FRANKHAM RMS

Fire Risk Assessment

ADDRESS:
St Nicholas Court,
Hardwicke
Gloucestershire
GL2 4XW

UPRN:
STNICHOLASCTOPU

SURVEY DATE: **20-03-2024**

DATE OF ISSUE: **03-04-2024**

STROUD DISTRICT COUNCIL
www.stroud.gov.uk

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Fire Risk Assessment Report

Type of assessment	Type 1 Fire Risk Assessment – Sheltered housing
Date of assessment	20/03/2024
Strategic review frequency	Biennial
Next assessment due	20/03/2026
Name of Assessor	Mohammed Waheed NAFRAR Tier-3 MIFSM DipFD NEBOSH
Address	**St Nicholas Court, Hardwicke** **Gloucestershire** **GL2 4XW**

* The periodic review is subject to the risk remaining the same as that encountered at the time of this assessment, if the risk changes then a review may be required earlier than the date given above.

Applicable Fire Safety Legislation:

The Regulatory Reform (Fire Safety) Order 2005 (RRO)

The Fire Safety (England) Regulations 2022

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Contents

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Scope of Report

This Fire Risk Assessment was undertaken by Frankham Risk Management Services to assist Stroud District Council in satisfying their responsibilities under the RR(FS)O 2005.

Article 9 of The Regulatory Reform (Fire Safety) Order 2005 requires every responsible person to make a suitable and sufficient assessment of the fire risks to which relevant persons are exposed, with respect to premises within their control. This is for the purpose of identifying the general fire precautions that are needed to comply with the requirements and prohibitions imposed by the Order.

The responsible person, or any other person who has to any extent control of the premises, must ensure that the duties imposed by the relevant articles of The Regulatory Reform (Fire Safety) Order 2005 are complied with in respect of those premises, so far as the requirements relate to matters within their control.

Where the premises are licensed, an alterations notice is in force, or the responsible person has five or more employees, it is a requirement to record the significant findings of the fire risk assessment including the measures which have been or will be taken as a result of the assessment and details of any group of persons identified by the assessment as being especially at risk.

This report therefore incorporates such relevant information, significant findings and recommended actions that are considered necessary to demonstrate compliance with The Regulatory Reform (Fire Safety) Order 2005.

This risk assessment only takes into account the life safety arrangements for the relevant part or parts of the building audited, and any risk or shortcoming that could affect the lives of any person or persons employed or relevant persons that may lawfully use or transgress through or by the premises.

Where areas are deemed inaccessible for safety reasons, could not be physically accessed, or were outside the visual range of our assessor, we cannot provide comment on these areas. Under these circumstances the responsibility for these areas remains solely with the duty holder.

Where fire compartments/fire dampers or ceiling voids were inaccessible on safety grounds they have not been examined, and responsibility for these areas remains with the responsible person / duty holder.

Frankham RMS accepts no responsibility to any parties whatsoever, following the issue of the survey report, for any matters arising outside the agreed scope of work.

This report is issued in confidence to the Client and Frankham RMS has no responsibility to any third parties to whom this survey report may be circulated, in part or in full, and any such parties rely on the contents of the survey report solely at their own risk.

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Building Description and Use

Building Use	
What are the premises used for?	Sheltered housing scheme for over 55's
Type of occupancy (single or multiple)	Single
Is this premises a high rise residential premises? (18 metres or at least 7 storeys)	No
Days and hours of which building is in use and any out of hours activities that take place?	24 hours a day, 7 days a week.
Approximate maximum number of occupants	Expected occupancy of 1-2 person per flat, therefore approximate 70 persons. A number of flats are expected to be single occupancy also. 6 flats are located externally. 35 flats are within the assessed premises of the main building. Plus one guest room.
Approximate maximum number of employees at any one time	There are no full-time employees within the building. There may be cleaning staff and maintenance operatives however their time on site is generally minimal. Maintenance staff and contractors are required to produce risk assessment method statements before commencing works on site
Approximate maximum number of members of the public at any one time	70 (occupants of flats) assuming two per flat in 35 flats. Visitors are expected and can vary.
Number of fire wardens / fire marshals on site	NA – No requirement in this building for wardens/marshals.
Are occupants familiar with the layout?	Yes – It can be assumed that flat occupants are familiar with the simple layout in this building.
Is the premises used by people whose mobility/hearing/cognition maybe impaired?	Yes – It could be assumed that there are persons that may have mobility/sensory issues within the building.
Are the premises used for sleeping accommodation?	Yes – Occupants of the flats will be sleeping at times and guest bedroom present
Are young persons employed within the premises?	No
Are there any occupants working in remote areas of the workplace, or working outside normal operating hours?	NA – There will be no persons working within the common areas outside of normal office hours.
Evacuation Strategy – e.g. phased, simultaneous etc.	The site operates on a stay put evacuation strategy. Simultaneous evacuation for persons in the common parts
Responsible person or person having control of the premises.	Stroud District Council

Building Description	
Age of Building	1960s
Brief details of construction	The building appeared to be mainly of brick and block construction with a pitched tiled roof. The external façade appeared to be constructed of materials that should not support the external spread of flame in the event of a fire. This was a visual inspection only. There are concrete floors and a plasterboard ceiling in the means of escape.
Brief details of any external wall system or specified attachments (incl balconies)?	The external wall appears to be of brick, block and masonry construction.
Approximate area in sqm of building footprint	>100sqm
Description of layout (include number of fire exits & stairs etc.)	Detached purpose-built single storey sheltered housing scheme comprising of a community room with a lounge, kitchen, laundry, guest room, office and stores. Access is gained from the front elevation into a hall serving stores, switch room, office, communal lounge and kitchen. A corridor serves flats 1-8, 9-18, 12-17, 19-26,28-35, scooter storage room. The premises has total of seven final exits.
Number of floors ground and above	1
Number of floors below ground	0
State parts of building assessed – detail areas not assessed/visited and reason(s)	All communal areas as described. Flat 2, 34 and 12 inspected to identify the level of fire resistance.
Regulation 38 fire safety information made available.	Unknown
Date of previous FRA and are all actions complete and signed off?	10-09-2020. Unknown if significant findings are remediated.

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Risk Assessment Ratings

ACTIONS / RECOMMENDATIONS			
Definition of priorities (where applicable):			
Urgent	**Very High (P1X)**	Reserved exclusively for issues that present an immediate, clear and present danger to occupants in the premises. Item considered to be very likely to occur and to have a very high impact to a single person or people onsite if not immediately resolved. The client must be made aware of the nature of the issue whilst the assessor remains onsite. All practical means and measures should be implemented to resolve the issue with immediate effect.	Target completion 24 hours
Very Strongly Recommended	**High (P1)**	Immediate actions required or if it is not feasibly practical to immediately resolve the issue, it is strongly recommended that a written program be put in place for resolving the issue and remedial measures put in place to control risk in the meantime. Considerable resources should be provided to resolve this.	Target completion 3 months
Strongly recommended	**Medium (P2)**	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.	Target completion 12 months
Recommended	**Low (P3)**	Action required in the longer term, some resources allocated and a program put in place	Target completion 18 months
Advisory	**Advisory (P4)**	Advisory, or no immediate action necessary. However, this will be best practice, so the item should be addressed when time or resources allow.	

The above table relates to the risk to allow the responsible person a guide 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-resisting 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.

The responsible persons may decide that the consequence, resources required and the practicality of resolving the risk, may be too high compared to their perception of the risk. These observations should be recorded. It is obviously strongly recommended that the higher risk recommendations are resolved and not just 'justified.'

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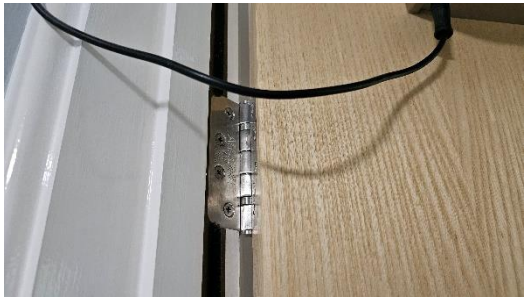
Findings of the Fire Risk Assessment

Recommendations

Sect Ref	Priority	Issue and recommendation	Issue Type	Issue Code	Photograph (If applicable)
3.3	Low	No 'No smoking' signage was displayed in the communal areas. ***No Smoking' signage should be clearly displayed within the entrance to the premise.*** ***Under the Health Act 2006, the No Smoking Regulations 2007, and under Section 1.8 of the Guidance into Practice Document, smoking is prohibited under law from 1st July 2007 in all internal areas (excluding individual accommodation).***	05-Electrical	03-Remove	N/A
12.12.1	Medium	Mobility scooter cited on the escape route within corridor 9-18. ***Remove and re-locate the mobility scooter into the designated store. Communal escape routes should be maintained sterile rom any ignition sources.***	03-Means of escape	03-Remove	

Sect Ref	Priority	Issue and recommendation	Issue Type	Issue Code	Photograph (If applicable)
14.1	Medium	Plastic electrical meter boxes were noted which could not be confirmed as fire rated. ***It is recommended to replace the meter boxes within the communal areas with fire rated alternatives or alternatively install fire rated over meter boxes.*** Compartment breaches identified within the switch room and a hole within the bin store ceiling***. Carry out compartmentation works to observed breaches. Instruct a competent third party accredited passive fire protection contractor to carry out further investigations and associated remedial works using the correct industry standard methods and materials. Note; expansion foam fillers should not be used.*** A head and shoulders inspection was undertaken to the loft areas to reveal breaches in compartment. Additionally, the hatches were not secure. The loft space was identified as being compartmentalised however where services penetrate, breaches were visible. ***Breaches within the loft spaces require to be sealed. Further investigation required to establish whether adequate fire resistance separation has been provided to divide the loft spaces from individual flats and the internal staircases/means of escape. In addition, any loft access hatches should also provide a minimum of 30 minutes fire resistance. Instruct a competent passive fire protection contractor to carry out necessary remedial works to ensure the loft is***	02-Compartmentation	1-Provide compartmentation	  

Sect Ref	Priority	Issue and recommendation	Issue Type	Issue Code	Photograph (If applicable)
		compartmentalised from the self-contained flats to the communal areas to restrict the passage of fire and smoke.			  

Sect Ref	Priority	Issue and recommendation	Issue Type	Issue Code	Photograph (If applicable)
					
16.1	Medium	a) Flat 12 was inspected to reveal a certified FD30s door fitted with three fire rated hinges, combined seals and a self closing device. A 6mm gap was evident to the top perimeter A drop seal is present however does not fully seal the threshold. b) Flat 34 automatic hold open device has been removed. ***> Flat 12 gaps requires to remediated to ensure the gaps do not exceed 3mm +/-. Instruct a competent contractor with experience in fire door remediation.*** ***> Flat 34 hold open device requires to be re-instated.***	07-Dwelling doors	02-Repair	 

Sect Ref	Priority	Issue and recommendation	Issue Type	Issue Code	Photograph (If applicable)
					 
17.1	Medium	Internal communal doors identified as certified FD30s installations. A number of deficiencies were noted: > Bin store door not closing flush to frame. > Corridor 1-8 with a threshold gap. ***Ensure internal communal doors are inspected and remedial works are completed to the above observed deficiencies. Re-hang/remediate the gaps to not exceed 3-4mm. Works to be tasked with a competent contractor in accordance with BS 8214.***	08-Communal doors	02-Repair	

Sect Ref	Priority	Issue and recommendation	Issue Type	Issue Code	Photograph (If applicable)
		Internal fire doors should not be held open with improvised devices.			
18.3	Low	Incorrect signage present to the switch room ***Provide "Fire Door Keep Locked" signs to the switch room door.***	17-Signage	14-Provide signs	
18.6	Low	Required to external face of fire exit doors apart from the main entrance. ***Provide "Fire Exit Keep Clear" to the rear of fire exit doors. Signage to comply with BS 5499.***	17-Signage	14-Provide signs	

Sect Ref	Priority	Issue and recommendation	Issue Type	Issue Code	Photograph (If applicable)
19.2	Low	The smoke detector within the scooter store was in close proximity to the adjacent wall (300mm). ***Re-position the smoke detector within the scooter room to be away from any obstruction at a minimum of 500mm to comply with BS 5839:1.***	15-Fire alarm and detection system	04-Re-position	  

Note: The significant findings are considered to be the whole of this fire risk assessment, including all commentary made in the respective sections of the document. Those items that have been identified as requiring remedial action in order to reduce the risk to life or serious injury to as low as reasonably practicable, within and around the building, will be listed in the action plan above.

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Identification of People at Risk

People at Risk							
1.1	Any particular user group at risk?	N/A	☐	Yes	☑	No	☐
1.2	Are there any employees or contractors working in remote areas of the workplace?	N/A	☑	Yes	☐	No	☐
1.3	Is the building used for sleeping purposes?	N/A	☐	Yes	☑	No	☐
1.4	Are there people whose mobility is impaired?	U/K	☐	Yes	☑	No	☐
1.5	Have people been identified to assist mobility impaired people leave the site?	N/A	☑	Yes	☐	No	☐
1.6	Are there people who have visual / hearing or cognitive impairments?	U/K	☐	Yes	☑	No	☐
1.7	Are there elderly or young children?	U/K	☐	Yes	☑	No	☐
1.8	Is the building occupied by people familiar with the layout?	N/A	☐	Yes	☑	No	☐
1.9	Is the building occupied by manageable numbers of staff / visitors?	N/A	☐	Yes	☑	No	☐
1.10	Are there adequate procedures in place for the management of disabled occupants evacuating the premises? (i.e PEEPs, SIB info)	U/K	☑	Yes	☐	No	☐
1.11	Has this report identified any issues which require mandatory occurrence reporting? (High-rise residential only)	N/A	☑	Yes	☐	No	☐

Comments:

1.1 Over 55's premises where impairments will vary.

1.2 No full-time on-site employees or contractors on site at the time of the assessment however housing scheme manager completes regular visits.

1.3 As a residential building this property is used for sleeping purposes

1.4 It could be reasonably expected that there are people within the building whose mobility is impaired.

1.5 It is expected that residents can self-evacuate in the event of a fire or other emergency in their dwelling. It is assumed that any residents that will be unable to self-evacuate will have identified themselves to Stroud Council.

People at Risk

1.6	None identified
1.7	It is likely that young children or older occupants are present.
1.8	It could be reasonably expected that the building is occupied by people familiar with the layout.
1.9	N/A
1.10	Not confirmed
1.11	N/A

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Fire Hazards and their Elimination or Control

Electrical Sources of Ignition							
2.1	Reasonable measures taken to prevent fires of electrical origin?	N/A	☐	Yes	☑	No	☐
2.2	Suitable policy regarding the use of personal electrical appliances?	N/A	☑	Yes	☐	No	☐
2.3	Suitable limitation of trailing leads and adapters?	N/A	☐	Yes	☑	No	☐
2.4	Reasonable measures taken for electrical vehicle charging points?	N/A	☑	Yes	☐	No	☐
2.5	Fixed wiring installation testing up to date?	U/K	☐	Yes	☑	No	☐

Comments:

2.1 No issues identified with portable appliances subject to PAT testing (25th January 2024). Laundry equipment also included within the testing schedule.

2.2 N/A

2.3 No issues at time of assessment.

2.4 N/A

2.5 Stroud Council have stated that there is an appropriate servicing and maintenance contract in place for the mains electrical installation.

Smoking							
3.1	Reasonable measures taken to prevent fires as a result of smoking?	N/A	☐	Yes	☑	No	☐
3.2	Is the no smoking policy enforced?	N/A	☐	Yes	☑	No	☐
3.3	Has 'No Smoking' signage been provided?	N/A	☐	Yes	☐	No	☑

Comments: By law, smoking is not allowed in the common parts of blocks of flats. There still exists the very real need to remain vigilant, not only because of people inadvertently smoking in areas where the law prohibits it, but also because of illicit and surreptitious smoking. Indeed, with regard to smoking, people's efforts to conceal their actions, can often result in increased risk. Residents need to be reminded that the law on smoking applies to the common parts. 'No smoking' signage is a statutory obligation.

3.1 Occupants are encouraged not to smoke within the premises.

3.2 The client sets out a clear policy regarding smoking within the building.

3.3 No 'No smoking' signage was displayed in the communal areas.

No Smoking' signage should be clearly displayed within the entrance to the premise.

Under the Health Act 2006, the No Smoking Regulations 2007, and under Section 1.8 of the Guidance into Practice Document, smoking is prohibited under law from 1st July 2007 in all internal areas (excluding individual accommodation).

Portable Heaters and Heating Installations							
4.1	Is there naked flame, portable heaters or radiant heaters in use? If yes, specify	N/A	☑	Yes	☐	No	☐
4.2	Are suitable measures taken to minimise the hazard of ignition from the use of portable heaters?	N/A	☑	Yes	☐	No	☐

Comments:

4.1 Communal areas provided with heating systems comprising of fixed electrical wall heaters. Stroud Council have stated that there is an appropriate servicing and maintenance contract in place for the heating systems.

4.2 See 4.1

Lightning Protection							
5.1	Is there a lightning protection system in place?	U/K	☐	Yes	☐	No	☑
5.2	Are records available to confirm that it is routinely checked?	N/A	☑	Yes	☐	No	☐

Comments:

5.1 No lightning protection in place nor expected for these premises

5.2 See 5.1

Cooking							
6.1	Are reasonable measures taken to prevent fires as a result of cooking?	N/A	☐	Yes	☑	No	☐
6.2	Are filters changed and ductwork cleaned regularly?	N/A	☐	Yes	☑	No	☐
6.3	Suitable extinguishing appliances available?	N/A	☐	Yes	☑	No	☐

Comments:

6.1 A communal kitchen is identified which is provided with domestic grade appliances such as an electrical hob, kettle, microwave and fridge. The areas appear to be kept clear and in good condition.

6.2 Domestic grade filters present which were identified to be of adequate condition at time of assessment. Ensure regular cleaning in house.

6.3 Fire blanket is provided and installed in March 2023.

Fire History & Arson							
7.1	Has there been a history of fire incidents in the building?	U/K	☑	Yes	☐	No	☐
7.2	Does basic security against arson by outsiders appear reasonable?	N/A	☐	Yes	☑	No	☐
7.3	Is there an absence of unnecessary fire load in close proximity to the building or available for ignition by outsiders?	N/A	☐	Yes	☑	No	☐

Comments:

7.1 It was unknown if there has been a history of fire incidents in the building. There was no evidence of this on the day of the assessment.

7.2 The main entrance is controlled by intercom release. Each flat has general purpose locks, which are provided on the access doors. This is sufficient for the risk.

7.3 No issues identified.

Housekeeping							
8.1	Is the standard of housekeeping adequate?	N/A	☐	Yes	☑	No	☐
8.2	Do combustible materials appear to be separated from ignition sources?	N/A	☐	Yes	☑	No	☐
8.3	Appropriate storage of hazardous/flammable materials?	N/A	☑	Yes	☐	No	☐
8.4	Avoidance of inappropriate storage of combustible materials?	N/A	☐	Yes	☑	No	☐
8.5	Are all escape routes clear of combustible materials?	N/A	☐	Yes	☑	No	☐
8.6	Is there any upholstered furniture located in the premises and if so; is there evidence to indicate that it complies with the Furniture and Furnishings (Fire) (Safety) Regulations 1988 (as amended in 1989 and 1993)?	N/A	☐	Yes	☑	No	☐

Comments:

8.1 No issues regarding housekeeping. Good housekeeping is fundamental to reducing risk. Controlling the presence of combustible materials and ignition sources not only reduces the potential for accidental fires to start and develop, but it also significantly reduces the scope for deliberate fire. It also ensures that escape routes are free of obstructions that might hinder the evacuation of people from the building and access for fire-fighters.

8.2 No issues.

8.3 There was no combustible storage adjacent to potential ignition sources at the time of the assessment.

8.4 No issues at time of assessment.

8.5 See 8.2

8.6 Communal furniture identified with appropriate fire safety tags compliant with the Furniture and Furnishings (Fire) (Safety) Regulations 1988 (as amended in 1989 and 1993)?.

Hazards Introduced by Outside Contractors and Building Works							
9.1	Are fire safety conditions imposed on outside contractors?	U/K	☐	Yes	☑	No	☐
9.2	Is there satisfactory control over works carried out on the premises by outside contractors (including "hot work" permits)?	U/K	☐	Yes	☑	No	☐
9.3	If there are in-house maintenance personnel, are suitable precautions taken during "hot work", including use of "hot work" permits?	N/A	☐	Yes	☑	No	☐

Comments:

9.1 Stroud Council have a procedure in place for fire safety conditions imposed on outside contractors.

9.2 See 9.1

9.3 Stroud Council have a procedure in place for hot works.

Dangerous Substances							
10.1	Are the general fire precautions adequate to address the hazards associated with dangerous substances used or stored within the premises?	N/A	☑	Yes	☐	No	☐
10.2	If so, has a specific risk assessment been carried out, as required by the Dangerous Substances and Explosive Atmospheres Regulations 2002?	N/A	☑	Yes	☐	No	☐

Comments:

10.1 No dangerous substances noted.

10.2 See 10.1

Other Significant Fire Hazards That Warrant Consideration							
11.1	Other significant fire hazards that warrant consideration including process hazards that impact on general fire precautions?	N/A	☑	Yes	☐	No	☐
11.2	Are processes carried out which give rise to a significant fire risk?	N/A	☑	Yes	☐	No	☐
11.3	Are there any activities by other commercial tenants which have a significant impact on fire safety in the residential areas? If yes, has appropriate information about risk and control been shared?	N/A	☑	Yes	☐	No	☐

Comments:

11.1 There are no process hazards that impact on general fire precautions.

11.2 There are no processes carried out which give rise to a significant fire risk in the common areas of this building

11.3 There are no activities by other commercial tenants which have a significant impact on fire safety in the residential areas. There are no commercial tenants on this site.

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Fire Protection Measures

Means of Escape from Fire							
12.1	It is considered that the building is provided with reasonable means of escape in case of fire.	N/A	☐	Yes	☑	No	☐
12.2	Adequate design of escape routes?	N/A	☐	Yes	☑	No	☐
12.3	Adequate provision of exits?	N/A	☐	Yes	☑	No	☐
12.4	Exits easily and immediately openable where necessary?	N/A	☐	Yes	☑	No	☐
12.5	Fire exits open in direction of escape where necessary?	N/A	☐	Yes	☑	No	☐
12.6	Avoidance of sliding or revolving doors as fire exits where necessary?	N/A	☑	Yes	☐	No	☐
12.7	Satisfactory means for securing exits?	N/A	☐	Yes	☑	No	☐
12.8	Reasonable distances of travel where there is a single direction of travel?	N/A	☐	Yes	☑	No	☐
12.9	Reasonable distances of travel where there are alternative means of escape?	N/A	☐	Yes	☑	No	☐
12.10	Suitable protection of escape routes?	N/A	☐	Yes	☑	No	☐
12.11	Suitable fire precautions for all inner rooms?	N/A	☑	Yes	☐	No	☐
12.12.1	Internal escape routes unobstructed?	N/A	☐	Yes	☐	No	☑
12.12.2	External escape routes unobstructed?	N/A	☐	Yes	☑	No	☐
12.13	Is adequate ventilation provided to secure the means of escape?	N/A	☐	Yes	☑	No	☐
12.14	Are excessively long corridors appropriately sub divided with fire resisting construction?	N/A	☐	Yes	☑	No	☐
12.15	Is it considered that the building is provided with reasonable arrangements for means of escape for disabled occupants?	N/A	☐	Yes	☑	No	☐
12.16	Are responsibilities clearly defined for shared areas (e.g. shared escape routes)	N/A	☑	Yes	☐	No	☐

Comments:

12.1 The provision of escape routes and design of escape routes in this building is appropriate for the internal common parts. A total of three final exits identified. The bungalows have their own independent access and egress.

Means of Escape from Fire

12.2 See 12.1

12.3 The exits and widths of staircases are adequate for the numbers of people that are expected to use them.

12.4 Exit doors are accessible without relying on the use of a key.

12.5 As there is not likely to be more than 60 persons in the building, doors are not required to open in the direction of travel however a number of final exits do open outwards.

12.6 There are no sliding or revolving doors within this building.

12.7 The entrance points are secured by intercom release system. The system has a failsafe function.

12.8 Travel distances are measured and identified to not exceed 30m where alternative routes are provided.

12.9 N/A

12.10 There is a reasonable standard of fire protection in the staircase with all surfaces generally being of limited combustibility

12.11 N/A

12.12.1 Mobility scooter cited on the escape route within corridor 9-18. ***Remove and re-locate the mobility scooter into the designated store. Communal escape routes should be maintained sterile rom any ignition sources.***

12.12.2 The external means of escape were found to be clear of combustible materials and storage.

12.13 Openable windows and doors present which provide adequate manual ventilation to the communal areas.

12.14 N/A

12.15 N/A

12.16 N/A

Emergency Escape Lighting

13.1	Reasonable standard of emergency escape lighting system provided?	N/A	☐	Yes	☑	No	☐
13.2	Is reasonable external emergency lighting supplied?	N/A	☐	Yes	☑	No	☐

Comments:

13.1 A reasonable standard of emergency escape lighting system is provided. There is a non-maintained system located within the internal and external escape routes of this building that was found to be in good order on the day of the assessment.

13.2 No issues

Measures to Limit Fire Spread and Development							
14.1	Is compartmentation of a reasonable standard?	N/A	☐	Yes	☐	No	☑
14.2	From a visual inspection, is there adequate compartmentation between the residential areas and any commercial tenants?	N/A	☑	Yes	☐	No	☐
14.3	Reasonable limitation of surface linings that might promote fire spread?	N/A	☐	Yes	☑	No	☐
14.4	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?	N/A	☑	Yes	☐	No	☐
14.5	From a visual inspection, do structural elements appear to be adequately protected to maintain fire resistance?	N/A	☐	Yes	☑	No	☐

Comments: It is vital that floors and walls are in good condition and that there are no openings, whether intentional or unintentional, that would permit the uncontrolled spread of fire and smoke. The potential for fire to spread through any service ducts and risers, ventilation ducts and refuse chutes, and by means of openings around gas, electricity, water, drainage and telecommunications services, should be considered.

14.1 Plastic electrical meter boxes were noted which could not be confirmed as fire rated. ***It is recommended to replace the meter boxes within the communal areas with fire rated alternatives or alternatively install fire rated over meter boxes.***

Compartment breaches identified within the switch room and a hole within the bin store ceiling***. Carry out compartmentation works to observed breaches. Instruct a competent third party accredited passive fire protection contractor to carry out further investigations and associated remedial works using the correct industry standard methods and materials. Note; expansion foam fillers should not be used.***

A head and shoulders inspection was undertaken to the loft areas to reveal breaches in compartment. Additionally, the hatches were not secure. The loft space was identified as being compartmentalised however where services penetrate, breaches were visible.

Breaches within the loft spaces require to be sealed. Further investigation required to establish whether adequate fire resistance separation has been provided to divide the loft spaces from individual flats and the internal staircases/means of escape. In addition, any loft access hatches should also provide a minimum of 30 minutes fire resistance. Instruct a competent passive fire protection contractor to carry out necessary remedial works to ensure the loft is compartmentalised from the self-contained flats to the communal areas to restrict the passage of fire and smoke.

Measures to Limit Fire Spread and Development

14.2 N/A

14.3 No issues identified.

14.4 N/A

14.5 From visual inspection structural elements appear to be adequately protected to maintain fire resistance.

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External Wall System							
15.1	From a visual inspection, are there any external linings such as cladding or timber balconies which may promote fire spread?	N/A	☐	Yes	☐	No	☑
15.2	Does the building require a FRAEW?	U/K	☑	Yes	☐	No	☐
15.3	Has an EWS1 form or FRAEW been previously completed for the premises?	U/K	☑	Yes	☐	No	☐
15.4	Is it considered that there are any elements of the external wall system that might promote fire spread?	U/K	☐	Yes	☐	No	☑
15.5	Has a level of risk for the external wall system been identified? (High-rise residential only)	N/A	☑	Yes	☐	No	☐
15.6	Have any mitigating steps been put in place in order to manage risks presented by the external wall system? (High-rise residential only)	N/A	☑	Yes	☐	No	☐
15.7	Based on a visual only inspection, provide a description of the external wall system / building exterior visible in your notes below?	N/A	☐	See Below	☑	Not Included	☐
15.8	Has information been provided to the local Fire and Rescue Service regarding the design and materials used in the buildings external wall system? (High-rise residential only)	N/A	☑	Yes	☐	No	☐

Comments:

15.1 No external linings or cladding was noted which may promote fire spread. The building is of masonry brick construction which are identified as non-combustible. This is based upon a visual inspection only.

15.2 The external wall of the building appears to be constructed on non-combustible materials. The external wall appears to be of brick, block and masonry construction. The building does fall within the scope of PAS 9980:2022. An FREAW (Risk assessment of the external wall) is not required. This was a visual inspection only.

15.3 It is not known if an EWS1 form has been completed for this building. It is the opinion of the assessor that this is not a requirement in this building.

15.4 The external façade of the building appears to be constructed of materials that should not support the external spread of flame in the event of a fire.

External Wall System

15.5 N/A

15.6 N/A

15.7 The building appeared to be mainly of brick and block construction with a pitched tiled roof.

15.8 N/A

Flat entrance Doors

16.1	Are existing flat entrance doors adequate?	U/K	☐	Yes	☐	No	☑
16.2	Do flat entrance doors appear to offer a notional period of fire resistance?	N/A	☑	Yes	☐	No	☐
16.3	Are flat entrance doors adequately self-closing?	U/K	☑	Yes	☐	No	☐
16.4	Are there any security gates/grilles fitted which present a risk? i.e they can not be opened from the inside without the use of a key / can not be breached by the fire and rescue service in under three minutes.	N/A	☑	Yes	☐	No	☐
16.5	Are flat entrance doors being checked on an annual basis?	N/A	☑	Yes	☐	No	☐
16.6	For any flat entrance doors which have not been inspected within the last 12 months, has a record been kept of reasonable attempts at access? (residential building over 11m only)	N/A	☑	Yes	☐	No	☐

Comments:

16.1 a) Flat 12 was inspected to reveal a certified FD30s door fitted with three fire rated hinges, combined seals and a self closing device. A 6mm gap was evident to the top perimeter A drop seal is present however does not fully seal the threshold.

b) Flat 34 automatic hold open device has been removed.

> Flat 12 gaps requires to remediated to ensure the gaps do not exceed 3mm +/-. Instruct a competent contractor with experience in fire door remediation.

> Flat 34 hold open device requires to be re-instated.

16.2 See 16.1

16.3 N/A

16.4 None identified

16.5 Not required

16.6 N//A

Communal Fire Doors (Cross Corridor and Riser)							
17.1	Are existing fire doors adequate?	N/A	☐	Yes	☐	No	☑
17.2	Are fire resisting self-closing doors unobstructed and functioning correctly?	N/A	☐	Yes	☑	No	☐
17.3	Are fire doors held open by devices linked to alarm system?	N/A	☐	Yes	☑	No	☐
17.4	Are non-self-closing fire doors kept locked when not in use?	N/A	☐	Yes	☑	No	☐
17.5	Are communal fire doors being checked on a quarterly basis?	N/A	☑	Yes	☐	No	☐

Comments:

17.1 Internal communal doors identified as certified FD30s installations. A number of deficiencies were noted:

> Bin store door not closing flush to frame.

> Corridor 1-8 with a threshold gap.

Ensure internal communal doors are inspected and remedial works are completed to the above observed deficiencies. Re-hang/remediate the gaps to not exceed 3-4mm. Works to be tasked with a competent contractor in accordance with BS 8214.

Internal fire doors should not be held open with improvised devices.

17.2 No issues identified.

17.3 Automatic hold open door devices installed.

17.4 Locked doors identified.

17.5 Not applicable

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Fire Safety Signs and Notices

Fire Safety Signs and Notices							
18.1	Are suitable and sufficient exit and directional signs in place?	N/A	☐	Yes	☑	No	☐
18.2	Has appropriate way-finding signage been installed? The signage must be visible in low light or smoky conditions and identify flat and floor numbers in the stairwells (*High-rise residential only*)	N/A	☑	Yes	☐	No	☐
18.3	Are internal fire doors and escape doors provided with appropriate fire signage?	N/A	☐	Yes	☐	No	☑
18.4	Is there suitable and sufficient signage to passive and active firefighting systems?	N/A	☑	Yes	☐	No	☐
18.5	Is there suitable signage on internal exit routes?	N/A	☐	Yes	☑	No	☐
18.6	Is there suitable signage on external exit routes?	N/A	☐	Yes	☐	No	☑
18.7	Are there any other safety notices / signs that may affect fire safety that are either missing or incorrect? (for example, electrical hazard signage, lift signage, PV signage, fire precaution signage?)	N/A	☑	Yes	☐	No	☐

Comments:

18.1 Adequate internal signage displayed.

18.2 N/A

18.3 Incorrect signage present to the switch room

Provide "Fire Door Keep Locked" signs to the switch room door.

18.4 N/A

18.5 See 18.1

18.6 Required to external face of fire exit doors apart from the main entrance. ***Provide "Fire Exit Keep Clear" to the rear of fire exit doors. Signage to comply with BS 5499.***

18.7 N/A

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Means of Giving Warning in Case of Fire

Means of Giving Warning in Case of Fire							
19.1	Reasonable manually operated electrical fire alarm system provided?	N/A	☐	Yes	☑	No	☐
19.2	Is automatic fire detection provided and if so, is it provided throughout the premises or part of the premises?	N/A	☐	Yes	☐	No	☑
19.3	Are appropriate alarm interfaces in place with other commercial tenants (e.g. retail)?	N/A	☑	Yes	☐	No	☐
19.4	Extent of automatic fire detection generally appropriate for the occupancy and fire risk?	N/A	☐	Yes	☑	No	☐
19.5	Are the lifts linked to the automatic fire detection and alarm system, and if so is the current arrangement acceptable?	N/A	☑	Yes	☐	No	☐
19.6	Are alarm signals remote call monitored?	N/A	☐	Yes	☑	No	☐
19.7	Is a zone plan displayed adjacent to the fire alarm panel and are the zones in line with compartment lines?	N/A	☐	Yes	☑	No	☐

Comments:

19.1 Automatic fire detection provided to the premises comprising of a Grade A LD3 system which serves the escape routes, communal areas such as kitchen, lounge, laundry, electrical cupboard. It is expected the alarm also extends into any guest rooms. The analogue panel is located adjacent the main entrance and was fully operational.

Independent Grade D detection observed within assessed flats

In all flats, early warning of fire should be provided by means of smoke alarms installed in accordance with BS 5839-6. A category LD3 system should be considered the minimum in all circumstances. This is a system where there is one or more smoke alarms solely in the circulation spaces of a flat. Flats with more than one level and those with more than one hallway or circulation space will always require more than one smoke alarm. It has been assumed that smoke detection is provided within the individual flats.

19.2 The smoke detector within the scooter store was in close proximity to the adjacent wall (300mm). ***Re-position the smoke detector within the scooter room to be away from any obstruction at a minimum of 500mm to comply with BS 5839:1.***

19.3 N/A

19.4 The premises operates a stay put policy and a simultaneous evacuation for the common parts. Current alarm system is adequate for the use of these sheltered premises. Detection does include the flats who encouraged to stay put If the fire does not directly affect the occupants.

19.5 N/A

19.6 AFD system is linked to a monitoring external company.

19.7 N/A

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Fire-Fighter Access and Fire-Fighting Equipment

Fire Fighter Access & Fire-Fighting Equipment							
20.1	Is the building provided with adequate vehicular access for fire fighter deployment?	N/A	☐	Yes	☑	No	☐
20.2	Is the building provided with fire brigade drop key access?	N/A	☐	Yes	☐	No	☑
20.3	Is the building's drop key access functional?	N/A	☑	Yes	☐	No	☐
20.4	Reasonable provision of portable fire extinguishers suitable for the purpose?	N/A	☑	Yes	☐	No	☐
20.5	Are hose reels provided?	N/A	☑	Yes	☐	No	☐
20.6	Are there sprinklers or other fixed suppression systems?	N/A	☑	Yes	☐	No	☐
20.7	Is there any other fixed installation? e.g. dry rising mains, ventilation systems etc.	N/A	☑	Yes	☐	No	☐

Comments:

20.1 Property is accessible from the main road.

20.2 None installed

20.3 None installed

20.4 Not required as no full time staff on site - The provision of simple fire extinguishers can be useful in restricting the development and spread of small fires in their early stages. However, unless a fire is very small, the best advice is to evacuate the building to a place of safety and call the fire and rescue service. This is because for larger fires people need training to know what type of fire an extinguisher can safely be used on, how to tackle a fire safely, and when to give up and get out. The installation of extinguishers can also lead to problems if they are not properly maintained or where equipment is discharged through malice or horseplay. For these reasons extinguishers are not recommended within communal areas of this property.

20.5 Due to the height and access dry/wet risers are not a requirement.

20.6 There are no sprinklers or fixed suppression systems in this building

20.7 There are no fixed installations in the common areas of this building, and it is not deemed a requirement.

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Management of Fire Safety

Procedures and Arrangements							
21.1	Competent person(s) appointed to assist in undertaking the preventive and protective measures (i.e. relevant general fire precautions)?	N/A	☐	Yes	☑	No	☐
21.2	Are the Fire Action notices appropriate for the procedure that is adopted within this building?	N/A	☐	Yes	☑	No	☐
21.3	Appropriate fire procedures in place for both core and non-working hours? `	N/A	☐	Yes	☑	No	☐
21.4	Are procedures in the event of fire appropriate and properly documented?	N/A	☐	Yes	☑	No	☐
21.5	Are there suitable arrangements for summoning the fire and rescue service?	N/A	☐	Yes	☑	No	☐
21.6	Are there suitable arrangements for ensuring that the premises have been evacuated?	N/A	☑	Yes	☐	No	☐
21.7	Is there a suitable fire assembly point(s)?	N/A	☐	Yes	☑	No	☐
21.8	Are suitable systems in place for reporting and subsequent restoration of safety measures that have fallen below standard?			Yes	☑	No	☐

Comments:

21.1 The identity of the person who has responsibility for fire safety at the premises and the identity of the competent person appointed by Stroud Council to assist them to undertake the preventative and protective measures was not provided at the time of the assessment. Additionally, no key individuals gave information as part of the assessment.

21.2 Fire action notices displayed.

21.3 N/A

21.4 See 21.1

21.5 It is assumed that the residents would call the fire and rescue service in the event of a fire.

21.6 N/A

21.7 N/A

21.8 Stroud Council have suitable systems in place for reporting and subsequent restoration of safety measures that have fallen below standard.

Fire Service Information							
22.1	Is building information such as the fire emergency plan and floor plans available on site?	N/A	☑	Yes	☐	No	☐
22.2	Have up-to-date electronic floor plans been provided to the local Fire and Rescue Service? (High-rise residential only)	N/A	☑	Yes	☐	No	☐
22.3	Has a Secure Information Box been provided?	N/A	☑	Yes	☐	No	☐
22.4	Does the Secure Information Box contain the name and contact details of the Responsible Person and hard copies of the building floor plans? (High-rise residential only)	N/A	☑	Yes	☐	No	☐
22.5	Have up-to-date plans (hard copy), including details of key firefighting equipment been placed in a secure information box? (High-rise residential only)	N/A	☑	Yes	☐	No	☐
22.6	Have up to date details of key fire fighting equipment been placed in a secure information box? (High-rise residential only)	N/A	☑	Yes	☐	No	☐
22.7	Appropriate liaison with fire and rescue service (e.g. by fire and rescue service crews visiting for familiarization visits)?	U/K	☐	Yes	☑	No	☐

Comments:

22.1 Plans of the building are not made available to the fire and rescue service and familiarisation visits are not conducted due to the simplicity of the layout of the buildings and the means of escape.

22.2 N/A

22.3 N/A

22.4 N/A

22.5 N/A

22.6 N/A

22.7 N/A

Training and Drills							
23.1	Are fire drills carried out at appropriate intervals?	N/A	☑	Yes	☐	No	☐
23.2	Are all staff given adequate periodic "refresher training" at suitable intervals?	N/A	☑	Yes	☐	No	☐
23.3	Are staff with special responsibilities (e.g. fire wardens) given additional training?	N/A	☑	Yes	☐	No	☐
23.4	When the employees of another employer work in the premises: Is their employer given appropriate information (e.g. on fire risks and general fire precautions)?	N/A	☑	Yes	☐	No	☐
23.5	When the employees of another employer work in the premises: Is it ensured that the employees are provided with adequate instructions and information?	N/A	☑	Yes	☐	No	☐
23.6	Are persons nominated and trained to use fire extinguishing appliances?	N/A	☑	Yes	☐	No	☐
	Comments: This is a purpose-built block of flats and as such there are no permanent employees in the building. There may be cleaning and maintenance teams in the building at times however this is sporadic, and no formal fire related training is required for this. 23.1 N/A 23.2 N/A 23.4 N/A 23.5 N/A 23.6 N/A						

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Testing & Maintenance

Testing & Maintenance							
24.1	Weekly testing of fire detection and alarm system?	N/A	☐	Yes	☑	No	☐
24.2	Periodic servicing of fire detection and alarm system?	N/A	☐	Yes	☑	No	☐
24.3	Monthly and annual testing routines for emergency lighting?	N/A	☐	Yes	☑	No	☐
24.4	Annual maintenance of fire extinguishing appliances?	N/A	☑	Yes	☐	No	☐
24.5	Are both visual and structural assessments regularly carried out to any external escape staircases and gangways?	N/A	☑	Yes	☐	No	☐
24.6	Six-monthly inspection and annual testing of rising mains?	N/A	☑	Yes	☐	No	☐
24.7	Weekly and monthly testing, six-monthly inspection and annual testing of fire-fighting or evacuation lifts?	N/A	☐	Yes	☑	No	☐
24.8	Weekly testing and periodic inspection of sprinkler installations?	N/A	☑	Yes	☐	No	☐
24.9	Routine checks on Ventilation and Extraction System	N/A	☑	Yes	☐	No	☐
24.10	Has a 5 year electrical installation check taken place?	N/A	☐	Yes	☑	No	☐
24.11	Are portable appliances PAT tested – are records / labels present?	N/A	☐	Yes	☑	No	☐
24.12	Have gas safety checks / boiler inspections taken place?	N/A	☐	Yes	☑	No	☐
24.13	If any of the life safety systems are defective, has this been reported to the local Fire and Rescue Service? (High-rise residential only)	N/A	☑	Yes	☐	No	☐

Comments:

24.1 Fire alarm tested weekly by Stoud council and contracts in place for 6 monthly maintenance.

24.2 N/A

24.3 It is the responsibility of Stroud Council to ensure that routine testing and maintenance for all active fire safety measures are carried out on a regular basis in accordance with the guidance set out by Annex I, BS 9999. This should include the routine servicing of any fixed electrical, emergency lighting, fire alarms present within the premises, and under the control of Stroud Council.

Testing & Maintenance

24.4	N/A
24.5	N/A
24.6	N/A
24.7	None present
24.8	N/A
24.9	N/A
24.10	N/A
24.11	PAT testing – January 2024-2025
24.12	See 24.3
24.13	N/A

Resident Engagement

Resident Engagement							
25.1	Have relevant fire safety instructions been provided to residents? i.e how to report a fire and any other instruction which sets out what a resident must do once a fire has occurred, based on the evacuation strategy for the building.	N/A	☐	Yes	☑	No	☐
25.2	Have residents been provided with information relating to the importance of fire doors in fire safety?	N/A	☐	Yes	☑	No	☐
25.3	Are residents being made aware of the outcome of any checks to fire safety equipment? (High-rise residential only)	N/A	☐	Yes	☑	No	☐
25.4	Is information provided to residents with regards to the reporting of any issues / failings within the premises?	N/A	☐	Yes	☑	No	☐

Comments:

25.1 Stroud Council advised that leaflets are sent out with rent statements and information is provided on their web site.

25.2 See 25.1

25.3 N/A

25.4 It is believed that Stroud Council have suitable reporting systems in place that allowed them to report any failings to residents and to enable residents to report defects if required.

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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

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: Normal fire hazards (e.g. 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 ☐ **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 (other than an occupant sleeping in a room in which a fire occurs).

Moderate harm: Outbreak of fire could foresee-ably 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 or more occupants.

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

Trivial	☐	Tolerable	☑	Moderate	☐	Substantial	☐	Intolerable	☐

Comments:

This building is considered to present a "Tolerable" risk.

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 by BS 8800 for general health and safety risks:

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 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.

(Note that, although the purpose of this section is to place the fire risk in context, the above 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 following action plan. The fire risk assessment should be reviewed regularly.)

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Document Control

Author	Mohammed Waheed	**Qualifications**	NAFRAR Tier-3, MIFSM, DipFD, NEBOSH
Signed		**Date**	29-03-2024
Verifier	Jacob Spencer	**Qualifications**	FPA Dip, BA
Signed		**Date**	03/04/2024
Document Version	Frankham RMS January 2023		

Life Safety Fire Risk Assessment Certificate of Conformity

This certificate is issued by the organization named in Part 1 of the schedule in respect of the fire risk assessment provided for the person(s) or organization named in Part 2 of the schedule at the premises and / or part of the premises identified in Part 3 of the schedule.

Frankham Risk Management Services

BAFE Registration Number: KENT204

Client: Stroud District Council

Address: St Nicholas Court, Hardwicke
Gloucestershire
GL2 4XW

Applies to all common areas and sampled flats (accessible to the assessor, at the time of the assessment).

The fire risk assessment is for life safety; it is suitable & sufficient and is compliant with the BAFE SP205 scheme.

Assessment Date: 20/03/2024

Review Date: 20/03/2026

Certificate Reference Number: 804079162

We, being currently a 'Certificated Organization' 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 and with all other requirements as currently laid down within the BAFE SP205 Scheme in respect of such fire risk assessment.

Signed for and on behalf of the issuing Certificated Organization

Helen Dillon MIFSM CFPA (Europe) Dip – Head of Fire Risk Management

Date of issue: 03-04-2024