

# Understanding your recent fire risk assessment

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Scheme name:

Morris Lane No 42

Date of Fire Risk Assessment: 10/804/19

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 10<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
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.?	Medium	Combustible items are present in the electric meter cupboard.	Remove the combustible items.	30/07/2019
Are exits easily and immediately openable where necessary?	Low	Both of the block entrance internal door locks have thumb turn mechanisms. A low risk observation as neither require a key to open.	As it is considered bad practice to have to operate two separate mechanisms to open an emergency exit, remove one of the thumb turn mechanisms.	30/10/2019
Is there suitable protection of escape routes?	Medium	The whole of the electric meter cupboard is not considered to provide the 30=minutes fire resistance required of it.	Replace the electric meter cupboard with 30-minutes fire resisting materials, including FD30S fire doors. As access is required to the meters/fire alarm panel, a latch mechanism, rather than a lock, should be provided.	30/07/2019

Can the rating of all fire doors/frames be clearly identified by certificates stickers or plugs?	Low	There was no evidence available to confirm that the flat entrance doors will meet the performance requirement in Building Regulations guidance for fire resistance and smoke control from both sides due to their age.	Replace the flat entrance doors with self-closing certificated FD30S fire doors that will meet the requirement.	30/10/2019
Is there any damage to any of the doors or frames?	Medium	The glazing that was originally incorporated in to the side panels of flat entrance door 1's structure has at some time been replaced with what appears to be thin timber panels of low fire resistance.	Investigate the materials used for these panels and if found to be of less than 30 minutes fire resistance, upgrade by affixing an A1 non-combustible board tested to EN 1716 and EN 13823 to the flat facing side.	30/07/2019
Do all doors have a suitably fire rated overhead closing device?	Medium	The entrance door to flat 2 has had the self-closer removed and there are no combined intumescent smoke seals fitted.	The assessor considers that it would be financially prudent to bring forward the replacement of the door in its entirety as per the recommendation in Question 17b(3).	30/07/2019
If there is no fire alarm warning system installed within the premises, are the premises deemed safe without it?	Medium	There was no heat detector linked to the premises fire alarm panel in flat 2.	Provide a heat detector linked to the premises fire alarm panel in flat 2 and any other flat without one present.	30/07/2019
Are there adequate firefighting means provided?	Low	The provision of fire extinguishers and other forms of fire-fighting equipment for use by residents is problematic. It is not expected that residents should need to tackle a fire in the common	Consider removing the fire extinguishers from the common areas. Providing residents with fire blankets is a suitable, sensible alternative.	30/10/2019

		areas or flats to make their escape. To obtain a fire extinguisher from the common parts for this purpose would involve the person leaving their flat in the first place, from where they should exit the premises and not re-enter the flat.		
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.	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:

