

## London Borough of Hammersmith & Fulham



Fire Risk Assessment of:	2-56 Meadowbank Close (evens), Fulham, London, SW6 6PD
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:	23/06/2023
Risk Assessment Valid To:	23/06/2024

## London Borough of Hammersmith & Fulham

### Building Features

Approximate Square Area of the Building:	600
Number of Dwellings:	27
Number of Internal Communal Stairs:	2
Number of External Escape Stairs:	0
Number of Final Exits:	3 (from common areas)
Number of Stair Lifts:	
Number of Storeys	6

Uninhabited Roof Void?

Basement Present?

Gas Installed to Building?

Solar Panels Installed on Building? no

Number of Occupants: 27-55.

Current Evacuation Policy: Stay Put Procedure

Recommended Evacuation Policy: Stay Put Procedure

Last LFB Inspection:

### Survey Findings:

## London Borough of Hammersmith & Fulham

<p>Building Construction &amp; Layout:</p>	<p>Sheltered Housing Scheme. Built circa 1980s - brick and concrete construction. The main section of the building (flats 2-40) is set over 6 floors. Flats 6 &amp; 8 are on the ground floor, floor 1 has flats 10, 12, 14, &amp; 16, floor two has flats 18, 20, 22 &amp; 24, floor three has flats 26, 28, 30 &amp; 32, fourth floor has flats 34, 36, &amp; 38 and the fifth floor flat 40 only. There is a cleaner's cupboard on the 4th floor (key available form site office). Laundry Room on the 1st floor containing commercial grade washing machines and tumble dryers. 2 hydraulic passenger lifts in the main section with a lift motor room with external ground floor access at the side of the building. There is a dry riser externally and on each upper floor of the main building. On each upper floor there is a AOV in the lobby to the flats, each with accessible manual overrides. Also on each upper floor is a bin chute room located behind a fire door. Single staircase. There is an electrical cupboard in the main entrance lobby; also located in the lobby is the S.I.B and the Fire Alarm Control Panel. Drop key access with secure intercom. Bin chute room and gas meter cupboard accessible externally. There is a loft hatch located in the stairwell - a head a shoulders inspection showed no compartment breaches and intumescent bat having been installed previously. On the ground floor there is an electrical cupboard with riser cupboard on each upper floor (each with labelled fire stopping works. No communal lounge, kitchen or toilets. Stairwell has opening windows.</p> <p>There is a separate entrance (also fitted with a drop key and intercom) for flats 42, 44, 46, 48, 50 &amp; 52 - served by a single staircase. Adjacent to this entrance is a door to a basement containing the main electrical intake for the building. There is a boiler room on the top floor. There is no interconnection to the other flats. The lifts do not serve these flats. Flat 54 is not part of the Sheltered Scheme and is a General Needs flat - this flat has direct access at ground floor level. Flats 2 &amp; 4 are also accessed externally. Stairwell has opening windows.</p> <p>There is a site office that was previously a flat (no. 65)- located to the left-hand side of the mains entrance on the road with direct access at ground level.. This contains an office, lounge and toilet and a kitchen with an oven (rarely used), microwave, fridge and kettle.. This part of the building is one storey. The hatch in the office was inspected and this showed there to be no visible compartment breaches (head and shoulders inspection only as the area is not boarded). There is a small parking area that is shared with the other blocks of the Scheme.</p> <p>Large communal garden at the rear of the property that is shared with other blocks of the Sheltered Scheme. Small parking area shared with over blocks.</p>
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## London Borough of Hammersmith & Fulham

<p>Executive Summary</p>	<p>Meadowbank Close 2-56 (Evens) is part of the Meadowbank Sheltered Housing Scheme - each other block in this scheme has its own FRA. Brick, concrete and breezeblock construction with tiled pitched roofs of varying heights. UPVC windows.</p> <p>There is usually a staff member working in the site office 2.5 days a week for half a day each time. There is a weekly site inspection that's checks that communal doors are closed, ensures that there are no obstructions in the escape routes, conducts a fire alarm test and ensures that the self-closing doors are operating - the results are recorded on a spreadsheet and faults reported to the M&amp;E team.</p> <p>Lift service - 30/05/23, Extinguisher service 0909/22, Emergency lighting certificate - 19/08/22, Fire alarm system service - 20/07/22, Lightning protection certificate - 10/02/22, EICR - 10/05/21, AOV service - 24/02/22. The S.I.B. contains incomplete site plans and has a vulnerability list dated 26/10/22. PAT on office completed on 09/08/22. Flick test of emergency lights in the lift motor room and boiler room showed no faults. Service dates for the boilers and dry riser to be confirmed.</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>Creation of new Floor and Fire Strategy Plans, Creation of Person Centred FRAs for each flat, removal of flammable items blocking flat 44 front entrance door, fitting of safety signage to the gas meter room and electrical intake room doors, replacement of the lock to the gas meter room, removal of a powder extinguisher and fitting of a hook and sign for the boiler room CO2 extinguisher, fitting of a fire rated loft hatch, removal of rubbish from the electrical intake room, removal of the lawn mower and plug-in air freshener from the communal stairwells, fire stopping in the cleaner's cupboard and lift motor room, repair to a compartment door and frame, fitting of FD60S compartment doors/flat doors and utility room doors in the 6th storey section of the building, fitting of magnetic hold open devices to all compartment doors, repair of closing devices to some flat front doors, inspection of the shaft in the boiler room and setting up of servicing for the commercial tumble dryers and washing machines.</p>
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## London Borough of Hammersmith & Fulham

### Guidance

#### Copyright:

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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.

# London Borough of Hammersmith & Fulham

## Compartmentation and Building Features

From a Type 1 inspection perspective, are there breaches identified effecting compartmentation along the escape route?	Yes
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?	Yes
Are all roof void access hatches filled with securing devices?	No
Are all hatches providing suitable fire and smoke resistance?	No
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?	Yes
Does each lift have a fire service over-ride switch?	Yes
Are there any fire-fighting lifts?	No
Is there a lift motor room?	Yes
Did you get access to survey the lift motor room?	Yes
Is the compartmentation acceptable?	No
Are there any other concerns with Lifts or Lift Motor Room?	No
Are there utility cupboards within the communal area?	Yes
Are there any vertical or horizontal breaches in compartmentation?	Yes
Do utility cupboard doors appear to be FD30s standard?	Yes
Is there evidence to confirm FD30s doors are certified?	No

## London Borough of Hammersmith & Fulham

Is there damage to any part of the doors or frames affecting its performance as a 30 minute fire and smoke resistant door?	No
is there a CO2 extinguishers installed near to or inside the electrical riser?	Yes
Are CO2 extinguishers compliant?	Yes
Are there other concerns identified with the utility Cupboards and vertical risers?	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

### 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?	Yes
Are stairs free of all trip hazards?	Yes
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?	Yes
Are directional and exit signage displayed appropriately?	Yes
Where lifts are installed, are suitable fire safety signs displayed at each level?	No
Does the building have an external escape route?	No
Are there other concerns identified with the evacuation of the building?	No
Is emergency lighting installed?	Yes

## London Borough of Hammersmith & Fulham

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?	Yes
Does the ventilation system appear to be in good working order?	Yes
Is there certification on site to confirm the ventilation system is maintained and serviced?	Yes
Are there any concerns identified with ventilation of the internal escape route?	No



## London Borough of Hammersmith & Fulham

### 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?	Yes
Are there locations where compartment fire doors should be installed?	No
Are there other concerns identified with the compartment fire doors?	Yes
Are there any flat entrance doors not conforming to FD30s standard?	No
Where FD30s doors have been installed, do any inspected doors not have a certification marking or certificate onsite ?	No
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?	No
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

## London Borough of Hammersmith & Fulham

<b>Fire Hazards</b>
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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	Yes
Are the electrical sockets and extension plugs suitable and loaded to the correct amperage?	Yes
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?	Yes

## London Borough of Hammersmith & Fulham

### 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?	Yes
Is the fire panel suitable?	Yes
Is the fire panel in good working order with no faults?	Yes
Is an out of hours contact number given and persons/organisations appointed to attend and reset the fire panel?	Yes
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 other concerns identified with the early warning detection system?	No

# London Borough of Hammersmith & Fulham

## 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?	Yes
Does the Premises Information Box contain appropriate resources to aid attending fire crews in an emergency?	No
Is there a working Drop Key mechanism to access the building?	Yes
Is there a suitable zone map provided near the fire panel?	Yes
Are there other concerns identified for fire service operations?	Yes
Did you encounter any potential or actual hoarding risks?	Yes
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?	Yes
Is there a valid test date on all portable extinguishing media	Yes
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?	Yes
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## London Borough of Hammersmith & Fulham

Have you identified any issues relating to staff carrying out their fire safety duties?	No
Is there a suitable induction for new staff on fire safety?	Unable to Confirm
Were records available confirming fire warden and emergency evacuation training takes place?	N/A
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?	No
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?	Yes
Are in-house checks of Fire exits and Escape routes being carried out and recorded?	Yes

### Actions Arising from the Survey:

## London Borough of Hammersmith & Fulham

	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