

Fire Risk Assessment

36-37 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	<p>The provided Fire Action Notice gives instruction and information for a simultaneous evacuation policy however, there is a stay-put policy in place in this building which is the appropriate strategy for a building of this type (purpose built, self contained flats or general needs occupancy)</p> <p>It is imperative that the provided Fire Action Notice accurately reflects the policy in place and this Fire Action Notice should be removed and replaced with one which gives information and instruction to residents and visitors regarding the action to be taken in the event of a fire.</p>	Medium	Identified		
2	Escape Routes & Fire Spread	Ease of Use	<p>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.</p>	Low	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

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.

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.

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

Based on those sampled, it is reasonably assumed that both flats are provided with a BS 5839 Part 6 fire alarm system comprising of a mains powered (with integral battery backup) smoke alarm in the hallway, meeting an LD1 installation standard. This meets the minimum expectation for a flat in a purpose built, general needs, block of flats.

The standard of housekeeping throughout the building was found to be unsatisfactory, with the exception of an unacceptable amount of combustible items and obstructions located in the staircase.

There were combustible materials noted on private balconies. 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 make 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)

There are cable penetrations in the electrical cupboard and riser cupboards which are not fire stopped. It is recommended that a full compartmentation survey is carried out in this building. This is to ensure there is adequate fire separation to support a "stay put" policy.

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.

Premises Details

Building Information

Address line 1	36-37 Wilton Place
Town	Waltham Forest
Postcode	E4 9GG

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.

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	2
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Number of stair cores	1
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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 flat roof. Access to common area via secure door entry system at front elevation (with Fire Switch), with flats accessed direct from stair at 1st and 2nd floor.

Flat 38 has direct external access.



Brick/mortar external walls- side elevation



Brick/mortar external walls- front elevation



Timber balcony deck construction



Steel framed balconies with timber deck

External wall details

Masonry external walls (part rendered)

Are there any private balconies?

Yes

Private balcony details

Steel frame and up-stand with a timber deck.

There were combustible materials noted on these private balconies. 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 make 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.

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

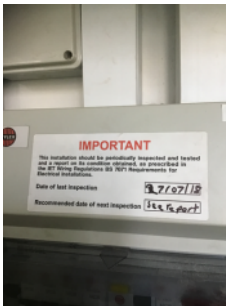
Are portable electrical appliances used?

No

Comments

Test labels on electrical installations are out of date, however it is understood that 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 installation tested 27/07/2018

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 any common areas.

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

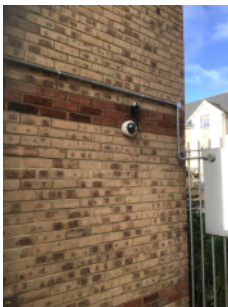
Is there a reasonable absence of external fuels and ignition sources?

Yes

Comments

Access was gained into this building via a secured main entrance door. This main entrance door was found to be locked and secure, preventing unauthorised access.

CCTV cameras are installed externally. Whilst these cameras may have been installed for security purposes they also serve to reduce the risk of deliberate fire setting.



CCTV camera installed externally covering main entrance



Bin store located externally and away from main building

Housekeeping

Is accumulation of combustibles or waste avoided?

No

Are there appropriate storage facilities for combustible & hazardous materials?

N/A

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

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?

Yes

Are there reasonable measures for the evacuation of disabled people?

Yes

Comments

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.

Dimensions

Are travel distances reasonable?

Yes

Is there sufficient exit capacity?

Yes

Fire Doors

Doors which are expected to be fire resisting:

- Flats
- Risers

Flat Doors

- Not confirmed
- FD30S self-closing

Riser Doors

- FD30S

Are fire doors to a suitable standard?

Yes

Is there suitable provision of self-closing devices?

Yes

Is there suitable provision of hold-open devices?

N/A

Are doors kept locked where appropriate?

Yes

Comments

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 36 which has an entrance door fitted to FD30SC standard, and the internal doors which open onto the entrance hallway are fire resisting. However, there are no cold smoke seals fitted in this door, only intumescent strips. The intumescent strips should be replaced with combined intumescent strips and cold smoke seals on both flat entrance doors.

The other flat front door (37) could not be assessed due to access. However, it appears to be of the same age, condition and design of flat 36 and was probably installed at the same time. It is therefore reasonable to assume that it is 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 the door to flat 37 however could not be assessed and this should be confirmed ensure both flat entrance doors afford FD30S SC standard of fire resistance.



FD30S riser door with intumescent strips and smoke seals fitted into frame



CE Marked fire rated door hinges on riser doors

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 are a number of cable and pipe penetrations into common areas of the building from the electrical cupboard and riser cupboards, which present a high risk of smoke and fire spread in the event of a fire. These penetrations should be fire stopped using methods and materials suitable to such penetration sizes in line with current industry recommendations, and Approved Document B, Volume 2, Section 10 - "Protection of Openings and Fire Stopping".

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

Areas where smoke ventilation is expected:

- Staircases

Staircases

- Natural Vent - Automatic

Is smoke ventilation reasonable and free from any obvious defects?

Yes



Smoke vent control showing power supply with no fault evident

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?

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?

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 36 which has a fire alarm provided to BS5839-6 LD1 standard.

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 LD1 standard. These should ideally be Grade D alarms (mains powered with integral battery back-up).

Audibility

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

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

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:

- 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.



Maintained EL (local) is provided in the 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



Keep locked shut signage on riser doors

Other Signs & Notices

Is there suitable signage for fire service facilities?

Yes

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 provided Fire Action Notice gives instruction and information for a simultaneous evacuation policy however, there is a stay-put policy in place in this building which is the appropriate strategy for a building of this type (purpose built, self contained flats or general needs occupancy)

It is imperative that the provided Fire Action Notice accurately reflects the policy in place and this Fire Action Notice should be removed and replaced with one which gives information and instruction to residents and visitors regarding the action to be taken in the event of a fire.



Incorrect Fire Action Notice for the stay put policy in place

Fire Safety Management

Procedures & Arrangements

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

Are staff regularly on the premises?	No
Are employees from outside organisations given appropriate fire safety information?	No

Comments

Provide correct fire action notices to confirm the action to take in the event of 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.

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	<p>The provided Fire Action Notice gives instruction and information for a simultaneous evacuation policy however, there is a stay-put policy in place in this building which is the appropriate strategy for a building of this type (purpose built, self contained flats or general needs occupancy)</p> <p>It is imperative that the provided Fire Action Notice accurately reflects the policy in place and this Fire Action Notice should be removed and replaced with one which gives information and instruction to residents and visitors regarding the action to be taken in the event of a fire.</p>
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	4 May 2021



Task 2

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Ease of Use
Action Required	<p>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.</p>
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	3 November 2021



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	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.