

## FIRE RISK ASSESSMENT - Specialised Housing (Independent Living) (v4. August 2017)

### 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)

RISK ASSESSMENT RATINGS		
Definition of priorities (where applicable):		
Urgent	HIGH	Immediate action required or, if it is not feasibly practical to immediately resolve the issue, it is strongly recommended that a written programme be put in place for resolving and remedial measures put in place to control the risk in the interim period. Considerable resources should be provided to resolve.
Strongly recommended	MEDIUM	It is essential that efforts are made to reduce the risk in the short/medium term. Risk reduction measures, which should take cost into account, should be implemented within a defined time period.
Recommended	LOW	Action required in the longer term, some resources allocated and a programme put in place.

The above table relates to the risk to determine which risks should be addressed first and the best allocation of resources.

Regardless of the severity of the rating, easy actions to resolve, (i.e. closing propped open fire doors), should be done as soon as practically possible. More difficult actions to resolve that may result in alteration to building fabric etc. should be programmed in depending on their severity and difficulty to resolve. The amount of resources allocated to an action is dependent on risk.

## INITIAL INFORMATION

Scheme Name **Thomas Place**

Form ID **FRA-1836**

Does the scheme require a full onsite Fire Risk Assessment: **Yes**

## FIRE RISK ASSESSMENT

Specialised Housing - Independent Living

(v2. April 2016)

Regulatory Reform (Fire Safety) Order 2005

Category of Premises against the FSO 2005: Sleeping Accommodation

The purpose of this report is to provide an assessment of the risk to life from fire in the building, 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 Regulatory Reform (Fire Safety) Order applies to the common areas of the building and the fire safety facilities provided in support of the building.

Fire Risk Assessment Type **Type 1 – Common parts only (non-destructive)**

Responsible Person **Housing 21**

Court Address **James Whatman Way, MAIDSTONE**

Court Manager **Lisa Tyler**  
(Fire Safety Manager)

Do you wish to change Court Manager? **No**

New Court Manager

Property Service Manager **Pete Phillips**

Do you wish to change the Property Service Manager? **No**

New Property Service Manager

Fire Risk Assessor **Frank Ling**

Date of Fire Risk Assessment **25/09/2023**

Date of Previous Fire Risk Assessment **20/10/2022**

Suggested date for review

12 months or sooner if:

- Any structural or material change to the premises;
- A change of work practice;
- A near miss or fire incident;
- A significant change in staff levels.

## The Building

Is the building purpose built for its intended use? **Yes**

It is assumed that compartmentation was at an adequate standard at the time of construction.

Is it a conversion that is believed to have been converted in accordance with Building Regulations?

Number of floors	<b>8</b>
Number of flats	<b>57</b>
Date Built	<b>13/02/2012</b>
Age of building	<b>11</b>
Scheme type	<b>Extra Care</b>

Scheme type Other

Brief details of construction **Modern medium rise housing scheme comprising of flats and communal facilities for the use of residents, appointed to the scheme is a local housing manager who's role it is to manage the daily running of the scheme including tasks connected to fire safety, such as weekly/monthly compliance tests, PCFRA and placing orders with service contractors. This is not a care role. The scheme is has been constructed utilising a concrete load bearing frame and floors with an insulated rendered panel system to the external walls. Following investigations the external wall system has been removed completely to all elevations and replaced with materials performing to Euro class A1 designation, non flammable, as incorporated into the StoTherm mineral render system. This comprises of a cement partical board fixed to metal stud work, mineral fibre insulation batts mechanically fixed to the carrier board and then rendered with a multi layer silicone render. Horizontal and vertical fire barriers were installed at all party wall, floor junctions and window reveals within the system. Kent FRS and Local BCO have undertaken comprehensive design reviews and site visits to ensure the system and its application are inline with required BS and Building regulations. Vertical circulation via single escape stair and fire person lift, the stairwell is designed as a protected area and dedicated refuge area. Horizontal circulation via corrdors subdivided y cross corridor fire compartment doors. The roof is a flat roof design with no roof void or access by the residents. Within the building there are facilities managed and supplied by outside agencies, Hair Salon and commercial kitchen.**

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? **Yes**

Please Specify

From a head and shoulders inspection of an accessible roof void does the roof void compartmentation appear to be adequate and in good condition? **N/A**

Location of loft latches	<b>Corridors only</b>
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Are the loft latches lockable?	<b>Yes</b>
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Approximate quantity of loft latches **1**

Are there any additional compartmentation requirements? **No**

Please specify

Are the walls or ceiling linings within the premises considered combustible? **No**

Please specify

Is an external wall cladding system present (inclusive of window and infill panels)? **Yes**

## Cladding

Cladding Type	If Other Please Specify	Percentage of Cladding Present	Comments
<b>Render system</b>		<b>1</b>	<b>Insulated external render system as previously noted</b>

## Insulation

Insulation type	If Other Please Specify	Comments
<b>Mineral Wool</b>		<b>Euro class A1 fire rated insulation</b>

Are balconies present? **No**

Construction Materials

Is there any evidence of unsafe disposal of smoking materials and the misuse of barbeques?

Taking into account construction materials and geometry, does the balcony adequately resist the spread of fire over the walls and from one building to another?

Timber Framed **No**

Please provide further details

Section 1 Summary / Observations

## Imagery

## Means of Giving Warning in Case of Fire

Is there a manually operated fire alarm system provided? **Yes**

Is there automatic fire detection provided? **Yes**

Provide a description of the fire alarm system in place. i.e., An addressable Part 1 system in the communal areas extending a heat detector into the hallway of each flat and a Part 6 system in flats all linked to the Alarm Receiving Centre. L2 & LD1

**Gent zoned addressed fire panel design to meet the requirements of an L2 - BS:5839 Coverage extends to flats, (hallways, living rooms, kitchens) escape routes, and rooms escape routes. System in full operation at time of inspection.**

Is there automatic and remote fire alarm signal transmission?

**Yes**

In the event of a communal fire alarm activation does the lift automatically ground to the nearest exit level?

**Yes**

Does the Court Manager fully understand the fire evacuation strategy for the building?

**Yes**

Is a zone plan in place?

**Yes**

Section 2 Summary / Observations

Imagery

## Details of Fire Loss

Has there been any impact to the building as a result of fire? **No**

Details of Fire Loss

Summary / Observations

**No fires recorded in 12 mth period**

Imagery

## The Occupant – Information Provided by the Court Manager

Maximum number sleeping within individual flats (approximate) **44**

Maximum number of employees at any one time (approximate) **1**

Maximum number of visitors/others at any one time (assumed) **60**

Are arrangements in place to ensure that where necessary, person-centred fire risk assessments have been carried out for high risk residents? **Yes**

Quantify high-risk residents and detail whether support would be required from the attending fire and rescue service to assist them to a relative place of safety. Ensure details of the specific residents and their requirements can be found in the folder located in the red fire box.

**See PCFRA's There are several high risk residents, including some residents with dementia, alcoholism, smokers and poor mobility.**

Has a Fire Emergency Evacuation Plan been carried out on all residents where required (high risks)? **Yes**

Are there communal rooms present that require an occupancy limit e.g., communal lounges and dining rooms?

**Yes**

### Communal Lounge and Dining Occupancy

If more than 60 people are present, then a minimum of two separate exits are required. For two exits from a room to be considered alternative they should be located at least 45° apart. This prevents having to walk directly towards a fire when there are large numbers of people present or long escape routes.

The calculated occupant capacity should be determined by using 1 M2 per person for areas such as dining, lounge/common rooms.

In the event of a fire then it is always assumed that one exit is unavailable, and this is always the largest exit

#### Occupancy Figures with 1 Available Exit

Max No. of Persons	Minimum Clear Opening
60	750mm
110	850mm
220	1050mm

More than 220	+5mm per person
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Room Type	Room	Occupancy Limit
<b>Dining Room</b>	<b>Commercial dining room open to the public</b>	<b>60</b>
<b>Lounge</b>	<b>Communal lounge for the use of residents only</b>	<b>60</b>

#### Summary / Observations

**Care company staffing patterns - 4 operatives during the day & 2 operatives during the night shift.**

Imagery

## Evacuation Strategy and Training

What is the current Fire Evacuation Strategy? **Stay Put / Delayed**

Please Specify

### Delayed / Stay Put Evacuation

A delayed or stay put evacuation strategy requires the residents to remain in their individual flats until such time as a decision is made (usually by the fire service) to partly or fully evacuate the building, moving the residents to a place of safety. Evacuation strategies are detailed in the Fire Risk Management document.

Has the Court Manager/Housing Manager, or designated member of staff, successfully completed the Fire Safety Manager course? **Yes**

Have the nominated fire wardens attended relevant training and are competent to respond to the fire alarm? **Yes**

On Extra Care court only, have all HC21 care staff completed Fire Warden eLearning **Yes**

Are all staff familiar with the Fire Evacuation Strategy? **Yes**

Please specify

Does the resident fire box information document reflect customers individual needs, risks and evacuation arrangement? **Yes**

Please specify

Summary / Observations

**CM to continue with refresher training of care staff and those who attend in the event of a fire activation, record accordingly.**

Imagery



## Fire Hazards - Elimination & Control

Are electrical intakes/meter units within the common areas enclosed in construction likely to afford a nominal period of fire resistance? **Yes**

Please provide further details

Are reasonable measures taken to prevent fires of an electrical origin? **Yes**

Please specify

Fixed & Portable installations periodically inspected and tested? (last inspection date) **24/10/2022**

Communal hardwire testing carried out in the last 5 years? (last inspection date) **04/05/2021**

Evidence of PAT testing for mobility scooter charged in designated communal areas **No**

Suitable limitation in the use of trailing leads and adapters? **Yes**

***A 'No Smoking' policy is adopted in internal communal areas. Smoking is permitted in individual private flats.***

Is there a suitable designated external smoking location? **Yes**

Is there any evidence of breaches to the smoking policy? **No**

Does the basic security against arson appear reasonable? **Yes**

Are refuse storage arrangements suitable **Yes**

Are there any combustibles near the building that has potential for ignition? **No**

Is the use of portable heaters restricted as far as possible? **Yes**

Is the use of the more hazardous type (e.g. radiant bar fires or LPG appliances) avoided? **Yes**

Are fixed heating installations subjected to regular maintenance? **Yes**

Are reasonable measures taken to prevent fires as a result of cooking within the communal or commercial kitchen? **Yes**

Filters changed and ductwork cleaned regularly? **Yes**

Suitable fire-fighting equipment available? **Yes**

Does the building have a lightning protection system? **Yes**

Are there any other significant ignition sources that require consideration e.g. oxygen/mobility scooters? **Yes**

Please Provide Further Details:Oxygen users: F50/F33

Is the standard of housekeeping adequate? **Yes**

Are combustible materials separated from ignition sources? **Yes**

Avoidance of unnecessary accumulation/in appropriate storage of combustible materials or waste?  
**Yes**

Appropriate storage of hazardous materials? **Yes**

Are routine in-house inspections of fire safety precautions undertaken? **Yes**

Is there satisfactory control over works carried out in the building by outside contractors (including 'hot work' permits? **Yes**

Are fire safety conditions imposed on outside contractors? **Yes**

Is there a sufficient management procedure in place for cleaning the filters in the communal tumble driers? **Yes**

Summary / Observations

**Salon to provide copies of electrical alteration certificates.Socket outlets within the buggy room de-energise after 8pm to stop charging over the night time period**

Imagery

## Fire Protection Measures

Is it considered that the building is provided with reasonable means of escape / fire exists in case of fire? **Yes**

Number of fire exits **3**

Number of staircases **1**

Are the means of escape suitable and compliant with regulations? **Yes**

Exits easily and immediately openable where necessary? **Yes**

Are escape routes unobstructed and free from: storage of combustible items or obstructions, flammable liquids or gases and free from tripping or slipping hazards? **Yes**

Reasonable distance of travel where there is a single direction of travel? **Yes**

Reasonable distance of travel where there are alternative means of escape? **Yes**

Fire exits open in the direction of escape where necessary? **Yes**

Avoidance of sliding or revolving doors as fire exits where necessary? **Yes**

Suitable protection to escape routes? **Yes**

Suitable fire protection for all inner rooms? **Yes**

Are mobility scooter being charged or stored on escape routes **No**

Summary / Observations

Imagery

## Measures to Limit Fire Spread and Development

Is fire compartmentation of a reasonable standard? **Yes**

Do flat front doors that lead onto a common escape route appear to be FD30 and fitted with a self-closing device? **Yes**

Are they notional? **Yes**

Are they certified? **No**

Risk assess 25% of entrance doors to residents' accommodation to ensure they are fire resisting and self-closing. Over the next 3 fire risk assessments 100% of doors will need to have been systematically assessed. List the dwelling numbers inspected. If failings are identified please include in observations and action plan.

Door examined	Does the door need an assessment?	Fire Resistance adequate	Adequately Self Closing	Fitted with suitably sized door stops or intumescent strips and cold smoke seals
THOMASPLAC_D001	Yes	Yes	Yes	Yes
THOMASPLAC_D004	Yes	Yes	Yes	Yes
THOMASPLAC_D011	Yes	Yes	Yes	Yes
THOMASPLAC_D013	Yes	Yes	Yes	Yes
THOMASPLAC_D023	Yes	Yes	Yes	Yes
THOMASPLAC_D023	Yes	Yes	Yes	Yes
THOMASPLAC_D024	Yes	Yes	Yes	Yes
THOMASPLAC_D002	Yes	Yes	Yes	Yes
THOMASPLAC_D003	Yes	Yes	Yes	Yes

THOMASPLAC_D006	Yes	Yes	Yes	Yes
THOMASPLAC_D014	Yes	Yes	Yes	Yes
THOMASPLAC_D016	Yes	Yes	Yes	Yes
THOMASPLAC_D017	Yes	Yes	Yes	Yes
THOMASPLAC_D020	Yes	Yes	Yes	Yes
THOMASPLAC_D026	Yes	Yes	Yes	Yes
THOMASPLAC_D027	Yes	Yes	Yes	Yes
THOMASPLAC_D029	Yes	Yes	Yes	Yes
THOMASPLAC_D034	Yes	Yes	Yes	Yes
THOMASPLAC_D035	Yes	Yes	Yes	Yes
THOMASPLAC_D036	Yes	Yes	Yes	Yes
THOMASPLAC_D039	Yes	Yes	Yes	Yes
THOMASPLAC_D040	Yes	Yes	Yes	Yes
THOMASPLAC_D040	Yes	Yes	Yes	Yes
THOMASPLAC_D043	Yes	Yes	Yes	Yes
THOMASPLAC_D044	Yes	Yes	Yes	Yes
THOMASPLAC_D049	Yes	Yes	Yes	Yes

THOMASPLAC_D054	Yes	Yes	Yes	Yes
THOMASPLAC_D008	Yes	Yes	Yes	Yes
THOMASPLAC_D009	Yes	Yes	Yes	Yes
THOMASPLAC_D010	Yes	Yes	Yes	Yes
THOMASPLAC_D018	Yes	Yes	Yes	Yes
THOMASPLAC_D028	Yes	Yes	Yes	Yes
THOMASPLAC_D030	Yes	Yes	Yes	Yes
THOMASPLAC_D031	Yes	Yes	Yes	Yes
THOMASPLAC_D033	Yes	Yes	Yes	Yes
THOMASPLAC_D005	Yes	Yes	Yes	Yes
THOMASPLAC_D012	Yes	Yes	Yes	Yes
THOMASPLAC_D015	Yes	Yes	Yes	Yes
THOMASPLAC_D019	Yes	Yes	Yes	Yes
THOMASPLAC_D021	Yes	Yes	Yes	Yes
THOMASPLAC_D022	Yes	Yes	Yes	Yes
THOMASPLAC_D023	Yes	Yes	Yes	Yes
THOMASPLAC_D025	Yes	Yes	Yes	Yes

THOMASPLAC_D032	Yes	Yes	Yes	Yes
THOMASPLAC_D037	Yes	Yes	Yes	Yes
THOMASPLAC_D038	Yes	Yes	Yes	Yes
THOMASPLAC_D041	Yes	Yes	Yes	Yes
THOMASPLAC_D042	Yes	Yes	Yes	Yes
THOMASPLAC_D045	Yes	Yes	Yes	Yes
THOMASPLAC_D046	Yes	Yes	Yes	Yes
THOMASPLAC_D047	Yes	Yes	Yes	Yes
THOMASPLAC_D048	Yes	Yes	Yes	Yes
THOMASPLAC_D050	Yes	Yes	Yes	Yes
THOMASPLAC_D051	Yes	Yes	Yes	Yes
THOMASPLAC_D053	Yes	Yes	Yes	Yes
THOMASPLAC_D055	Yes	Yes	Yes	Yes
THOMASPLAC_D056	Yes	Yes	Yes	Yes
THOMASPLAC_D057	Yes	Yes	Yes	Yes

Is there a reasonable limitation of linings that may prevent fire spread? (Class 0 linings)? **Yes**

Is suitable means of ventilating the common areas provided? **Yes**

On review of the last 12 months of repairs history and SIP works, have any works taken place which have impacted on the communal compartmentation? **Yes**

Section 8 Summary / Observations

**works undertaken within 12mths - warden call installation involving the running of small power cables, fire stopping of cables etc in place**

Imagery



## Escape Lighting

Do common areas have a reasonable standard of emergency lighting? **Yes**

Section 9 Summary / Observations

**Lighting meets with requirements of BS:5266**

Imagery

## Fire Safety and Notices

Are Safety Signs and Notices provided to a reasonable standard and displayed on escape routes?

**Yes**

Section 10 Summary / Observations

Imagery

## Fire Fighting Equipment

Is the provision of portable FFE in accordance with the organisation's policy **Yes**

Are hose reels provided in the premises? **No**

If 'yes' can they be removed?

And

Are they clearly marked 'this equipment is out of use and operation'?

Section 11 Summary / Observations

Imagery

## Automatic Fire Systems i.e. suppression system

Is there an automatic fire system present? **No**

What type of system is provided? **1: Ansel wet chemical sprinkler system installed above the deep fat fryers within the commercial kitchen, this is controlled by a heat activated sprinkler head.2: Manual automatic gas isolation switch within the kitchen area.**

Section 12 Summary / Observations

Imagery

## Other Relevant Fixed Systems

Type of system(s) provided

Automatic/Manual/Mechanical or Natural Smoke Ventilation Systems? **Yes**

Last Service Date **03/02/2023**

Dry or wet risers? **Dry**

Last Service Date **09/01/2023**

Fire-fighting lifts? **Yes**

Last Service Date **17/05/2023**

Other **Yes**

Please Specify **Refuge point call system. System provides an intercom between each floor refuge point and the fire panel. Available for the use of the attending FRS and care team to communicate with people located on each floor. CM undertakes a monthly check.**

Last Service Date **27/09/2023**

Section 13 Summary / Observations

**AOV OPENVIEW 3 FEB 2023 6 MONTHLYAUTO DOORS MGS 6 APRIL 2023  
COMMERCIAL KITCHEN DEEP CLEAN MSM 8 JUNE 2023 COMMERCIAL  
GAS SAFETY CHECK C/O KCCGJM SOUTHERN GROUP 23 MARCH 2023 DRY  
RISERS UK DRY RISERS 9 JAN 2023 EMERGENCY LIGHTS OPENVIEW 3 FEB 2023  
FIRE ALARM METROLINE 3 JULY 2023 6 MONTHLYFAT TESTING SSE  
21 OCT 2021 3 YEARLYFIRE SHUTTERS RICHARD SMITH 2 JUNE 2023  
LIFTS OTIS 17 MAY 2023 LIGHTENING PROTECTION OMEGA RED 11  
AUG 2023 PAT TESTING PHS COMPLIANCE 31 OCT 2022 SPRINKLER  
(COMMERCIAL KITCHEN) ASPECT FIRE 5 JULY 2023 WARDEN CALL OPENVIEW  
3 FEB 2023**

Imagery

## Access by Emergency Services

Is adequate access available for Fire Service vehicles? **Yes**

Is the assembly point positioned in a suitable location? **Yes**

Section 14 Summary / Observations

Imagery

## Management of Fire Safety

The court manager/Fire Safety Manager shall maintain the existing emergency fire evacuation plan and procedures.

The Court Fire Plan should be provided and located in the Fire Box. The plan should contain a building layout plan indicating the locations of the main Gas Shut off valve for the building/main Electrical Isolation Switch/location of the Lift Motor Room and Service User Criteria document (including location of any gas Cylinders (oxygen) on the premises used by residents).

Is the Fire Risk Management folder in place and maintained? **Yes**

- Fire Safety Training Records **Yes**
  - Fire Alarm System tests **Yes**
  - Emergency Lighting tests **Yes**
  - Portable fire equipment **Yes**
  - Fires and False Alarm Records **Yes**
- If yes number recorded in past 12 months **0**

Is there a current Court Fire Plan in place? **Yes**

Have all staff been provided with a basic level of fire safety training and instruction on induction?  
**Yes**

Are all staff given periodic fire safety 'refresher training' at regular intervals? **Yes**

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**

Are third-party staff (i.e. carers/contractors) provided with appropriate instruction and training regarding fire safety management and evacuation arrangements? **Yes**

Are the fire evacuation procedures clear to visitors etc? **Yes**

Is appropriate liaison maintained with the local Fire Brigade? **Yes**

Has information been provided to residents regarding buildings evacuation strategy?  
**Yes**

Section 15 Summary / Observations

Imagery





## Testing and Maintenance

Is a testing and maintenance regime in place for components located in the communal areas?

**Yes**

Are the following maintained and tested by the service contractors in accordance with the relevant standard:

Fire Alarm **Yes**  
Last date Fire Alarm tested **10/01/2023**

Emergency Lighting **Yes**  
Last date Emergency Lighting tested **03/02/2023**

Fire Fighting Equipment **Yes**

Rising Main **Yes**

Sprinkler / automatic suppression system installation **Yes**

Are routine checks of final fire exit doors and/or security fastenings undertaken? **Yes**

Is the lightning protection system inspected annually and tested? **Yes**

Is the smoke extraction system maintained and tested? **Yes**

Other relevant inspections or tests: **N/A**

Comments

Section 16 Summary / Observations

Imagery

## Resident Engagement

Has the resident's engagement session taken place? **Yes**

When did the resident's engagement session take place? **25/09/2023**

Section 17 Summary / Observations

**8 residents attended along with LHM and NHSM**

Imagery

## RISK LEVEL

*NB: Although the purpose of this section is to place the fire risk in context, the approach to fire 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 Action Plan.*

PROBABILITY/ fire or hazard to life	Almost certain	5	10	15	20	25
	More likely than not	4	8	12	16	20
	Possible	3	6	9	12	15
	Less likely to happen	2	4	6	8	10
	Remote	1	2	3	4	5
SEVERITY/Potential consequences of fire	Minor injury or insignificant damage to property.	Injury, or slight damage to property	Serious injury, or limited damage to property	Serious injury or fatality. Critical damage to property	Multiple fatalities, catastrophic loss of business	

Taking into account the fire safety measures, the nature of the building - it's use and occupants, fire safety protection and procedural arrangements observed at the time of this Fire Risk Assessment, it is considered that the risk level is:

**Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a bedroom in which a fire occurs)**

## ACTION PLAN: and Significant findings

Court name: **Thomas Place**

Address: **James Whatman Way, MAIDSTONE**

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

Risk ID	Risk Level	Risk Owner	Comments	Deadline
<b>Risk ID-2773</b>	<b>Medium</b>	<b>Court Manager</b>	<b>Missing electrical alteration certificate following works to the circuits in the hair salon</b>	<b>26/09/2024</b>
<b>Risk ID-2770</b>	<b>Medium</b>	<b>Court Manager</b>	<b>Door holder 1st floor stairwell is pulling off wall</b>	<b>26/09/2024</b>
<b>Risk ID-2771</b>	<b>Medium</b>	<b>Court Manager</b>	<b>Following flat doors require adjusting to ensure fully closing into the frame - 45, 43, 30, 9, 5, staff sleep room</b>	<b>26/09/2024</b>
<b>Risk ID-2772</b>	<b>High</b>	<b>Court Manager</b>	<b>Large quantity of fuel (boxes etc) stored in the kitchen elec meter room, this needs to be moved. Managed policy required to ensure this is not allowed to accumulate and stored off site.</b>	<b>26/12/2023</b>

### \*Action Plan Timescales

#### High Risks

Action should be undertaken immediately or as quickly as practically possible and within three months by the identified lead person/department.

#### Moderate Risks

Action should be undertaken as quickly as is practically possible, usually within twelve 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 Housing 21's agreed risk based planned works strategy\*.

#### Low Risks

Low risks will continue to be reviewed and should be actioned when practically possible.

\*Action Plan Timescales

Planned Works Strategy

Housing 21 has a risk-based fire compartmentation strategy:

High risk schemes (3 stories and over) will be prioritised over low rise schemes.  
Category 2 schemes will be prioritised over category 1 schemes.  
Older schemes will be prioritised over newer schemes.

Housing 21 believes this approach is pragmatic, concentrating on the level of risk whilst committing substantial resources to court improvements.



Risk Imagery

