

London Borough of Hammersmith & Fulham



Fire Risk Assessment of:	1-29 Meadow Bank Close, London, SW6 6PE.
Author of Assessment:	Nick Hickman - Fire Safety Surveyor
Quality Assured by:	Claire Norman, Senior Fire Surveyor, LBH&F
Responsible Person:	Jonathan Pickstone
Risk Assessment Valid From:	21/06/2023
Risk Assessment Valid To:	21/06/2024

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Building Features

Approximate Square Area of the Building:	300m ²
Number of Dwellings:	14
Number of Internal Communal Stairs:	1
Number of External Escape Stairs:	3 external brick open to fresh air stairs one for flat 3 one for flats 9 and 11 one for flats 15 and 17
Number of Final Exits:	1
Number of Stair Lifts:	
Number of Storeys	3

Uninhabited Roof Void?

Basement Present?

Gas Installed to Building?

Solar Panels Installed on Building?	no
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Number of Occupants:	14-28 (assuming 1-2 persons per flat).
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Current Evacuation Policy:	Stay Put Procedure
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Recommended Evacuation Policy:	Stay Put Procedure
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Last LFB Inspection:

Survey Findings:

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<p>Building Construction & Layout:</p>	<p>Meadowbank Close 1-29 is part of the Meadowbank Sheltered Housing Scheme - each other block has its own FRA.</p> <p>Brick, concrete and breezeblock construction with tiled pitched roofs of varying heights. The block is 2 storeys, other than the one containing the communal area, which is 3 storeys. Built circa 1980's.</p> <p>The communal area has two compartment doors to flats 25 & 27. Some flats have private balconies. UPVC windows. Property located directly adjacent to the river Thames.</p> <p>This Scheme is constituted of 14 flats (flats 1, 3, 7, 9, 11, 13, 15, 17, 19, 21 & 23 are direct access - flats 25, 27 & 29 area accessed via a communal stairwell). There are external brick stairs giving access to flats 3, 9, 11, 13 & 17. By flats 1, 5 & 13 there is a cupboard located under the external stairs that is shared with the flat above.</p> <p>All flat front doors appear to be of the same design, apart from one that is of a different construction.</p> <p>The communal area is secured with an intercom and has a working drop key. Openable window in stairwell. CCTV installed.</p> <p>No communal loft hatch - all roof void areas are accessed via hatches located within individual flats. No lift or bin chutes installed. The roof void above flat 6 was inspected (head & shoulders only as the area is not boarded) and solid walls to the roof line were observed with no visible breaches. 2x externally accessed bins stored that are set within the fabric of the building. There are recycling bins located on the road which are shared with the other blocks of the sheltered scheme. There is a general waste bin room located on the outside of block 2-56 - this is secured with a FB key and is kept locked when not in use by residents. There is a small garden at rear of the property that is shared with the other blocks.</p> <p>There is an electrical cupboard accessed external to the side of the entrance to the communal area. This was found un-locked.</p> <p>All flats are fitted with mains detection, in every room (less bathrooms), connected to a mains fire alarm control panel located in the entrance lobby of block 2-56. The S.I.B. is located adjacent to the panel. This system automatically call the Fire Brigade in the event of an activation. There is detection also within the communal stairwell, with call points located behind protective covers. There is emergency lighting within the communal area and a 'flick test' showed this to be operational.</p>
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<p>Executive Summary</p>	<p>The assessment noted a very good standard of housekeeping and suitable facilities for Fire Service attendance. The main entrance door was able to be secured appropriately, standard lighting was working well, and the refuse area is well manged</p> <p>Emergency Lighting Service - 19/08/22, EICR - 11/04/23.</p> <p>A number of areas for improvement were identified during the survey and these have been raised in this report to bring the building to a high standard of fire safety and support a 'stay put' policy the following actions have been recommended:</p> <p>Replacement of padlock to external cupboard, replacement of the front door to one flat, servicing of the extinguisher in the electrical cupboard, removal of obstructions in the means of escape of communal area and replacement of the notice board with an enclosed unit. A job concerning PEEPS and Person Centred Fire Risk Assessments are in the FRA for bock 2-56.</p>
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Guidance

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Scope of Assessment:

This FRA has been carried out on behalf of the 'Responsible Person' in accordance with Article 9 of the requirements of the Regulatory Reform (Fire Safety) Order 2005 (FSO). The purpose of this report is to provide an assessment of the risk to life from fire in this premise and where appropriate, to identify significant findings to ensure compliance with fire safety legislation as obliged observing current best practice, providing a minimum fire safety standard.

This report reflects the fire safety standards identified during inspection and does not address the risk fire may pose to property or business continuity.

In order to carry out this fire risk assessment the assessor has used their professional expertise, judgement and guidance contained in the British Standards Institute's publicly available specification (PAS 79: 2012), the Department for Communities & Local Government guidance, 'Fire Safety Risk Assessment - Sleeping Accommodation', Local Authorities Coordinators of Regulatory Services (LACORS) 'Housing Fire Safety' guidance and NFCC guidance 'Fire Safety in Specialised Housing'.

Which provides best practice guidance on fire safety provisions in England for certain types of existing housing; as well as the Local Government Association (LGA) Guidance 'Fire safety in purpose-built blocks of flats'.

The aim of the fire risk assessment process is not necessarily to bring an existing building up to the standard expected for a new building, constructed under current legislation. Rather, the intention is to identify measures which are practicable to implement in order to provide a reasonable level of safety for people in and around the premises. Information for the completion of this assessment was obtained by a physical type 1 survey, in compliance with LBHF policy and for the purpose of satisfying the FSO. The inspection of the building is non-destructive. The fire risk assessment will consider the arrangements for means of escape and so forth that will include examination of at least a sample of flat entrance doors. It also considers, so far as reasonably practicable, the separating construction between the flats and the common parts without any opening up of construction; however, in this type of survey, entry to flats beyond the area of the flat entrance door, is not involved as there is normally no automatic right of access for freeholders.

If your premises have been designed and built in line with modern building regulations (and are being used in line with those regulations), your structural fire precautions should be acceptable. While every effort is made to inspect fire compartmentation & fire separating elements of buildings, dependant on accessibility, including roof spaces, voids and service risers, to assess the integrity, comments reflect reasonable assumption. Unless there is reason to expect serious deficiencies in structural fire protection – such as inadequate compartmentation, or poor fire stopping – a type 1 inspection will normally be sufficient. Where doubt exists in relation to these matters, the action plan may recommend that one of the other types of fire risk assessment be carried out or that further investigation be carried out by specialists. (Any such recommendation would be based on identification of issues that justify reason for doubt.)

The FRA includes an Action Plan that sets out measures to enable the Responsible Person to achieve this benchmark risk mitigation level, satisfy the requirements of the FSO and to protect Relevant Persons (as defined in Article 2 of the FSO), from the risks of fire.

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Compartmentation and Building Features

From a Type 1 inspection perspective, are there breaches identified effecting compartmentation along the escape route?	No
From a Type 1 inspection perspective, are there ineffective or inappropriate materials used to create compartmentation?	N/A
Does the building have a roof void?	Yes
Are roof voids access hatches within the communal areas?	No
Are all roof void access hatches filled with securing devices?	N/A
Are all hatches providing suitable fire and smoke resistance?	N/A
Was a survey of the roof void carried out as part of this inspection?	Yes
Is the compartmentation within the roof void to the correct standard?	Yes
Is the roof void clear of personal items or artefacts?	Yes
Are there other concerns identified with roof void?	No
Are lifts installed?	No
Is there a lift motor room?	N/A
Are there any other concerns with Lifts or Lift Motor Room?	N/A
Are there utility cupboards within the communal area?	No
Is external cladding fitted to the building?	No
Are the internal escape route walls and ceilings to Class 0 standard?	Yes
Are there other concerns identified with flammable materials?	No

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Means of Escape

Are fire action notices displayed at the entrances, fire exits and each level as required?	Yes
Are travel distances appropriate for the building design?	Yes
Are the internal escape route corridors free of trip hazards?	No
Are stairs free of all trip hazards?	No
Are there personal items exceeding the managed policy for communal areas, adversely affecting the escape routes?	Yes
Do final exits open in the direction of flow where required?	Yes
Are cable and wire fixings to external walls/ceilings to current standards to limit the likelihood of wire entanglement?	Yes
Are there suitable door opening devices such as thumb turns, push pad/bar?	Yes
Is directional and exit signage necessary in this building?	No
Where lifts are installed, are suitable fire safety signs displayed at each level?	N/A
Does the building have an external escape route?	Yes
Is the condition and features of the external escape route to an acceptable standard?	Yes
Are there other concerns identified with the evacuation of the building?	No
Is emergency lighting installed?	Yes
Does the installed emergency lighting provide suitable coverage?	Yes
Are there recorded or observable defects with the emergency lighting system?	No
Is there evidence of a current and up-to-date emergency lighting service contract and maintenance programme?	Yes
Is there a need to increase the emergency lighting provision?	No
Are there other concerns identified with the emergency lighting?	No
Does the building have suitable means to naturally ventilate the escape routes?	Yes
Is there a smoke ventilation system installed?	No
Are there any concerns identified with ventilation of the internal escape route?	No

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Doors

Is the main entrance door suitable as part of the evacuation strategy for the building?	Yes
Is security to the property suitable to restrict access to the property by uninvited persons during 'out of hour' times?	Yes
Are there a sufficient number of fire exits?	Yes
Are there any defects (glazing, furniture, frames, door) requiring repair or maintenance works?	No
Do any fire exits lead to areas that could put persons at further risk?	No
Do all fire exits have suitable signage?	Yes
Are there other concerns identified with the main entrance and fire exit doors?	No
Are there any compartment fire doors installed in this building?	Yes
Is every compartment fire door and frame installed to the correct fire rating standard?	Yes
Does every compartment door freely self close into the frame?	Yes
Are there any defective compartment fire doors (glazing, furniture, frames, door) requiring repair or maintenance works?	No
Are there locations where compartment fire doors should be installed?	No
Are there other concerns identified with the compartment fire doors?	No
Are there any flat entrance doors not conforming to FD30s standard?	Yes
Where FD30s doors have been installed, do any inspected doors not have a certification marking or certificate onsite ?	Yes
Are positive action self-closers fitted and to the front face of the doors?	No
From the sample inspection taken, do the flat entrance doors freely self close into the frame?	Yes
Are there any defective flat entrance doors (glazing, furniture, frames, door) requiring repair or maintenance works?	Yes
Are there other concerns identified with the flat entrance doors?	No

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Fire Hazards

Are "No Smoking" signs displayed at each entrance?	Yes
Is a no smoking policy being observed in the communal areas	Yes
Is there a designated smoking area within the grounds of the property?	No
Any there other concerns identified with smoking?	No
Are there suitable locations provided for storage of refuse?	Yes
Is the refuse area appropriately clear and well managed?	Yes
Are there other concerns identified with refuse?	No
Has fixed electrical wiring been subject to a safety inspection within the past five years	Yes
Is there a current portable electrical appliances (PAT) annual test record	N/A
Are the electrical sockets and extension plugs suitable and loaded to the correct amperage?	N/A
Are there wheelchair or stair lifts in the property	No
Are there electrical or charged items in the communal area (fridges, tumble dryers, mobility scooters etc)?	No
Any there other concerns identified with ignition sources?	No

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Fire Detection

From the sample flats accessed, is early warning fire detection appropriate	Yes
Is the Type of communal fire alarm system installed to the correct LBHF standard?	Yes
Are detector heads sited appropriately to provide the required coverage for the system Type?	No
Are there sufficient inbuilt or standalone sounders to alert all occupants in the building to the required decibel levels?	Yes
Is a fire panel installed?	N/A
Are manual call points installed?	Yes
Are manual call points installed in all required areas?	Yes
Is a Red Care type system installed?	Yes
Is the red care system suitable and in good working order?	Yes
Is there a service contract and maintenance programme in place?	Yes
Are repeater panels installed?	No
Any there other concerns identified with the early warning detection system?	No

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Fire Safety Management

Are there hydrants within the grounds of the property estate?	Yes
Are there notable restrictions for the positioning of fire appliances within 20 meters of the building?	No
Is a Premises Information Box installed?	N/A
Is there a working Drop Key mechanism to access the building?	Yes
Is there a suitable zone map provided near the fire panel?	N/A
Are there other concerns identified for fire service operations?	No
Did you encounter any potential or actual hoarding risks?	No
LBHF have a medical register of O2 users, did you encounter a resident declaring they were using O2 but not registered?	No
Is there a suppression system installed within any part of the building?	No
Is fire extinguishing media positioned in the relevant areas?	N/A
Is there a valid test date on all portable extinguishing media	No
Did you encounter any potential hazards due to negligent contractor work at the property and its grounds?	No
Are there other concerns identified to do with fire safety management?	No
Does the building consist of residential dwellings and commercial outlets?	No
Any other concerns identified with control of shared means of escape?	N/A

Safety Management

Are there staff or site managers based at and working in the building?	No
Have you identified any issues relating to staff carrying out their fire safety duties?	No

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Is there a suitable induction for new staff on fire safety?	Yes
Were records available confirming fire warden and emergency evacuation training takes place?	No
Are staff deemed competent of carrying out the emergency evacuation procedure?	N/A
Any there other concerns identified with on-site staff and their training?	N/A
Are fire safety records accessible in a suitable physical or digital format for fire inspection audits?	Yes
Are staff able to be contacted in the event of an emergency while off site?	Yes
Are emergency contingency plans in place?	Yes
Are all personal emergency evacuation plans (PEEPs) valid and to an acceptable standard?	No
Are Person Centred Assessments valid and to an acceptable standard?	No
Are staff aware of utility isolation points and have these been identified on site plans in the PIB or zone chart?	No
Any there other concerns identified with the management of information?	No
Are in-house checks of the Fire Detection system being carried out and recorded?	Yes
Are in-house checks of the Emergency Lighting being carried out and recorded?	Yes
Are in-house checks of the Extinguishing Media being carried out and recorded?	No
Are in-house checks of Fire exits and Escape routes being carried out and recorded?	No

Actions Arising from the Survey:

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	Slight Harm	Moderate Harm	Extreme Harm
Low	Trivial Risk	Tolerable Risk	Moderate Risk
Medium	Tolerable Risk	Moderate Risk	Substantial Risk
High	Moderate Risk	Substantial Risk	Intolerable Risk

Risk Scores:	
Risk Score at the time of the Assessment	Moderate Risk
Risk Score if all actions are implemented:	Tolerable Risk