2026 FIRE RISK ASSESSMENT

15 Apr 2026

Masonic Housing Association, Palmer Court, Hatton Avenue, Wellingborough, NN8 5UZ

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FPA
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The Institute of Fire Safety Managers
IFSM
Associate

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Findings Summary

		Findings	Recommendations
7	Smoking, cooking, portable heaters and "hot works"	1	0

TERMS AND CONDITIONS OF BUSINESS

Masonic Housing Association, Palmer Court, Hatton Avenue, Wellingborough, NN8 5UZ

This fire risk assessment is in accordance with the full Terms and Conditions provided with our quotation that should be read in full. This fire risk assessment is made without prejudice to any requirements made by Local Authority, Building Control or by the local Fire Authority. Fire assessment and evaluation of risk is a dynamic and evolving process. The Assessment that we have prepared is based on the appearance of the premises/building, number of employees, internal layout and information provided on **Wednesday, 15 April 2026**

If there is a change in the structure of the premises/building, number of employees, layout or any other aspect that could impact upon fire safety we should be notified to ensure that no revision to the Assessment is required.

We have assessed the risk of fire to ensure legislative compliance and safety of relevant persons and have provided you with our Assessment. Ownership and implementation of the assessment is vital. We accept no responsibility for loss, damage or other liability arising from a fire, loss or injury due to the failure to observe the safety observance and practises identified in our Assessment. The RESPONSIBLE PERSON will always remain responsible for the outcome of the Fire Risk Assessment or its review.

We highlight that we recommend a twelve-monthly fire risk assessment review regardless of any changes in the structure, nature of business and employees. The Assessment should also be reviewed under the following circumstances:

- Significant changes in members or levels of staff
- Material alteration to the premise or change in use
- Following a fire, fire alarm actuation or “near miss” incident a full review is recommended
- After any change in working practices

The internal layout, manufacturing processes and nature of the client’s business will remain confidential and will not be disclosed to third parties without the express permission of the client.

We limit our liability for any loss, damage or injury (or any consequential or indirect loss) arising from the performance of or failure by this Company to perform any of its duties (whether or not such loss damage or injury or consequential or indirect loss be due to the negligence of this Company, its servants or agents or to any other cause whatsoever) to that determined by our Professional Indemnity Insurance Policy.

1.0 GENERAL INFORMATION

The following fire risk assessment has been conducted on behalf of:

Oheap Fire & Security

Unit 10, Westside Park, Belmore Way, Raynesway, Derby, DE21 7AZ

and relates only to the premises of:

Masonic Housing Association, Palmer Court, Hatton Avenue, Wellingborough, NN8 5UZ

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

Masonic Housing Association

Person(s) from whom information was obtained:

Chris Rayatt (Warden)

Assessed by:

Doug Sheppard - CS Todd - Fire Risk Assessment Course

Identity of any third party consulted:

N/A

Report peer reviewed by:

Benita Husnjak

Date fire risk assessment was conducted:

Wednesday, 15 April 2026

Time:

1pm

Date of last FRA or FRA Review (if known)

NA

Suggested date for next review:

April 2027

Purpose of the assessment:

The purpose of this report is to provide an assessment of the risk to life from fire in these premises, and, where appropriate, to make recommendations to ensure compliance with appliable fire safety legislation; see “Applicable fire safety legislation”. The report does not address the risk to property or business continuity from fire. This report must not be used as a snagging report against building regulations.

Type and scope of the assessment:

The areas that fall within the scope of the assessment are communal areas only

Areas excluded were within the flats and loft space

Flats doors accessed -All

No access was available to N/A

Type of assessment.

Type 1 common parts only (Non-destructive)

Executive summary:

While not a provision of BS 9792, assessors often record a brief summary of the findings of the assessment. This is useful where the premises are complex or the report is lengthy, and is often done to draw the dutyholders’ attention to matters which could otherwise be lost in the in the body of the report or to make a specific point.

N/A

Matters arising from a review of a previous FRA or FRAEW:

N/A

Relevant guidance document(s):

Fire safety in Purpose-built Blocks of Flats

LACoRS Housing Fire Safety Guidance

Applicable fire safety legislation:

- The Regulatory Reform (Fire Safety) Order 2005 (as amended).
- The Fire Safety (England) Regulations 2022.

Other legislation that impacts on fire safety:

N/A

2.0 THE PREMISES AND THEIR OCCUPANTS

2.1 Type and use of the premises:

- General needs flats X11
- Sheltered housing.

2.2 Number of storeys above and below ground:

2 upper

2.3 Height of the uppermost storey of the building(s) on the premises or in which the premises are located:

7.8ms

2.4 Brief details of construction:

- Traditional construction of masonry walls, timber floors and stairs and pitched roof.

2.5 Number and type of dwellings:

11 single occupancy general needs flats

2.6 Non-domestic areas that could impact on fire risk:

Plant rooms, communal lounge

2.7 Internal layout of the premises and their escape routes:

- Simple, straightforward escape routes, with a single stairway for means of escape from upper floors.

2.8 Number of occupants:

20-30 (11 flats)

2.9 Characteristics of the occupants:

N/A

2.10 Number of persons other than residents:

1 warden

2.11 Approximate floor area:

100

2.12 Number, type and location of escape stairs and the floors that they serve:

Protected stairs X1

2.13 Number of lifts serving upper or basement floors:

Standard lift mechanism

2.14 Arrangements for people with specific evacuation requirements:

No

2.15 Fire history:

No

2.16 Malicious fire setting and vandalism:

No

2.17 Fire safety information

No

2.18 Relevant enforcement action or advice from authorities:

N/A

2.19 Other matters that could have an impact on fire risk:

No

2.20 Any other relevant matters:

No

3.0 Overall Risk Rating

Based on the findings within the fire risk assessment the overall risk ratings have been quantified as:

Risk to Life: Tolerable.

Acceptable risk

The risk rating has been determined after considering the fire risk rating matrix in section 17.0. In these premises it is considered that the risk of a fire occurring is unlikely and the likely consequences of harm from fire (should one occur) are slight harm.

Risk to Property: Tolerable

Acceptable risk

4.0 Elimination and Control - Malicious ignition

4.1	Is there any combustible storage or waste in the common parts?	Yes
4.2	Is waste being stored appropriately within Refuse chutes, fireIresisting enclosures of bin stores, proximity or combustible storage and waste to windows and combustible cladding?	Yes
4.3	Are security arrangements suitable?	Yes

Elimination and Control - Malicious ignition: Finding(s)

Findings

None.

Recommendations

None.

Commentary

4.1
Clear at time of inspection, no notable hazards observed

4.2
Internal bin store.

4.3
Access to the building is by residents only via a secure entrance

5.0 Electrical faults

5.1	Does the fixed electrical system appear to be satisfactory?	Yes
5.2	Are the fixed installations periodically inspected and tested (e.g. 5-yearly)?	Yes
5.3	If the fixed installations are tested, the date and significant details of the inspection, e.g. relevant C1 or C2 corrective actions required.	N/A
5.4	Where corrective actions were required, whether rectification work has been carried out and when.	N/A
5.5	If portable electrical equipment, trailing leads, extension cables and adaptors are provided are they being suitably used?	N/A
5.6	If portable appliance testing (PAT) is carried out? provide details on the last test.	Yes

Electrical faults: Finding(s)

Findings

None.

Recommendations

None.

Commentary

5.1
The electrical circuitry is protected with MCB and appears to be in good condition throughout.

5.2
Valid fixed electrical installation certification is in place (12/24)

5.6
Relevant PAT testing has been carried out (11/25)

6.0 High-density electricity storage and photovoltaic panels (including associated control gear)

6.1	Are any high-density electricity storage (e.g. lithium ion batteries and silicon batteries) present? (if, yes state locations)	No
6.2	Are any photovoltaic control gear (such as inverters and isolation switches) present? (if, yes state locations)	No

High-density electricity storage and photovoltaic panels (including associated control gear): Finding(s)

Findings

None.

Recommendations

None.

Commentary

None.

7.0 Smoking, cooking, portable heaters and "hot works"

7.1	Is there is a smoking policy? If there is a policy, outline it (e.g. who is permitted to smoke, where, and when)	Yes
7.2	Are there arrangements for smoking (e.g. smoking shelters or rooms, the presence of waste receptacles and cleaning arrangements)?	N/A
7.3	If there is a smoking policy are there signs of illicit smoking?	No
7.4	Is "no smoking" signage provided?	No
7.5	Are cooking activities undertaken on the premises?	Yes
7.6	Are reasonable measures taken to prevent fires as a result of cooking?	N/A
7.7	More specifically, are filters cleaned or changed and ductwork cleaned regularly?	N/A
7.8	Where used are portable heaters suitable to the application?	N/A
7.9	Where used, do portable heaters appear to be in good order and suitably maintained?	N/A
7.10	Are suitable control measures in place for "hot works"?	N/A

Smoking, cooking, portable heaters and "hot works": Finding(s)

Findings

7.4 Finding
No signage observed.
Action Required
A no smoking sign should be displayed in both ground floor entrance lobbies.

Recommendations

None.

Commentary

7.1
Smoking prohibition act applies to all communal areas

7.3
No evidence of smoking within the communal areas

7.5
Within the flats only.

7.8-7.9
No portable heaters observed in the communal areas

7.10
Contractors responsible

8.0 Heating installations

8.1	Are fixed heating and ventilation systems installed? (provide details on types provided)	Yes
8.2	Are fixed heating and ventilation installations subject to regular maintenance? (provide last service and any faults)?	Yes

Heating installations: Finding(s)

Findings

None.

Recommendations

None.

Commentary

8.1-8.2
Valid gas safety certification is in place (02/26).

9.0 Lightning

9.1	Does the building have a lightning protection system?	No
9.2	If lightning protection is provided, are there suitable maintenance arrangements?	N/A

Lightning : Finding(s)

Findings

None.

Recommendations

None.

Commentary

9.1-9.2
Not required

10.0 House keeping and waste management

10.1	Is the standard of housekeeping adequate?	Yes
10.2	Are combustible materials separated from all ignition sources?	Yes
10.3	Is unnecessary accumulation or inappropriate storage of combustible materials or waste avoided?	Yes
10.4	Are gas and electricity intake/meter cupboards adequately secured and kept clear of combustible materials?	Yes
10.5	Are suitable arrangements available for waste management?	Yes

House keeping and waste management: Finding(s)

Findings

None.

Recommendations

None.

Commentary

10.1-10.3
Excellent housekeeping practices observed throughout the communal areas.
Cleaners cupboards kept secure.

10.5
Council bin collection

11.0 Battery-powered mobility, electric vehicles, UPS systems and energy storage

11.1	Are there battery-powered mobility scooters, e-scooters, e-bikes, etc? (If yes, provide details on locations)	No
11.2	Are policies in place relating to storage and charging of battery-powered mobility scooters, e-scooters, e-bikes, etc?	N/A
11.3	Are there EV charging arrangements for electric motor vehicles? (if yes, provided details and locations)	No
11.4	Are policies in place relating to EV storage and changing?	N/A
11.5	Are there UPS systems and energy storage systems? (If yes, provide details on locations)	No
11.6	Are there policies and management arrangements for UPS systems and energy storage systems?	N/A

Battery-powered mobility, electric vehicles, UPS systems and energy storage : Finding(s)

Findings

None.

Recommendations

None.

Commentary

None.

12.0 Furniture and furnishings

12.1	Is the condition of furniture and furnishings in common areas and escape routes suitable?	Yes
12.2	Are there policies and management arrangements in place for furniture and furnishings in common areas and escape routes?	N/A

Furniture and furnishings: Finding(s)

Findings

None.

Recommendations

None.

Commentary

12.1-12.2
All furniture/furnishings within the communal areas appear to be in good condition throughout.
No evidence of non compliance

13.0 Protection measures - fire detection and warning

13.1	If observed is suitable detection provided within dwellings?	Yes
13.2	For the common parts of a flat, including sheltered housing, extra care, and buildings converted to flats, state if detection is provided for evacuation?	Yes
13.3	Is fire detection provided for purposes other than evacuation, e.g. activate smoke control in stairs, corridors and carparks, and access control?	No
13.4	If detection is provided is the type, location of detectors, manual call points and control panels suitable?	Yes
13.5	Is the fire alarm system compatible with the evacuation strategy, e.g. no alarms within dwellings where there is a stay put strategy?	Yes
13.6	Is the type and category of the detection system known? (L1- L5 etc.)	Yes
13.7	Is the fire alarm system monitored?	Yes
13.8	Is the fire alarm free from damage and faults?	Yes

Protection measures - fire detection and warning: Finding(s)

Findings

None.

Recommendations

None.

Commentary

13.1-13.2, 13.4, 13.6
Grade A (with manual call points on each level of the communal areas) LD2 automatic detection is installed throughout.

13.5
Stay put within the flats with full/simultaneous for the communal areas

13.7
ARC system

13.8
No notable defects observed

14.0 Means of Escape

14.1	Is the design and maintenance of the means of escape considered adequate?	Yes
14.2	Are there reasonable distances of travel where there is escape in a single direction?	Yes
14.3	Are there reasonable distances of travel where there are alternative means of escape?	Yes
14.4	Is there adequate provision of exits?	Yes
14.5	Do fire exits open in the direction of escape, where necessary?	Yes
14.6	Are the arrangements provided for securing exits satisfactory?	Yes
14.7	Is the fire-resisting construction (including any glazing) protecting escape routes and staircases of a suitable standard and maintained in sound condition?	Yes
14.8	Is the fire resistance of doors to staircases and the common areas considered adequate, and are the doors maintained in sound condition?	Yes
14.9	Are suitable self-closing devices fitted to doors in the common areas?	Yes
14.10	Is the fire resistance of doors to meter cupboards/store rooms/plant rooms in the common areas considered adequate, and are they adequately secured and/or fitted with suitable self-closing devices?	Yes
14.11	Is the fire resistance of flat entrance doors considered adequate, and are doors maintained in sound condition?	Yes
14.12	Are suitable self-closing devices fitted to flat entrance doors and, where fitted, maintained in good working order?	Yes
14.13	Are there adequate smoke control provisions to protect the common escape routes, where necessary?	Yes
14.14	Are all escape routes clear of obstructions?	Yes
14.15	Are all fire exits easily and immediately openable?	Yes

Means of Escape : Finding(s)

Findings

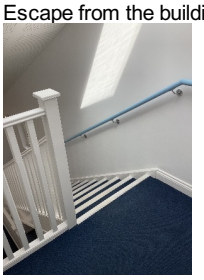
None.

Recommendations

None.

Commentary

14.1
Escape from the building can be made a protected stairway to ground floor with front and rear ground floor exit routes.



14.2
For upper floors, adequately protected areas

14.3
Adequately protected areas

14.4
40 persons max

14.5
Where required

14.7
Walls and ceilings are solid and in good condition throughout the communal areas

14.8-14.9
Communal lobby doors are of FD30S standard with self closing device.

14.10
FD standard and kept secure

14.11-14.12
Flat doors are of FD30S standard with self closing device.

14.13
An AOV is installed on each level.

14.14
Clear at time of inspection, no notable hazards observed

14.15
Simple operating mechanisms (push handle)

15.0 Signs and notices

15.1	Is there a reasonable standard of fire safety signs and notices?	Yes
15.2	Where necessary is wayfinding signage provided for the fire service. If such signage is present, indicate whether it is in accordance with relevant guidance?	Yes
15.3	Are electrical warning signs in place? (e.g. photovoltaic cells, electric motor vehicle charging points).	Yes

Signs and notices: Finding(s)

Findings

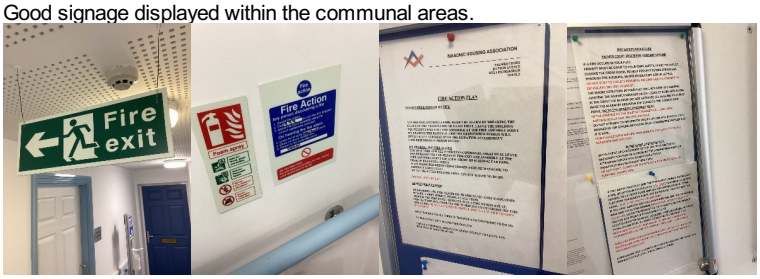
None.

Recommendations

None.

Commentary

15.1-15.2
Good signage displayed within the communal areas.



16.0 Emergency escape lighting

16.1	Has a reasonable standard of emergency escape lighting system been provided? If it is not provided, indicate the justification, e.g. the presence of good, borrowed light from street lights?	Yes
16.2	Is the emergency lighting routinely tested?	Yes

Emergency escape lighting: Finding(s)

Findings

None.

Recommendations

None.

Commentary

16.1
Emergency lighting units are installed throughout the communal areas.

16.2
Monthly in house testing is carried out

17.0 Manual firefighting equipment

17.1	If required, is there reasonable provision of manual fire extinguishing appliances, such as portable firefighting equipment (PFE), hose reels, fixed manually operated firefighting equipment?	Yes

Manual firefighting equipment: Finding(s)

Findings

None.

Recommendations

None.

Commentary

17.1
Foam and CO2 extinguishers are available for use within the communal areas.

18.0 Separating elements and other measures to limit fire spread and development

18.1	Is it considered that there is/are adequate levels of compartmentation between floors and between flats and the common escape routes?	Yes
18.2	Is it considered that there is/are reasonable limitation of linings to escape routes that might promote fire spread?	Yes
18.3	Is it considered that there is/are as far as can reasonably be ascertained, reasonable fire separation within any roof space?	Yes
18.4	Is it considered that there is/are adequately fire protected service risers and/or ducts in common areas, that will restrict the spread of fire and smoke?	N/A
18.5	Is it considered that there is/are as far as can reasonably be ascertained, fire dampers provided as necessary to protect critical means of escape against passage of fire, smoke and products of combustion in the early stages of a fire?	N/A
18.6	Is it considered that there is/are, as far as can reasonably be ascertained, any gaps or holes from cables, wiring, pipework or service penetrations?	No

Separating elements and other measures to limit fire spread and development: Finding(s)

Findings

None.

Recommendations

None.

Commentary

18.1
See 14.7

18.2
No notable hazards observed

18.3
Compliant loft hatch.

18.6
No notable defects observed

19.0 Automatic fire suppression

19.1	Where automatic fire suppression is fitted is the type (e.g. a sprinkler, water mist, or kitchen suppression system) considered suitable?	N/A
19.2	If system is installed are there any obvious shortcomings; eg obstructions around the heads, system isolated, not maintained?	N/A
19.3	Does the system installed support the fire strategy?	N/A
19.4	Is the system installed and maintained to the correct standard e.g. commissioning and maintenance certificates, record the standard to which the system was designed, e.g. BS 5306-2, BS EN 12845 or BS 9251 for sprinklers, and BS 8458 or BS 8489-1 for water mist?	N/A

Automatic fire suppression: Finding(s)

Findings

None.

Recommendations

None.

Commentary

19.1-19.4
Not required

20.0 Loadbearing elements of structure

20.1	Where elements of the structure are identified as having fire protection applied, is the protection applied considered suitable?	N/A
20.2	Are there any shortcomings in the protection of load bearing elements of structure?	N/A

Loadbearing elements of structure: Finding(s)

Findings

None.

Recommendations

None.

Commentary

20.1-20.2
Standard building construction

21.0 Fire spread over external walls

21.1	Has the risk of external fire spread been considered? consider rainscreen cladding, spandrel panels, balconies, and photovoltaic panels?	N/A
21.2	Is there any combustible storage, barbeques, etc. on balconies?	N/A
21.3	Has there been any previous examination of the building's external wall system or cladding? If yes provide details?	N/A
21.4	Has the information on the EWS or any changes to it, been sent to the Fire and Rescue Service?	N/A
21.5	Where the external wall construction incorporates cladding, indicate whether a fire risk appraisal of external walls (FRAEW) has been carried out, or whether there is adequate documentary evidence that the cladding conforms to suitable guidance?	N/A

Fire spread over external walls: Finding(s)

Findings

None.

Recommendations

None.

Commentary

21.1-21.5
Believed to be non combustible cladding (composite).

22.0 Smoke control

22.1	Is the smoke ventilation provision suitable for the escape travel distances and protection of escape staircases?openable windows, natural or mechanical ventilation systems?	Yes
22.2	Does the system support the fire strategy?	N/A
22.3	Are the systems in good working order and subject to regular servicing and testing?	N/A

Smoke control: Finding(s)

Findings

None.

Recommendations

None.

Commentary

22.1
Openable windows only

23.0 Facilities for firefighters

23.1	Are wet or dry risers provided and maintained?	N/A
23.2	Are water supplies, e.g. hydrants, easily located and accessible?	Yes
23.3	Is the access and hardstanding suitable for firefighting vehicles?	Yes
23.4	Are lifts for the use of firefighters provided such as Firemen's lift (to BS 2655-1 and BS 5655-1), Fire-fighting lift (to BS 5588-5), Firefighters lift (to BS EN 81-72 and BS 5588-5), Modernised lift for fire service use (to BS EN 81-72)?	N/A
23.5	Where appropriate, has a Secure Information Box (SIB) been provided with up to date info, and access keys? Is it in a suitable secure location for access by the Fire Service?	N/A
23.6	Is there an Emergency Alert System (EAS) for use by the Fire and Rescue Service? If the EAS is not in accordance with BS8629 can it be adapted to provide an EAS on the floor of fire origin, selected floors, or full evacuation? Please provide details.	N/A
23.7	Is there isolation facilities available for photovoltaic systems?	N/A
23.8	Are fire telephones provided and in a suitable secure location for access by the Fire Service?	N/A

Facilities for firefighters: Finding(s)

Findings

None.

Recommendations

None.

Commentary

23.2
Standard fire hydrants

23.3
Roadway

24.0 Fire Safety Management

Procedures and Arrangements:

Competent person(s) appointed to assist in undertaking the preventative and protective measures:

Masonic Housing Association

Fire Safety is managed by:

House Committee

	Fire procedures	
24.3	Is there a current, suitable fire evacuation procedure for all residents (and occupants) to follow in the event of a fire, and has this been communicated to all residents?	Yes
24.4	Have all residents staff been trained in how to call the Fire Service, use of fire extinguishers, evacuation procedures and basic fire awareness?	Yes
24.5	Is the current evacuation strategy suitable, e.g. stay put or simultaneous evacuation?	Yes
24.6	Have all disabled residents or staff members been consulted and where agreed PEEPs been prepared?	N/A
24.7	Have PCFRAs been prepared for all relevant persons?	N/A
24.8	Are there arrangements for summoning the fire and rescue service?	Yes
24.9	Do staff respond to a fire and are there people who assist with evacuation (e.g. of disabled people)?	Yes
24.10	Are there arrangements in place for liaison with the fire and rescue service e.g. familiarisation visits and predetermining emergency procedures?	N/A

Fire Safety Management: Finding(s)

Findings

None.

Recommendations

None.

Commentary

24.3, 24.5
Full/simultaneous strategy for the communal areas
Stay put policy for within the flats

24.4, 24.8
Signage displayed throughout

24.9
House warden lives onsite

25.0 Routine inspections of the premises

25.1	Routine inspections of detection and warning, e.g. daily check that the system is on and faultlfree, and weekly alarm test?	Yes
25.2	Routine inspections of emergency lighting, e.g. monthly short duration (flick) test?	Yes
25.3	Routine inspections first aid firefighting, e.g. daily check that equipment is present and appears to be in good order?	Yes
25.4	Routine inspections of automatic fire suppression, e.g. daily check that the sprinkler system is on and faultlfree, and weekly test of pumps?	N/A
25.5	Routine inspections of firelresisting doors, e.g. daily and monthly checks of the release mechanisms and semilannual full inspection of the door and hardware?	Yes
25.6	Routine inspections of hose reels, e.g. daily check that they are present and appear to be in good order and monthly runlout of the hose?	N/A
25.7	Routine inspections of gaseous, foam and powder extinguishing systems, e.g. weekly inspection to check that the system appears to be faultlfree and in good order, and monthly check that the users are properly trained and authorised?	N/A
25.8	Routine inspections of smoke control, e.g. weekly, and where necessary quarterly, check that the system functions (possibly linked with the alarm test)?	N/A
25.9	Routine inspections of lifts for evacuation and firefighting use, e.g. weekly functional test of all controls, and monthly check that the standby/alternative power supply functions?	N/A
25.10	Routine inspections of fire hydrants, e.g. weekly check that they appear to be in good order?	N/A
25.11	Routine inspections of emergency and panic escape doors (e.g. fire exits) and automatic opening doors, e.g. monthly functional test that they fail safe on alarm and/or supply failure?	N/A
25.12	Routine inspections of inlets and outlets for fire mains, e.g. monthly check that they appear to be in good order?	N/A

Routine inspections of the premises: Finding(s)

Findings

None.

Recommendations

None.

Commentary

25.1
Weekly in house testing is carried out

25.2
Monthly in house testing is carried out

25.3
Extinguishers serviced 01/26

25.5
Monthly scheme audit

26.0 Monitoring and review of preventive and protective measures

26.1	Are there relevant arrangements for the monitoring and review of preventive and protective measures?	Yes

Monitoring and review of preventive and protective measures: Finding(s)

Findings

None.

Recommendations

None.

Commentary

None.

27.0 Cooperation and coordination

27.1	Where two or more organisations share responsibility for fire safety, is there a record of the agreed responsibilities of each dutyholder and briefly outline the arrangements. This might, for example, involve: a landlord, a housing association that leases the property, and a care provider?	N/A

Cooperation and coordination: Finding(s)

Findings

None.

Recommendations

None.

Commentary

None.

28.0 Training of any staff

28.1	Are staff trained in basic fire awareness?	Yes
28.2	Additional training for those with special roles, e.g. wardens, firefighting, and supporting people who need assistance?	N/A
28.3	Are staff provided with induction and refresher training?	N/A

Training of any staff: Finding(s)

Findings

None.

Recommendations

None.

Commentary

28.1
Houses warden had undergone fire safety training.

29.0 Fire drills, where appropriate

29.1	Where appropriate are fire drills carried out?	Yes

Fire drills, where appropriate: Finding(s)

Findings

None.

Recommendations

None.

Commentary

29.1
6 monthly fire drills are carried out

30.0 Resident engagement and information to third parties

30.1	Are there arrangements for engagement with residents?	Yes
30.2	Have residents been provided with clear fire safety information (e.g. fire risks, means of warning and escape, evacuation strategy)?	Yes
30.3	Have residents been given the identity and contact details of the principal dutyholder/Responsible Person (and any agents)?	Yes
30.4	Has information been shared about the identity of the fire risk assessor and statutory fire safety information (where required)?	N/A
30.5	Have building plans and location plans, the location and access to SIBs and faults and rectification work in/on lifts and fire safety equipment been provided to the fire service?	N/A
30.6	Has information been provided to statutory bodies with prescribed information, such as a safety case (e.g. building safety regulator)?	N/A
30.7	Where necessary, was fire safety information given to employees of contractors working on the premises?	N/A

Resident engagement and information to third parties: Finding(s)

Findings

None.

Recommendations

None.

Commentary

30.1-30.3
House warden lives onsite
Signage displayed

31.0 Testing and maintenance by a competent person

31.1	Are detection and warning systems inspected by a competent individual every e.g. six months and annually?	Yes
31.2	Are Emergency Lighting systems inspected by a competent individual every e.g. six months and annually?	Yes
31.3	Is first aid firefighting equipment (e.g. fire extinguishers, fire blankets) inspected by a competent individual annually?	Yes
31.4	Are automatic fire suppression systems, e.g. sprinklers, inspected by a competent individual every six months and annually?	N/A
31.5	Are Hose Reels inspected by a competent individual annually?	N/A
31.6	Are gaseous, foam and powder extinguishing systems inspected by a competent individual every e.g. six months and annually?	N/A
31.7	Are smoke control systems and devices inspected by a competent individual annually?	N/A
31.8	Are evacuation lifts and firefighting lifts inspected by a competent individual every e.g. six months and annually?	N/A
31.9	Are fire hydrant systems inspected by a competent individual annually?	N/A
31.10	Are inlet and outlet systems inspected by a competent individual?	N/A
31.11	Are evacuation alert systems for the fire and rescue service in a building containing flats inspected by a competent individual every, e.g. six months and annually?	N/A
31.12	Are communications systems (fire telephone and systems in waiting spaces) inspected by a competent individual?	N/A
31.13	Are all other relevant fire protection systems and equipment inspected by a competent individual?	N/A

Testing and maintenance by a competent person: Finding(s)

Findings

None.

Recommendations

None.

Commentary

31.1-31.2
Quarterly servicing and testing is carried out by an outside contractor

31.3
Extinguishers serviced 01/26

32.0 False alarms

32.1	Are records of false alarm recorded as described in BS 5839 part 6?	N/A
32.2	Have there been any false alarms? If so, is there a consistent cause identified and has corrective action been taken?	N/A

False alarms: Finding(s)

Findings

None.

Recommendations

None.

Commentary

None.

33.0 Documents and records not referred to elsewhere

33.1	Are all appropriate fire safety documents and records, including a current fire safety manual available and up to date?	Yes

Documents and records not referred to elsewhere: Finding(s)

Findings

None.

Recommendations

None.

Commentary

None.

34.0 Risk Analysis, Priority Ratings and Fire Risk Ratings

Each action required has been given a priority rating of between 1 and 3 based upon the following:

Priority 1 (P1)	A serious breach of the Fire Safety Order which if not actioned would significantly increase the risk of fire or injury. Failure to reduce the risk could result in substantial injury to relevant persons. Actions or omissions of this nature would normally constitute an offence liable to enforcement or prosecution actions by the Fire Authority. The time scales given are normally short.
Examples include:	Blocked or locked fire exits, serious breaches of life safety fire resistance, ineffective fire doors, insufficient or complete failure of fire alarm, emergency lighting or smoke venting systems.
Priority 2 (P2)	A lesser breach of the Fire Safety Order or property risk, which if not resolved may present a risk of fire or injury. Failure to reduce the risk could result in a moderate injury to relevant persons. Compliance may still be required to satisfy enforcing authorities but longer time scales are given.
Examples include:	Breaches in compartmentation. Firefighting equipment missing or defective, minor defects to the fire alarm or emergency lighting systems.
Priority 3 (P3)	Poor practices or features that whilst not presenting a serious risk would detract from the overall impact on the fire safety provisions within the premises. Also includes provision or practices and features that are preferable over and above the minimum standards required under the Fire Safety Order. Time scales are variable. The acts or omissions would normally be tolerable but actions should still be implemented to reduce the risk level to a negligible level - time scales are variable.
Examples include:	Missing or incomplete fire signage, incomplete maintenance logs.

The fire risk assessment process involves an assessment of the likelihood of an event (generally outbreak of fire) combined with an assessment of the severity should the event be realised, the severity being classified as negligible, tolerable, moderate, substantial or intolerable. Each significant finding identified has been given an appropriate risk rating, which is then prioritised accordingly on the action plan.

Once all the significant findings have been identified the premises are given an overall **Life** and **Property** risk rating based on the expert opinion, experience and training of the fire safety consultant conducting the assessment.

Definitions:	
Hazard:	An article, substance, machine, installation or situation with potential to cause harm, loss or both. A fire hazard is a hazard that has the potential to cause a fire or promote fire development and/or spread.
Risk:	A measure of the probability that the potential for harm or loss posed by the hazard will materialise, combined with the potential extent and severity of the harm and/or damage that may result.
Harm:	Physical injury, death, ill health, property and equipment damage and any form of associated loss, which could cause harm.

To determine the risk rating two main areas are considered, the likelihood of an outbreak of fire and the potential for that outbreak to cause harm to persons, property and business continuity.

The likelihood of fire outbreak is given a rating of highly unlikely, unlikely and likely, this is then multiplied by the harm potential rating of slight, moderate and serious harm.

The level of fire risk is then quantified as **negligible, tolerable, moderate, substantial** or **intolerable.** The subjective risk rating is calculated and the risk level determined within the following parameters:

Negligible Risk	Where the combination of severity of harm and likelihood is very low and there is minimal risk to people's lives. The risk of a fire occurring is rare and the potential for fire spread is negligible, also where the overall fire safety management is of a high standard. No further action is normally required unless circumstances change. A reassessment should take place on the review date.
Tolerable Risk	Where the present systems, facilities or management procedures are reasonably satisfactory at the time of the assessment. Escape should be carried out unaided with effective fire safety management procedures in place. Possible minor actions may be required, with a reassessment being conducted at the review stage.
Moderate Risk	The present systems, facilities or management is unsatisfactory in some areas. Where a fire could occur and the available time needed to evacuate may be reduced by the speed of the development of fire, also where the reaction time of occupants may be slower because of the type of persons present e.g. sleeping, elderly or infirm or where there are large numbers of persons or complex escape routes. Remedial actions will be required with some control measures being implemented. A reassessment should be made once the control measures have been put in place.
Substantial Risk	Where the combination of severity and probability is high and urgent action must be taken to reduce the risk. Where a fire is likely or highly likely to occur and the spread of fire development would be such that the available escape time would be substantially reduced. Premises identified with substantial risk areas will normally require the provision of considerable resources in the form of equipment, training, information and management to mitigate the risks.
Intolerable Risk	Where the combination of severity and probability is such that extreme harm or death will occur and there is a real threat of an outbreak of fire. Action must be taken to immediately reduce the risk, ideally to a tolerable level. If this cannot be achieved, then consideration must be given to prohibiting or limiting the use of all or part of the premises until such risks can be reduced. Reassessment is required following implementation of the immediate or interim control measures.

The Probability of Fire depends on the number and nature of ignition sources, the extent of and any fire prevention measures and the nature and actions of the occupants. The Probability and Extent of Harm should a fire occur depends on the quality of the means of escape, number of storeys, complexity of the premises and mobility of the occupants.

Based upon the significant findings identified above, application of current fire safety codes and practice, experience and knowledge the following risk areas have been quantified.

FIRE RISK RATING MATRIX

LIKELIHOOD OF FIRE OUTBREAK	LIKELY CONSEQUENCES OF FIRE			
	Subjective Fire Risk Rating	Slight Harm	Moderate Harm	Serious Harm
	Highly Unlikely	Negligible Risk	Tolerable Risk	Moderate Risk
	Unlikely	Tolerable Risk	Moderate Risk	Substantial Risk
	Likely	Moderate Risk	Substantial Risk	Intolerable Risk

35.0 Summary of Findings

Ref	Hazard or Defect	Action Required	Hazard Priority	Risk Rating	Action By	Review Date	Contractor Completed
7.4	No signage observed.	A no smoking sign should be displayed in both ground floor entrance lobbies.	P3	Negligible			

36.0 Recommendations

Ref	Observation	Recommended Action	Risk Rating	Contractor Completed
THERE WERE NO RECOMMENDATIONS				

37.0 Commentaries

Ref	Observation	Recommended Action	Risk Rating	Contractor Completed

THERE WERE NO COMMENTARIES.