

Fire Risk Assessment

Saigon Court

Version 4

5 October 2023



Review Date: 5 October 2024

Score: Tolerable Risk

Assessor: Andy Harris

Contents

1 Action Plan Summary	3
2 Introduction	5
3 Executive Summary	6
4 Premises Details	7
5 Fire Prevention	10
6 Escape Routes & Fire Spread	14
7 Detection & Warning	18
8 Firefighting	20
9 Lighting	22
10 Signs & Notices	23
11 Fire Safety Management	25
12 Tasks	27
13 Risk Score	30

Action Plan Summary

Task No.	Category	Sub Category	Action Required	Priority	Status	Action Taken	Date Completed
1	Escape Routes & Fire Spread	Fire Doors	<p>Install a self-closing device on the following doors:</p> <p>All flat entrance doors.</p> <p>05/10/2023 Flats 3,5 & 6 have self closing devices fitted, unable to gain access into flats 1,2 & 4 to confirm if these door have self closing devices so this this task remains outstanding.</p>	High	Identified		
2	Detection & Warning	Automatic Fire Detection	<p>Consider removing the Part 6 smoke alarms from the staircase.</p> <p>05/10/2023 This task remains outstanding.</p>	Advisory	Identified		
3	Escape Routes & Fire Spread	Ease of Use	<p>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.</p> <p>05/10/2023 This task remains outstanding.</p>	Low	Identified		

4	Signs & Notices	Escape Route Signage	<p>“Fire exit keep clear” signage has been posted on each level within the staircase. It is possible this has been provided to encourage residents to keep escape routes clear of obstructions and combustibles, however the signage is not appropriate or suitable in this area and should be removed.</p> <p>05/10/2023 This task remains outstanding.</p>	Advisory	Identified
5	Fire Prevention	Housekeeping	<p>There is a small amount combustibles located in the electrical cupboard which should be removed.</p> <p>05/10/2023 This task remains outstanding.</p>	Low	Identified
6	Fire Prevention	Housekeeping	<p>Combustible items are located on first and second floor, particularly the second floor where staircase railings are being used to dry laundry.</p> <p>05/10/2023 This task remains outstanding.</p>	High	Identified

Introduction

This report presents the significant findings of a fire risk assessment carried-out at the premises by QFSM Ltd. The scope, format and limitations of the fire risk assessment have been discussed and agreed with the client.

The scope of the assessment does not include individual dwellings. Notwithstanding any statement or recommendation made with respect to smoke/heat alarms within dwellings, it is always recommended as best practice to ensure that working smoke alarms are provided in all dwellings at least to a BS 5839-6 Category LD3 standard. These should ideally be Grade D alarms (mains powered with integral battery back-up), although Grade F alarms (battery powered only) are a reasonable short term measure.

The report includes an action plan which contains recommended tasks, each with a suggested due date. These due dates are only our suggestions, and may or may not be appropriate, depending on individual circumstances such as financial constraints and requirements of enforcing authorities.

The premises risk score was assessed at the time of the fire risk assessment, and a recommended review date has been provided. The actual level of risk may change over time, as a result of tasks being completed, or new risks arising. Regardless of the review date, the fire risk assessment should be reviewed regularly so as to keep it up to date and particularly if:

- there is reason to suspect that the fire risk assessment is no longer valid; or
- there has been a significant change in the matters to which the fire risk assessment relates.

If you have any queries please contact QFSM Ltd at office@qfsm ltd.co.uk.

Executive Summary

This is a simple three storey purpose built block of six flats arranged over three floors all accessed directly via a central single staircase.

There are two flats on each floor that open directly onto the staircase which means they should be provided with 30 minute fire resistant entrance doors fitted with smoke seals/intumescent strips as well as a positive action self-closing device.

However, Flats 1 and 3 were both accessed and neither flat entrance doors have self closing devices fitted.

These and the other four flat doors do appear to be the original fire doors in reasonable condition fitted with strips/seals which should provide a notional 30 minutes fire resistance but they must be fitted with self closing devices.

VERSION 2:

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.

There is a common fire alarm in this building meeting the recommendations of BS5839-6, which contradicts national guidance for a building of this type (LGG Guidance - 'Fire Safety in purpose built blocks of flats'). A letter dated 6th January 2020 from QFSM to ISHA regarding the provision of fire alarms in common parts of blocks of flats offers guidance and recommendations on this matter and this letter should be referred to when considering whether this is a necessary provision.

This Part-6 fire alarm system may be regarded as a well intended over provision, however, this may be problematic. A Part-6 system would not give sufficient warning to support a simultaneous evacuation policy, and conversely its actuation may compromise a stay-put policy. As it is not suitable for either a stay-put or a simultaneous evacuation policy, for the purpose of this fire risk assessment it has been disregarded and this FRA has been approached with the expectation that suitable fire safety measures for a stay-put policy are provided i.e. adequate compartmentation, sufficient smoke ventilation, Fire Action notices etc.

There is an unacceptable volume of combustibles and obstructions located in common areas which should be removed.

The wall, floors and stairs in the common areas are of masonry/concrete construction.

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 tolerable risk.

This new version was created on 05/10/2023 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.

Premises Details

Address line 1

Saigon Court

Address line 2

41 Homerton High Street

Town

Hackney

Postcode

E9 6JN

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	<ul style="list-style-type: none">• Via protected lobbies / corridors
Approximate period of construction	1990-2000
Is the top occupied storey over 18 metres above access level?	No

Construction details

Masonry and concrete construction with solid concrete intermediate floors and stairs, masonry internal walls and a flat roof. Access to common areas is via a secure entrance controlled by an intercom system and fire override switch.



External walls - rear elevation

External wall details

Brick elevations to both front and rear with no additional EWS evident

Are there any private balconies?	No
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People

Are there any people especially at risk from fire?

No

Fire Prevention

Electrical

Are electrical installations and appliances free from any obvious defect?

Yes

Are fixed installations periodically inspected and tested?

Yes

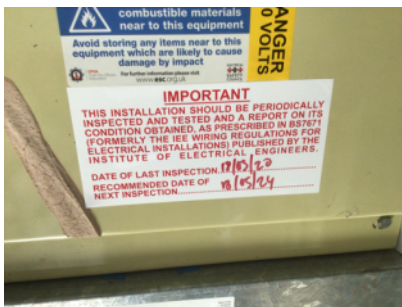
Are portable electrical appliances used?

No

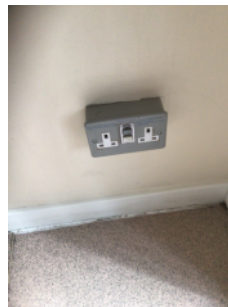
Comments

Documentation regarding the testing and maintenance of fixed electrical installations is held centrally but there is evidence that Electrical Installation Inspections have taken place and are in place.

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.



Evidence of EIC inspection in date



Electrical sockets are provided in common areas.

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

Gas meters are located externally and not in any common areas.



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

The main entrance door was found and unsecured at time of this inspection. It is evident that whilst the electromagnetic lock is functioning the door itself has swelled and is not closing correctly. This door should be rehung to ensure it is able to be secured.

Housekeeping

Is accumulation of combustibles or waste avoided?

No

Are there appropriate storage facilities for combustible & hazardous materials?

Yes

Comments

Combustible items are located on first and second floor, particularly the second floor where staircase railings are being used to dry laundry.

There is a small amount combustibles located in the electrical cupboard which should be removed.



External bin store



Combustibles located in common areas.

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?

No

Comments

There is evidence of smoking taking place in common areas with heat damage evident on the first floor windowsill probably caused by discarded smoking materials.



Evidence of smoking taking place in common areas.

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?

Minor Defects

Are there reasonable measures for the evacuation of disabled people?

Yes

Comments

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

No specific occupancy risk identified. Tenants are a typical cross section of public and would include visitors and contractors. It is assumed occupants 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.

Dimensions

Are travel distances reasonable?

Yes

Is there sufficient exit capacity?

Yes

Fire Doors

Doors which are expected to be fire resisting:

- Electrical Cupboards
- Flats

Electrical Cupboard Doors

- FD30S (notional)

Flat Doors

- FD30S (notional)

Are fire doors to a suitable standard?

Yes

Is there suitable provision of self-closing devices?

No

Is there suitable provision of hold-open devices?

N/A

Are doors kept locked where appropriate?

Yes

Comments

Flats 1 & 3 were accessed and neither entrance door is fitted with a self closing device so it is assumed that the other four flat doors are the same.

VERSION 2: Flat 1 was again inspected during this fire risk assessment, where it was noted that the flat entrance door still has no self-closing device fitted.



Flat entrance door with no self closer

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:

• None

Is glazing reasonable and free from any obvious defects?

Yes

Comments

It was not possible within the scope of this fire risk assessment to access the roof space. It should be confirmed that adequate compartmentation is provided in this area between flats and between flats and common areas.

Expanding foam has been used within the electrical cupboard to seal cable penetrations. This is not a suitable fire stopping material for penetrations and gaps of this size. Should any work be carried out in this building in the future it is advised to remove this material and replace it with acceptable fire stopping (i.e. fire batt).



It was not possible to access the roof space.

Dampers, Ducts & Chutes

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

Yes

Comments

No Dampers, Ducts or Chutes evident.

Smoke Ventilation

Areas where smoke ventilation is expected:

- Staircases

Staircases

- Openable Windows

Is smoke ventilation reasonable and free from any obvious defects?

Yes

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 Pt6 Grade C Category LD3

Cause & Effect

- Sounds alarm in communal areas

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?

Yes

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

Yes

Comments

The Part 6 smoke alarms in the staircase are not required and could be removed if they cause false alarms.

The resident from Flat 3 stated that there are smoke alarms fitted inside the flats but this was not visually confirmed due to the current social distancing restrictions.

VERSION 2: It was noted that there are BS5839-6 fire alarms installed within flat 1, however, due to social distancing restrictions full entry into this flat was not possible to confirm the extent of the fire alarm coverage. There is a common fire alarm in this building meeting the recommendations of BS5839-6, which contradicts national guidance for a building of this type (LGG Guidance - 'Fire Safety in purpose built blocks of flats'). A letter dated 6th January 2020 from QFSM to ISHA regarding the provision of fire alarms in common parts of blocks of flats offers guidance and recommendations on this matter and this letter should be referred to when considering whether this is a necessary provision.

This Part-6 fire alarm system may be regarded as a well intended over provision, however, this may be problematic. A Part-6 system would not give sufficient warning to support a simultaneous evacuation policy, and conversely its actuation may compromise a stay-put policy. As it is not suitable for either a stay-put or a simultaneous evacuation policy, for the purpose of this fire risk assessment it has been disregarded and this FRA has been approached with the expectation that suitable fire safety measures for a stay-put policy are provided i.e. adequate compartmentation, sufficient smoke ventilation, Fire Action notices etc.

Audibility

Are there adequate means of alerting all relevant persons?

No

Comments

Please see comments and task above

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

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

- Entrance door override

Is provision of fire service facilities reasonable?

No

Comments

Firefighter override control is defective.



Defective Firefighter override facility

Lighting

Normal Lighting

Is there adequate lighting of internal escape routes?

Yes

Is there adequate lighting of external escape routes?

Yes

Is there adequate lighting in risk critical areas?

N/A

Emergency Lighting

Method of emergency lighting of internal escape routes:

- Non-maintained emergency lighting (local)

Is this provision reasonable?

Yes

Method of emergency lighting of external escape routes:

- Borrowed light

Is this provision reasonable?

Yes

Method of emergency lighting of other areas:

- Not applicable

Is this provision reasonable?

Yes



Emergency lighting in staircase

Signs & Notices

Escape Routes

Is escape route signage necessary?

No

Why not?

- Simple escape routes
- Routes in ordinary use

Is escape route signage provided?

Yes

Is provision of escape route signage suitable?

No

Comments

“Fire exit keep clear” signage has been posted on each level within the staircase. It is possible this has been provided to encourage residents to keep escape routes clear of obstructions and combustibles, however the signage is not appropriate or suitable in this area and should be removed.



Incorrect signage on staircase landings.

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?

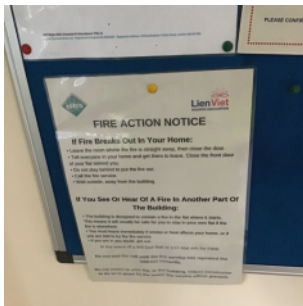
Yes

Are there suitable notices for fire extinguishers?

N/A

Is there suitable zone information for the fire alarm system?

N/A



Fire Safety Management

Procedures & Arrangements

Current evacuation policy

Stay Put

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?

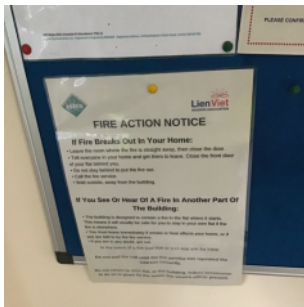
N/A

Are there suitable arrangements for the evacuation of disabled people?

Yes

Comments

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



They provided fire action notice.

Training & Drills

Are staff regularly on the premises?

No

Are employees from outside organisations given appropriate fire safety information?

Yes

Comments

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

Testing & Maintenance

Was testing & maintenance information available?

No

Are fire extinguishers subject to suitable test & maintenance?

N/A

Comments

Fire Safety documentation for the testing and maintenance of fire safety systems is held centrally at the ISHA Head Office. The ISHA Neighbourhood Officer has confirmed that these are up to date.

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 Escape Routes & Fire Spread
Sub Category Fire Doors
Action Required Install a self-closing device on the following doors:

All flat entrance doors.

05/10/2023

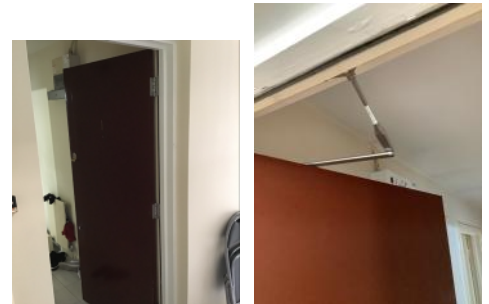
Flats 3,5 & 6 have self closing devises fitted, unable to gain access into flats 1,2 & 4 to confirm if these door have self closing devices so this this task remains outstanding.

Priority High

Status Identified

Owner Customer Homes

Due Date 27 July 2020



Task 2

Source Version 1
Category Detection & Warning
Sub Category Automatic Fire Detection
Action Required Consider removing the Part 6 smoke alarms from the staircase.

05/10/2023

This task remains outstanding.

Priority Advisory

Status Identified

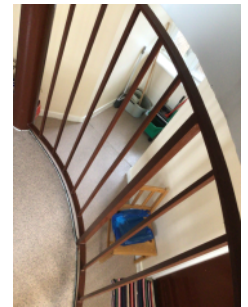
Owner Customer Homes

Due Date 28 April 2022



Task 3

Source Version	2
Category	Escape Routes & Fire Spread
Sub Category	Ease of Use
Action Required	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.
	05/10/2023 This task remains outstanding.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	15 March 2022



Task 4

Source Version	2
Category	Signs & Notices
Sub Category	Escape Route Signage
Action Required	“Fire exit keep clear” signage has been posted on each level within the staircase. It is possible this has been provided to encourage residents to keep escape routes clear of obstructions and combustibles, however the signage is not appropriate or suitable in this area and should be removed.
	05/10/2023 This task remains outstanding.
Priority	Advisory
Status	Identified
Owner	Neighbourhood Services
Due Date	15 March 2023



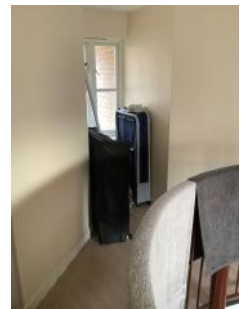
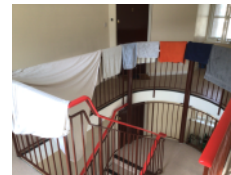
Task 5

Source Version	2
Category	Fire Prevention
Sub Category	Housekeeping
Action Required	There is a small amount combustibles located in the electrical cupboard which should be removed. 05/10/2023 This task remains outstanding.
Priority	Low
Status	Identified
Owner	Neighbourhood Services
Due Date	15 March 2022



Task 6

Source Version	2
Category	Fire Prevention
Sub Category	Housekeeping
Action Required	Combustible items are located on first and second floor, particularly the second floor where staircase railings are being used to dry laundry. 05/10/2023 This task remains outstanding.
Priority	High
Status	Identified
Owner	Neighbourhood Services
Due Date	13 June 2021



Risk Score

Risk Score

Tolerable Risk

Next Assessment Due

5 October 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.