

# Understanding your recent fire risk assessment

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Scheme name:

West Court No 14-19

Date of Fire Risk Assessment: 24/06/19

The current evacuation policy for your scheme is:  
**Stay put (delayed 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 24<sup>th</sup> June 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
Are all cupboard/riser/hatch doors fitted with combined intumescent/cold smoke seals where necessary?	Low	There are no combined intumescent/cold smoke seals fitted to the electric meter cupboard fire door. A low risk observation as there is an alternative exit at first floor level and residents do not have to pass this location to make their escape.	In the longer term, adapt the fire door to incorporate combined intumescent/cold smoke seals.	10/01/2020
If there is any glazing in any of the doors or frames can it be identified as suitable?	Low	The glazing above the ground floor electrical distribution cupboard door does not have any markings to indicate its fire resistant properties. Visually it appears to be safety glass. A low risk observation as there is an alternative exit at first floor level and residents do not have to pass this location to make their escape.	In the longer term, upgrade the fire resistance by affixing an A1 non-combustible board tested to EN 1716 and EN 13823 to the cupboard facing side.	10/01/2020
Can the rating of all fire doors/frames be clearly identified by certificates stickers or plugs?	Low	Although appearing in sound condition, there was no evidence available to confirm that all of the flat entrance	Replace the flat entrance doors with self-closing certificated FD30S fire doors that	10/01/2020

		doors will meet the performance requirement in Building Regulations guidance for fire resistance and smoke control from both sides due to their age.	will meet the requirement.	
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.?	Low	The intumescent gaskets provided on the waste chute draw at second floor level are in poor condition.	Replace the intumescent gasket on the waste chute draw.	10/01/2020
Type of fixed systems and equipment	Low	The two block entrance doors are electromagnetically secured. Emergency manual overrides have been provided in the event that they do not disengage.	If not already doing so, commence a monthly test that is recorded that the manual overrides are functioning correctly. A test key will be required, which is similar to that used to test fire alarm call point.	10/01/2020

## 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:

