

# Understanding your recent fire risk assessment

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Scheme name:

Norfolk Place No 4

Date of Fire Risk Assessment: 13/07/18

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 13<sup>th</sup> July 2018 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:

Category	Risk	Observation	Recommendation	Due Date
4.15 - Fire Precaution Measures - Means of Giving Warning in Case of Fire	High	No detection installed in the communal area	Lacors guidance states a house(if converted prior to building regulation 1991) 3- 6 stories high (page 25) should have Grade A LD2 coverage in common areas and a heat detector in each flat in the room/lobby opening onto the	13/08/2018
4.18 - Management of Fire Safety - Procedures & Arrangements	High	It as unclear what the evacuation policy for the premises is	LYHA to confirm the Evacuation policy for the premises. Laccors guidance states in converted properties a full evacuation is required subject to the correct	13/08/2018
4.12 - Fire Precaution Measures - Limit Fire Spread & Development	Medium	I could not gain access to the properties to confirm the fire separation between the upper and lower flats	LYHA to access the properties and ensure suitable separation between the upper and lower flats	13/10/2018
4.12 - Fire Precaution Measures - Limit Fire Spread & Development	Medium	I was unable to gain access to the premises to confirm if the doors are fire resisting	LYHA to access property to confirm if doors are fire resisting. They are required to be FD30s doors with Intumescent Fire and Smoke Seals and self closing	13/10/2018
4.14 - Fire Precaution Measures - Fire Safety Signs & Notices	Low	No signage to advise residents what to do in the event of fire	Signage need to be installed or clear confirmation the two residents are aware of the	13/07/2019
4.01 - Fire Hazards - General Electrical	Low	Communal light fitting needing confirmation of supply and testing regime	LYHA to confirm where electric to light fitting is supplied and ensure Five year fixed certificate is in	13/07/2019
4.11 - Fire Precaution Measures - Means of Escape	Low	could not confirm if persons with disabilities are occupying the	LYHA to confirm occupancy and make suitable arrangements where required	13/07/2019
4.20 - Management of Fire Safety - Testing & Maintenance	Low	I could not confirm LYHA have a policy or procedures for routinely checking Fire	A policy should be in place for the checking and testing of Fire doors and fire escape routes	13/07/2019
4.18 - Management of Fire Safety - Procedures &	Low	Residents need to understand the evacuation procedures	Provide action notices	13/07/2019

## 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:

