



# WYG

## FIRE RISK ASSESSMENT



<b>PREMISES:</b>	<b>Churchill Mansions</b>
<b>ADDRESS:</b>	<b>Cooper Street Runcorn WA7 1DG</b>
<b>WYG REFERENCE:</b>	<b>A100842-9</b>
<b>FIRE RISK ASSESSOR:</b>	<b>Steve Western</b>
<b>FIRE RISK ASSESSMENT DATE:</b>	<b>9<sup>th</sup> September 2018</b>

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**creative minds** safe hands



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## **LEGISLATION AND REQUIREMENTS**

The Regulatory Reform (Fire Safety) Order 2005 imposes requirements on the 'responsible person' to take such general fire precautions as will ensure, so far as is reasonably practicable the safety from fire of any of their employees or other relevant persons, in compliance with the articles of the Regulatory Fire Safety (Fire Safety) Order 2005.

<b>Article 8</b>	<b>Duty to take general fire precautions</b>
<b>Article 9</b>	<b>Risk assessment</b>
<b>Article 10</b>	<b>Principles of prevention to be applied</b>
<b>Article 11</b>	<b>Fire safety arrangements</b>
<b>Article 12</b>	<b>Elimination or reduction of risks from dangerous substances</b>
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<b>Article 16</b>	<b>Additional emergency measures in respect of dangerous substances</b>
<b>Article 17</b>	<b>Maintenance</b>
<b>Article 18</b>	<b>Safety assistance</b>
<b>Article 19</b>	<b>Provision of information to employees</b>
<b>Article 20</b>	<b>Provision of information to employers and the self-employed from outside undertakings</b>
<b>Article 21</b>	<b>Training</b>
<b>Article 22</b>	<b>Co-operation and co-ordination</b>
<b>Article 23</b>	<b>General duties of employees at work</b>
<b>Article 37</b>	<b>Fire-fighters' switches for luminous tube signs etc.</b>
<b>Article 38</b>	<b>Maintenance of measures provided for protection of firefighters</b>



The principal requirement is to make a suitable and sufficient assessment of the risks to which relevant persons are exposed.

A relevant person is any person (including the responsible person), who is, or may be lawfully on the premises, including any person in the immediate vicinity of the premises who is at risk from a fire on the premises.

The main duty-holder is the 'responsible person' under the Management of Health and Safety at Work Regulations 1992 and the Regulatory Reform (Fire Safety) Order 2005.

The duties imposed on the responsible person cannot be delegated, but are extended to any person who has, to any extent, control of the premises, to the extent of their control. If a Third Party is appointed to carry out the fire risk assessment, it is expected that the responsible person will exercise the principles of Due Diligence in choosing such a contractor.

It is a requirement that the fire risk assessment is reviewed by the responsible person regularly so that it is up to date, particularly if there is reason to suspect that it is no longer valid.

WYG are a **UKAS Accredited Third Party Fire Risk Assessment Certified** to the **BAFE SP205 Scheme**, Gold Standard. We are audited annually by National Security Inspectorate (NSI) to ensure our policies, procedures, competency, service delivery standards and quality are maintained.



## RISK ASSESSOR COMPETENCE

This risk assessment was undertaken by Stephen Western. He is a Graduate member of the Institution of Fire Engineers with over 25 years' experience as a fire engineer and risk manager in the manufacturing and insurance industries, both in the UK and worldwide. He has been trained at the FPA, NFPA, CIOB, Fire service college and various insurance companies in all the necessary disciplines relating to fire safety including building design, fire engineering, construction, NEBOSH fire safety and risk management/engineering and conforms with current legislation.

Prior to joining WYG Ltd, Steve had a long career as a fire engineer with various insurers and manufacturers with extensive experience of inspection, risk assessments and fire/risk engineering design for various clients from domestic housing to warehousing, manufacturing, retail, offices, MOD and aerospace environments whilst maintaining continued personal development. He is also an accomplished construction engineer and quantity surveyor.

WYG consider Steve sufficiently experienced in the necessary safety skills and practices to enable him to carry out practical fire risk assessments in accordance with current legislation and relevant government guidelines.

## METHODOLOGY

The purpose of this fire risk assessment is to identify the general fire precautions the responsible person needs to take. The fire risk assessment should only be carried out when a premise is in normal use. If, in the case of new or refurbished premises, there is a need to carry out a pre-occupation fire risk assessment, a further fire risk assessment should be carried out soon after the premises is in normal use.

This fire risk assessment has been conducted with regard to the principles and approach of the latest revision **of Publicly Available Specification 79**, with the overall mission of ensuring that all reasonably required measures have been carried out to reduce both hazard and risk to a level that can be demonstrated to be **as low as reasonably practicable**. The assessment, observations and recommendations are only relevant to the conditions applying to the premises at the time of the survey. This fire risk assessment is non-invasive unless specified otherwise. This assessment is not intended to address the property protection, such as the property or its contents, the environment, or to address protection of a business, process or activity against continuity or interruption. It is not necessarily sufficient to address the safety of fire-fighters in the event of a fire on the premises. The risk assessment covers the relevant occupied areas, the common parts, the landlord areas and adjacent property risks, other than those noted as not accessed.



The significant findings arising from the assessment are contained in the report along with a summary of the remedial actions. The responsible person needs to act on these findings and put remedial measures in place to achieve compliance with the Order. Any photographs included have been provided for assistance and clarification. The assessor has no control of the workplace and is not responsible for the implementation of any remedial actions.

## EXECUTIVE SUMMARY

On 9<sup>th</sup> September 2018, a Fire Risk Assessment was carried out on the above premises.

This assessment was commissioned by Halton Housing, to assist them in fulfilling their duties under relevant fire safety legislation.

Any issues that require immediate action are identified in the action plan.

Steve Sothern (Estates Care Taker) was available to accompany the consultant during the inspection. Following the assessment, a verbal debrief was not carried out.

The following issues were identified:

- Fixed electrical testing.
- Compartmentation.
- Fire doors
- Fire extinguishers
- Fire signage
- Dry riser testing
- Emergency lights
- Lightning protection certification
- Emergency procedure
- Fire pack

A site inspection and audit of relevant records of examination, testing and maintenance work was carried out. Any inaccessible areas during this assessment are detailed within the 'Areas excluded from this assessment'.

This risk assessment is intended to be a working document that can be used to guide future action aimed at improving compliance and maintaining fire safety standards. Following this risk assessment measures must be taken to implement effective, preventative and protective control measures to reduce the risks identified, as well as maintaining ongoing 'general' fire precautions.



## FIRE RISK ASSESSMENT

<b>Premises Name &amp; Address</b>	Churchill Mansions Cooper Street Runcorn WA7 1DG
<b>Responsible Person</b>	Halton Housing
<b>On the Premises</b>	None
<b>Person Consulted</b>	Steve Sothern
<b>The Competent Person(S) Appointed to Assist in Undertaking the General Fire Precautions</b>	None Established
<b>Use of Premises</b>	General Needs Residential Housing
<b>Office Telephone Number</b>	N/A
<b>Date of Previous Fire Risk Assessment</b>	01/04/2016
<b>Enforcing Authority</b>	Cheshire Fire & Rescue Service
<b>Fire Warden(s)</b>	None
<b>Current Enforcement Activity</b>	None
<b>Listed Building Status</b>	Not Listed

<p><b>Brief Description of Building Age and Construction</b></p> <p><b>Floors, lifts, size of building, stairs, construction, use, evacuation policy, fire engineered solution</b></p>	<p>Concrete framed concrete panelled standalone tower block of 11 storeys with a flat roof adjacent to Brunswick House. The building was constructed in 1958 for general residential housing.</p> <p>There are 44 properties over 10 floors (some privately owned) with 4 flats per floor. There are no flats on the ground floor area and there is a locked basement area.</p> <p>The roof is flat concrete overlaid with a rubber membrane with various aerials.</p> <p>The window frames are UPVC and there are 2 internal passenger lifts. The stairwell is concrete with concrete walls with 30-minute timber and glass fire separation from the main lift lobby to flat entrances (see recommendations).</p> <p><u>External areas:</u> Perimeter fenced concrete paved areas to the front and rear with keypad/ fob access and metal lockers for pushbike storage.</p> <p><u>Basement area:</u> Refuse holding/collection area from full height waste chute and various plant rooms accessed off a corridor.</p> <p><u>Ground floor:</u> Access lobby to lifts and stairs with separate (fenced) area of storage units with timber doors (to be demolished and now empty). The roof above this area appears to be underdrawn with fibreboard.</p> <p><u>First to 11<sup>th</sup> floors:</u> Access lobbies to lifts and stairs separated by 30-minute fire rated partitions and doors.</p> <p><u>Roof void:</u> Roof door are secured closed. No known equipment or plant.</p>
<p><b>Areas Excluded from this Assessment</b></p>	<p>Roof area above flats</p> <p>Residents flats</p>
<p><b>External Areas Included in Assessment</b></p>	<p>All areas accessed</p>
<p><b>Adjacent Property Risk</b></p>	<p>Brunswick House to the east and adjoined (ground floor only)</p> <p>Churchill Hall (community meeting place).</p>

<b>Security Provision</b>	<p>There is no CCTV system at this building.</p> <p>A fob and keypad access system are installed to gain access, initially through the external perimeter fencing and then into the building and communal areas.</p> <p>Visitor access is controlled by the residents and staff when on site.</p> <p>This is not a permanently staffed site.</p> <p>There are no reported incidents of unauthorised access or trespass.</p>
<b>Fire Loss Experience</b>	<p>There are no reported fires or incidents and no signs of malicious damage.</p>
<b>Occupancy Profile</b>	<p>Residential occupants who are likely to be asleep.</p> <p>Individual flats without 24 hour maintenance and management control on site.</p>
<b>People Especially at Risk</b>	<p>Residents have friends and family as visitors and there are 5 customers with learning difficulties and 1 physically impaired customer on site.</p> <p>Disabled visitors, young persons and the elderly may access the building.</p>
<b>Maximum Number of Premises Occupants</b>	<p>There are no Halton Housing or care staff permanently based on site. Various caretaking staff and contractors are on site between: 08.00 to 18.00 5 days per week</p> <p>Max 80 persons on site at any one time</p>
<b>Premises Used for Sleeping</b>	Yes
<b>Written Fire Strategy in Place?</b>	Yes

## 1.0 ELECTRICAL SOURCES OF IGNITION

ELECTRICAL SOURCES OF IGNITION	Yes	No	N/A
Are electrical circuits and fixed electrical installations examined and tested by a competent person in accordance with the IEE Regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the use of adapters and extension leads reasonable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are portable electrical appliances inspected & tested periodically (PAT)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are electrical lighting/appliances kept clear of potential fuel sources?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Neon Sign isolation (firefighter switch) where required is clearly identified?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical installations are periodically inspected, tested and maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Records Confirming the above are available?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### 1.1 Comments:

#### BS 7671 Wiring Regulations

The 17<sup>th</sup> Edition Wiring Regulations were updated on 1<sup>st</sup> January 2015 under the title 'IET Wiring Regulation 17<sup>th</sup> Edition Amendment 3'. The new edition has a yellow cover. The new regulations came into effect on 1<sup>st</sup> July 2015 and affect electrical installations as follows:

- Installations designed from 1<sup>st</sup> July 2015 should comply with the new edition.
- Periodic Inspection and Testing of installations from 1<sup>st</sup> July 2015 should demonstrate compliance under the new regulations.
- The design or installation of electrical work done prior to the end of June 2015 may follow either Amendment 3 or Amendment 2.
- The new requirements do not apply to consumer units until 1<sup>st</sup> January 2016.

Residents apartments did not form part of this fire risk assessment, but it is understood that each apartment has its own cooking facilities.

The main electrical incoming feed is situated in a dedicated room in the basement area.

The fire fighter over-ride switch for the electrical system is situated at the front door. The fire fighter over-ride switch for the passenger lifts is situated on the ground floor lobby, to the left of the lift doors.

There are no electrical items located within the common areas for PAT testing.

No supporting paperwork or certification regarding the 5 yearly fixed electrical testing of the common areas was available.

### 1.2 Recommended Remedial Actions:

Carry out a 5 yearly inspection and testing of the fixed electrical systems in all common areas, document any findings complete with certification and rectify any issues.

## 2.0 SMOKING

SMOKING	Yes	No	N/A
A No Smoking policy is in place for the building?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If smoking is allowed, are adequate facilities provided in a suitable area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Information and/or signage prominently displayed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Smoking evidenced outside designated areas?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### 2.1 Comments:

There are no smoking signs in the communal areas. Staff and customers are informed during inductions of this policy. There are external designated smoking areas with smoking bins.

Customers and their visitors can smoke within their apartments and there are smoking bins located outside within the fenced compound.

### 2.2 Recommended Remedial Actions:

None.

## 3.0 ARSON

ARSON	Yes	No	N/A
Measures for prevention of arson in place (security)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Suitable control and management of combustible storage close to buildings?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
History of arson at the building or surrounding area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### 3.1 Comments:

Security access measures reduce the risk of arson. Internal and external housekeeping standards are very good. There are no reports of unauthorised access or malicious damage.

There is no CCTV installed in the communal areas of this building. A fob and keypad access system are installed to gain access, initially through the external perimeter fencing and then into the building and communal areas.

There have been several reported incidents of unauthorised persons gaining access to the premises recently and either sleeping in the bin shed area or smoking in common parts.

### 3.2 Recommended Remedial Actions:

Review the ground floor security arrangements and integrity of doors to ensure that unauthorised persons do not gain access to the premises.

#### 4.0 PORTABLE HEATERS & HEATING INSTALLATIONS

PORTABLE HEATERS & HEATING INSTALLATIONS	Yes	No	N/A
The use of portable heating is avoided as far as possible?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
There is a policy regarding provision and use?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Where used, positioned away from combustible materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Suitable controls are in place to minimise the risk of igniting combustibles?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Heating installations are periodically inspected, tested and maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Records confirming the above are available?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

##### 4.1 Comments:

Portable heaters are not permitted in common areas. The residents may have portable heaters within their flats. This FRA does not cover the domestic dwellings but may state observations made. There are no portable heaters within the common areas.

There is no documented policy in place for the use of portable heaters.

Residential electrical heating and water heating boilers are serviced regularly by the Halton Housing safety team and there is an electrical safety policy in place. The main electrical switchgear and supply area is in the basement area. Records are kept but none were available during the survey (see 1.0). General background heating is by economy 7 electrical heaters. Infra-red heaters are installed in all flats.

##### 4.2 Recommended Remedial Actions:

None.

## 5.0 COOKING

COOKING	Yes	No	N/A
Reasonable measures are taken to prevent fires from the use of cooking facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Installations and equipment are periodically inspected, tested and maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Appropriate fixed or portable firefighting equipment is available for use?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Adequate Cleaning routines under management and staff control?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Records confirming the above available?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### 5.1 Comments:

Normal cooking facilities are suspected as existing within the flats. This risk assessment does not cover dwelling areas. There are no cooking facilities within the common areas.

### 5.2 Recommended Remedial Actions:

None.

## 6.0 LIGHTNING PROTECTION

LIGHTNING PROTECTION	Yes	No	N/A
The premises have a lightning protection system?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The installation is periodically inspected, tested and maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Records confirming the above are available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



### 6.1 Comments:

It is a British and European Standards requirement that all lightning protection systems are tested and inspected annually. The Standard (*BS EN 62305-1:2006 Protection Against Lightning: General Principles*) states that "tests should be repeated at fixed intervals, preferably not exceeding 12 months".

Last test 16/11/2017.

### 6.2 Recommended Remedial Actions:

None.

## 7.0 HOUSEKEEPING

HOUSEKEEPING	Yes	No	N/A
Is the overall standard of housekeeping acceptable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Storage & waste arrangements are well managed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Escape routes are kept free from obstructions and/or combustible materials?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Combustibles materials are stored away from all ignition sources?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Spaces housing electrical, heating or IT equipment (plant/server rooms) are free from the accumulation of combustible materials and kept secure?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 7.1 Comments:

General housekeeping standards are very good.

The waste collection area is in the basement in a separate room with refuse deposited via a full height waste chute. This area is separated from the main corridor by a normal timber door.

Each floor has a single waste access hatch for refuse.

### 7.2 Recommended Remedial Actions:

Install a self-closing (or lockable) 30-minute fire door between the refuse collection area and the basement corridor, which also leads to the HV electrical and fire pump rooms.

## 8.0 DANGEROUS OR FLAMMABLE SUBSTANCES

DANGEROUS OR FLAMMABLE SUBSTANCES	Yes	No	N/A
Are significant quantities of hazardous substances on site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is a DSEAR risk assessment required or in place?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### 8.1 Comments:

Small quantities of solvent based cleaning products may be stored by customers in their flats.

### 8.2 Recommended Remedial Actions:

None.

## 9.0 ADDITIONAL SIGNIFICANT FIRE HAZARDS OR PROCESS RISKS

ADDITIONAL SIGNIFICANT FIRE HAZARDS OR PROCESS RISKS	Yes	No	N/A
Are there any process risks?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are there any additional significant Fire Hazards?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### 9.1 Comments:

None.

### 9.2 Recommended Remedial Actions:

None.

## 10.0 MEANS OF ESCAPE FROM FIRE

MEANS OF ESCAPE FROM FIRE	Yes	No	N/A
Is the means of escape (MoE) (including external fire escapes and walkways) from the premises suitable & sufficiently protected?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Can all occupants use the escape routes?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all travel distances acceptable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are dead end situations satisfactory regarding travel distance and fire protection?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are evacuation routes clearly signed, unobstructed and free from combustibles?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sufficient number of exits of suitable width for building occupancy load?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where the building has alternative internal escape staircases, are the staircases adequately separated?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are all the final exits unlocked when the premises are in use?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are all the escape routes adequately illuminated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Final exits lead to a place of safety clear of the building?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the building/premises appear to be compliant with regulations concerning access and egress for mobility impaired persons?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are refuge points provided, suitably equipped, and available for use?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reasonable arrangements are in place for mobility impaired persons to leave the premises safely in the event of fire – GEEP's & PEEP's – suitable evacuation aids provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### 10.1 Comments:

There are 5 customers with learning difficulties and 1 physically impaired customer on site. No PEEP`s evaluations have been carried out.

There is a single fire escape staircase that runs the full height of the building and is of concrete construction (30-minute fire enclosure). There are also 30-minute fire separation partitions between the customer front doors and the lift/staircase lobbies that lead to the fire escape stairs on each floor.

A stay put evacuation system is in place.

There is inadequate signage leading from the basement area fire escape (onto Mersey Road) and also outside the ground floor lobby area.

### 10.2 Recommended Remedial Actions:

Install fire escape signage on all external areas of fire escape routes.

## 11.0 MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT

MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	Yes	No	N/A
Does the compartmentation, where visible, appear to be of reasonable standard?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Linings of materials that may contribute to fire spread are limited or specially treated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire dampers as far as can be reasonably ascertained, are provided to protect critical means of escape?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are installations and equipment periodically inspected, tested and maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are all fire doors self-closing or kept locked shut and fitted with smoke seals and intumescent strips where required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### 11.1 Comments:

This fire risk assessment is not to be considered as fulfilling the requirements of a compartmentation survey. Where compartmentation is readily accessible to be checked, any deficiencies will be commented upon.

Checks of ducting and fire damper positions are not assessed, however, where deficiencies are visible, they will be commented on.

Based on visual inspection of readily accessible areas and a degree of sampling where appropriate.

Full investigation of the design of HVAC and similar systems is outside the scope of this assessment. Fire doors should meet the requirements of BS 476 parts 21,22 & 31 BS EN 1634/8214 applies.

Fire separation partitions are installed between customer front doors and the lift/staircase lobby on each floor. Sections of these partitions are of an unknown material, possibly plywood.

The double fire doors at the bottom of the fire escape stairs to lobby appear to be fire doors. Unfortunately, the hinges are incorrect and there are no intumescent strips fitted.

In the basement area there is a single corridor with the plant, fire pump and refuse rooms leading off this. The doors between these areas do not appear to be fire doors.

It was noted that several of the flat doors have been replaced with various types of doors with UPVC, ½ glazing etc. It is uncertain if these are rated fire doors which should form part of the fire strategy of the building by containing any fires within the flats for 30 minutes to allow others to escape. If they are not rated fire doors the fire integrity of the building has been compromised.

### 11.2 Recommended Remedial Actions:

Clarify that the timber type material used in the 30-minute fire separation barriers between customer front doors and lift lobby is of the same fire resistance as the 30-minute fire door.

Install fire doors between the refuse room, fire pump room and HV electrical room that lead onto this connecting corridor.

Clarify that all the flat entrance doors are 30-minute rated fire doors and frames. This is to maintain the fire integrity of the building. If not replace with 30-minute fire doors and frames.

## 12.0 EMERGENCY ESCAPE LIGHTING

EMERGENCY ESCAPE LIGHTING	Yes	No	N/A
Is the premises equipped with a reasonable standard of emergency escape lighting?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the system appear to conform to BS 5266 Part 1?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Are lighting units clean, and visually appear in good condition?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the installation and equipment periodically inspected, tested and maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are records confirming the above available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 12.1 Comments:

The client is responsible for the monthly testing of emergency light test. The emergency lights are tested monthly with the last documented test on 17/08/2018.

Emergency lighting is installed to the escape routes and stairwells. The emergency light at the base of the fire escape stairs has its cover missing.

### 12.2 Recommended Remedial Actions:

Replace the missing cover to the emergency light at the base of the fire escape stairs.

## 13.0 FIRE EXIT SIGNS AND NOTICES

FIRE EXIT SIGNS AND NOTICES	Yes	No	N/A
Do signs conform to relevant BS EN standards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do "Fire Exit" signs direct occupants towards the means of escape?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are fire escape routes and fire exits provided with illuminated signs, which are part of the emergency lighting system?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all fire doors and final exit doors provided with the appropriate signage?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Auto-self-closing, held open doors adequately signed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are fire extinguisher signs sited correctly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are fire/evacuation plans displayed and available for use in the premises?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are fire action notices (FANs) prominently displayed in a consistent format and fixed position throughout the building?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 13.1 Comments:

BS 5499-4:2013 Code of Practice for Escape Route Lighting & BS EN ISO 7010:2012+A5:2015.

Graphical symbols – Safety colours and safety signs – Registered safety signs (ISO 7010:2011).

Fire alarm activation break glass units are installed throughout but with inadequate signage.

There are 2 passenger lifts in the building but there is no signage installed to show that these lifts should not be used in the event of a fire.

Further escape route plans require placing near final exits and escape routes.

An up-to-date emergency procedure is not currently displayed. This should state *"Stay put unless affected by smoke or fire"* rather than the current information which just states "stay put".

### 13.2 Recommended Remedial Actions:

Provide designated signage at the passenger lift to ensure that it is not used in the event of a fire.

Provide appropriate signage at all fire alarm break glass units and final fire escape doors.

Install and display up to date emergency procedure document with the appropriate statements.

## 14.0 MEANS OF GIVING WARNING IN CASE OF FIRE

MEANS OF GIVING WARNING IN CASE OF FIRE	Yes	No	N/A
Is there adequate means of raising the alarm?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
An automatic fire alarm and detection system (FADS) is provided and appears to conform to BS5839-1?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire alarm zone plan installed adjacent to the fire alarm control panel?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where a manual electric system is installed is there sufficient number of correctly sited manual call points?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the fire alarm audible within all relevant areas?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the fire alarm tested regularly (weekly)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the fire alarm system subject of a regular maintenance programme?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are records confirming the above available?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

#### 14.1 Comments:

BS5839-1:2013 states that zone plans are required on every system of any size and should also be noted as a major non-compliance during routine maintenance, when they are not displayed on existing installations.

Alarm panel showing no faults and inspection and testing records were up to date at the time of assessment. The system is weekly tested with the last annual service on 23/08/2018.

A zoned fire alarm system is installed to most of the common areas and automatic smoke/heat detection is installed in each dwelling to BS 5839 L3 standards. There is no fire detection in the ground floor locker area, basement plant rooms and main stairwell. The fire alarm is connected to a 3<sup>rd</sup> party monitoring station (24/7) via a Tunstall system. The fire panel is in the main lobby area on the ground floor. Each apartment has a heat & optical smoke detector in the hallway which also forms part of the main fire alarm system.

The fire alarm sends notice direct to Runcorn Borough Council out of hours (24/7).

#### 14.2 Recommended Remedial Actions:

None.

### 15.0 PORTABLE FIRE FIGHTING EQUIPMENT

PORTABLE FIRE FIGHTING EQUIPMENT	Yes	No	N/A
Do extinguishers conform to BS EN3 for new extinguishers, or BS5423 for existing?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire Blankets conform to BS1869?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Overall there appears to be adequate type & number for the premises & risks?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are extinguishers fixed in position – brackets or stands?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is fire extinguisher signage appropriate for extinguisher in place?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Equipment is periodically inspected, tested and maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are records confirming the above available?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



### 15.1 Comments:

The provision of fire extinguishers and other forms of fire-fighting equipment in common parts for use by residents is problematic. It is not expected that residents should need to tackle a fire in their flats to make their escape. Indeed, to obtain a fire extinguisher located in the common parts for this purpose would involve the person leaving their flat in the first place.

Fire extinguishers are not provided in dwellings or common areas. They are provided in the basement plant/refuse collection areas. The fire extinguisher checked in the basement area showed the last test date on 08/2016.

### 15.2 Recommended Remedial Actions:

Ensure all fire extinguishers on site are checked annually, adequate type and quantity and the results documented.

## 16.0 AUTOMATIC FIRE EXTINGUISHING SYSTEMS

AUTOMATIC FIRE EXTINGUISHING SYSTEMS	Yes	No	N/A
Details of relevant equipment of installations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Installations and equipment is periodically inspected, tested and maintained?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are records confirming the above available for inspection?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### 16.1 Comments:

Halton Housing is in the process of installing a wet sprinkler system throughout all areas of the flats to BS 9251:2014. The system is designed to provide 2.8 mm/min over 25 m<sup>2</sup> using K70.6 pendent heads with a minimum water supply of 30 minutes via a single electric pump and tanked water supply.

The system was undergoing commissioning tests during the survey and fire stopping was required around the pipework penetrations between floors.

### 16.2 Recommended Remedial Actions:

None.

## 17.0 OTHER FIXED FIRE SAFETY SYSTEMS AND EQUIPMENT

OTHER FIXED FIRE SAFETY SYSTEMS AND EQUIPMENT	Yes	No	N/A
Details of safety systems and equipment – type, location, purpose if known?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Installations and equipment is/are periodically inspected, tested and maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are records confirming the above available for inspection?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are staff aware of the location of any fixed installations, and procedures to be followed on their activation?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### 17.1 Comments:

There is a single 104mm dry riser in the main lobby on site. No details were available regarding testing.

### 17.2 Recommended Remedial Actions:

Provide details on the last pressure and visual test of the dry riser and carry out any remedial works required to make it operational.

## 18.0 MANAGEMENT OF FIRE SAFETY

MANAGEMENT OF FIRE SAFETY	Yes	No	N/A
Competent person(s) appointed to assist in undertaking relevant general preventive and protective measures for fire precautions?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is a copy of the current fire risk assessment kept on the premises?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Suitable arrangements in place to review the fire risk assessments?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are fire procedures in place and documented? (Fire Safety File)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Are there suitable arrangements for calling meeting and providing relevant information to the fire service?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are there suitable fire assembly points?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are procedures in place for recording persons entering and leaving the premises?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are procedures in place for the signing in, provision of fire safety information and supervision of visitors and members of the public?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are there adequate procedures for evacuation of vulnerable persons? E.g. elderly, children, or persons with restricted mobility?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are appropriate control procedures in place to control contractors, such as hot works permit and fire safety evacuation knowledge?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are procedures in place to ensure coordination and communication between tenants/landlord regarding fire safety?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 18.1 Comments

The Halton Housing Safety Department Administer Hot Work Permits for contractors when required, documentation is available. Contractors who need to work on site provide RAMs, which are vetted and approved by the Halton Housing Safety Department prior to works being approved and allowed on site.

There is no formal emergency evacuation plan in place, but a stay put system is in place and staff are on site intermittently. The "*Stay Put unless affected by smoke or fire*" Policy involves any fire within a flat, the occupants shall alert others in that flat, make their way out of the building and summon the Fire and Rescue Service.

Should a fire occur within the common parts of the building, anyone in these areas must make their way out of the building and summon the Fire and Rescue Service.

All other customers not directly affected by the fire would be expected to "Stay Put" and remain in their flat unless directed to leave by the Fire and Rescue Service. A copy of the FRA is kept at the adjacent Brunswick house facility.

When staff attendance on site is intermittent it is recommended that all relevant fire information for the attending fire brigade should be available in a single pack in a prominent place (most of the information is there but bitty and not compiled into a single pack or displayed).

### 18.2 Recommended Remedial Actions:

Provide a single fire pack in a prominent place containing all the relevant information for the attending fire brigade. (Most of the information is there but bitty and not compiled into a single pack or displayed).

## 19.0 TRAINING AND DRILLS

TRAINING AND DRILLS	Yes	No	N/A
Have all newly appointed staff received fire safety induction training?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have staff been trained in fire procedures within the last 12 months?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have staff received periodical training in the use of firefighting equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Do fire wardens receive adequate training to enable them to fulfil their role?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Employees are trained and familiar with the emergency plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Evacuation drills carried out at least once or preferably twice annually?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Nominated person responsible for organising staff training?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are all visitors to the site given a briefing in what to do in the event of fire?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### 19.1 Comments:

None.

### 19.2 Recommended Remedial Actions:

None.



## CONCLUSION

The risks highlighted in this risk assessment need to be addressed with appropriate remedial actions to achieve compliance with the Regulatory Reform (Fire Safety) Order 2005. This should reduce the risk to people from fire in these premises to a reasonable level and exclude significant contraventions.

Remedial action should be taken without delay. The levels of risk indicated will assist with prioritisation of work.

The responsibility for the ongoing management of the premises and the use of the premises for its present purpose remains with the responsible person.

The risk assessment uses a scaled risk assessment between 1 and 9.

Remedial actions with risk levels between 6 and 9 represent the highest risk to the safety of people and are likely to be considered as an offence by enforcing authorities.

Remedial actions with risk levels between 3 and 5 may compromise the fire safety of people and/or premises.

Remedial actions with risk levels between 1 and 2 are recommended as minor improvements or a means of achieving best practice.

## RISK MATRIX

### RISK ASSESSMENT GRADINGS AND METHODOLOGY

The following simple risk level estimator is based on a more general health and safety risk level estimator of the type contained in BS 8800:

Likelihood of Fire	Potential Consequences of Fire		
	Slight Harm 1	Moderate Harm 2	Extreme Harm 3
Low 1	Negligible risk	Tolerable risk	Moderate risk
Medium 2	Tolerable risk	Moderate risk	Substantial risk
High 3	Moderate risk	Substantial risk	Intolerable risk

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 these premises is:

Low ☐

Medium ☒

High ☐

In this context, a definition of the above terms is as follows:

**Low:** Unusually low likelihood of fire as a result of negligible potential sources of ignition.

**Medium:** Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

**High:** Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Having assessed the fire hazards present, the occupancy profile and having evaluated the general fire precautions in place at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Slight Harm ☐

Moderate Harm ☒

Extreme Harm ☐

In this context, a definition of the above terms is as follows:

**Slight Harm:** Outbreak of fire unlikely to result in serious injury or death of any occupant

**Moderate Harm:** Outbreak of fire could foreseeably result in injury (including serious injury) of one or

more occupants, but it is unlikely to involve multiple fatalities.

**Extreme Harm:** Significant potential for serious injury or death of one or more occupants.

Accordingly, it is considered that the risk to life from fire at these premises is:

Negligible ☐ Tolerable ☐ Moderate ☒ Substantial ☐

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 that has been advocated for general health and safety risks:

<p><b>Comments:</b></p> <p>None.</p>
--------------------------------------

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 timescale
<b>Negligible</b>	No action is required other than to maintain existing standards. The action recommended should improve fire safety arrangements.
<b>Tolerable (Months)</b>	A situation exists where accidents or property damage is possible. Taking action should ensure conformance with legislation. An acceptable risk if appropriate controls are in place, but must remain under regular review.  <b>Action and or review within months.</b>
<b>Moderate (Weeks)</b>	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period.  <b>Action should be within weeks.</b>

<p><b>Substantial (Days)</b></p>	<p>It is considered a contravention of legislation which may lead to serious injury exists. Enforcing authorities may serve an enforcement notice, and or take legal proceedings.</p> <p>Considerable resources might have to be allocated to reduce the risk.</p> <p>If the building is occupied, urgent action should be taken to reduce the risk, and consideration given to vacating the building or area until the risk has been removed or adequately reduced.</p> <p><b>Action should be within days.</b></p>
<p><b>Intolerable (Immediate)</b></p>	<p>It is considered a contravention serious enough to result in injury or loss of life is present, and likely to result in prohibition or legal proceedings by the enforcing authority.</p> <p>The building or area should not be occupied until the risk has been reduced, or removed.</p> <p><b>Action should be immediate.</b></p>

**Note that, although the purpose of this section is to place the fire 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 must be reviewed by the Responsible Person regularly so as to keep it up to date and accurate and particularly if:**

- **There is reason to believe a significant change in the structure or use of the building.**
- **There is a significant change in relation to the special, technical or organisational measures.**
- **Changes have taken place that have not been notified and approved by the relevant enforcing body or Fire Authority where an 'Alterations' notice is in force.**
- **There is reason to believe that an occupant is operating in breach of fire safety legislation.**

**As soon as practicable after the assessment is made or reviewed, the Responsible Person must record the information prescribed where:**

- **5 or more employees are employed;**






- A licence is in force in relation to the premises; or
- An alterations notice is in force.



**It is a requirement that the fire risk assessment is reviewed by the responsible person regularly so that it is up to date, particularly if there is reason to suspect that it is no longer valid. Failure to review the risk assessment at a period of 12 months may mean the fire risk assessment may not be relied upon.**


**A review of this fire risk assessment should be undertaken by:**



**09/09/2019**


## SUMMARY OF RECOMENDED REMEDIAL ACTIONS

Section Number	Significant Findings	Remedial Actions / Recommendations	Location (s)	Photograph for Reference	Risk Rating	Actioned By (Client)	Signature & Role
1.0	No evidence or certification of the 5 yearly fixed electrical testing was available.	Carry out testing and inspection of the fixed electrical systems in all common areas throughout site, document all findings, rectify any issues and provide appropriate certification.	Site		Moderate		
3.0	There have been several reported incidents of unauthorised persons gaining access to the premises recently and either sleeping in the bin shed area or smoking in common parts.	Review the ground floor security arrangements and integrity of doors to ensure that unauthorised persons do not gain access to the premises.	Site		Moderate		
7.0	There is no fire door separation between the basement refuse collection room and the main corridor, which also leads to the fire pump and HV electrical rooms.	Install a 30-minute fire door and frame in the doorway between the refuse collection area in the basement and the corridor.	Basement		Moderate		

Section Number	Significant Findings	Remedial Actions / Recommendations	Location (s)	Photograph for Reference	Risk Rating	Actioned By (Client)	Signature & Role
10.0	There is inadequate signage leading from the basement area fire escape (onto Mersey Road) and also outside the ground floor lobby area.	Install fire escape signage on all external areas of fire escape routes.	Site		Moderate		
11.0	Fire separation partitions are installed between customer front doors and the lift/staircase lobby on each floor. Sections of these partitions are of an unknown material, possibly plywood.	Clarify that the timber type material used in the 30-minute fire separation barriers between customer front doors and lift lobby is of the same fire resistance as the 30-minute fire door.	Floors 1 to 11		Moderate		
11.0	The double fire doors at the bottom of the fire escape stairs to lobby appear to be fire doors but the hinges are incorrect and there are no intumescent strips fitted.	Clarify the filler panels in the fire partitions between customer front doors and the lift/staircase lobby on each floor.	Ground floor		Moderate		

Section Number	Significant Findings	Remedial Actions / Recommendations	Location (s)	Photograph for Reference	Risk Rating	Actioned By (Client)	Signature & Role
11.0	In the basement area there is a single corridor with the plant, fire pump and refuse rooms leading off this. The doors between these areas do not appear to be fire doors.	Install fire doors between the refuse room, fire pump room and HV electrical room that lead onto this connecting corridor.	Basement area		Moderate		
11.0	It was noted that several of the flat doors have been replaced with various types of doors with UPVC, ½ glazing etc. It is uncertain if these are rated fire doors which should form part of the fire strategy of the building by containing any fires within the flats for 30 minutes to allow others to escape. If they are not rated fire doors the fire integrity of the building has been compromised.	Clarify that all the flat entrance doors are 30-minute rated fire doors and frames. This is to maintain the fire integrity of the building. If not replace with 30-minute fire doors and frames.	Site		Moderate		

Section Number	Significant Findings	Remedial Actions / Recommendations	Location (s)	Photograph for Reference	Risk Rating	Actioned By (Client)	Signature & Role
12.0	The emergency light at the base of the fire escape stairs has its cover missing.	Replace the missing cover to the emergency light at the base of the fire escape stairs.	Base of emergency fire escape stairs		Tolerable		
13.0	Fire alarm activation break glass units are installed throughout but with no appropriate signage.	Provide appropriate signage at all fire alarm break glass units as per BS 5499.	Site		Moderate		
13.0	There are 2 passenger lifts in the building but there is no signage installed to show that these lifts should not be used in the event of a fire.	Provide designated signage at the passenger lift to ensure that it is not used in the event of a fire.	Lift lobbies on each floor		Moderate		
13.0	An up-to-date emergency procedure is not currently displayed. This should state <i>"Stay put unless affected by smoke or fire"</i> rather than the current information which just states "stay put".	Install and display up to date emergency procedure document with the appropriate statements.	Site		Tolerable		

Section Number	Significant Findings	Remedial Actions / Recommendations	Location (s)	Photograph for Reference	Risk Rating	Actioned By (Client)	Signature & Role
15.0	The fire extinguisher checked in the basement area showed the last test date on 08/2016.	Ensure all fire extinguishers provided on site are checked annually, dates updated, and the results documented.	Site		Moderate		
17.0	Provide details on the last pressure and visual test of the dry riser and carry out any remedial works required to make it operational.	There is a single 104mm dry riser in the main lobby on site. No details were available regarding testing.	Site		Moderate		
18.0	As this is a non-permanently occupied site all relevant fire information for the attending fire brigade should be available in a prominent place (most of the information is there but bitty and not compiled into a single pack or displayed.	Provide a documented and updated fire pack in a prominent place for the fire brigade who attend site. This should include items such as	Site		Tolerable		

It is considered that the remedial actions detailed above should be implemented to reduce fire risk to, or maintain it at the following level:

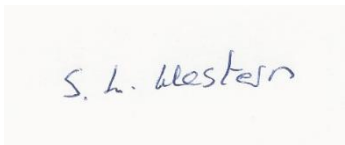

Negligible ☐

Tolerable ☒



## SIGNATURE PAGE

Appropriate and reasonable skill care and diligence has been exercised in performance of duties and obligations in the production of this fire risk assessment.

	RISK ASSESSOR	VALIDATOR
<b>Signature:</b>		
<b>Name:</b>	Steve Western	Mark Jones
<b>Title:</b>	Fire Risk Assessor	Validator
<b>Date:</b>	09/09/2018	21/09/2018

## APPENDIX A

### PLANS AND PHOTOGRAPHS



Adjacent and adjoined Churchill hall

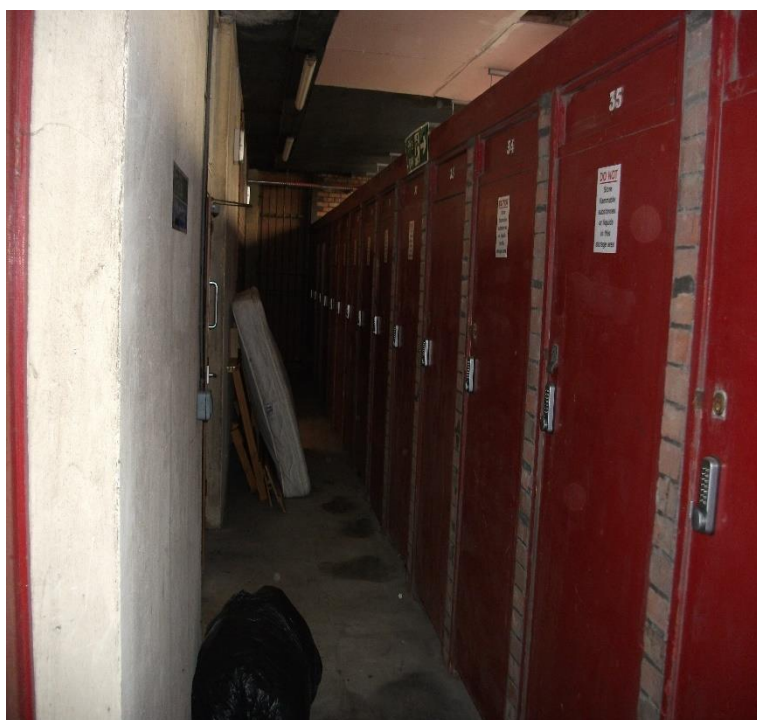


External face of refuse collection area





Lift lobby area on each floor



Storage units on ground floor



## **APPENDIX B**

### **SUPPORTING DOCUMENTATION**



## APPENDIX C

### TEMPORARY VARIATIONS TO THE CURRENT RISK ASSESSMENT

Existing Conditions	Temporary Variation	Hazard	Risks	Additional Controls	Start date	Predicted End date	Actual End Date	Signature(s)

## **BIBLIOGRAPHY & DOCUMENT REFERENCES**

1. Regulatory Reform (Fire Safety) Order 2005
2. Publicly Available Specification 79 (PAS79)
3. Management of Health and Safety at Work Regulations 1999
4. BS 7671 Wiring Regulations - 17<sup>th</sup> Edition
5. Standard (BS EN 62305-1:2006 Protection Against Lightning: General Principles)
6. Dangerous Substances and Explosive Atmospheres Regulations (DSEAR) 2002
7. The Furniture and Furnishings (Fire) (Safety) Regulations 1988 (as amended in 1989 & 1993)
8. BS 5266 Emergency Lighting
9. BS 5839 Fire Alarm Systems
10. BS 7273-4:2015 Code of Practice for the Operation of Fire Protection Measures – Part 4: Actuation of Release Mechanisms for Doors
11. BS 5306 Fire Extinguishers
12. The Health and Safety (Safety Signs and Signals) Regulations 1996
13. BS 5499 Fire Safety Signage
14. BS 476 Fire Resistance and Fire Testing
15. Department for Communities and Local Government Publications DCLG Fire Safety Guides
16. BS 9999 (2008) Code of Practice for Fire Safety in the Design, Management and Use of Buildings
17. Approved Document B of the Building Regulations (2006)
18. Fire Safety in Construction - HSG168.

Views expressed in these documents are not necessarily those of WYG.

**think safe** 

**work safe** 

**home safe** 