

Understanding your recent fire risk assessment



Scheme name:

Wood Lane No 14

Date of Fire Risk Assessment: 15/03/19

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 15th March 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
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Leeds and Yorkshire Housing Association
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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
Are any of the occupants either disabled, in remote areas, young persons or at special risk for any other reason?	Medium	The resident in flat 2 made the assessor aware of a disability that would prevent them using the escape window within their bedroom. To compensate for this, additional smoke alarms are recommended.	Provide two additional smoke alarms within flat 2, one additional smoke alarm within the lounge and one additional smoke alarm within the bedroom. The new smoke alarms should be interlinked with the existing kitchen heat alarm.	18/06/2019
Are exits easily and immediately openable where necessary?	Medium	The internal door handles on the exit door from the hallway serving flats 2 and 3 has a key locking facility. Residents are issued keys for the exit doors, and could therefore lock the door from the inside.	Replace the internal key lock with a thumb turn mechanism.	18/06/2019
Is there suitable protection of escape routes?	Medium	The service riser structures in the main stairway are not considered to be of adequate fire resistance.	Replace the service riser structures in the main stairway with materials achieving 30-minutes fire resistance as a minimum.	18/06/2019
Can all doors be identified as being	Medium	The service riser doors in the main stairway are not considered to	Replace the service riser doors with certificated FD30S fire	18/06/2019

nominal FD30 or FD60 where required?		be of adequate fire resistance.	doors. Self closers will not be required if 'fire door - keep locked shut' signage is displayed.	
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 flat entrance doors Flats 3, 6, 7, 8, 9 and 10 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 certificated self closing FD30S fire doors.	18/09/2019
Is there any damage to any of the doors or frames?	Medium	Flat 5 entrance door has had several medium sized holes drilled within it, that have appeared to have repaired with a PVC based filling.	Replace the flat entrance door with a certificated self closing FD30S fire door.	18/06/2019
Are there combined intumescent/cold smoke seals installed to the doors/frames and are they continuous and complete with no damage or contamination where required ?	Medium	Flat entrance door 2 has intumescent strips only installed within the door frame.	Replace the intumescent strips with combined intumescent smoke seals.	18/06/2019
Based on a visual inspection of the premises are there any issues regarding compartmentation to the walls, floors, ceilings and voids	Medium	The fire compartmentation between lower ground electrical distribution room ceiling and the service risers in the common areas is	Fire stop the holes made to pass electrical cables/water pipes through the lower ground electrical distribution room ceiling to at least a 30	18/06/2019

above cross corridor doors etc.?		incomplete. The holes made to pass electrical cables/water pipes through have not been fire stopped adequately.	minute fire resisting standard.	
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.	18/09/2019
Is the fire alarm warning system tested and maintained in accordance with BS5839 Parts 1 and 6 respectively	Medium	The fire alarm within the common areas is only tested on a fortnightly frequency.	Commence and record weekly fire alarm testing (as it is intended from April 2019 onwards).	18/06/2019
Are there adequate firefighting means provided?	Low	Referring to the LGA guide, 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 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.	Consider removing the fire extinguishers from the common areas. Providing residents with fire blankets is a suitable, sensible alternative.	18/09/2019
Type of fixed systems and equipment	Medium	The main entrance door is electromagnetically secured. An emergency manual override has been provided in the event that it does not disengage.	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.	18/06/2019

<p>Are procedures in the event of a fire appropriate and properly documented?</p>	<p>Medium</p>	<p>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.</p>	<p>Replace the fire action notices with examples that are appropriate for residential premises. A model example is provided on page 155 of the LGA guide.</p>	<p>18/06/2019</p>
<p>Is the emergency lighting system tested monthly and annually?</p>	<p>Medium</p>	<p>Monthly in-house emergency lighting tests are not currently carried out.</p>	<p>Commence and record monthly in-house emergency lighting testing (as it is intended from April 2019 onwards). It would be good practice if a test switch were provided for this purpose, rather than turning the common area lighting off at the distribution board.</p>	<p>18/06/2019</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:

