

**Fire Risk Assessment**

**20 and 20A Ainsworth Road**

Version 4

22 September 2021



Review Date: 22 September 2022

Score: Substantial Risk

Assessor: Richard Willingham

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## Action Plan Summary

Task No.	Category	Sub Category	Action Required	Priority	Status	Action Taken	Date Completed
1	Escape Routes & Fire Spread	Fire Doors	<p>VERSION 4: TASK NOT COMPLETED.</p> <p>The kitchen door, first floor, No.20 - the self closing device requires adjustment to ensure it fully closes this door.</p>	High	Identified		
2	Signs & Notices	Fire Door Signage	<p>VERSION 4: TASK NOT COMPLETED</p> <p>Provide Automatic Fire Door Keep Clear signs on the following doors:</p> <p>Kitchen door, No.20.</p>	Low	Identified		
3	Fire Fighting	Extinguishers	<p>VERSION 4: TASK NOT COMPLETED</p> <p>In order to provide a facility for extinguishing small fires in their early stages, a simple multi-purpose extinguisher is recommended on each floor in the common parts of HMOs and buildings containing flats. It will not usually be practical to train tenants in the use of these, but basic advice should be offered at the start of each new tenancy.</p>	Medium	Identified		

4	Fire Prevention	Housekeeping	The storage of combustible items in electrical cupboards should be prohibited.  (No.20A, first floor)	Medium	Identified
5	Escape Routes & Fire Spread	Ease of Use	Although the amount of items currently in escape routes is not unreasonable, routes should be monitored to ensure that a build-up of items does not impede escape.	Low	Identified
6	Escape Routes & Fire Spread	Fire Doors	Cupboard doors (electrical and storage) are of a panelled design, and as such almost certainly would not achieve the required FD30S standard of fire resistance. It is recommended to replace these with FD30S doors.	Medium	Identified

7	Fire Prevention	Electrical	<p>The following portable electrical appliances do not appear to have been recently tested, and should therefore be tested (for testing frequencies, reference should be made to the IEE document In Service Inspection &amp; Testing of Electrical Equipment):</p> <p>A number of portable electrical appliances in provided in the kitchens do not have evidence of PAT testing.</p> <p>VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.</p> <p>VERSION 3: The remedial work recommended in Version 1 of this Fire Risk Assessment been completed. Second photograph provided as evidence.</p>	Medium	Completed
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8	Escape Routes & Fire Spread	Fire Doors	<p>The following doors should be kept locked shut:</p> <p>Electrical cupboard, 2nd floor. The lock has been painted over and is defective.</p> <p>VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.</p>	Low	Completed
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9	Escape Routes & Fire Spread	Fire Doors	VERSION 4: NOT COMPLETED	Medium	Identified
			<p>The intumescent strips and smoke seals on the following doors have been over-painted and should be replaced:</p>		
			<p>Electrical cupboard, 2nd floor. Emersion heater cupboard, 1st floor</p>		
			<p>VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.</p>		
			<p>VERSION 3: The remedial work recommended previous versions of this Fire Risk Assessment has not been completed.</p>		
			<p>VERSION 4: The remedial work recommended previous versions of this Fire Risk Assessment has not been completed.</p>		

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10	Fire Management	Testing & Maintenance	<p>VERSION 4: Task not completed</p> <p>Fire extinguishers have not been tested within the last 12 months and should therefore be tested without delay.</p> <p>VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.</p> <p>VERSION 3: The fire extinguishers have been removed. These should be replaced and a task generated in “Firefighting” section of this report.</p> <p>VERSION 4: The remedial work recommended previous versions of this Fire Risk Assessment has not been completed.</p>	High	Identified
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11	Fire Prevention	Cooking	Filters in the kitchen extract system should be cleaned regularly to prevent the build-up of combustible deposits.	Low	Identified
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12	Fire Prevention	Housekeeping	<p>The storage of combustible items in cupboards containing electrical installations should be prohibited.</p> <p>Combustibles (a roll of vinyl floor covering) is located in the immersion cupboard, directly against electrical installations, in the immersion cupboard on the 1st floor.</p> <p>VERSION 3: This has been completed, second photograph provided as evidence.</p>	Medium	Completed
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13	Fire Prevention	Gas	<p>There were no testing or servicing of the provided gas installations available. Gas installations should be regularly tested and serviced by a qualified engineer.</p> <p>VERSION 3: Documentation for the testing and maintenance of gas installations is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.</p>	Advisory	Completed
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14	Escape Routes & Fire Spread	Fire Doors	VERSION 4: TASK NOT COMPLETED	Medium	Identified
			Re-hang the following doors to reduce the gaps around the doors:		
			External examination only of the door to Room 6 revealed it does not fit the frame correctly, with excessive gaps showing.		
			VERSION 3: The remedial work recommended in previous versions of this Fire Risk Assessment has not been completed.		
			VERSION 4: The remedial work recommended in previous versions of this Fire Risk Assessment has not been completed.		

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15	Signs & Notices	Other Signage	<p>The provided Fire Action Notice gives information and instruction for a Stay Put Policy, however, with this being a HMO and the presence of a common fire alarm it is necessary for a simultaneous evacuation policy to be adopted.</p> <p>It is imperative that the provided Fire Action Notice accurately reflects the evacuation policy in place to ensure residents and visitors carry out the correct procedures to safely escape from the building.</p> <p>VERSION 3: The correct fire action notices have been provided for a simultaneous evacuation policy, however, the signage for a stay put policy still remains in No.20A which should be removed.</p>	Medium	Identified
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16	Escape Routes & Fire Spread	Fire Doors	VERSION 4: NOT COMPLETED	High	Identified
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The boiler/immersion heater which has been located within a cupboard on the first floor is too big for this cupboard. This means that the doors to this cupboard will not close. This should be properly enclosed in a fire resisting enclosure with FD30S doors fitted and kept locked shut.

VERSION 2: This task has been remedied by cutting out the inner face of the door, allowing the door to close. However, in doing this it has severely compromised the fire resistance of this door. This door should now be replaced (to FD30S) and the whole cupboard extended in order to accommodate the boiler/immersion correctly.

VERSION 3: The remedial work recommended previous versions of this Fire Risk Assessment has not been completed.

VERSION 4: The remedial work recommended previous versions of this Fire Risk Assessment has not been completed.

17	Escape Routes & Fire Spread	Fire Doors	<p>Adjust the self-closing device on the following doors:</p> <p>Access was gained into Bedrooms 1 and 2, which have door to FD30S SC standard of fire resistance. However, the self closing devices on these doors require adjustment, or the door needs rehangng to ensure it closes fully on the action of the self closing device.</p> <p>VERSION 3: It was not possible to access these rooms to inspect if this recommended remedial work has been completed</p>	Medium	Identified
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18	Fire Prevention	Electrical	<p>VERSION 4: NOT COMPLETED</p> <p>The wiring to the electric water heater in the cupboard on the 1st floor is questionable with a number of loose wires and connections. This should be serviced and tested by a qualified electrical engineer.</p> <p>VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.</p> <p>VERSION 3: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.</p> <p>VERSION 4: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.</p>	Medium	Identified
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19	Fire Prevention	Housekeeping	Although the amount of combustibles currently in escape routes is not unreasonable, routes should be monitored to ensure the amount of items does not build-up.	Low	Identified
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20	Detection & Warning	Automatic Fire Detection	<p>The fire detection &amp; alarm system in some parts appears to be quite dated. Consideration should be given to upgrading or replacing the system.</p> <p>VERSION 3: The fire alarm panel has been replaced, and heat and some smoke detectors in the common escape routes replaced. It should be confirmed that the system conforms to LACoRS guidance for a building of this type and occupancy, i.e:</p> <ul style="list-style-type: none"><li>- Grade A: LD2 coverage in the common areas and heat detectors in bedsits (interlinked)</li><li>- Grade D smoke alarm in each bedsit to protect the sleeping occupants (non-interlinked)</li></ul>	Advisory	Identified
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21	Detection & Warning	Control Equipment	<p>The fire alarm panel is in a fault condition. The panel should be serviced by an engineer.</p> <p>VERSION 2: This fire alarm panel remains in a fault condition and examination of the available system service log suggests there is no evidence that this panel has been serviced or repaired since the last FRA. This was communicated immediately to ISHA.</p> <p>VERSION 3: This task has been completed and a new fire alarm control panel installed. Second photograph provided as evidence.</p>	High	Completed
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22	Detection & Warning	Automatic Fire Detection	<p>Repair/replace the heat detector in the kitchen in No.20A.</p> <p>A lantern has been hung from this, pulling the detector head from the ceiling.</p> <p>VERSION 3: This task has been completed</p>	High	Completed
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23	Escape Routes & Fire Spread	Fire Doors	<p>Wedges should not be used to hold open fire doors.</p> <p>The kitchen door in both No.20 and No.20A was found to be wedged open. These are high risk rooms and both open directly onto the staircase and it is essential they are kept closed at all times.</p> <p>VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.</p> <p>VERSION 3: Hold open devices have been installed on these doors.</p>	High	Identified
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24	Escape Routes & Fire Spread	Fire Doors	<p>NOT COMPLETED</p> <p>Replace the intumescent strips with combined intumescent strips and smoke seals on the following doors:</p> <p>The under-stairs cupboard in No.20A</p> <p>VERSION 3: The remedial work recommended in the previous FRA has not been completed.</p>	Low	Identified
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25	Fire Prevention	Electrical	Ensure fixed electrical installations are subject to a five yearly test in accordance with BS 7671.	Low	Completed
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VERSION 3: Fire Safety documentation for the testing and maintenance of fixed electrical installations is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.

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26	Detection & Warning	Automatic Fire Detection	Install and configure the alarm system as per National Guidance for a building of this type:	High	Identified
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Grade A: LD2 coverage in the common areas and heat detectors in bedsits (interlinked)

Grade D: Smoke alarm in each bedsit to protect the sleeping occupants (non-interlinked)

(Photos showing heat detection only in Bedrooms 2 and 3)



27	Escape Routes & Fire Spread	Fire Doors	VERSION 4: NOT COMPLETED	Medium	Identified
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Replace the following doors with FD30S doors:

The electrical cupboard in 20A, 1st floor is not a fire resisting door, and should be kept locked shut.

VERSION 2: The remedial work recommended in the previous FRA has not been completed.

VERSION 3: The remedial work recommended in the previous FRA has not been completed.

VERSION 4: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.

28	Escape Routes & Fire Spread	Fire Doors	VERSION 4: NOT COMPLETED	Medium	Identified
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A lock should be fitted to the immersion heater cupboard door in No20A and kept locked shut signage. This cupboard is currently being used for drying clothes by residents.

VERSION 3: The remedial work recommended in the previous FRA has not been completed.

VERSION 4: The remedial work recommended in the previous FRAs has not been completed.

29      Escape Routes & Fire Spread      Fire Doors      VERSION 4: NOT COMPLETED      Medium      Identified

Replace the following doors with FD30S doors:

The intumescent strips and smoke seals on the following doors have been over-painted and should be replaced:

Immersion heater cupboard, in No.20A

VERSION 2: The remedial work recommended in the previous FRA has not been completed. This door is also damaged on the inner face. It is recommended to replace these doors with FD30S doors.

This door also does not lock, and there is an excessive centre gap between the two door leaves.

VERSION 3: This task has not been completed.

VERSION 4: The remedial work recommended in the previous FRAs has not been completed.

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30      Lighting      Normal Lighting      Repair the lighting in the following areas:      Medium      Completed

Rear of building and side access alley.

VERSION 2: This task has been completed. 2nd photograph provided as evidence.

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31	Signs & Notices	Fire Door Signage	VERSION 4: NOT COMPLETED	Low	Identified
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Provide Fire Door Keep Locked signs on electrical cupboard doors, and cupboard doors on the common escape route.

VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.

VERSION 3: The remedial work recommended in previous versions of this Fire Risk Assessment has not been completed.

VERSION 4: The remedial work recommended in previous versions of this Fire Risk Assessment has not been completed.

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32	Fire Management	Procedures & Arrangements	A fire assembly point should be selected. The following area is suggested:	Advisory	Identified
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9-21 Ainsworth Road (opposite)

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33      Escape Routes & Fire Spread      Fire Doors      VERSION 4: NOT COMPLETED      Low      Identified

The following doors should be kept locked shut:

There are some electrical installations located under the external access steps. These are protected by an FD30 fire resisting door as a fire in this location would affect persons escaping from No.20A. This should be kept locked shut and appropriate signage provided.

VERSION 3: The remedial work recommended in the previous FRA has not been completed.

VERSION 4: The remedial work recommended in previous versions of this Fire Risk Assessment has not been completed.

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34	Fire Prevention	Cooking	<p>Enforce a suitable cooking policy commensurate with the fire safety systems, in particular the fire alarm system, provided within the building.</p> <p>Two kitchens are provided. From the bedrooms that were able to be accessed, there is evidence that cooking may take place within residents rooms (bedroom 3 had a small electrical hob).</p> <p>Cooking facilities within bedrooms greatly alters the degree of fire safety systems that should be in place within the building (i.e standard and category of fire alarm) and the provided fire alarm system does not support cooking within bedrooms.</p> <p>Residents should be reminded of this or fire safety systems provided within the building upgraded to accommodate this.</p> <p>VERSION 3: it was not possible, despite numerous attempts, to gain access into residents rooms to ascertain if cooking is taking place within these rooms. It therefore remains as a task that it should be confirmed that cooking does not take place anywhere in the building, aside from the provided communal kitchens.</p>	High	Identified
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35	Fire Management	Record Keeping	Fire safety records were not available. It should be ensured that suitable records are kept of testing and maintenance.	Advisory	Completed
36	Fire Management	Procedures & Arrangements	Documentation was not available for viewing. It should be confirmed that fire action procedures are suitable and appropriately documented.	Advisory	Identified
37	Fire Management	Testing & Maintenance	<p>The fire alarm system should be tested and serviced in line with the recommendations of BS 5839-1.</p> <p>VERSION 3: Fire Safety documentation for the testing and maintenance of fire safety systems is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.</p>	Medium	Completed
38	Fire Management	Testing & Maintenance	<p>The emergency lighting system should be tested and serviced in line with the recommendations of BS 5266.</p> <p>VERSION 3: Fire Safety documentation for the testing and maintenance of fire safety systems is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.</p>	Medium	Completed

39	Fire Prevention	Smoking	<p>A no smoking policy should be enforced in the premises.</p> <p>It is not known whether a smoking policy has been developed for this building and communicated to residents. However, residents were observed smoking within common parts of No.20A, and there was evidence of smoking (cigarette ends in receptacles) in other parts of the building.</p>	Medium	Identified
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40	Fire Prevention	Electrical	<p>It is evident that PA testing has not been carried out since the previous fire risk assessment visit. It is recommended that all provided portable electrical appliances are included in a robust testing regime</p>	Medium	Identified
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## Executive Summary

The previous FRA for this building was reviewed prior to this inspection, paying particular attention to any tasks generated by that FRA. During this inspection these tasks were inspected where access was possible, to ascertain if the recommended remedial work had been completed, and comments regarding the progress of any remedial work made accordingly.

A large number of tasks with recommended remedial work from the previous FRA have not been completed. One of particular concern is the fire alarm system, with the panel still showing in a fault condition. Interrogation of the fire alarm servicing documentation available shows that this panel has been in this fault condition for some considerable time (as far back as 2015).

Fundamental to the evacuation policy in this building, accepting that Housing of Multiple Occupation presents a higher risk of fire than general needs housing, is a high standard working fire alarm system.

Also of concern is the presence of cooking facilities in at least one of the bedrooms. The single electric hob has been provided by the resident, however it is imperative that the cooking policy within the building is commensurate to the provided level of fire alarm protection.

Records for the testing and maintenance of fire safety related systems are not kept on site. These are managed centrally and are held at the ISHA Head Office.

Giving consideration to the general fire safety arrangements within the building, and the tasks recommended as detailed within this report, it is assessed that this building presents a substantial risk. This is in the main due to the condition of the fire alarm at the time of inspection. This had been actioned by the end of the inspection with an alarm engineer attending, and it can be reasonably assumed that the alarm system would have been fixed to a serviceable condition. However, there remains concern over the Standard, Grade and cause and effect of the current provided fire alarm.

### VERSION 3:

The previous FRA for this building was reviewed prior to this inspection, paying particular attention to any tasks generated by that FRA. During this inspection these tasks were inspected where access was possible, to ascertain if the recommended remedial work had been completed, and comments regarding the progress of any remedial work made accordingly.

The high priority task generated in the previous FRA regarding the condition of the fire alarm system in the building has been remedied, and a new fire alarm panel has been installed. Defective smoke detectors have been replaced and heat detectors in escape routes replaced by smoke detectors. This has significantly reduced the risk in this building - and as such it is now assessed that this building presents a moderate risk as opposed to the substantial risk in which the building was previously found. This building still presents a risk to persons from fire however - in the main part due to the fact that an extremely high number of tasks generated in previous FRAs are yet to be completed, particularly those relating to fire resisting doors. These have been annotated within the action plan of this report and remain as "identified" in this version of the FRA.

### VERSION 4:

The previous FRA for this building was reviewed prior to this inspection, paying particular attention to any tasks generated by that FRA. During this inspection these tasks were inspected where access was possible, to ascertain if the recommended remedial work had been completed, and comments regarding the progress of any remedial work made accordingly.

It is again noted that there remains a number of tasks outstanding from the previous FRA which detail recommended remedial work required to ensure the safety of the building and that it is compliant with relative fire safety regulations and guidance. It is evident that the fire safety measures and overall fire safety of this building has not been improved at all since the last FRA conducted in 2020, with a number of tasks outstanding from previous years. Given the high risk presented by the occupancy type of this building, it is imperative that the highest standard of fire safety measures is maintained.

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

## 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

## Building Information

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Address line 1	20 Ainsworth Road
Town	Hackney
Postcode	E9 7LP

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FRA Type	Type 3 – Common parts and flats (non-destructive)
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Description

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.

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.

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.

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Client	ISHA
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Use	HMO, bedsits
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Number of floors - ground and above	4
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Number of floors - below ground	1
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Number of flats	9
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Number of stair cores

2

Approach to flats

- Direct from stair

Approximate period of construction

Pre 1900

Is the top occupied storey over 18 metres above access level?

No

Construction details

A building of four floors (lower ground and three upper floors) of brick and timber construction, converted into a House of Multiple Occupation (HMO) containing 9 bedrooms and two common kitchens.

The building is divided into two areas:

- 20 Ainsworth Rd is accessed via the ground floor main entrance door. There is an entrance hallway where a single staircase ascends to the first and second floors where there are four bedrooms, a communal bathroom, a communal toilet and a communal kitchen providing cooking facilities including a gas hob.

- 20A Ainsworth Rd is accessed via a separate door at the lower ground floor level. In this part of the building there are two bedrooms on the lower ground floor and a further three on the ground floor level. There is a separate communal bathroom, a communal toilet and a communal kitchen provided for this part of the building.

The two areas of the building are imperforate to one another.

There is a loft hatch on the second floor landing although it was outside of the scope of this Type 3 Fire Risk Assessment and therefore this was not accessed. It should be confirmed that there is adequate fire separation within the roof space between bedrooms and between bedrooms and common parts of the building.



External walls, rear of building



External walls, side of building



External Walls, front of building

External wall details

Original, brick/mortar external walls to the front, rear and side faces.

Are there any private balconies?

No

## People

Are there any people especially at risk from fire?

Not Known

# Fire Prevention

## Electrical

Are electrical installations and appliances free from any obvious defect?

No

Are fixed installations periodically inspected and tested?

Not Known

Are portable electrical appliances used?

Yes

Is the use and type of portable appliances reasonable?

Yes

Is there a suitable regime for portable appliance testing?

Yes

Is there a suitable policy regarding the use of personal electrical appliances?

Yes

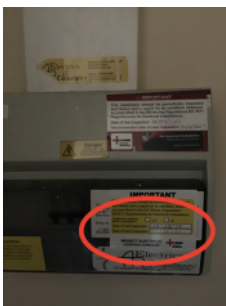
### Comments

The wiring to the electric water heater in the cupboard on the 1st floor is questionable with a number of loose wires and connections. This should be serviced and tested by a qualified electrical engineer.

Documentation regarding the testing and maintenance of fixed electrical installations is held centrally by ISHA. The Neighbourhood Officer has confirmed these are all up to date.

It appears (from a sample of items examined), that a programme of Portable Appliance testing has been carried out as per the recommendations of the previous FRA.

VERSION 4: It is evident that PA testing has not been carried out since the previous fire risk assessment visit. It is recommended that all provided portable electrical appliances are included in a robust testing regime



Consumer unit, 2nd floor in No.20, evidence of testing



Consumer unit in No.20A, no test label

## Gas

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Are gas installations and appliances free from any obvious defect?

Yes

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

Yes

### Comments

Documentation for the testing and maintenance of gas installations is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.

## Heating

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Are fixed heating installations free from any obvious defect?

Yes

Are portable heaters used?

No

## Cooking

Does cooking take place on the premises?

Yes

Are reasonable measures taken to prevent fires as a result of cooking?

No

Are filters changed and ductwork cleaned regularly?

Not Known

### Comments

Enforce a suitable cooking policy commensurate with the fire safety systems (in particular the fire alarm system) provided within the building.

Two common kitchens are provided.

However, from the bedrooms that were able to be accessed, there is evidence that cooking may take place within residents rooms (bedroom 3 had a small electrical hob).

Cooking facilities within bedrooms greatly alters the degree of fire safety systems that should be in place within the building (i.e standard and category of fire alarm) and the provided fire alarm system does not support cooking within bedrooms.

LACORS Housing Fire Safety Guidance states that an HMO of three to six storeys with individual cooking facilities within bedsits requires a mixed fire alarm system provided to at least:

- Grade A: LD2 coverage in the common areas and heat detectors in bedsits (interlinked)
- Grade D smoke alarm in each bedsit to protect the sleeping occupants (non-interlinked)

The current fire alarm system is not of this standard.

Residents should be reminded of this or fire safety systems provided within the building upgraded to accommodate this.

Filters in the kitchen extract system should be cleaned regularly to prevent the build-up of combustible deposits.

VERSION 4: it was not possible, despite numerous attempts, to gain access into residents rooms to ascertain if cooking is taking place within these rooms. It therefore remains as a task that it should be confirmed that cooking does not take place anywhere in the building, aside from the provided communal kitchens.

## Arson

Is security against arson reasonable?

Yes

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

Yes

### Comments

Access was gained into this building via secured main entrance doors.

## Housekeeping

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Is accumulation of combustibles or waste avoided?

No

Are there appropriate storage facilities for combustible & hazardous materials?

N/A

Comments

Combustibles in electrical cupboards should be prohibited.

## 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

## Smoking

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

No

Comments

It is not known whether a smoking policy has been developed for this building and communicated to residents. However, residents were observed smoking within common parts of No.20A, and there was evidence of smoking (cigarette ends in receptacles) in other parts of the building.

## 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?

No

Comments

There is no lightning protection visible, However, if there is lightning protection in place it should be periodically inspected by a competent person, to the frequency recommended in BS EN 62305.



# Escape Routes & Fire Spread

## Ease of Use

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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?

Minor Defects

Are there reasonable measures for the evacuation of disabled people?

Yes

### Comments

Although the amount of items currently in escape routes is not unreasonable, routes should be monitored to ensure that a build-up of items does not impede escape.

## Dimensions

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Are travel distances reasonable?

Yes

Is there sufficient exit capacity?

Yes

## Fire Doors

Doors which are expected to be fire resisting:

- Bedrooms
- Cupboards
- Electrical Cupboards
- Kitchens

Bedroom doors

- FD30S self-closing (notional)

Cupboard Doors

- FD30 (notional)

Electrical Cupboard Doors

- FD30 (notional)

Kitchen Doors

- FD30S self-closing (notional)

Are fire doors to a suitable standard?

No

Is there suitable provision of self-closing devices?

No

Is there suitable provision of hold-open devices?

N/A

Are doors kept locked where appropriate?

No

### Comments

The boiler/immersion heater which has been located within a cupboard on the first floor is too big for this cupboard. This means that the doors to this cupboard will not close. This should be properly enclosed in a fire resisting enclosure with FD30S doors fitted and kept locked shut.

The kitchen door in both No.20 and No.20A was found to be wedged open. These are high risk rooms and open directly onto the staircase and it is essential they are kept closed at all times. (VERSION 3: COMPLETED)

The immersion heater cupboard in No.20A should be kept locked shut, and the intumescent strips and cold smoke seals have been painted over.

There is an under stairs cupboard in No.20A to which access was not possible. Should this cupboard contain any ignition sources e.g electrical installations, or is being used to store combustible items, then it should be an FD30S door with keep locked shut signage provided. VERSION 2: This door was accessed and found that it is an FD30 (notional) door, and the cupboard is being used for general storage of combustible items. The intumescent strips (which are painted over on this door) should be replaced with a combined smoke seal and intumescent strip. The door should also have a "fire door keep locked shut" sign fitted.

There are some electrical installations located under the external access steps. These are protected by an FD30 fire resisting door as a fire in this location would affect persons escaping from No.20A. This should be kept locked shut and appropriate signage provided.

Doors to bedrooms are of an FD30S SC (notional) standard. Attempts to access rooms to fully assess the standard of these doors provided bed unsuccessful. However, external examination of the door to Room 6 revealed it does not fit the frame correctly, with excessive gaps showing.

VERSION 2: Access was gained into Bedrooms 1 and 2, which have door to FD30S SC (notional) standard of fire resistance. However, the self closing devices on these doors require adjustment, or the door needs rehung to ensure it closes fully on the action of the self closing device.

VERSION 3: The recommended remedial work above, in most cases has not been completed. The kitchen door, first floor, No.20 - the self closing device requires adjustment to ensure it fully closes this door.

Cupboard doors (electrical and storage) are of a panelled design, and as such almost certainly would not achieve the required FD30S standard of fire resistance. It is recommended to replace these with FD30S doors.



Although access not gained to all rooms, poorly fitted doors are evident.

## 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:

• None

Is glazing reasonable and free from any obvious defects?

Yes



Wall vent in kitchen, to open air



It was not possible to access loft hatches and roof spaces



It was not possible to access loft hatches and roof spaces

## Dampers, Ducts & Chutes

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

Yes

Comments

No dampers, ducts or chutes evident.

## Smoke Ventilation

Areas where smoke ventilation is expected:

• None

Is smoke ventilation reasonable and free from any obvious defects?

Yes

Comments

Simultaneous evacuation policy in place.

# Detection & Warning

## Control Equipment

Is an electrical fire alarm system expected?

Yes

Is a fire detection and/or alarm system provided?

Yes

Areas covered

- Whole building (single system)

### Whole Building

System Category

- BS 5839 Pt1 Category L3

Cause & Effect

- Sounds alarm in whole building

Is the control equipment suitably located?

Yes

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

Yes

Comments

The fire alarm panel is in a fault condition., showing a fault in Zone 3. The fire alarm zone information states this as being the second floor of the building.

There are some certificates of servicing the fire alarm system available, however, the most recent is dated 03/02/17.

Interrogation of these certificate shows that this fault was identified at least in a September 2015 and each subsequent certificate has stated the fault is still present however it has not been rectified.

Fundamental to a building such as this with the higher risk presented by Houses in Multiple Occupation is the early detection and warning of any fire. This fire alarm should not only be serviced by a qualified engineer, but some management system to be in place which acts on the findings of any servicing and ensures that any fault identified is rectified as soon as possible.

VERSION 2: The fire alarm panel was again discovered to be in a fault condition at the time of this inspection. Evidence gained from the alarm servicing log book shows that it is reasonable to assume that the alarm panel has been in this condition since the last inspection, and indeed possibly since 2015.

Mrs Ranie Goolcharan at ISHA was immediately contacted and informed of the state of the alarm system. The response was immediate and an alarm engineer attended straight away to service and maintain the system. Discussion with the alarm engineer at the time confirmed the opinion that the system is dated and that it would be advisable to install a new system.

It was possible to access two bedrooms during this inspection to assess the provision of detection within bedrooms. Bedroom 1 has a dated smoke detector provided and Bedroom 2 has a heat detector, although no smoke detection is provided. It was also noted that in No.20A, there is heat detectors in the common areas, again with no smoke detection. The decision to provide heat detectors in common areas may have been to limit false alarms however this is unusual. The entire system is dated and it is advised to upgrade the entire system to a modern system configured to the Standard, Grade and coverage as recommended by National Guidance for a building of this type and occupancy.

Where cooking facilities are present in bedrooms (identified in previous FRA) then LACORS Housing Fire Safety Guidance states that an HMO of three to six storeys with individual cooking facilities within bedsits requires a mixed fire alarm system provided to at least:

- Grade A: LD2 coverage in the common areas and heat detectors in bedsits (interlinked)
- Grade D smoke alarm in each bedsit to protect the sleeping occupants (non-interlinked)

The current fire alarm system is not of this standard.

VERSION 4: The fire alarm panel has been replaced, and heat and some smoke detectors in the common escape routes replaced.

It was not possible to confirm the standard, Grade and coverage of the provided fire alarm, however the apparent absence of standby batteries at the panel indicates that it is probably not a Grade A system. Following access into into Bedrooms 2 and 3 of No.20a it was noted that heat detection only is provided in rooms. It could not be confirmed that this is the same for all Bedrooms as access was not possible.

It should be confirmed that the system conforms to LACoRS guidance for a building of this type and occupancy, i.e:

- Grade A: LD2 coverage in the common areas and heat detectors in bedsits (interlinked)
- Grade D smoke alarm in each bedsit to protect the sleeping occupants (non-interlinked)



Fault on Zone 3 identified in 2015.



Panel in "healthy" condition.

## Manual Fire Alarms

Are there sufficient means of manually raising an alarm?

Yes

Are manual callpoints appropriately located and free from obvious defect?

Yes

## Automatic Fire Detection

---

Is there sufficient provision of automatic fire detection?

No

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

Yes

### Comments

NB - Information regarding the cause and effect of the fire alarm system was gained from visual inspection of the system (where possible) only. No documentation regarding the cause and effect of the system was available and it should be confirmed that this information is accurate. During any test of the alarm system it should be confirmed that the effect of the alarm actuation is as the evacuation strategy of this building requires.

Following access into Bedrooms 2 and 3 of No.20a it was noted that heat detection only is provided in rooms. It could not be confirmed that this is the same for all Bedrooms as access was not possible.

Install and configure the alarm system as per National Guidance for a building of this type:

Grade A: LD2 coverage in the common areas and heat detectors in bedsits (interlinked)

Grade D: Smoke alarm in each bedsit to protect the sleeping occupants (non-interlinked)

## Audibility

---

Are there adequate means of alerting all relevant persons?

Yes

### Comments

Although no test of the system was carried out at the time of this inspection, given the number and location of sounders it can be reasonably assumed there is suitable audibility providing the system is working correctly.

# Firefighting

## Fire Extinguishers

Are fire extinguishers expected?

Yes

Are fire extinguishers provided?

No

Is the provision of fire extinguishers reasonable?

No

Comments

Fire extinguishers had previously been provided however, these have now been removed.

LACoRS - Housing Fire Safety, Guidance on fire safety provisions for certain types of existing housing states the following:

The provision of fire blankets and simple fire extinguishers can be useful in restricting the development and spread of small fires in their early stages. However, unless a fire is very small, the best advice is to evacuate the building to a place of safety and call the fire and rescue service. This is because for larger fires people need training to know what type of fire an extinguisher can safely be used on, how to tackle a fire safely, and when to give up and get out. The installation of extinguishers can also lead to problems if they are not properly maintained or where equipment is discharged through malice or horseplay. For these reasons extinguishers are not recommended inside units of accommodation unless there are resident staff who are trained in their use (a caretaker, housekeeper, warden or similar).

In order to provide a facility for extinguishing small fires in their early stages, a simple multi-purpose extinguisher is recommended on each floor in the common parts of HMOs and buildings containing flats. It will not usually be practical to train tenants in the use of these, but basic advice should be offered at the start of each new tenancy.

## Fixed Systems

Are any fixed systems provided?

No

Is provision of fixed systems reasonable?

Yes

## Fire Service Facilities

Are any fire service facilities provided?

No

Is provision of fire service facilities reasonable?

Yes



# Lighting

## Normal Lighting

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

Comments

Resident reports the exterior lighting at the rear of the building is defective. This area may be used as an escape route from the lower ground floor rear door and as there is little borrowed light in this area some lighting should be provided.

VERSION 2: This task has been completed.

## Emergency Lighting

Method of emergency lighting of internal escape routes:

- Maintained emergency lighting (local)

Is this provision reasonable?

Yes

Method of emergency lighting of external escape routes:

- None

Is this provision reasonable?

Yes

Method of emergency lighting of other areas:

- Borrowed light

Is this provision reasonable?

Yes

Comments

As noted in the 'Normal Lighting' section of this report, lighting is required at the rear and side escape routes from 20A.

VERSION 2: This task has been completed.

# Signs & Notices

## Escape Routes

---

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

---

Is there signage suitable for self-closing fire doors?

N/A

Is there signage suitable for locked fire doors?

No

Is there signage suitable for automatic fire doors?

N/A

Comments

Provide Fire Door Keep Locked signs on electrical cupboard doors, and cupboard doors on the common escape route.

## Other Signs & Notices

Is there suitable signage for fire service facilities?

N/A

Are fire action notices suitable?

Minor Defects

Are there suitable notices for fire extinguishers?

Yes

Is there suitable zone information for the fire alarm system?

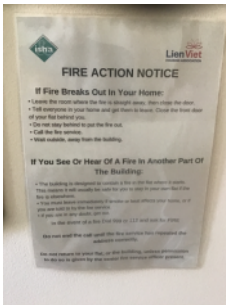
Yes

### Comments

The provided Fire Action Notice gives information and instruction for a Stay Put Policy, however, with this being a HMO and the presence of a common fire alarm it is necessary for a simultaneous evacuation policy to be adopted.

It is imperative that the provided Fire Action Notice accurately reflects the evacuation policy in place to ensure residents and visitors carry out the correct procedures to safely escape from the building.

VERSION 3: The correct fire action notices have been provided for a simultaneous evacuation policy, however, the signage for a stay put policy still remains in No.20A which should be removed.



Incorrect Fire Action Notice in No.20



Conflicting Fire Action Notices in No.20A

# Fire Safety Management

## Procedures & Arrangements

---

Current evacuation policy

Simultaneous

Are fire action procedures suitable and appropriately documented?

Not Known

Are there suitable arrangements for calling the fire service?

N/A

Is there a suitable fire assembly point?

No

Are there suitable arrangements for the evacuation of disabled people?

Yes

Comments

A fire assembly point should be selected. The following area is suggested:

9-21 Ainsworth Road (opposite)

## Training & Drills

---

Are staff regularly on the premises?

No

Are employees from outside organisations given appropriate fire safety information?

No

Comments

A correct fire action notice should be provided to give employees from outside organisations information regarding action to be taken in the event of a fire. (A task has been generated in signs and notices section)

## Testing & Maintenance

---

Was testing & maintenance information available?

No

Are fire extinguishers subject to suitable test & maintenance?

N/A

Comments

Fire Safety documentation for the testing and maintenance of fire safety systems is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.

## Record Keeping

---

Were fire safety records available?

No

Comments

Fire Safety documentation for the testing and maintenance of fire safety systems is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.

# Tasks

## Task 1

Source Version	3
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	VERSION 4: TASK NOT COMPLETED.  The kitchen door, first floor, No.20 - the self closing device requires adjustment to ensure it fully closes this door.
Priority	High
Status	Identified
Owner	Customer Homes
Due Date	28 December 2020

---



## Task 2

Source Version	3
Category	Signs & Notices
Sub Category	Fire Door Signage
Action Required	VERSION 4: TASK NOT COMPLETED  Provide Automatic Fire Door Keep Clear signs on the following doors:  Kitchen door, No.20.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	30 September 2021

---



### Task 3

Source Version 3  
Category Fire Fighting  
Sub Category Extinguishers  
Action Required VERSION 4: TASK NOT COMPLETED

In order to provide a facility for extinguishing small fires in their early stages, a simple multi-purpose extinguisher is recommended on each floor in the common parts of HMOs and buildings containing flats. It will not usually be practical to train tenants in the use of these, but basic advice should be offered at the start of each new tenancy.

Priority Medium  
Status Identified  
Owner Customer Homes  
Due Date 31 March 2021

---

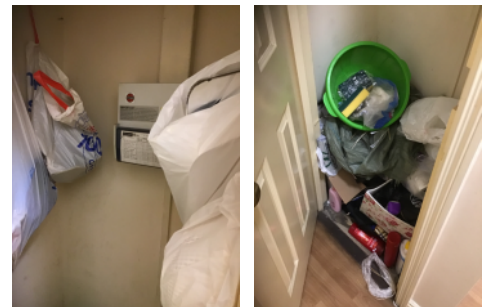
### Task 4

Source Version 3  
Category Fire Prevention  
Sub Category Housekeeping  
Action Required The storage of combustible items in electrical cupboards should be prohibited.

(No.20A, first floor)

Priority Medium  
Status Identified  
Owner Neighbourhood Services  
Due Date 31 March 2021

---



## Task 5

Source Version	3
Category	Escape Routes & Fire Spread
Sub Category	Ease of Use
Action Required	Although the amount of items currently in escape routes is not unreasonable, routes should be monitored to ensure that a build-up of items does not impede escape.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	30 September 2021

---

## Task 6

Source Version	3
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Cupboard doors (electrical and storage) are of a panelled design, and as such almost certainly would not achieve the required FD30S standard of fire resistance. It is recommended to replace these with FD30S doors.
Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	31 March 2021

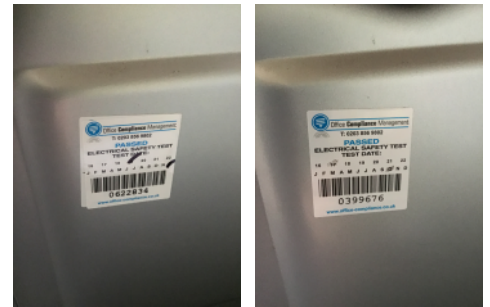
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## Task 7

Source Version 1  
Category Fire Prevention  
Sub Category Electrical  
Action Required

The following portable electrical appliances do not appear to have been recently tested, and should therefore be tested (for testing frequencies, reference should be made to the IEE document In Service Inspection & Testing of Electrical Equipment):



A number of portable electrical appliances in provided in the kitchens do not have evidence of PAT testing.

VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.

VERSION 3: The remedial work recommended in Version 1 of this Fire Risk Assessment been completed. Second photograph provided as evidence.

Priority Medium  
Status Completed  
Owner Neighbourhood Services  
Due Date 27 February 2019

### Change Log

14/10/2020 09:52:16 RichardWillingham Status changed from Identified to Completed

## Task 8

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	The following doors should be kept locked shut:  Electrical cupboard, 2nd floor. The lock has been painted over and is defective.  VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.
Priority	Low
Status	Completed
Owner	Neighbourhood Services
Due Date	5 December 2019



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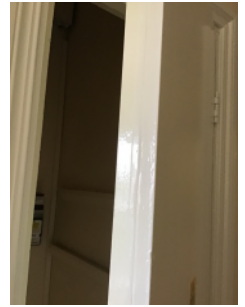
### Change Log

14/10/2020 09:52:16 RichardWillingham Status changed from Identified to Completed

---

## Task 9

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	VERSION 4: NOT COMPLETED



The intumescent strips and smoke seals on the following doors have been over-painted and should be replaced:

Electrical cupboard, 2nd floor.  
Emersion heater cupboard, 1st floor

VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.

VERSION 3: The remedial work recommended previous versions of this Fire Risk Assessment has not been completed.

VERSION 4: The remedial work recommended previous versions of this Fire Risk Assessment has not been completed.

Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	5 June 2019

---

## Task 10

Source Version	1
Category	Fire Management
Sub Category	Testing & Maintenance
Action Required	VERSION 4: Task not completed

Fire extinguishers have not been tested within the last 12 months and should therefore be tested without delay.

VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.

VERSION 3: The fire extinguishers have been removed. These should be replaced and a task generated in “Firefighting” section of this report.

VERSION 4: The remedial work recommended previous versions of this Fire Risk Assessment has not been completed.

Priority	High
Status	Identified
Owner	Neighbourhood Services
Due Date	5 March 2019

---



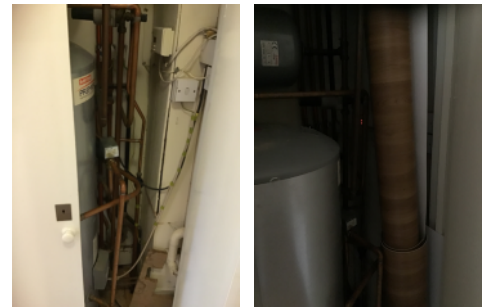
## Task 11

Source Version	1
Category	Fire Prevention
Sub Category	Cooking
Action Required	Filters in the kitchen extract system should be cleaned regularly to prevent the build-up of combustible deposits.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	5 December 2019

---

## Task 12

Source Version	2
Category	Fire Prevention
Sub Category	Housekeeping
Action Required	The storage of combustible items in cupboards containing electrical installations should be prohibited.  Combustibles (a roll of vinyl floor covering) is located in the immersion cupboard, directly against electrical installations, in the immersion cupboard on the 1st floor.  VERSION 3: This has been completed, second photograph provided as evidence.
Priority	Medium
Status	Completed
Owner	Neighbourhood Services
Due Date	8 October 2020



### Change Log

14/10/2020 09:52:16 RichardWillingham Status changed from Identified to Completed

## Task 13

Source Version	1
Category	Fire Prevention
Sub Category	Gas
Action Required	There were no testing or servicing of the provided gas installations available. Gas installations should be regularly tested and serviced by a qualified engineer.  VERSION 3: Documentation for the testing and maintenance of gas installations is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.
Priority	Advisory
Status	Completed
Owner	Neighbourhood Services
Due Date	4 December 2021

### Change Log

14/10/2020 09:52:16 RichardWillingham Status changed from Identified to Completed

## Task 14

Source Version 2  
Category Escape Routes & Fire Spread  
Sub Category Fire Doors  
Action Required VERSION 4: TASK NOT COMPLETED

Re-hang the following doors to reduce the gaps around the doors:

External examination only of the door to Room 6 revealed it does not fit the frame correctly, with excessive gaps showing.

VERSION 3: The remedial work recommended in previous versions of this Fire Risk Assessment has not been completed.

VERSION 4: The remedial work recommended in previous versions of this Fire Risk Assessment has not been completed.

Priority Medium  
Status Identified  
Owner Customer Homes  
Due Date 8 October 2020

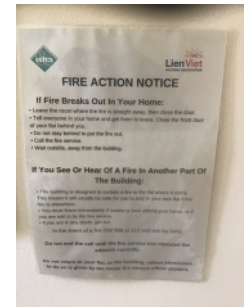
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## Task 15

Source Version	2
Category	Signs & Notices
Sub Category	Other Signage
Action Required	<p>The provided Fire Action Notice gives information and instruction for a Stay Put Policy, however, with this being a HMO and the presence of a common fire alarm it is necessary for a simultaneous evacuation policy to be adopted.</p> <p>It is imperative that the provided Fire Action Notice accurately reflects the evacuation policy in place to ensure residents and visitors carry out the correct procedures to safely escape from the building.</p> <p>VERSION 3: The correct fire action notices have been provided for a simultaneous evacuation policy, however, the signage for a stay put policy still remains in No.20A which should be removed.</p>
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	8 April 2020

---



## Task 16

Source Version 1  
Category Escape Routes & Fire Spread  
Sub Category Fire Doors  
Action Required VERSION 4: NOT COMPLETED

The boiler/immersion heater which has been located within a cupboard on the first floor is too big for this cupboard. This means that the doors to this cupboard will not close. This should be properly enclosed in a fire resisting enclosure with FD30S doors fitted and kept locked shut.

VERSION 2: This task has been remedied by cutting out the inner face of the door, allowing the door to close. However, in doing this it has severely compromised the fire resistance of this door. This door should now be replaced (to FD30S) and the whole cupboard extended in order to accommodate the boiler/immersion correctly.

VERSION 3: The remedial work recommended previous versions of this Fire Risk Assessment has not been completed.

VERSION 4: The remedial work recommended previous versions of this Fire Risk Assessment has not been completed.

Priority High  
Status Identified  
Owner Customer Homes  
Due Date 6 June 2019





## Task 17

Source Version	2
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Adjust the self-closing device on the following doors:  Access was gained into Bedrooms 1 and 2, which have door to FD30S SC standard of fire resistance. However, the self closing devices on these doors require adjustment, or the door needs rehangng to ensure it closes fully on the action of the self closing device.  VERSION 3: It was not possible to access these rooms to inspect if this recommended remedial work has been completed
Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	8 October 2020

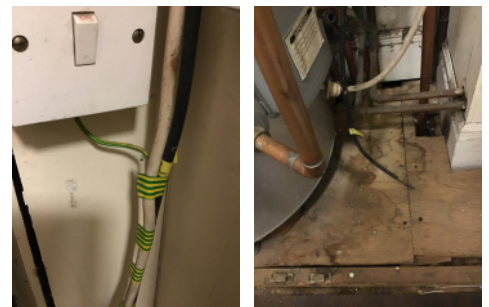
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## Task 18

Source Version	1
Category	Fire Prevention
Sub Category	Electrical
Action Required	VERSION 4: NOT COMPLETED  The wiring to the electric water heater in the cupboard on the 1st floor is questionable with a number of loose wires and connections. This should be serviced and tested by a qualified electrical engineer.  VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.  VERSION 3: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.  VERSION 4: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.
Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	27 February 2019

---



## Task 19

Source Version	2
Category	Fire Prevention
Sub Category	Housekeeping
Action Required	Although the amount of combustibles currently in escape routes is not unreasonable, routes should be monitored to ensure the amount of items does not build-up.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	8 October 2021

---



## Task 20

Source Version	2
Category	Detection & Warning
Sub Category	Automatic Fire Detection
Action Required	<p>The fire detection &amp; alarm system in some parts appears to be quite dated. Consideration should be given to upgrading or replacing the system.</p> <p>VERSION 3: The fire alarm panel has been replaced, and heat and some smoke detectors in the common escape routes replaced. It should be confirmed that the system conforms to LACoRS guidance for a building of this type and occupancy, i.e:</p> <ul style="list-style-type: none"><li>- Grade A: LD2 coverage in the common areas and heat detectors in bedsits (interlinked)</li><li>- Grade D smoke alarm in each bedsit to protect the sleeping occupants (non-interlinked)</li></ul>
Priority	Advisory
Status	Identified
Owner	Customer Homes
Due Date	8 October 2022

---

## Task 21

Source Version	1
Category	Detection & Warning
Sub Category	Control Equipment
Action Required	The fire alarm panel is in a fault condition. The panel should be serviced by an engineer.  VERSION 2: This fire alarm panel remains in a fault condition and examination of the available system service log suggests there is no evidence that this panel has been serviced or repaired since the last FRA. This was communicated immediately to ISHA.  VERSION 3: This task has been completed and a new fire alarm control panel installed. Second photograph provided as evidence.
Priority	High
Status	Completed
Owner	Customer Homes
Due Date	2 January 2019



### Change Log

14/10/2020 09:52:16 RichardWillingham Status changed from Identified to Completed

## Task 22

Source Version	2
Category	Detection & Warning
Sub Category	Automatic Fire Detection
Action Required	Repair/replace the heat detector in the kitchen in No.20A.  A lantern has been hung from this, pulling the detector head from the ceiling.  VERSION 3: This task has been completed
Priority	High
Status	Completed
Owner	Customer Homes
Due Date	9 April 2020



### Change Log

14/10/2020 09:52:16 RichardWillingham Status changed from Identified to Completed

## Task 23

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Wedges should not be used to hold open fire doors.

The kitchen door in both No.20 and No.20A was found to be wedged open. These are high risk rooms and both open directly onto the staircase and it is essential they are kept closed at all times.



VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.

VERSION 3: Hold open devices have been installed on these doors.

Priority	High
Status	Identified
Owner	Customer Homes
Due Date	2 January 2019

---

### Change Log

14/10/2020 09:52:16 RichardWillingham Status changed from Identified to Completed  
27/09/2021 08:53:49 RichardWillingham Status changed from Completed to Identified

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## Task 24

Source Version	2
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	NOT COMPLETED

Replace the intumescent strips with combined intumescent strips and smoke seals on the following doors:

The under-stairs cupboard in No.20A

VERSION 3: The remedial work recommended in the previous FRA has not been completed.

Priority	Low
Status	Identified
Owner	Customer Homes
Due Date	8 October 2021

---

## Task 25

Source Version	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.  VERSION 3: Fire Safety documentation for the testing and maintenance of fixed electrical installations is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.
Priority	Low
Status	Completed
Owner	Neighbourhood Services
Due Date	5 December 2019

---

### Change Log

14/10/2020 09:52:16 RichardWillingham Status changed from Identified to Completed

---

## Task 26

Source Version	2
Category	Detection & Warning
Sub Category	Automatic Fire Detection
Action Required	Install and configure the alarm system as per National Guidance for a building of this type:  Grade A: LD2 coverage in the common areas and heat detectors in bedsits (interlinked)  Grade D: Smoke alarm in each bedsit to protect the sleeping occupants (non-interlinked)  (Photos showing heat detection only in Bedrooms 2 and 3)
Priority	High
Status	Identified
Owner	Customer Homes
Due Date	9 April 2020

---



## Task 27

Source Version 1  
Category Escape Routes & Fire Spread  
Sub Category Fire Doors  
Action Required VERSION 4: NOT COMPLETED



Replace the following doors with FD30S doors:

The electrical cupboard in 20A, 1st floor is not a fire resisting door, and should be kept locked shut.

VERSION 2: The remedial work recommended in the previous FRA has not been completed.

VERSION 3: The remedial work recommended in the previous FRA has not been completed.

VERSION 4: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.

Priority Medium

Status Identified

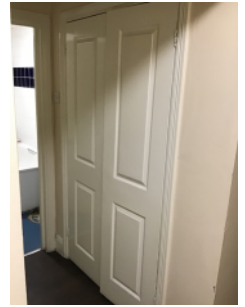
Owner Customer Homes

Due Date 27 February 2019

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## Task 28

Source Version 1  
Category Escape Routes & Fire Spread  
Sub Category Fire Doors  
Action Required VERSION 4: NOT COMPLETED



A lock should be fitted to the immersion heater cupboard door in No20A and kept locked shut signage. This cupboard is currently being used for drying clothes by residents.

VERSION 3: The remedial work recommended in the previous FRA has not been completed.

VERSION 4: The remedial work recommended in the previous FRAs has not been completed.

Priority Medium  
Status Identified  
Owner Customer Homes  
Due Date 27 February 2019

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### Change Log

14/10/2019 10:17:46 RichardWillingham Status changed from Identified to Completed  
14/10/2020 09:52:16 RichardWillingham Status changed from Completed to Identified

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## Task 29

Source Version 1  
Category Escape Routes & Fire Spread  
Sub Category Fire Doors  
Action Required VERSION 4: NOT COMPLETED

Replace the following doors with FD30S doors:

The intumescent strips and smoke seals on the following doors have been over-painted and should be replaced:

Immersion heater cupboard, in No.20A

VERSION 2: The remedial work recommended in the previous FRA has not been completed. This door is also damaged on the inner face. It is recommended to replace these doors with FD30S doors.

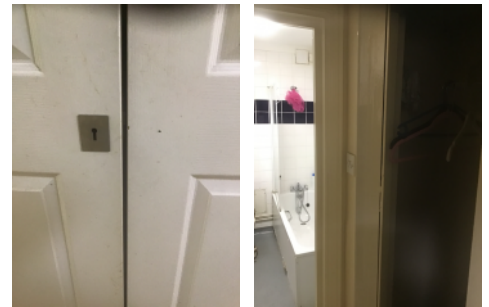
This door also does not lock, and there is an excessive centre gap between the two door leaves.

VERSION 3: This task has not been completed.

VERSION 4: The remedial work recommended in the previous FRAs has not been completed.

Priority Medium  
Status Identified  
Owner Customer Homes  
Due Date 5 December 2019

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## Task 30

Source Version	1
Category	Emergency Lighting
Sub Category	Normal Lighting
Action Required	Repair the lighting in the following areas:  Rear of building and side access alley.  VERSION 2: This task has been completed. 2nd photograph provided as evidence.
Priority	Medium
Status	Completed
Due Date	27 February 2019

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### Change Log

14/10/2019 10:17:46 RichardWillingham Status changed from Identified to Completed

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## Task 31

Source Version	1
Category	Signs & Notices
Sub Category	Fire Door Signage
Action Required	VERSION 4: NOT COMPLETED  Provide Fire Door Keep Locked signs on electrical cupboard doors, and cupboard doors on the common escape route.  VERSION 2: The remedial work recommended in Version 1 of this Fire Risk Assessment has not been completed.  VERSION 3: The remedial work recommended in previous versions of this Fire Risk Assessment has not been completed.  VERSION 4: The remedial work recommended in previous versions of this Fire Risk Assessment has not been completed.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	4 December 2020

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## Task 32

Source Version	1
Category	Fire Management
Sub Category	Procedures & Arrangements
Action Required	A fire assembly point should be selected. The following area is suggested:  9-21 Ainsworth Road (opposite)
Priority	Advisory
Status	Identified
Owner	Neighbourhood Services
Due Date	4 December 2021

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## Task 33

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	VERSION 4: NOT COMPLETED

The following doors should be kept locked shut:

There are some electrical installations located under the external access steps. These are protected by an FD30 fire resisting door as a fire in this location would affect persons escaping from No.20A. This should be kept locked shut and appropriate signage provided.

VERSION 3: The remedial work recommended in the previous FRA has not been completed.

VERSION 4: The remedial work recommended in previous versions of this Fire Risk Assessment has not been completed.

Priority	Low
Status	Identified
Owner	Customer Homes
Due Date	5 December 2019

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## Task 34

Source Version	1
Category	Fire Prevention
Sub Category	Cooking
Action Required	<p>Enforce a suitable cooking policy commensurate with the fire safety systems, in particular the fire alarm system, provided within the building.</p> <p>Two kitchens are provided. From the bedrooms that were able to be accessed, there is evidence that cooking may take place within residents rooms (bedroom 3 had a small electrical hob).</p> <p>Cooking facilities within bedrooms greatly alters the degree of fire safety systems that should be in place within the building (i.e standard and category of fire alarm) and the provided fire alarm system does not support cooking within bedrooms.</p> <p>Residents should be reminded of this or fire safety systems provided within the building upgraded to accommodate this.</p> <p>VERSION 3: it was not possible, despite numerous attempts, to gain access into residents rooms to ascertain if cooking is taking place within these rooms. It therefore remains as a task that it should be confirmed that cooking does not take place anywhere in the building, aside from the provided communal kitchens.</p>
Priority	High
Status	Identified
Owner	Neighbourhood Services
Due Date	2 January 2019

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## Task 35

Source Version	1
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 and maintenance.
Priority	Advisory
Status	Completed
Owner	Neighbourhood Services
Due Date	4 December 2021

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### Change Log

14/10/2020 09:52:16 RichardWillingham Status changed from Identified to Completed

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## Task 36

Source Version	1
Category	Fire Management
Sub Category	Procedures & Arrangements
Action Required	Documentation was not available for viewing. It should be confirmed that fire action procedures are suitable and appropriately documented.
Priority	Advisory
Status	Identified
Owner	Neighbourhood Services
Due Date	4 December 2021

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## Task 37

Source Version	1
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.  VERSION 3: Fire Safety documentation for the testing and maintenance of fire safety systems is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.
Priority	Medium
Status	Completed
Owner	Neighbourhood Services
Due Date	27 February 2019

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### Change Log

14/10/2020 09:52:16 RichardWillingham Status changed from Identified to Completed

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## Task 38

Source Version	1
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.  VERSION 3: Fire Safety documentation for the testing and maintenance of fire safety systems is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.
Priority	Medium
Status	Completed
Owner	Neighbourhood Services
Due Date	27 February 2019

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### Change Log

14/10/2020 09:52:16 RichardWillingham Status changed from Identified to Completed

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## Task 39

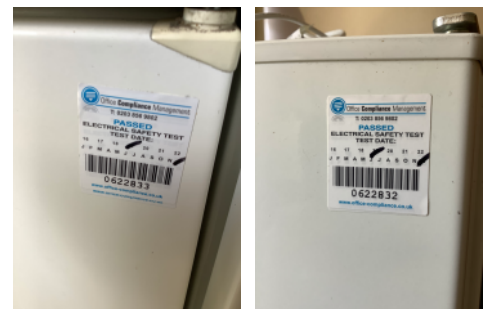
Source Version	1
Category	Fire Prevention
Sub Category	Smoking
Action Required	A no smoking policy should be enforced in the premises.  It is not known whether a smoking policy has been developed for this building and communicated to residents. However, residents were observed smoking within common parts of No.20A, and there was evidence of smoking (cigarette ends in receptacles) in other parts of the building.
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	27 February 2019

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## Task 40

Source Version	4
Category	Fire Prevention
Sub Category	Electrical
Action Required	It is evident that PA testing has not been carried out since the previous fire risk assessment visit. It is recommended that all provided portable electrical appliances are included in a robust testing regime
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	22 March 2022

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# Risk Score

Risk Score

Substantial Risk

Next Assessment Due

22 September 2022

Likelihood	Potential Consequence		
	Slight Harm	Moderate Harm	Extreme Harm
High	Moderate	Substantial	Intolerable
Medium	Tolerable	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.