

# Fire Risk Assessment

Property assessed: 1-43 (no 13) Balliol House Grandys  
Croft Birmingham B37 5BS

Client: Solihull Community Housing

UPRN: 113070000A

Property Classification: Level 1

Document Print Date: 16/12/2020



FRA Inspection Date: 04/11/2020  
FRA Issued to Client: 16/12/2020  
FRA valid to: 16/12/2021  
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- 1 Executive Summary
  - 1.1 Compliance and Risk Record
  - 1.2 Recommendation Summary
  - 1.3 Evacuation Strategy
- 2 Action Plan
  - 2.1 Recommendations from this Assessment
- 3 Introduction and Scope
  - 3.1 Limitations
  - 3.2 Legislation
  - 3.3 Risk Level
  - 3.4 Recommendation Priorities
- 4 Property Details
- 5 FRA Questionnaire
- 6 BAFE Certificate

Please Note - The Action Plan within this report will update to reflect the status of each recommendation as at the date on which the report is generated. Please refer to the Document Print Date on the cover page.

# 1 Executive Summary



## 1.1 Compliance and Risk Record

Property Classification	Level 1
BAFE SP205 -1 Certificate Number	Refer to Master Property List
Responsible Person	Solihull Community Housing
Assessment Completed by	Neil Sturdy
Assessment Checked by	John Herbison
Date of inspection	04/11/2020
Date of Assessment Issue to Client	16/12/2020

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 this property is:	Medium
Taking into account the nature of the property and occupants, as well as 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:	Moderate Harm
The derived assessment risk rating of the property is:	Moderate
On satisfactory completion of all remedial works the risk rating of this property may be reduced to:	Tolerable

Recommended Reassessment Date	16/12/2021
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## 1.2 Recommendation Summary

Priority	Number of recommendations not complete		
	From previous assessments	At time of assessment	At report print date
U	0	0	0
A	0	0	0
B	0	3	3
C	0	1	1
R	0	1	1
Man1	0	1	1
Man2	0	20	20

Note: See section 3.4 for the timescales associated with each priority in the table above.

## 1.3 Evacuation Strategy




Evacuation strategy for this property at time of assessment	Stay Put
Notes	The premises is purpose-built with an adequate standard of compartmentation. The current Stay Put evacuation strategy is considered appropriate.
Recommended evacuation strategy for this property	Stay Put

# 2 Action Plan

## 2.1 Recommendations from this Assessment

Details		Comments/recommendations	Photo
Question	Q.13	Comment: No information was available on site to confirm if the external wall insulation system met the requirements of the Building Regulations with regards to limited combustibility and surface fire spread requirements. Advised by management that the wall insulation is mineral wool insulation fixed directly to the wall of the block with a render finish, no information was available to confirm this.	
Section	Limiting Fire Spread		
Action ID	572616		
Quantity		Recommendation: Management should confirm that the external wall insulation system meets Building Regulations requirements with regards to limited combustibility and surface fire spread properties.	
- Known	N/A		
- Potential	N/A		
Priority	Man1	Due Date: 16/01/2021	Client Status: Not Complete
Question	G.4	Comment: There were trip hazards noted within the common escape routes at the time of inspection. Trip hazards noted outside flat 15 (child's bike and toys). As the quantity involved is relatively minor and/or the location is non-critical the issue can be dealt with via written contact with the residents.	
Section	House-Keeping		
Action ID	572603		
Quantity		Recommendation: Management should contact residents to advise that the common area/escape routes should be kept free from all combustibles and/or trip hazards. A programme of regular checks should be put in place to ensure that the common area is kept clear.	
- Known	N/A		
- Potential	N/A		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete
Question	K.2	Comment: The bin chute rooms on all floors appear to have a wall that separates it from the accommodation lobby constructed from non-fire rated material from a sample inspection in the 4th-floor dry-riser cupboard. The former reception hatch in the entrance hall also appears not to be fire-rated, comprising of a metal security shutter but the low-level panels appear not to be fire rated.	
Section	Means of Escape		
Action ID	572604		
Quantity		Recommendation: Management should undertake intrusive checks to ensure/confirm the walls between the bin chute rooms and accommodation lobby are appropriately fire rated (120-minute standard - current regulations)	
- Known	0		
- Potential	9		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete
Question	K.7	Comment: It could not be ascertained whether the electrical access control systems fitted to escape route doors/gates are provided with override facilities and/or are designed to 'fail safe' on power failure.	
Section	Means of Escape		
Action ID	572606		
Quantity		Recommendation: Management should confirm that the secure door entry system continues to operate in the event of a power failure, or fails safe to open. If not, an emergency override facility will be required.	
- Known	0		
- Potential	2		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete

Question	K.16	Comment: There was no information available regarding arrangements in the building for means of escape for people with disabilities.		No image available
Section	Means of Escape			
Action ID	572608			
Quantity		Recommendation: Management should encourage residents of this General Needs property to contact the building manager if they require assistance in developing a personal emergency evacuation plan (PEEP) or other fire safety advice. This could be achieved by adding a contact reference for assistance to the fire action notices for the premises, by providing additional separate notices containing the information or making direct contact with residents via letter, flyer or website for example.		No image available
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	No image available
Question	L.6	Comment: No access was possible to any of the flat entrance doors to confirm that they are fitted with adequate self-closing devices.		
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors			
Action ID	572610			
Quantity		Recommendation: Management should establish an ongoing rolling programme of checks to all flat entrance doors to confirm that self-closers are fitted and remain effective.		
- Known	0			
- Potential	42			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	No image available
Question	L.7	Comment: There was no access possible to any of the flat entrance doors to confirm that they are fitted with intumescent strips and cold smoke seals.		
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors			
Action ID	572611			
Quantity		Recommendation: Management should establish an ongoing rolling programme of checks to all flat entrance doors to confirm that strips and seals are fitted and remain effective.		
- Known	0			
- Potential	42			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	No image available
Question	P.5	Comment: No access was possible to any of the flats to confirm that they are fitted with an adequate smoke alarm system.		
Section	Means of Giving Warning in Case of Fire			
Action ID	572612			
Quantity		Recommendation: All flats should be checked to confirm provision and working condition of at least Grade D LD3 smoke alarm systems to BS 5839-6:2019. An ongoing rolling programme of checks should be confirmed to be in place. If new systems are required to be installed these should be to Grade D1 LD2 standard.		
- Known	0			
- Potential	42			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	

Question	Q.2	<p>Comment: It was not possible to sample inspect the hidden voids identified without causing damage or requiring opening up. There appear to be flush floor to ceiling riser in the bin chute rooms and sealed false ceilings throughout the common areas. There are also boxed-in services ducts within the stairway, lift lobbies and floor to ceiling service risers in the accommodation lobbies (x 3) that are screwed shut of unknown construction. It is not possible to check compartmentation behind without an intrusive inspection.</p>		
Section	Limiting Fire Spread			
Action ID	572613			
Quantity		<p>Recommendation: Management should undertake an intrusive inspection of the hidden voids noted to confirm/ensure that compartmentation within is adequate.</p>		
- Known	0			
- Potential	1			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	Q.2	<p>Comment: It was not possible to sample inspect the hidden voids identified without causing damage or requiring opening up. There appear to be flush floor to ceiling riser in the bin chute rooms and sealed false ceilings throughout the common areas. There are also boxed-in services ducts within the stairway, lift lobbies and floor to ceiling service risers in the accommodation lobbies (x 3) that are screwed shut of unknown construction. It is not possible to check compartmentation behind without an intrusive inspection.</p>		
Section	Limiting Fire Spread			
Action ID	572614			
Quantity		<p>Recommendation: A sample check should be made of the boxed-in services ductwork to confirm that the construction is adequately fire resisting and that compartmentation behind has not been compromised at services penetrations etc.</p>		
- Known	0			
- Potential	1			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	T.3	<p>Comment: No suitable record of the fire safety arrangements for the building was available for inspection during the inspection.</p>		No image available
Section	Procedures and Arrangements			
Action ID	572618			
Quantity		<p>Recommendation: Management should confirm/ensure that a suitable documentary record of the fire safety arrangements for the building is held within the building or at a central location. This should cover all arrangements for the effective planning, organisation, control, monitoring and review of the preventative and protective measures in place and should include a plan for responding in the immediate aftermath of a fire incident.</p>		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	

Question	T.10	Comment: It is not known if liaison with the local Fire and Rescue Service takes place.		No image available
Section	Procedures and Arrangements			
Action ID	572619			
Quantity		Recommendation: Management should confirm/ensure appropriate liaison takes place with the local Fire and Rescue Service and that familiarisation visits are carried out. Records of all engagement should be kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	T.11	Comment: It is not known if routine fire safety checks are being carried out.		No image available
Section	Procedures and Arrangements			
Action ID	572620			
Quantity		Recommendation: Management should confirm/ensure that routine in-house fire safety checks are carried out on a regular basis (daily or weekly depending on building usage) and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	V.1	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		No image available
Section	Testing and Maintenance			
Action ID	572621			
Quantity		Recommendation: Management should confirm/ensure that the Grade A/Part 1 common area fire detection and alarm system is tested weekly and serviced six monthly in accordance with BS 5839-1 and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	V.2	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		No image available
Section	Testing and Maintenance			
Action ID	572622			
Quantity		Recommendation: Management should confirm/ensure that the common area emergency lighting system is tested monthly and serviced annually in accordance with BS 5266-8:2004 and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	

Question	V.8	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		No image available
Section	Testing and Maintenance			
Action ID	572623			
Quantity		Recommendation: Management should confirm/ensure that the access control system is inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	V.9	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		No image available
Section	Testing and Maintenance			
Action ID	572624			
Quantity		Recommendation: Management should confirm/ensure that the drop key override switch facilities for Fire and Rescue Service access are inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	V.10	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		No image available
Section	Testing and Maintenance			
Action ID	572625			
Quantity		Recommendation: Management should confirm/ensure that lifts are inspected, tested and serviced in accordance with the relevant legislation and guidance and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	V.11	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		No image available
Section	Testing and Maintenance			
Action ID	572626			
Quantity		Recommendation: Management should confirm/ensure that the sprinkler system is inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	W.1	Comment: No log book was available on site during the inspection.		No image available
Section	Records			
Action ID	572627			
Quantity		Recommendation: Management should confirm/ensure that a fire safety log book is provided to enable recording as required of all relevant fire safety events such as fire drills, routine checks, Fire and Rescue Service visits, fire safety systems testing, staff training etc. as appropriate.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	

Question	W.4	Comment: No up to date records of routine in-house fire safety checks were available on-site at the time of inspection.	
Section	Records		
Action ID	572628		
Quantity		Recommendation: Management should confirm/ensure that records of routine fire safety checks are kept in the fire safety log book on-site or in a central database.	
- Known	N/A		
- Potential	N/A		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete
Question	K.2	Comment: The bin chute rooms on all floors appear to have a wall that separates it from the accommodation lobby constructed from non-fire rated material from a sample inspection in the 4th-floor dry-riser cupboard. The former reception hatch in the entrance hall also appears not to be fire-rated, comprising of a metal security shutter but the low-level panels appear not to be fire rated.	
Section	Means of Escape		
Action ID	572605		
Quantity		Recommendation: The panels between the former reception and the common area as noted should be replaced/upgraded with fire-resisting panels to provide 60 minutes of fire resistance.	
- Known	1		
- Potential	1		
Priority	B	Due Date: 16/12/2021	Client Status: Not Complete
Question	Q.5	Comment: A waste chute is provided in the building, which is located in a ventilated room. Hopper doors ARE self-closing, apart from the 10th and 6th-floors, and HAVE adequate seals. A fusible link damper IS fitted to the base of the waste chute. A sprinkler IS provided at the base of the waste chute, also see K2.	
Section	Limiting Fire Spread		
Action ID	572615		
Quantity		Recommendation: The defective hopper doors (10th & 6th-floors not self-closing) to the waste chute as noted should be repaired or replaced as required.	
- Known	2		
- Potential	2		
Priority	B	Due Date: 16/12/2021	Client Status: Not Complete
Question	R.3	Comment: Dry powder type fire extinguisher is installed - in the lift plant room. This type of fire extinguisher is not considered to be suitable for indoor use and should be removed/replaced.	
Section	Fire Extinguishing Appliances		
Action ID	572617		
Quantity		Recommendation: The dry powder type fire extinguishers as noted should be removed and replaced by suitable alternative medium fire extinguishers as appropriate.	
- Known	1		
- Potential	1		
Priority	B	Due Date: 16/12/2021	Client Status: Not Complete

No image available



Question	K.14	<p>Comment: The accommodation lobby with the bin chute room has a replacement uPVC fixed shut window. The stairs and the other lobby are provided with adequate permanent or manually operated ventilation openings for the control of smoke, no ventilation provided to the stair lobby. A PV is provided to the bin chute room and to the head of the stairs.</p>	
Section	Means of Escape		
Action ID	572607		
Quantity		<p>Recommendation: Smoke ventilation of 1.5m2 free area should be provided to the stair lobbies either as permanent vents or as automatic opening vents controlled by smoke detection in the lobbies.</p>	
- Known	10		
- Potential	10		
Priority	C	Due Date: 16/06/2022	Client Status: Not Complete
Question	L.4	<p>Comment: The glazing fitted in fanlights over flat entrance doors in this Purpose-Built/Stay Put premises appears to have 30-minutes integrity only fire resistance. 30-minutes insulation is also required.</p>	
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors		
Action ID	572609		
Quantity		<p>Recommendation: The existing Georgian Wired glass fitted in the fanlights over flat entrance doors, as noted, of this Level 1 Purpose-Built/Stay Put premises should be replaced with EI 30 (30-minutes integrity and insulation) fire resisting glazing (and associated glazing channel and beading).</p>	
- Known	42		
- Potential	42		
Priority	R	Due Date: Unlimited	Client Status: Not Complete



# 3 Introduction and Scope

## 3.1 Limitations of this assessment

This fire risk assessment report represents the Fire Risk Assessment Company's understanding for the current building designs and use, the fire strategy and proposed evacuation procedures. It is to provide an assessment of the risk to life from fire and does not address building or property protection or business continuity. The report is not an assurance against risk and is based on the best judgement of the consultant involved. The assessment may rely on information given by others and no liability is accepted for the accuracy of such information. Should any of the properties (or their operations) change in any way the risk assessments should be updated accordingly. In addition, it is recommended that this fire risk assessment is reviewed at least annually. Each fire risk assessment identifies areas to which access was not available during the inspection. In certain instances, we may have made recommendations for further inspection in the report, however as general guidance we would recommend that the 'no access' areas are inspected as soon as possible.

## 3.2 Legislation

This fire risk assessment has been carried out to meet the requirements of The Regulatory Reform (Fire Safety) Order 2005 [the Order]. The following is a summary description of some of the key articles listed in the Order:

Article 3	Defines the responsible person as a.) the employer, bi.) the person in control of the premises, or b.ii) the owner/landlord.
Article 4	Defines the meaning of general fire precautions
Article 5	States 'a person in control of the premises' may be a person who has an obligation for the maintenance / repair of the premises or the safety in the premises.
Article 6	Lists exemptions, which includes domestic premises occupied as a single private dwelling.
Article 8	Requires general fire precautions are undertaken to ensure the safety of employees / relevant persons.
Article 9	Requires the responsible person to carry out a fire risk assessment. This assessment must be reviewed regularly and if there is reason to suspect that it is no longer valid there has been a significant change.
Article 11	Defines the responsible person as a.) the employer, bi.) the person in control of the premises, or b.ii) the owner/landlord.
Article 13	Requires the recording of significant findings from the fire risk assessment, where a.) five or more people are employed, b.) a licence under an enactment is in force, or c.) an alterations notice is in force.
Article 14	Requires that escape routes and exits are kept clear and accessible at all times.
Article 15	Highlights the need for fire drills and competent persons to assist in their undertaking.
Article 17	Requires suitable maintenance of fire safety facilities and equipment.
Article 19	Requires communication with employees, including the significant findings of the fire risk assessment.
Article 20	Requires that any external employers / employees who are working (or have staff working) in premises are provided with relevant information on the risks and the preventive and protective measures in place.
Article 21	Requires that employees are provided with suitable and appropriate training.
Article 22	Requires co-operation / coordination where two or more responsible persons share duties in premises.
Article 23	Lists the general duties of employees at work.

### 3.3 Risk Level

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 time table
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures
Substantial	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

It should be noted that, although the purpose of estimating the risk level is to place the 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 and a reassessment completed by the date recommended in this report.

### 3.4 Recommendation Priorities

All recommendations made for remedial action as result of the fire risk assessment are assigned a priority in this report. The priorities used have an associated timescale for completion of the recommendations. These are as follows:

Recommendation Priorities:	Recommended Timescales
U	1 day
A	3 months
B	12 months
C	18 months
R	Unlimited
Man1	1 month
Man2	3 months

The above timescales may be altered when the action plan for the premises is collated with other properties in the stock. Please refer to the collated action plan in the Client Portal.

# 4 Property Details

UPRN	113070000A
Number Range	1-43 (no 13)
Building Name	Balliol House
Street Number	
Street	Grandys Croft
City/Town	Birmingham
Postcode	B37 5BS
Property Designation	General Needs (6 Storeys and over)

Building Layout Information	
Total No. of Floors	11
Total No. of Floors (common area only)	11
Total No. of Storeys (ground and above)	11
Ground Floor Area (m2) (if applicable)	N/A
Total Area of All Floors (m2) (if applicable)	N/A
Building Layout Description	11 storey purpose-built block of 42 general needs flats. The ground floor entrance hall has a former reception service hatch and access to a lobby that gives access to the former reception office, former storage shed area, flat 1 entrance door, communal stairway and lift lobby. The lift lobby gives access to the communal stairway, passenger lifts and the rear accommodation lobby. The rear accommodation lobby gives access to the former storage sheds, flat 2 and rear alternative access. The upper floors are similar with a lift lobby accessed from the stairway that gives access to 2 accommodation lobbies. One accommodation lobby gives access to 2 flats and the bin chute room and the other accommodation lobby gives access to 2 flats and a service cupboard. The 10th-floor (level 11) stair continues to an 11th-floor stair landing with access to the lift plant room and access door to the roof area. A bin chute bin store and electrical intake cupboard are accessed externally adjacent to the rear alternative exit door. Dry-riser provided and a sprinkler to the bin chute bin store only. The former shed area contains storage sheds, service cupboard, kitchenette and a toilet.
Extent of Common Areas (area assessed)	Entrance hall, stairway, accommodation lobbies, stair lobbies, service cupboards, passenger lifts, bin chute rooms, bin store, caretakers store area, former reception, plant rooms.
Areas of the building to which access was not available.	Service cupboards apart from the sample inspected. Rooms in the caretakers' store as fitted with non-standard locks.
Total number of Flats/Bedsits/Bedrooms (as applicable)	42
Number accessed off the Common Area	42
Flats/Bedsits/Bedrooms sample inspected	No residents flats were inspected as agreed with SCH.
Building Use	Single Use
Details of ancillary use (if applicable)	

Building Layout Information	
Total No. of Common Entrances/Exits	2
Block Accessibility	Level
Total No. of Common Staircases	1

Construction Information	
Construction Type	Concrete Frame
Property Type	Purpose Built
Date of Construction or Conversion (year approx.)	1960
Floor Construction Type	Concrete
Stair Construction Type	Concrete
External Wall Construction Type	External Wall Insulation
External Wall Finish Type	Render
Other Construction Information	None

Occupant Information	
Management Extent	Partially Managed Building (Manager or Senior Staff not onsite regularly)
Details of any onsite management	Management/staff attend the property occasionally during office hours Monday - Friday. 24/7 remote concierge service provided with CCTV coverage.
Person managing fire safety in the premises	Mark Pinnell - Head of Asset Management
Person consulted during the FRA	No one. No management was on-site. Telephone contact - Joe Coyle Contracts Officer - was provided & master keys provided
Number of Residents	Assumed to be two residents per flat
-Comments	Exact numbers not known
Number of Employees	No staff on site
-Comments	Occasional staff attendance expected - low numbers anticipated
Number of members of the public (maximum estimated)	Residential - low number
-Comments	Residential block - low number of visitors expected at any one time
Identified people especially at risk	General Needs - No information
-Comments	No information, however, General Needs premises so occupants are typical of the general population

Other information	
Fire loss experience (since last FRA)	None reported, no evidence noted.
Any other relevant information	Contractors were on-site at the time of the assessment undertaking electrical work. Risers have been opened up

Other information	
	and advised that all risers were sealed before contractors left site.

In preparing this report reference has been made to a number of key legislative and guidance documents as identified below. Other guidance documents may also be applicable to the assessment which have not been listed here. A full list of guidance documents used in the assessment is available from the risk assessment company on request.

Fire Safety Legislation	
Main fire safety legislation applying to these premises	01) Regulatory Reform (Fire Safety) Order 2005
Other applicable legislation	02) Housing Act 2004

Fire Safety Guidance	
Main fire safety guidance used in this assessment	01) LGA - 'Fire safety in purpose-built blocks of flats' - 2012
Other key fire safety guidance referred to	PAS79 - 'Fire Risk Assessment - a recommended methodology' - 2012

# 5 FRA Questionnaire

## Elimination or Reduction of Fire Hazards

### A. Electrical Ignition Sources

Question - A.1: Was access gained to the electrical intake/meter cupboard(s) for the block?	Yes
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Comment: The electrical intake/meter cupboard for the premises was accessed at the time of inspection.

Question - A.2: Is the common area fixed electrical installation inspected and tested within the last five years? (State the date of the last test if available)	Yes
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Comment: The fixed electrical installation appears to have been tested within the last five years according to the test sticker attached. Date of last test:- 2019

Question - A.3: Is the common area fixed electrical installation free from visible defects? (from cursory visual inspection only)	Yes
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Comment: No defects were noted in the common area fixed electrical installation (from cursory visual inspection only).

Question - A.4: Is portable appliance testing (PAT) being completed within the common areas?	Yes
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Comment: Management advises that all portable electrical appliances in common areas are inspected and tested annually as part of a rolling programme.

Question - A.5: Is there a policy in place regarding use of personal electrical appliances within the common areas which is being adhered to at the time of inspection?	Yes
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Comment: Whilst it was not confirmed that a policy is in place regarding the use of personal portable electrical appliances within the common areas none were seen during the inspection, so this is presumed to be the case.

Question - A.6: If occurring, is the use of multi-way plug adaptors and/or extension leads within the common areas considered acceptable?	Not Applicable
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Comment: No multi-way adaptors or extension leads were noted in use in the common areas during this inspection.

### B. Smoking Policies

Question - B.1: Are there suitable arrangements in place for those who wish to smoke? (State what arrangements are in place)	Yes
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Comment: Residents who wish to smoke can do so within their private accommodation only.

Question - B.2: Is there a policy in place to prevent or restrict smoking within the building?	Yes
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Comment: Smoking is not permitted in the communal area in accordance with the Smoke-free (Premises and Enforcement) Regulations 2006 and residents are permitted to smoke within their private accommodation only.

Question - B.3: Does the policy in relation to smoking appear to be observed?

Yes

Comment: No evidence of illicit smoking was seen in the common area at the time of inspection.

Question - B.4: Is there adequate provision of at least one legible 'No Smoking' sign covering the common area?

Yes

Comment: Adequate 'No Smoking' signage is provided in the common area as required by the Smoke-free (Premises and Enforcement) Regulations 2006.

## C. Arson

Question - C.1: Are the premises secured against arson by outsiders? (Please state how)

Yes

Comment: The entrance door to the premises is self-closing and is fitted with an intercom and door release system and was locked at the time of inspection. There is a concierge button on the door entry system which connects to a remote concierge service who can give access and oversee the premises via CCTV located externally and throughout the premises.

Question - C.2: Are bins stored in a suitable location? (Please state bin type and location)

Yes

Comment: Paladin/Wheelie bins were stored in an integral bin storage room located adjacent to the rear entrance/egress door and accessed externally.

Question - C.3: Are bins adequately secured at or within their storage location? (Please state how bins are secured)

Yes

Comment: The bin storage area/room was locked at the time of inspection.

Question - C.4: Is fire load close to the premises minimised?

Yes

Comment: There was no unnecessary fire load noted close to the building at the time of inspection.

## D. Space Heating

Question - D.1: Are the common areas of the building provided with any form of fixed space heating system? (State type provided)

No

Comment: The common area has no form of fixed heating and individual residential units have their own heating systems. A district heating system is provided for the flats.

Question - D.3: Are the common areas of the building provided with any form of portable space heating system? (State type provided)

No

Comment: No portable heaters were noted within the common area at the time of inspection.

## E. Cooking

Question - E.1: Are common cooking facilities provided in the block?

No

Comment: No common cooking facilities are provided in the premises.

## F. Lightning

Question - F.1: Does the building have a lightning protection system installed?

Yes

Comment: A lightning protection system is provided.

Question - F.3: From visual inspection, does the lightning protection system appear to be in good condition?

Yes

Comment: The visible parts of the lightning protection system appear to be intact and in good condition from visual inspection.

## G. House-Keeping

Question - G.1: Is the property regularly cleaned to prevent the build up of combustibles?

Yes

Comment: Contact cleaning staff undertake cleaning duties

Question - G.2: Are combustible items kept clear from sources of ignition such as electrical equipment?

Yes

Comment: The electrical intake/meter cupboard was clear of combustible storage at the time of inspection.

Question - G.3: Are escape routes kept clear of combustible items or waste materials?

Yes

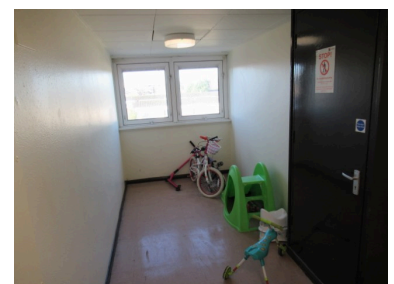
Comment: The common escape routes were clear of combustible materials and waste at the time of inspection. Contractors were on-site undertaking lighting/wiring works and advised they would be leaving the escape routes clear of any items when they left the site.

Question - G.4: Are escape routes kept clear of any trip hazards?

No

Comment: There were trip hazards noted within the common escape routes at the time of inspection. Trip hazards noted outside flat 15 (child's bike and toys). As the quantity involved is relatively minor and/or the location is non-critical the issue can be dealt with via written contact with the residents.

Recommendation: Management should contact residents to advise that the common area/escape routes should be kept free from all combustibles and/or trip hazards. A programme of regular checks should be put in place to ensure that the common area is kept clear.



Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 572603

Question - G.5: Are any hazardous materials noted being stored correctly?

Not Applicable

Comment: No hazardous materials were noted in the common area at the time of inspection.

Question - G.6: Are all other house-keeping issues satisfactory?

Yes

Comment: There were no other house-keeping issues noted at the time of inspection.

## H. Contractors

Question - H.1: Are fire safety conditions imposed on outside contractors when working on the premises?

Yes

Comment: Information was received confirming that fire safety conditions are imposed on outside contractors when working on the premises.

Question - H.2: Are there satisfactory controls in place over works carried out on the premises by outside contractors? (e.g. Hot Work Permits)

Yes

Comment: Information was received confirming that there are satisfactory controls in place over works carried out on the premises by outside contractors.

Question - H.3: Are there satisfactory controls in place over works carried out in the premises by in-house staff? (e.g. Hot Work Permits)

Yes

Comment: Information was received confirming that there are satisfactory controls in place over works carried out on the premises by in-house staff.

## I. Dangerous Substances

Question - I.1: Are any 'dangerous substances' stored or in use within the property?

No

Comment: No dangerous substances were noted being stored or in use at the time of inspection.

## J. Other Significant Hazards

Question - J.1: Are all other Fire Hazard issues considered satisfactory? [1]

Yes

Comment: There were no other fire hazard issues noted at the time of inspection.

## General Fire Protection Measures

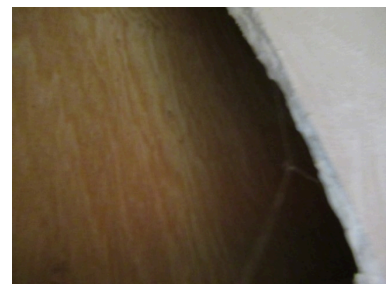
### K. Means of Escape

Question - K.1: Is the escape route design deemed satisfactory? (Consider current design codes)	Yes
<p>Comment: The means of escape design does not meet current regulations but as the regulations are not retrospective this is deemed satisfactory. Current regulations would require blocks of flats over 30m to have sprinklers installed in residents flats to BS 9251 standard. Also, the communal stairway discharges at ground floor either into the front accommodation lobby with access to the entrance lobby and a final exit or into the lift lobby with access to the rear accommodation lobby with a final exit. The stair should discharge directly to the outside or to a protected corridor to a final exit. As there is a choice of direction through either the front or rear accommodation lobby this is deemed satisfactory as building regulations are not retrospective.</p>	

Question - K.2: Are the escape routes adequately protected? (Consider lobby protection to staircase, if needed)	No
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Comment: The bin chute rooms on all floors appear to have a wall that separates it from the accommodation lobby constructed from non-fire rated material from a sample inspection in the 4th-floor dry-riser cupboard. The former reception hatch in the entrance hall also appears not to be fire-rated, comprising of a metal security shutter but the low-level panels appear not to be fire rated.

Recommendation: Management should undertake intrusive checks to ensure/confirm the walls between the bin chute rooms and accommodation lobby are appropriately fire rated (120-minute standard - current regulations)



Priority: Man2    Known Quantity: 0    Potential Quantity: 9    Action ID: 572604

Recommendation: The panels between the former reception and the common area as noted should be replaced/upgraded with fire-resisting panels to provide 60 minutes of fire resistance.



Priority: B    Known Quantity: 1    Potential Quantity: 1    Action ID: 572605

Question - K.3: Is there adequate provision of exits for the numbers who may be present?	Yes
--	-----

Comment: The provision of exits is considered adequate for the number of people expected to be present.

Question - K.4: Is there adequate exit width for the numbers who may be present?	Yes
--	-----

Comment: The exit widths provided appear adequate for the numbers expected to be present.

Question - K.5: Are doors on escape routes easily opened (and are sliding or revolving doors avoided)?

Yes

Comment: All doors on escape routes are fitted with ironmongery which is easily opened without the use of a key, and there are no sliding or revolving doors.

Question - K.6: Are doors or gates on escape routes provided with electrically operated access control systems? (Describe provision)

Yes

Comment: Doors or gates on escape routes are provided with electrically operated access control systems.

Question - K.7: Are electrically operated access control systems fitted to doors or gates on escape routes provided with override facilities and/or designed to 'fail-safe' on power failure?

Not Known

Comment: It could not be ascertained whether the electrical access control systems fitted to escape route doors/gates are provided with override facilities and/or are designed to 'fail safe' on power failure.

Recommendation: Management should confirm that the secure door entry system continues to operate in the event of a power failure, or fails safe to open. If not, an emergency override facility will be required.



Priority: Man2

Known Quantity: 0

Potential Quantity: 2

Action ID: 572606

Question - K.8: Do final exits open in the direction of escape where necessary?

Yes

Comment: Doors on escape routes open in the direction of escape.

Question - K.9: Are travel distances satisfactory? (consider single direction and more than one direction)

Yes

Comment: Travel distances appear to be in line with that allowed in current guidance.

Question - K.10: Are the precautions for all inner rooms suitable?

Not Applicable

Comment: No inner rooms were identified at the time of inspection.

Question - K.11: Are escape routes adequately separated from each other, with fire resisting construction where required?

Yes

Comment: Corridors are provided with smoke control doors where required.

Question - K.12: Are corridors sub-divided with a cross-corridor fire resisting door where required?	Not Applicable
Comment: No corridors requiring cross-corridor fire doors were noted in the property.	

Question - K.13: Do escape routes lead to a place of safety?	Yes
Comment: Escape routes lead to a place of safety.	

Question - K.14: Are the stairs and/or lobbies provided with adequate permanent or manually operated ventilation openings for control of smoke? (State provision)	No
Comment: The accommodation lobby with the bin chute room has a replacement uPVC fixed shut window. The stairs and the other lobby are provided with adequate permanent or manually operated ventilation openings for the control of smoke, no ventilation provided to the stair lobby. A PV is provided to the bin chute room and to the head of the stairs.	

Recommendation: Smoke ventilation of 1.5m <sup>2</sup> free area should be provided to the stair lobbies either as permanent vents or as automatic opening vents controlled by smoke detection in the lobbies.			
Priority: C	Known Quantity: 10	Potential Quantity: 10	Action ID: 572607



Question - K.15: Are the stairs and/or lobbies provided with an adequate automatic or remotely operated smoke ventilation system? (State provision)	Not Applicable
Comment: Current guidelines require that automatic opening vents (AOV) in the lobbies, where the fire is initiated, and the vent at the head of the stair should be activated simultaneously by automatic smoke detectors in the common area. Automatic ventilation is not provided, but as building regulations are not retrospective this is deemed satisfactory, also see K14.	

Question - K.16: Are there suitable arrangements in the building for means of escape for people with disabilities?				Not Known	
Comment: There was no information available regarding arrangements in the building for means of escape for people with disabilities.					
Recommendation: Management should encourage residents of this General Needs property to contact the building manager if they require assistance in developing a personal emergency evacuation plan (PEEP) or other fire safety advice. This could be achieved by adding a contact reference for assistance to the fire action notices for the premises, by providing additional separate notices containing the information or making direct contact with residents via letter, flyer or website for example.				No image available	
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 572608		

No image available

Question - K.17: Are all other means of escape issues satisfactory? [1]	Yes
Comment: There were no other means of escape issues noted at the time of inspection.	

Question - K.19: What is the current evacuation strategy for the property?

Stay Put

Comment: The current evacuation strategy is Stay Put as denoted by the fire action notices displayed in the common area.

Question - K.20: Is the current evacuation strategy for the property considered appropriate?

Yes

Comment: The premises is purpose-built with an adequate standard of compartmentation. The current Stay Put evacuation strategy is considered appropriate.

Question - K.21: What is the recommended evacuation strategy for the property?

Stay Put

Comment:

## L. Flat Entrance/Residents' Bedroom/Bedsit Doors

Question - L.1: Are all flat entrance (or residents' bedroom/bedsit) doors and frames appropriately fire rated? (State type and standard of doors)

Yes

Comment: Flat entrance doors/frames are original 'notional' timber fire doors (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed).

Question - L.2: Are fire rated flat entrance (or residents' bedroom/bedsit) doors and frames in good condition - not in need of repair?

Yes

Comment: The fire rated flat entrance doors appear to be in good condition.

Question - L.3: Is all glazing to flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?

Not Applicable

Comment: There is no glazing present to any flat entrance doors in this property.

Question - L.4: Are fanlights above flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?

No

Comment: The glazing fitted in fanlights over flat entrance doors in this Purpose-Built/Stay Put premises appears to have 30-minutes integrity only fire resistance. 30-minutes insulation is also required.

Recommendation: The existing Georgian Wired glass fitted in the fanlights over flat entrance doors, as noted, of this Level 1 Purpose-Built/Stay Put premises should be replaced with EI 30 (30-minutes integrity and insulation) fire resisting glazing (and associated glazing channel and beading).



Priority: R

Known Quantity: 42

Potential Quantity: 42

Action ID: 572609

Question - L.5: Are side panels to flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?

Not Applicable

Comment: There are no side panels to the flat entrance doors in this property.

Question - L.6: Are all sampled flat entrance (or residents' bedroom/bedsit) doors fitted with adequate self-closing devices and is there a rolling programme of fire door checks in place to include those not sampled?

Not Known

Comment: No access was possible to any of the flat entrance doors to confirm that they are fitted with adequate self-closing devices.

Recommendation: Management should establish an ongoing rolling programme of checks to all flat entrance doors to confirm that self-closers are fitted and remain effective.

No image available

Priority: Man2

Known Quantity: 0

Potential Quantity: 42

Action ID: 572610

Question - L.7: Are all sampled flat entrance (or residents' bedroom/bedsit) doors fitted with intumescent strips and cold smoke seals and is there a rolling programme of fire door checks in place to include those not sampled?

Not Known

Comment: There was no access possible to any of the flat entrance doors to confirm that they are fitted with intumescent strips and cold smoke seals.

Recommendation: Management should establish an ongoing rolling programme of checks to all flat entrance doors to confirm that strips and seals are fitted and remain effective.

No image available

Priority: Man2

Known Quantity: 0

Potential Quantity: 42

Action ID: 572611

Question - L.8: Are letterboxes to flat entrance (or residents' bedroom/bedsit) doors satisfactory? (State only if missing, damaged or uPVC)

Yes

Comment: Letterboxes fitted to flat entrance doors have metal flaps and appear to be in good condition.

Question - L.9: Are all other flat entrance (or residents' bedroom/bedsit) door issues satisfactory? [1]

Yes

Comment: There were no other flat entrance door issues noted at the time of inspection.

## M. Common Area Fire Doors

Question - M.1: Are all common area doors and frames requiring fire resistance appropriately fire rated?

Yes

Comment: All common area fire doors and/or frames appear to be appropriately fire rated. FD30 and FD60 timber and glazed fire doors (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed).

Question - M.2: Are all common area fire rated fire door sets in good condition - and not in need of repair?

Yes

Comment: All common area fire rated fire doors and frames appear to be in good condition. Reported that the in-house maintenance team undertake a rolling programme of checks, repairs and replacement with fire doors, door closers and intumescent strips and smoke seal issues.

Question - M.3: Is all glazing to common area fire doors appropriately fire rated?

Yes

Comment: All glazing to common area fire doors appears to be the original Georgian wired fire-rated. Current regulation would require glazing to the stairway and accommodation lobby doors to be 60-minute integrity and insulation below 1100mm - side panels or 100mm - doors.

Question - M.4: Are fanlights/side panels to common area fire doors appropriately fire rated?

Yes

Comment: Fanlights/side panels to common area fire doors appear to be the original Georgian-wired fire rated. Current regulation would require glazing to the stairway and accommodation lobby door side panels to be 60-minute integrity and insulation below 1100mm.

Question - M.5: Are common area fire door sets fitted with adequate self-closing devices where required?

Yes

Comment: Common area fire doors are fitted with adequate self-closing devices where required. Reported that the in-house maintenance team undertake a rolling programme of checks, repairs and replacement with fire doors, door closers and intumescent strips and smoke seal issues.

Question - M.6: Are intumescent strips and smoke seals provided to common area fire doors?

Yes

Comment: Common area fire doors are provided with adequate intumescent strips and smoke seals. Some doors have combined strips and seals other doors have separate intumescent strips on the doors and smoke seals on the frames. Reported that the in-house maintenance team undertake a rolling programme of checks, repairs and replacement with fire doors and compartmentation seals issues.

Question - M.7: Are common area fire door sets adequate otherwise? (Ironmongery, hold open hooks etc.)

Yes

Comment: Common area fire doors are considered adequate (subject to any issues noted elsewhere in this report).

Question - M.8: Are all other common area fire door issues satisfactory?

Yes

Comment: No other common area fire door issues noted at the time of inspection.

## N. Emergency Lighting

Question - N.1: Is emergency lighting provided to the common areas of the block? (if 'Yes' then describe provision)

Yes

Comment: Emergency lighting is provided to the common areas of the premises.

Question - N.2: From visual inspection, does the emergency lighting system appear to be in good working order?

Yes

Comment: The emergency lighting provided appears to be in good working order from visual inspection (system not tested at time of inspection).

Question - N.3: From visual inspection, does the coverage of the emergency lighting system provided appear to be adequate? (Internal and external)

Yes

Comment: The coverage of the emergency lighting provided appears to be adequate.

## O. Fire Safety Signs and Notices

Question - O.1: Is there adequate provision of fire action notices within the common areas? (Consider recommended evacuation strategy; unsuitability of generic notices and location/visibility of any notices provided)

Yes

Comment: A suitable Fire Action Notice indicating the recommended Stay Put evacuation strategy was displayed within the common area.

Question - O.2: Is fire door signage adequate? (Consider 'Fire door keep shut', 'Fire door keep locked shut' and 'Automatic Fire Door Keep Clear' signage. Exclude doors recommended for replacement)

Yes

Comment: Fire door signage is considered adequate.

Question - O.3: If required, is directional/exit signage adequate?

Yes

Comment: Directional and exit signage is considered adequate.

Question - O.4: Are all other fire safety signs issues satisfactory? [1] (Consider lift signage, and escape door signs. 'No Smoking' signage is covered in the Smoking Policies section.)

Yes

Comment: No other fire safety signs issues were noted at the time of inspection.

## P. Means of Giving Warning in Case of Fire

Question - P.1: Has the building got a BS5839 electrical fire detection and alarm (or detection only) system comprising manual call points and/or automatic detection? (Provide details)

Yes

Comment: There is an L5 automatic fire detection/alarm system installed within the bin chute bin store, storage shed service cupboard and electrical intake room comprising of a fire alarm panel, smoke detectors and sounders.

Question - P.2: From visual inspection, does the common area fire detection/alarm system appear to be in good working condition?

Yes

Comment: The common area fire detection/alarm system appears to be in good working order (from visual inspection only - no system tests were carried out).

Question - P.3: Is the Grade and Category of the common area fire detection/alarm system appropriate for the building type, occupancy and fire risk?

Yes

Comment: The L5 system installed is appropriate for early warning in the ancillary rooms in which it is installed.

Question - P.5: If applicable, are independent domestic hard-wired smoke/heat alarm systems within the sampled flats installed to a suitable standard and is there a rolling programme of checks in place to include those not sampled? (Grade D LD3 minimum standard)				Not Known
Comment: No access was possible to any of the flats to confirm that they are fitted with an adequate smoke alarm system.				
Recommendation: All flats should be checked to confirm provision and working condition of at least Grade D LD3 smoke alarm systems to BS 5839-6:2019. An ongoing rolling programme of checks should be confirmed to be in place. If new systems are required to be installed these should be to Grade D1 LD2 standard.				No image available
Priority: Man2	Known Quantity: 0	Potential Quantity: 42	Action ID: 572612	

Question - P.6: Is remote monitoring of fire alarm signals required, via social alarms linked to smoke alarm systems within individual flats (e.g. in Sheltered Housing), and/or a connection from the common fire alarm system (if provided) to an Alarm Receiving Centre?				Not Applicable
Comment: Remote fire alarm system monitoring is not a requirement for this property type and occupancy. The 24/7 concierge service is linked to the fire alarm system and door entry system.				
Question - P.9: Are all other fire detection and alarm system issues satisfactory? [1]				Yes
Comment: There were no other fire detection/alarm system issues noted at the time of inspection.				

## Q. Limiting Fire Spread

Question - Q.1: In general, is the level of compartmentation adequate for the use and evacuation strategy for the property ? (Special consideration should be given to converted or non 'purpose built' premises)				Yes
Comment: The premises are purpose-built with what appears to be an adequate standard of compartmentation (subject to recommendations which may be noted elsewhere in this report).				

Question - Q.2: Are any hidden voids identified during the inspection appropriately enclosed and/or fire-stopped? (consider above suspended ceilings and behind casings)

Not Known

Comment: It was not possible to sample inspect the hidden voids identified without causing damage or requiring opening up. There appear to be flush floor to ceiling riser in the bin chute rooms and sealed false ceilings throughout the common areas. There are also boxed-in services ducts within the stairway, lift lobbies and floor to ceiling service risers in the accommodation lobbies (x 3) that are screwed shut of unknown construction. It is not possible to check compartmentation behind without an intrusive inspection.

Recommendation: Management should undertake an intrusive inspection of the hidden voids noted to confirm/ensure that compartmentation within is adequate.



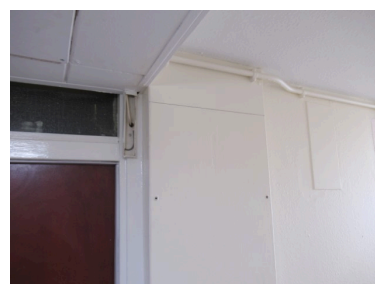
Priority: Man2

Known Quantity: 0

Potential Quantity: 1

Action ID: 572613

Recommendation: A sample check should be made of the boxed-in services ductwork to confirm that the construction is adequately fire resisting and that compartmentation behind has not been compromised at services penetrations etc.



Priority: Man2

Known Quantity: 0

Potential Quantity: 1

Action ID: 572614

Question - Q.3: Are services risers, shafts, ducts and cupboards in the common area appropriately enclosed with fire resisting construction and adequately fire-stopped?

Yes

Comment: From sample inspection, services risers/cupboards appear to be adequately fire-resisting and fire stopped. Reported that the in-house maintenance team undertake a rolling programme of checks, repairs and replacement of fire stopping to service risers.

Question - Q.4: Are pipes and other services provided with adequate fire-stopping measures as required where they pass through fire resisting construction? (Consider fire collars etc)

Yes

Comment: Firestopping around services exiting the risers/cupboards sampled would appear to be adequate.

Question - Q.5: If a waste chute is provided within the building are adequate measures in place to limit fire spread/growth? (Consider provision of fusible link dampers and sprinklers etc)

No

Comment: A waste chute is provided in the building, which is located in a ventilated room. Hopper doors ARE self-closing, apart from the 10th and 6th-floors, and HAVE adequate seals. A fusible link damper IS fitted to the base of the waste chute. A sprinkler IS provided at the base of the waste chute, also see K2.

Recommendation: The defective hopper doors (10th & 6th-floors not self-closing) to the waste chute as noted should be repaired or replaced as required.



Priority: B

Known Quantity: 2

Potential Quantity: 2

Action ID: 572615

Question - Q.6: Are any roof space voids present above the common areas provided with adequate compartmentation to support the evacuation strategy for the building?

Not Applicable

Comment: There were no roof voids noted above the common areas - the building has a flat roof.

Question - Q.7: Are electrical installations/intakes enclosed in fire rated construction? (Where necessary)

Yes

Comment: The electrical intake/meter cupboard appears to be adequately fire resisting and firestopped.

Question - Q.8: Is compartmentation maintained behind electrical meter cabinets recessed into flat walls and/or between the meter cabinet and the common area?

Not Applicable

Comment: There are no electrical meter cabinets recessed into flat compartment walls in this property.

Question - Q.9: If present, are common ventilation systems, ventilation ducts and grills adequate to limit fire spread/growth? (Consider dampers etc.)

Not Applicable

Comment: There were no common ventilation systems noted within this property.

Question - Q.10: Are wall and ceiling linings appropriate to limit fire spread?

Yes

Comment: The wall and ceiling linings would appear to be appropriate to limit fire spread.

Question - Q.11: If provided, are soft furnishings in common areas appropriate to limit fire spread/growth?

Not Applicable

Comment: Not applicable to these premises at the time of this assessment.

Question - Q.12: If provided, are curtains or drapes within common areas appropriate to limit fire spread/growth?

Not Applicable

Comment: Not applicable to these premises at the time of this assessment.

Question - Q.13: Are the external walls of the building satisfactory with regard to fire spread? (Consider combustibility of cladding, external insulation systems, spandrel panels and balconies etc. if provided).

Not Known

Comment: No information was available on site to confirm if the external wall insulation system met the requirements of the Building Regulations with regards to limited combustibility and surface fire spread requirements. Advised by management that the wall insulation is mineral wool insulation fixed directly to the wall of the block with a render finish, no information was available to confirm this.

Recommendation: Management should confirm that the external wall insulation system meets Building Regulations requirements with regards to limited combustibility and surface fire spread properties.



Priority: Man1

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 572616

Question - Q.14: Are all other fire spread/compartmentation issues satisfactory? [1]

Yes

Comment: There were no other fire spread/compartmentation issues noted at the time of inspection.

## R. Fire Extinguishing Appliances

Question - R.1: Are portable fire extinguishers provided in the common areas, including staff/plant rooms? (Give details of any provision)

Yes

Comment: Extinguishers were provided as follows:- C02 extinguishers provided in the electrical intake room and lift plant room and foam and C02 in the caretaker's store. A. powder extinguisher provided in the lift plant room.

Question - R.2: Is it considered appropriate to provide portable fire extinguishers in the areas noted given the building occupancy?

Yes

Comment: The provision of portable fire extinguishers is considered appropriate for this property as they are in non-residential areas only where staff/contractors are expected to be trained in their safe usage.

Question - R.3: Is the existing provision of portable fire extinguishers considered adequate for the building (type, number, location etc.)?

No

Comment: Dry powder type fire extinguisher is installed - in the lift plant room. This type of fire extinguisher is not considered to be suitable for indoor use and should be removed/replaced.

Recommendation: The dry powder type fire extinguishers as noted should be removed and replaced by suitable alternative medium fire extinguishers as appropriate.



Priority: B

Known Quantity: 1

Potential Quantity: 1

Action ID: 572617

Question - R.4: Are all fire extinguishing appliances suitably located and readily accessible?

Yes

Comment: The portable fire extinguishers provided are appropriately located and readily accessible.

## S. Other Fire Safety Systems and Equipment

Question - S.1: Is the building provided with drop key override switch facilities for Fire and Rescue Service access?

Yes

Comment: A drop key override switch facility is provided which worked satisfactorily when tested.

Question - S.2: Is the building provided with a fire mains system? (Dry or wet riser etc.)

Yes

Comment: The building is provided with a fire main:- Fire main provided with outlets in the accommodation lobbies and an inlet in the rear ground floor entrance lobby.

Question - S.3: Is the building provided with a lift (or lifts) used for fire safety purposes? (Firefighting, fireman's or evacuation lift)

Yes

Comment: The building is provided with a lift used for fire safety purposes:- a fireman's override switch provided on the ground floor level.

Question - S.4: Is the building provided with disabled evacuation aids? (Evacuation chairs, sheets, mats or sledges etc.)

No

Comment: The building has no apparatus for the evacuation of people with disabilities.

Question - S.5: Is a sprinkler system provided within the building? (provide details of type and extent)

Yes

Comment: The sprinkler system provided in the building is located in the bin chute bin store only.

Question - S.6: Are hose reels provided within the building?

No

Comment: Hose reels are not provided within the building.

Question - S.7: Is any other relevant fire safety system or equipment installed? [1] (state type of system and comment as necessary)

No

Comment: There are no other relevant fire safety systems or equipment installed.

## Fire Safety Management

### T. Procedures and Arrangements

Question - T.1: Please CONFIRM the Property Designation				A designation other than General Needs (5 Storeys and under)
Comment: 11 storey general needs block				
Question - T.2: Has a competent person(s) been appointed within the organisation to assist in undertaking preventative and protective fire safety measures?				Yes
Comment: Management advises that a competent person has been appointed within the organisation to assist with undertaking preventative and protective fire safety measures. Savills is engaged to provide risk assessment and other fire safety advice.				
Question - T.3: Is there a suitable record of the fire safety arrangements?				Not Known
Comment: No suitable record of the fire safety arrangements for the building was available for inspection during the inspection.				
Recommendation: Management should confirm/ensure that a suitable documentary record of the fire safety arrangements for the building is held within the building or at a central location. This should cover all arrangements for the effective planning, organisation, control, monitoring and review of the preventative and protective measures in place and should include a plan for responding in the immediate aftermath of a fire incident.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 572618	
Question - T.4: Are there appropriate procedures in place in the event of fire and are these documented?				Yes
Comment: Documented fire safety procedures for residents are displayed in the Fire Action Notices.				
Question - T.5: Are there suitable arrangements for calling the Fire Service, meeting them on arrival and providing relevant information?				Yes
Comment: The building is not staffed and residents are required to self-evacuate if necessary. Residents will call the Fire and Rescue Service if they become aware of a fire. Concierge service has remote 24/7 coverage of the property via CCTV.				
Question - T.6: Are there suitable fire assembly points away from any risk?				Not Applicable
Comment: The building has a Stay Put evacuation strategy and no general assembly points are required.				
Question - T.7: Are there adequate procedures in place for the evacuation of people with a disability who are likely to be present?				Not Applicable
Comment: The building has a Stay Put evacuation strategy, with no full-time staff presence. Residents are expected to self-evacuate if necessary. (Refer to Question K.16).				

Question - T.8: Are staff nominated to use fire extinguishing appliances in the event of fire?

Not Applicable

Comment: There is no staff presence in the building except for occasional attendance.

Question - T.9: Are staff nominated to assist with evacuations in the event of fire?

Not Applicable

Comment: There is no staff presence in the building except for occasional attendance.

Question - T.10: Is there appropriate liaison with the local Fire and Rescue Service?

Not Known

Comment: It is not known if liaison with the local Fire and Rescue Service takes place.

Recommendation: Management should confirm/ensure appropriate liaison takes place with the local Fire and Rescue Service and that familiarisation visits are carried out. Records of all engagement should be kept on-site or in a central database.

No image available

Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 572619

Question - T.11: Are routine in-house fire safety checks carried out? (Including control and indicating equipment normal, extinguishers in place and visible, lighting working, fire doors (frames/seals/closing), fastenings, final exits and escape routes clear)

Not Known

Comment: It is not known if routine fire safety checks are being carried out.

Recommendation: Management should confirm/ensure that routine in-house fire safety checks are carried out on a regular basis (daily or weekly depending on building usage) and records kept on-site or in a central database.

No image available

Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 572620

Question - T.12: Are all other fire safety management issues satisfactory?

Yes

Comment: There were no other fire safety management issues noted at the time of inspection.

## U. Training and Drills

Question - U.1: Do staff receive adequate induction and annual refresher fire safety training (to include fire risks in the premises, fire safety measures in the building, action in the event of fire and on hearing alarm)?

Not Applicable

Comment: The building has no staff present so fire safety training is not required.

Question - U.4: Are fire drills carried out at appropriate intervals?

Not Applicable

Comment: The building has a Stay Put evacuation strategy so fire drills are not required.

## V. Testing and Maintenance

Question - V.1: Is the common area fire detection/alarm system tested and serviced in accordance with relevant guidance?				Not Known
Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.				
Recommendation: Management should confirm/ensure that the Grade A/Part 1 common area fire detection and alarm system is tested weekly and serviced six monthly in accordance with BS 5839-1 and records kept on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 572621	
Question - V.2: Is the common area emergency lighting system tested and serviced in accordance with relevant guidance?				Not Known
Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.				
Recommendation: Management should confirm/ensure that the common area emergency lighting system is tested monthly and serviced annually in accordance with BS 5266-8:2004 and records kept on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 572622	
Question - V.3: Are all fire extinguishers tested and serviced in accordance with relevant guidance?				Yes
Comment: There was evidence available on-site to confirm that regular inspection, testing and servicing is being carried out.				
Question - V.4: Are fire mains inspected, tested and serviced in accordance with relevant guidance?				Yes
Comment: There was evidence available on-site to confirm that regular inspection, testing and servicing is being carried out.				
Question - V.5: Is the lightning protection system inspected and tested in accordance with relevant guidance?				Yes
Comment: There was evidence available on-site to confirm that regular inspection, testing and servicing is being carried out.				
Question - V.8: Are access control systems inspected, tested and serviced in accordance with relevant guidance?				Not Known
Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.				
Recommendation: Management should confirm/ensure that the access control system is inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 572623	

Question - V.9: Are drop key override switch facilities for Fire and Rescue Service access working satisfactorily, inspected, tested and serviced in accordance with relevant guidance?				Not Known
Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.				
Recommendation: Management should confirm/ensure that the drop key override switch facilities for Fire and Rescue Service access are inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 572624	

Question - V.10: Are lifts in the building used for fire safety purposes inspected, tested and serviced in accordance with relevant guidance? (Firefighting, fireman's or evacuation lift)				Not Known
Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.				
Recommendation: Management should confirm/ensure that lifts are inspected, tested and serviced in accordance with the relevant legislation and guidance and records kept on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 572625	

Question - V.11: Is the sprinkler system provided within the building inspected, tested and serviced in accordance with relevant guidance?				Not Known
Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.				
Recommendation: Management should confirm/ensure that the sprinkler system is inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 572626	

## W. Records

Question - W.1: Is there a log book on the premises?				No
Comment: No log book was available on site during the inspection.				
Recommendation: Management should confirm/ensure that a fire safety log book is provided to enable recording as required of all relevant fire safety events such as fire drills, routine checks, Fire and Rescue Service visits, fire safety systems testing, staff training etc. as appropriate.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 572627	

Question - W.2: Are details of fire drills recorded?				Not Applicable
Comment: The building has a Stay Put evacuation strategy so fire drills are not required.				

Question - W.3: Are details of fire safety training recorded?				Not Applicable
Comment: There are no staff present on-site so fire safety training is not required.				

Question - W.4: Are routine in-house fire safety checks recorded?				Not Known
Comment: No up to date records of routine in-house fire safety checks were available on-site at the time of inspection.				
Recommendation: Management should confirm/ensure that records of routine fire safety checks are kept in the fire safety log book on-site or in a central database.				No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 572628	

Question - W.7: Are records kept of the fire extinguisher inspections, tests and servicing?				Yes
Comment: There were records on site of regular inspection, testing and/or servicing of the system installed.				

Question - W.8: Are fire mains inspections, tests and services recorded?				Yes
Comment: There were records on site of regular inspection, testing and/or servicing of the system installed.				

Question - W.9: Are records kept of the lightning protection system inspections, tests and servicing?				Yes
Comment: There were records on site of regular inspection, testing and/or servicing of the system installed.				

## Additional Issues

### X. Electrical Services

Question - X.1: Are any wiring systems visible within the common escape route(s) supported in accordance with BS 7671:2018 (as amended) such that they will not be liable to premature collapse in the event of fire? (Consider the use of non-metallic cable clips, ties etc.)

Not Applicable

Comment: There were no surface mounted wiring systems noted within the common escape routes.

### Y. Gas Services

Question - Y.1: Are there any fixed gas installations present within the common parts of the building? (Consider gas pipework and meters)

No

Comment: There were no gas installations noted within the common parts of the building.

### Z. Other Issues

Question - Z.1: Are all other issues deemed satisfactory? [1]

Yes

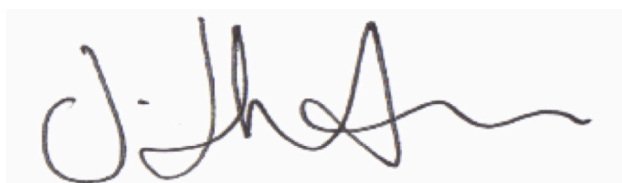
Comment: There were no other relevant issues noted at the time of inspection.

Part 1a	Name & Address of Certificated Organisation: Savills (UK) Ltd, 33 Margaret Street, London, W1G 0JD
Part 1b	BAFE registration number of issuing Certificated Organization: NSI00539
Part 2	Name of client: Solihull Community Housing
Part 3a	Address of premises for which the fire risk assessment was carried out: 1-43 (no 13) Balliol House Grandys Croft Birmingham B37 5BS
Part 3b	Part or parts of the premises to which the fire risk assessment applies: Common Parts only (not dwellings, where applicable)
Part 4	Brief description of the scope and purpose of the fire risk assessment: Life Safety (as per agreed Specification)
Part 5	Effective date of the fire risk assessment: 16/12/2020
Part 6	Recommended date for reassessment of the premises: 16/12/2021
Part 7	Unique reference number of this certificate: Refer to Master Property List

This certificate is issued by the organization named in Part 1 of the schedule in respect of 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.

We, being currently a 'Certificated Organization' in respect of fire risk assessment identified in the schedule, certify that the fire risk assessment referred to in the schedule complies with the Specification identified in the 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:



John Herbison FCABE MIFireE (Director)



Date of Issue

16/12/2020

