

# Understanding your recent fire risk assessment

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Scheme name:

Church Square No 6

Date of Fire Risk Assessment: 30/04/19

The current evacuation policy for your scheme is:  
**Full evacuation**

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## Who We Are

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Pennington Choices provides property surveying and consultancy services to organisations nationwide.

We provide fire risk assessments on behalf of your housing provider, Leeds and Yorkshire Housing Association (LYHA). Fire risk assessments are a legal requirement and are therefore a standard procedure and not a cause for concern. They also help your housing provider to identify what they need to do to further prevent fires and keep you safe.

On the 30<sup>th</sup> April 2019 our assessor carried out a fire risk assessment at your scheme. The assessment was taken to identify and prevent any possible fire risks. These assessments will help LYHA to keep you safe and up to date on what to do if you do have a fire.

Should you have any queries then please contact:

Norman Davidson  
Assurance and Compliance Manager  
Leeds and Yorkshire Housing Association  
Email: [norman.davidson@lyha.co.uk](mailto:norman.davidson@lyha.co.uk)  
Tel: 0113 220 8103

\*This report is intended for residents only

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# Why does my scheme need a fire risk assessment?

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All schemes that have communal areas, such as corridors and common rooms, are required under legislation to have a fire risk assessment completed.

These fire risk assessments should be reviewed regularly or if your scheme's communal area has had any changes made to it, for example, extensions and changes to the building layout.

The risk assessment will identify fire risks that may be present within your scheme / property and make recommendations for improvement, if needed.

The type of things the assessors will review are:

- Fire alarm and detection
- Emergency lighting
- Fire doors
- Compartmentation
- Firefighting equipment
- Escape strategies
- Signage (in communal areas)

Please note, not all of these things will be necessary in your scheme.

The risk assessor will establish a time period for when another risk assessment should be taken for your property based on the potential risks. This means you may not have had a fire risk assessment for up to three years previously or may not need another one for the next three years after this one. However, rest assured that the fire risk assessment is reviewed regularly during this period or when any major change takes place on your scheme.

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# Fire Risk Assessment and action plan

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A fire risk assessment is a lengthy and technical document, normally in excess of 30 pages. However, the most important part of the risk assessment is the action plan, which you will find a copy of below.

An action plan is created when your risk assessment is completed. The assessor will take an opinion of the risks at the time of the visit and make recommendations to make your scheme safer.

As you will see in the plan below, the risks range from high and medium to low. Alongside the noted risks are recommended dates for the risks to be addressed. Please note these dates are a rough guideline based on the opinion of the risk assessor.

LYHA have a remedial maintenance programme in place to achieve completion of your action plan therefore for practical reasons some actions may not necessarily be completed within the suggested dates below.

Any immediate risks (high priority) are flagged to LYHA immediately at the time of the inspection and therefore will be addressed as soon as possible.

If you would still like to view the whole risk assessment, you can request a copy from LYHA.



The table below show your scheme's action plan; the risks identified and suggestions as to how LYHA can fix them in line with current regulations:

Question	Risk Rating	Observations	Recommendations	Target Date
At the time of the assessment, was there any combustibles/flammables in or around the premises that may promote or assist any arson attack?	Low	Bins have been stored in close proximity of the building in the rear garden which is easily accessible to the public.	Store bins at a safe location away from the main building to prevent any issues with arson.	14/11/2019
Is the standard of housekeeping adequate, taking into consideration combustibles within close proximity of ignition sources, accumulation of combustible materials or waste within the premises or stored within escape routes/auxiliary rooms etc.?	Low	Letterboxes were left open with combustible waste stored inside them.	Ensure that letterboxes are regularly emptied and keep locked when not in use.	14/11/2019
Can all doors be identified as being nominal FD30 or FD60 where required?	Medium	The double doors behind the front entrance to the building did not appear to be fire rated. The electrical intake room entrance door appeared to be a notional fire door.	Replace both communal fire doors for modern FD30s Fire Doors.	14/08/2019
Are all cupboard/riser/hatch doors fitted with combined intumescent/cold smoke seals where necessary?	Low	No intumescent strips or cold smoke seals installed onto small cupboard.	Install intumescent strips and cold smoke seals.	14/11/2019

Can the rating of all fire doors/frames be clearly identified by certificates stickers or plugs?	Medium	Not all entrance doors were inspected at the time of the assessment.	LYHA to assess the entrance doors to confirm their fire rating. FD30s Door sets, including 3 x fire rated door hinges, intumescent strips and seals, a fire resistant self-closing device and any door furniture fitted be fire resisting in their composition. Any non-compliance, install/replace.	14/08/2019
Is there any damage to any of the doors or frames?	Medium	Damages to door leaf around intumescent strips.	Carry out appropriate repairs using a suitable fire resistant material.	14/08/2019
Does all door furniture conform to BS476 Part 22?	Medium	Door furniture did not appear to be suitably fire rated.	Replace door furniture for fire rated versions.	14/08/2019
Are there at least three hinges of which are suitably graded/fire rated?	Medium	No BS or CE markings present to hinges on inspected flat entrance door.	Replace hinges for suitable fire rated versions.	14/08/2019
Does the door furniture allow for keyless egress?	Medium	A key lock has been installed onto the flat entrance door internally.	Replace key lock for a thumb turn lock.	14/08/2019
Are there any gaps in excess of 3mm between doors and frames or to the bottom of the door?	Medium	Gaps exceeding 3mm between the door and frame when closed present.	Carry out suitable repairs to ensure that there are no gaps exceeding 3mm.	14/08/2019
Based on a visual inspection of the premises are there any issues regarding compartmentation to the walls, floors, ceilings and voids above cross corridor doors etc.?	Medium	None fire rated glazing installed to fan light above the communal fire door behind the front entrance. Gaps present around services. Assessor could not confirm whether fire stopping behind casing inside the communal area is adequate.	Replace glazing for fire rated glazing. Fill any gaps around services. Carry out further investigations to confirm whether fire stopping behind casings is adequate.	14/08/2019

<p>If there is emergency lighting installed within the premises does it appear satisfactory taking into consideration changes in level, changes in direction and suitable illumination above any fire alarm call points, firefighting equipment and plant/machinery if applicable.</p>	<p>Medium</p>	<p>Could not confirm whether emergency lighting was in place.</p>	<p>LYHA to confirm Emergency lighting has been installed, and is tested accordingly.</p>	<p>14/08/2019</p>
<p>Are there adequate firefighting means provided?</p>	<p>Low</p>	<p>It was noted fire extinguishers were in place on inspection.</p>	<p>Fire extinguishers are to be removed. Residents should not tackle a fire using equipment they're untrained to use.</p>	<p>14/11/2019</p>

## General fire safety information

Many people worry about fires in the home, but with care and the correct measures, it can be prevented. LYHA do their part to keep you safe, but there are basic things you can follow to make sure your home is safe:

