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Fire Risk Assessment of:	1-14 College Court QUEEN CAROLINE STREET, LONDON W6 9DY
Author of Assessment:	Michael Sharples Fire Risk Assessor
Quality Assured by:	R Stevens
Responsible Person:	Named person within the organisation, Richard Buckley
Risk Assessment Valid From:	12/10/2020
Risk Assessment Valid To:	12/10/2022

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Building Features

Approximate Square Area of the Building:	700m2
Number of Dwellings:	14
Number of Internal Communal Stairs:	1
Number of External Escape Stairs:	1
Number of Final Exits:	1
Number of Storeys	8
Is there a Basement Present?	Yes
Is Gas Installed to Building?	yes
Are Solar Panels Installed on Building?	no
Number of Occupants:	14-28
Current Evacuation Policy:	Stay Put Procedure
Recommended Evacuation Policy:	Stay Put Procedure
Last LFB Inspection:	

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Survey Findings:

Building Construction & Layout:	Purpose-built medium-rise block of flats constructed of brick and concrete. An eight-storey building consisting of fourteen dwellings with two dwellings are located on each floor. The main/ fire exit is located on the ground floor and has a secure entry code and emergency drop key switch; which opens out to the street. An external emergency staircase is fitted to the rear of the building, on using this staircase during an emergency evacuation it takes you to a secured thumb turn gate and exits onto the street. There is one internal staircase running up the centre of the building with access the roof void via a hatch on the top floor. The electrical cupboard/riser is on the basement floor. A refuse chute runs external down the rear of the building with a hopper on each floor. The refuse room is located in a locked room at the rear of the property and appears to be well managed.

Executive Summary	The survey found the properties communal areas to be clean and presentable, Emergency lighting within the property appeared to be working without any defects. Correct hard detection was present and all signage was correct. Refuse areas where clear and no overspill was present. A number of areas of 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' procedure, the following actions have been recommended; in-house fire safety checks, all flat entrance doors with FD60S doors with externally fitted positive action door closers, carry out a safety test on the electrical system to ensure that the electrical supply is safe, determine if a lightening protection system is required for the building and arrange a full installation if necessary, carry out a test on the emergency lighting system to ensure that the it is fully operational, clear rubbish from electrical cupboard and conduct testing and maintenance of C02 extinguisher, recording test date on extinguisher label and address compartmentation breach within stairwell from pipes under door into the escape route and fill with a minimum of 30mins fire protection.

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Guidance

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Scope of Assessment:

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

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

In order to carry out this fire risk assessment the assessor has used their professional expertise, judgement and guidance contained in the British Standards Institute's publicly available specification (PAS 79: 2012), the Department for Communities & Local Government guidance, 'Fire Safety Risk Assessment - Sleeping Accommodation', Local Authorities Coordinators of Regulatory Services (LACORS) 'Housing Fire Safety' guidance and NFCC guidance 'Fire Safety in Specialised Housing'.
Which provides best practice guidance on fire safety provisions in England for certain types of existing housing; as well as the Local Government Association (LGA) Guidance 'Fire safety in purpose-built blocks of flats'.

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

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

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

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Compartmentation and Building Features

From a Type 1 inspection perspective, are there breaches identified effecting compartmentation along the escape route?	Yes
From a Type 1 inspection perspective, are there ineffective or inappropriate materials used to create compartmentation?	No
Does the building have a roof void?	Yes
Are there roof void access hatches within the communal areas?	Yes
Are all roof void access hatches fitted with securing devices?	Yes
Are all hatches providing suitable fire and smoke resistance?	Yes
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 the roof void?	No
Are lifts installed?	No
Is there a lift motor room?	N/A
Are there any other concerns with Lifts or the Lift Motor Room?	N/A
Are there utility cupboards within the communal area?	Yes
Are there any breaches in compartmentation?	No
Do utility cupboard doors appear to be FD30s standard?	Yes
Is there evidence to confirm FD30s doors are certified?	No
Is there damage to any part of the door or frame affecting its performance as a 30 minute fire and smoke resistant door?	No
Is there personal items or rubbish in any inspected utility or riser cupboard?	Yes
Is there a CO2 extinguisher installed inside any large electrical riser cupboard?	Yes
Are CO2 extinguishers compliant?	No

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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

Is the stated emergency evacuation strategy suitable?	Yes
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, adversly affecting the escape routes?	No
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 signs displayed appropriately?	Yes
Does the building have an external escape route?	Yes
Is the condition and features of the external escape route to an acceptable standard?	Yes
Are there other concerns identified with the evacuation of the building?	No
Is emergency lighting installed?	Yes
Does the installed emergency lighting provide suitable coverage?	Yes
Are there recorded or observable defects with the emergency lighting system?	No

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Is there evidence of a current and up-to-date emergency lighting service contract and maintenance programme?	Unable to Confirm
If no emergency lighting is installed, does the building require the installation of an emergency lighting system?	N/A
Is there a need to increase the emergency lighting provision?	No
Are there other concerns identified with the emergency lighting?	No
Does the building have suitable means to naturally ventilate the escape routes?	Yes
Is there a smoke ventilation system installed?	No
Are there any concerns identified with ventilation of the internal escape route?	No

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Doors	
Is the main entrance door suitable as part of the evacuation strategy for the building?	Yes
Is security to the property suitable to restrict access to 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?	Yes
Are there any compartment fire doors installed in this building?	No
Are there locations where compartment fire doors should be installed?	No
Are there other concerns identified with the compartment fire doors?	No
Are there any flat entrance doors not conforming to FD60s standard?	Yes
Do the inspected FD60s doors have certified markings?	Unable to Confirm
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?	No
Are there other concerns identified with the flat entrance doors?	No

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Fire Hazards	
Are "No Smoking" signs displayed at each entrance?	Yes
Is a no smoking policy being observed in the communal areas?	Yes
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 vertical refuse chutes fitted to the building?	Yes
Are the hoppers in good condition and fitted with smoke seals?	Yes
Is there a working pull plate at the base of the chute?	Yes
Does the refuse system appear to be free of physical defects?	Yes
Are there other concerns identified with refuse?	No
Has fixed electrical wiring been subject to a safety inspection within the past five years?	Unable to Confirm
Is there a lightning protection system installed?	Unable to Confirm
Is there a wheelchair or stair lift in the communal area?	No
Are there electrical or charged items in the communal area (fridges, tumble dryers, mobility scooters etc)?	No
Any there other concerns identified with ignition sources?	No

Fire Detection	
From the sample flats accessed, is early warning fire detection appropriate?	Yes

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Fire Safety Management	
Are there hydrants within the grounds of the property estate?	No
Are there notable restrictions for the positioning of fire appliances within 20 metres of the building?	No
Is a Premises Information Box installed?	Yes
Are there complexities or unique features to the building to warrant the installation of a Premises Information Box?	N/A
Is there a working Drop Key mechanism to access the building?	Yes
Is there a Dry Riser installed?	No
Are there other concerns identified for fire service operations?	No
Did you encounter any potential or actual hoarding risks?	No
LBHF have a medical register of 02 users, did you encounter a resident declaring they were using 02 but not registered?	No
Is there a suppression system installed within any part of the building?	No
Did you encounter any potential hazards due to negligent contractor work at the property and its grounds?	No
Are there other concerns identified to do with fire safety management?	No
Does the building contain both commercial outlets and residential dwellings?	No
Any there other concerns identified with control of shared means of escape?	No

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Safety Management	
Are there staff or site managers based at and working in the building?	No
Are staff trained to support an evacuation of the building during a fire emergency?	N/A
Any there other concerns identified with on-site staff and their training?	N/A
Are fire safety records accessible in a suitable physical or digital format for fire inspection audits?	Unable to Confirm
Is LBHF emergency and general contact details displayed in the communal area?	Yes
Any there other concerns identified with the management of information?	No

	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