

# Understanding your recent fire risk assessment

---



Scheme name:

Meadow Brook Court

Date of Fire Risk Assessment: 12/04/19

The current evacuation policy for your scheme is:

**Full evacuation**

---

## Who We Are

---

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 12<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

---

---

# Why does my scheme need a fire risk assessment?

---

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.

---

# Fire Risk Assessment and action plan

---

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
Can all doors be identified as being nominal FD30 or FD60 where required?	Medium	The store cupboard under the stairs door is not fire rated, it s a hollow core domestic type door.	As there are both sources of ignition and fuel in the cupboard, the current door should be replaced with a certificated FD30S fire door.	30/07/2019
Are all cupboard/riser/hatch doors fitted with combined intumescent/cold smoke seals where necessary?	Medium	There are combined intumescent/cold smoke seals missing from the routed channels in the gas and electric meter cupboard fire doors. Additionally, some door sides only have intumescent strips fitted.	Replace the missing combined intumescent/cold smoke seals on the gas and electric meter cupboard fire doors. Additionally, where door sides only have intumescent strips fitted, replace with combined intumescent/cold smoke seals.	30/07/2019
Are there any key lock configurations to doors within escape routes?	High	The lobby fire doors on all levels have key locks fitted to the stairway side. All where locked at the time of the Fire Risk Assessment.	It should be confirmed that thumb turn locks are fitted to the flat entrance door sides of the lobby fire doors on all levels, so that keys are not required if escaping from the flats. If they are not fitted, the key mechanisms should be replaced.	30/05/2019

Can all doors be identified as being nominal FD30 or FD60 where required?	Medium	No access was possible to the flats on the day of the Fire Risk Assessment, as lobby doors were locked.	LYHA should during subsequent block inspections, visually inspect the doors for defects.	30/07/2019
Has the roof void been Accessed?	Low	The roof void access hatch in the common area does not appear to meet the fire resistance standard recommended (30 minutes for 2 storey flats or 60 minutes for three storey flats or more). A low risk observation as there is a full evacuation procedure in place.	In the longer term, replace the roof void access hatch with a purpose designed fire rated access hatch (60 minutes for three storey flats or more).	30/10/2019
From a visual inspection does the fire alarm warning system appear satisfactory?	Low	It would be beneficial if a fire alarm zone plan was displayed at the panel to assist the Fire and Rescue Service.	Provide a fire alarm zone plan at the panel to assist the Fire and Rescue Service.	30/10/2019
If there is no fire alarm warning system installed within the premises, are the premises deemed safe without it?	Medium	It could not be confirmed if a heat detector linked to the premises fire alarm panel is present in the hallway of the flats.	Confirm if a heat detector linked to the premises fire alarm panel is present within the all of the flats. If not, they should be provided.	30/07/2019
Are procedures in the event of a fire appropriate and properly documented?	Medium	The current fire action notices instruct the residents to attempt to extinguish the fire with a fire extinguisher. This type of fire action notice is not appropriate where there is no staff presence. It should also be noted, that there are no fire extinguishers provided, as per the recommendations within the LGA Guide.	Replace the fire action notices with examples that are appropriate for residential premises, i.e. not instructing the residents to attempt fire fighting with portable fire extinguishing appliances.	30/07/2019



## 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:

