

**Fire Risk Assessment**

**1-36 Repton House**

Version 8

16 August 2024



Next Assessment Due: 16 August 2025

Risk 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	Escape Routes & Fire Spread	Dampers, Ducts and Chutes	<p>Confirm if the ductwork in the following locations is adequately protected to prevent fire and smoke spread:</p> <p>A vent is located on each floor which is not part of the smoke ventilation system, and is possibly part of an environmental air handling system. There is also a ceiling vent at the end of each corridor which also does not form part of the smoke ventilation system.</p> <p>It should be confirm that these ducts and vents are properly protected by either intumescent systems, or automatic dampers to ensure smoke spread is not possible via this route through common parts of the building and/or onto flats.</p> <p>VERSION 3: it is not known whether this task has been completed.</p> <p>Version 8. 16/08/24 This task remains outstanding.</p>	Medium	Identified		

2	Fire Prevention	Arson	Do not store combustible materials adjacent to the building.	Medium	Identified
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VERSION 3: A number of items remain on the roof terrace, however, given the nature and use of this space this may be expected. This area should be continually monitored to ensure the number of items do not become excessive or are stored next to the building.

VERSION 5: The number of items present has been significantly reduced following efforts made by the neighbourhood officer in liaison with residents. Providing the solid food barbecue is removed and such ignition sources are prohibited then the number of items present would be deemed acceptable.

Version 8. 16/08/2024.  
It was not possible to gain access to the roof space so this task remains outstanding.

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3	Escape Routes & Fire Spread	Construction and Glazing	Replace inspection hatches to maintain the required levels of compartmentation.	Medium	Identified
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Version 8. 16/08/24  
This task remains outstanding.

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4	Escape Routes & Fire Spread	Construction and Glazing	<p>Provide fire stopping at the following locations:</p> <p>Small hole in ceiling within the cleaners cupboard, ground floor.</p> <p>Version 8. 16/08/2024. This task remains outstanding.</p>	Medium	Identified
5	Escape Routes & Fire Spread	Ease of Use	<p>Bikes should not be stored as to obstruct escape routes.</p> <p>Outside flats 21 and 24.</p> <p>Version 8. 16/08/2024. Access was not possible to this floor so this task remains outstanding.</p>	Medium	Identified

# Introduction

This report presents the 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

Version 8. 16/08/24

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 was 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 imperative that such remedial work is carried out within the recommended time frames given.

This new version was created on 16/08/2024 and is not a review of the fire risk assessment. This is purely an on-site audit carried out at the request of the client to ascertain the progress of any action carried out against previous tasks identified in previous versions of this fire risk assessment.

The provided Fire Action Notice is incorrect and is one intended for a building with a stay-put evacuation policy in place. This building has a temporary move to a simultaneous evacuation policy and it is imperative that the correct Fire Action Notice is provided to ensure residents and visitors are aware of this change and the action they should take in the event of a fire. A letter highlighting the temporary move to a simultaneous evacuation strategy has been posted on the building noticeboard, although it is not particularly conspicuous amongst other signs and notices have been placed on this board. Considering the high importance of all residents being aware of the actions which they should take in the event of a fire or on hearing an alarm, this notice should be posted in a prominent position near the main entrance door.

A vent is located on each floor which is not part of the smoke ventilation system, and is possibly part of an environmental air handling system. There is also a ceiling vent at the end of each corridor which also does not form part of the smoke ventilation system.

It should be confirmed that these ducts and vents are properly protected by either intumescent systems, or automatic dampers to ensure smoke spread is not possible via this route through common parts of the building and/or onto flats.

Replace inspection hatches to maintain the required levels of compartmentation.

Provide fire stopping at the following locations:  
Small hole in ceiling within the cleaners cupboard, ground floor.

Bikes should not be stored as to obstruct escape routes.  
Outside flats 21 and 24.

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

Address line 1	1-36 Repton House
Address line 2	2 Jacks Farm Way
Town	Highams Park
Postcode	E4 9AE
FRA Type	Type 1 - Common parts only (non-destructive)
Description	A Type 1 fire risk assessment has been conducted at this building. This means the inspection of the building has been non-destructive. As well as considering the arrangements for means of escape, the fire risk assessment has included, where possible, the examination of a sample of flat entrance doors. It has also considered, so far as reasonably practicable, the separating construction between the flats and the common parts without any intrusive examination of construction. This Type of fire risk assessment has not involved entry to flats beyond the area of the flat entrance door.
Client	ISHA

## Building Information

Use	Purpose-built, self-contained flats
Number of floors - ground and above	4
Number of floors - below ground	0
Number of flats	36
Number of stair cores	1



Approach to flats

- Via protected lobbies / corridors

Approximate period of construction

2010-2020

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

No

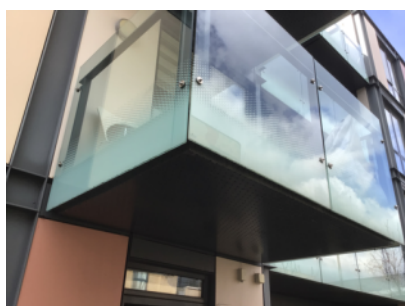
Construction details

The building is of concrete and steel construction, with concrete floors and a steel internal protected staircase. There is a single car lift (not firefighting) serving all floors.

The exterior of the building has panelled cladding which appears to be a composite boarding material.



External walls with balconies rear elevation



Construction of private balconies



External walls - front elevation

External wall details

The external walls are clad in some form of composite cladding material. This may be a High Pressure Laminate material although this cannot be confirmed within the scope of this inspection.

Formal confirmation of the composition of this material should be sought.

VERSION 4: An intrusive facade investigation has been undertaken by CTA Ltd and their findings regarding the materials used in the wall build up, and the methods and quality of construction used are detailed in their report, SK/kp/5267.

VERSION 6 - Feb 22

A further report and EWS1 form has been provided by CHPK Fire Engineering which has resulted in a B1 EWS1 rating and a TOLERABLE risk rating for external fire spread.

Are there any private balconies?

Yes

Private balcony details

Glazed up-stands with metal decks.

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)

## People

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Are there any people especially at risk from fire?

No

## Previous Fires

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### Comments

These are general needs flats and as such no specific occupancy risk 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.

# 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

The ISHA Neighbourhood Officer confirmed that all maintenance is organised centrally by ISHA and records are held at the ISHA Head Office.

There is a damaged light fitting on the first floor ceiling.



Damaged light fitting on the first floor

## Gas

Are gas installations and appliances free from any obvious defect?

N/A

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

N/A

### Comments

There are no gas installations in the common areas.

## Heating

Are fixed heating installations free from any obvious defect?

N/A

Are portable heaters used?

No

## Cooking

Does cooking take place on the premises?

No

Comments

Cooking does not take place in the common areas but there is a barbecue on the roof top decked area.



Barbecue on roof

## Arson

Is security against arson reasonable?

Yes

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

Yes

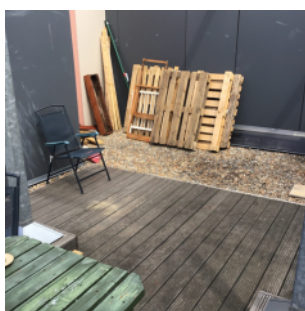
Comments

Access to the building is gained via a secured (key fob) main entrance door.

The staircase doors and the lift can only be operated after the key fob is presented.

There is an amount of combustible waste and a barbecue in the timber decked roof top garden which should be removed.

Residents should reminded of the risks posed by using barbecues on timber decking.



Combustible storage on roof top garden.



Barbecue and lighting fluid in roof top garden

## Housekeeping

Is accumulation of combustibles or waste avoided?

No

Are there appropriate storage facilities for combustible & hazardous materials?

N/A

Comments

Once the fire stopping and decorating work is complete all plant rooms and riser cupboards should be cleared of storage.



Ground floor plant room being used as a store



Combustible materials in riser cupboards

## 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.

## Dangerous Substances

Are dangerous substances present, or liable to be present?

No

## Lightning

Is a lightning protection system installed?

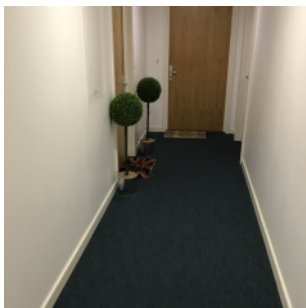
No

## Other Fire Hazards

# 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?	Minor Defects
Are there reasonable measures for the evacuation of disabled people?	Yes



Reasonable items in escape route as long as they are kept to one side.



Items should not be stored in the staircase

## Dimensions

Are travel distances reasonable?	Yes
Is there sufficient exit capacity?	Yes

## Fire Doors

Doors which are expected to be fire resisting:

- Cross-Corridors
- Flats
- Plant Rooms
- Risers
- Staircases

Cross-Corridor Doors

- FD30S self-closing

Flat Doors

- FD30S self-closing

Plant Room Doors

- FD30S

Riser Doors

- FD30S

Staircase Doors

- FD30S self-closing

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?

Yes

Are doors kept locked where appropriate?

Yes

Comments

As part of this Type 3 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 34 which has an entrance door fitted to FD30S SC standard. The internal doors which open onto the entrance hallway are also 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.

The staircase door, opposite flat 13, does not completely close on the action of the self closing device.



Ground floor corridor door not closing fully



First floor staircase door wedged open



Fire door certificating on riser cupboard doors



Fire door Certification on riser cupboard doors

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:	<ul style="list-style-type: none"><li>• Staircases</li></ul>
Staircase Glazing	<ul style="list-style-type: none"><li>• 30 mins E</li></ul>
Is glazing reasonable and free from any obvious defects?	Yes

Comments

Fire stopping was being carried out by contractors at the time of this inspection.

VERSION 4: An intrusive external wall facade investigation has been undertaken by CTA Ltd and their findings regarding the materials used in the wall build up, and the methods used are detailed in their report, ref:SK/kp/5267.



Remedial work regarding the external walls as recommended within the CTA Ltd report should be carried out.



Acid etching on door glazing



Cladding to building exterior which is a composite boarding - not ACM



It was not possible to access this external door.

Dampers, Ducts & Chutes

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

Not Confirmed

Comments

A vent is located on each floor which is not part of the smoke ventilation system, and is possibly part of an environmental air handling system. There is also a ceiling vent at the end of each corridor which also does not form part of the smoke ventilation system.

It should be confirm that these ducts and vents are properly protected by either intumescent systems, or automatic dampers to ensure smoke spread is not possible via this route through common parts of the building and/or onto flats.

Smoke Ventilation

Areas where smoke ventilation is expected:

- Corridors
- Staircases

Corridors

- Natural Vent into Shaft - Automatic

Staircases

- Natural Vent - Automatic

Is smoke ventilation reasonable and free from any obvious defects?

Yes



Smoke shaft door in the corridor

## Detection & Warning

Is an electrical fire alarm system expected?

Yes

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
- Releases held-open doors

## Control Equipment

Is the control equipment suitably located?

Yes

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

Yes



Panel condition at time of inspection.

## 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

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Is there sufficient provision of automatic fire detection?

Yes

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

Yes

### 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 34 which has a fire alarm provided to BS5839-6 LD2 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 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.

## Audibility

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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

- Dry rising main
- Smoke ventilation
- Entrance door override
- Premises information box

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

## 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:

- Borrowed light

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?

Yes

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?

Yes

Is there signage suitable for locked fire doors?

Yes

Is there signage suitable for automatic fire doors?

Yes

### Other Signs & Notices

Is there suitable signage for fire service facilities?

Yes

Are fire action notices suitable?

Yes

Are there suitable notices for fire extinguishers?

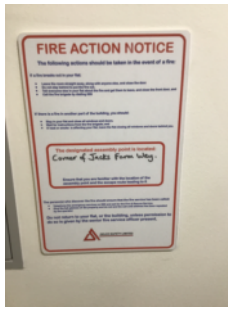
N/A

Is there suitable zone information for the fire alarm system?

N/A

Comments

Addressable fire panel provided.



“Stay put” Fire Action Notices should be removed



“No Smoking” signage provided.

# Fire Safety Management

## Procedures & Arrangements

Current evacuation policy

Stay Put

Further details

Now the external wall system issues have been resolved, this building can safely operate a stay put evacuation policy.

Are fire action procedures suitable and appropriately documented?

Yes

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 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 notice provided.

## Testing & Maintenance

Was testing & maintenance information available?

No

Are fire extinguishers subject to suitable test & maintenance?

N/A

Comments

The ISHA Neighbourhood Officer confirmed that all maintenance is organised centrally by ISHA and records are held at the ISHA Head Office.

Fire Risk Assessment

1-36 Repton House

Version 8



# Record Keeping

Were fire safety records available?

No

## Comments

The ISHA Neighbourhood Officer confirmed that all maintenance is organised centrally by ISHA and records are held at the ISHA Head Office.

# Tasks

## Task 1

Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Dampers, Ducts and Chutes
Action Required	<p>Confirm if the ductwork in the following locations is adequately protected to prevent fire and smoke spread:</p> <p>A vent is located on each floor which is not part of the smoke ventilation system, and is possibly part of an environmental air handling system. There is also a ceiling vent at the end of each corridor which also does not form part of the smoke ventilation system.</p> <p>It should be confirm that these ducts and vents are properly protected by either intumescent systems, or automatic dampers to ensure smoke spread is not possible via this route through common parts of the building and/or onto flats.</p> <p>VERSION 3: it is not known whether this task has been completed.</p> <p>Version 8. 16/08/24 This task remains outstanding.</p>
Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	12 February 2019

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## Task 2

Source Version	2
Category	Fire Prevention
Sub Category	Arson
Action Required	<p>Do not store combustible materials adjacent to the building.</p> <p>VERSION 3: A number of items remain on the roof terrace, however, given the nature and use of this space this may be expected. This area should be continually monitored to ensure the number of items do not become excessive or are stored next to the building.</p> <p>VERSION 5: The number of items present has been significantly reduced following efforts made by the neighbourhood officer in liaison with residents. Providing the solid food barbecue is removed and such ignition sources are prohibited then the number of items present would be deemed acceptable.</p> <p>Version 8. 16/08/2024. It was not possible to gain access to the roof space so this task remains outstanding.</p>
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	23 July 2020

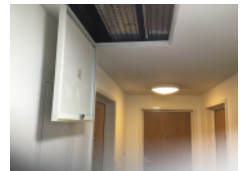
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## Task 3

Source Version	3
Category	Escape Routes & Fire Spread
Sub Category	Construction and Glazing
Action Required	<p>Replace inspection hatches to maintain the required levels of compartmentation.</p> <p>Version 8. 16/08/24 This task remains outstanding.</p>
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	02 December 2020

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## Task 4

Source Version	3
Category	Escape Routes & Fire Spread
Sub Category	Construction and Glazing
Action Required	Provide fire stopping at the following locations:  Small hole in ceiling within the cleaners cupboard, ground floor.  Version 8. 16/08/2024. This task remains outstanding.
Priority	Medium
Status	Identified
Owner	Customer Homes
Due Date	02 December 2020

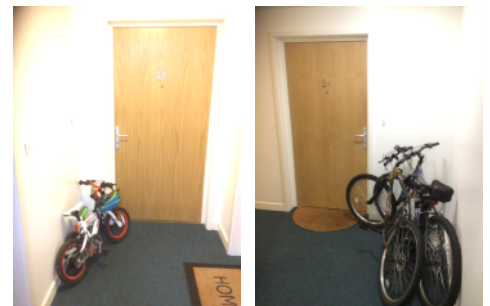
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## Task 5

Source Version	5
Category	Escape Routes & Fire Spread
Sub Category	Ease of Use
Action Required	Bikes should not be stored as to obstruct escape routes.  Outside flats 21 and 24.  Version 8. 16/08/2024. Access was not possible to this floor so this task remains outstanding.
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	05 October 2021

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# Risk Score

Risk Score	Moderate Risk
Next Assessment Due	16 August 2025

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.