted with adequate self-closing devices where required? Yes

Comment: Common area fire doors are fitted with adequate self-closing devices or locked shut where required.

Question - M.6: Are intumescent strips and smoke seals provided to common area fire doors?				No
Comment: Common area fire doors are fitted with intumescent strips but are not provided with adequate smoke seals. It is not considered necessary to have smoke seals on the stair or lobby doors due to well ventilated lobbies. However upper floor risers and the ground floor common area fire doors onto the flat/lift lobby from the plant room access, storeroom, electric main intakes/risers and office require smoke seals.				
Recommendation: All common area fire doors opening into unventilated lobbies should be fitted with intumescent strips and smoke seals. These are all electric risers on all floors and the ground floor doors (office, storeroom, risers, plant room access).				
Priority: C	Known Quantity: 34	Potential Quantity: N/A	Action ID: 114705	

Question - M.7: Are common area fire door sets adequate otherwise? (Ironmongery, hold open hooks etc.)				Yes
Comment: Common area fire doors are considered adequate. (Subject to any issues noted elsewhere in this report)				

Question - M.8: Are all other common area fire door issues satisfactory?				Yes
Comment: No other common area fire door issues noted at the time of inspection.				


## N. Emergency Lighting


Question - N.1: Is emergency lighting provided to the common areas of the block? (if 'Yes' then describe provision)				Yes
Comment: Emergency lighting is provided throughout the common areas of the block.				


Question - N.2: From visual inspection, does the emergency lighting system appear to be in good working order?				Yes
Comment: The emergency lighting provided appears to be in good working order from visual inspection (System not tested at time of inspection).				


Question - N.3: From visual inspection, does the coverage of the emergency lighting system provided appear to be adequate? (Internal and external)				Yes
Comment: The coverage of the emergency lighting provided is adequate				


## O. Fire Safety Signs and Notices

<p><b>Question - O.1: Is there adequate provision of fire action notices within the common areas? (Consider recommended evacuation strategy; unsuitability of generic notices and location/visibility of any notices provided)</b></p>				No
<p><b>Comment:</b> The Fire Action Notice provided is not considered adequate. Signage only provided on the ground floor and the fourteenth floor.</p>				
<p><b>Recommendation:</b> Fire action notices advising of the 'Stay Put' evacuation policy should be provided in all flat/lift lobbies.</p>				
Priority: A	Known Quantity: 13	Potential Quantity: N/A	Action ID: 114726	

<p><b>Question - O.2: Is fire door signage adequate? (Consider 'Fire door keep shut', 'Fire door keep locked shut' and 'Automatic Fire Door Keep Clear' signage. Exclude doors recommended for replacement)</b></p>				No
<p><b>Comment:</b> Fire door signage is not considered adequate. Several lobby, stair, riser doors and the ground floor office door do not have signage.</p>				
<p><b>Recommendation:</b> Provide 'Fire door keep locked' and/or 'Fire door keep shut' notices to common area fire doors as noted.</p>				
Priority: C	Known Quantity: 23	Potential Quantity: N/A	Action ID: 114739	

<p><b>Question - O.3: If required, is directional/exit signage adequate?</b></p>				No
<p><b>Comment:</b> Directional and exit signage is not considered adequate. Exit signs are not provided for the alternative exit from the office and the first, second and third floor lobby doors. Signage is required in this single stair building because the primary access route is via the lifts.</p>				
<p><b>Recommendation:</b> Provide adequate signage to the alternative exit from the office and the first, second and third floor lobby doors.</p>				
Priority: B	Known Quantity: 4	Potential Quantity: N/A	Action ID: 114748	

<b>Question - O.4: Are all other fire safety signs issues satisfactory? [1] (Consider lift signage, and escape door signs. 'No Smoking' signage is covered in the Smoking Policies section.)</b>				No
Comment: 'In event of fire do not use lifts' signage has not been provided adjacent to the doors to the lift at each floor level; the instructions on the Fire Action notice are not sufficiently prominent.				
Recommendation: Provide prominent 'In event of fire do not use lifts' signage adjacent to the doors to the lift at each floor level.				
Priority: C	Known Quantity: 15	Potential Quantity: N/A	Action ID: 114754	
				

<b>Question - O.5: Are all other fire safety signs issues satisfactory? [2]</b>				No
Comment: Other fire safety signs issues noted include:- There are no instructions for the electronic door release buttons and Green Break Glass Box for the main entrance and both office entrance doors.				
Recommendation: Provide instructions for the electronic door release buttons and Green Break Glass Box for the main entrance and both office entrance doors.				
Priority: C	Known Quantity: 3	Potential Quantity: N/A	Action ID: 114757	
				

## P. Means of Giving Warning in Case of Fire

<b>Question - P.1: Has the building got an electrical fire alarm system (or detection only system) comprising manual call points and/or automatic detection? (Provide details)</b>				Yes
Comment: There is a Grade D automatic fire alarm system within the ground floor office only.				
<b>Question - P.2: From visual inspection, does the common area fire detection/alarm system appear to be in good working condition?</b>				Yes
Comment: The common area fire alarm system appears to be in good working order (from visual inspection only - no system tests were carried out).				
<b>Question - P.3: Is the Grade and Category of the common area fire detection/alarm system appropriate for the building type, occupancy and fire risk?</b>				Yes
Comment: The Grade D system installed has smoke alarms within the office only. This may be because the previous use of the office was a flat.				


<p>Question - P.5: If applicable, are independent domestic hard-wired smoke/heat alarm systems within the sampled flats installed to a suitable standard and is there a rolling programme of checks in place to include those not sampled? (Grade D LD3 minimum standard)</p>				Not Known
<p>Comment: A Grade D smoke alarm was noted within the entrance hallway of sample flats 33 and 42. No access to other flats.</p>				
<p>Recommendation: Flats not sampled at the time of this inspection should be checked to confirm provision and working condition of at least Grade D LD3 smoke alarm systems to BS5839-6:2014.</p>				No image available
Priority: Man2	Known Quantity: 0	Potential Quantity: 70	Action ID: 114762	

<p>Question - P.6: Is a system for remote monitoring of fire alarm signals required, such as social alarms linked to smoke alarm systems within individual flats (e.g. in Sheltered Housing), and/or a connection from the common fire alarm system (if provided) to an Alarm Rece</p>				No
<p>Comment: A social alarm system is not required to allow remote monitoring of independent domestic hard-wired smoke/heat alarm systems within the flats.</p>				


<p>Question - P.9: Are all other fire detection and alarm system issues satisfactory? [1]</p>				Yes
<p>Comment: There were no other fire detection and alarm issues noted at the time of inspection.</p>				

## Q. Limiting Fire Spread


<p>Question - Q.1: In general, is the level of compartmentation adequate for the use and evacuation strategy for the property? (Special consideration should be given to converted or non 'purpose built' premises)</p>				Yes
<p>Comment: The property is a purpose built block with what appears to be an adequate standard of compartmentation (subject to recommendations which may be noted elsewhere in this report).</p>				

<p>Question - Q.2: Are any hidden voids identified during the inspection appropriately enclosed and/or fire-stopped? (consider above suspended ceilings and behind casings)</p>				Not Known
<p>Comment: It was not possible to sample inspect the hidden voids identified without causing damage or requiring opening up. The communal heating pipes are enclosed in a casing that appears to be made of chipboard. The casings are not separated from the flat door fanlights or the gas risers. See also question Q10.</p>				
<p>Recommendation: Management should undertake an intrusive inspection of the hidden voids noted to confirm/ensure that compartmentation within is adequate; specifically any connections with risers or flats should be fire separated with construction affording a minimum of 60 minutes fire resistance.</p>				
Priority: Man2	Known Quantity: 0	Potential Quantity: 15	Action ID: 114769	




<p><b>Question - Q.3: Are services risers, shafts, ducts and cupboards in the common area appropriately enclosed with fire resisting construction and adequately fire-stopped?</b></p>				Not Known
<p><b>Comment:</b> No access was possible to check fire resistance and firestopping within services risers/cupboards due to no access provided. Management stated that all gas pipes into flats have been capped, but it is not known if the original pipes or the new communal heating pipes are fire stopped where they penetrate floors or compartment floors.</p>				
<p><b>Recommendation:</b> Management should check within services risers/shafts/ducts/cupboards as noted to confirm that they are appropriately enclosed with fire resisting construction and adequately fire-stopped (the original pipes and the new communal heating pipes should be fire stopped (60 minutes) where they penetrate floors or compartment floors).</p>				
Priority: Man2	Known Quantity: 0	Potential Quantity: 15	Action ID: 114772	

<p><b>Question - Q.4: Are pipes and other services provided with adequate fire-stopping measures as required where they pass through fire resisting construction? (Consider fire collars etc)</b></p>				Not Known
<p><b>Comment:</b> Access was not possible to check firestopping around services exiting risers/cupboards within the residents flats (no access from the common areas). Previous Type 4 inspection completed however</p>				


<p><b>Question - Q.5: If a waste chute is provided within the building are adequate measures in place to limit fire spread/growth? (Consider provision of fusible link dampers and sprinklers etc)</b></p>				No
<p><b>Comment:</b> A waste chute is provided in the building, which is located in a permanently ventilated area, separated from the escape route by fire resisting construction of at least 30 minutes (Georgian w. red glazing between the lobby and the stairs, but the lobby is very well ventilated). Hopper doors are self-closing and have adequate seals. A fusible link damper is not fitted to the base of the waste chute.</p>				
<p><b>Recommendation:</b> A fusible link damper should be fitted to the base of the waste chute (damper secured with steel cable, only half of the fusible link remaining).</p>				
Priority: B	Known Quantity: 1	Potential Quantity: N/A	Action ID: 114775	

<p><b>Question - Q.6: Are any roof space voids present above the common areas provided with adequate compartmentation to support the evacuation strategy for the building?</b></p>				Not Applicable
<p><b>Comment:</b> There were no roof voids noted above the common areas - the building has a flat roof.</p>				

Question - Q.7: Are electrical installations/intakes enclosed in fire rated construction? (Where necessary)				No
Comment: The electrical intake enclosure did not appear to be adequately fire-resisting; several cable penetrations were not adequately fire stopped.				
Recommendation: The hole/s noted should be sealed with a suitable fire-stopping material such as an intumescent paste. Period of fire resistance required is 60 minutes.				
Priority: B	Known Quantity: 30	Potential Quantity: 30	Action ID: 114777	

Question - Q.8: Is compartmentation maintained behind electrical meter cabinets recessed into flat walls and/or between the meter cabinet and the common area?				Not Applicable
Comment: There are no electrical meter cabinets recessed into flat compartment walls in this property.				

Question - Q.9: If present, are common ventilation systems, ventilation ducts and grills adequate to limit fire spread/growth? (Consider dampers etc.)				Not Applicable
Comment: See question Q4.				

Question - Q.10: Are wall and ceiling linings appropriate to limit fire spread?				No
Comment: It would not appear that wall and/or ceiling linings are appropriate to limit fire spread. As question Q2, timber casings in the flat/lift lobbies are unlikely to achieve a surface spread of flame of Class O.				
Recommendation: The existing communal heating pipe casings should be replaced with a material which will achieve a surface lining classification of Class 0, internally and externally.				
Priority: B	Known Quantity: 15	Potential Quantity: N/A	Action ID: 114782	

Question - Q.11: If provided, are soft furnishings in common areas appropriate to limit fire spread/growth?				Not Applicable
Comment: There were no soft furnishings noted within the common areas at the time of inspection.				

Question - Q.12: If provided, are curtains or drapes within common areas appropriate to limit fire spread/growth?	Not Applicable
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Comment: There were no curtains or drapes noted within the common areas at the time of inspection.

Question - Q.13: Are the external walls of the building satisfactory with regard to fire spread? (Consider combustibility of cladding, external insulation systems and balconies if provided)	Not Known
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Comment: No information was available on site to confirm if the external wall rain screen cladding/insulation system met the requirements of the Building Regulations with regards to limited combustibility and surface fire spread requirements.

Recommendation: Management should confirm that the external wall rain screen cladding/insulation system meets Building Regulations requirements with regards to limited combustibility and surface fire spread properties.



Priority: Man2	Known Quantity: 0	Potential Quantity: 1	Action ID: 114787
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Question - Q.14: Are all other fire spread/compartmentation issues satisfactory? [1]	Yes
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Comment: There were no other fire spread/compartmentation issues noted at the time of inspection.

## R. Fire Extinguishing Appliances

Question - R.1: Are portable fire extinguishers provided in the common areas, including staff/plant rooms? (Give details of any provision)	Yes
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Comment: Extinguishers were provided in the plant rooms and office.

Question - R.2: Is it considered appropriate to provide portable fire extinguishers given the building occupancy?	Yes
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Comment: The provision of portable fire extinguishers is considered appropriate for this property as they are in non-residential areas only where staff/contractors are expected to be trained in their safe usage.

Question - R.3: Is the existing provision of portable fire extinguishers considered adequate for the building (type, number, location etc.)?	Yes
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Comment: The provision of portable extinguishers is considered adequate for the risks present.

Question - R.4: Are all fire extinguishing appliances suitably located and readily accessible?	Yes
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Comment: All the fire extinguishing appliances provided are appropriately located and readily accessible.

## 5. Other Fire Safety Systems and Equipment

Question - S.1: Is the building provided with drop key override switch facilities for Fire and Rescue Service access?	Yes
Comment: A drop key override switch facility is provided which worked satisfactorily when tested.	
Question - S.2: Is the building provided with a fire mains system? (Dry or wet riser etc.)	Yes
Comment: The building is provided with a fire mains:- There is a dry rising fire main with the inlet beside the main entrance and outlets in each of the upper floor flat/lift lobbies.	
Question - S.3: Is the building provided with a lift (or lifts) used for fire safety purposes? (Firefighting, fireman's or evacuation lift)	Yes
Comment: The building is provided with 2 firefighters lifts, both cars calling at all floors.	
Question - S.4: Is the building provided with disabled evacuation aids? (Evacuation chairs, sheets, mats or sledges etc.)	No
Comment: The building has no apparatus for the evacuation of people with disabilities.	
Question - S.5: Is a sprinkler system provided within the building? (provide details of type and extent)	No
Comment: No sprinkler system is provided within the building, however one is planned.	
Question - S.6: Are hose reels provided within the building?	No
Comment: Hose reels are not provided within the building.	
Question - S.7: Is any other relevant fire safety system or equipment installed? [1] (state type of system and comment as necessary)	No
Comment: There are no other relevant fire safety systems or equipment installed.	

## Fire Safety Management

### T. Procedures and Arrangements

Question - T.1: Please CONFIRM the Property Designation	A designation other than General Needs (5 Storeys and under)
Comment: General Needs, 15 storeys.	
Question - T.2: Has a competent person(s) been appointed within the organisation to assist in undertaking preventative and protective fire safety measures?	Yes
Comment: Management advise that a competent person has been appointed within the organisation to assist with undertaking preventative and protective fire safety measures. Savills is engaged to provide risk assessment and other fire safety advice.	
Question - T.3: Is there a suitable record of the fire safety arrangements?	Yes
Comment: There is a suitable record of the fire safety arrangements for the building contained in the fire safety file/logbook	
Question - T.4: Are there appropriate procedures in place in the event of fire and are these documented?	Yes
Comment: Documented fire safety procedures for both residents and staff were made available during the inspection, and are displayed in the Fire Action Notices.	
Question - T.5: Are there suitable arrangements for calling the Fire Service, meeting them on arrival and providing relevant information?	Yes
Comment: The building is not staffed and residents are required to self-evacuate if necessary. Residents will call the Fire and Rescue Service if they become aware of a fire.	
Question - T.6: Are there suitable fire assembly points away from any risk?	Not Applicable
Comment: The building has a Stay Put evacuation strategy and no general assembly points are required.	
Question - T.7: Are there adequate procedures in place for the evacuation of people with a disability who are likely to be present?	Not Applicable
Comment: The building has a Stay Put evacuation strategy, with no full-time staff presence. Residents are expected to self-evacuate if necessary. (Refer to Question K16)	
Question - T.8: Are staff nominated to use fire extinguishing appliances in the event of fire?	Not Applicable
Comment: There is no staff presence in the building except for occasional attendance.	

Question - T.9: Are staff nominated to assist with evacuations in the event of fire?	Not Applicable
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Comment: The building has a Stay Put evacuation strategy, with no full-time staff presence. Residents are expected to self-evacuate if necessary. Staff have therefore not been nominated to assist with evacuation in the event of a fire. (Refer to Question K16)

Question - T.10: Is there appropriate liaison with the local Fire and Rescue Service?	Yes
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Comment: Management advises that liaison with the local Fire and Rescue Service takes place and familiarisation visits are carried out.

Question - T.11: Are routine in-house fire safety checks carried out? (including control and indicating equipment normal, extinguishers in place and visible, lighting working, fire doors (frames/seals/closing), fastenings, final exits and escape routes clear)	Yes
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Comment: Management advises that routine in-house fire safety checks are being carried out by staff.

Question - T.12: Are all other fire safety management issues satisfactory?	Yes
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Comment: There were no other fire safety management issues noted at the time of inspection.

## U. Training and Drills

Question - U.1: Do staff receive adequate induction and annual refresher fire safety training (to include fire risks in the premises, fire safety measures in the building, action in the event of fire and on hearing alarm)?	Yes
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Comment: Management has advised that staff are appropriately and adequately trained on relevant aspects of fire safety.

Question - U.4: Are fire drills carried out at appropriate intervals?	Not Applicable
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Comment: The building has a Stay Put evacuation strategy so fire drills are not required.

## V. Testing and Maintenance

Question - V.1: Is the common area fire detection/alarm system tested and serviced in accordance with relevant guidance?	Yes
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Comment: Northwards Housing advise that fire alarm systems are tested as per BS5839 (part 1 or part 6:2013 as appropriate) and records are held centrally.

Question - V.2: Is the common area emergency lighting system tested and serviced in accordance with relevant guidance?	Yes
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Comment: Northwards Housing advise that emergency lighting is tested as per BS EN 50172:2004/BS 5266-8:2004 and BS5266-1:2016 and records are held centrally.

Question - V.3: Are all fire extinguishers tested and serviced in accordance with relevant guidance? Yes

Comment: Northwards Housing advise that fire extinguisher servicing is carried out annually. Last service date noted was:- November 2017.

Question - V.4: Are fire mains inspected, tested and serviced in accordance with relevant guidance? Yes

Comment: There was evidence available on-site to confirm that regular inspection, testing and servicing is being carried out.

Question - V.5: Is the lightning protection system inspected and tested in accordance with relevant guidance? Yes

Comment: Northwards Housing advise that annual inspection and testing of lightning protection systems takes place where fitted to properties.

Question - V.8: Are access control systems inspected, tested and serviced in accordance with relevant guidance? Yes

Comment: Northwards Housing advise that door access systems are maintained in accordance with relevant guidance and records held centrally.

Question - V.9: Are drop key override switch facilities for Fire and Rescue Service access inspected, tested and serviced in accordance with relevant guidance? Yes

Comment: Management advise that access control systems (including drop key switches) are inspected, tested and serviced in accordance with relevant guidance, and records held on a central database.

Question - V.10: Are lifts in the building used for fire safety purposes inspected, tested and serviced in accordance with relevant guidance? (Firefighting, fireman's or evacuation lift) Yes

Comment: Northwards Housing advise that all lifts are inspected, tested and serviced in accordance with relevant legislation and guidance.

## W. Records

Question - W.1: Is there a log book on the premises? Yes

Comment: A log book was available on site during the inspection

Question - W.2: Are details of fire drills recorded? Not Applicable

Comment: The building has a Stay Put evacuation strategy so fire drills are not required

Question - W.3: Are details of fire safety training recorded? Yes

Comment: Records of training undertaken were available on site during the inspection.

Question - W.4: Are routine in-house fire safety checks recorded?

Yes

Comment: There were up to date records of routine in-house fire safety checks available on-site at the time of inspection.

Question - W.5: Are fire detection/alarm system inspections, tests and servicing recorded?

Yes

Comment: Northwards Housing advise that records of inspection, testing and/or servicing are held in a central database

Question - W.6: Are emergency lighting system inspections, tests and servicing recorded?

Yes

Comment: Northwards Housing advise that records of inspection, testing and/or servicing are held in a central database

Question - W.7: Are records kept of the fire extinguisher inspections, tests and servicing?

Yes

Comment: There were records on site of regular inspection, testing and/or servicing of the system installed.

Question - W.8: Are fire mains inspections, tests and services recorded?

Yes

Comment: There were records on site of regular inspection, testing and/or servicing of the system installed.

Question - W.9: Are records kept of the lightning protection system inspections, tests and servicing?

Yes

Comment: Management has advised that records of inspection, testing and/or servicing are held in a central database

Question - W.12: Are the access control system inspections, tests and servicing recorded?

Yes

Comment: Northwards Housing advise that records of inspection, testing and/or servicing are held in a central database

Question - W.13: Are drop key override switch facilities inspections, tests and services recorded?

Yes

Comment: Management advise that records of inspection, testing and/or servicing are held in a central database.

Question - W.14: Are inspections, tests and servicing of lifts used for fire safety purposes recorded?

Yes

Comment: Northwards Housing advise that records of inspection, testing and/or servicing are held in a central database



## Additional Issues

### X. Electrical Services

Question - X.1: Are any wiring systems visible within the common escape route(s) supported in accordance with BS 7671:2011 (as amended) such that they will not be liable to premature collapse in the event of fire? (Consider the use of non-metallic cable clips, ties etc.)	Yes
Comment: Surface mounted wiring systems noted appear to be adequately supported with fire resisting fixings/metal conduit/metal trunking to prevent premature collapse.	

### Y. Gas Services

Question - Y.1: Are there any fixed gas installations present within the common parts of the building? (Consider gas pipework and meters)	Yes
Comment: Gas installation pipework/meters were noted within the common parts. Management confirm that the installations were capped off, but live.	

Question - Y.2: Are the fixed gas installations within the common areas adequately enclosed in fire resisting construction where required?	No
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Comment: The gas risers are constructed of lightweight timber and have permanent vents.

Recommendation: Until the gas is removed from the building permanently, the mains gas pipework located within the common escape route as noted should be enclosed to 60 minutes fire resisting standard and any vents provided should not open into the common areas.



Priority: B      Known Quantity: 1      Potential Quantity: 1      Action ID: 114841

Question - Y.3: Is the location and routing of the fixed gas installations within the common areas considered adequate? (Consider proximity to electrical services)	Yes
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Comment: There are communal heating pipes within the gas risers, but management confirm that there are no electrical services within the gas risers.

### Z. Other Issues

Question - Z.1: Are all other issues deemed satisfactory? [1]	Yes
Comment: There were no other relevant issues noted at the time of inspection.	

# BAFE Certificate



Part 1a	Name & Address of Certificated Organisation: Savills (UK) Ltd, 33 Margaret Street, London, W1G 0JD
Part 1b	BAFE registration number of issuing Certificated Organization: NSI00539
Part 2	Name of client: Northwards Housing
Part 3a	Address of premises for which the fire risk assessment was carried out: 1-72 Lancaster Court 6 Croydon Drive Manchester M40 2NG
Part 3b	Part or parts of the premises to which the fire risk assessment applies: Common Parts only (not dwellings, where applicable)
Part 4	Brief description of the scope and purpose of the fire risk assessment: Life Safety (as per agreed Specification)
Part 5	Effective date of the fire risk assessment: 30/11/2018
Part 6	Recommended date for reassessment of the premises: 30/11/2019
Part 7	Unique reference number of this certificate: Refer to Master Property List

This certificate is issued by the organization named in Part 1 of the schedule in respect of fire risk assessment provided for the person(s) or organization named in Part 2 of the schedule at the premises and / or part of the premises identified in Part 3 of the schedule.

We, being currently a 'Certificated Organization' in respect of fire risk assessment identified in the schedule, certify that the fire risk assessment referred to in the schedule complies with the Specification identified in the schedule and with all other requirements as currently laid down within the BAFE SP205 Scheme in respect of such fire risk assessment.

Signed for and on behalf of the issuing Certificated Organization:

John Herbison FCABE MIFireE (Director)



Date of Issue

30/11/2018



