

**Fire Risk Assessment**

**1-27 Lyme Grove House**

07-11-2018



Review Date: 07-11-2019

Score: Tolerable Risk

Assessor: RichardWillingham

## Introduction

This report presents the significant findings of a fire risk assessment carried-out at the premises by QFSM Ltd. The scope, format and limitations of the fire risk assessment have been discussed and agreed with the client.

The scope of the assessment does not include individual dwellings. Notwithstanding any statement or recommendation made with respect to smoke/heat alarms within dwellings, it is always recommended as best practice to ensure that working smoke alarms are provided in all dwellings at least to a BS 5839-6 Category LD3 standard. These should ideally be Grade D alarms (mains powered with integral battery back-up), although Grade F alarms (battery powered only) are a reasonable short term measure.

The report includes an action plan which contains recommended tasks, each with a suggested due date. These due dates are only our suggestions, and may or may not be appropriate, depending on individual circumstances such as financial constraints and requirements of enforcing authorities.

The premises risk score was assessed at the time of the fire risk assessment, and a recommended review date has been provided. The actual level of risk may change over time, as a result of tasks being completed, or new risks arising. Regardless of the review date, the fire risk assessment should be reviewed regularly so as to keep it up to date and particularly if:

- there is reason to suspect that the fire risk assessment is no longer valid; or
- there has been a significant change in the matters to which the fire risk assessment relates.

If you have any queries please contact QFSM Ltd at [office@qfsm ltd.co.uk](mailto:office@qfsm ltd.co.uk).

## Premises Details

Address line 1	1-27 Lyme Grove House
Town	Hackney
Postcode	E9 6FF
FRA Type	Type 3 – Common parts and flats (non-destructive)
Description	<p>A Type 3 fire risk assessment includes the work involved in a Type 1 fire risk assessment, but goes beyond the scope of the FSO (though not the scope of the Housing Act). This risk assessment considers the arrangements for means of escape and fire detection (ie smoke alarms) within at least a sample of the flats. Within the flats, the inspection is non-destructive, but the fire resistance of doors to rooms is considered.</p> <p>Measures to prevent fire are not considered unless (eg in the case of maintenance of the electrical and heating installations) the measures are within the control of, for example, the landlord.</p> <p>A Type 3 fire risk assessment may sometimes be appropriate for rented flats if there is reason to suspect serious risk to residents in the event of a fire in their flats. (This might be, for example, because of the age of the block or reason for suspicion of widespread unauthorised material alterations). This type of fire risk assessment will not be possible in the case of long leasehold flats, as there is normally no right of access for freeholders.</p>
Client	FFT

## Building Information

Use	Purpose-built, self-contained flats
Number of floors - ground and above	7
Number of flats	27
Number of stair cores	1

Approach to flats

- Via protected lobbies / corridors
- Via balconies

Approximate period of construction

2000-2010

Construction details

This is a modern steel framed building with concrete slab floors. The exterior has been partially cladded which has been identified as ACM and works are planned for its removal.

## Occupants

Are there any occupants especially at risk from fire?

Not Known

Comments

These premises comprise of 27 flats over seven floors. There are 2 additional flats that are accessed externally on the ground floor.

The main entrance door is security fob operated and opens into a protected lobby the fire alarm panel and smoke vent controls are located.

There is an existing Part 1 L5 system of smoke detectors which operates the AOV.

Due to the concerns over the ACM cladding an interim fire strategy has been put in place. This includes a 24/7 waking watch and an interim fire alarm system which appears to include heat detectors in the hallway of each flat, a manual call point on the ground floor and a linked Part 6 system which sends an alert to an additional fire alarm panel on the ground floor which is monitored by the waking watch.

There is some confusion with the residents and the waking watch staff as to how this system actually works and is silenced and/or reset.

It is recommended that an urgent meeting is arranged on site with the fire alarm engineer and the waking watch staff, so that the system can be fully explained and tested.

This information can then be passed on to the residents.

Giving consideration to the general fire safety arrangements within the building, and the tasks required as detailed within this report, it is assessed that this building presents a tolerable risk.

# Fire Prevention

## Electrical

Are electrical installations and appliances free from any obvious defect?

Yes

Are fixed installations periodically inspected and tested?

Not Known

Are portable electrical appliances used?

No

Comments

There are no records on site that the electrical systems have been inspected. It is understood that these records are held centrally.

## Gas

Are gas installations and appliances free from any obvious defect?

N/A

Is gas equipment protected/located so as not to be prone to accidental damage?

N/A

## Heating

Are fixed heating installations free from any obvious defect?

N/A

Are portable heaters used?

No

## Cooking

Does cooking take place on the premises?

No

Comments

Cooking does not take place in the common parts of the building.

## Arson

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Is security against arson reasonable?

Yes

Is there a reasonable absence of external fuels and ignition sources?

Yes

Comments

Access into the building is via a secured main entrance door, and access to each floor via a key fob.

Bin store is external to the building and accessed via a key-pad lock.

## Housekeeping

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Is accumulation of combustibles or waste avoided?

No

Are there appropriate storage facilities for combustible & hazardous materials?

Yes

Comments

There is an unacceptable build up of combustible items at the base of the smoke ventilation shaft.

The storage of combustible items in smoke shafts should be prohibited.



Combustibles in the base of the smoke shaft.

## Building Works

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Are there any hot works being carried-out at this time?

No

Are the premises free of any obvious signs of incorrect hot work procedures in the past?

Yes

Comments

There are no building works taking place at this time, however, works to remove the ACM Cladding is due to take place imminently.

## Smoking

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Are there suitable arrangements taken to prevent fires caused by smoking?

Yes

Comments

No smoking signs are displayed in the common areas.

## Dangerous Substances

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Are dangerous substances present, or liable to be present?

No

## Lightning

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Is a lightning protection system installed?

Yes

Is the lightning protection system free from any obvious defect?

Yes

Is the lightning protection system periodically inspected?

Not Known

# Escape Routes & Fire Spread

## Ease of Use

Are exits easily and immediately openable?	Yes
Do fire exits open in direction of escape where necessary?	N/A
Are escape routes unobstructed and safe to use?	Yes
Are there reasonable measures for the evacuation of disabled people?	Yes
Comments	No specific occupancy risk identified. Tenants are a typical cross section of public and would include visitors and contractors. It is assumed occupants are capable of using the means of escape, unaided to reach a place of ultimate safety.

## Dimensions

Are travel distances reasonable?	Yes
Is there sufficient exit capacity?	Yes
Comments	There is a single protected staircase with FD30S SC doors on each landing.

## Fire Doors

Doors which are expected to be fire resisting:	<ul style="list-style-type: none"><li>• Electrical Cupboards</li><li>• Flats</li><li>• Risers</li></ul>
Electrical Cupboard Doors	<ul style="list-style-type: none"><li>• FD30S (notional)</li></ul>
Flat Doors	<ul style="list-style-type: none"><li>• FD30S self-closing (notional)</li></ul>



## Riser Doors

• FD30S

Are fire doors to a suitable standard?

Minor Defects

Is there suitable provision of self-closing devices?

Yes

Is there suitable provision of hold-open devices?

N/A

Are doors kept locked where appropriate?

Yes

## Comments

Access was gained into flat 25 to assess the provision and suitability of flat entrance doors. This flat has an entrance door to FD30S SC standard of fire resistance.

The internal means of escape was assessed in this flat as part of this Type 3 Fire Risk Assessment. There is a hallway with doors leading to all internal rooms and the doors would provide a notional 20 minutes fire resistance if closed. The kitchen is located at the furthest point from the entrance door.

There is a cupboard located in the staircase on the 7th floor. The door to this cupboard has been damaged to an extent that its fire resistance has been compromised.

## Construction & Glazing

Are escape routes protected with suitable walls and floors?

Yes

Is there adequate compartmentation?

Yes

Is there reasonable limitation of linings that might promote fire spread?

Yes

Glazing which is expected to be fire resisting, inc vision panels and fanlights:

• Staircases

Staircase Glazing

• 30 mins E

Is glazing reasonable and free from any obvious defects?

Yes

Comments

There are full height service riser cupboards on each landing which all have FD30S doors. Inside the cupboard there is evidence of fire stopping having taken place which appears to be in good condition.



Example of fire stopping within riser cupboards.



Acid etching on glazing.

### Dampers, Ducts & Chutes

Are there suitable measures to restrict fire spread via ducts and concealed spaces?

Yes

Comments

No obvious breaches noted.

### Smoke Ventilation

Areas where smoke ventilation is expected:

- Corridors
- Staircases

Corridors

- Natural Vent into Shaft - Automatic

Staircases

- Natural Vent - Automatic

Is smoke ventilation reasonable and free from any obvious defects?

Yes



AOV

## Detection & Warning

Is an electrical fire alarm system expected?

Yes

Is a fire detection and/or alarm system provided?

Yes

Areas covered

- Flats
- Communal areas

Flats

System Category

- BS 5839 Pt1 Category L5
- BS 5839 Pt6 Grade D Category LD1

Cause & Effect

- Sounds alarm in flat of origin
- Alerts on-site staff

Communal Areas

System Category

- BS 5839 Pt1 Category L5

Cause & Effect

- Operates smoke ventilation
- Unlocks main entrance door

## Control Equipment

Is the control equipment suitably located?

Yes

Is the control equipment free from any obvious fault or defect?

Yes

Comments

There are two fire alarm panels in this building. One is the original Part 1 system which operates the AOV.

The second fire alarm panel has recently been installed as an interim measure to provide a signal from the individual flat Part

6 systems to the 24/7 waking watch staff who have been provided with the facility to sound the Part 6 alarms throughout the building.

There was some confusion between the residents, the waking watch staff and the Neighbourhood Service Officer about how the system works and is reset.

Each resident has been given a wireless control pad which enables them to silence their alarm if it is a false alarm. From discussion with residents it appears there is confusion about what it does and how it works.

It is recommended that the fire alarm installers visit the site to show the Waking Watch Officers and the Neighbourhood Service Officer how the new system works and is tested. It is also imperative that all residents are fully briefed and understand the interim measures that have been put in place.



Original Part 1 system



New system linking the Part 6 system



Provided manual callpoint



Wireless devices installed in each flat.

## Manual Fire Alarms

Are there sufficient means of manually raising an alarm?

Yes

Are manual callpoints appropriately located and free from obvious defect?

Yes

Comments

A single manual call point has been installed on the ground floor which presumably is linked to all of the individual flat Part 6 systems.

## Automatic Fire Detection

Is there sufficient provision of automatic fire detection?

Yes

Is the type of automatic fire detection suitable and free from obvious defect?

Minor Defects

Comments

There is some confusion amongst the residents and waking watch staff around the operation of the interim fire alarm system. Residents stated they had not been fully briefed regarding the cause and effect of any fire alarm system, or the action they should take in the event of a fire alarm sounding.

There has been a lot of retro-fitting of additional fire alarm systems but the relevant persons have not been adequately trained in its use or testing regime.



New fire alarm interface key in the off position.

## Audibility

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Are there adequate means of alerting all relevant persons?

Yes

# Firefighting

## Fire Extinguishers

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Are fire extinguishers expected?

No

Why not?

- Not practicable to train residents
- Fire unlikely in communal areas
- Vandalism concerns

Are fire extinguishers provided?

No

Is the provision of fire extinguishers reasonable?

No

Comments

The waking watch officers have not been provided with any fire extinguishers. Considering these officers will be responding immediately on the actuation or any alarm, it is advisable that they are provided with appropriate fire extinguishers and given training on their safe and proper use. This would enable them to effectively extinguish any small fire, or slow the development of any small fire at the time of discovery which would greatly reduce the risk of a major fire developing.

## Fixed Systems

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Are any fixed systems provided?

No

Is provision of fixed systems reasonable?

Yes

## Fire Service Facilities

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Are any fire service facilities provided?

Yes

Types of facility

- Dry rising main
- Smoke ventilation
- Fire fighting lift
- Entrance door override

Is provision of fire service facilities reasonable?

Minor Defects

Comments

The firefighter entrance override facility is defective.



# Lighting

## Normal Lighting

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Is there adequate lighting of internal escape routes?

Yes

Is there adequate lighting of external escape routes?

Yes

Is there adequate lighting in risk critical areas?

N/A

## Emergency Lighting

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Method of emergency lighting of internal escape routes:

- Non-maintained emergency lighting (local)

Is this provision reasonable?

Yes

Method of emergency lighting of external escape routes:

- Borrowed light
- Non-maintained emergency lighting (local)

Is this provision reasonable?

Yes

Method of emergency lighting of other areas:

- Not applicable

Is this provision reasonable?

Yes

# Signs & Notices

## Escape Routes

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Is escape route signage necessary?

No

Why not?

- Simple escape routes
- Routes in ordinary use

Is escape route signage provided?

Yes

Is provision of escape route signage suitable?

Yes

## Fire Doors

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Is there signage suitable for self-closing fire doors?

Yes

Is there signage suitable for locked fire doors?

Yes

Is there signage suitable for automatic fire doors?

N/A

## Other Signs & Notices

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Is there suitable signage for fire service facilities?

Yes

Are fire action notices suitable?

Yes

Are there suitable notices for fire extinguishers?

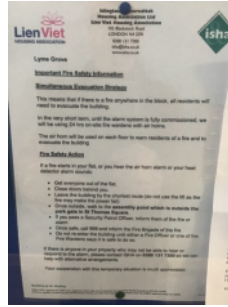
N/A

Is there suitable zone information for the fire alarm system?

N/A



Letter outlining planned ACM cladding removal.



Interim fire action procedures, posted on entrance lobby noticeboard.

# Fire Safety Management

## Procedures & Arrangements

Current evacuation policy

Stay Put

Further details

The current procedure is still stay put however, due to the ACM external cladding there is an interim procedure where waking watch staff constantly monitor the Part 6 fire alarm systems within the flats and have the facility to sound the fire alarms in every flat if they believe there is a need to evacuate the whole building.

Are fire action procedures suitable and appropriately documented?

Not Known

Are there suitable arrangements for calling the fire service?

Yes

Is there a suitable fire assembly point?

Yes

Are there suitable arrangements for the evacuation of disabled people?

Yes

Comments

No specific occupancy risk identified. Tenants are a typical cross section of public and would include visitors and contractors. It is assumed occupants are capable of using the means of escape, unaided to reach a place of ultimate safety.

## Training & Drills

Are staff regularly on the premises?

No

Are employees from outside organisations given appropriate fire safety information?

Yes

Comments

Waking watch officers should be provided with fire extinguishers as detailed in this report, and provided with training in the use of this fire-fighting equipment.

## Testing & Maintenance

Was testing & maintenance information available?

No

Are fire extinguishers subject to suitable test & maintenance?

N/A

Comments

Testing and maintenance information was not available. It should be ensured that all fire safety measures are subject to suitable test.

## Record Keeping

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Were fire safety records available?

No

Comments

Fire safety records were not available. It should be ensured that suitable records are kept of testing, maintenance and training.

# Tasks

## Task 1

Category	Fire Prevention
Sub Category	Electrical
Action Required	Ensure fixed electrical installations are subject to a five yearly test in accordance with BS 7671.
Priority	Advisory
Status	Identified
Due Date	07-11-2021

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## Task 2

Category	Fire Prevention
Sub Category	Lightning
Action Required	Any lightning protection should be periodically inspected by a competent person, to the frequency recommended in BS EN 62305.
Priority	Advisory
Status	Identified
Due Date	07-11-2021

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## Task 3

Category	Detection & Warning
Sub Category	Automatic Fire Detection
Action Required	The fire alarm engineer who installed the new system should attend the site to demonstrate how the new system operates and is tested. This meeting should include the Waking Watch Officers and the Neighbourhood Service Officer.
Priority	High
Status	Identified
Due Date	06-12-2018

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## Task 4

Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Repair the following doors to an FD30S standard:  Cupboard door in staircase, 7th floor.
Priority	Medium
Status	Identified
Due Date	31-01-2019

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## Task 5

Category	Fire Prevention
Sub Category	Housekeeping
Action Required	The storage of combustibile items in smoke shafts should be prohibited.
Priority	High
Status	Identified
Due Date	06-12-2018

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## Task 6

Category	Fire Fighting
Sub Category	Extinguishers
Action Required	Provide a 6L foam extinguisher for use by the Waking Watch.
Priority	Advisory
Status	Identified
Due Date	08-11-2018

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## Task 7

Category	Fire Fighting
Sub Category	Extinguishers
Action Required	Provide a 2kg carbon dioxide extinguisher for use by the Waking Watch.
Priority	Advisory
Status	Identified
Due Date	08-11-2018

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## Task 8

Category	Fire Management
Sub Category	Training & Drills
Action Required	Waking watch officers should be provided with fire extinguishers as detailed in this report, and provided with training in the use of this fire-fighting equipment.
Priority	Advisory
Status	Identified
Due Date	08-11-2018

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## Task 9

Category	Fire Management
Sub Category	Testing & Maintenance
Action Required	The fire alarm system should be tested and serviced in line with the recommendations of BS 5839-1.
Priority	Medium
Status	Identified
Due Date	31-01-2019

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## Task 10

Category	Fire Management
Sub Category	Testing & Maintenance
Action Required	The fire alarm system should be tested and serviced in line with the recommendations of BS 5839-6.
Priority	Medium
Status	Identified
Due Date	31-01-2019

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## Task 11

Category	Fire Management
Sub Category	Testing & Maintenance
Action Required	The emergency lighting system should be tested and serviced in line with the recommendations of BS 5266.
Priority	Medium
Status	Identified
Due Date	31-01-2019

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## Task 12

Category	Fire Management
Sub Category	Testing & Maintenance
Action Required	The firefighting lifts should be tested and serviced in accordance with the recommendations of BS 9999.
Priority	Medium
Status	Identified
Due Date	31-01-2019

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## Task 13

Category	Fire Management
Sub Category	Testing & Maintenance
Action Required	The smoke ventilation system should be tested and serviced in accordance with the recommendations of BS 9999.
Priority	Medium
Status	Identified
Due Date	31-01-2019

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## Task 14

Category	Fire Management
Sub Category	Testing & Maintenance
Action Required	The fire mains should be tested and serviced in accordance with the recommendations of BS 9990.
Priority	Medium
Status	Identified
Due Date	31-01-2019

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## Task 15

Category	Fire Management
Sub Category	Record Keeping
Action Required	Fire safety records were not available. It should be ensured that suitable records are kept of testing, maintenance and training.
Priority	Advisory
Status	Identified
Due Date	08-11-2018

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# Risk Score

Next Assessment Due

07-11-2019

Likelihood	Potential Consequence		
	Slight Harm	Moderate Harm	Extreme Harm
High	Moderate	Substantial	Intolerable
Medium	<b>Tolerable</b>	Moderate	Substantial
Low	Trivial	Tolerable	Moderate

## Likelihood

- 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.

## Consequence

- Slight** 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** 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** Significant potential for serious injury or death of one or more occupants.