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Fire Risk Assessment

REGULATORY REFORM (FIRE SAFETY) ORDER 2005

Torpoint Flats
Torpoint Drive
HULL
HU4 7BT

Responsible person (e.g. employer) or person having control of the premises	Hull City Council
Address of premises:	Torpoint Flats Torpoint Drive Hull HU4 7BT
Assessor:	John Wallis BA MIFireE
Date of fire risk assessment:	27/07/2017
Date of previous fire risk assessment:	11/02/2015
Suggested date for review [1]:	01/08/2018

The purpose of this report is to provide an assessment of the risk to life from fire in these premises, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. The report does not address the risk to property or business continuity from fire.

This assessment has been carried out to satisfy the requirements of the Regulatory Reform (Fire) Safety Order 2005 in respect of the assessed areas only of the above-mentioned premises at the time of the assessment. It should be borne in mind however that an assessment is open to individual interpretation and as such an officer of the local fire authority may express a different view on certain aspects.

1. This fire risk assessment should be reviewed by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a fire occurs.

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Fire Risk Level Estimator

For this premises the considered risk to life before implementing the 'Action plan' is:

Trivial ☐ Tolerable ☐ Moderate ☒ Substantial ☐ Intolerable ☐

For further information on the fire risk level estimator and how this level was calculated, by using the risk based control plan grid, refer to the end of this document.

It is considered that the following recommendations should be implemented in order to reduce fire risk to, or maintain it at, the following level in accordance with the risk based control plan:

Trivial ☐ Tolerable ☒

Action Plan

Definition of priorities (where applicable):

PRIORITY	MEANING
Very High	Immediate action required.
High	Urgent action required to be carried out as soon as possible.
Medium	Medium priority to be actioned within 2-6 months.
Low	Low priority to be actioned within 6 to 12 months.

*Time scales are based from the date of inspection.

Medium*			
Action Number	1	**Reference**	Smoking – 8.4
8.4 – Provide smoking receptacles external to the building if required.			
Action by		**Date completed**	

High*			
Action Number	2	**Reference**	Smoking – 8.5
8.5 – Reinforce the no smoking policy in common areas.			
Action by		**Date completed**	

Medium*			
Action Number	3	**Reference**	Arson – 9.2
9.2 – Reinstate lid to the refuse container and secure it to the railings.			
Action by		**Date completed**	

Medium*			
Action Number	4	**Reference**	Lightning - 12
12 – The report carried out in April 2017 highlighted an issue with the lightning protection to the building. This should be rectified as per the report.			
Action by		**Date completed**	

Medium*			
Action Number	5	**Reference**	Housekeeping – 13.3
13.3 – Remove door mats.			
Action by		**Date completed**	

Medium*			
Action Number	6	**Reference**	Housekeeping – 13.4
13.4 – keep the pump room, ground floor, clear of unnecessary storage.			
Action by		**Date completed**	

High*			
Action Number	7	**Reference**	Housekeeping – 13.5
13.5 – Remove ‘gas’ bottle in the pump room. .			
Action by		**Date completed**	

High*			
Action Number	8	**Reference**	Hazards Introduced by outside contractors and building works - 14.1
14.1 - Ensue that the existing policy for outside contractors covers their well-being when on site. This must include how they are going to be warned of an emergency whilst working on the roof or lift room. Any policy should be reinforced to all staff.			
Action by		**Date completed**	

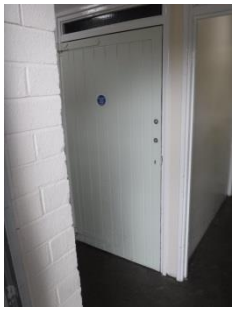
Medium*			
Action Number	9	**Reference**	Mean of escape from fire -17.4
17.4(a) – It is a requirement that all flat doors can be opened from the inside without the use of a key. Check to ensure that flat doors can be opened from the inside without the use of a key.			
Action by		**Date completed**	

High*			
Action Number	10	**Reference**	Mean of escape from fire -17.11
17.11(d) – Provide an approved self-closing device to all flat front doors			
Action by		**Date completed**	

Medium*			
Action Number	11 to 23	**Reference**	Mean of escape from fire -17.11
17.11(e) - All letter boxes fitted within the building must be intumescent letter boxes.			
Action by		**Date completed**	
17.11(f) – All flat doors must be fitted with intumescent heat and cold smoke seals.			
Action by		**Date completed**	

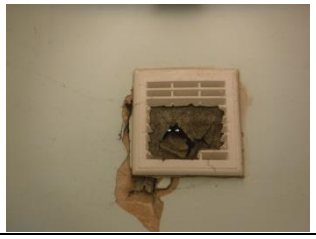
17.11(g) – Carry out a survey to determine the fire resistance of all transom panels above flat doors.			
Action by		**Date completed**	
17.11(h) – Check the gap around the flat door to ensure that they are not greater than 3mm.			
Action by		**Date completed**	
17.11(i) – Replace all service cupboard doors with FD30S, fitted with intumescent heat and cold smoke seals to the door or frame.			
Action by		**Date completed**	
17.11(j) – Replace transom panels above the service cupboard doors with fire resisting material.			
Action by		**Date completed**	

17.11(k) – Check all of the fire doors protecting the stair and lobby on each level and: 1. Replace any Intumescent heat and cold smoke seals that have been painted over. 2. Damaged and missing intumescent heat and cold smoke seals are to be replaced 3. Adjust latch so that doors can close fully on their rebate. 4. Trim the bottom of any door catching on the floor 5. Close an excessive gaps in excess of 3mm at the top and sides of the door A full survey of all fire doors protecting the stair and lobby needs to be carried out and the appropriate action taken.			 
Action by		**Date completed**	
17.11(l) – Check that cabling is fixed as per the requirement of BS7671 of the Electrical Regulations.			
Action by		**Date completed**	
17.11(m) – Replace flat 32 UPVC door and frame with a FD30S door and frame.			
Action by		**Date completed**	
17.11(n) – Vents to be reinstated.			
Action by		**Date completed**	

17.11(o) – Block off door at the bottom of the stair ground floor or replace with FD30S.			
Action by		**Date completed**	
17.11(p) – Replace damaged self-closing device on floor 11			
Action by		**Date completed**	
17.11(q) – Carry out a full survey of fire doors in the building to ensure that they are all capable of providing 30 minutes fire resistance. The current bench mark for existing blocks which are greater than 30 metres in height (10 floors) should have existing fire doors throughout the building replaced with FD30S door as opposed to upgrading them.			
Action by		**Date completed**	
Low*			
Action Number	24, 25	**Reference**	Means of Escape from Fire – 17.11
17.11(q) – Carry out a full survey of fire doors in the building to ensure that they are all capable of providing 30 minutes fire resistance. The current bench mark for existing blocks which are greater than 30 metres in height (10 floors) should have existing fire doors throughout the building replaced with FD30S door as opposed to upgrading them.			
Action by		**Date completed**	
17.11(r) – Carry out meaningful discussions on providing some form of smoke control in the lobby or corridors and consider providing a sprinkler system throughout the building.			
Action by		**Date completed**	
17.11(s) – It is recommended that the fire door which has been removed, ground floor, adjacent to the final exit is reinstated. This door will give added protection to the single staircase.			
Action by		**Date completed**	

High*			
Action Number	26	**Reference**	Means of Escape from Fire – 17.11
17.11(t) - The glazing in the doors to flat 5 and 45 had been broken. This need to be replaced			
Action by		**Date completed**	

High*			
Action Number	27, 28, 29, 30	**Reference**	Measures to Limit Fire Spread and Development – 18.1
18.1(a) – Maintain 60 minutes fire resistance to the walls, floors and ceilings wihin the service cupboards.			 
Action by		**Date completed**	
18.1(b) – Check for breaches passing through compartment walls and door frames.			
Action by		**Date completed**	
18.1(c) – Comply with the results from the cladding test.			

Action by		**Date completed**	
18.1(d) – Remove the vent and seal up the hoe with 30 minutes fire resisting material.			 
Action by		**Date completed**	

Medium*			
Action Number	31	**Reference**	Measures to limit fire spread and development – 18.1
18.1(e) – Check the fire resistance capabilities of the lift doors.			
Action by		**Date completed**	

Low*			
Action Number	32, 33	**Reference**	Measures to limit fire spread and development – 18.1
18.1(f) – Provide chutes with heat and cold smoke seals. Hatches should be fixed so they cannot be removed			
Action by		**Date completed**	
18.1(g) – It is recommended that automatic fire-resisting shutters are provided at the base of the refuge chute to restrict the spread of fire and smoke from a fire in the bin room. The shutter should, as a minimum, be operated on a fixed temperature fusible link. Further protection can be provided by a sprinkler system located over the bins, with either			

frangible bulb or fusible link sprinkler heads.			
Action by		**Date completed**	

Medium*			
Action Number	34	**Reference**	Emergency Escape Lighting – 19.1
19.1 – Check that there is emergency lighting in the lobby, floor 5			
Action by		**Date completed**	

Medium*			
Action Number	35, 36, 37, 38	**Reference**	Fire Safety Signs and Notices – 20.1
20.1(a) – The external door ground floor needs to be fitted, on the external side, with a 'fire exit keep clear' sign.			
Action by		**Date completed**	
20.1(b) – Provide one emergency fire action notice throughout the building in line with the current evacuation policy.			

Action by		**Date completed**	
20.1(c) – The replacement fire doors to the service cupboards should be provided with a ‘fire door keep locked’ sign.			
Action by		**Date completed**	
20.1 (d) – Check fire doors to ensure they are all ‘Fire door-keep shut’ on both sides.			
Action by		**Date completed**	

Low*			
Action Number	39	**Reference**	Fire Safety Signs and Notices – 20.1
20.1(e) – Provide a fire assembly point.			
Action by		**Date completed**	

Medium*			
Action Number	40	**Reference**	Means of giving warning – 21.2
21.2(c) – At the time of the inspection the smoke detector in flat 22 was covered. This needs to be rectified.			
Action by		**Date completed**	

High*			
Action Number	41	**Reference**	Procedures and Arrangements – 25.10
25.10 – Carry out Personal emergency evacuation plans for any resident that needs one			
Action by		**Date completed**	

Medium*			
Action Number	42	**Reference**	Procedures and Arrangements – 25.11
25.11 – Review the policy whether to train a selective number of staff on the use of portable fire extinguishers.			
Action by		**Date completed**	

Medium*			
Action Number	43	**Reference**	Training and Drills – 26.2
26.2 – Provide fire refresher training to all staff.			
Action by		**Date completed**	

Medium*			
Action Number	44	**Reference**	
26.14 – Carry out Fire drills for member of staff in their work place.			
Action by		**Date completed**	

Section 1 - Building Information

1. The Premises

1.1 Number of floors: 11

1.2 Approximate floor area: 204 m^2 per floor

2448	m^2 gross

1.3 Brief details of construction

The property is constructed of reinforced concrete columns and floors. The external walls have been cladded. At the time of the inspection there was no information about the construction of the cladding.

1.4 Use of premises

The premises is a purpose built residential block containing 44 self-contained flats with common areas, boiler room, pump room and cleaners cupboard on the ground floor. There is no dry riser in this building.

1.5 Multi Occupied premises ☐ Yes ☒ No

2. The Occupants

2.1 Approximate maximum number:	155
2.2 Approximate number of employees at any one time:	2
2.3 Maximum number of members of public at any one time:	Unknown
2.4 Associated times/hours of occupation:	24 hours
2.5 Maximum number of occupants in the licenced area(s):	N/A

3. Occupants Especially at Risk from Fire

3.1 Sleeping occupants:

	Number:	66

3.2 Disabled occupants:

	Number:	Not Known

3.3 Occupants in remote areas and lone workers:

Lone workers, caretaker and cleaner.	Number:	2

3.4 Young persons:

Type of occupant can vary over time.	Number:	Not Known

3.5 Others:

	Number:	N/A

4. Fire Loss Experience

None reported

5. Other Relevant Information

In light of the recent Grenfell fire the Hull City Council has set up a programme to have all housing stock that has been constructed with external cladding, to be independently tested. A test sample had been taken prior to the inspection but the results are not yet know. Once these results are known then any action required must be carried out.

At the time of the inspection no information on any persons living in the flats with a disability was given. It is important that any person with disabilities, that cannot evacuate the building unaided, must have a personal emergency evacuation plan (PEEPs) in addition to the generic evacuation plan currently given to all residents. Also see 25.10 of this report for more information.

6. Relevant Fire Safety Legislation

6.1 The following fire safety legislation applies to these premises

Regulatory Reform (Fire Safety) Order 2005
The Building Regulation 2010

6.2 The above legislation is enforced by:

The Local Authority Fire & Rescue Service
Local Building control

6.3 Other legislation that makes significant requirements for fire precautions in these premises (other than the Building Regulations 2010):

The Health & Safety At Work Act 1974
Housing act 2004

6.4 The legislation to which 6.3 makes reference is enforced by:

The Local Authority

6.5 Comments:

The fire risk assessment carried out is a Type 1 common parts only (non – destructive) assessment considering the common escape routes and common areas. It also includes an examination of a sample of flat doors internally and samples of the inside of service cupboards.

Hull City Council is currently carrying out a survey of all the cladding in all their residential properties in accordance with national government guidelines. The outcome of this fire risk assessment may change as a result of any significant findings of those surveys.

The current legislation and guidance that covers this type of building may also be changed or amended in the future in light of the Grenfell Tower fire. Any changes would mean that the fire risk assessment would need to be reviewed.

Fire Hazards and their Elimination or Control

7. Electrical Sources of Ignition

7.1	Reasonable measures taken to prevent fires of electrical origin?	☒ Yes	☐ No
	More specifically:		
7.2	Fixed installation periodically inspected and tested?	☒ Yes	☐ No
7.3	Portable appliance testing (where appropriate) carried out?	☒ Yes	☐ No
7.4	Suitable policy regarding the use of personal electrical appliances?	☒ Yes	☐ No
7.5	Suitable limitation of trailing leads and adapters?	☒ Yes	☐ No

Comments:

7.2 – From the reports provided the electrical fixed installation to the premises was last tested May 2017.

7.4 – There is no control over the use of residents own electrical equipment but the charging of mobility scooters is prohibited in the common areas.

8. Smoking

8.1	Reasonable measures taken to prevent fires as a result of smoking?			☒	Yes	☐ No
	More specifically:					
8.2	Smoking prohibited on the premises?			☒	Yes	☐ No
8.3	Smoking prohibited in appropriate areas?	☐	N/A	☒	Yes	☐ No
8.4	Suitable arrangements for those who wish to smoke?			☒	Yes	☐ No
8.5	This policy appeared to be observed at time of inspection?			☐	Yes	☒ No

Comments:

8.4 - If the policy allows for smoking to take place outside but in the vicinity of the building then suitable receptacles are to be provided.

8.5 – Evidence of a discarded cigarette was found on the 6th floor stairwell.

9. Arson

9.1	Does basic security against arson by outsiders appear reasonable? [2]	☒	Yes	☐ No
9.2	Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders?	☒	Yes	☐ No

Comments:

9.1(a) – CCTV in operation.

9.1(b) – Doors at the entrance to the building have magnetic entrance locks operated by key fobs.

9.2 – There is one refuse containers, on wheels, located outside to the rear of the premises. This container does not have a lid. The lid should be reinstated. It is good practice to secure these bins so they cannot be set on fire and wheeled towards the building.

2) Reasonable only in the context of this fire risk assessment. If specific advice on security (including security against arson) is required, the advice of a security specialist should be obtained.

10. Portable Heaters and Heating Installations

10.1	Is the use of portable heaters avoided as far as practicable?			☒	Yes	☐ No
	If portable heaters are used:					
10.2	Is the use of the more hazardous type (e.g. radiant bar fires or LPG appliances) avoided?	☒	N/A	☐	Yes	☐ No
10.3	Are suitable measures taken to minimize the hazard of ignition of combustible materials?	☐	N/A	☒	Yes	☐ No
10.4	Are fixed heating installations subject to regular maintenance?	☒	N/A	☐	Yes	☐ No

Comments:

10.1 – No portable heaters were observed in the common areas.

10.4 – This report does not cover any fixed heating in the flats however it is advised that these are regularly checked and the results recorded.

11. Cooking

11.1	Are reasonable measures taken to prevent fires as a result of cooking?	☐	N/A	☒	Yes	☐ No

More specifically:

11.2	Filters changed and ductwork cleaned regularly?	☒	N/A	☐	Yes	☐ No
11.3	Suitable extinguishing appliances available?	☒	N/A	☐	Yes	☐ No

Comments:

There is no cooking in any of the common areas

12. Lightning

12.1	Do the premises have a lightning protection system?			☒	Yes	☐ No

Comments:

Last tested April 2017. The result of this test was a failure of the lightning protection.

13. Housekeeping

13.1	Is the standard of housekeeping adequate?			☒	Yes	☐ No

More specifically:

13.2	Combustible materials appear to be separated from ignition sources?			☒	Yes	☐ No
13.3	Avoidance of unnecessary accumulation of combustible materials or waste?	☐	N/A	☒	Yes	☐ No
13.4	Avoidance of inappropriate storage of combustible materials?			☐	Yes	☒ No
13.5	Appropriate storage of hazardous materials?	☐	N/A	☐	Yes	☒ No

Comments:

13.3 – A number of door mats were located outside flat door in the protected lobby area. These should be tested to ensure that they fire retardant and cannot contribute to a fire.

13.4 – The pump room, ground floor, is being used to store general rubbish, etc. This room should be clear of any unnecessary combustible materials.

13.5 – A gas bottle is being stored in the pump room ground floor. This should be removed.

14. Hazards Introduced by Outside Contractors and Building Works

14.1	Are fire safety conditions imposed on outside contractors?			☒	Yes	☐ No
14.2	Is there satisfactory control over works carried out on the premises by outside contractors (including “hot work” permits)?			☒	Yes	☐ No
14.3	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:

At the time of the inspection no documentation for outside contractor or in house maintenance work being carried out was produced.
The caretaker on site had a reasonable understanding on what should be done when outside contractors are on site however this should be reinforced. It was not clear how a contractor working on the room would be managed during any works as it is the policy for the caretakers not to access these areas.

15. Dangerous Substances

15.1	Are the general fire precautions adequate to address the hazards associated with dangerous substances used or stored within the premises? (Acetylene etc.)	☐	N/A	☐	Yes	☒ No

15.2 If 15.1 applies, has a specific risk assessment been carried out, as required by the Dangerous Substances and Explosive Atmospheres Regulations 2002? ☒ N/A ☐ Yes ☐ No

Comments:

See item 13.5 above – storage of gas cylinder in the pump room.

16. Other Significant Fire Hazards that Warrant Consideration

(Including process hazards that impact on general fire precautions)

16.1 Hazards:

N/A

16.2 Comments:

None

Section 2 - Fire Protection Measures

17. Means of Escape from Fire

17.1 It is considered that the premises are provided with reasonable means of escape in case of fire. ☒ Yes ☐ No

More specifically:

17.2 Adequate design of escape routes? ☒ Yes ☐ No

17.3	Adequate provision of exits?			☒	Yes	☐ No
17.4	Exits easily and immediately openable where necessary?			☒	Yes	☐ No
17.5	Fire exits open in direction of escape where necessary?			☒	Yes	☐ No
17.6	Avoidance of sliding or revolving doors as fire exits where necessary?	☐	N/A	☐	Yes	☒ No
17.7	Satisfactory means for securing exits?			☒	Yes	☐ No
17.8	Reasonable distances of travel:	☐	N/A	☒	Yes	☐ No
17.9	Where there is a single direction of travel?	☐	N/A	☒	Yes	☐ No
17.10	Where there are alternative means of escape?	☒	N/A	☐	Yes	☐ No
17.11	Suitable protection of escape routes?	☐	N/A	☐	Yes	☒ No
17.12	Escape routes unobstructed?			☒	Yes	☐ No
17.13	It is considered that the premises are provided with reasonable arrangements for means of escape for disabled people.	☐	N/A	☐	Yes	☒ No

Comments:

17.4(a) – It is a requirement that all flat doors can be opened from the inside without the use of a key. During the inspection it was noted from the flat doors sampled that they were operated by a Yale lock or thumb turn.

17.4(b) – the final exit door to the front of the premises is via a sliding door which can be manually operated. The rear final escape is via a single door which is opened with a push bar.

17.6(c) –The sliding door can be manually operated and fail safe in the open position during a power failure.

17.11(d) - On those flat front doors sampled, during the inspection, none were fitted with self-closing devices. In a fire situation if the resident leaves their flat without shutting the door behind them then the fire within the flat will spread to the common areas. By providing an approved self-closing device to all flat front doors will mean that the door will automatically close containing the fire in the flat. All flat front doors must be fitted with an approved self-closing device.

17.11(e) – During the inspection it was noted that there were a number of different types of front doors to the flats. Each type of door was fitted with either an intumescent letter box or a standard letter box with no fire resistance capabilities. All letter boxes fitted within the building must be intumescent letter boxes.

17.11(f) – A selection of flat entrance doors were checked. Of those checked none were fitted with intumescent heat and cold smoke seals. All flat doors must be fitted with intumescent heat and cold seals.

17.11(g) – The construction of the transom panels above flat doors differs. Some are georgian wired glazing others boarded. A survey needs to be carried out to determine the construction and if it does not meet a fire resistance capability of 30 minutes then they need to be replaced to achieve this standard.

17.11(h) – Some of the flat entrance doors gap between the door and frame was in excess of 3mm and the door leaf did not fit tightly onto the frame. A survey needs to be carried on all flat entrance doors to determine their ability to maintain 30 minutes fire resistance. Due to the required works of adding a self-closing device, intumescent heat and cold smoke seals as well as an intumescent letter box to all flat doors consideration should be given to replacing the full door and frame with new FD30S doors.

17.11(i) – None of the service cupboard doors were doors capable of giving 30 minutes fire resistance. All service cupboard doors need to be replaced with FD30S doors, fitted with intumescent heat and cold smoke seals to the door or frame and kept locked shut when not in use.

17.11(j) – None of the transom panels above the service cupboard doors were fire resisting. In some cases piping, cabling passed through the panel. All transom panels above service cupboard doors need to be replaced with materials which is cable of giving 30 minutes fire resistance.

17.11(k) – All of the fire doors protecting the stair and lobby on each level had common issues which need to be addressed.

6. Intumescent heat and cold smoke seals painted over rendering ineffective.
7. Damaged and missing intumescent heat and cold smoke seals
8. Not closing fully on the rebate as the door cannot overcome the latch
9. The bottom of the door is catching on the floor
10. Excessive gaps in excess of 3mm at the top and sides of the door

A full survey of all fire doors protecting the stair and lobby need to be inspected and the appropriate action taken.

17.11(l) – All doors opening onto protected routes need to be fire doors capable of providing 30 minutes fire resistance. At the time of the inspection on the face of it all doors, apart from the service cupboard doors and door to flat 32, looked to be of an adequate standard. A full survey needs to be carried to satisfy the responsible person that all fire doors in the building meet the appropriate standard.

17.11(m) – The current benchmark guidance (Fire Safety in purpose-built blocks of flats) refers to blocks of flats being served by a single stair case should be provided with smoke control by natural or mechanical ventilation in the lobby or corridor. Investigations should be carried out to see if this is feasible. A consideration could be to provide a sprinkler system throughout the premises instead of ventilation.

17.11(n) – On a number of the floors it was noted that cabling had been enclosed in plastic trunking. Under BS7671 of the Electrical Regulations it is a requirement that cabling is supported by fire-resistant fastenings and fixings which are not liable to premature collapse in extreme heat. A survey of cabling should be carried out and the appropriate action taken.

17.11(o) – Flat 32 has had its original front door replace with UPVC door and frame. This door will not give adequate fire resistance and therefore must be replaced with a FD30S door and frame. All flat door need to be surveyed to ensure that they are capable of providing 30 minutes fire resistance.

17.11(p) – Replace damaged self-closing device on floor 11.

17.11(q) – It is recommended that the fire door which has been removed, ground floor, adjacent to the final exit is reinstated. This door will give added protection to the single staircase.

17.11(r) – Vents have been provided on each floor to allow any smoke to ventilate as well as assisting the Fire Service in clearing any smoke which may be in the landing/corridors. Some of these vents have been replaced with boarding. The boarding needs to be replaced with vents.

17.11(s) – The cupboard at the base of the stair is not fire resistant. At the time of the visit the caretaker could not gain entry to this cupboard but said that nothing was stored in it. Investigations need to be made to determine if this cupboard is necessary. If not then it can be blocked off or the existing door replaced with a FD30S door.

17.11(t) - The glazing in the doors to flat 5 and 45 had been broken. This need to be replaced

18. Measures to Limit Fire Spread and Development

It is considered that there is:

18.1	compartmentation of a reasonable standard[3]	☐ Yes	☒ No
18.2	Reasonable limitation of linings that might promote fire spread.	☒ Yes	☐ No

18.3 As far as can reasonably be ascertained, fire dampers are provided as necessary to protect critical means of escape against passage of fire, smoke and combustion products in the early stages of a fire? [3, 4]

☒ N/A ☐ Yes ☐ No

18.4 Is fire spread to or from other buildings reasonable taking into account storage between buildings

☒ Yes ☐ No

Comments:

18.1(a) – There are two service cupboards on each floor which totals to approximately 22 service cupboards in the building. The majority were inspected and found that all of them had some level of breach in fire separation between the service cupboard and the flats. In the majority of cases compartmentation has not been re-established after works had been carried out by filling the holes with the appropriate fire resisting material. A full survey of all service cupboards needs to be carried out to ensure that compartmentation of 60 minutes is not compromised. The filler material used to seal large holes is not appropriate. This filler is designed to fill gaps. An alternative filler needs to be sort.

18.1(b) – Within the common area throughout the building service cables and pipes that have been passed through compartment walls and door frames. A survey needs to be carried out to determine where these breaches are and then these issues need to be rectified.

18.1(c) – A test sample of the external cladding of this building had been taken prior to the inspection but the results are not yet know. Once the report is received the appropriate action should then be taken.

18.1(d) – There is a vent leading from the cleaner's cupboard, on the ground floor, to the staircase enclosure. This vent needs to be sealed in such a way so that the staircase is protected from any fire breaking out in the cleaner's cupboard.

18.1(e) – There are two lifts serving the building. They open at alternative floors into the protected lobby. These are enclosed throughout their height by fire resisting construction. It is unclear at the time of the inspection what fire resistance these doors will give. It is unlikely that they will provide full smoke stopping. A survey of the lift doors needs to be carried out to determine their fire resisting construction.

18.1(f) – There are two rubbish chutes within the building serving alternate floors. The existing seals to these chutes are worn and damaged. It is recommended that the refuse chute landing hatches are fitted with heat and cold smoke seals to prevent smoke entering the common part escape. These hatches should be fixed in such a way that they cannot be removed easily.

18.1(g) – It is recommended that automatic fire-resisting shutters are provided at the base of the refuge chute to restrict the spread of fire and smoke from a fire in the bin room. The shutter should, as a minimum, be operated on a fixed temperature fusible link.
Further protection can be provided by a sprinkler system located over the bins, with either frangible bulb or fusible link sprinkler heads.

18.1(h) – It was unclear whether fire damper were provided in vents.

3. Based on visual inspection of readily accessible areas, with a degree of sampling where appropriate.

4. Investigation of the design of HVAC systems is outside the scope of this fire risk assessment.

19. Emergency Escape Lighting

19.1 Reasonable standard of emergency escape lighting system provided? [5] ☐ N/A ☒ Yes ☐ No

Comments:

It appears that there is no emergency lighting on the fifth floor. The lighting unit, in the protected lobby, is not showing a green light as those on all of the other floors.

5. Based on visual inspection, but no test of illuminance levels or verification of full compliance withelevant British Standards carried out.

20. Fire Safety Signs and Notices

20.1 Reasonable standard of fire safety signs and notices? ☐ N/A ☒ Yes ☐ No

Comments:

20.1(a) – The external door ground floor needs to be fitted, on the external side, with a 'fire exit keep clear' sign.

20.1(b) – A number of fire action notices were displayed throughout the premises but with conflicting messages. Any fire action notice must correspond with the same message being given to the tenant prior to occupation. Remove unnecessary fire action notices. Provide, throughout the premises, ones which are consistent to what is required of residents.

20.1(c) – The replacement fire doors to the service cupboards should be provided with a 'fire door keep locked' sign.

20.1 (d) – Fire doors should be labelled 'Fire door-keep shut' on both sides. The majority of fire doors observed at the time of the inspection were signed up correctly however a survey needs to take place to ensure that they are all satisfactorily signed.

20.1(e) – The current evacuation policy encourages the residents to leave the premises if they feel that their safety is compromised in any way. With this in mind it would be advantageous to provide a fire assembly point sign within the curtilage of the building. This will assist the Fire Service in respect to accounting for residents.
It is a requirement that staff are trained in evacuation therefore an assembly point and signage is required.

21. Means of Giving Warning in Case of Fire

21.1	Reasonable manually operated electrical fire alarm system provided? [6]	☒	N/A	☐	Yes	☐	No
21.2	Automatic fire detection provided?	☐	Yes (throughout premises)	☒	Yes (Part of premises only)	☐	No
21.3	Extent of automatic fire detection generally appropriate for the occupancy and fire risk?	☐	N/A	☒	Yes	☐	No
21.4	Remote transmission of alarm signals?	☒	N/A	☐	Yes	☐	No

Comments

21.1 – manually operated electrical fire alarm systems are not normally recommended for purpose built flats within the common areas.

21.2(a) – From the limited number of flats inspected it was evident that interlinked mains powered smoke detection had been provided. A smoke detector in the hallway and living room and heat detector in the kitchen were observed in some of the flats. In other only one detector in the hallway was provided. These detectors are local to the flat and therefore do not sound throughout the building. All flats should be checked to satisfy the responsible person that each flat is provided with the appropriate detection and that it is working.

21.2(b) – In light of the fire at Grenfell tower Hull City Council may consider providing a sprinkler system. To improve the existing situation smoke detection could be provided in the common areas. This is not a requirement at the moment and if considered the likelihood of false alarm must be taken into account.

21.2(c) – At the time of the inspection the smoke detector in flat 22 was cover up as the flat was being renovated. This needs to be rectified.

6. Based on visual inspection, but no audibility tests or verification of full compliance with relevant British Standard carried out.

22. Manual Fire Extinguishing Appliances

22.1	Reasonable provision of portable fire extinguishers?	☐	N/A	☒	Yes	☐ No
22.2	Are all fire extinguishing appliances readily accessible?			☒	Yes	☐ No
22.3	Reasonable provision of a fire blanket where required (cooking areas)?	☒	N/A	☐	Yes	☐ No
22.4	Hose reels provided?	☒	N/A	☐	Yes	☐ No

Comments:

22.3 – The legislation or guidance does not require fire extinguishers or fire blankets in residential flats however reference is made to not precluding residents who wish to provide their own equipment, such as fire blankets or fire extinguishers.

23. Relevant [7] Automatic Fire Extinguishing Systems

23.1 Type of system:

None Installed.

Comments:

Current government guidance does not recommend that automatic sprinklers are fitted routinely to existing high rise residential flats, the onus is on Local Authorities to decide on their provision. Given the obvious benefits in terms of life safety and property protection, it is highly recommended that consideration is given to their provision where practicable.

It is also highly recommended that sprinkler provision is given to the refuse bin areas.

If it is determined that there are disabled persons living in the premises and cannot evacuate the building safely and need to stay in their flat then investigations into providing a stand-alone water mist system to the flat should be discussed.

7. Relevant to life safety and this risk assessment (as opposed to purely for property protection)

24. Other Relevant [7] Fixed Systems and Equipment

24.1 Type of fixed system:

N/A

Comments:

None

7. Relevant to life safety and this risk assessment (as opposed to purely for property protection)

24.3 Suitable provision of fire-fighters switch(es) for high voltage luminous tube signs, etc. ☒ N/A ☐ Yes ☐ No

Comments:

None

Section 3 - Management of Fire Safety

25. Procedures and Arrangements

25.1 Fire safety is managed by: [8]

Karl Whitehead

8. This is not intended to represent a legal interpretation of responsibility, but merely reflects the managerial arrangement in place at the time of this risk assessment.

25.2 Competent person(s) appointed to assist in undertaking the preventive and protective measures (i.e. relevant general fire precautions)? ☒ Yes ☐ No

Comments:

Personal within the Hull City Council H&S department.

25.3 Is there a suitable record of the fire safety arrangements? ☐ Yes ☐ No

Comments:

Comprehensive details of fire safety arrangements are recorded. Not seen at the time of the inspection.

25.4 Appropriate fire procedures in place? ☒ Yes ☐ No

More specifically:

25.5 Are procedures in the event of fire appropriate and properly documented? ☐ N/A ☒ Yes ☐ No

25.6 Are there suitable arrangements for summoning the fire and rescue service? ☒ Yes ☐ No

25.7 Are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to fire-fighters? ☐ N/A ☒ Yes ☐ No

25.8	Are there suitable arrangements for ensuring that the premises have been evacuated?	☐	N/A	☒	Yes	☐	No
25.9	Is there a suitable fire assembly point(s)?	☒	N/A	☐	Yes	☐	No
25.10	Are there adequate procedures for evacuation of any disabled people who are likely to be present?	☐	N/A	☐	Yes	☒	No

Comments:

25.5 – Each resident is provided with written details on what to do in case of fire.

25.7 – Premises information boxes are provided at the entrance to the building for which the Fire Service has access.

25.8 – As it stands at the moment current guidance does not require purpose built blocks of flats to be evacuated fully. This guidance may change in the future due to the fire at Grenfell tower. If building needs to be evacuated it is the responsibility of the Responsible person not the Local Fire Service

25.9 – See 20.1(e) above of this report.

25.10 – no evidence of the number and type of disabilities residents may have in the block. If there are any person's resident in the flats who would not be able to evacuate the building unaided and without using the lift then they must be identified and a PEEP carried out.

25.11	Persons nominated and trained to use fire extinguishing appliances?	☐	N/A	☐	Yes	☒	No

Comments:

Hull City Council do not train staff to use fire extinguishers as it is their policy not to fight a fire. Portable fire extinguishers have been provided in the building as part of the fire risk assessment to reduce the existing risk. All have been sighted in non-public areas. Consideration should be given whether to train a selected number of staff in the use of portable fire extinguishers.

25.12	Persons nominated and trained to assist with evacuation, including evacuation of disabled people?	☒	N/A	☐	Yes	☐	No

Comments:

It is unlikely that there will be a full evacuation of the premises due to its construction. However once those disabled persons have been identified their PEEPs may require some assistance in evacuation. Local Fire Service will assist in the evacuation of a building but the responsibility to evacuate will be Hull City Council.

25.13 Appropriate liaison with fire and rescue service (e.g. by fire and rescue service crews visiting for familiarization visits)? ☐ N/A ☒ Yes ☐ No

Comments:

Visits from the Fire Service take place on a regular basis.

25.14 Routine in-house inspections of fire precautions (e.g. in the course of health and safety inspections)? ☐ N/A ☒ Yes ☐ No

Comments:

Fire safety check of the building are made daily by the caretaker. This includes walking all floor checking fire doors and identify and removing any combustibles.

26. Training and Drills

26.1 Are all staff given adequate fire safety instruction and training on induction? ☐ N/A ☒ Yes ☐ No

26.2 Are all staff given adequate periodic "refresher training" at suitable intervals? ☐ N/A ☐ Yes ☒ No

26.3 Does all staff training provide information, instruction or training on the following:

26.4 Fire risks in the premises? ☐ N/A ☒ Yes ☐ No

26.5 The fire safety measures on the premises? ☐ N/A ☒ Yes ☐ No

26.6 Action in the event of fire? ☐ N/A ☒ Yes ☐ No

26.7	Action on hearing the fire alarm signal?	☒	N/A	☐	Yes	☐	No
26.8	Method of operation of manual call points?	☒	N/A	☐	Yes	☐	No
26.9	Location and use of fire extinguishers?	☐	N/A	☐	Yes	☒	No
26.10	Means for summoning the fire and rescue service?	☐	N/A	☒	Yes	☐	No
26.11	Identity of persons nominated to assist with evacuation?	☒	N/A	☐	Yes	☐	No
26.12	Identity of persons nominated to use fire extinguishing appliances?	☒	N/A	☐	Yes	☐	No

Comments:

26.1 – All staff receive fire safety instruction on induction. The content of the package was not available at the time of the inspection.

26.2 – No refresher training for staff is carried out.

26.9 – Hull City Council's policy is for staff not to attempt to fight fires.

26.13	Are staff with special responsibilities (e.g. fire wardens) given additional training?	☐	N/A	☒	Yes	☐	No
26.14	Are fire drills carried out at appropriate intervals?	☒	N/A	☐	Yes	☐	No

Comments:

26.13 – Caretakers are given instruction on how to carry out safety checks of the building.

26.14 – Fire drills are not currently required in this type of premises however there is a duty ensure that members of staff receive fire drills at least once a year and this is recorded.

When the employees of another employer work in the premises:

26.15	Is their employer given appropriate information (e.g. on fire risks and general fire precautions)?	☐	N/A	☒	Yes	☐	No

26.16	Is it ensured that the employees are provided with adequate instructions and information?	☐	N/A	☒	Yes	☐ No

Comments:

Pre-construction Health & Safety Information includes relevant information on fire safety. This information was not available at the time of the inspection.

27. Testing and Maintenance

27.1	Adequate maintenance of premises?			☒	Yes	☐ No
27.2	Weekly testing and periodic servicing of fire detection and alarm system?	☒	N/A	☐	Yes	☐ No
27.3	Monthly and annual testing routines for emergency escape lighting?	☐	N/A	☒	Yes	☐ No
27.4	Annual maintenance of fire extinguishing appliances?	☐	N/A	☒	Yes	☐ No
27.5	Periodic inspection of external escape staircases and gangways?	☒	N/A	☐	Yes	☐ No
27.6	Six-monthly inspection and annual testing of rising mains?	☐	N/A	☒	Yes	☐ No
27.7	Weekly and monthly testing, six-monthly inspection and annual testing of fire-fighting lifts?	☐	N/A	☒	Yes	☐ No
27.8	Weekly testing and periodic inspection of sprinkler installations?	☒	N/A	☐	Yes	☐ No
27.9	Routine checks of final exit doors and/or security fastenings?	☐	N/A	☒	Yes	☐ No
27.10	Annual inspection and test of lightning protection system?	☐	N/A	☒	Yes	☐ No
27.11	Are suitable systems in place for reporting and subsequent restoration of safety measures that have fallen below standard?			☒	Yes	☐ No

27.12 Other relevant inspections or tests:

Comments:

27.2 – There is no main fire alarm system in the common area however each flat is fitted with mains wired smoke/heat detectors local to the flat. These need to be tested. HCC need to instruct tenants that they need to test them weekly and that an annual programme of testing is put in place.

27.3 – The emergency lighting system was last tested December 2016.

27.7 – It was unclear at the time of the inspection whether the lifts are firefighting lifts. No evidence of testing was available at the time of the inspection.

27.10 – Lighting protection system last tested May 2017.

27.11 – Any defaults picked up by the caretaker are forwarded onto HCC H&S department.

28. Records

Appropriate records of:

28.1	Fire drills?	☒	N/A	☐	Yes	☐ No
28.2	Fire training?	☐	N/A	☒	Yes	☐ No
28.3	Fire alarm tests?	☐	N/A	☒	Yes	☐ No
28.4	Emergency escape lighting tests?	☐	N/A	☒	Yes	☐ No
28.5	Maintenance and testing of other fire protection systems?	☐	N/A	☒	Yes	☐ No

Comments:

28.1 – Fire drills are not required for residents but are for any members of staff who work on the premises.

28.3 – Flats that have had their fire alarms tested annually by HCC are recorded. No evidence of this was available at the time of the inspection

Fire Risk Level Estimator

The following simple fire risk level estimator is based on a commonly used health and safety risk level estimator.

Likelihood of fire	Potential consequences 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

In this context, a definition of the above fire risk level estimator is as follows:

LIKELIHOOD OF FIRE FOR THIS PREMISES:

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 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 fire risk level estimator is as follows:

POTENTIAL CONSEQUENCES OF FIRE FOR THIS PREMISES:

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 foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
Extreme harm	Significant potential for serious injury or death of one or more occupants.

Taking in to account the nature of the premises 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 ☐

Accordingly, it is considered that the risk to life from fire at these premises in relation to likelihood x consequences:

Trivial ☐Tolerable ☐ Moderate ☒ Substantial ☐ Intolerable ☐

Comments:

In general the building is well managed but some of the existing fire precautions and procedures require improvement.

RISK BASED CONTROL PLAN

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 that has been advocated 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 fire precautions 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 premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.
Intolerable	Premises (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 findings. The fire risk assessment should be reviewed regularly.