

**Fire Risk Assessment**

**1-9 Wilton Place**

Version 3

7 August 2023



Review Date: 7 August 2024

Score: Moderate Risk

Assessor: Andy Harris

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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	Provide signage to indicate the location of the smoke vent controls, within the riser cupboard on the 1st floor.	Low	Identified		
2	Fire Prevention	Housekeeping	The storage of combustible items in escape routes should be prohibited.  Outside Flats 8	High	Identified		
3	Escape Routes & Fire Spread	Ease of Use	Obstructions should be removed from the escape routes in the following locations:  Outside flat 2	Medium	Identified		
4	Escape Routes & Fire Spread	Fire Doors	Install intumescent strips and smoke seals on the following doors:  Door from staircase through to cycle store.	Medium	Identified		

5	Fire Prevention	Housekeeping	<p>The cycle store is being used as general storage and there is an unacceptable amount of combustible items such as bedding and bagged clothing which should be removed immediately.</p> <p>VERSION 2: it was not possible to access this door to confirm if this task has been completed.</p>	High	Identified
6	Signs & Notices	Escape Route Signage	<p>Provide a Fire Exit sign in the following locations:</p> <p>Main entrance door.</p>	Low	Identified
7	Fire Prevention	Arson	Lock bin stores to prevent unauthorised access.	Medium	Identified
8	Escape Routes & Fire Spread	Fire Doors	Re-hang the following doors to reduce the enter gap on the riser doors adjacent flat 9.	Medium	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](mailto:office@qfsm ltd.co.uk).

## 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.

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.

As expected, there is no common fire detection and alarm system, which supports the Stay Put strategy appropriate for the building.

There are some penetrations in riser cupboards and the electrical intake cupboard which require fire stopping.

It is advised to provide some signage to indicate the location of the main smoke control panel, in the riser cupboard on the 1st floor.

There were a high number of combustible items and items which may cause an obstruction to escaping persons located in the common escape routes and these should be removed. The cycle store is also being used as general storage and there was a high volume of combustible items such as bedding and bagged clothing which should not be stored in this location.

The bin store was found to be unlocked and this opens onto the street giving access to the general public and this should be secured to avoid deliberate fire setting.

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 moderate risk. This risk rating is in the main due to the unacceptable volume of combustibles and obstructions located in common escape routes and within the cycle store.

# Premises Details

## Building Information

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Address line 1	1-9 Wilton Place
Town	Waltham Forest
Postcode	E4 9GG

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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 may 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	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	9
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Number of stair cores	2
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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

Masonry construction (part rendered), intermediate timber floors and a pitched roof. Access to common area via secure door entry system at front elevation (with Fire Switch), with flats accessed from open corridors at each floor.

There are 2 staircases at either end of the block.

Alternative exit door leads to a shared garden area with exit gate to street level.

Lobby area at ground floor containing service cupboard and cycle store.



Only two private balconies are provided at rear of building



External walls, end elevation



External walls, rear elevation

External wall details

Masonry external walls, rendered over the 1st and 2nd floor. It is not known to what material this render has been applied to, or the substrate beneath it as this was a non-intrusive fire risk assessment.

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.

Are there any private balconies?

Yes

Private balcony details

2 private balconies at rear of building, of steel frame and support, with timber decks

## 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?

Yes

Are fixed installations periodically inspected and tested?

Yes

Are portable electrical appliances used?

No

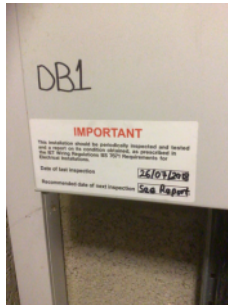
### Comments

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 are electrical sockets in the common areas, presumably for use by cleaning staff. These were in good condition and showed no evidence of misuse by residents or visitors.



Electrical sockets provided in common areas



Evidence of testing of fixed electrical installations



Photovoltaic controls in riser cupboard on 2nd Floor

## 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

Gas meters are located externally and not in common areas.



Gas meters located externally

## Heating

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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

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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

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Is security against arson reasonable?

No

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. This main entrance door was found to be locked and secure, preventing unauthorised access.

The bin store was found to be unlocked, with access direct from the street

## Housekeeping

Is accumulation of combustibles or waste avoided?

No

Are there appropriate storage facilities for combustible & hazardous materials?

N/A

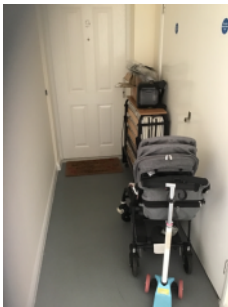
### Comments

The storage of combustible items in escape routes (Outside Flats 8 and 9) should be prohibited.

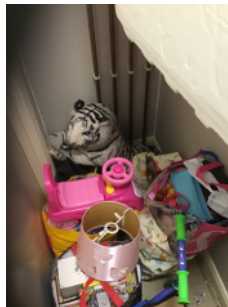
The storage of combustible items in riser cupboards (Riser cupboard outside Flat 9.) should be prohibited.

The cycle store is being used as general storage and there is an unacceptable amount of combustible items such as bedding and bagged clothing which should be removed immediately.

Balconies were generally noted as being clear. Whilst beyond the scope of the Fire Safety Order, as a private balcony is not part of the common area, residents should be advised about the risks arising from the presence of combustible materials on balconies. They should be made clear that smoking, the use of barbecues and storage of flammable property on balconies can increase that risk. Advice from fire and rescue authorities is also clear that barbecues should not be used on balconies. (MHCLG Advice Note on Balconies on Residential Buildings, 2019)



Obstructions and combustibles outside flat 9.



Combustibles in riser cupboards, outside flat 9



Balconies generally clear of combustibles

## 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

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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.



No smoking signage is provided

## 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 lightening 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

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?

No

Are there reasonable measures for the evacuation of disabled people?

Yes

### Comments

Obstructions should be removed from the escape routes (Outside flats 8 and 9)

There is an emergency release device on the main entrance door and rear entrance door. 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.



Obstructions in escape routes

## Dimensions

Are travel distances reasonable?

Yes

Is there sufficient exit capacity?

Yes

## Fire Doors

Doors which are expected to be fire resisting:

- Flats
- Risers
- Other

Flat Doors

- Not confirmed

Riser Doors

- FD30S

Fire doors in other areas

Cycle store = FD30 SC

Are fire doors to a suitable standard?

No

Is there suitable provision of self-closing devices?

Yes

Is there suitable provision of hold-open devices?

N/A

Are doors kept locked where appropriate?

No

Comments

The Riser cupboard door, 1st floor, should be kept locked shut. This lock also requires repair.

Install intumescent strips and smoke seals on the door from staircase through to cycle store.

As part of this Fire Risk Assessment, access was gained into a sample flat to assess the suitability of flat entrance doors, and any internal doors which open onto the entrance hallway.

Access was gained into flat 1 which has an entrance door fitted to FD30S SC standard, and the internal doors which open onto the entrance hallway are fire resisting. Inspection revealed that this door has a timber based core and is not GRP Composite. There is also a BWF Certifire plug visible on the kinver edge of the door to confirm it is fire resisting.

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.

The provision and condition of self closing devices, intumescent strips/cold smoke seals, and effective door closing action of these doors however could not be assessed and this should be confirmed ensure all doors afford FD30S SC standard of fire resistance.



Intumescent strips and cold smoke seals, with CE1121 hinges in riser doors



It was not possible to access this door (within bin store)



Example of flat entrance doors installed in the building

## Construction & Glazing

Are escape routes protected with suitable walls and floors?

Yes

Is there adequate compartmentation?

No

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

There is some fire stopping installed around pipe and cable penetrations in the riser cupboards, however, it is not of an acceptable standard.

## Dampers, Ducts & Chutes

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

Not Confirmed

Comments

No Dampers, Ducts or Chutes evident.

## Smoke Ventilation

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Areas where smoke ventilation is expected:

- Staircases

Staircases

- Natural Vent - Automatic

Is smoke ventilation reasonable and free from any obvious defects?

Yes



Smoke vent manual actuation



# 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?

Yes

Areas covered

- Communal areas

### Communal Areas

System Category

- BS 5839 Pt1 Category L5

Cause & Effect

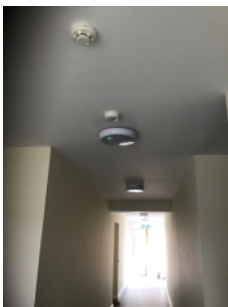
- Operates smoke ventilation

Is the control equipment suitably located?

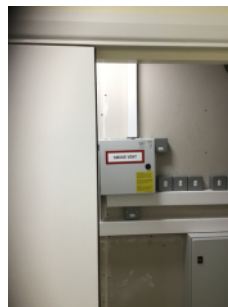
Yes

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

Yes



Showing Part 1 smoke detection and maintained EL in corridors



Main Smoke vent control

## Manual Fire Alarms

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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

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Is there sufficient provision of automatic fire detection?

N/A

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

N/A

### Comments

As part of this Type 3 Fire Risk Assessment access was gained into a sample flat to assess the provision and suitability of fire alarms.

Access was gained into flat 1 which has a fire alarm provided to BS5839-6 Grade D1 Category LD2 standard.

It is always recommended as best practice to ensure that working smoke alarms are provided in all dwellings at least to a BS5839-6 Grade D1 Category LD3 Standard (a system of one or more mains powered detectors, each with a tamper?proof standby supply consisting of a battery or batteries), although Grade F1 alarms (a system of one or more battery-powered detectors powered by a tamper?proof primary battery or batteries) are a reasonable short-term measure.

## Audibility

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Are there adequate means of alerting all relevant persons?

N/A

# Firefighting

## Fire Extinguishers

Are fire extinguishers expected?

No

Why not?

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

Are fire extinguishers provided?

No

Is the provision of fire extinguishers reasonable?

Yes

Comments

Fire extinguishers are not required or desirable in the common areas of a purpose built, general needs block of flats as flat occupants would not necessarily be trained in their use and limitations. Furthermore there is no expectation that flat occupants would leave a fire in their flat to retrieve an extinguisher and then return to fight the fire, since it is likely to have developed significantly in their absence.

## 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
- Entrance door override

Is provision of fire service facilities reasonable?

Yes

Comments

It is recommended that the building contains a premises information box that includes a copy of up-to-date floor plans.

The fire service entrance door override was tested and operated correctly.

# Lighting

## Normal Lighting

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Is there adequate lighting of internal escape routes?

Yes

Is there adequate lighting of external escape routes?

Yes

Is there adequate lighting in risk critical areas?

N/A

## Emergency Lighting

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Method of emergency lighting of internal escape routes:

- 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

Comments

Although this inspection took place during daylight hours, given the provision of street lighting in the immediate vicinity and lighting provided by surrounding buildings, it is reasonable to assume there would be sufficient borrowed light to aid escape in these areas.

# 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?

Minor Defects

### Comments

A fire exit sign has been provided on the ground floor over the rear exit door. This door leads to an enclosed courtyard, whereby escape is made through a secured gate (emergency override provided) to a place of ultimate safety. The quickest and safest escape route from this location would be via the main entrance door. It is recommended to provide a fire exit sign over the main entrance door to indicate this is the quickest route to ultimate safety.



Fire exit sign over rear door to courtyard



No fire exit sign over main entrance door to street

## Fire Doors

Is there signage suitable for self-closing fire doors?

Yes

Is there signage suitable for locked fire doors?

Yes

Is there signage suitable for automatic fire doors?

N/A

## Other Signs & Notices

Is there suitable signage for fire service facilities?

No

Are fire action notices suitable?

Yes

Are there suitable notices for fire extinguishers?

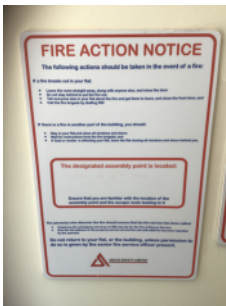
N/A

Is there suitable zone information for the fire alarm system?

N/A

Comments

Provide signage to indicate the location of the smoke vent controls, within the riser cupboard on the 1st floor.



Provided fire action notice - suitable for the stay put policy

# Fire Safety Management

## Procedures & Arrangements

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Current evacuation policy	Stay Put
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?	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

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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 discovering a fire.

## Testing & Maintenance

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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

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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	Provide signage to indicate the location of the smoke vent controls, within the riser cupboard on the 1st floor.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	1 July 2021

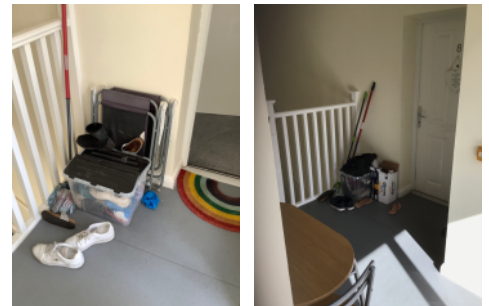
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## Task 2

Source Version	1
Category	Fire Prevention
Sub Category	Housekeeping
Action Required	The storage of combustible items in escape routes should be prohibited.
	Outside Flats 8
Priority	High
Status	Identified
Owner	Neighbourhood Services
Due Date	29 September 2020

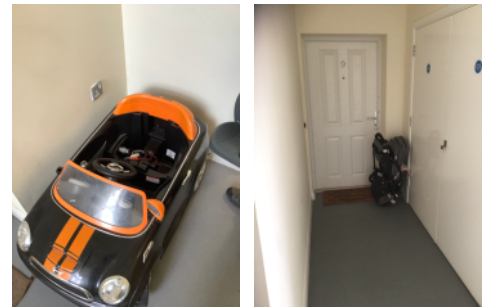
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### Task 3

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Ease of Use
Action Required	Obstructions should be removed from the escape routes in the following locations:  Outside flat 2
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	30 December 2020

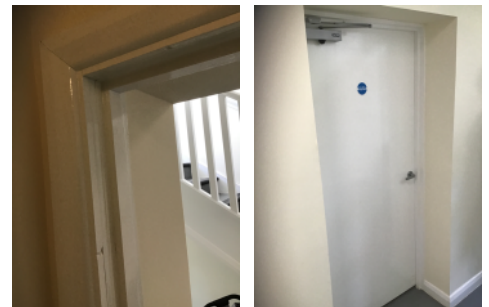
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### Task 4

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Install intumescent strips and smoke seals on the following doors:  Door from staircase through to cycle store.
Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	30 December 2020

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## Task 5

Source Version	1
Category	Fire Prevention
Sub Category	Housekeeping
Action Required	The cycle store is being used as general storage and there is an unacceptable amount of combustible items such as bedding and bagged clothing which should be removed immediately.
	VERSION 2: it was not possible to access this door to confirm if this task has been completed.
Priority	High
Status	Identified
Owner	Neighbourhood Services
Due Date	29 September 2020

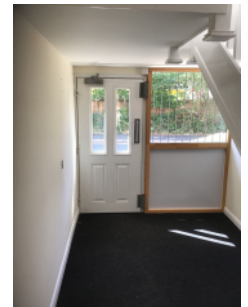
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## Task 6

Source Version	1
Category	Signs & Notices
Sub Category	Escape Route Signage
Action Required	Provide a Fire Exit sign in the following locations:  Main entrance door.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	1 July 2021

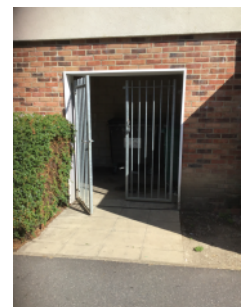
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## Task 7

Source Version	1
Category	Fire Prevention
Sub Category	Arson
Action Required	Lock bin stores to prevent unauthorised access.
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	30 December 2020

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## Task 8

Source Version	2
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Re-hang the following doors to reduce the enter gap on the riser doors adjacent flat 9.
Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	14 December 2021

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# Risk Score

Risk Score

Moderate Risk

Next Assessment Due

7 August 2024

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