

Fire Risk Assessment

1-6 Quill Street

Version 2

31 July 2023



Review Date: 31 July 2024

Score: Tolerable Risk

Assessor: Andy Corby

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Action Plan Summary

Task No.	Category	Sub Category	Action Required	Priority	Status	Action Taken	Date Completed
1	Signs & Notices	Other Signage	The current fire action notices are not suitable for a stay-put evacuation strategy. The notices should be replaced with ones which reflect the building's fire safety measures and explain the stay-put evacuation strategy.	Low	Identified		
2	Escape Routes & Fire Spread	Fire Doors	Adjust the self-closing device on the following doors: Flat 1 entrance door	Medium	Identified		
3	Escape Routes & Fire Spread	Fire Doors	Check whether the letter boxes fitted are of the intumescent type and if not they should be replaced.	Low	Identified		
4	Escape Routes & Fire Spread	Smoke Ventilation	Repair the smoke vents in the following locations: Staircase smoke vent failed to operate when tested.	High	Identified		
5	Fire Management	Testing & Maintenance	The smoke ventilation system should be tested quarterly by the user and serviced annually by an engineer.	High	Identified		

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.

Executive Summary

These premises are a small purpose built block of six flats over three floors with two flats per floor, all which open directly onto the single staircase.

A manually operated smoke vent is provided at the head of the staircase but this had a fault light showing and did not operate when tested.

Access was gained into Flat 1 which appears to have the original flush timber door which should provide a notional FD30S SC standard, and the internal doors which open onto the entrance hallway appear to be fire resisting.

It was noted that the concealed self-closing device (Perko chain) on Flat 1 did not close the door fully so needs adjustment.

Letter boxes in flat entrance doors should be of the intumescent type.

The remainder of flat front doors within the building could not be assessed due to access. However, these all appear to be of the same age, condition and design of those which were accessed and were probably all installed at the same time. It is therefore reasonable to assume that they are of the same fire resisting standard.

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.

Premises Details

Building Information

Address line 1	1-6 Quill Street
Address line 2	Islington
Town	London
Postcode	N4 2AD

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 may not be possible in the case of long leasehold flats, as there is normally no right of access for freeholders.

Client	ISHA
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Use	Purpose-built, self-contained flats
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Number of floors - ground and above	3
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Number of floors - below ground	0
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Number of flats	6
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Number of stair cores

1

Approach to flats

- Direct from stair

Approximate period of construction

2000-2010

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

No

Construction details

Attention is drawn to the Ministry of Housing, Communities & Local Government Consolidated Advice Note for building owners of multi-storey, multi-occupied residential buildings, dated January 2020. The Advice Note recommends that building owners should consider the risk of external fire spread as part of the fire risk assessment for multi-occupied residential buildings. Consideration has been given to this matter within this fire risk assessment. The Advice Note further recommends the assessment of the fire risks of any external wall system, irrespective of the height of the building.



External wall details

Brick with terracotta tiles.

Are there any private balconies?

No

People

Are there any people especially at risk from fire?

No

Fire Prevention

Electrical

Are electrical installations and appliances free from any obvious defect?

Yes

Are fixed installations periodically inspected and tested?

Yes

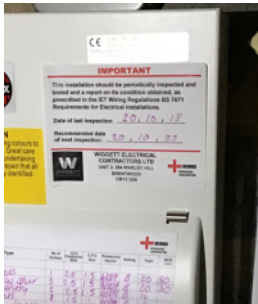
Are portable electrical appliances used?

No

Comments

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.

There is evidence of 5 yearly EIC inspections taking place.



EIC inspection label

Gas

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

The gas meters are contained within two slim cupboards in the common area, these cupboards are provided with what appears to be notional fire doors with strips/seals but there are high level vents in both doors to provide ventilation.

Although these vents reduce the FR standard of the doors, there is no fire risk within the cupboards so this is deemed as reasonable.



Gas meter cupboard

Heating

Are fixed heating installations free from any obvious defect?

N/A

Are portable heaters used?

No

Comments

There is no heating provision in the common areas.

Cooking

Does cooking take place on the premises?

No

Comments

Cooking takes place within flats only and does not take place in the common parts.

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 a secured main entrance door.

Housekeeping

Is accumulation of combustibles or waste avoided?

Yes

Are there appropriate storage facilities for combustible & hazardous materials?

Yes

Comments

Wheelie bins are stored a reasonable distance from the building.



Building Works

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

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

Yes

Comments

“No Smoking” signage is provided, and there is no evidence of smoking taking place in the common parts.



Dangerous Substances

Are dangerous substances present, or liable to be present?

No

Lightning

Is a lightning protection system installed?

No

Escape Routes & Fire Spread

Ease of Use

Are exits easily and immediately openable?

Yes

Do fire exits open in direction of escape where necessary?

Yes

Are escape routes unobstructed and safe to use?

Yes

Are there reasonable measures for the evacuation of disabled people?

Yes

Comments

There is an emergency release device on the main entrance door to the ground floor lobby. This was checked to be working during the review and it is assumed that it fails safe to open in the event of a mains failure although this could not be checked.

Tenants are presumed to be a typical cross section of the public and could include visitors and contractors. It is assumed that all occupants and visitors are capable of using the means of escape unaided to reach a place of ultimate safety.



Exit release mechanism

Dimensions

Are travel distances reasonable?

Yes

Is there sufficient exit capacity?

Yes

Fire Doors

Doors which are expected to be fire resisting:

- Electrical Cupboards
- Flats

Electrical Cupboard Doors

- FD30S (notional)

Flat Doors

- FD30S self-closing (notional)

Are fire doors to a suitable standard?

Yes

Is there suitable provision of self-closing devices?

Minor Defects

Is there suitable provision of hold-open devices?

N/A

Are doors kept locked where appropriate?

Yes

Comments

It is understood that communal doors are inspected regularly by neighbourhood officers and formally recorded in the quarterly/6 monthly estate inspections with residents. Records are held with the neighbourhood officers. Flat entrance doors are inspected during the annual LGSR visits where the gas engineers record on their PDA if a door closer exists and intumescent strips and cold smoke seals exist.

Access was gained into Flat 1 which appears to have the original flush timber door which should provide a notional FD30S SC standard, and the internal doors which open onto the entrance hallway appear to be fire resisting.

It was noted that the concealed self-closing device (Perko chain) on Flat 1 did not close the door fully so needs adjustment.

Letter boxes should be of the intumescent type.

The remainder of flat front doors within the building could not be assessed due to access. However, these all appear to be of the same age, condition and design of those which were accessed and were probably all installed at the same time. It is therefore reasonable to assume that they are of the same fire resisting standard.



Flat 1 accessed

Construction & Glazing

Are escape routes protected with suitable walls and floors?

Minor Defects

Is there adequate compartmentation?

Minor Defects

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?

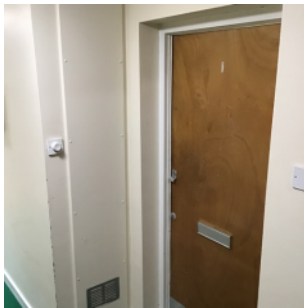
Yes

Comments

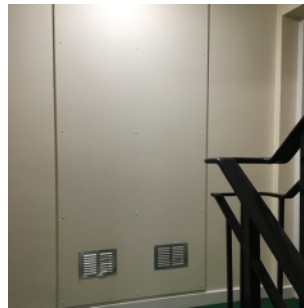
It was not possible to access the roof space within the scope of this FRA. It should be confirmed there is adequate fire separation between flats, and between flats and the common parts in this area.

There are timber panelled service risers within the common areas with low level vents. These should be checked to ensure that the compartmentation is not compromised should there be a fire in a flat. This is due to the stay put policy.

It is recommended that an invasive type 2 or 4 survey is carried out to investigate.



Timber panelled service riser



Service risers in staircase

Dampers, Ducts & Chutes

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

Not Confirmed

Comments

See comments above regarding service risers.

Smoke Ventilation

Areas where smoke ventilation is expected:

- Staircases

Staircases

- Natural Vent - Manual

Is smoke ventilation reasonable and free from any obvious defects?

No

Comments

The smoke vent is showing a fault light and failed to open when tested.



Manual smoke vent and control



Smoke vent control showing a fault light

Detection & Warning

Control Equipment

Is an electrical fire alarm system expected?

No

Why not?

Purpose-built flats

Is a fire detection and/or alarm system provided?

No

Is the control equipment suitably located?

N/A

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

N/A

Manual Fire Alarms

Are there sufficient means of manually raising an alarm?

N/A

Are manual callpoints appropriately located and free from obvious defect?

N/A

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

Flat 1 was accessed and has what appears to be an LD2 domestic system but both units had audible low battery alarms sounding.

ISHA must ensure that residents are able to understand when their batteries need replacing.

Audibility

Are there adequate means of alerting all relevant persons?

Yes

Firefighting

Fire Extinguishers

Are fire extinguishers expected?

No

Why not?

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

Are fire extinguishers provided?

No

Is the provision of fire extinguishers reasonable?

Yes

Fixed Systems

Are any fixed systems provided?

No

Is provision of fixed systems reasonable?

Yes

Fire Service Facilities

Are any fire service facilities provided?

Yes

Types of facility

- Smoke ventilation

Is provision of fire service facilities reasonable?

No

Comments

The smoke vent is defective see section on Escape Routes above.

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

Emergency Lighting

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

Is this provision reasonable?

Yes

Method of emergency lighting of other areas:

- Not applicable

Is this provision reasonable?

Yes



Emergency lighting in staircase

Signs & Notices

Escape Routes

Is escape route signage necessary?

No

Why not?

- Simple escape routes
- Routes in ordinary use

Is escape route signage provided?

No

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?

Yes

Is there signage suitable for automatic fire doors?

N/A



Other Signs & Notices

Is there suitable signage for fire service facilities?

N/A

Are fire action notices suitable?

No

Are there suitable notices for fire extinguishers?

N/A

Is there suitable zone information for the fire alarm system?

N/A

Comments

The Fire Action Notice does not accurately reflect the Stay Put policy.



Fire Action Notice should be replaced

Fire Safety Management

Procedures & Arrangements

Current evacuation policy

Stay Put

Further details

Purpose built flats

Are fire action procedures suitable and appropriately documented?

No

Are there suitable arrangements for calling the fire service?

Yes

Is there a suitable fire assembly point?

N/A

Are there suitable arrangements for the evacuation of disabled people?

Yes

Comments

These are general needs flats and as such no specific occupancy risk is identified. Tenants are presumed to be a typical cross section of public and could include visitors and contractors. It is assumed that all occupants and visitors 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

Fire Action notices provide sufficient information to inform persons from outside organisations of the action to take in the event of a fire alarm actuation or discovering a fire.

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.

Fire Risk Assessment

1-6 Quill Street

Version 2

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

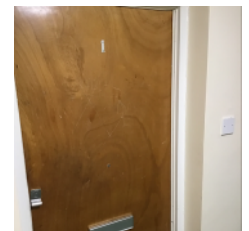
Task 1

Source Version	1
Category	Signs & Notices
Sub Category	Other Signage
Action Required	The current fire action notices are not suitable for a stay-put evacuation strategy. The notices should be replaced with ones which reflect the building's fire safety measures and explain the stay-put evacuation strategy.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	17 November 2022



Task 2

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Adjust the self-closing device on the following doors: Flat 1 entrance door
Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	18 May 2022



Task 3

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Check whether the letter boxes fitted are of the intumescent type and if not they should be replaced.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	17 November 2022



Task 4

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Smoke Ventilation
Action Required	Repair the smoke vents in the following locations: Staircase smoke vent failed to operate when tested.
Priority	High
Status	Identified
Owner	Customer Homes
Due Date	15 February 2022



Task 5

Source Version	1
Category	Fire Management
Sub Category	Testing & Maintenance
Action Required	The smoke ventilation system should be tested quarterly by the user and serviced annually by an engineer.
Priority	High
Status	Identified
Owner	Customer Homes
Due Date	15 February 2022

Risk Score

Risk Score

Tolerable Risk

Next Assessment Due

31 July 2024

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.