

**Report
for
London Borough of Hammersmith and Fulham**



**FIRE RISK ASSESSMENT
OF
DRAKE COURT, SCOTTS ROAD, LONDON**

January 2021

Responsible Person (e.g. employer) or person having control of the premises:	London Borough of Hammersmith and Fulham (LBHF)
Address of Premises:	Drake Court, Scotts Road, London W12 8HG
Person(s) Consulted:	Mr N. Hickman, Fire Safety Surveyor
Assessor:	A. Fox
Date of Fire Risk Assessment:	15 th December 2020
Date of Previous Fire Risk Assessment:	16 th January 2020
Suggested Date for Review ¹ :	December 2021
BAFE SP205 Certificate Number:	LS0127103

C.S. Todd & Associates Ltd
Hutton Roof
Eglinton Road
Rushmoor
Farnham
Surrey
GU10 2DH



Tel: 01252 792088
Fax: 01252 794165
Email: office@cstodd.co.uk
Website: www.cstodd.co.uk

¹This risk assessment should be reviewed by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid, or if there have been significant changes, or if a fire occurs.

CONTENTS

INTRODUCTION	1
EXECUTIVE SUMMARY	4
GENERAL INFORMATION	5
THE PREMISES	5
THE OCCUPANTS	5
OCCUPANTS ESPECIALLY AT RISK FROM FIRE	5
FIRE LOSS EXPERIENCE.....	5
OTHER RELEVANT INFORMATION	6
REFERENCES.....	7
RELEVANT FIRE SAFETY LEGISLATION	8
FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL	9
ELECTRICAL SOURCES OF IGNITION.....	9
SMOKING	9
ARSON	10
PORTABLE HEATERS AND HEATING AND VENTILATION INSTALLATIONS	10
COOKING	10
LIGHTNING	11
HOUSEKEEPING	11
HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS AND BUILDING WORKS	12
DANGEROUS SUBSTANCES	12
OTHER SIGNIFICANT FIRE HAZARDS THAT WARRANT CONSIDERATION.....	12
FIRE PROTECTION MEASURES	13
MEANS OF ESCAPE	13
MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	16
EMERGENCY ESCAPE LIGHTING	18
FIRE SAFETY SIGNS AND NOTICES.....	18
MEANS OF GIVING WARNING IN CASE OF FIRE	19
MANUAL FIRE EXTINGUISHING APPLIANCES	19
RELEVANT AUTOMATIC FIRE EXTINGUISHING SYSTEMS.....	19
OTHER RELEVANT FIXED SYSTEMS AND EQUIPMENT	20
MANAGEMENT OF FIRE SAFETY	21
PROCEDURES AND ARRANGEMENTS.....	21
TRAINING AND DRILLS	22
TESTING AND MAINTENANCE	22
RECORDS	23
FIRE RISK ASSESSMENT	24
ACTION PLAN	26
REFERENCES	30
PHOTOGRAPHS	32
BAFE SP205 CERTIFICATE OF CONFORMITY	33

INTRODUCTION

About This Report

This report is intended to assist you in compliance with Article 9 of the Regulatory Reform (Fire Safety) Order 2005 (the 'Fire Safety Order'), which requires that a risk assessment be carried out.

The report begins by setting out general information relating to the premises (Sections 1-7). This is followed by consideration of fire hazards that may be present and the measures to eliminate or control them (Sections 8-17). The measures in place to protect people in the event of fire are considered next (Sections 18-25), followed by a review of the arrangements for managing fire safety in your premises (Sections 26-29). We then conclude with our qualitative assessment of the risk to life from fire.

Recommendations

Our recommendations are outlined in an Action Plan. This sets out the measures it is considered necessary for you to take to satisfy the requirements of the Fire Safety Order and to protect people from fire. It is particularly important that you study the Action Plan, and, if any recommendation in the Action Plan is unclear, you should seek clarification.

You are advised that this risk assessment forms only the foundation for management of fire safety in your premises and compliance with the Fire Safety Order. You should act on the recommendations in the Action Plan and record what you have done. This will demonstrate to the enforcing authority your commitment to fire safety and to fulfilling your legal obligations.

Reviewing Your Fire Risk Assessment

The Fire Safety Order requires that you keep your risk assessment under review. A date for routine review is given on the front of this report, but you should review the report sooner should there be any reason to suspect it is no longer valid, if a significant change takes place or if a fire occurs.

Record of Fire Safety Arrangements

The Fire Safety Order requires that you give effect to '*arrangements for the effective planning, organisation, control, monitoring and review of the preventive and protection measures*'. These are the measures that have been identified by the risk assessment as the general fire precautions you need to take to comply with the Fire Safety Order. You must record these arrangements. While this fire risk assessment is not the record of the fire safety arrangements to which the Fire Safety Order refers, much of the information contained in this report will coincide with the information in that record.

Scope and Limitations of the Fire Risk Assessment

We have conducted the fire risk assessment in accordance with the Fire Industry Association's publication 'Fire Risk Assessors – Standard Scope of Services'.

We have based our assessment on the situation we were able to observe while at the premises and on information provided to us, either verbally or in writing. Unless otherwise stated, our surveys do not involve destructive exposure, and it is not always possible to inspect all rooms and areas, nor inspect less readily accessible areas, such as voids above ceilings. Therefore, it is necessary to rely on a degree of sampling and also reasonable assumptions and judgement.

External Wall Construction

Attention is drawn to the Ministry of Housing, Communities & Local Government Consolidated Advice Note for building owners of multi-storey, multi-occupied residential buildings, dated January 2020 (<https://www.gov.uk/government/publications/building-safety-advice-for-building-owners-including-fire-doors>).

The Advice Note recommends that building owners should consider the risk of external fire spread as part of the fire risk assessment for multi-occupied residential buildings. The Advice Note further recommends the assessment of the fire risks of any external wall system, irrespective of the height of the building.

Consideration has been given to external wall construction within this fire risk assessment. However, consistent with guidance to fire risk assessors from the Fire Industry Association (FIA), assessment of the fire risks of external walls and any cladding are excluded from the scope of this current fire risk assessment.

Accordingly, this fire risk assessment may recommend that further appraisal and assessment of the fire risks associated with external wall construction and any cladding be carried out. In this case, it is strongly recommended that you obtain advice from qualified and competent specialists on the nature of, and fire risks associated with, the external wall construction, including any cladding, of this building.

Any such assessment by specialists should follow the process set out in the CAN and as noted in diagram 1 of that document. This assessment should show how the external wall construction supports the overall intent of Requirement B4(1) in Part B of Schedule 1 to the Building Regulations 2010, namely that “the external walls of the building shall adequately resist the spread of fire over the walls and from one building to another, having regard to the height, use and location of the building”. In this connection, the assessment should address this functional requirement (regardless of the height of the building) and not just the recommendations set out in guidance that supports the Regulations (e.g. Approved Document B under the Regulations). The assessment should not just comprise a statement of either compliance or non-compliance with the functional requirement or the guidance, but should include a clear statement on the level of risk and its acceptability.

This assessment by specialists should take into account a number of factors, including, but not necessarily limited to:

- The type of evacuation strategy used in the building, i.e. simultaneous, staged, phased or ‘stay put’ and the anticipated evacuation time should evacuation become necessary;
- Suitability of the facilities for firefighting, including firefighting access for the fire and rescue service;
- The construction of the external walls, including any cladding and its method of fixing;
- The presence, and appropriate specification of, cavity barriers;

- The height of the building;
- The vulnerability of residents;
- Exposure of external walls or cladding to an external fire;
- Fire protection measures within the building (e.g. compartmentation, automatic fire suppression, automatic fire detection);
- Apparent quality of construction, or presence of building defects;
- The combustibility of the building structure and the use of modern methods of construction, such as timber framing, CLT, etc.;
- The location of escape routes;
- The complexity of the building; and
- The premises' emergency plan including an assessment of the adequacy of any staffing levels for the type of evacuation method employed.

This assessment by specialists is likely to take account of information on any approval of the building (and alterations to the building) under the Building Regulations, and information on external wall construction and any cladding available from the Responsible Person (e.g. in operation and maintenance manuals, or handed over for compliance with Regulation 38 of the Building Regulations); it is unlikely that the RICS EWS1 form will provide adequate assurance on its own.

Dangerous Substances

This fire risk assessment has considered dangerous substances that are used or stored in your premises, only to the extent necessary to determine the adequacy of the *general fire precautions* (as defined in Article 4 of the Fire Safety Order) and to advise you accordingly. If dangerous substances are used or stored in your premises, you should ensure that you have met the duties under the Dangerous Substances and Explosive Atmospheres Regulations 2002 (DSEAR) that apply to you, including carrying out a risk assessment of the relevant work activities.

BAFE SP205 Scheme

We are certificated under the BAFE Fire Protection Industry Scheme SP205 Part 1 Life Safety Fire Risk Assessment and are authorised to issue a certificate of conformity for this fire risk assessment. You will find this at the end of this report.

Disclaimer

The purpose of this report is to provide an assessment of the risk to life from fire, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. The report does not address the risk to property or business continuity from fire.

The submission of this report constitutes neither a warranty of future results by C.S. Todd & Associates Ltd, nor an assurance against risk. The report represents only the best judgement of the consultant involved in its preparation, and is based, in part, on information provided by others. No liability whatsoever is accepted for the accuracy of such information.

EXECUTIVE SUMMARY

This fire risk assessment relates to a purpose-built block of flats. Our assessment is that the risk to life from fire in these premises is 'Moderate' as defined later in this report. We have concluded this by taking account of the likelihood of fire and the consequences for life safety in the event of fire.

The reasons for classifying the building as a 'Moderate' risk are as follows:

Although the overall design of the means of escape and standard of protection to escape routes was considered reasonable, there were several issues identified that need to be addressed as a priority. Vertical vents providing extract from the bathrooms of all the flats are unprotected at both ground floor level and between individual flats.

There are other issues identified in the assessment that in our view present a potential risk to life. These include the following:

- All flat entrance doors are fitted with rising butt hinges, which are not acceptable as self-closing devices.
- Some flat entrance doors do not appear to be fire-resisting.
- Some doors to the escape staircases are not closing effectively.
- Access doors to service risers have a large slot cut out of the doors.
- Glazing in the screens protecting both staircases is either not identified as fire-resisting glass or is very poorly fitted, with beading coming away from the fire-resisting doors and screens.

Full details of the findings can be found later in this report and our recommendations are set out in the Action Plan.

GENERAL INFORMATION

1. THE PREMISES

1.1 Number of floors: 11 (see Section 5 below).

1.2 Number of flats: 38

1.3 Brief details of construction and approximate age of building:

Built in the 1970s, the building is a purpose-built tower block of concrete frame construction, with concrete floors, part brick, part concrete panel exterior walls and a flat, concrete roof where plant rooms are located.

1.4 Occupancy:

Residential – purpose-built block of flats.

2. THE OCCUPANTS

2.1 Approximate maximum number of employees at any one time:

There are no employees permanently based on the premises (see Section 5 below).

2.2 Approximate maximum number of residents at any one time:

114 (See Section 5 below.)

3. OCCUPANTS ESPECIALLY AT RISK FROM FIRE

3.1 Sleeping occupants:

114 (See Section 5 below.)

3.2 Occupants in remote areas and lone workers:

Occasional contractors.

3.3 Others:

None.

4. FIRE LOSS EXPERIENCE

<u>Date</u>	<u>Brief details</u>	<u>Cause</u>	<u>Action taken (if any)</u>
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None since the last fire risk assessment.

5. OTHER RELEVANT INFORMATION

- Drake Court is a purpose-built block of residential flats. The main entrance to the flats is at street level at the front of the block, and there is a secondary exit to the rear of the block. The ground floor comprises the main access lobby, tenants' stores and refuse stores. There are 10 residential floors above the ground floor, which house a total of 38 flats. There are four self-contained flats on each floor, from the first floor to the ninth floor. The 10th floor has two flats. The flats on the first to the ninth floor are accessed by means of a lift lobby, with access to the lifts and both staircases. The 10th floor flats open into a lobby and have access to both staircases.
- There is a mix of two and three-bedroom flats, most of which are occupied by tenants of LBHF; some are leasehold.
- This risk assessment relates to:
 - Fire precautions within the common parts and other areas controlled by the client.
 - Fire protection systems that are the responsibility of the client.
- The common parts comprise the entrance lobby, staircases, corridors, lifts, service and electrical riser cupboards, the bin room, storage areas, plant and service rooms, roof level lift motor room and water tank rooms.
- Access was gained to the restricted lift motor rooms.
- The water tank rooms are accessed by means of a metal fire-resisting door, which is secured by a 'Gerda' key, directly off the 10th floor lobby. This door also provides access to the flat roof area and the two lift motor rooms, which are located behind two further fire-resisting doors.
- The maximum numbers detailed in 2.2 and 3.1 have not been calculated, as details were not available. However, the expectation is that the maximum occupancy will be around 114 persons, including visitors, in the residential areas of the building at any one time.
- No employees or contractors are normally based in the premises. However, the premises are subject to periodic visits by LBHF staff.
- While the occupants of the flats are 'relevant persons', the flats, as domestic dwellings, are outside the scope of the Regulatory Reform (Fire Safety) Order 2005.
- However, as part of the survey of common areas, two of the flats were entered in the sister block Shackleton Court, to confirm the suitability of the fire safety arrangements that are the responsibility of the client and to establish the nature of the fire separation between the flats and the common parts. Accordingly, a Type 3 risk assessment, as defined in the Local Government Association's guidance on Fire Safety in Purpose-Built Blocks of Flats, has been carried out.
- This is a 'general needs' block, and there may be occupants with varying degrees of physical disability in line with the general population.
- The client has limited control over privately owned leasehold flats within the premises.
- It should be noted that it is not normal practice to apply the current guidance relating to the design and construction of new buildings retrospectively when assessing existing buildings, other than where the original design principles are far removed from those acceptable today. Nevertheless, it is appropriate to consider developments in fire safety technology and practice that could be reasonably applied to an existing building. Therefore, we have considered such developments.
- It should be noted that the fire risk assessment was carried out during the Coronavirus (COVID-19) pandemic. Therefore, in line with government guidance on social distancing, access to view flat entrance doors in occupied flats was not pursued. Due to these circumstances, a recommendation concerning inspection of flat entrance doors is made in the action plan at the end of this report.

6. REFERENCES

- Account has been taken of the guidance supporting the legislation that is relevant to the premises, including the Local Government Association's *Fire Safety in Purpose-Built Blocks of Flats*, LACoRS² *Housing – Fire Safety. Guidance on fire safety provisions for certain types of existing housing* and HM Government's *Fire Safety Risk Assessment – Sleeping Accommodation*.
- Where relevant, reference may also have been made to the guidance supporting the Building Regulations and other sources applicable to new buildings. However, this does not imply that existing premises should be brought up to current day standards retrospectively.
- The full titles of British Standards and other references used or quoted in the report are given on the last pages.

² Local Government Regulation (formerly the Local Authorities Coordinators of Regulatory Services).

7. RELEVANT FIRE SAFETY LEGISLATION

7.1 The following fire safety legislation applies to these premises:

Regulatory Reform (Fire Safety) Order 2005.

7.2 The above legislation is enforced by:

Local fire and rescue authority.

7.3 Other legislation that makes significant requirements for fire precautions in these premises (other than the Building Regulations 2010):

Housing Act 2004.

7.4 The other legislation referred to above is enforced by:

Local authority.

7.5 Is there an alterations notice in force? Yes No

7.6 Comments:

- Unless otherwise stated, the risk assessment is limited in its scope to the areas covered under the Regulatory Reform (Fire Safety) Order 2005 and includes common access stairways and corridors, common facilities and any fire prevention and fire protection measures necessary to safeguard the use of the common areas of the premises.
- It should be noted that the Housing Act 2004 applies to the whole of the premises, and additional fire safety measures may be required under the Housing Act in areas not within the scope of the Regulatory Reform (Fire Safety) Order 2005.
- You are reminded that material alterations involving means of escape, fire warning systems or structural fire precautions require approval from a building control body.

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

8. ELECTRICAL SOURCES OF IGNITION

8.1 Are reasonable measures taken to prevent fires of electrical origin? Yes No

8.2 More specifically:

Fixed installation periodically inspected and tested? N/A Yes No
Unk³

Portable appliance testing carried out? N/A Yes No

8.3 Comments and hazards observed:

- LBHF's policy is to subject the fixed installations serving the common parts of the premises to periodic inspection and test every five years.
- The last periodic inspection was completed in May 2016.
- The fixed installations within tenanted flats are subject to periodic inspection and test in accordance with LBHF's policy and on change of tenancy.
- There are no portable electrical appliances within the common parts.
- Portable appliances in flats and the fixed installations within leasehold flats have not been considered.

9. SMOKING

9.1 Are reasonable measures taken to prevent fires as a result of smoking? Yes No

9.2 More specifically:

Smoking prohibited in appropriate areas? N/A Yes No

Suitable arrangements for those who wish to smoke? N/A Yes No

Smoking policy appeared to be observed at the time of inspection? N/A Yes No

'No smoking' signs provided in the common areas? Yes No

9.3 Comments and hazards observed:

- Smoking is not permitted in the common areas.
- 'NO SMOKING' signs have been provided in the common areas

³ "Unknown"

- There was no evidence of smoking in these areas at the time of the survey.
- Not considered in relation to flats, where it is foreseeable that some occupants may smoke.

10. ARSON

10.1 Does basic security against arson by outsiders appear reasonable⁴? Yes No

10.2 Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders? Yes No

10.3 Comments and hazards observed:

- The main entrance doors to the premises are secured to prevent unauthorised access.
- Refuse bins are stored in an internal bin room.
- CCTV is provided to cover the common areas and entrances on the ground floor level.

11. PORTABLE HEATERS AND HEATING AND VENTILATION INSTALLATIONS

11.1 Is there satisfactory control over the use of portable heaters? N/A Yes No

11.2 Are fixed heating and ventilation installations subject to regular maintenance? N/A Yes No
Unk

11.3 Comments and hazards observed:

- There are no portable heaters in use in the common parts.
- There is no fixed heating provided in the common parts.
- Heating systems and portable heaters within individual flats have not been considered. However, it is understood that gas heating systems in tenants' flats are subject to annual gas safety checks and that all tenants' flats have current gas safety certificates.

12. COOKING

12.1 Are reasonable measures taken to prevent fires as a result of cooking? N/A Yes No

⁴ C.S. Todd & Associates Ltd are not specialists in the field of security. If specific advice on security (including security against arson) is required, the advice of a security specialist should be obtained.

12.2 Comments and hazards observed:

- There are no cooking facilities provided within the common parts.
- Cooking facilities in flats have not been considered.

13. LIGHTNING

13.1 Does the building have a lightning protection system?

Yes No

13.2 Comments and deficiencies observed:

A lightning protection system is fitted to the block.

14. HOUSEKEEPING

14.1 Is the overall standard of housekeeping adequate?

Yes No

14.2 More specifically:

Combustible materials appear to be separated from ignition sources?

Yes No

Avoidance of unnecessary accumulation or inappropriate storage of combustible materials or waste?

Yes No

Gas and electricity intake/meter cupboards adequately secured and kept clear of combustible materials?

N/A Yes No

14.3 Comments and hazards observed:

- It is important that the common parts that form escape routes from the building are kept free of combustible materials and ignition sources.
- A 'zero tolerance' approach has been introduced, which prohibits the storage of combustible materials and residents' possessions in the common escape routes.
- This policy is communicated to all residents.
- The situation is monitored on a regular basis by LBHF staff, during periodic estate inspections of the premises. In addition, security staff and fire wardens currently undertake regular inspections of the common areas.
- The overall standard of housekeeping in the common escape routes, staircases and corridors was reasonable, with no significant risks identified.
- The store area housing the bins is used, on occasion, for the temporary storage of larger items of furniture and goods awaiting collection for disposal.
- The electric distribution equipment for the flats is situated in service riser cupboards in the common

corridors to the flats. The doors to the cupboards are secured.

15. HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS AND BUILDING WORKS

15.1 Is there satisfactory control over works carried out in the building by contractors? N/A Yes No

15.2 Comments:

- LBHF uses approved contractors, who are required to submit method statements, risk assessments for safe systems of work and, where necessary, arrangements for 'hot work' to the client.
- LBHF also undertakes ongoing monitoring of work carried out by external contractors and internal direct labour maintenance staff when they are on site.

16. DANGEROUS SUBSTANCES⁵

16.1 Are the general fire precautions adequate to address the hazards associated with dangerous substances used or stored within the premises⁶? N/A Yes No

16.2 Comments:

There are no dangerous substances used or stored in the common parts.

17. OTHER SIGNIFICANT FIRE HAZARDS THAT WARRANT CONSIDERATION

17.1 Hazards:

None.

17.2 Comments:

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⁵ For the purpose of this risk assessment and the Fire Safety Order, dangerous substances are primarily explosive, highly flammable or flammable substances and oxidizing agents.

⁶ Small quantities with negligible impact on the appropriate fire precautions need not be taken into account.

FIRE PROTECTION MEASURES

18. MEANS OF ESCAPE

- 18.1 Is the design and maintenance of the means of escape considered adequate? Yes No
- 18.2 More specifically:
- Are there reasonable distances of travel:
- where there is escape in a single direction? N/A Yes No
 - where there are alternative means of escape? N/A Yes No
- Is there adequate provision of exits? Yes No
- Do fire exits open in the direction of escape, where necessary? Yes No
- Are the arrangements provided for securing exits satisfactory? N/A Yes No
- Is the fire-resisting construction protecting escape routes and staircases of a suitable standard and maintained in sound condition⁷? Yes No
- Is the fire resistance of doors to staircases and the common areas considered adequate, and are the doors maintained in sound condition⁸? N/A Yes No
- Are suitable self-closing devices fitted to doors in the common areas? N/A Yes No
- Is the fire resistance of doors to meter cupboards/store rooms/plant rooms in the common areas considered adequate, and are they adequately secured and/or fitted with suitable self-closing devices⁸? N/A Yes No
Unk
- Is the fire resistance of flat entrance doors considered adequate, and are doors maintained in sound condition⁸? Unk Yes No

⁷ This fire risk assessment is based on visual inspection of readily accessible areas, with a degree of sampling where appropriate. It will not necessarily identify all minor fire stopping issues that might exist within the building. If you become aware of other fire stopping issues, or are concerned about the adequacy of fire stopping, you may wish to consider arranging for an invasive survey by a competent specialist.

⁸ Based on the sampling we have undertaken, we have made assumptions regarding the adequacy of the fire-resisting doors. However, this fire risk assessment is not intended to be a full compliance survey of the building and there may be other doors that are of a different standard to those seen or which require maintenance. Where issues associated with maintenance are obvious, recommendations are made in the action plan. However, we do not warrant that all such issues have been found and your attention is drawn to the importance of periodic inspection of fire-resisting doors.

Are suitable self-closing devices fitted to flat entrance doors and, where fitted, maintained in good working order?

Unk Yes No

Are there adequate smoke control provisions to protect the common escape routes, where necessary?

N/A Yes No

Are all escape routes clear of obstructions?

Yes No

Are all fire exits easily and immediately openable?

Yes No

Is it considered that the premises are provided with reasonable arrangements for means of escape for disabled people?

N/A Yes No

18.3 Comments and deficiencies observed:

- This is a purpose-built block of flats, and it is our understanding that the design principles embodied in the relevant building legislation/regulations applicable at the time of construction included adequate compartmentation, protected escape routes and the provision of smoke ventilation.
- On this basis, the occupants of the flats, other than those in which a fire occurs, should be able to remain in their flats in relative safety, unless, subsequently, their flat becomes affected by fire or smoke, in which case they should leave, or until directed to leave by the fire and rescue service.
- The means of escape consist of two protected staircases. Both staircases are accessed off the lift/landing level on Floors 1 to 9. The 10th floor is not served by the lifts, and the two flats on this level have access to both staircases through the lobby doors. The flat entrance doors open directly onto the landings on Floors 1 through to 9, which also house the lifts.
- The staircases discharge into a protected lobby at ground floor level, which provides access directly to outside or to the lift lobby and the main entrance doors to the block at street level. Final exit doors from both staircases are openable by 'push bar' devices.
- The main entrance doors are easily openable from the inside without the use of a key.
- Smoke ventilation in both staircases is provided in the form of an open vent at each floor level.
- Smoke ventilation on the landings is provided in the form of permanently open vents. There are two permanent vents provided, one above each of the two fire-resisting screen doors protecting the staircases.
- The flat entrance doors appear to comprise a mix of notional fire-resisting doors, which are not fitted with intumescent strips, smoke seals or protected letter

boxes; some are replacement doors with an undetermined fire resistance.

- Most of the flat entrance doors are fitted with rising butt hinges acting as self-closing devices. It was not possible to confirm if any of the replacement doors are fitted with internal self-closing devices.
- We are informed that all flat entrance doors and doors to the escape staircases in the block will be replaced with new FD60S fire-resisting doors as part of the “fire safety plus” initiative introduced by LBHF.
- The flats viewed have inner hallways, with notional fire-resisting doors fitted to the kitchens and lounges opening onto the hallway.
- A small number of flat entrance doors have been changed by the residents/leaseholders, and it was not possible to confirm, from a visual inspection, whether these doors would provide an adequate degree of fire resistance. Flat entrance doors not confirmed as fire-resisting include the doors to Flats 4, 7, 17, 24, 26, 31, 36 and 38.
- The flat entrance door to Flat 10 was noted to have broken ‘Georgian Wired’ glazing.
- The fire-resisting doors to the staircases are fitted with intumescent strips, smoke seals and overhead self-closing devices. The strips and seals on the doors to the stairs are damaged or missing. Numerous doors have loose glazing and beading that is becoming detached.
- Several fire-resisting doors to the staircases are not closing effectively.
- The fire-resisting doors to the electrical cupboards on each floor level have a rectangular section of the door that has been removed to accommodate the opening of the door past the refuse chutes.
- The ground floor entrance lobby has tenants’ stores that are provided with notional fire-resisting doors; the transom over the doors appears to be vented. This lobby area is open to the lifts.
- Although outside the scope of the Regulatory Reform (Fire Safety) Order 2005, the internal means of escape within a sample of the flats were accessed. The flats viewed each have a protected hallway leading to the kitchen and the lounge. The kitchen and lounge doors are substantial doors with rising butt hinges. Access to the bedrooms is by means of another door off the rear of the lounge onto a small corridor. The toilet and bathroom are accessed directly off the corridor, along with both bedrooms. Due to the internal layout, with the means of escape through the lounge, an alternative exit has been provided with the use of a shared balcony. In most instances, this shared balcony is being used for storage or has been separated by fencing. This arrangement is no longer considered acceptable as the escape route passes through the

neighbouring flat. It is understood that alternative compensatory measures are being investigated.

- The staircases are safe for use as a refuge by disabled people evacuating from the flat of fire origin. It is not normal practice to provide refuge signage or communications systems in these circumstances, and those needing assistance would be expected to seek help from other residents, or to use mobile telephones to contact the emergency services.

19. MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT

19.1 Given the evacuation strategy, is it considered that there is/are:

Reasonable limitation of linings to escape routes that may promote fire spread?

Yes No

As far as can reasonably be ascertained, reasonable fire separation within any roof space?

N/A Yes No
Unk

Adequately fire protected service risers and/or ducts in common areas, that will restrict the spread of fire and smoke?

N/A Yes No
Unk

19.2 Is it considered that:

There are adequate levels of compartmentation between floors and between flats and the common escape routes⁷?

Unk Yes No

As far as can reasonably be ascertained, there are fire dampers provided as necessary to protect critical means of escape against passage of fire, smoke and combustion products in the early stages of a fire⁹?

Unk Yes No

19.3 Has the risk of fire spread over the external walls been considered?

Yes No

19.4 Comments and deficiencies observed:

- This is a purpose-built block of flats, and it is our understanding that the design principles embodied in the building legislation/regulations applicable at the time of construction included adequate compartmentation.
- The floors, staircases and corridors are of concrete construction.
- There was no evidence to suggest that the existing compartmentation would not support a 'stay put' strategy.

⁹ A full investigation of the design of HVAC systems is outside the scope of this fire risk assessment.

- The timber and glass lobby screens on each floor have a mix of glazing fitted. It was not possible to identify all the glass as being fire resisting. It was also noted that the glass was very poorly fitted.
- The open vents serving each floor/staircase are taken from above the fire-resisting screen to the outside wall. It was not possible to ascertain the fire-resistance of the boxing or the construction method used.
- There are common service shafts, typically serving nine flats, containing ventilation extract ducts from bathrooms and toilets. The other common service shafts, typically serving 10 flats, that contain ventilation extract ducts from bathrooms and toilets, are open, at ground floor level, to the bin store/storage area.
- The bathrooms and toilets are provided with small cross-sectional, steel mechanical extract ducts, at high level, that pass into the common vertical shaft, which discharge at roof level. It is understood that some flats have been provided with fire and smoke dampers to these vents, but the work has not been completed on all flats.
- The kitchens have external opening windows.
- Originally, the flats were fitted with gas-fired, ducted warm air heating systems. The heater units were fitted in the lounges and were vented into sealed, 'Se-duct' shared vertical flues. These ducts have an open inlet at the base on the outside of the building above the secure bulk storage areas. The ducted warm air systems have been removed and replaced with individual central heating systems, incorporating room-sealed, gas-fired boilers that vent directly to an external wall. It was not possible to confirm whether the openings into the common 'Se-duct' flues, from the individual flats, have been adequately fire stopped to restrict the vertical spread of fire and smoke between flats.
- The individual flats have a riser that has services that pass through the floors inside the kitchen/cupboards. The openings around the services, where these pass through the floors, appear to have been fire stopped, but this could not be confirmed.
- There are two refuse chutes installed, opening into the lift lobby at each floor level, which are fitted with metal access doors. The refuse chutes are not fitted with fire-resisting shutters at their base in the bin rooms.
- While we have taken note of the construction of the external walls of this building, it is often impossible in a fire risk assessment of this nature to determine, in detail, the propensity of such walls to spread fire externally. In order to comment definitively on this, specialist investigation, which may involve testing of

materials and invasive survey, is often necessary to establish the exact details of the external wall construction and/or the nature of all the materials used and whether suitable cavity barriers have been fitted, where applicable. Such a specialist investigation would also be necessary to establish the behaviour of the materials and the wall build up in fire and whether or not this is in accordance with the relevant benchmark guidance for a building of this type and use. Unless such an investigation has been carried out, we can only complete this risk assessment on the assumption that there is no undue risk to the health and safety of relevant persons from external fire spread.

20. EMERGENCY ESCAPE LIGHTING

20.1 Has a reasonable standard of emergency escape lighting been provided¹⁰? N/A Yes No

20.2 Comments and deficiencies observed:

Emergency escape lighting is provided throughout the common escape routes, staircases, corridors, and plant and service rooms.

21. FIRE SAFETY SIGNS AND NOTICES

21.1 Is there a reasonable standard of fire safety signs and notices? N/A Yes No

21.2 Comments and deficiencies observed:

- 'FIRE EXIT' signs are provided in the common escape routes, staircases and corridors.
- 'FIRE DOOR KEEP SHUT' signs are provided on the doors to the staircases and to electrical riser cupboards.
- Fire action notices are provided in the communal areas, with information provided to support the 'stay put' policy.
- Signs, detailing each floor number, have been provided in the staircases and in the lobbies opposite the lift doors.
- A fire and rescue service premises information box is provided in the entrance foyer to the block. It is understood that agreement has been reached with the London Fire Brigade on the information they require to be held in the box.

¹⁰ Based on visual inspection, but no test of illuminance levels or verification of full compliance with relevant British Standards carried out.

22. MEANS OF GIVING WARNING IN CASE OF FIRE

22.1 Have smoke/heat alarms or has some other form of fire detection and fire warning been provided in the flats? Unk Yes No

22.2 Is a reasonable fire detection and alarm system provided in the common areas, where necessary¹¹? N/A Yes No

22.3 Where appropriate, has a fire alarm zone plan been provided? N/A Yes No

22.4 Where appropriate, are there adequate arrangements for silencing and resetting an alarm condition? N/A Yes No

22.5 Comments and deficiencies observed:

- A fire detection and alarm system is not provided within the common parts of the block of flats, which is consistent with the design and construction of residential flats of this type.
- Although outside the scope of the Regulatory Reform (Fire Safety) Order 2005, it is important that all flats are provided with adequate smoke/heat alarms.
- It is understood that LBHF has liaised with its tenants to ensure that the flats are provided with a minimum of one working smoke alarm.
- The flats entered in Shackleton Court, which are under the control of LBHF, have been provided with smoke and heat alarms to BS 5839-6 Grade D1, Category LD1.

23. MANUAL FIRE EXTINGUISHING APPLIANCES

23.1 Is there reasonable provision of manual fire extinguishing appliances? N/A Yes No

23.2 Are all fire extinguishing appliances readily accessible? N/A Yes No

23.3 Comments and deficiencies observed:

- There are no fire extinguishers in the common parts, which is consistent with the general approach typically taken within blocks of flats of this type.
- Extinguishers are provided in the lift motor rooms and the ground floor electrical cupboards.

24. RELEVANT AUTOMATIC FIRE EXTINGUISHING SYSTEMS¹²

24.1 Type of fixed system:

None.

¹¹ Based on visual inspection, but no audibility tests or verification of full compliance with relevant British Standard carried out.

¹² Relevant to life safety and this risk assessment (as opposed to property protection).

25. OTHER RELEVANT FIXED SYSTEMS AND EQUIPMENT¹³

25.1 Type of fixed system:

- Dry rising mains.
- Fireman's lifts.
- Vents for smoke control.

Comments:

- A dry rising main is fitted to the block, and outlets are provided on Floors 4, 6, 8 and 10 within the lobbies.
- The fireman's lifts are the original lifts installed at the time of construction and are fitted with a fire control switch that returns the lifts to the ground floor on activation of the switch.
- Permanently open smoke vents are fitted in the lobbies to the flats and on each level of both staircases.

¹³ Relevant to life safety and this risk assessment (as opposed to property protection).

MANAGEMENT OF FIRE SAFETY

26. PROCEDURES AND ARRANGEMENTS

26.1 Safety Assistance:

The competent person(s) appointed under Article 18 of the Fire Safety Order to assist the Responsible Person in undertaking the preventive and protective measures (i.e. relevant general fire precautions) is:

Principal Compliance Manager, LBHF, with assistance from external consultants.

26.2 Fire safety at the premises is managed by¹⁴:

Housing Service Director, LBHF Housing Services Division.

26.3 Is there a suitable record of the fire safety arrangements? N/A Yes No

Comments:

LBHF has a generic fire safety policy document that incorporates fire safety arrangements in purpose-built blocks of flats.

26.4 Are procedures in the event of fire appropriate and properly documented, where appropriate? Yes No

Comments:

- A 'stay put' evacuation policy is considered appropriate.
- In the event of a fire within an individual flat, the occupants would be expected to alert others in the flat, make their own way out of the building using the common escape routes, and summon the fire and rescue service.
- Consistent with residential flats of this type, all other occupants of flats not directly affected by a fire should be able to remain in their flats in relative safety, unless, subsequently, their flat becomes affected, or until they are directed to evacuate the building by the fire and rescue service.
- This does not imply that residents not directly affected, who become aware of a fire, should not evacuate if they are in any doubt about their safety and wish to leave, and it is safe for them to do so.

¹⁴ This is not intended to represent a legal interpretation of responsibility, but merely reflects the managerial arrangement in place at the time of this risk assessment.

- It is understood that LBHF has provided tenants and leaseholders with fire safety advice and information on the action to take in the event of a fire.

26.5 Are routine in-house inspections of fire precautions undertaken (e.g. in the course of health and safety inspections)? N/A Yes No
Unk

Comments:

Routine estate inspections are carried out and recorded. Any defects found are reported internally to the main contractor, who will undertake the necessary repairs.

27. TRAINING AND DRILLS

27.1 Are all staff given adequate fire safety instruction and training? N/A Yes No

Comments:

There are no staff or contractors permanently employed on the premises.

27.2 When the employees of another employer work in the premises, is appropriate information on fire risks and fire safety measures provided? N/A Yes No

Comments and deficiencies observed:

Information for contractors is provided in accordance with 15.2.

28. TESTING AND MAINTENANCE

28.1 Is there adequate maintenance of the workplace? Yes No

Comments and deficiencies observed:

Overall, the block was reasonably well maintained, with only a small number of issues relating to the maintenance of common area fire-resisting doors.

28.2 Is weekly testing and periodic servicing of the fire detection and alarm system undertaken? N/A Yes No
Unk

Comments and deficiencies observed:

- There is no common fire detection and alarm system provided.
- Residents are responsible for testing their own smoke/heat alarms on a regular basis.

28.3 Are monthly and annual testing routines in place for the emergency escape lighting? N/A Yes No
Unk

Comments and deficiencies observed:

- Monthly and annual tests of the emergency escape lighting are carried out by an external contractor.
- The date of the last annual test was 11th November 2020, as confirmed by records forwarded to us prior the site visit.

28.4 Is annual maintenance of fire extinguishing appliances undertaken?

N/A Yes No

Comments and deficiencies observed:

The CO₂ fire extinguishers located in the lift motor rooms had a service date of October 2011.

28.5 Other relevant inspections or tests:

- Rising mains.
- Fireman's lifts.
- Lightning protection system.

Comments:

- The dry rising main is subject to inspection and test by an external contractor. The date of the last annual test was 31st January 2020 and the six-monthly inspection was 16th June 2020.
- We are informed that the lifts are subject to relevant inspections and test. However, the record provided were dated January 2019.
- It is understood that the lightning protection system is subject to annual inspection and test by an external contractor. However, the records provided were dated 11th July 2018.

29. RECORDS

29.1 Are there appropriate records of:

Fire alarm tests (where relevant)?

N/A Yes No

Emergency escape lighting tests?

N/A Yes No

Maintenance and testing of other fire protection systems and equipment?

N/A Yes No

29.2 Comments:

- Records are held locally/centrally.
- See 28.5.

FIRE RISK ASSESSMENT

The following simple risk level estimator is based on a fire risk level estimator contained in PAS 79:

Potential consequences of fire →	Slight harm	Moderate harm	Extreme harm
Likelihood of fire ↓			
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Low Medium High

In this context, a definition of the above terms is as follows:

Low: Unusually low likelihood of fire as a result of negligible potential sources of ignition.

Medium: Expected likelihood of fire given the presence of the normal fire hazards (e.g. potential ignition sources) for this type of occupancy, which are generally subject to appropriate controls (other than minor shortcomings).

High: Significant increase in the likelihood of fire due to lack of adequate controls applied to one or more significant fire hazards.

Taking into account the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Slight harm Moderate harm Extreme harm

In this context, a definition of the above terms is as follows:

Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant beyond the flat of fire origin.

Moderate harm: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants beyond the flat of fire origin, but is unlikely to result in multiple fatalities.

Extreme harm: Significant potential for serious injury or death of one or more occupants beyond the flat of fire origin.

Accordingly, it is considered that the risk to life from fire at these premises is:

Trivial Tolerable Moderate Substantial Intolerable

Comments:

An explanation as to why the risk has been rated as shown above is given in the Executive Summary.

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk-based control plan is based on one advocated in PAS 79:

Risk Level	Action and Timescale
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

NOTE THAT, ALTHOUGH THE PURPOSE OF THIS SECTION IS TO PLACE THE FIRE RISK IN CONTEXT, THE ABOVE APPROACH TO RISK ASSESSMENT IS SUBJECTIVE AND FOR GUIDANCE ONLY. ALL HAZARDS AND DEFICIENCIES IDENTIFIED IN THIS REPORT SHOULD BE ADDRESSED BY IMPLEMENTING ALL RECOMMENDATIONS CONTAINED IN THE FOLLOWING ACTION PLAN. THE FIRE RISK ASSESSMENT SHOULD BE REPEATED REGULARLY.

ACTION PLAN

It is considered that the following actions should be implemented in order to reduce fire risk to, or maintain it at, the following level:

Trivial

Tolerable

† Priorities:

1. Breach of legislation, having the potential for serious harm to relevant persons.
2. Breach of legislation, but not considered to constitute a potential for serious harm to relevant persons.
3. Necessary for best practice, but existing situation unlikely to constitute a potential for serious harm to relevant persons.

†† Suggested Timescale:

- A. Immediately or as soon as reasonably practicable. In the case of items that require capital work, steps should be taken as soon as reasonably practicable to progress the work.
- B. Short term. In the case of items that require capital expenditure, steps should be taken in the short term to progress the work. (Suggested timescale: within 3 months.)
- C. Medium term. (Suggested timescale: within 6 months.)
- D. Long term. (E.g. at the time of upgrading or refurbishment.)

The full titles of British Standards and other references are given on the last pages of this report.

Item	Report Section	Recommendation	Priority †	Time-scale ††
1.	14.3	The bin store/storage area should be cleared of all combustible materials and the doors to the refuse bins kept shut.	2	A
2.	18.3	It was not possible to confirm if the entrance doors to Flats 4, 7, 17, 24, 26, 31, 36 and 38 are fitted with internal self-closing devices. If self-closing devices are not already fitted to these doors, the doors should be fitted with suitable self-closing devices as a matter of priority. Ideally, the self-closing devices should be fitted externally.	2	A
3.	18.3	Most entrance doors to the flats were original, notional fire-resisting doors. These doors are provided with rising butt hinges to act as self-closing devices. These rising butt hinges do not close the doors	2	B

Item	Report Section	Recommendation	Priority †	Time-scale ††
		effectively and require replacement with suitable positive action self-closing devices. Ideally, the self-closing devices should be fitted externally. The doors should be inspected and any other obvious repairs carried out at the same time.		
4.	18.3	The flat entrance doors to Flats 4 and 7 do not, in our opinion, offer any fire resistance. The doors should be replaced with new FD60S fire-resisting doors as a priority, outside the flat entrance door replacement programme that was due to begin in 2020.	2	B
5.	18.3	It was not possible to confirm, from a visual inspection, whether the entrance doors to Flats 17, 24, 26, 31, 36 and 38 would provide, as a minimum, a notional 30 minutes' fire resistance. These doors should be inspected by a competent person and, if it is considered that the doors would not provide 30 minutes' fire resistance, the doors should be replaced with new FD60S fire-resisting doors as a priority, outside the flat entrance door replacement programme due to begin soon.	2	B
6.	18.3	The fire resisting glazing in the flat entrance door of Flat 10 was broken and should be replaced.	2	B
7.	18.3	Several of the fire-resisting doors to the staircases were not closing effectively and some strips and seals were missing or damaged. The doors to the staircases on all floors should be inspected, and action taken to ensure that the doors close effectively under the action of the self-closing devices fitted, that the doors remain a good fit within their frames and that intumescent strips and smoke seals are in place and in good condition.	2	A
8.	18.3	Several of the fire-resisting doors to the staircases had fire-resisting glass panels that are either loose or falling out. The glass in the doors does not appear to have been fitted correctly and the beading has insufficient fixings. The doors to the staircases on all floors should be inspected, and action taken to ensure that the glass is fitted correctly and securely and is marked as fire-resisting glass.	2	A
9.	18.3	The electrical cupboard doors on all levels have a slot cut out of the door blank to facilitate opening past the waste chute doors. These doors should all be replaced with FD30S fire-resisting doors. The doors need to be hung on the opposite side of the frame to overcome the current issue with the waste chutes.	2	B
10.	18.3	The doors to the tenants' store cupboards on the ground floor all have vents in the transom. These should either be closed off to achieve a minimum of 30 minutes of fire resistance and the doors	2	B

Item	Report Section	Recommendation	Priority †	Time-scale ††
		inspected to ensure that they will achieve 30 minutes of fire resistance, or a new self-closing, FD30S fire-resisting door and screen should be provided in the area between the main lobby and the lift lobby.		
11.	19.3	The timber and glass lobby screens on each floor have a mixture of marked fire-resisting glass and unmarked glass. The glass was also noted to have been poorly installed. The glass and the installation should be checked to ensure that they will provide the required fire-resistance.	2	B
12.	19.3	The construction of the boxing surrounding the open vents should be checked to ensure that it achieves the required level of fire-resistance from both outside and inside of the boxing.	2	B
13.	19.3	The bathrooms and toilets within the flats are provided with mechanical extract ducts that extend vertically within the service riser and discharge at roof level. The air inlet for the ventilation is in the storage/refuse area. There is potential for fire and smoke to spread to the flats via these open vents. Additionally, there is potential for fire and smoke to spread between flats via these open ducts within each flat. It is recommended that the extract ducts within the service risers, within the flats not already provided with fire and smoke dampers, are fitted with intumescent grilles to restrict the spread of fire and hot gases, and the open vents on the ground floor either sealed off or fitted with smoke and fire dampers.	2	A
14.	19.3	Confirmation should be sought that all openings into the vertical flues from flats are adequately fire stopped with materials providing 60 minutes' fire resistance. If not, remedial works should be undertaken to ensure adequate fire stopping is provided.	2	A
15.	19.3	Confirmation should be sought that the service riser that has services that pass through the floors inside the individual flat kitchen/cupboards is adequately fire stopped with materials providing 60 minutes of fire resistance. If not, remedial works should be undertaken to ensure adequate fire stopping is provided.	2	C
16.	19.3	The refuse chutes are not fitted with fire-resisting shutters at their base in the bin rooms. It is recommended that thermally operated (fusible link) fire shutters are provided at the base of the refuse chutes. Consideration should be given to sprinkler protection of the bin room.	2	B
17.	28.4	Extinguishers located in the top floor lift motor rooms should be subject to an annual service, in line with manufacturer recommendations.	2	B

Item	Report Section	Recommendation	Priority †	Time-scale ††
18.	28.5	Confirmation should be sought that the fireman's lifts are subject to relevant inspections and test, which should include weekly checks on the operation of the fire control switch fitted to the lifts for the use of the fire and rescue service. If this is not the case, periodic inspections and tests should be carried out in accordance with the recommendations of BS 9999, and records maintained for audit purposes.	2	A
19.	28.5	Confirmation should be sought that the lightning protection system is subject to annual inspection and test. If this is not the case, the system should be inspected and tested in accordance with the recommendations of BS EN 62305, and records maintained for audit purposes. <u>Recommendations on fire safety within flats</u> It is recognised that the flats, as domestic dwellings, are outside the scope of the Regulatory Reform (Fire Safety) Order 2005. Therefore, the following recommendations are intended to assist the client in identifying any fire safety deficiencies that might put residents at increased risk in the event of a fire. As this is outside the scope of the Fire Safety Order, a priority has not been specified. The provision of smoke alarms within flats is a legal requirement imposed on landlords of private sector rented flats under the Smoke and Carbon Monoxide Alarm (England) Regulations 2015.	2	C
20.	18.3	The flats viewed have a protected hallway leading to the kitchen and the lounge. The kitchen and lounge doors are substantial doors fitted with rising butt hinges. Access to the bedrooms is by means of another door off the rear of the lounge onto a small corridor. The toilet and bathroom are accessed directly off the corridor along with both bedrooms. Due to the internal layout with the means of escape through the lounge an alternate exit has been provided by the use of a shared balcony. The means of escape from the flats is not considered acceptable. Compensatory measures are being arranged, but it is understood has not been completed. This is a matter on which separate advice is being given to LBHF.	—	B
21.	22.4	Residents should be advised to install smoke alarms in their flats and to test them on a regular basis to ensure that they are in working order. Preferably, all flats would be provided with, at least, a Grade D1, Category LD1 system conforming to the recommendations of BS 5839-6.	—	B

REFERENCES

Guidance in Support of Fire Safety Legislation

England and Wales

HM Government Guides to Fire Safety Risk Assessment, DCLG:

- Offices and Shops.
- Factories and Warehouses.
- Sleeping Accommodation.
- Residential Care Premises.
- Educational Premises.
- Small and Medium Places of Assembly.
- Large Places of Assembly.
- Theatres, Cinemas and Similar Premises.
- Open Air Events and Venues.
- Healthcare Premises.
- Animal Premises and Stables.
- Transport Premises and Facilities.
- Means of Escape for Disabled People.

Scotland

Scottish Government: Practical Fire Safety Guidance:

- Existing Non-Residential Premises.
- Existing Premises with Sleeping Accommodation.
- Care Homes.
- Healthcare Premises.
- The Evacuation of Disabled Persons from Buildings.

Northern Ireland

DHSSPS Sector Specific Guidance Documents:

- Sleeping Accommodation.
- Offices and Shops.
- Healthcare Premises.
- Theatres, Cinemas and Similar Premises.
- Small and Medium Places of Assembly.
- Open Air Events.

Guidance in Support of Building Regulations

England and Wales

Approved Document B Vol 2, 2006 edition (as amended).

Scotland

Technical Handbook 2019, Non-Domestic – Fire.

Northern Ireland

Technical Booklet E 2012.

Fire Safety Design and Management

BS 9991:2015. *(Incorporating corrigendum No. 1.) Fire safety in the design, management and use of residential buildings. Code of practice.*

BS 9999:2017. *Fire safety in the design, management and use of buildings. Code of practice.*

Fire Detection and Fire Alarm Systems

BS 5839-1:2017. *Fire detection and fire alarm systems for buildings. Code of practice for design, installation, commissioning and maintenance of systems in non-domestic premises.*

BS 5839-6:2019+A1:2020. *Fire detection and fire alarm systems for buildings - Code of practice for the design, installation, commissioning and maintenance of fire detection and fire alarm systems in domestic premises.*

BS 5839-8:2013. *Fire detection and fire alarm systems for buildings - Code of practice for the design, installation, commissioning and maintenance of voice alarm systems.*

BS 5839-9:2011. *Fire detection and fire alarm systems for buildings - Code of practice for the design, installation, commissioning and maintenance of emergency voice communication systems.*

Fire Extinguishing Appliances

BS 5306-1:2006. *Code of practice for fire extinguishing installations and equipment on premises - hose reels and foam inlets.*

BS 5306-3:2017. *Fire extinguishing installations and equipment on premises. Commissioning and maintenance of portable fire extinguishers. Code of practice.*

BS 5306-8:2012. *Fire extinguishing installations and equipment on premises - Selection and positioning of portable fire extinguishers - Code of practice.*

BS EN 3. *Portable fire extinguishers.*

BS EN 671-3:2009. *Fixed fire-fighting systems. Hose systems. Maintenance of hose reels with semi-rigid hose and hose systems with lay-flat hose.*

BS EN 1869:2019. *Fire blankets.*

Emergency Escape Lighting

BS 5266-1:2016. *Emergency lighting - Code of practice for the emergency lighting of premises.*

BS 5266-8:2004. (BS EN 50172: 2004). *Emergency escape lighting systems.*

BS EN 1838:2013. *Lighting applications – Emergency lighting.*

Fire Safety Signs

BS 5499-4:2013. *Safety signs. Code of practice for escape route signing.*

BS ISO 3864-1:2011. *Graphical symbols. Safety colours and safety signs. Design principles for safety signs and safety markings.*

BS EN ISO 7010:2020+A1:2020. *Graphical symbols – Safety colours and safety signs – Registered safety signs.*

BS 5499-10:2014. *Guidance for the selection and use of safety signs and fire safety notices.*

Fixed Fire Extinguishing Systems and Equipment

BS EN 12845:2015+A1:2019. *Fixed fire-fighting systems. Automatic sprinkler systems. Design, installation and maintenance.*

BS 9990:2015. *Non-automatic fire-fighting systems in buildings. Code of practice.*

Lightning

BS EN 62305-1:2011. *Protection against lightning. General principles.*

BS EN 62305-2:2012. *Protection against lightning. Risk management.*

BS EN 62305-3:2011. *Protection against lightning. Physical damage to structures and life hazard.*

BS EN 62305-4:2011. *Protection against lightning. Electrical and electronic systems within structures.*

Miscellaneous

BS 7176:2007+A1:2011. *Specification for resistance to ignition of upholstered furniture for non-domestic seating by testing composites.*

BS 7273-4:2015. *Code of practice for the operation of fire protection measures. Actuation of release mechanisms for doors.*

BS 7671:2018+A1:2020. *Requirements for Electrical Installations. IET Wiring Regulations. Eighteenth Edition.*

BS 8899:2016. *Improvement of fire-fighting and evacuation provisions in existing lifts. Code of practice.*

PAS 79:2012. *Fire risk assessment - Guidance and a recommended methodology.*

Published Guidance on Control of Contractors

Standard Fire Precautions for Contractors Engaged on Crown Works, Department of Environment, HMSO.

Fire Prevention on Construction Sites. Fire Protection Association.

Fire Safety in Construction. HSG168 (2nd edition) HSE.

PHOTOGRAPHS

There are no photographs included in this report.

BAFE SP205 CERTIFICATE OF CONFORMITY

Certificate Number	LS	0127103
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Life Safety Fire Risk Assessment
Gold Approved Scheme
CERTIFICATE OF CONFORMITY



This certificate is issued by the Approved Company named in Part 1 of the Schedule in respect of the fire risk assessment provided for the person(s) or organisation named in Part 2 of the Schedule at the premises and / or part of the premises identified in Part 3 of the schedule.

SCHEDULE	
Part 1	NSI Life Safety Fire Risk Assessment Gold Approved Organisation
	C.S. Todd & Associates Ltd
	BAFE Registration Number
	NSI 00342
Part 2	Name of Client
	London Borough of Hammersmith and Fulham
Part 3	Address of premises for which the fire risk assessment was carried out
	Drake Court, Scotts Road, London W12 8HG
	Part or parts of the premises to which the fire risk assessment applies
	Common parts (see report for details).
Part 4	Brief description of the scope and purpose of the fire risk assessment
	The purpose of the fire risk assessment is to provide an assessment of the risk to life from fire, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. It does not address the risk to property or business continuity from fire.
Part 5	Effective date of the fire risk assessment
	15 December 2020
Part 6	Recommended date for review of the fire risk assessment
	December 2021

We, being currently a NSI Approved BS EN ISO 9001 organisation in respect of fire risk assessment identified in the above schedule, certify that the fire risk assessment referred to in the above schedule complies with the Specification identified in the above schedule under the control of our Quality Management System (identified on our NSI approval certificate) and with all other requirements as currently laid down within BAFE SP205 Scheme in respect of such fire risk assessment.

Signed (for and on behalf of the issuing Approved organisation)	
Job Title	Technical Director (Validator)
Date	19 January 2021

Life Safety Fire Risk Assessment Gold is an Approval Scheme of Insight Certification Ltd, Sentinel House, 5 Reform Road, Maidenhead, Berkshire, SL6 8BY

BAFE, Bridges 2, The Fire Service College, London Road, Moreton-in-Marsh, GL56 0RH.

RG8070.2 12/12

- 1 This certificate is used subject to NSI Regulations and Rules of the NSI LIFE SAFETY FIRE RISK ASSESSMENT GOLD Approval Scheme.
- 2 NSI reserves the right to conduct an audit by an authorised representative of NSI during normal business hours, with the permission of the customer, of the fire risk assessment and its related premises in order to ensure that the said risk assessment complies with BAFE Scheme document SP205-1 (the Scheme) Section 7 and generally.
- 3 NSI requires every NSI LIFE SAFETY FIRE RISK ASSESSMENT GOLD Approved Company to issue a Certificate of Conformity in accordance with the Scheme for all fire risk assessments it carries out that wholly or partly address life safety.
- 4 The Certificate of Conformity when completed is a clear statement that the Approved Company conducted the fire risk assessment for life safety, it is suitable and sufficient and compliant with the BAFE SP205-1 Scheme document and is certified by a registered competent fire risk assessor.
- 5 Where life safety and other aspects of fire protection are addressed in the same fire risk assessment a Certificate of Conformity shall be issued but the certificate shall make clear that the certificate applies only to the life safety aspects of the fire risk assessment and not further or otherwise.
- 6 Should the customer be dissatisfied with the fire risk assessment covered by this certificate, he/she should at first contact the Approved Company at its local office. If satisfaction is not obtained, the customer should address a written complaint to the customer services department at the head office of the Approved Company. If the customer remains dissatisfied, he/she may address a written complaint, outlining the nature of his/her dissatisfaction and the circumstances of the fire risk assessor company's response, to the Customer Care Manager at NSI.

NSI will not normally consider complaints unless the Approved company has been given the opportunity to resolve the dispute as set out above.

Subject thereto and as hereinafter provided, NSI will endeavour to assist in the resolution of the dispute between the contracting parties, provided always that NSI will not deal with or be involved in any discussions or negotiations with either party with regard to financial or other loss, claims or potential loss claims, outstanding payments or construction and/or interpretation of the Approved Company's terms and conditions of contract.

NSI shall not be liable for any act or omission arising from any assistance it may provide as hereinbefore provided unless such act or omission is shown to have been fraudulent or deceitful.
- 7 This Certificate confirms conformity with the requirements of BAFE Scheme document SP205-1 applicable at the date of issue by the issuing company. NSI does not undertake to investigate any query or complaint in relation to future changes to BAFE scheme documents, policies or other regulations that render the fire risk assessment in need of further updating. In that event, the appropriate update should be carried out by a company holding NSI LIFE SAFETY FIRE RISK ASSESSMENT Approval.
- 8 NSI does not accept any responsibility or liability for any fire risk assessment produced by the Approved Company
- 9 Unless the issuing company's obligation to NSI in respect of the fire risk assessment are undertaken by another NSI Approved Company, NSI will not enforce its Rules or Standards on the Approved Company or on its successor in business in respect of any fire risk assessments after the issuing company ceases to hold NSI LIFE SAFETY FIRE RISK ASSESSMENT Approval.
- 10 The Certificate is issued subject to the terms and conditions of the company issuing the certificate for the fire risk assessment service.
- 11 On this certificate and in these terms and conditions, where the context permits, the reference to the issuing company shall include any Approved Company who shall undertake the issuing company's obligations to NSI in respect of the fire risk assessment.

Footnote.

SP205 is a Scheme Document published by the British Approvals for Fire Equipment (BAFE).

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