



REGULATORY REFORM (FIRE SAFETY) ORDER 2005 FIRE RISK ASSESSMENT

Responsible person (e.g. employer) or person having control of the premises:

Waveney District Council

Address of premises:



St Peters Court
Chapel Street
Lowestoft
NR32 1QJ

Assessor:



Ashley Wood
28th November 2018

Date of fire risk assessment:

Date of previous fire risk assessment:

2017

Suggested date for review¹⁾:

November 2019

St Peters Court/WDC/FRA/2018

Thermatech Fire Consultants were appointed by WDC to conduct a Fire Risk Assessment at St Peters Court – Lowestoft.

The Fire Risk Assessment process involved a visual survey of the building and a desktop analysis of the policies and records relating to fire safety in order to satisfy the requirements of the Regulatory Reform (Fire Safety) Order 2005.

This Fire Risk Assessment report is based largely on the format promoted in 'PAS 79:2012, Fire Risk Assessment- Guidance and a recommended methodology'. PAS 79 is a nationally recognised document, prepared by the British Standards Institution in association with Colin Todd & Associates Ltd, which gives a recommended methodology for undertaking and recording the significant findings of fire risk assessments in buildings to which the Regulatory Reform (Fire Safety) Order applies.

It should be noted that the purpose of this report is to provide an assessment of the risk to life from fire in these buildings, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. This report does not specifically address the risk to property or business continuity from fire.

It is vital and a requirement of the fire safety order that this assessment be reviewed as indicated:

- Significant time has elapsed (Dictates an annual review)
- Any structural alterations occur both internal and external
- A change in work process
- A significant increase in staff.

This fire risk assessment should be reviewed by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a fire occurs.

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GENERAL INFORMATION

1. THE PREMISES

1.1 Purpose built general needs housing block comprising communal lounge and kitchen, communal storage areas, refuse room and large entrance lobby.

1.2 Number of floors:

16

1.3 Brief details of construction:

Constructed from concrete. External cladding applied for additional insulation and visual appearance. The cladding appears to be concrete rendered polystyrene. Windows and doors are UPVC. Flat roof with lift motor room/plant room. Ceilings are either artex direct to concrete or artex applied to plasterboard. Floors of concrete. Single stairs is concrete. Lift shaft is divided in to two by concrete blockwork up to 1st floor level and then a single shaft divided by wire screen to form two shafts. Two lift cars in use serving staggered floors. Corridors are lobbied by 60 minute fire doors or 30 minute fire doors depending on location. Refuse shaft to all floors. This is lined and sits in a concrete shaft and deposits waste at ground floor within the refuse room. The foot of the chute has a heat activated metal shutter that would close the chute if a fire was present. A sprinkler nozzle is also fitted.

1.4 Use of premises:

General needs family housing. Some flats are privately owned.

2. THE OCCUPANTS

2.1 Approximate maximum number: **159**

2.2 Approximate number of employees at any one time: **1 caretaker**

2.3 Maximum number of members of public at any one time: **Visiting numbers would vary and is not possible to quantify.**

3. OCCUPANTS ESPECIALLY AT RISK FROM FIRE

3.1 Sleeping occupants: **159**

3.2 Disabled occupants: **This is not possible to quantify as this is general housing.**

3.3 Occupants in remote areas and lone workers: **1. Lone working policy is in force.**

3.4 Young persons: **40**

3.5 Others: **Contractors; Permit to work scheme in place**

4. FIRE LOSS EXPERIENCE

There has been 1 known fire within the past 5 years that required fire service intervention. Damage was limited to the flat of fire origin and there were no casualties.

5. OTHER RELEVANT INFORMATION

The buildings fire action policy is 'Stay Put'. Residents have fire action notices on the back of their flat entrance doors. Should a visitor or resident be in a communal area then they are to leave the building and go to a place of safety otherwise it is 'stay put' until told otherwise by the SF&RS or imminent danger.

The lifts will go to ground upon fire alarm activation within a communal area.

A single escape stairs is available. This is a protected stairwell with a fire door on each landing and is also lobbied by a further two fire doors.

An external cladding survey is scheduled to be carried out where a sample of the external cladding shall be removed and assessed. An attempt shall also be made to ascertain the level of fire cavity barriers installed at each floor level. The UPVC windows have recently had all of the non-fire rated expanding joint filler removed and this has been replaced with 'pink' 60 minute rated foam joint filler. In addition fire board has also been applied over this. The old air blown heating ducts which served all flats has been sealed. New 60 minute fire doors with intumescent and cold smoke seals and automatic door closers have been fitted to all flat entrance doors. Other new doors are shortly to be fitted within some parts of the corridors as required on each residential floor and the communal lounge entrance.

A fully addressable fire detection system to BS 5839 Part 1 2012 L4 has been installed within communal areas. All flats are fitted with smoke alarms to BS 5839 part 6.

An automatic sprinkler system was in the process of being installed in every flat.

At the rear of the bathrooms in each flat is a service riser. This is sealed at top and bottom. Extract fans are due to be fitted with intumescent inserts.

There are no flats on the ground floor.

On each floor there is a dry riser.

There are 5 privately owned flats and it is not possible to ascertain the number of occupants within as this changes.

6. RELEVANT FIRE SAFETY LEGISLATION

6.1 The following fire safety legislation applies to these premises:

The Regulatory Reform (Fire Safety) Order 2005

6.2 The above legislation is enforced by:

Suffolk Fire & Rescue Service

6.3 Other legislation that makes significant requirements for fire precautions in these premises (other than the Building Regulations 2006):

The Housing Act

6.4 Comments:

SF&RS are in communication with the council and providing assistance regarding fire safety measures employed within the building. A high rise exercise has taken place by SF&RS.

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

7. ELECTRICAL SOURCES OF IGNITION

7.1 Reasonable measures taken to prevent fires of electrical origin? Yes No

7.2 More specifically:

Fixed installation periodically inspected and tested? Yes No

Portable appliance testing carried out? Yes No

Suitable policy regarding the use of personal electrical appliances? N/A Yes No

Suitable limitation of trailing leads and adapters? N/A Yes No

7.3 Comments and hazards observed:

It is understood that the electrical installation within the communal areas has been renewed as part of a refurbishment. Portable appliances that were in communal areas i.e. lounge/kitchen had been tested. Next PAT will be due in 11/2019.

There were no portable items located in the communal corridors.

8. SMOKING

8.1 Reasonable measures taken to prevent fires as a result of smoking? Yes No

8.2 More specifically:

Smoking prohibited in the building? Yes No

Smoking prohibited in appropriate areas? N/A Yes No

Suitable arrangements for those who wish to smoke? Yes No

This policy appeared to be observed at time of inspection? Yes No

8.3 Comments and hazards observed:

Smoking is only permitted within a residents flat or outside the premises. There was no indication of smoking in communal areas.

9. ARSON

- 9.1 Does basic security against arson by outsiders appear reasonable?²⁾ Yes No
- 9.2 Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders? Yes No
- 9.3 Comments and hazards observed:
Access to the building is via coded electronic lock. There was no waste close to the building or within the communal corridors.

10. PORTABLE HEATERS AND HEATING INSTALLATIONS

- 10.1 Is the use of portable heaters avoided as far as practicable? Yes No
- 10.2 If portable heaters are used:
- Is the use of the more hazardous type (e.g. radiant bar fires or lpg appliances) avoided? N/A Yes No
- Are suitable measures taken to minimize the hazard of ignition of combustible materials? N/A Yes No
- 10.3 Are fixed heating installations subject to regular maintenance? N/A Yes No
- 10.4 Comments and hazards observed:
There was no evidence of portable heaters being used in communal areas. It is understood that heating is maintained as appropriate. There is no heating within the communal corridors.

²⁾ Reasonable only in the context of this fire risk assessment. If specific advice on security (including security against arson) is required, the advice of a security specialist should be obtained.

11. COOKING

11.1 Are reasonable measures taken to prevent fires as a result of cooking? N/A Yes No

11.2 More specifically:

Filters changed and ductwork cleaned regularly? N/A Yes No

Suitable extinguishing appliances available? Yes No

11.3 Comments and hazards observed:

Do not place items on the electric cooker and hob. Remove item. Accidental activation of the cooker hob could result in fire.



12. LIGHTNING

12.1 Does the building have a lightning protection system? N/A Yes No

12.2 Comments and deficiencies observed:

A lightning protection system has been installed to reduce the risk of fires caused by a lightning strike. The system is regularly serviced.

13. HOUSEKEEPING

13.1 Is the standard of housekeeping adequate? Yes No

13.2 More specifically:

Combustible materials appear to be separated from ignition sources? Yes No

Avoidance of unnecessary accumulation of combustible materials or waste? Yes No

Appropriate storage of hazardous materials? N/A Yes No

Avoidance of inappropriate storage of combustible materials? Yes No

13.3 Comments and hazards observed:

Housekeeping was found to be adequate.

14. HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS AND BUILDING WORKS

14.1 Are fire safety conditions imposed on outside contractors? Yes No

14.2 Is there satisfactory control over works carried out in the building by outside contractors (including "hot work" permits)? Yes No

14.3 If there are in-house maintenance personnel, are suitable precautions taken during "hot work", including use of hot work permits? N/A Yes No

14.4 Comments:
This would fall within the council's responsibility to implement.

15. DANGEROUS SUBSTANCES

15.1 If dangerous substances are, or could be, used, has a risk assessment been carried out, as required by the Dangerous Substances and Explosive Atmospheres Regulations 2002? N/A Yes No

15.2 Comments:
The building and the occupancy do not fall within the DSEAR regulations.

16. OTHER SIGNIFICANT FIRE HAZARDS THAT WARRANT CONSIDERATION INCLUDING PROCESS HAZARDS THAT IMPACT ON GENERAL FIRE PRECAUTIONS

16.1 Hazards:
None

16.2 Comments and deficiencies observed:
None

FIRE PROTECTION MEASURES

17. MEANS OF ESCAPE FROM FIRE

- 17.1 It is considered that the building is provided with reasonable means of escape in case of fire. Yes No
- 17.2 More specifically:
- Adequate design of escape routes? Yes No
- Adequate provision of exits? Yes No
- Exits easily and immediately openable where necessary? Yes No
- Fire exits open in direction of escape where necessary? Yes No
- Avoidance of sliding or revolving doors as fire exits where necessary? Yes No
- Satisfactory means for securing exits? Yes No
- Reasonable distances of travel:
- Where there is a single direction of travel? Yes No
 - Where there are alternative means of escape? Yes No
- Suitable protection of escape routes? Yes No
- Suitable fire precautions for all inner rooms? Yes No
- Escape routes unobstructed? Yes No
- 17.3 It is considered that the buildings are provided with reasonable arrangements for means of escape for disabled people. Yes No

17.4 Comments and deficiencies observed:

Escape from the building would require an escapee using the escape stairs. As such this is not deemed adequate for any person being non-ambulant.

The buildings fire action policy is 'stay put'. With the materials and method of construction of the building and the upgrades being fitted, this would be adequate. To reach the single escape stairs one would have to pass through a minimum of two fire doors depending on which route is used. The travel distances to a place of relative safety if required is therefore compliant. The single escape stairs was never intended for a full evacuation of all the occupants when the building fire strategy was first developed. This is still the case. Should the occupants be encouraged to mass evacuate this would potentially lead to congestion, bottle necks and panic. It would also make it difficult for the fire service to gain access to the floor of fire origin. The 'Stay Put' policy is therefore correct. The lift is not an evacuation lift and would go to ground level upon alarm.

At the foot of the escape stairs there is a plasterboard panel that has been fitted across a former access door in to the lobby. This door will be reinstated with a fire door to FD30S specification and be fitted with a push bar mechanism. This work has been delayed due to a national shortage of fire rated doors. Work is on track to complete by the end of January 2019.



18. MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT

18.1 It is considered that there is:

compartmentation of a reasonable standard³⁾.

Yes No

reasonable limitation of linings that might promote fire spread.

Yes No

18.2 As far as can reasonably be ascertained, fire dampers are provided as necessary to protect critical means of escape against passage of fire, smoke and combustion products in the early stages of a fire? ^{3), 4)}

N/A Yes No

18.3 Comments and deficiencies observed:

Each flat would be a self-contained 60 minute enclosure. All perimeter walls are 60 minute solid construction and the flat entrance doors are all 60 minutes rated with seals and auto door closers. The vertical service riser at the rear of the bathroom takes the soil and water waste pipes from each flat. This is sealed with concrete at the bottom and the top of each level. Pipes that pass through are metal. There is a metal duct that appears to serve as an air extract between floors/flats on each level. It could not be ascertained if a damper had been fitted to seal this off. As a minimum I would advise that an intumescent grille insert be placed at each inlet point. The flat entrance doors do not have letter box apertures. These must not be cut in to the doors at any time in the future. Post is and should remain, be via an individual flats post box mounted on the wall. Corridor fire doors do not have any labels or colour plugs to denote fire rating, however from considering the density, the thickness and mass of the doors I am confident they shall provide either a notional 30 or 60 minute fire rating depending on location. For example the doors that are in the area of the refuse chute are 60 minutes. I was advised that the stair doors and the door opposite end of corridor to the dry riser are due to be replaced on all floors.

The following works should be carried out to improve the level of protection afforded to the escape routes;

The door to the communal lounge should be replaced with a door to FD30S standard.

Extract fans from flats etc. should be fitted with intumescent grille covers or inserts.

Any old blown warm air vents in flats should be sealed with fire board.



The Georgian wired glass vision panels in the following corridor fire doors should be removed and be re-bedded in intumescent glass sealant;

- 1st floor next to dry riser
- 2nd floor next to dry riser and next to flat 21
- 6th floor next to dry riser
- 7th floor next to refuse chute
- 8th floor next to flat 81 and next to dry riser
- 13th floor next to flat 131
- 14th floor next to flat 141
- 15th floor next to dry riser and flat 151



The electrical intake cupboards on each floor were assessed and it was noted that there are small gaps between the blockwork and doorframe. These would allow smoke to enter the corridors should there be a fire within the electrical cupboards. Seal along the sides and top with intumescent acrylic sealant.

There are two sizable holes above the reuse chute on some floors. These would appear to be for ventilation. The refuse chute sits within this shaft so other than ventilation the use of the holes is not known. There is a risk that someone could dispose of a cigarette via one of these holes and it is not known if combustibles are at the bottom of the shaft. To be on the cautious side, I recommend that the holes be filled.



19. EMERGENCY ESCAPE LIGHTING

19.1 Reasonable standard of emergency escape lighting system provided? ⁵⁾

Yes No

19.2 Comments and deficiencies observed:

A reasonable level of emergency lighting has been provided.

20. FIRE SAFETY SIGNS AND NOTICES

20.1 Reasonable standard of fire safety signs and notices?

Yes No

20.2 Comments and deficiencies observed:

Adequate signage has been provided including a fire plan on each floor and fire plans in the entrance lobby. On the inside face of every flat is a plastic printed 'WHAT TO DO' fire action notice.



Example of plan on each floor

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- 3) Based on visual inspection of readily accessible areas, with a degree of sampling where appropriate.
 - 4) A full investigation of the design of HVAC systems is outside the scope of this fire risk assessment.
 - 5) Based on visual inspection, but no test of illuminance levels or verification of full compliance with relevant British Standards carried out.

21. MEANS OF GIVING WARNING IN CASE OF FIRE

- 21.1 Reasonable manually operated electrical fire alarm system provided? ⁶⁾ N/A Yes No
- 21.2 Automatic fire detection provided? Yes (throughout building) Yes (part of building only) No
- 21.3 Extent of automatic fire detection generally appropriate for the occupancy and fire risk? N/A Yes No
- 21.4 Remote transmission of alarm signals? N/A Yes No
- 21.5 Comments and deficiencies observed:

Within all communal areas is a fully addressable fire detection and alarm system. This appears to meet the requirements of BS 5839 2013 part 1 L4. This comprises manual call points, point type detectors and sounders. Note: the sounders have been disconnected at the request of SF&RS. I agree with this as activation could lead to a mass evacuation.

Each flat has been fitted with a smoke alarm system to BS 5839 part 6. The smoke alarms are not linked to the communal system.



Control panel located in entrance lobby

22. MANUAL FIRE EXTINGUISHING APPLIANCES

- 22.1 Reasonable provision of portable fire extinguishers? Yes No
- 22.2 Hose reels provided? Yes No
- 22.3 Are all fire extinguishing appliances readily accessible? Yes No
- 22.4 Comments and deficiencies observed:

Fire extinguishers are not located on the corridors on the residential floors. This is acceptable as recommended with the LACORS guide.

⁶⁾ Based on visual inspection, but no audibility tests or verification of full compliance with relevant British Standard carried out.

23. RELEVANT⁷⁾ AUTOMATIC FIRE EXTINGUISHING SYSTEMS

23.1 Type of system:

Domestic sprinkler

23.2 Comments:

Sprinklers are in the process of being installed within the flats themselves. Isolation valves are located above the flat entrance doors within the corridors. The valves are exposed at present but will be boxed at the end of the installation.

24. OTHER RELEVANT⁷⁾ FIXED SYSTEMS AND EQUIPMENT

24.1 Type of fixed system:

None

24.2 Comments:

N/A

24.3 Suitable provision of fire-fighters switch(es) for high voltage luminous tube signs, etc.

N/A Yes No

N/A

24.4 Comments:

None

⁷⁾ Relevant to life safety and this risk assessment (as opposed purely to property protection).

MANAGEMENT OF FIRE SAFETY

25. PROCEDURES AND ARRANGEMENTS

25.1 Fire safety is managed by: ⁸⁾
WDC

25.2 Competent person(s) appointed to assist in undertaking the preventive and protective measures (i.e. relevant general fire precautions)? Yes No

Comments:

The caretaker would assist the WDC authority with the day to day checks. Make sure that he has received all of the necessary training to enable him to carry out this task.

25.3 Is there a suitable record of the fire safety arrangements? N/A Yes No

Comments:

A suitable fire action plan has been produced.

25.4 Appropriate fire procedures in place? Yes No

More specifically:

Are procedures in the event of fire appropriate and properly documented? N/A Yes No

Are there suitable arrangements for summoning the fire and rescue service? Yes No

Are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to fire-fighters? N/A Yes No

Are there suitable arrangements for ensuring that the premises have been evacuated? N/A Yes No

Is there a suitable fire assembly point(s)? N/A Yes No

Are there adequate procedures for evacuation of any disabled people who are likely to be present? N/A Yes No

⁸⁾ This is not intended to represent a legal interpretation of responsibility, but merely reflects the managerial arrangement in place at the time of this risk assessment.

Comments:

The fire procedures of 'stay put' are deemed adequate. This is a general needs housing building and as such the fire service would attend upon call from the call monitoring centre or from a call by residents or passers-by. The local authority would not necessarily know about the incident.

I recommend that the call monitoring centre be given a number to call to alert the council as to an incident in progress.

- 25.5 Persons nominated and trained to use fire extinguishing appliances? N/A Yes No

Comments:

I was advised by the caretaker that he had received some training in the past. I recommend that he attend a 'hands on course' in the safe selection and use of fire extinguishers.

- 25.6 Persons nominated and trained to assist with evacuation, including evacuation of disabled people? N/A Yes No

Comments:

Not possible with this type of building use and occupancy.

- 25.7 Appropriate liaison with fire and rescue service (e.g. by fire and rescue service crews visiting for familiarization visits)? N/A Yes No

Comments:

It is understood that the local operational crews have had recent familiarisation and tall building training.

- 25.8 Routine in-house inspections of fire precautions (e.g. in the course of health and safety inspections)? N/A Yes No

Comments:

Carried out by caretaker and management.

26. TRAINING AND DRILLS

26.1 Are all staff given adequate fire safety instruction and training on induction? Yes No

Comments:

See 25.5

26.2 Are all staff given adequate periodic "refresher training" at suitable intervals? Yes No

Comments:

See 25.5

26.3 Staff training should provide information, instruction or training on the following:

Fire risks in the premises? Yes No

The fire safety measures in the building? Yes No

Action in the event of fire? Yes No

Action on hearing the fire alarm signal? Yes No

Location and use of fire extinguishers? Yes No

Means for summoning the fire and rescue service? Yes No

Identity of persons nominated to assist with evacuation? N/A Yes No

Identity of persons nominated to use fire extinguishing appliances? N/A Yes No

Comments:

Make sure these items are covered within the training program.

26.4 Are staff with special responsibilities (e.g. fire wardens) given additional training? N/A Yes No

Comments:

Not applicable

26.5 Are fire drills carried out at appropriate intervals? N/A Yes No

Comments:

It is not feasible to carry out fire drills. Residents are told that the fire policy is one of 'Stay put'.

26.6 When the employees of another employer work in the premises:

Is their employer given appropriate information (e.g. on fire risks and general fire precautions)? N/A Yes No

Is it ensured that the employees are provided with adequate instructions and information? N/A Yes No

Comments:

This aspect is controlled by the local authority.

27. TESTING AND MAINTENANCE

27.1 Adequate maintenance of premises? Yes No

Comments and deficiencies observed:

None

27.2 Weekly testing and periodic servicing of fire detection and alarm system? N/A Yes No

Comments and deficiencies observed:

The fire alarm system within the communal areas should be tested on a weekly basis by the caretaker. This should be done by activating a different manual call point each week and recording the outcome. This is being done and is being recorded.

The fire alarm system should be serviced in accordance with BS 5839 part 1 2013 and records maintained.

Testing and servicing of the smoke alarms in flats should be carried out on a regular basis and again records kept. Smoke alarms have a manufacturer's end of life date so this must be recorded.

27.3 Monthly and annual testing routines for emergency escape lighting? Yes No

Comments and deficiencies observed:

User monthly 'flash testing' is being carried out and servicing carried out.

27.4 Annual maintenance of fire extinguishing appliances? Yes No

Comments and deficiencies observed:

Contract in place.

27.5 Periodic inspection of external escape staircases and gangways? N/A Yes No

Comments and deficiencies observed:

No external escape stairs at these premises.

27.6 Routine checks of final exit doors and/or security fastenings? Yes No

Comments:

Check the fire exit doors open on a regular basis. These checks should be recorded in the fire log book.

27.7 Other relevant inspections or tests:

Domestic sprinkler checks and servicing.

Comments:

A service contract should be taken out for the servicing of the sprinkler system as per the manufacturers and installers recommendations.

28. RECORDS

28.1 Appropriate records of:

Fire drills? N/A Yes No

Fire training? N/A Yes No

Fire alarm tests? N/A Yes No

Emergency escape lighting tests? N/A Yes No

Maintenance and testing of other fire protection systems? N/A Yes No

28.2 Comments:

Above are items ticked 'yes' that should be held within the document box. Also keep a copy of this fire risk assessment report in the box.

FIRE RISK ASSESSMENT

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:

Potential consequences of fire ⇒	Slight harm	Moderate harm	Extreme harm
Likelihood of fire ↓			
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	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.

Taking into account the nature of the building and the occupants, as well as the 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:

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 (other than an occupant sleeping in a room in which a fire occurs).

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:

Trivial Tolerable Moderate Substantial Intolerable

Comments:

I am confident that the risk to life from a fire within this building is acceptable. My conclusion of this is based upon the active and passive measures employed as they were found at the time of the assessment and the considerable improvements being carried out.

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
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.

(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 should be reviewed regularly.)

ACTION PLAN

It is considered that the following recommendations should be implemented in order to reduce fire risk to, or **maintain** it at, the following level:

Trivial

Tolerable

Definition of priorities (where applicable):

AA: Immediate action required

B: Action required within 2 weeks

C: Action required within 12 weeks

D: Action required within 24 weeks

	ACTION	Priority (where applicable)	Action by whom	Date action taken
1	Do not place items on the electric cooker and hob. Remove item. Accidental activation of the cooker hob could result in fire.	AA		
2	The door to the communal lounge should be replaced with a door to FD30S standard.	C		
3	Extract fans from flats etc. should be fitted with intumescent grille covers or inserts.	C		
4	Any old blown warm air vents in flats should be sealed with fire board.	C		
5	The Georgian wired glass vision panels in the following corridor fire doors should be removed and be re-bedded in intumescent glass sealant; 1 st floor next to dry riser 2 nd floor next to dry riser and next to flat 21 6 th floor next to dry riser 7 th floor next to refuse chute 8 th floor next to flat 81 and next to dry riser 13 th floor next to flat 131 14 th floor next to flat 141 15 th floor next to dry riser and flat 151	C		

6	The electrical intake cupboards on each floor were assessed and it was noted that there are small gaps between the blockwork and doorframe. These would allow smoke to enter the corridors should there be a fire within the electrical cupboards. Seal along the sides and top with intumescent acrylic sealant.	C	
7	There are two sizable holes above the reuse chute on some floors. These would appear to be for ventilation. The refuse chute sits within this shaft so other than ventilation the use of the holes is not known. There is a risk that someone could dispose of a cigarette via one of these holes and it is not known if combustibles are at the bottom of the shaft. To be on the cautious side, I recommend that the holes be filled.	C	
8	I was advised by the caretaker that he had received some training in the past. I recommend that he attend a 'hands on course' in the safe selection and use of fire extinguishers.	C	
9	I recommend that the call monitoring centre be given a number to call to alert the council as to an incident in progress.	Recommendation	
10	Testing and servicing of the smoke alarms in flats should be carried out on a regular basis and again records kept. Smoke alarms have a manufacturer's end of life date so this must be recorded.	C	
11	At the foot of the escape stairs there is a plasterboard panel that has been fitted across a former access door in to the lobby. I would recommend that this be re-instated as an access door.	B	
12	A service contract should be taken out for the servicing of the sprinkler system as per the manufacturers and installers recommendations.	Information	
13	Check the fire exit doors open on a regular basis. These checks should be recorded in the fire log book.	Information	

Important note: Once each action point has been addressed you should sign and date alongside it. This identifies to the reader that the work has been completed.