



## **FIRE RISK ASSESSMENT - Specialised Housing (Independent Living)**

(v4. March 2018)

### **Regulatory Reform (Fire Safety) Order 2005: Sleeping Accommodation**

The purpose of the fire risk assessment is to evaluate the risk to people from fire, particularly vulnerable residents, taking into account existing fire safety measures, and to determine whether additional measures are necessary. The report does not address the risk to property or business continuity from fire.

The Regulatory Reform (Fire Safety) Order applies to the common areas of the building and the fire safety facilities provided in support of the building.

This fire risk assessment has not involved destructive inspection of the building, such as opening up of construction. However, where practicable, assessors should lift a sample of accessible false ceiling tiles, open a sample of service risers and inspect reasonably accessible roof voids (if present).

It will normally be necessary to gain limited entry to at least a sample of flats to examine the necessary measures (fire-resisting, self-closing entrance door; fire detection; monitoring of fire detection) to ensure that, when a fire occurs in a resident's accommodation, there is no undue risk to other residents.

This fire risk assessment considers the 'general fire precautions' defined in the FSO, the principal precautions for specialized housing are:

- A. Measures to reduce the risk of fire and the risk of the spread of fire
- B. Means of escape from fire and to ensure that escape routes can be safely and effectively used
- C. Measures to ensure automatic detection and early warning of fire
- D. Measures to mitigate the effects of fire (FFE)
- E. An emergency plan, including procedures for residents in the event of fire
- F. Fire Risk Management (inc. training of staff)

## TYPES OF FIRE RISK ASSESSMENT WITHIN SPECIALISED HOUSING

### **Type 1 – Common parts only (non-destructive)**

A Type 1 fire risk assessment is the basic fire risk assessment required for the purpose of satisfying the FSO.

The inspection of the building is non-destructive. But, as well as considering the arrangements for means of escape and so forth, the fire risk assessment includes 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 fire risk assessment, entry to flats beyond the area of the flat entrance door is not involved.

If there are demountable false ceilings in the common parts, it may be appropriate to lift a sample of readily accessible false ceiling tiles. In addition, it will normally be appropriate to open a sample of service risers, provided access is practicable at the time of inspection.

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 for most blocks of purpose-built flats. Where doubt exists in relation to these matters, the action plan of a Type 1 fire risk assessment may recommend that one of the other types of fire risk assessment be carried out or specialists carry out that further investigation. (However, this should not be a generic recommendation of all Type 1 fire risk assessments; the recommendation should be based on identification of issues that justify reason for doubt.)

### **Type 3 – Common parts and flats (non-destructive)**

A Type 3 fire risk assessment includes the work involved in a Type 1 fire risk assessment, but goes beyond the scope of the FSO (though not the scope of the Housing Act).

This risk assessment considers the arrangements for means of escape and fire detection (ie smoke alarms) within at least a sample of the flats. Within the flats, the inspection is non-destructive, but the fire resistance of doors to rooms is considered.

Measures to prevent fire are not considered unless (e.g. in the case of maintenance of the electrical and heating installations) the measures are within the control of, for example, the property owner.

A Type 3 fire risk assessment may sometimes be appropriate for rented flats if there is reason to suspect serious risk to residents in the event of a fire in their flats. (This might be, for example, because of the age of the block or reason for suspicion of widespread, unauthorized material alterations). This type of fire risk assessment will not be possible in the case of long leasehold flats, as there is normally no right of access for freehold

## FIRE RISK ASSESSMENT

<b>COURT NAME</b>	<b>Oak Grange</b>		
<b>COURT ADDRESS</b>	<b>Brookside Avenue, Knotty Ash, Liverpool, L14 7NG.</b>		
<b>EVACUATION STRATEGY</b>	<b>Stay Put</b>		
Responsible Person	<b>Housing &amp; Care 21</b>		
Fire Risk Assessment Type	<b>Type 1 – Common parts only (non-destructive)</b>		
Court Manager (Fire Safety Manager)	<b>Terence Hurley</b>		
Fire Risk Assessor	<b>Gareth Clark</b>		
Date of Fire Risk Assessment	<b>28th November 2018</b>	Date of Previous Fire Risk Assessment	<b>28th November 2017</b>

## BUILDING DESCRIPTION

Number of flats	62		
Number of floors ground and above	11 Floors		
Court type	Category 2	Age of building	1966 (Refurb 2015)
Brief details of construction	Oak Grange is a multi-storey block of flats. It is a typical concrete /steel framed building with cement rendered infill panels. The building has a flat roof. There are two lifts servicing all floors.		
Is cladding and insulation present	YES/NO	(If yes, confirm the materials used) External Insulation with Cement Render, this has been tested previously and is confirmed as a low risk.	
State parts of building assessed – detail areas not assessed/visited and reason(s)	All Communal Areas		
Number of dwellings accessed from communal areas	62		
Number of escape routes/ final exits/stairs	20 / 3 / 1		

## Access to Dwellings

As part of this Type [ ] fire risk assessment, access was gained to a sample of dwellings to assess the suitability of entrance doors etc.	Flats 20 & 21.
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**Details of Fire Loss (since the last FRA)**

Date	Location	Details
		No Fire Damage

Are false alarms recorded?	Yes, 1 No. in past 12 months
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**People at Risk (Information provided by the Court Manager)**

Maximum number sleeping within individual flats (approximate)	78
Maximum number of employees at any one time (approximate)	2
Maximum number of visitors/others at any one time (assumed)	45

Are arrangements in place to ensure that where necessary, person-centred fire risk assessments have been carried out for high-risk residents?	Yes / No	If Yes, how many PCFRA have been completed	N/A
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Have Housing Management taken additional measures to prevent fire i.e. fire retardant bedding if smoke in bed; safer forms of ashtrays or smoking, enhanced engagement with residents and input from fire and rescue service.	N/A	If Yes, what measures have been taken?	N/A
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If Yes, are additional fire protection measures required i.e. fire suppression if there is concern that a resident might set fire to themselves and have significant difficulty in responding appropriately	N/A
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A MEASURES TO REDUCE THE RISK OF FIRE AND THE RISK OF THE SPREAD OF FIRE				
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A.1	Fire Hazard Identification and Control	Observations and findings	Recommendation/Action	Priority
A.1.1	Are electrical intakes/meter units within the common areas enclosed in construction likely to afford a nominal period of fire resistance?	All electric meters are all located in the Plant room, which is Fire Rated.	None	
A.1.2	Detail refuse storage arrangements	External Bin Store adjacent to building.	None	
A.1.3	Are adequate control measures in place to prevent arson?	No Storage next to building and CCTV cameras.	None	
A.1.4	Is smoking prohibited in the communal areas?	Yes	None	
A.1.5	Is the use of portable heaters avoided as far as possible?	Yes	None	
A.1.6	Are fixed heating installations subjected to regular maintenance?	Yes, heating is checked on an annual basis.	None	
A.1.7	Does the building have a lightning protection system?	Yes, Omega System installed.	None	
A.1.8	Are there other significant ignition sources that require consideration e.g. oxygen/mobility scooters?	Mobility Scooter store on scheme.	None	
A.1.9	Is there satisfactory control over works carried out in the building by outside contractors (including 'hot work' permits?	MS & RA stored in Head office.	Further training required on the "Hot Work" permit system.	Low
A.1.10	Is the standard of housekeeping adequate? Specifically: <ul style="list-style-type: none"> <li>• appropriate storage of hazardous/combustible materials?</li> <li>• avoidance of unnecessary accumulation of combustible materials or waste?</li> </ul>	Housekeeping was of a good standard on day of visit.	None	
A.1.11	Additional fire hazard identification and control comments			

None

A.2	Building Design and Compartmentation	Observations and findings	Recommendation/Action	Priority
A.2.1	Is the building a purpose built residential building? If 'yes' it is assumed that compartmentation was at an adequate standard at the time of construction.	Yes	None	
A.2.2	If the building is not purpose built, is it a conversion that is believed to have been converted in accordance with Building Regulations?	Yes	None	
A.2.3	Do the elements of construction between flats and the common areas i.e. walls, floors, landings, stairwells and ceilings appear from a visual inspection to be in good condition?	Not known – a destructive survey of the common parts was not undertaken, as this is not required to satisfy a Type 1 FRA. Construction throughout the appeared to be plasterboard and brickwork. Construction was deemed by the assessor to be adequately fire resisting.	None	
A.2.4	Are there reasonable limitations of linings that may promote fire spread?	Yes, walls appear to achieve Class 0 surface spread of flame rating, consisting of plastered brickwork and plasterboard.	None	
	<b>Roof Void Question</b> From a head and shoulders inspection of an accessible roof void, does the roof void compartmentation appear to be adequate?	There was no Roof void on the scheme in the communal areas for inspection.	None	

To minimise the risk due to any compromise of roof void compartmentation, over the next 12 months Housing and Care 21 will upgrade or reconfigure the fire alarm system to accommodate zoned detection in roof voids. Our Primary Authority Cambridge Fire and Rescue Service have agreed this fire alarm rezoning strategy.

#### A.2.5 Additional compartmentation comments

The two service risers has adequate fire stopping on each floor.

<b>A.3</b>	<b>Flat Entrance Doors</b> <i>examine 10-20% of entrance doors to residents' accommodation to ensure that they are fire resisting and self-closing.</i>	<b>Observations and findings</b>	<b>Recommendation/Action</b>	<b>Priority</b>
A.3.1	Do flat entrance doors appear to offer a nominal period of fire resistance?	Yes, the entrance doors to all flats are considered notional FD30 doors.	None	
A.3.2	Are the flat entrance doors adequately self-closing?	Overhead self-closing devices were installed the doors inspected as part of the FRA.	None	
A.3.3	Are flat entrance door sets fitted with suitably sized doorstops or intumescent strips and cold smoke seals?	SHG states that letterboxes in FD30s doors are acceptable as long as (para 78.18) "the letterbox is located in the middle or lower part of the door and has a spring loaded metal flat on the inside and outside of the letterbox".	None	
A.3.4	Additional flat entrance door comments			

None

#### Flat Entrance Door Schedule (Inspected)

<b>Flat No.</b>	<b>Fire resistance</b>	<b>Self-closing</b>	<b>Strips &amp; Seals or 25mm stops</b>	<b>Photograph</b>
21	30 Mins	Overhead Self-Closing Device	Strips & Seals	Yes
20	30 Mins	Overhead Self-Closing Device	Strips & Seals	Yes

<b>A.4</b>	<b>Communal/Catering Kitchen</b>	<b>Observations and findings</b>	<b>Recommendation/Action</b>	<b>Priority</b>
A.4.1	Are reasonable measures taken to prevent fires because of cooking within the communal kitchen?	No Kitchen on the Scheme	None	
A.4.2	Are filters changed and ductwork cleaned regularly?	N/A	N/A	
A.4.3	Is suitable fire-fighting equipment available?	N/A	N/A	
A.4.4	Additional communal/catering kitchen comments			

None

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<b>B. MEANS OF ESCAPE</b>				
<b>B.1</b>	<b>Means of Escape</b>	<b>Observations and findings</b>	<b>Recommendation/Action</b>	<b>Priority</b>
B.1.1	Are travel distances acceptable? Provide details	Yes, a firebreak is located within 9m of all flat doors.	None	
B.1.2	Detail storage arrangements within the communal area, i.e. is there a 'managed' or 'zero tolerance' policy on storage within communal areas?	There is a "managed" policy of storage within the communal areas as previously agreed with H&C21 management.	There are a number of items located on each floor, this needs to be inspected on a regular basis and moved if a trip hazard or combustible.	Low
B.1.3	Are escape routes free from storage of combustible items or obstructions?	Yes, all emergency exits are clear from obstructions.	None	
B.1.4	Are escape routes free from storage of flammable liquids or gases?	Yes, all emergency exits are clear from flammable liquids or gases.	None	
B.1.5	Are floor surfaces on escape routes free from tripping or slipping hazards?	Yes, there escape routes are free of any tripping/ slipping hazards.	None	
B.1.6	Is suitable means of ventilating the common areas provided?	The windows on each floors landing have an automatic opening fitting.	None	
B.1.7	Has information been provided to residents regarding the building's evacuation strategy?	Yes	None	
B.1.8	Are Safety Signs and Notices provided and displayed on escape routes?	Yes	None	
B.1.9	Additional means of escape comments			
None				

<b>B.2</b>	<b>Lighting/Emergency Lighting</b>	<b>Observations and findings</b>	<b>Recommendation/Action</b>	<b>Priority</b>
B.2.1	Are the common areas/escape routes adequately lit by artificial lighting?	Yes	None	
B.2.2	Is the artificial lighting provided in the common areas in working order?	Yes	None	
B.2.3	Are the common areas provided with emergency escape lighting?	Yes	None	
B.2.4	If no, is adequate borrowed light available?	Yes	None	
B.2.5	Additional emergency lighting comments			

None

<b>C. FIRE DETECTION AND ALARM</b>				
<b>C.1</b>	<b>Fire Detection and Alarm</b>	<b>Observations and findings</b>	<b>Recommendation/Action</b>	<b>Priority</b>
C.1.1	Is a manually operated fire alarm system provided?	Yes	None	
C.1.2	Is automatic fire detection provided?	Yes	None	
C.1.3	Detail the alarm type and category i.e. Category LD2 standard, in accordance with BS5839 Pt6	Gent Vigilon Compact L2 system	None	
C.1.4	Is there automatic and remote fire alarm signal transmission?	Yes	None	
C.1.5	Additional fire detection and alarm comments			

None

D MEASURES TO MITIGATE THE EFFECTS OF FIRE				
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D.1	Equipment	Observations and findings	Recommendation/Action	Priority
D.1.1	Is there reasonable provision of portable fire extinguishers suitable for the purpose (reference BS5306) <i>Nb. HC21 has replaced all extinguishers with P50's resulting in foam extinguishers replacing CO2. Information on the provision of alternative extinguishers is available at: <a href="https://www.safelincs.co.uk/britannia/pages/BritanniaFAQS.html">https://www.safelincs.co.uk/britannia/pages/BritanniaFAQS.html</a></i>	Yes, P50 Fire Extinguishers installed.	None	
D.1.2	Is there any other fixed installation? E.g., dry rising mains, ventilation systems, fire-fighting lifts etc? Detail type of system(s) provided and maintenance evidence	Yes, dry riser and automatic openers installed to the windows in the lobby areas on all floors.	None	
D.1.3	Is an automatic suppression system installed? If yes, provide details	Yes, new automatic sprinkler system installed in March 2018.	None	

D.1.4	Additional comments to mitigate the effects of fire			
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Oak Grange has a retrofit water sprinkler system installed.

The system provides protection to resident's flats and the communal lounge.

Each floor has non-return valve, which isolates the sprinkler system to that particular floor. The flats are protected by 3 / 4 sprinkler heads dependant on the configuration of the rooms. Sprinkler heads are sensitive to heat and will activate at approximately 57 degrees centigrade.

The system is designed to operate at 7.2 Bar of pressure and in the event of activation will provide 2 x sprinkler heads 30 minutes of fine spray water.

E EMERGENCY PLAN, PROCEDURES FOR RESIDENTS IN THE EVENT OF FIRE				
E.1	Arrangements	Observations and findings	Recommendation/Action	Priority
E.1.1	Is there a current Court Fire Plan in place and available to emergency services in the red fire box?	Yes	None	
E.1.1	Is Resident Fire Box Information in place and available to emergency services in the red fire box?	Yes	None	
E.1.3	Are the locations of the fire assembly points away from the Fire Service vehicles access and parking areas?	Yes, rear of the building	None	
E.1.4	Additional emergency plan comments			
None				

F. FIRE RISK MANAGEMENT				
F.1	Is the Fire Risk Management folder in place and maintained?	Yes		None
F.2	Is there a suitable record of agreement amongst duty holders as to responsibilities for all relevant aspects of fire safety management? (Fire Safety Responsibilities Matrix)	Yes		None
F.3	Testing and Maintenance	Observations and findings	Recommendation/Action	Priority
F.3.1	Has an electrical safety certificate been seen for fixed wiring within the common areas? Typically 5 yearly	Yes, done as part of Modernisation in 2015.	None	
F.3.2	If a communal fire alarm system is installed; is it tested weekly?	Yes, Weekly Inspections Carried out.	None	
F.3.3	If a communal fire alarm system is installed; is it maintained: (detail last service)	Yes, Serviced on the 2 <sup>nd</sup> October 2018	None	
F.3.4	Details of emergency lighting inspection/testing.	Yes, Serviced on the 2 <sup>nd</sup> October 2018	None	
F.3.5	Is all portable firefighting equipment checked and maintained?	Yes	Portable firefighting equipment inspections to be recorded on H&C21 sheets	Low
F.3.6	Is an automatic suppression system checked and maintained/serviced/tested?	Yes, new system installed and to be checked annually.	None	
F.3.7	Are any smoke control/venting facilities checked and maintained?	Yes, Checked on an annual basis.	None	
F.3.8	Are any external fire escapes inspected and maintained to ensure that they remain safe and suitable to use?	Yes, checked on a monthly basis.	None	
F.3.9	Are portable appliances PAT tested – are records/labels present?	Yes, Tested 02 <sup>nd</sup> July 2018	None	
F.3.10	Is any lightning protection system checked and maintained?	Yes, checked on annual by Omega.	None	
F.3.11	Are routine checks of final fire exit doors and/or security fastenings undertaken?	Yes, checked on a monthly basis.	None	

F.3.12 Additional Testing and Maintenance comments

<b>F.4</b>	<b>Training of Staff</b>	<b>Observations and findings</b>	<b>Recommendation/Action</b>	<b>Priority</b>
F.4.1	Has the Court Manager, or designated member of staff, successfully completed the Fire Safety Manager course?	Yes	None	
F.4.2	Have all staff been provided with a basic level of fire safety training and instruction on induction?	Yes	None	
F.4.3	Have all HC21 care staff completed Fire Warden eLearning	Yes	None	
F.4.4	Are all staff given periodic fire safety 'refresher training' at regular intervals?	Yes	None	
F.4.5	Are third-party staff (i.e. carers/contractors) provided with appropriate instruction and training regarding fire safety management and evacuation arrangements?	Yes	None	
F.4.6	Are all staff familiar with the Fire Evacuation Strategy?	Yes	None	
F.4.7	Additional Staff Training comments			

Terry Hurley is currently covering the scheme management role while Diane Platford is off on maternity leave.

<b>F.7</b>	<b>Communication</b>		
F.7.1	Is appropriate liaison maintained with the local Fire Brigade?	Yes	

**RISK LEVEL ESTIMATOR**

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

This risk level estimator is based on the general health and safety risk level estimator detailed in PAS 79.

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

Low		Unusually low likelihood of fire as a result of negligible potential sources of ignition.
Medium	X	Normal fire hazards (eg. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings)
High		Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

**\*\*Taking into account the nature of the building 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	X	Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).
Moderate harm		Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
Extreme harm		Significant potential for serious injury or death of one of more occupants.

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

RISK LEVEL	ACTION AND TIMESCALE	
Trivial		No action is required
Tolerable	X	No major additional controls required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
Moderate		It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, 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.

ACTION PLAN & SIGNIFICANT FINDINGS			
<b>Court Name</b>	Oak Grange	<b>Date</b>	28 <sup>th</sup> November 2018

The following recommendations should be implemented in order to reduce fire risk to, or maintain it at, the appropriate level.

Action	Description	Photo attached	Risk Level L/M/H	Assigned to: Person/Dept	Date for completion*	Date Completed
1	A1.9 - Further training required on the "Hot Work" permit system.	No	Low	Compliance	April 2019	
2	B1.2 - There are a number of items located on each floor, this needs to be inspected on a regular basis and moved if a trip hazard or combustible.	No	Low	Scheme Manager	On Going	
3	F3.5 - Portable firefighting equipment inspections to be recorded on H&C21 sheets	No	Low	Scheme Manager	April 2019	
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5						

**\*Action Plan Timescales**

<b>High Risks</b>	Action should be undertaken immediately or as quickly as practically possible and within three months by the identified lead person/department.
<b>Moderate Risks</b>	Action should be undertaken as quickly as is practically possible, usually within six months by the lead person/department. Where moderate risks form part of the planned programme of fire compartmentation upgrade works, these will be completed in line with HC21's agreed risk based planned works strategy*.
<b>Low Risks</b>	Low risks will continue to be reviewed and should be actioned when practically possible.
<b>Planned Works Strategy</b>	Housing & Care 21 has a risk based fire compartmentation strategy: <ul style="list-style-type: none"> <li>• High risk schemes (3 stories and over) will be prioritised over low rise schemes.</li> <li>• Category 2 schemes will be prioritised over category 1 schemes.</li> <li>• Older schemes will be prioritised over newer schemes.</li> </ul> Housing & Care 21 believes this approach is pragmatic, concentrating on the level of risk whilst committing substantial resources to court improvements.



ACTION PLAN & SIGNIFICANT FINDINGS			
Court Name	Oak Grange	Date	28 <sup>th</sup> November 2018

