



**Fire Risk
Assessment
Review 2021**

Smith House
Stoney Lane
Bloxwich
WS3 3RA

30th March 2021



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1.1 Scope and Purpose

- 1.1.1 A surveyor for whg has identified the significant findings and made recommendations and / or action plans in order to assist the Responsible Person in meeting their obligations under the Regulatory Reform (Fire Safety) Order 2005 (RRFSO) to the extent of responsibility for premises or parts of premises falling under its control. As this is a high rise block it falls under category 1 and a fire risk assessment/review on this block will be completed annually.
- 1.1.2 This Fire Risk Assessment Review has been prepared and presented by the Senior Building Surveyor on 30th May 2021
- 1.1.3 The sole purpose of this report is to provide an assessment of the risk to life from fire, and to assist whg in reducing the risk of fire to which the property may be exposed.

1.2 Legislation

- 1.2.1 The applicable legislation is the Regulatory Reform (Fire Safety) Order 2005. The RRFSO essentially replaces or amends all previous fire regulations and laws, for all buildings, other than those where the Health and Safety Executive (HSE) or the local authority is the enforcing authority.
- 1.2.2 The aim of the RRFSO is to consolidate the general fire safety precautions of various parts of legislation. The legislation places the responsibility for enforcing fire precautions within buildings on the local Fire Authorities. The responsibility for enforcement is retained by the Health & Safety Executive.
- 1.2.3 A risk-based approach is required under the RRFSO, in contrast to the prescriptive process previously imposed. The RRFSO requires that the 'Responsible Person' should undertake a fire safety risk assessment, such that it can be demonstrated that the fire safety precautions are adequate and maintained to reduce the exposure of 'relevant persons', see article 8 below:

"the responsible person must – (a) take such general fire precautions as will ensure so far as is reasonably practical the safety of its employees and (b) in relation to relevant persons who are not in their employ as may reasonably be required to ensure the premises are safe"

- 1.2.4 The Responsible Person can be defined as the owner, occupier, employer or person(s) in control of the building, whilst the relevant persons are described in the RRFSO as: -

'Any person who is or may be lawfully on the premises, and also any person in the immediate vicinity of the premises who is at risk from a fire in the premises', other than fire-fighters at the time of a fire'.

1.2.5 Under the RRFSO, it is required that the following information is stored and available for inspection onsite or be available:

- The Fire Risk Assessment
- Where actions are required, proof of completion
- Record books detailing the preventative and proactive measures and any arrangements associated with fire safety; planning, organisation, control, monitoring, review etc.
- Staff training
- Previous Fire Events
- Dates of Fire Risk Assessment and reviews
- Copies of equipment test certificates

1.3 Limitations and Exclusions

1.3.2 The information and advice detailed within this report has been compiled following the principles of Publicly Available Specification; PAS79-2 2020, and is considered to present a suitable level of fire safety taking in account the complexity of the building, proposed occupancy levels and local conditions. This report should be fully understood by the Responsible Person and the findings actions highlighted to be addressed within the timescales identified.

1.3.3 Unless explicitly stated this report does not include detailed evaluation of any fire protection equipment in terms of its adequacy or reliability, nor has the integrity of fire compartmentation been verified.

1.3.4 It is not considered practical for many older buildings to achieve full compliance with the current Building Standards due to their age and structural form. Consequently, the actions identified and recommended within this report should not be interpreted as a means of achieving compliance, but as a method of reducing risk and enhancing Life Safety and property protection.

1.3.5 The assessment relies on information obtained by the assessor by whg from their associated maintenance records prior of to the site visit.

1.3.6 This fire risk assessment covers the conditions of the property on the day of the inspection and from additional appropriate sources provided to the assessor by whg however does not necessarily apply to changes in conditions made after that date.

1.3.7 It is the whg's' responsibility to keep the fire risk assessment up to date; especially through any significant changes that may have taken place at the property.

1.3.8 It is considered reasonable to assume that any works identified will be in line with the recommendations of this report and be carried out with appropriate materials and in a competent manner.

1.4 Audit and Publication process

1.4.1 Following the preparation of this document a qualitative audit is undertaken prior to its publication. We endeavour to achieve this within 30 days of the fire risk assessment date.

1.4.2 As part of this audit process the remedial action target date will be inserted according to priority.

1.4.3 A compliance check will be undertaken following 91 days of published date.

| Date of Assessment | Reason for Assessment | Comments | Name of Assessor |
|------------------------------|------------------------------------|---|------------------|
| 23.04.2019 | New risk assessment documentation. | Transition from the previous FRA format. | Steve Lister |
| Date Published 23/04/2019 | | Issued to all relevant service areas. | |
| Date of Review 01/04/2020 | Annual review of risk assessment. | 2019 review, this was carried out during the COVID-19 outbreak. No inspections were carried out within individual dwellings. | Steve Lister |
| Date of review 30/03/2021 | Annual review of risk assessment. | Whg contractors CLC were on site during this inspection undertaking fire door replacements to dry-risers and service cupboards. | Steve Lister |

3 Property Overview

| | | | | | |
|--|--|--|---|--|-------------------------|
| <p>Brief Description of Property & Construction</p> | <p>Smith House is a 16-storey purpose built block of flats situated off Stoney Lane, built in 1965 for the local authority.</p> <p>Each floor consists of 4 flats except for the ground, which consists of one occupied flat (no 1) There is one single staircase to the block that terminates at the front (west) elevation, there is a second final exit to the rear (east elevation) 2 lifts (Odd and Even)</p> <p>Smith House is a system-built block with concrete walls and external brickworks skin. In 2016 the block was refurbished externally with an external wall insulation wrap and replacement PVCu windows/balcony. This refurbishment included an external thermal wrap consisting of Rockwool slab insulation with a silicone render finish to all elevations. PVCu spandrel panels enclose the single stairs and the communal chute area. The panels are part glazed and part infill panels.</p> | | | | |
| <p>No of Floors</p> | <p>16</p> | <p>No of Staircases</p> | <p>1</p> | <p>Approximate Floor Footprint Area (sq. m)</p> | <p>375m²</p> |
| <p>No of Basement levels</p> | <p>0</p> | <p>Location and Use of stairs</p> | <p>Internal stairs accessing all floors from ground level, single escape stair well with final exist to the front (west) elevation. The stairs are located central to the front of the block.</p> | <p>Occupancy</p> | <p>Residential.</p> |
| <p>Area covered by this Assessment</p> | <p>This Fire Risk Assessment (FRA) does not identify individual persons at risk. It reviews current fire prevention methods, housekeeping and identifies how whg can reduce or eliminate the risk of fire. The assessment has been carried out following the Local Government Group guidance "Fire Safety in purpose-build block of Flats" (type 2 survey) it does not include destructive testing beyond the front door of the flat. The areas covered within this assessment are communal areas, community room, bin storage rooms, service cupboards, dry risers, flat entrance doors, escape routes and also the external perimeters around the building.</p> | | | | |

| | |
|---|--|
| <p>Evacuation Strategy (including Provisions for Disability)</p> | <p>Smith House is a hi-rise residential block. Fire warning systems are provided within the block and they are connected to Auto-dial systems for an early warning in the event of a fire. Localised automatic detection may be provided within each residence but this is not interconnected between individual flats.</p> <p>Physical separation between individual flats and communal areas reduces the potential for fire spread and imperforate structural protection to the stairwell maintains the availability of the circulation stair for evacuation and firefighting access.</p> <p>In the event of fire occurring, a 'stay safe' policy has been promoted by whg where residents will not evacuate unless directly affected by fire or smoke; or instructed to do so by the fire service.</p> <p>The risk to tenants within their home is not considered by this assessment; however this may be individually addressed by community fire safety, care workers or via SPIN (Supporting People In Need) where appropriate. Whg are in the process of introducing PEEPS for identified vulnerable residents. This should be introduced in the coming months.</p> |
| <p>Property Safety Strategy</p> | <p>Physical compartmentation is present between the circulation stairwell, the residential flats and the communal areas. Fire doors located across the communal landings and at the access points to the stairwell assist in preventing lateral and vertical fire spread.</p> <p>Fire stopping works have been installed to further prevent the passage of fire and smoke. This has included the installation of intumescent seals to the stairwell and landing doors, the sealing up of vertical shafts and the infill of gaps within cupboards and inset electrical meter cupboards.</p> |
| <p>Fire Scenario</p> | <p>The likelihood of accidental fire occurring within the communal areas is very low due to the lack of potential ignition sources and fuels.</p> <p>The electrical distribution cupboards contain a viable ignition source but this is considered to be a low risk. The potential for fire is greater within the customer's homes where uncontrolled activities are permitted, i.e. cooking and smoking.</p> <p>If an accidental fire occurs within a residence, the alarm will have to be raised locally and the Fire and Rescue Service contacted. Fire spread will be restricted from entering into the communal areas provided the flat entrance door is kept closed.</p> <p>The fire will continue to develop within the room of origin, involving the available combustible fuels until positive intervention by the attending Fire and Rescue Service.</p> |

4 Occupancy Summary

| Person responsible for Fire Safety | Designation | Contact Details | | | | |
|--|--|---|--|----------------------------|-------------------|---------|
| | | Office | Mobile | Email | Other | |
| Paul Dockerill | Director of energy and programme management | 0300 555 6666 | 0752552009 | Paul.dockerill@whgrp.co.uk | | |
| Person responsible for Fire Safety Maintenance Programme | Designation | Contact Details | | | | |
| | | Office | Mobile | Email | Other | |
| Nigel Harris | Home Maintenance Services | 0300 555 6666 | 07831387364 | Nigel.harris@whgrp.co.uk | | |
| Person providing assessment information | Designation | Contact Details | | | | |
| | | Office | Mobile | Email | Other | |
| Steve Lister | Senior Building Surveyor whg | 0300 555 6666 | 07736172544 | Stephen.lister@whgrp.co.uk | | |
| Name of Owner | Location | Activity | Persons Present - Max Nos. (approx.) Daytime / Silent Hours | | | |
| | | | Employees | Young Persons | Members of Public | Tenants |
| Whg 100 Hatherton Street Walsall WS1 1AB | Smith House Stoney Lane Bloxwich Walsall WS3 3RA | Residential block of 61 flats. Communal areas are a transit space for tenants and Visitors. | <5 | Unknown | >5 | >61 |
| Persons at Risk | Location | Activity | Reason and Numbers | | | |
| | | | Sleeping | Disability | Remote Location | Other |

| | | | | | | |
|--|--|--|--|--|--|--|
| | | | | | | |
|--|--|--|--|--|--|--|

5 Assessors summary of findings

| Risk Category | Summary of provision | Qualifying comments |
|-----------------------------------|--|---|
| Risk to Life | Risk to life is assessed as LOW . | No significant issues identified within the communal areas. |
| Risk to Firefighters | Risk to life is assessed as MEDIUM . | Timber boxing to the communal down lighting and the PVCu cable trunking. |
| Risk to Property | Risk to property is assessed as LOW . | |
| Risk of Fire | Risk of accidental fire is assessed as LOW to MEDIUM | The potential for fire is low within the communal areas due to the lack of potential possible ignition sources. |
| Risk of Fire Spread | Risk of fire spread assessed as MEDIUM . | Timber boxing present in the communal landings. |
| Residual Risks | None identified during the inspection | |
| Overall Summary | The overall grading for this block has been assessed as MEDIUM The findings throughout the FRA which impact the grading have been listed for action within Sections 7-9 of this report. Implementation of these actions will reduce the overall grading to LOW | |
| Additional Recommendations | | |
| Assessment Review Period | This block is identified as a category 1; a fire risk assessment will be reviewed once every 12 months. | Any changes e.g. Use, Tenant profile, structural alterations or other change may affect the outcomes of this assessment and therefore may require it to be reviewed immediately. All new findings must be actioned, and the FRA updated accordingly. |

6 Risk assessment grading

| | |
|--|---|
| The priority reflects the most significant finding within the category. Other, less urgent issues may also have been identified and should be addressed. | PRIORITY |
| Major Improvement required within a short timescale. Signifies risk to life or property or failure to observe statutory requirements. | HIGH (7 Days) |
| Minor Improvement required within short to medium term timescale. Signifies minor infringement or poor process. | MEDIUM (45 Days) |
| Minor improvement recommended. Actions are not necessarily statutorily required but would improve the culture and effect of the fire safety strategy. No fixed timescale but should be considered medium to long term. | LOW (90 Days) |
| Improvement or refurbishment works to enhance and improve current fire safety measures. | PROGRAMME (90 day to assess and formulate into future programme) |
| The information required in this section does not apply to this particular property. | NOT APPLICABLE |

Service Areas.

- PT- Projects Team.
- NC - Neighbourhood Contracts.
- NIO - Neighbourhood Impact Officers.
- ELE – Electrical team
- PMO – Programme Management Office
- TS – Tenancy Services

7 Findings and action plans – High Priority

| Report and Photo Reference | Significant findings | Urgent Action Required | Corrective Action Completed | Service area |
|----------------------------|---|---|-----------------------------|-------------------------|
| 7.1.1 Photo | The lightning conductor testing indicates failure | Confirm that items that failed on the Feb 2021 testing have been rectified. | 7 th April 2021 | (Lisa Bullivant) |
| 7.1.2 | The chute was inspected in February 2021, several breaches of the concrete structure were identified | Confirm remedial works or replacement of the defective chute in this block. | 7 th April 2021 | Projects Team |
| 7.1.3 | Electrical condition report. I have been unable to locate this certificate of testing. (Last cert dated 29/03/2020) | Please provide a valid condition report | 7 th April 2021 | Electrical Team |
| 7.1.4 | Emergency lighting certificate, I have been unable to locate a current certificate of testing. | Please provide a current test certificate. | 7 th April 2021 | Electrical Team |

| | | | | |
|--------------|---|--------------------------------|----------------------------|----------------------|
| 7.1.5 | Front right-hand exit door; The push bar to the exit was broken and not securing the exit door, this block has been subject to false fire alarms and unauthorised access. | Replace the defective push bar | 7 th April 2021 | Projects Team |
|--------------|---|--------------------------------|----------------------------|----------------------|

8 Findings and action plans – Medium Priority

| Report and Photo Reference | Significant findings | Prompt Action Required | Corrective Action Completed | Service area |
|----------------------------|---|---|-----------------------------|--------------------------------|
| 8.1.1 | The hydrants to Smith and Thomas House have recently been replaced, I cannot find a test certificate. | Please provide a current test certificate for the newly installed hydrants. | 17 th May 2021 | Neighbourhood Contracts |
| 8.1.2 | All floors; Several door locks from the stairs to the stairs lobby were not working. | Check and service all stairs/lobby locks to ensure the function correctly and prevent unauthorised access to the landings | 17 th May 2021 | Neighbourhood Contracts |

9 Findings and action plans – low priority and recommendations

| Report and Photo Reference | Significant findings | Long Term Action Required | Corrective Action Completed | Service area |
|----------------------------|--|---|-----------------------------|---|
| 9.1.1 | General to all floors; CCTV wiring and trunking still in place from cameras on stairwell | Remove old excess trunking and cables which were in place to old cameras, make good the cable holes and decorations. (lift lobby and stairs) (This action is still outstanding from the 2020 review) | | ELE (Electrical Team) PT (Projects Team) |
| 9.1.2 | General; There will be customers within this block with vulnerabilities | Identify vulnerable customers and carry out a PEEP assessment (Personal Emergency Evacuation Plan) | 30/06/2021 | Tenancy Services |
| 9.1.4 | General; The compartmentation between dwellings needs to be confirmed | In line with PASS 79, 2 2020 carry out type 4 surveys to a sample of dwellings | 30/06/2021 | Surveying Team |
| 9.1.25 Photo Ref 01 | General to all floors; The down lighting boxing on the communal areas appears to be constructed with softwood battens and plywood sheeting; this would not provide adequate fire protection to the service pipework in the | <ul style="list-style-type: none"> Evidence should be provided to ensure the existing materials used are compliant with Building Regulations B2 6.4 and will resist the spread of fire. Ensure all wiring attached to the boxing conforms to BS7671 2008 (Amendment 3 chapter 52) "Wiring systems in escape routes shall be supported in such a way that they will not be liable to | | PMO (Programme Management) |

| | | | | |
|--------|---|---|--|---------------------------------------|
| | event of a fire and will not conform to Building Regulations B2 6.4. Internal fire spread linings. | premature collapse in the event of a fire. Fire clips are to be used both within trunking and where clipped to a wall. Cables must be secured at appropriate intervals by proven metal supports that have adequate fire resistance and fixed to non-combustible substrate of the building" | | |
| 9.1.26 | General to all floors; There is a large amount of PVCu cable trunking in the common areas and stairwells. | Ensure all wiring attached to the boxing conforms to BS7671 2008 (Amendment 3 chapter 52) "Wiring systems in escape routes shall be supported in such a way that they will not be liable to premature collapse in the event of a fire. Fire clips are to be used both within trunking and where clipped to a wall. Cables must be secured at appropriate intervals by proven metal supports that have adequate fire resistance and fixed to non-combustible substrate of the building" | | PMO (Programme Management) |
| 9.1.27 | General to all floors; Flat entrance doors and communal stairs/ have significant gaps between the frames/door | <ul style="list-style-type: none"> • Flat entrance; Install new FD30s fire doors (consideration should be given to replacing the complete combination frame housing the stop tap and electric meters at the same time) to each individual flat. • Stairs and lobby, Install new FD30s door sets to the communal doors on all floors. (Doors to incorporate vision panels to the existing design) and 4 hinges. • All new doors are to be decorated and re numbered on completion and appropriate fire door signage installed. | | PMO (Programme Management) |



10 Audit information

The following information was gathered during the assessment process and is subject to change due to changes in occupancy, use, structural alteration etc. All subject areas should be re-visited during any re-assessment process to identify a new overall assessment outcome.

11 Life safety issues

| 11.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|--|--------------------------|--------------------------|---|
| 11.1.1 | Are there persons at significant risk within the property | ✓ | <input type="checkbox"/> | The age and mobility profile of this block suggests that some customers may have mobility and sensory impairments. Smith House is a residential building and not staffed, therefore customers must ensure they take necessary fire precautions within their flat and regularly familiarise themselves with whg's stay safe policy and fire safety guidance. Whg are currently implementing PEEPS for identified vulnerable customers this should be finalised in the coming months. |
| 11.1.2 | Staff work out of hours or are lone working | ✓ | <input type="checkbox"/> | There are many lone visits within the organisation along with the out of hour's team attending when needed. |
| 11.1.3 | There are existing risks to Firefighters | <input type="checkbox"/> | ✓ | No significant risks to firefighters in this block, the block is at low risk of fire. |
| 11.1.4 | Visitors and Contractors are controlled | ✓ | <input type="checkbox"/> | Contractors are monitored by the relevant contracts' manager/officers where applicable. whg have no control over non contracted whg services or customers visitors to the block |

12 Disability issues

| 12.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|---|-------------------------------------|-------------------------------------|---|
| 12.1.1 | There are persons who require additional assistance in emergency situations within the property | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The age profile of this block suggests that some of customers may have mobility and sensory impairments. Smith House is a residential building and not staffed, therefore customers must ensure they take necessary fire precautions within their flat and regularly familiarise themselves with whg's "stay safe" policy and fire safety guidance. Whg are currently implementing PEEPS for identified vulnerable customers this should be finalised in the coming months. |
| 12.1.2 | Fire evacuation procedures consider disabled personnel | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The age profile of this block suggests that some of customers may have mobility and sensory impairments. Smith House is a residential building and not staffed, therefore customers must ensure they take necessary fire precautions within their flat and regularly familiarise themselves with whg's "stay safe" policy and fire safety guidance. Whg are currently implementing PEEPS for identified vulnerable customers this should be finalised in the coming months. |
| 12.1.3 | 'Disability specific' signs are in place e.g. to indicate wheelchair routes to refuge areas etc | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There are no refuge areas or Disability specific signage within Smith House. |
| 12.1.4 | The need to support the evacuation of visually impaired persons have been considered and procedures established | <input type="checkbox"/> | <input checked="" type="checkbox"/> | The age profile of this block suggests that some of customers may have mobility and sensory impairments. Smith House is a residential building and not staffed, therefore customers must ensure they take necessary fire precautions within their flat and regularly familiarise themselves with whg's "stay safe" policy and fire safety guidance. Whg are currently implementing PEEPS for identified vulnerable customers this should be finalised in the coming months. |
| 12.1.5 | Hearing impaired occupants can readily identify the fire warning system | <input type="checkbox"/> | <input checked="" type="checkbox"/> | As 12.1.4 |

| | | | | |
|--------|--|--------------------------|-------------------------------------|-----------|
| | actuation. | | | |
| 12.1.6 | People with Cognitive disorders have been considered, procedures established and people informed | <input type="checkbox"/> | <input checked="" type="checkbox"/> | As 12.1.4 |

13 Ignition sources

| 13.1 | Areas to Assess | Yes | No | Assessor Comments |
|---------|---|-------------------------------------|-------------------------------------|--|
| 13.1.1 | Significant potential Ignition sources are present | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 13.1.2 | There are significant potential ignition processes in use | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 13.1.3 | Process control measures are in place | <input type="checkbox"/> | <input type="checkbox"/> | |
| 13.1.4 | Gas-powered appliances are in use | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is no gas within Smith House; customers are also advised not to use bottled gas appliances within this block. |
| 13.1.5 | Space heating method is appropriate | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 13.1.6 | No Smoking signs are visible | <input checked="" type="checkbox"/> | <input type="checkbox"/> | On each floor and stair landing |
| 13.1.7 | Suitable provisions are made for smokers | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Customers may smoke within their own flat, but smoking is not allowed in the common parts of Smith House. |
| 13.1.8 | There are signs of breaches of policy | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is no evidence of the no smoking in the communal areas policy being abused |
| 13.1.9 | There is lightning or earthing control | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Smith House has lightning protection |
| 13.1.10 | It is tested and records maintained in accordance with BS 6651 BS7430 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Smith%20House%20-%202021%20Lightning%20Protection%20%20Height%20Safety%20Inspection%20Report The conductor failed testing |
| 13.1.11 | Contractors are regularly monitored during work | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 13.1.12 | Contractors work methods are pre-approved (hot work permits, SSOW) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | All whg contractors are to provide risk and method statements prior to works. No hot works are allowed in Smith House by whg contractors |

14 Electrical safety

| 14.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|--|-------------------------------------|-------------------------------------|--|
| 14.1.1 | Communal electrical equipment is appropriate to the use of the property and is not misused | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 14.1.2 | Communal electrical equipment is operated by time switches | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Where applicable (lighting/main entrance doors) |
| 14.1.3 | Communal portable electrical equipment has been inspected on a regular basis and results recorded | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 14.1.4 | There is evidence of overloading of electrical sockets or extensive use of cable drums, multi way extensions or transformer plugs in communal areas. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 14.1.5 | The fixed electrical installation in the communal area is checked regularly in accordance with current IEE Regulations. | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | The previous condition report expired 29/02/2021, I have been unable to locate a current certificate |
| 14.1.6 | Records of testing are maintained and available | <input type="checkbox"/> | <input checked="" type="checkbox"/> | As above |
| 14.1.7 | Defects noted during testing have been rectified | <input type="checkbox"/> | <input checked="" type="checkbox"/> | As above |
| 14.1.8 | Cupboards containing Main Electrical Distribution boards are free from combustible storage or the storage is so positioned as to pose a low risk of fire | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |

14.2 Solar Photovoltaic Panels

| 14.1.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|---|--------------------------|-------------------------------------|-------------------|
| 14.2.1 | Does the block have solar photovoltaic panels? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 14.2.2 | <u>Compliance with fire safety legislation</u> Has a suitable and sufficient fire risk assessment been undertaken in compliance with the Regulatory Reform (Fire Safety) Order 2005 or been reviewed following the installation of PV panels? | <input type="checkbox"/> | <input type="checkbox"/> | |
| 14.2.3 | <u>Fire safety management</u> Are windblown litter and leaves not allowed to accumulate, especially around or beneath PV panels? | <input type="checkbox"/> | <input type="checkbox"/> | |
| 14.2.4 | Is the possibility of deliberate fire rising from outside the building by intruders or from within by staff addressed? | <input type="checkbox"/> | <input type="checkbox"/> | |
| 14.2.5 | Is automatic smoke detection inside a building, especially those that are normally unoccupied, in which electrical control equipment for PV panels is located? | <input type="checkbox"/> | <input type="checkbox"/> | |
| 14.2.6 | Are a suitable number of appropriate portable fire extinguishers available adjacent to the control and switchgear and immediately accessible in the case of a fire? | <input type="checkbox"/> | <input type="checkbox"/> | |
| 14.2.7 | Is care taken that obstructions and stored materials do not reduce the level of ventilation provided for the inverters? | <input type="checkbox"/> | <input type="checkbox"/> | |

14.2.8

Is the installation serviced and maintained in accordance with the installer's instructions?

15 Security and arson controls

| 15.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|---|-------------------------------------|-------------------------------------|---|
| 15.1.1 | The property has experienced fires or other incidents in the previous 12 months | <input type="checkbox"/> | <input checked="" type="checkbox"/> | No fires have been reported at this block within the last 12 months. |
| 15.1.2 | All incidents have been investigated and recorded | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 15.1.3 | Combustible materials are stored in close proximity to the building | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 15.1.4 | There is a regular, routine check of Fire Safety measures undertaken | <input checked="" type="checkbox"/> | <input type="checkbox"/> | This block is subject to a daily inspection by the Neighbourhood Impact Officers (NIO's) who have been trained on basic fire safety measures and more specific training on basic fire door inspections. |
| 15.1.5 | Safety Check findings are recorded and identified problems corrected | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Issues are recorded and raised by the NIO's for whg's repairs teams |
| 15.1.6 | Access to the building is effectively controlled | <input type="checkbox"/> | <input checked="" type="checkbox"/> | The block benefits from a secure door entry system controlled by the customers. The right-hand exit door push bar was broken, this is allowing unauthorised access into the building. |
| 15.1.7 | There is CCTV or physical monitoring | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Smith House has the benefit of CCTV which is monitored 24hrs by whg's own CCTV security team. |
| 15.1.8 | Tapes/discs are kept for a minimum of 30 days (CCTV protocol) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Confirmed by whg CCTV Operative |
| 15.1.9 | Gates / perimeter access points are suitably protected to prevent unauthorised access but permit egress | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Smith House has the benefit of front and rear access/egress points, see 15.1.6 above. which were working and clear on the day of this assessment. |

16 Fuel sources

| 16.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|---|-------------------------------------|-------------------------------------|---|
| 16.1.1 | The standard of general housekeeping is adequate | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Minor rubbish items noted on landings (customers advised to remove) damaged floor coverings on the ground floor/lift and several other communal landing floors. |
| 16.1.2 | Fuel sources and ignition sources are kept Apart | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 16.1.3 | There are significant potential sources of Fuel | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 16.1.4 | There are accumulations of unnecessary combustible materials or waste | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 16.1.5 | Soft furnishings have compliant upholstery Finishes | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There are no soft furnishings within the common parts of Smith House. |
| 16.1.6 | There are sources of Oxygen or supporters of combustion, apart from ambient air | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Given the age profile of the customers within Smith House, some of the customers may be on medical oxygen, the local Fire and Rescue Service will be notified of such addresses by the oxygen supplier. Whg are currently implementing PEEPS for identified vulnerable customers this should be finalised in the coming months. |
| 16.1.7 | There are potential sources of dust ignition | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |

17 COSHH and hazardous materials

| 17.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|--|-------------------------------------|-------------------------------------|--|
| 17.1.1 | Hazardous chemicals are present | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 17.1.2 | Suitable arrangements are in place to manage the elimination or reduction of risks from hazardous substances | <input checked="" type="checkbox"/> | <input type="checkbox"/> | whg manage any asbestos within the building in accordance with the Control of Asbestos Regulations 2012 Regulation 4. (CAR 2012) |
| 17.1.3 | Hazardous chemicals are effectively controlled during use and in storage | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 17.1.4 | Waste materials are adequately controlled | <input checked="" type="checkbox"/> | <input type="checkbox"/> | whg manage any asbestos within the building in accordance with the Control of Asbestos Regulations 2012 Regulation 4. (CAR 2012) |
| 17.1.5 | Suitable and appropriate signage is present | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Where identified asbestos products are labelled in accordance with (CAR 2012) |
| 17.1.6 | Material safety data sheets are available | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Material data sheets are available for all products used by whg and their contractors. |
| 17.1.7 | Appropriate PPE and/or specialised equipment are available as necessary | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 17.1.8 | Staff members are aware of the materials, the data sheet contents and safety procedures | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |

18 Compartmentation

| 18.1 | Areas to Assess | Yes | No | Assessor Comments |
|---------|--|-------------------------------------|-------------------------------------|---|
| 18.1.1 | There is a risk of hidden Fire Spread within the structure | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Serious breaches of the concrete waste chute were noted in an email dated 10/02/2021 following an investigation. |
| 18.1.2 | There is a risk of vertical or lateral spread within the property e.g. between occupancies or via common areas | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The presence and suitability of the high-level boxing which houses the down lighters can not be confirmed as class 0. Type 4 surveys are to be programmed in. |
| 18.1.3 | The basement (where present) is separated from the ground storey by 30 minutes FR construction (minimum) | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 18.1.4 | The risk of Fire Spread is effectively controlled | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The ground floor chute has the benefit of a fuse able link fire damper at the base of the chute. |
| 18.1.5 | The property is sub divided into fire compartments | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 18.1.6 | There are unprotected openings, gaps or holes in compartment walls in the communal areas. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 18.1.7 | Wall and ceiling linings routes add to the risk of flame spread | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 18.1.8 | The building has cladding on its external faces | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Smith House has the benefit of RockWool EWI, with a Red Art render system |
| 18.1.9 | As built cladding specifications and completion certification are available | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There are no as built cladding systems on Smith House. |
| 18.1.10 | The cladding meets Building Regulations Requirements | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The EWI installation was completed in partnership with British Gas, all compliance certification has been retained by BG. |

19 Door sampling – Front doors to flats

| 19.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|---|-------------------------------------|-------------------------------------|---|
| 19.1.1 | Fire Doors are provided where necessary, are identified and freely available for use | <input checked="" type="checkbox"/> | <input type="checkbox"/> | All communal fire doors were inspected along with a sample of customer front doors (external inspection only due to COVID-19). Individual door identification has recently been completed. New FD60s minute fire doors are being installed to the service cupboard off the chute landing and Dry-riser cupboards. |
| 19.1.2 | Corridor smoke-control doors are provided where necessary | <input checked="" type="checkbox"/> | <input type="checkbox"/> | All communal fire doors were inspected; variations in the number of excessive gaps between the smoke seals and frame were identified on a large proportion of doors. (Ref 9.1.1) |
| 19.1.3 | Fire and smoke-control doors are in good condition, tight fitting to and free from distortion | <input type="checkbox"/> | <input checked="" type="checkbox"/> | All communal fire doors were inspected. A number were distorted and were not seating into the rebates. |
| 19.1.4 | Smoke stop and intumescent seals are present, and in good condition | <input type="checkbox"/> | <input checked="" type="checkbox"/> | As per 19.1.2 |
| 19.1.5 | Self-closing devices are present and functional and engage with the latch | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The majority of communal door closers were functioning correctly minor adjustment is required to a small number of doors |
| 19.1.6 | Where double doors are present, they close in line and have a selector where necessary | <input type="checkbox"/> | <input type="checkbox"/> | |
| 19.1.7 | The door threshold gap is consistent and doesn't foul the floor covering | <input type="checkbox"/> | <input type="checkbox"/> | |

| 19.1 | Areas to Assess | Yes | No | Assessor Comments |
|---------|--|-------------------------------------|-------------------------------------|--|
| 19.1.8 | Doorframes are secure to the wall with no visible gaps present. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 19.1.9 | Fire and smoke-control doors are indicated by signs | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 19.1.10 | Glazing panels are fire rated, undamaged with fire rated framework | <input checked="" type="checkbox"/> | <input type="checkbox"/> | All glazing panels were as built, all were visually inspected during the assessment. |
| 19.1.11 | Automatic self-closing devices/hold open devices are present | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 19.1.12 | Automatic self-closing devices/hold open devices are closed at critical times | <input type="checkbox"/> | <input type="checkbox"/> | |
| 19.1.13 | Automatic self closers are interlinked to the fire alarm system via smoke detection and/or alarm sounder circuit | <input type="checkbox"/> | <input type="checkbox"/> | |
| 19.1.14 | Correct signage is present for automatically self-closing doors | <input type="checkbox"/> | <input type="checkbox"/> | |

20 Means of escape – Internal

| 20.1 | Areas to Assess | Yes | No | Assessor Comments |
|---------|---|--------------------------|--------------------------|---|
| 20.1.1 | Sufficient internal escape routes are provided, available, appropriate for the likely users and lead to a place of safety | ✓ | <input type="checkbox"/> | |
| 20.1.2 | Travel distances are acceptable | ✓ | <input type="checkbox"/> | |
| 20.1.3 | Internal Escape Routes are adequately indicated by appropriate pictogram signs along their entire route to final exit point | ✓ | <input type="checkbox"/> | |
| 20.1.4 | Signs are in good condition, unobstructed, legible and firmly fixed | ✓ | <input type="checkbox"/> | |
| 20.1.5 | Sliding or revolving doors are present on escape routes | <input type="checkbox"/> | ✓ | |
| 20.1.6 | Pass doors are provided for sliding or revolving doors | <input type="checkbox"/> | ✓ | |
| 20.1.7 | Doors open in the direction of escape where appropriate | ✓ | <input type="checkbox"/> | |
| 20.1.8 | Final exit doors are visible, accessible and easily opened | ✓ | <input type="checkbox"/> | The ground floor right-hand final exit to the front of the building has a broken push bar allowing unauthorised access into the building. |
| 20.1.9 | Means of escape doors not in normal use are routinely checked | <input type="checkbox"/> | ✓ | Generally inspected during routine maintenance. |
| 20.1.10 | Final exit doors are indicated internally by appropriate pictogram signs | ✓ | <input type="checkbox"/> | |
| 20.1.11 | All Final Exit Points are indicated externally 'Fire Exit – Keep Clear' | ✓ | <input type="checkbox"/> | |

| 20.1 | Areas to Assess | Yes | No | Assessor Comments |
|---------|--|--------------------------|--------------------------|--|
| 20.1.12 | Final exit points lead into areas from where further dispersal can take place and are not in danger from fire and smoke | ✓ | <input type="checkbox"/> | |
| 20.1.13 | Where required and appropriate, panic fastenings are fitted to the final exit doors | ✓ | <input type="checkbox"/> | |
| 20.1.14 | All panic fastening methods of use are indicated e.g. 'Push Bar/Pad to Open' | ✓ | <input type="checkbox"/> | See 20.1.08 |
| 20.1.15 | Non-standard securing devices are present on final exit doors with their method of operation clearly displayed | ✓ | <input type="checkbox"/> | Smith House has electro magnetic door securing devices installed that disengage in the event of fire alarm activation. Smith House also has a fob entry system to the stairs lobby on each floor, this was installed several years ago to prevent unauthorised access to communal landings, and this system also disengages when the alarm is activated. |
| 20.1.16 | Where non-standard securing devices are fitted, they are appropriate for the likely users | ✓ | <input type="checkbox"/> | |
| 20.1.17 | Where fitted, magnetic locks release automatically on fire alarm actuation and/or have manual override | ✓ | <input type="checkbox"/> | Fireman's switch overrides the door entry system |
| 20.1.18 | Where present, exit doors or corridor doors with powered, automatic opening revert to normal operation during fire alarm actuation | ✓ | <input type="checkbox"/> | |
| 20.1.19 | Internal corridor escape routes are protected where necessary | ✓ | <input type="checkbox"/> | |
| 20.1.20 | Inner rooms are protected by auto detection or vision panels | <input type="checkbox"/> | ✓ | None present. |
| 20.1.21 | Protected stairwell escape routes are provided | ✓ | <input type="checkbox"/> | |
| 20.1.22 | Floors, walkways, floor coverings, stairs and stair coverings are in good condition, free from obstruction or trip hazard | <input type="checkbox"/> | ✓ | Damaged vinyl floor covering on the ground floor and paint spillages on other floors. |
| 20.1.23 | Handrails are provided on stairs and are in good condition | ✓ | <input type="checkbox"/> | |

| | | | | |
|---------|---|-------------------------------------|--------------------------|--|
| 20.1.24 | Internal escape routes are adequately lit by artificial or natural lighting | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 20.1.25 | Emergency Escape Lighting is provided along internal escape routes | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |

| 20.1 | Areas to Assess | Yes | No | Assessor Comments |
|---------|---|--------------------------|--------------------------|--------------------------------|
| 20.1.26 | The internal Emergency Escape Lighting is in good repair | ✓ | <input type="checkbox"/> | |
| 20.1.27 | Emergency Escape Lighting is regularly tested in accordance with BS5266, findings and corrective works recorded | <input type="checkbox"/> | ✓ | No valid certificate available |

21 Means of escape – External

| 21.1 | Areas to Assess | Yes | No | Assessor Comments |
|---------|--|--------------------------|--------------------------|-------------------|
| 21.1.1 | External escape routes are provided, available, free from obstruction or hazard and lead to a place of safety | ✓ | <input type="checkbox"/> | |
| 21.1.2 | External escape routes are regularly monitored and maintained to ensure continuing availability for use | ✓ | <input type="checkbox"/> | |
| 21.1.3 | External escape routes are clearly indicated by pictogram signs along their entire route to final exit point | <input type="checkbox"/> | ✓ | |
| 21.1.4 | Glazing within 2 metres horizontally and 9m vertically below an external escape stair, is fire resisting | <input type="checkbox"/> | ✓ | |
| 21.1.5 | External metal escape stairs and platforms have been examined by a structural engineer within the last three years | <input type="checkbox"/> | ✓ | |
| 21.1.6 | Records of examination of stairs are maintained and available | <input type="checkbox"/> | ✓ | |
| 21.1.7 | Stair treads and handrails are in good condition | <input type="checkbox"/> | ✓ | |
| 21.1.8 | External escape routes are adequately lit by mains powered lighting | <input type="checkbox"/> | ✓ | |
| 21.1.9 | The external mains lighting control is automatic Where not, the control switch is clearly identifiable | <input type="checkbox"/> | ✓ | |
| 21.1.10 | Emergency Escape Lighting is provided along external escape routes | <input type="checkbox"/> | ✓ | |
| 21.1.11 | External Emergency Escape Lighting is in good repair | <input type="checkbox"/> | ✓ | |

| | | | | |
|---------|--|--------------------------|-------------------------------------|--|
| 21.1.12 | External Emergency Escape Lighting is regularly tested and findings recorded | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
|---------|--|--------------------------|-------------------------------------|--|

22 Fire fighting equipment

| 22.1 | Areas to Assess | Yes | No | Assessor Comments |
|---------|--|--------------------------|--------------------------|---|
| 22.1.1 | Portable Firefighting Equipment is provided, sufficient in number and appropriate to the risks present | ✓ | <input type="checkbox"/> | Only within the lift motor room. |
| 22.1.2 | Dry Powder extinguishers are present | <input type="checkbox"/> | ✓ | |
| 22.1.3 | It is wall mounted or on dedicated floor stands with the operating handle at approximately 1m from the ground | <input type="checkbox"/> | <input type="checkbox"/> | |
| 22.1.4 | Extinguisher security tags are present | ✓ | <input type="checkbox"/> | |
| 22.1.5 | Portable Firefighting Equipment positions are clearly indicated by signs where necessary and accessible on exit routes | ✓ | <input type="checkbox"/> | |
| 22.1.6 | Portable Firefighting Equipment is annually tested to BS5306 -3 2009 and results recorded | ✓ | <input type="checkbox"/> | The lift motor room extinguisher is just within test date. (due April 2021) |
| 22.1.7 | Access for Fire and Rescue is satisfactory | ✓ | <input type="checkbox"/> | |
| 22.1.8 | A fire hydrant is in close proximity to the building | ✓ | <input type="checkbox"/> | |
| 22.1.9 | It is clearly marked and freely available | ✓ | <input type="checkbox"/> | |
| 22.1.10 | An open water supply is provided | <input type="checkbox"/> | ✓ | |
| 22.1.11 | Where provided, the Fire and Rescue Service access is maintained | ✓ | <input type="checkbox"/> | |

23 Fixed fire fighting installations

| 23.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|--|-------------------------------------|-------------------------------------|-----------------------------------|
| 23.1.1 | Sprinklers or drenchers are present | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 23.1.2 | They cover the whole property | <input type="checkbox"/> | <input type="checkbox"/> | |
| 23.1.3 | Spare heads are available | <input type="checkbox"/> | <input type="checkbox"/> | |
| 23.1.4 | The system is maintained with servicing records available which are appropriate and current | <input type="checkbox"/> | <input type="checkbox"/> | |
| 23.1.5 | Fixed flooding Installations are present | <input type="checkbox"/> | <input type="checkbox"/> | |
| 23.1.6 | The system is maintained with servicing records available which are appropriate and current | <input type="checkbox"/> | <input type="checkbox"/> | |
| 23.1.7 | A Dry Riser installation is present | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 23.1.8 | The inlet and outlets are clearly indicated and available for use | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 23.1.9 | The system is maintained in accordance with BS9990 2015 servicing records are available, appropriate and current | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Certificate located but unsigned. |

24 Smoke and ventilation systems

| 24.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|---|--------------------------|-------------------------------------|--|
| 24.1.1 | There is smoke/ventilation control present | <input type="checkbox"/> | <input checked="" type="checkbox"/> | The inner lobby off the stairs/communal area is ventilated by passive vents. |
| 24.1.2 | The system is maintained, servicing records are available, appropriate and current | <input type="checkbox"/> | <input type="checkbox"/> | |
| 24.1.3 | Ventilation ducts which breach compartments have automatic fire dampers | <input type="checkbox"/> | <input type="checkbox"/> | |
| 24.1.4 | The dampers are identifiable, maintained with servicing records available which are appropriate and current | <input type="checkbox"/> | <input type="checkbox"/> | |

25 Fire evacuation lift and fire fighting shafts

| 25.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|---|-------------------------------------|-------------------------------------|---------------------|
| 25.1.1 | A firefighting/evacuation lift is provided | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 25.1.2 | It is clearly indicated as a firefighting/evacuation lift | <input type="checkbox"/> | <input type="checkbox"/> | |
| 25.1.3 | DO NOT USE IN THE EVENT OF FIRE signage is displayed | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 25.1.4 | The lift is maintained with servicing records available which are appropriate and current | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Serviced 27/03/2021 |
| 25.1.5 | A firefighting shaft is provided | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |

| | | | | |
|--------|--|--------------------------|--------------------------|--|
| 25.1.6 | The firefighting shaft is protected and maintained in good order | <input type="checkbox"/> | <input type="checkbox"/> | |
|--------|--|--------------------------|--------------------------|--|

26 Fire warning systems

| 26.1 | Areas to Assess | Yes | No | Assessor Comments |
|---------|---|-------------------------------------|-------------------------------------|---|
| 26.1.1 | A manually operated, electrical Fire Warning System is provided throughout the property | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 26.1.2 | The alarm sound is uniform, clearly identifiable and audible throughout the property | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 26.1.3 | Call points are sited appropriately, available and readily identifiable | <input type="checkbox"/> | <input type="checkbox"/> | |
| 26.1.4 | The warning system contains sensory warning devices including visual and aural stimuli | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 26.1.5 | Automatic Detection is provided throughout the property | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 26.1.6 | The automatic detection type is appropriate for the identified risks | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The heat detectors on the communal stairs have been replaced with smoke detectors. |
| 26.1.7 | The Fire Warning system is connected to an Alarm Receiving Centre (ARC) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | All activations are dialled to an ARC via a dual Com system and the new fire alarm contractor Baydale. |
| 26.1.8 | The Testing regime is in accordance with BS5839 and results recorded | <input type="checkbox"/> | <input checked="" type="checkbox"/> | whg is currently working to a fully automated digital solution to the ARC system; currently the system is analogy and not tested. |
| 26.1.9 | Automatic detection is tested in accordance with BS5839 and results recorded | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Smith%20House%2020210319 |
| 26.1.10 | A zone plan is available at the Control Panel | <input checked="" type="checkbox"/> | <input type="checkbox"/> | This is in the form of a list of zone locations. A Gerda fire information box has been installed in the ground floor communal area. |

27 Management of fire safety

| 27.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|--|-------------------------------------|-------------------------------------|--|
| 27.1.1 | There is a Fire Safety Management Policy | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Whg promote a "Stay Safe" policy via it's web site and written/digital communications with its customers, there is an annual site visit by senior management and directors to reinforce this policy. |
| 27.1.2 | The Responsible Person is identified | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 27.1.3 | There has been a recent Fire and Rescue Service inspection | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 27.1.4 | Improvement notices have been served | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 27.1.5 | Improvement Notices/ inspection results have been actioned and completed | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 27.1.6 | There are previous Fire Risk Assessments | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Undertaken annually |
| 27.1.7 | Previous assessment findings have been actioned and completed | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Several long term actions are in progress (fire door replacements) |
| 27.1.8 | Risks to Occupants identified in the FRA have been notified to them | <input type="checkbox"/> | <input checked="" type="checkbox"/> | whg intend to publish the findings of this risk assessment to all customers following it's completion |

28 Statutory training

| 28.1 | Areas to Assess | Yes | No | Assessor Comments |
|---------|---|--------------------------|--------------------------|-------------------|
| 28.1.1 | Fire Safety is included in Induction training for all new staff | <input type="checkbox"/> | <input type="checkbox"/> | |
| 28.1.2 | Staff members are regularly trained in Fire Safety topics appropriate to their responsibilities | <input type="checkbox"/> | <input type="checkbox"/> | |
| 28.1.3 | Fire Marshalls / Wardens / Co-ordinators are trained and appointed | <input type="checkbox"/> | <input type="checkbox"/> | |
| 28.1.4 | Training is delivered by competent persons | <input type="checkbox"/> | <input type="checkbox"/> | |
| 28.1.5 | Training includes the practical use of Firefighting equipment | <input type="checkbox"/> | <input type="checkbox"/> | |
| 28.1.6 | Where PEEPs are in use, Fire Marshalls / Wardens are aware of them | <input type="checkbox"/> | <input type="checkbox"/> | |
| 28.1.7 | Evidence of training is maintained | <input type="checkbox"/> | <input type="checkbox"/> | |
| 28.1.8 | Employees/occupants are informed of Fire Risk Assessment findings | <input type="checkbox"/> | <input type="checkbox"/> | |
| 28.1.9 | Visitors and / or Contractors are given a Fire Safety brief or copy of procedures | <input type="checkbox"/> | <input type="checkbox"/> | |
| 28.1.10 | The impact of outside undertakings on fire safety is assessed and Occupants informed of any corrective measures | <input type="checkbox"/> | <input type="checkbox"/> | |

29 Evacuation Procedures

| 29.1 | Areas to Assess | Yes | No | Assessor Comments |
|---------|---|-------------------------------------|-------------------------------------|---|
| 29.1.1 | Emergency Evacuation Procedures are identifiable in common areas and/or alongside at each call point | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Fire Action Plan notices are displayed on each floor, several variations of this signage have been used giving conflicting information. The signage needs to be consistent and reflect whg's stay safe policy (Ref 8.1.2) |
| 29.1.2 | The procedures identify how the Fire and Rescue Service is to be summoned | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 29.1.3 | The Evacuation Procedures consider disability with reference to the evacuation chairs / lifts / refuges | <input type="checkbox"/> | <input checked="" type="checkbox"/> | The age profile of this block suggests that some of the customers may have mobility and sensory impairments. Smith House is a residential building and not staffed, therefore customers must ensure they take necessary fire precautions within their flat and regularly familiarise themselves with whg's "stay safe" policy and fire safety guidance. Whg are currently implementing PEEPS for identified vulnerable customers this should be finalised in the coming months. |
| 29.1.4 | Evacuation Drills are carried out frequently and results recorded | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 29.1.5 | All employees / occupiers participate | <input type="checkbox"/> | <input type="checkbox"/> | |
| 29.1.6 | Assembly Point locations are clearly identified and are suitable and adequate for access, safety in use and numbers | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 29.1.7 | Evacuation Chairs are available and/or located on all levels | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 29.1.8 | Sufficient trained users are available, and practice use of the chair | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |
| 29.1.9 | Refuge Areas are provided and clearly identified including dedicated route. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There are no identified refuge areas within Smith House. Whg are currently implementing PEEPS for identified vulnerable customers this should be finalised in the coming months. |
| 29.1.10 | Refuge areas have communications which are routinely tested | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |

| | | | | |
|---------|---|--------------------------|---|--|
| 29.1.11 | A suitable lift is identified and available for use during evacuation. | <input type="checkbox"/> | ✓ | |
| 29.1.12 | The Emergency procedures / signs make reference to the use of evacuation chairs / lifts / refuges | <input type="checkbox"/> | ✓ | |

30 Emergency plan, threat procedure and fire fighting plan

| 30.1 | Areas to Assess | Yes | No | Assessor Comments |
|--------|---|-------------------------------------|-------------------------------------|---|
| 30.1.1 | There is a detailed Emergency Plan available and known to Occupiers | <input type="checkbox"/> | <input checked="" type="checkbox"/> | WMFS to co ordinate when applicable |
| 30.1.2 | A Firefighting Plan containing property specific information is provided and immediately accessible | <input type="checkbox"/> | <input checked="" type="checkbox"/> | WMFS to co ordinate when applicable, Gerda boxes installed and are to be populated in the coming weeks. |
| 30.1.3 | The Firefighting Plan is regularly reviewed and contains current information including floorplans | <input type="checkbox"/> | <input checked="" type="checkbox"/> | WMFS to co ordinate when applicable, As above |
| 30.1.4 | The property location is easily recognised externally by the Fire and Rescue Service | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| 30.1.5 | Persons are nominated and trained to respond to fire | <input type="checkbox"/> | <input checked="" type="checkbox"/> | The age profile of this block suggests that some of the customers may have mobility and sensory impairments. Smith House is a residential building and not staffed, therefore customers must ensure they take necessary fire precautions within their flat and regularly familiarise themselves with whg's "stay safe" policy and fire safety guidance. |
| 30.1.6 | A Person is nominated to liaise with the Fire and Rescue Service | <input type="checkbox"/> | <input checked="" type="checkbox"/> | |

31 Photographic references -

| PHOTO REF 01 | REPORT REF | PHOTO REF 02 | REPORT REF |
|--------------|------------|--------------|------------|
| | | | |
| PHOTO REF 03 | REPORT REF | PHOTO REF 04 | REPORT REF |
| | | | |