Fire Risk Assessment

39-47 Wilton Place

Version 4

16 August 2024

Next Assessment Due: 16 August 2025

Risk Score: Moderate Risk

Assessor: Jacob Troth

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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. Version 4, 16/08/2024 This task remains outstanding.	Medium	Identified		
2	Escape Routes & Fire Spread	Smoke Ventilation	Repair the smoke vent actuators in the following locations: Second floor. Version 4, 16/08/2024 The fault light in entrance hallway is repaired. However, the second floor panel is shown in fault mode. This task remains outstanding.	High	Identified		
3	Escape Routes & Fire Spread	Fire Doors	Repair the lock on the riser cupboard door, adjacent flat 47 Version 4, 16/08/2024 This task remains outstanding.	Low	Identified		

4	Escape Routes & Fire Spread	Ease of Use	Although the amount of items currently in escape routes is not unreasonable, routes should be monitored to ensure that a build-up of items does not impede escape. Version 4, 16/08/2024 The trolley pictured previously has been removed, however, items still remain. This task remains outstanding.	Low	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@qfsmltd.co.uk.

Executive Summary

Version 4, 16/08/2024:
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.

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.

A manual smoke control operating the Automatic Smoke Ventilation system is showing a fault light. This should be serviced/repaired at once.

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.

Repair the lock on the riser cupboard door, adjacent to Flat 47.

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.

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

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	39-47 Wilton Place
Town	Waltham Forest
Postcode	E4 9GG

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

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.

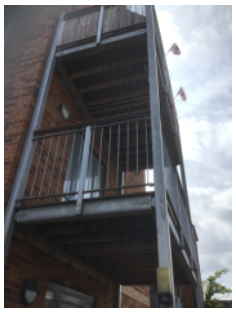
Client	ISHA

Building Information

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

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.



Construction of private balconies

External walls - front elevation

External walls -end elevation

External wall details

External walls are of a brick/mortar construction on all elevations, with no additional external wall systems visible.

Are there any private balconies?	Yes

Private balcony details

Steel supports and framework, with timber decking.

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

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.

Housekeeping

Is accumulation of combustibles or waste avoided?	Yes
Are there appropriate storage facilities for combustible & hazardous materials?	N/A

Comments

All common areas appeared clean, tidy and free of combustible items.

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.

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

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.

There are a small number of items located in the common areas, which whilst currently do not present a significant risk, these areas should be monitored to ensure they do not build up.

Monitor routes for obstructions

Monitor routes for obstructions

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

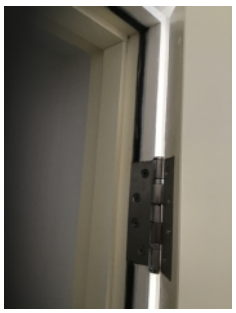
As part of this Fire Risk Assessment, access was gained into a sample flat to assess the suitability of flat entrance doors, and any internal doors which open onto the entrance hallway.

Access was gained into flat 47 which has an entrance door fitted to FD30S SC standard, and the internal doors which open onto the entrance hallway are 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.

VERSION 2:
Due to current government guidelines regarding the current COVID-19 pandemic, access into flats to confirm the provision and standard of fire resisting flat entrance doors was not possible. Inspection of flat entrance doors was made by external examination only, taking into account the age and condition of the doors, and where possible referring to previous FRAs where more detailed information regarding flat entrance doors and fire alarm provision may be found. All flat entrance doors appeared to be in good condition, with no obvious visible damage or defects and therefore it can reasonably assume they would afford the same level of fire resistance as found in the previous FRA.



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

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

Areas where smoke ventilation is expected:	• Staircases
Staircases	• Natural Vent - Automatic
Is smoke ventilation reasonable and free from any obvious defects?	No

Comments

Repair the smoke vent actuators in the Entrance hallway and on the top floor.

This was tested at time of inspection and the roof mounted window AOV opened and closed correctly. It is not known why the control has a fault light showing.

The manual smoke vent control in the entrance hallway is showing a fault

Detection & Warning

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

Control Equipment

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 47 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).

VERSION 2:
Due to current government guidelines regarding the current COVID-19 pandemic, access into flats to confirm the provision and standard of fire alarms within flats was not possible.

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

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

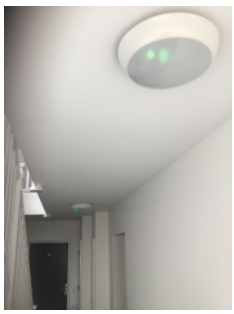
Is there adequate lighting of internal escape routes?	Yes
Is there adequate lighting of external escape routes?	Yes
Is there adequate lighting in risk critical areas?	N/A

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

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?	No

Comments

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

Incorrect fire action notice.

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	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. Version 4, 16/08/2024 This task remains outstanding.
Priority	Medium
Status	Identified
Owner	Neighbourhood Services
Due Date	30 December 2020

Task 2

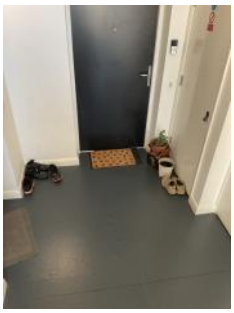
Source Version	1
Category	Escape Routes & Fire Spread
Sub Category	Smoke Ventilation
Action Required	Repair the smoke vent actuators in the following locations: Second floor. Version 4, 16/08/2024 The fault light in entrance hallway is repaired. However, the second floor panel is shown in fault mode. This task remains outstanding.
Priority	High
Status	Identified
Owner	Customer Homes
Due Date	29 September 2020

Task 3

Source Version	2
Category	Escape Routes & Fire Spread
Sub Category	Fire Doors
Action Required	Repair the lock on the riser cupboard door, adjacent flat 47 Version 4, 16/08/2024 This task remains outstanding.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	15 June 2022

Task 4

Source Version	2
Category	Escape Routes & Fire Spread
Sub Category	Ease of Use
Action Required	Although the amount of items currently in escape routes is not unreasonable, routes should be monitored to ensure that a build-up of items does not impede escape. Version 4, 16/08/2024 The trolley pictured previously has been removed, however, items still remain. This task remains outstanding.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	15 June 2022



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.