Report
for
London Borough of Hammersmith and Fulham

FIRE RISK ASSESSMENT
OF
SHEPHERDS COURT, SHEPHERD'S BUSH GREEN, LONDON

May 2023

Responsible Person (e.g. employer) or person having control of the premises:	London Borough of Hammersmith and Fulham (LBHF)
Address of Premises:	Shepherds Court, Shepherd's Bush Green, London W12 8RB
Person(s) Consulted:	Mr J. Stone, Building Safety Manager
Assessor:	A. Fox
Report validated by:	S. Daws
Date of Fire Risk Assessment:	6 April 2023
Date of Previous Fire Risk Assessment:	10 May 2022
Suggested Date for Review[1]:	April 2024
BAFE SP205 Certificate Number:	LS0310645

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Fire Safety Consultants

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by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid, or if there have been significant changes, or if a fire occurs.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

About This Report

This report is intended to assist you in compliance with Article 9 of the Regulatory Reform (Fire Safety) Order 2005 (as amended), hereinafter referred to as 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 26-31). 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 of Buildings

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), detailed appraisal 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 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 appraisal by specialists should comply with the recommendations set out in PAS 9980.

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 into account the likelihood of fire and the consequences for life safety in the event of fire.

The reason for classifying the building as a 'Moderate' risk is 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.
- The main risk remains the potential for external fire spread with the external composite spandrel panels fitted to the windows on some elevations. The original panel replacement programme, mentioned in our previous fire risk assessments, has been delayed due, in part, to the identification of suitable replacement panels that comply with current Building Regulations and the receipt of the necessary approvals to undertake the works from the building owner.

Notwithstanding the classification of the building as a 'Moderate' risk, CSTA considers that:

- Overall, measures to manage fire hazards and control risk in the block are reasonable, as are general fire protection and management measures.
- Given that there are reasonable levels of compartmentation and means of escape provided in the block, external composite spandrel panels to windows are not on all elevations of the block, interim measures remain in place, LBHF have introduced a "Fire Safety Plus" programme and assurances that priority actions from the risk assessment will be given priority over other works, CSTA are of the opinion that it is appropriate to continue to occupy the premises while the improvement works are completed.

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 at ground level and above:	20 (See Section 5 below.)
	Number of floors entirely below ground level:	0
	Floors on which car parking is provided:	0
1.2	Number of flats:	102

1.3 Brief details of construction and approximate age of building:

- 1970s, purpose-built tower block of concrete frame construction, with concrete floors, brick exterior walls and a flat, concrete roof.
- The exterior windows to the block were replaced in 2010, and the new windows installed to the lounge and bedrooms in each flat were fitted with composite, infill (spandrel) panels (see comments in Section 5 below).

1.4 Occupancy:

Residential – purpose-built block of flats.

2. THE OCCUPANTS

2.1	Approximate maximum number of employees at any one time:	0
2.2	Approximate maximum number of residents and visitors at any one time:	350 (See Section 5 below.)

3. OCCUPANTS ESPECIALLY AT RISK FROM FIRE

3.1	Sleeping occupants:	350 (See Section 5 below.)
3.2	Occupants in remote areas and lone workers:	Caretaker services staff, occasional contractors and site security staff.
3.3	Others:	None.

4. FIRE LOSS EXPERIENCE

Date	Brief details	Cause	Action taken (if any)

None since the last fire risk assessment.

5. OTHER RELEVANT INFORMATION

- Shepherds Court is a purpose-built block of residential flats, located over retail and commercial premises, with direct access at ground-floor level. The retail shops and commercial premises are located on the ground and first-floor levels, and there are no internal openings between the flats and the retail premises. The flats have their own independent entrance at street level to the front of the block, and there is a service area to

the rear of the block. There is an open-air amenity deck on the second floor, located over the retail premises, for the use of the residents. There are 17 residential floors above the second floor, with a total of 102 flats. There are six self-contained flats on each floor, which are accessed via a common corridor, with access to the lifts and the single staircase.

- There is a mix of one, two and three-bedroom flats, most of which are occupied by tenants of LBHF, and 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, staircase, corridors, lifts, service and electrical riser cupboards, bin room, plant and service rooms, and the roof level lift motor room.
- The retail and commercial premises do not form part of this risk assessment and were not included in the survey.
- There was no access available into the main electrical sub-station to the block, access to which is restricted to the supply company.
- The maximum number detailed in 2.2 and 3.1 has not been calculated, as details were not available. However, the expectation is that the maximum occupancy will be around 350 persons in the residential areas of the building at any one time.
- No employees or contractors are normally based in the premises. However, there is a caretaker service available at certain times of the day, Monday to Friday, and the premises are subject to periodic visits by LBHF staff. It is understood that fire wardens also undertake regular patrols of the common areas as part of the agreed interim measures with London Fire Brigade (LFB).
- 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 (as amended) and, as such, the inspection was confined to the common parts.
- However, as part of the survey of the common areas, it was not possible to access any of the flats 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 modified Type 1 risk assessment, as defined in the Local Government Association's *Fire Safety in Purpose-Built Blocks of Flats,* has been carried out.
- However, during the Type 1 fire risk assessment that was carried out in 2018, a small number of flats were accessed, and we are informed that no internal changes to the layout of flats or the fire safety arrangements provided in flats have taken place since the last fire risk assessment. It is, therefore, assumed that the comments made in the previous risk assessment relating to the flats remain unchanged.
- 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.
- On 19th August 2016, a fire started in Flat 28 on the 7th floor and spread externally to the 12th floor. Six flats in total were affected by fire and smoke, and one flat, below the floor of fire origin, was subject to water damage. The flat of fire origin was extensively damaged. The external fire spread to the other flats involved the external composite, infill (spandrel) panels fitted to the windows, which allowed flames and smoke to rise vertically to enter theopen windows of the flats above. This report takes account of the subsequent investigationscarried out by LBHF, at that time, into the reason for such extensive vertical fire spread andthe outcome of small-scale tests carried out to determine the fire performance of the composite panels.
- Following on from this investigation, a decision was taken by LBHF to remove the composite panels and replace them with non-combustible panels. It is understood that this work has been further delayed due to the difficulties of identifying suitable replacement panels and the need to seek the approval of the building owner to undertake the works.

- LBHF have introduced a programme of fire safety initiatives through their “Fire Safety Plus” programme. The programme includes the reintroduction of concierges and plans to install sprinklers in high rise blocks. In addition, free fire safety checks are offered to all residents, which include checks on flat entrance doors and, where necessary, the fitting of new FD60S doors, the free replacement of domestic appliances that fail a portable appliance check and the fitting of free smoke/heat alarms in flats. The programme also provides practical advice and information on fire safety in the home, supported by LFB.
- 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.

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*, *Housing – Fire Safety. Guidance on fire safety provisions for certain types of existing housing* (originally produced by LACoRS[2]) 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 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 (as amended).
- Fire Safety (England) Regulations 2022.

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 (as amended)]:

Legislation:	Enforced by:
• Housing Act 2004.	Local authority.
• The Smoke and Carbon Monoxide Alarm (England) Regulations 2015 (as amended).	Local authority.
• Building Safety Act 2022 and subordinate legislation.	Building Safety Regulator.

7.4 Is there an alterations notice in force? Yes ☐ No ☑

7.5 Relevant information and deficiencies observed:

- Unless otherwise stated, the risk assessment is limited in its scope to the areas covered under the Fire Safety Order 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 parts of the premises, and additional fire safety measures may be required under the Housing Act in areas not within the scope of the Fire Safety Order.
- 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:

a) is the fixed installation periodically inspected and tested? N/A Unk[3] Yes ✓ No

b) is electrical appliance testing carried out[4]? N/A Yes ✓ No

8.3 Relevant information (including description of arrangements and deficiencies 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.
- Records of the fixed installation tests were not available.
- 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 electrical appliances within the common parts.
- The fixed installations and portable appliances within leasehold flats have not been considered.
- It was noted that a cable television cabinet on the roof was missing the door and contained electrical sockets.

9. SMOKING

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

9.2 More specifically:

a) is smoking prohibited in appropriate areas? N/A Yes ✓ No

b) are there suitable arrangements for those who wish to smoke? N/A Yes ✓ No

c) did the smoking policy appear to be observed at the time of inspection? N/A Yes ✓ No

d) are "No smoking" signs provided in the common areas? Yes ✓ No

9.3 Relevant information (including description of arrangements and deficiencies observed):

- Smoking is not permitted in the common areas. 'No smoking' signs have been provided in the common areas.
- There was no evidence of smoking in the staircase or other internal common areas.

[3] Unk: "Unknown".

[4] Formerly known as Portable Appliance Testing (PAT).

- Residents and visitors are permitted to smoke on the open-air amenity deck. This practice is not considered to present a significant risk.
- 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 reasonable[5]?

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 Relevant information (including description of arrangements and deficiencies observed):

- The main entrance doors to the premises are secured to prevent unauthorised access.
- Refuse bins are stored in a well-ventilated, internal bin room to the rear of the block, which has a separate exit leading to a common service area.
- CCTV is provided to cover the common areas and entrances on the ground and second-floor levels. This is monitored by security staff at the security office, which is located adjacent to Woodford Court. The security office is manned between the hours of 08:00 and 23:30. Outside these hours, access is available to a central, mobile security team.
- It is understood that fire wardens undertake inspections of the common areas, escape routes and external areas as part of the interim measures introduced following the fire in August 2016. Any unauthorised storage in the common areas and escape routes is reported for removal.
- Security staff also undertake periodic inspections of the common areas.
- Access onto the open deck amenity area is controlled by security, and the door from the block onto the deck is secured to prevent access between 20:00 hours and 09:00 hours. Residents can access the deck outside of this period by means of a security access fob.

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 Relevant information (including description of arrangements and deficiencies 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.

[5] 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. COOKING

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

12.2 Relevant information (including description of arrangements and deficiencies 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 Relevant information and deficiencies observed:

None.

14. HOUSEKEEPING

14.1 Is the overall standard of housekeeping adequate? Yes [ ] No [✓]

14.2 More specifically:

a) do combustible materials appear to be separated from ignition sources? Yes [✓] No [ ]

b) is unnecessary accumulation or inappropriate storage of combustible materials or waste avoided? Yes [✓] No [ ]

c) are gas and electricity intake/meter cupboards adequately secured and kept clear of combustible materials? N/A [ ] Yes [ ] No [✓]

14.3 Relevant information (including description of arrangements and deficiencies 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 inspections of premises on the estate. In addition, security staff currently undertake regular inspections of the common areas.
- The overall standard of housekeeping in the common escape routes, staircase and corridors was reasonable, with no significant risks identified.
- The rear bin area is used, at times, for the temporary storage of larger items of furniture and goods while they await collection for disposal. This is not considered to present a significant risk, as the bin area is ventilated to open air and is separated from the remainder of the premises by two sets of fire-resisting doors.
- The mains electrical intake room is situated off the rear bin room.
- The electric meters for the flats are situated in service riser cupboards in the common corridors to the flats. The doors to the meter cupboards are secured using digital locks,

as residents require access to the meters. However, the doors to the cupboards are fire resisting and are fitted with self-closing devices.

- Inappropriate storage was present in the electrical riser cupboards on the 9th and 15th floors.
- There are service riser shafts situated in the common corridors to the flats. These riser shafts commonly contain services, such as water, soil pipes and ventilation ducts, which are shared between two flats. The access doors to these service risers are fire resisting and are fitted with locks that allow residents to access the services in the risers.

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 Relevant information (including description of arrangements and deficiencies observed):

- 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 on site.

16. DANGEROUS SUBSTANCES[6]

16.1 Are the general fire precautions adequate to address the hazards associated with dangerous substances used or stored within the premises[7]?

N/A [✓] Yes [ ] No [ ]

16.2 Relevant information and deficiencies observed:

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

17. OTHER SIGNIFICANT FIRE HAZARDS THAT WARRANT CONSIDERATION

17.1 Hazards:

Gas supply pipework is fitted in the common corridors to the flats.

17.2 Relevant information and deficiencies observed:

- The main gas supply pipework for the block is initially run externally on the outside of the block and enters the building on the first of the residential floor levels. The main supply pipe then rises vertically through each residential floor, and, on each floor level within the common corridor, a horizontal gas supply pipe is taken off to serve the individual flats.
- There is an external, high-level isolation valve fitted to the main gas supply. The wheel to the valve has been removed, presumably to prevent unauthorised persons from tampering with the supply and/or in accordance with gas safety regulations. However, this could prevent or delay the fire and rescue service from isolating the supply to the block in the event of a serious fire.

[6] 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.

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

- The internal gas supply pipework is run at high level in the common corridor and passes into the flats. Where the pipes are enclosed with boxing, ventilation has been provided direct to outside to comply with the gas safety regulations.
- The gas meters are fitted internally within the flats. Small gas meter reading panels are fitted in the walls to the flats; the panels have external metal covers and Georgian wired glass. These appear to be original panels, fitted at the time of construction.
- It is assumed that the gas installation was installed in accordance with the recommendations of Section 2.42 of Approved Document B, for compliance with the Pipeline Safety Regulations 1996 and the Gas Safety (Installation and Use) Regulations 1998. We are informed that the gas installation is subject to maintenance and servicingin accordance with the Gas Act 1986, as amended by the Gas Act 1995.

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:						
	a) 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	
	b) is there adequate provision of exits?			Yes	✓	No	
	c) do fire exits open in the direction of escape, where necessary?	N/A		Yes	✓	No	
	d) are the arrangements provided for securing exits satisfactory?	N/A		Yes	✓	No	
	e) is the fire-resisting construction (including any glazing) protecting escape routes and staircases of a suitable standard and maintained in sound condition[8]?	N/A		Yes	✓	No	
	f) is the fire resistance of doors to staircases and the common areas considered adequate, and are the doors maintained in sound condition[9]?	N/A		Yes		No	✓
	g) are suitable self-closing devices fitted to doors in the common areas?	N/A		Yes	✓	No	
	h) is the fire resistance of doors to meter cupboards/ storerooms/plant rooms in the common areas considered adequate, and are they adequately secured and/or fitted with suitable self-closing devices[9]?	N/A Unk		Yes		No	✓
	i) is the fire resistance of flat entrance doors considered adequate, and are doors maintained in sound condition[9]?	Unk		Yes		No	✓

[8] 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.

[9] 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.

j)	are suitable self-closing devices fitted to flat entrance doors and, where fitted, maintained in good working order?	Unk		Yes		No	✓
k)	are there adequate smoke control provisions to protect the common escape routes, where necessary?	N/A		Yes		No	✓
l)	are all escape routes clear of obstructions?	N/A		Yes	✓	No	
m)	are all fire exits easily and immediately openable?	N/A		Yes	✓	No	
n)	is it considered that the premises are provided with reasonable arrangements for means of escape for disabled people?	N/A	✓	Yes		No	

18.3 Relevant information (including description of arrangements 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 a single protected, central core staircase. The staircase is accessed off a common circular corridor on each floor level. The flat entrance doors open directly onto the common corridors, which also contain the lifts.
- The staircase discharges into a protected lobby at ground-floor level, which provides access to the lift lobby and the main entrance doors to the block at street level. Access is also available from the lobby to the rear refuse area which has a further exit available into the rear service area.
- The main entrance doors and rear exit door are easily openable from the inside without the use of a key.
- Smoke ventilation in the staircase is provided in the form of a vertical, natural ventilation shaft. The shaft has an external opening at ground-floor level and an external vent at roof level. There is an open vent into the shaft at the head of the staircase to vent smokefrom the staircase into the shaft. On each of the other residential floor levels, there are openings into the vertical shaft from the staircase. The openings are fitted with solid, metal doors that would allow the fire and rescue service to vent individual floors. It was not possible to confirm whether all the doors can be opened.
- Smoke ventilation in the common corridors is provided in the form of permanently open vents. There are two permanent vents provided, one in each of the two external walls to the corridors.
- One permanent vent was blocked with wooden boarding.
- One permanent vent has been restricted by use of a metal mesh.
- The majority of flat entrance doors have been replaced with new FD60S doors as part of the “Fire Safety Plus” initiative introduced by LBHF. In our view, all these doors, other than the flat entrance doors mentioned below, would provide an adequate period of fire resistance.
- It was not possible to confirm that the flat entrance door to Flat 80 was fire-resisting and provided with a self-closing device.
- The doors to Flats 21, 40 and 46 were damaged.
- The door to the ground floor bin store was damaged.

- From previous risk assessments, it is noted that the flats also have inner hallways, notional fire-resisting doors fitted to the kitchens and lounges opening onto the hallway.
- The fire-resisting doors to the staircase are new FD60S doors provided with intumescent strips, smoke seals and overhead self-closing devices.
- Due to the self-closing devices being fitted to the inside face of the flat entrance doors, it was not possible to confirm that they all had working self-closing devices.
- Some fire-resisting doors to the staircase had damaged smoke seals.
- The fire-resisting doors to the electrical meter cupboards on each floor level are new FD30S doors fitted with intumescent strips, smoke seals and overhead self-closing devices. The access doors are fitted with locks that allow residents to access the services in the risers.
- One electrical meter cupboard doors had damaged or missing intumescent strips and smoke seals.
- One electrical meter cupboard door was damaged by inappropriate cable penetration.
- One electrical meter cupboard door was missing a screw from a hinge.
- The access doors to the service riser shafts in the common corridors are fire resisting and are fitted with locks that allow residents to access the services in the risers.
- The staircase is 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.
- Residents and visitors who access the open deck area are required to re-enter the block on the first floor, as there are no alternative means of escape available from the open deck. Although it is possible for people to make their way clear of the block to access the deck area in the adjacent block (Bush Court), the residents' security fob would not allow them access into Bush Court. However, there is an external intercom and residents can contact the security office staff, who can remotely open the doors to both blocks in an emergency.
- In 'general needs' blocks of apartments, it can be expected that a resident's physical and mental ability may vary. It is usually unrealistic to expect landlords and other responsible persons to have in place special arrangements, such as personal emergency evacuation plans. However, the Fire Safety (England) Regulations 2022 require that a Secure Information Box (SIB) is provided in residential buildings above 18m (or seven storeys) which should contain simple information pertaining to people with mobility, cognitive and sensory impairment(s) to support the fire and rescue service in evacuation and rescue should be provided (see 30.3).

19. MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT

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

a) adequate levels of compartmentation between floors and between flats and the common escape routes[8]?	Unk		Yes	✓	No		
b) reasonable limitation of linings to escape routes that might promote fire spread?			Yes	✓	No		
c) as far as can reasonably be ascertained, reasonable fire separation within any roof space?	N/A Unk	✓	Yes		No		
d) adequately fire protected service risers and/or ducts in common areas, which will restrict the spread of fire and smoke?	N/A Unk		Yes		No	✓	

19.2	As far as can reasonably be ascertained, 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 fire[10]?	N/A Unk	✓	Yes		No	
19.3	Has the risk of fire spread over the external walls been considered?			Yes	✓	No	

19.4 Relevant information (including description of arrangements 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, staircase and corridors are of concrete construction.
- There was no evidence to suggest that the existing compartmentation would not support a 'stay put' strategy.
- It was not possible to confirm whether the enclosed gas supply pipework in the common corridors is adequately fire stopped where the pipework passes though the compartment floors.
- There are common service risers, typically serving two flats, which contain utility services, including water, soil pipes and ventilation extract ducts from bathrooms and toilets. On the 11th floor, there are full-height inspection openings provided on each riser, which are fitted with new, fire-resisting access doors. On every other residential floor level, there are small inspection openings, fitted with fire-resisting access doors. The floors in the riser shafts appear to be adequately fire stopped at each floor level, with no apparent visible openings. The fire stopping appeared to be original, possibly provided at the time of construction.
- In a small number of the riser shafts, there are openings in the walls between the flats and the shafts, following works carried out in the flats to install new pipework and services.
- Inspection panels are fitted in the walls between the flats and the riser shafts. It was not possible to confirm whether all panels are adequately fire protected to restrict the passage of fire and smoke from a fire in a flat into the service risers.
- The bathrooms and toilets are provided with small cross-sectional, steel mechanical extract ducts, at high level, which pass into the riser and extend into a common vertical shaft, which discharges at roof level. The extract ducts at roof level are fitted with mechanical fan units. The vents in the bathrooms and toilets are fitted with internal, hinged metal flaps that are designed to close when the fans are not pulling air in from these rooms.
- 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 kitchens and were vented into sealed, 'Se-duct' shared vertical flues. These ducts have an open inlet at the base on the amenity deck and are open at roof level. The ducted warm air systems have been removed and replaced with individual central heating systems, incorporating room-sealed, gas-fired boilers that vent direct 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.
- 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

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

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.

- However, the fire in August 2016 did result in external fire spread involving the composite infill panels fitted to the windows. The panels are a composite material, comprising a thin steel outer casing, a polystyrene core mounted on plywood, with metallic taped edges.
- Following on from this, a decision was taken by LBHF to remove the composite (spandrel) panels and replace them with non-combustible panels. It is understood that this work has been further delayed due to the difficulties of identifying suitable replacement panelsand the need to seek the approval of the building owner to undertake the works.
- Where panels are replaced, they would need to be of a type that, as a minimum, meets Class A2-s1, d0, as defined in BS EN 13501-1.
- A separate external fire risk assessment exercise was undertaken by CSTA at the request of LBHF in 2019. The purpose of the exercise was to evaluate the potential risk of external spread of fire in high-rise blocks of flats over 18m in height. A risk matrix methodology was adopted to determine a risk profile for each block and assign a priorityfor the removal of combustible infill (spandrel) panels that could be adopted by LBHF (spreadsheet 11.04.19). LBHF subsequently forwarded a replacement programme, based on the risk matrix, which was assessed and, with two modifications, accepted by CSTA in a letter to LBHF dated 2nd August 2019. The CSTA report identified that the spandrel panels fitted to the four high rise blocks on the Charecroft Estate, which includesShepherds Court, should be removed as a priority, although this work has not commenced.

20. EMERGENCY ESCAPE LIGHTING

20.1 Has a reasonable standard of emergency escape lighting been provided[11]?

N/A	Yes	No
	✓	

20.2 Comments and deficiencies observed:

Emergency lighting is provided throughout the common escape routes, staircase, 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 Relevant information (including description of arrangements and deficiencies observed):

- 'FIRE EXIT' signs are provided in the common escape routes, staircase and corridors.
- 'FIRE DOOR KEEP SHUT' signs are provided on the doors to the staircase and to meter and service riser cupboards.
- Fire action notices are provided in the communal areas, with information provided to support the 'stay put' policy.
- Signs detailing the number of each floor and the flat numbers have not been provided in the corridors opposite the lifts or directly outside of the lifts.
- Signs detailing the number of each floor were missing from the staircase landings.

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

- The signage in the building does not meet the requirements of the Fire Safety (England) Regulations.

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 necessary[12]?	N/A	✓	Yes		No		
22.3	If there is a communal fire detection and fire alarm system, does it extend into the dwellings?	N/A Unk	✓	Yes		No		
22.4	Where appropriate, has a fire alarm zone plan been provided?	N/A	✓	Yes		No		
22.5	Where appropriate, are there adequate arrangements for silencing and resetting an alarm condition?	N/A	✓	Yes		No		

22.6 Relevant information (including description of arrangements 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.
- Work is in progress for the installation of an evacuation alert system for use by the fire and rescue service.
- Work is in progress for the installation of a fire detection and alarm system, pending the removal of the spandrel panels. The system incorporates heat detectors and alarm sounders fitted in each flat. The operation of a heat detector in any one flat will trigger an alert signal at the control and indicating panel and remotely alert the security team ofa potential incident. The alarm signal would be automatically transferred to an alarm receiving centre, which would pass the call onto the fire and rescue service. The audible alarm will be configured to sound automatically in a vertical ribbon to all flats directly above the flat in question.
- Once the evacuation system is installed, the role of fire wardens, introduced as part of interim measures pending the removal of the spandrel panels, should be reviewed.
- Although outside the scope of the Fire Safety Order 2005, it is recommended that smoke alarms are installed in all domestic premises, and, where this is not already the case, residents should be advised to fit smoke alarms in their flats.
- It is understood that LBHF have liaised with their tenants to ensure that the flats are provided with a minimum of one working smoke alarm. Ideally, smoke alarms in each flat should be provided in accordance with the recommendations of BS 5839-6 for a Grade D1, Category LD3 system as a minimum, incorporating mains-wired alarms with a battery back-up or other form of standby supply. Consideration should also be given to fitting linked heat alarms in kitchens/lounges, where not already provided, in accordance with the recommendations for a Category LD2 system.
- It is recommended that any flats occupied by vulnerable residents should, in the long term, be fitted with a Grade D1, Category LD1 system according to the recommendations of BS 5839-6, and that the system should be connected to a Telecare monitoring system to provide an early call to the fire and rescue service in the event of a fire within the flat of fire origin.

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

22.7 Relevant information on false alarm experience (if known):

—

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 Relevant information (including description of arrangements 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 have been provided in plant and service rooms.

24. RELEVANT AUTOMATIC FIRE EXTINGUISHING SYSTEMS[13]

24.1 Type of fixed system:

None.

24.2 Relevant information and deficiencies observed:

—

25. OTHER RELEVANT FIXED SYSTEMS AND EQUIPMENT[13]

25.1 Type of fixed system:

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

25.2 Relevant information (including description of arrangements and deficiencies observed):

- A dry rising main is fitted to the block, and outlets are provided on each floor level within the common corridors.
- 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. It is understood that one of the existing lifts will be upgraded, to meet, as far as practically and technically possible, the recommendations for a modern fire-fighting lift in accordance with the recommendations of BS 9999 and the requirements of BS EN 81-72.
- Permanently open smoke vents are fitted in the corridors to the flats, and a vertical smoke shaft is fitted to the single staircase.

25.3	Are there appropriately sited facilities for electrical isolation of any photovoltaic (PV) cells, with appropriate signage, to assist the fire and rescue service?	N/A	✓	Yes		No	

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

25.4 Relevant information (including description of arrangements and deficiencies observed):

—

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 by[14]:

Housing Service Director, LBHF Housing Services Division.

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

26.4 Relevant information (including description of arrangements and deficiencies observed):

LBHF has a policy incorporating fire safety in purpose-built blocks of flats.

26.5 Evacuation strategy:

Stay put: ☑ Simultaneous evacuation: ☐ Other (specified below): ☐

26.6 Comment:

A 'stay put' evacuation policy is considered appropriate.

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

26.8 Relevant information (including description of arrangements and deficiencies observed):

- 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.
- It is understood that LBHF have provided tenants and leaseholders with fire safety advice and information on the action to take in the event of a fire.
- When the evacuation alert system for use by the fire and rescue service and the fire detection and alarm system, as discussed in 22.6, is installed, the existing fire procedures would need to be reviewed and the fire safety advice provided to residents modified accordingly.

[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.

26.9 Are routine in-house inspections of fire precautions undertaken (e.g. in the course of health and safety inspections)?[15]

N/A ☐ Yes ☑ No ☐ Unk

26.10 Relevant information (including description of arrangements and deficiencies observed):

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 ☐

27.2 Relevant information (including description of arrangements and deficiencies observed):

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

27.3 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 ☐

27.4 Relevant information (including description of arrangements 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 ☐

28.2 Relevant information (including description of arrangements and deficiencies observed):

Overall, the block was reasonably well maintained, with only a small number of issues.

28.3 Is weekly testing and periodic servicing of the fire detection and alarm system undertaken?

N/A ☑ Yes ☐ No ☐ Unk

28.4 Relevant information (including description of arrangements 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.

28.5 Are monthly and annual testing routines in place for the emergency escape lighting?

N/A ☐ Yes ☑ No ☐ Unk

28.6 Relevant information (including description of arrangements 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 discharge test could not be confirmed.

[15] Based on brief review of procedures at the time of this fire risk assessment. In-depth review of documentation is outside the scope of this fire risk assessment, unless otherwise stated.

28.7 Is annual maintenance of fire extinguishing appliances undertaken? N/A ☐ Yes ☑ No ☐

28.8 Relevant information (including description of arrangements and deficiencies observed):

The last service date on the fire extinguishers could not be confirmed.

28.9 Are six-monthly inspection and annual testing of rising mains carried out? N/A Unk ☐ Yes ☑ No ☐

28.10 Relevant information (including description of arrangements and deficiencies observed):

- It is understood that the dry rising main is subject to annual inspection and test by an external contractor.
- The last annual test was completed on 6th January 2023.
- Monthly visual checks are now a requirement of the Fire Safety (England) Regulations 2022 for buildings over 18m high. It is understood that these are being carried out.

28.11 Are weekly and monthly testing, six-monthly inspection, and annual inspection and testing undertaken of lift(s) provided for use by fire-fighters or evacuation of disabled people (evacuation lifts)? N/A Unk ☐ Yes ☑ No ☐

28.12 Relevant information (including description of arrangements and deficiencies observed):

- We are informed that the lifts are subject to relevant inspections and test.
- However, the date of the last test and service could not be confirmed.
- Monthly operational checks are now a requirement of the Fire Safety (England) Regulations 2022 for buildings over 18m high. It is understood that these are being carried out.

28.13 Other relevant inspections or tests:

- Lightning protection.
- Fire doors.

28.14 Relevant information (including description of arrangements and deficiencies observed):

- It is understood that the lightning protection system is subject to annual inspection and test by an external contractor. However, the date of the last annual inspection and test could not be confirmed.
- Flat entrance doors are currently not subject to an annual inspection, nor are other fire-resisting doors subject to three-monthly inspection.

29. RECORDS

29.1 Are there appropriate records of:

a) fire alarm tests (where relevant)? N/A ☑ Yes ☐ No ☐

b) emergency escape lighting tests? N/A ☐ Yes ☑ No ☐

c) maintenance and testing of other fire protection systems and equipment? N/A ☐ Yes ☑ No ☐

29.2 Relevant information (including description of arrangements and deficiencies observed):

Records are held locally/centrally.

30. SECURE INFORMATION BOX[16]

30.1 Is there a suitably located secure information box for the fire and rescue service? N/A ☐ Yes ☑ No ☐

30.2 Are there arrangements to keep the secure information box up to date? N/A ☐ Yes ☑ No ☐ Unk

30.3 Relevant information (including description of arrangements and deficiencies observed):

- Attention is drawn to the code of practice for the provision of Premises Information Boxes in residential buildings jointly produced by the Fire Industry Association (FIA) and National Fire Chiefs Council (NFCC).
- A fire and rescue service secure information box is provided in the entrance foyer to the block.
- Details of 4 vulnerable residents are recorded in the secure information box for the use of the fire and rescue service.
- However, the secure information box did not contain details of the external walls.

31. ENGAGEMENT WITH RESIDENTS[16]

31.1 Has information on fire procedures been disseminated to residents? N/A ☐ Yes ☑ No ☐ Unk

31.2 Is fire safety information disseminated to residents? N/A ☐ Yes ☑ No ☐ Unk

31.3 Relevant information (including description of arrangements and deficiencies observed):

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

[16] Normally applicable only to sheltered and extra care housing.

FIRE RISK ASSESSMENT

The following simple risk level estimator is based on a fire risk level estimator contained in PAS 79-2:

Potential consequences of fire ➔ **Likelihood of fire ↓**	**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

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 79-2:

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.

REFERENCES

GUIDANCE IN SUPPORT OF FIRE SAFETY LEGISLATION

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.

GUIDANCE IN SUPPORT OF BUILDING REGULATIONS

Approved Document B. *Fire Safety. Volume 1: Dwellings, 2019 edition incorporating 2020 amendments.*
Approved Document B. *Fire Safety. Volume 2: Buildings other than dwellings, 2019 edition incorporating 2020 amendments.*

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 5839-9:2021. *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+A3:2022. *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 9251:2021. *Fire sprinkler systems for domestic and residential occupancies - Code of practice.*
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+A1:2015. *Code of practice for the operation of fire protection measures. Actuation of release mechanisms for doors*.
BS 7671:2018+A2:2022. *Requirements for Electrical Installations. IET Wiring Regulations. Eighteenth Edition.*
IET Code of Practice for In-service Inspection and Testing of Electrical Equipment. Fifth Edition.
BS 8629:2019. *Code of practice for the design, installation, commissioning and maintenance of evacuation alert systems for use by fire and rescue services in buildings containing flats.*
BS 8899:2016. *Improvement of fire-fighting and evacuation provisions in existing lifts. Code of practice.*
PAS 79-1:2020. *Fire risk assessment. Premises other than housing. Code of practice.*
PAS 79-2:2020. *Fire risk assessment. Housing. Code of practice.*
PAS 9980:2022. *Fire risk appraisal of external wall construction and cladding of existing blocks of flats. Code of practice*.

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.

BAFE SP205 CERTIFICATE OF CONFORMITY

Certificate Number	LS	0310645

BAFE FIRE SAFETY REGISTER REGISTERED ORGANISATION ID: 300154

Life Safety Fire Risk Assessment Gold Approved Scheme CERTIFICATE OF CONFORMITY

NSI Security.Improved

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**	
	Shepherds Court, Shepherd's Bush Green, London W12 8RB	
	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**	06 April 2023
Part 6	**Recommended date for review of the fire risk assessment**	April 2024

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	Senior Consultant and Quality Manager (Validator)
Date	24 May 2023

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.

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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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