

**Fire Risk
Assessment 2021
Review**
Woodhall House
Woodhall Street
Bloxwich
WS3 3JH



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1 Introduction

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 on this block will be completed once every a year.
- 1.1.2 This Fire Risk Assessment has been prepared and presented by Senior Building Surveyor on the 2nd May 2019, the second annual review was carried out on the 13th April 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, 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 the published date.

2 Record of Assessments

Date of Assessment	Reason for Assessment	Comments	Name of Assessor
02.05.2019	FRA review and renewal	Re assessment on new format	Steve Lister
Date published 02.05.2019			
Date for review 02.05.2020	Annual review, during the COVID-19 pandemic.	<p>Annual review carried out 08/04/2020 during the COVID-19 lockdown.</p> <p>Individual flats were not part of this review.</p> <p>Contractors are on site installing external wall insulation and internal fire doors/AOV system following recommendations from the last FRA. The community facility is currently being used by the contractors as a site office.</p>	Steve Lister
Review date 13/04/2021	Annual review.	<p>Annual review carried out 08/04/2020 during the COVID-19 lockdown.</p> <p>Individual flats were not part of this review.</p> <p>Contractors are on site installing external wall insulation and internal fire doors/AOV system following recommendations from the last FRA. The community facility is currently being used by the contractors as a site office.</p>	Steve Lister

3 Property Overview

Brief Description of Property & Construction	<p>Woodall House is a 7-storey system built block situated off Woodall Street Bloxwich Walsall. It was built for the local authority in 1962.</p> <p>Woodall House is accessed off Field Road Bloxwich via a one way system. (Rear of Asda supermarket)</p> <p>All floors are serviced by two staircases which terminate at the east and west elevations. Each floor consists of 4 flats. Each floor contains 4 individual dwellings, all 2 bedroom flats.</p> <p>Woodall House has 1 lift</p>				
No of Floors	7	No of Staircases	2	Approximate Floor Footprint Area (sq. m)	317m ²
No of Basement levels	0	Location and Use of stairs	Two staircases which terminate at the east and west elevations.	Occupancy	Residential.
Area covered by this Assessment	<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.</p> <p>The assessment has been carried out following the Local Government guidance "Fire Safety in purpose-build block of Flats" and PAS 79 -2 2020 (a type 4 survey has been carried out)</p> <p>The areas covered within this assessment are communal areas, community room, bin storage rooms, service cupboards, dry risers, flat entrance doors, escape routes along with the external perimeters around the building.</p> <p>The community facility is currently being used by the contractor as a site office. Risk assessment from the contractors have been supplied and are available in the FRA folder.</p>				

Evacuation Strategy	<p>The property is a hi-rise residential block. Fire warning systems are provided within the block and they are connected to Dual-Com systems. Localised automatic detection is 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.</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.</p>
Property Safety Strategy	<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>
Fire Scenario	<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 residential properties 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	Director of 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	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
Whg 100 Hatherton Street Walsall WS1 1AB	Woodall House Woodall Street Bloxwich WS3 3JH	Residential	<5	Unknown	<5
Persons at Risk	Location	Activity	Reason and Numbers		
			Sleeping	Disability	Remote Location

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 LOW	Common parts of Woodall House are sterile and free from flammable materials.
Risk to Property	Risk to property is assessed as LOW .	Recent works have included new FD 30s front fire door set's, replacement communal FD 60s fire doors.
Risk of Fire	Risk of accidental fire is assessed as LOW .	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	The type 4 survey identified possible issues within each dwelling where the original Se Duct (gas appliance air intake) may breach the dwellings vertically. (see actions)
Residual Risks	There are no residual risks identified	
Overall Summary	The overall grading for this block has been as LOW . 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 maintain or further 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 completed once every 12 months.	Any changes e.g. Use, Tenant profile, structural alterations or other change may affect the outcomes of this assessment 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

7 Findings and action plans – High Priority

Report and Photo Reference	Significant findings	Urgent Action Required	Target Date for Remedial Work	Corrective Action Completed	Service area
7.1.1	<p>Ground floor rear exit; This was blocked off by a contractor replacing the stepped access. There was no signage present. Reported to Neighbourhood Services during the visit.</p>	<p>Ensure all non whg contract works are properly managed and appropriate warning and signage is used before and during works. For noting.</p>	22/04/2021		NC (Neighbourhood Contracts)
7.1.2	<p>Electrical condition report (Visual); The current certificate located expired on the 6th of April 2021.</p>	<p>Provide a valid condition certificate</p>	22/04/2021	Undertaken 13/04/2021	ET (Electrical Team)
7.1.3	<p>Final exit doors; New final exit doors have been installed; I am unable to establish if the doors default to open when the fire alarm is activated.</p>	<p>Provide conformation/evidence that the new door entry system defaults to open in the event of an alarm activation</p>	22/04/2021	07/05/2021 VIA EMAIL	NC (Neighbourhood Contracts) PMO (Programme Management)

7.1.4	Emergency Lighting; There is no valid EM Lighting certificate available, last one expired on the 6 th April 2021	Provide a valid certificate.	22/04/2021	Undertaken 13/04/2021	ET (Electrical Team)
7.1.5	Lift; There is no valid lift testing/maintenance certificate available.	Provide a valid testing certificate	22/04/2021	01/05/2021	NC (Neighbourhood Contracts)

8 Findings and action plans – Medium Priority

Report and Photo Reference	Significant findings	Prompt Action Required	Target Date for Remedial Work	Date Corrective Action Completed	Service area
8.1.1 Photo Ref	All floors; Fire compartmentation and decoration works were in progress during this inspection, fire safety signage was missing/loose on the floors.	Ensure all fire signage (temporary/permanent) is clearly placed throughout the refurbishment works.	31/05/2021		PMO (Programme Management)
8.1.2					

9 Findings and action plans – low priority and recommendations

Photo Reference Report and	Significant findings	Long Term Action Required	Target Date for Remedial Work	Corrective Action Completed	Service area
9.1.1	Dwelling type 4 survey; With the redundant se duct still within the individual dwellings, a type 4 survey of a sample of flats should be carried out and report produced.	Undertake a type 4 survey (PAS 79-2 2020) and provide a report of the findings.	26/07/2021		ST (Surveying Team)
9.1.2	General; Customers with visual/hearing and mobility impairments will require a Personal Emergency Evacuation Plan (PEEP)	Carry out PEEP's to all vulnerable customers.	26/07/2021		TS (Tenancy Services)

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 the customers within Woodall House is mixed there may be residents that will have mobility and sensory impairments. Woodall 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 introducing PEEP's for customers that may have vulnerabilities. This is due to roll out in the coming months. (Hamilton and Woodall are pilot blocks)
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 contract's manager/officers where applicable. whg have no control over non contracted whg services or customers visitors to the block. There is currently a block refurbishment programme in place at this block. Soltherm SMS are the principle contractor. Fire risk assessments are available within the FRA folder for reference.

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 type="checkbox"/>	The age and mobility profile of the customers within Woodall House is mixed there may be residents that will have mobility and sensory impairments. Woodall 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. PEEP's are currently being considered for residents in this block.
12.1.2	Fire evacuation procedures consider disabled personnel	<input type="checkbox"/>	✓	The age and mobility profile of the customers within Woodall House is mixed there may be residents that will have mobility and sensory impairments. Woodall 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. PEEP's are currently being considered for residents in this block.
12.1.3	'Disability specific' signs are in place e.g. to indicate wheelchair routes to refuge areas etc	<input type="checkbox"/>	✓	There are no dedicated refuge areas or Disability specific signage within Woodall House. PEEP's are currently being considered for residents in this block.
12.1.4	The need to support the evacuation of visually impaired persons has been considered and procedures established	<input type="checkbox"/>	✓	The age and mobility profile of the customers within Woodall House is mixed there may be residents that will have mobility and sensory impairments. Woodall 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. PEEP's are currently being considered for residents in this block.
12.1.5	Hearing impaired occupants can readily identify the fire warning system actuation.	<input type="checkbox"/>	✓	As 12.1.4
12.1.6	People with Cognitive disorders have been considered, procedures established and people informed	<input type="checkbox"/>	✓	As 12.1.4

11 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 checked="" type="checkbox"/>	<input type="checkbox"/>	All gas appliances have been removed from within this building, a new communal heating system has been installed in an adjacent building.
13.1.5	Space heating method is appropriate	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There are no heating appliances within the common parts of Woodall House.
13.1.6	No Smoking signs are visible	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Signage has been removed for re decoration but will form part of the new wayfinding signage to be installed on completion of the works.
13.1.7	Suitable provisions are made for smokers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Customers may smoke within their own flat but smoking is not allowed in the common parts of Woodall House.
13.1.8	There are signs of breaches of policy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
13.1.9	There is lightning or earthing control	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The block 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"/>	I:\Bloxwich Trust\Bloxwich Central\Block Woodall House\Fire Safety Assessment\FRA 2021\Woodhall House - 2021 Lightning Protection Height Safety Inspection Report.pdf
13.1.11	Contractors are regularly monitored during work	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Contractors are monitored by the relevant contract's manager/officers where applicable. whg have no control over non contracted whg services or customers visitors to the block. PMO contracts Officers are monitoring current refurbishment works.
13.1.12	Contractors work methods are pre-approved (hot work permits, SSOW)	<input type="checkbox"/>	<input type="checkbox"/>	All whg contractors are to provide risk and method statements prior to works. No hot works are allowed in Woodall 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 type="checkbox"/>	
14.1.2	Communal electrical equipment is operated by time switches	✓	<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 type="checkbox"/>	There are no portable communal electrical items.
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"/>	✓	
14.1.5	The fixed electrical installation in the communal area is checked regularly in accordance with current IEE Regulations	<input type="checkbox"/>	✓	There was no valid electrical condition report available, the last cert expired 06/04/2021
14.1.6	Records of testing are maintained and available	<input type="checkbox"/>	✓	Unable to locate electrical certification for the electrical inspections.
14.1.7	Defects noted during testing have been rectified	<input type="checkbox"/>	<input type="checkbox"/>	Unable to comment.
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 type="checkbox"/>	

14.2 Solar PV Panels

14.2	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	<p><u>Compliance with fire safety legislation</u></p> <p>Has a suitable and sufficient fire risk assessment been undertaken in compliance with the Regulatory Reform (Fire Safety) Order 2005 (or equivalent legislation in Scotland and Northern Ireland) or been reviewed following the installation of PV panels?</p>	<input type="checkbox"/>	<input type="checkbox"/>	
14.2.3	<p><u>Fire safety management</u></p> <p>Are windblown litter and leaves not allowed to accumulate, especially around or beneath PV panels?</p>	<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?	<input type="checkbox"/>	<input type="checkbox"/>	

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"/>	There are no recorded fires at this block within the 12 months prior to this assessment
15.1.2	All incidents have been investigated and recorded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	False alarms are recorded and monitored by Baydale Contractors
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 site and / or property is effectively controlled	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Woodall House benefits from a secure door entry system controlled by the customers.
15.1.7	There is CCTV or physical monitoring	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Woodall 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"/>	
15.1.9	Gates / perimeter access points are suitably protected to prevent unauthorised access but permit egress	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

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"/>	
16.1.2	Fuel sources and ignition sources are kept Apart	✓	<input type="checkbox"/>	
16.1.3	There are significant potential sources of Fuel	<input type="checkbox"/>	✓	
16.1.4	There are accumulations of unnecessary combustible materials or waste	<input type="checkbox"/>	✓	
16.1.5	Soft furnishings have compliant upholstery Finishes	<input type="checkbox"/>	✓	The community facility is currently being used by the contractor for a site office.
16.1.6	There are sources of Oxygen or supporters of combustion, apart from ambient air	✓	<input type="checkbox"/>	Given the age profile of the customers within Woodall 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. Peeps will identify any customers on medical oxygen
16.1.7	There are potential sources of dust ignition	✓	<input 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 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"/>	whg manage any asbestos within the building in accordance with the Control of Asbestos Regulations 2012 Regulation 4. (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.

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 type="checkbox"/>	<input checked="" type="checkbox"/>	
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 current programme of works includes completing all compartmental breaches, works are currently in progress.
18.1.3	The basement (where present) is separated from the ground storey by 30 minutes FR construction (minimum)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	There is a void below this block that is accessed via a locked metal/concrete access trap within the floor of the ground floor communal area. The floor access lid is concrete.
18.1.4	The risk of Fire Spread is effectively controlled	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A type 4 survey (PAS 79-2 2020) has been requested to a sample of flats.
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 type="checkbox"/>	<input checked="" type="checkbox"/>	Woodall House is currently being clad with a Rockwool insulation slab with a silicone render finish.
18.1.9	As built cladding specifications and completion certification are available	<input type="checkbox"/>	<input type="checkbox"/>	N/A
18.1.10	The cladding meets Building Regulations Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

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 type="checkbox"/>	All communal fire doors were inspected along with a sample of customer front doors. Individual door identification (numbering is currently in progress)
19.1.2	Corridor smoke-control doors are provided where necessary	✓	<input type="checkbox"/>	All landing/stairs/dry riser and service cupboards have been replaced with FD60s fire doors.
19.1.3	Fire and smoke-control doors are in good condition, tight fitting to and free from distortion	✓	<input type="checkbox"/>	As above
19.1.4	Smoke stop and intumescent seals are present, and in good condition	✓	<input type="checkbox"/>	
19.1.5	Self-closing devices are present and functional and engage with the latch	✓	<input type="checkbox"/>	
19.1.6	Where double doors are present, they close in line and have a selector where necessary	✓	<input type="checkbox"/>	
19.1.7	The door threshold gap is consistent and doesn't foul the floor covering	✓	<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 type="checkbox"/>	
19.1.9	Fire and smoke-control doors are indicated by signs	✓	<input type="checkbox"/>	
19.1.10	Glazing panels are fire rated, undamaged with fire rated framework	✓	<input type="checkbox"/>	All glazed panels now provide 60 minute insulation and integrity.
19.1.11	Automatic self-closing devices/hold open devices are present	<input 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"/>	✓	Current signage has been removed due to redecoration of the communal areas, new way finder signage is to be installed on completion of the work.
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"/>	<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 rear exit door was cordoned off at the time of this inspection, contractors were advised to install suitable temporary signage.
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"/>	✓	Signage required

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"/>	<input checked="" type="checkbox"/>	The rear exit from the community room leads to a fenced garden, the escape lock to the main gate is inoperable. Currently access is restricted to the main contractor and operatives.
20.1.13	Where required and appropriate, panic fastenings are fitted to the final exit doors	<input type="checkbox"/>	<input type="checkbox"/>	
20.1.14	All panic fastening methods of use are indicated e.g. 'Push Bar/Pad to Open'	<input type="checkbox"/>	<input type="checkbox"/>	
20.1.15	Non-standard securing devices are present on final exit doors with their method of operation clearly displayed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Woodall House has electromagnetic door securing devices installed that disengage in the event of a fire alarm activation
20.1.16	Where non-standard securing devices are fitted, they are appropriate for the likely users	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
20.1.17	Where fitted, magnetic locks release automatically on fire alarm actuation and/or have manual override	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The final exit doors are not interconnected. Fireman's switch will override 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"/>	<input checked="" type="checkbox"/>	Unable to establish how new final exit doors have been installed. Action raised.
20.1.19	Internal corridor escape routes are protected where necessary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
20.1.20	Inner rooms are protected by auto detection or vision panels	<input type="checkbox"/>	<input type="checkbox"/>	
20.1.21	Protected stairwell escape routes are provided	<input checked="" type="checkbox"/>	<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"/>	<input checked="" type="checkbox"/>	Existing floor coverings have been removed leaving small trip hazards to the top nosing of all stairs, this has been raised with the Contract Manager on site to install high vis tape etc. (Neil Harrison)
20.1.23	Handrails are provided on stairs and are in good condition	<input checked="" type="checkbox"/>	<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"/>	
20.1.26	The internal Emergency Escape Lighting is in good repair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
20.1.27	Emergency Escape Lighting is regularly tested in accordance with BS5266, findings and corrective works recorded	<input type="checkbox"/>	<input checked="" 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"/>	<input checked="" type="checkbox"/>	Contractors had blocked off the rear exit.
21.1.2	External escape routes are regularly monitored and maintained to ensure continuing availability for use	<input checked="" type="checkbox"/>	<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"/>	<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"/>	<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"/>	<input type="checkbox"/>	
21.1.6	Records of examination of stairs are maintained and available	<input type="checkbox"/>	<input type="checkbox"/>	
21.1.7	Stair treads and handrails are in good condition	<input type="checkbox"/>	<input type="checkbox"/>	
21.1.8	External escape routes are adequately lit by mains powered lighting			
21.1.9	The external mains lighting control is automatic Where not, the control switch is clearly identifiable	<input type="checkbox"/>	<input type="checkbox"/>	
21.1.10	Emergency Escape Lighting is provided along external escape routes	<input type="checkbox"/>	<input type="checkbox"/>	
21.1.11	External Emergency Escape Lighting is in good repair	<input type="checkbox"/>	<input type="checkbox"/>	

21.1.12 External Emergency Escape Lighting is regularly tested and findings recorded

22 Firefighting 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"/>	
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	✓	✓	
22.1.4	Extinguisher security tags are present	<input type="checkbox"/>	<input type="checkbox"/>	Lift motor room
22.1.5	Portable Firefighting Equipment positions are clearly indicated by signs where necessary and accessible on exit routes	<input type="checkbox"/>	<input type="checkbox"/>	
22.1.6	Portable Firefighting Equipment is annually tested to BS5306 -3 2009 and results recorded	✓	<input type="checkbox"/>	Lift motor room only, certificate is unclear.
22.1.7	Access for Fire and Rescue is satisfactory	✓	<input type="checkbox"/>	Off Field Road Bloxwich
22.1.8	A fire hydrant is in close proximity to the building	✓	<input type="checkbox"/>	Front of the building
22.1.9	It is clearly marked and freely available	<input type="checkbox"/>	✓	This is on the public footpath adjacent to the front entrance.
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 firefighting 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 2006, servicing records are available, appropriate and current	<input checked="" type="checkbox"/>	<input type="checkbox"/>	I:\Bloxwich Trust\Bloxwich Central\Block Woodall House\Fire Safety Assessment\FRA 2021\Woodall House Dry Riser 20210208.pdf

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"/>	New AOV system has been installed as part of this block refurbishment
24.1.2	The system is maintained, servicing records are available, appropriate and current	✓	<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 firefighting shafts

25.1	Areas to Assess	Yes	No	Assessor Comments
25.1.1	A firefighting/evacuation lift is provided	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
25.1.2	It is clearly indicated as a firefighting/evacuation lift	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The lift has a manual override switch adjacent to the lift on the ground floor
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"/>	No valid certificate available
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"/>	✓	Community room only, request to enhance this has been made to install additional call point adjacent to the front door.
26.1.2	The alarm sound is uniform, clearly identifiable and audible throughout the property	✓	<input type="checkbox"/>	
26.1.3	Call points are sited appropriately, available and readily identifiable	<input type="checkbox"/>	✓	Additional call point and signage has been requested for the community room.
26.1.4	The warning system contains sensory warning devices including visual and aural stimuli	✓	<input type="checkbox"/>	
26.1.5	Automatic Detection is provided throughout the property	✓	<input type="checkbox"/>	
26.1.6	The automatic detection type is appropriate for the identified risks	✓	<input type="checkbox"/>	
26.1.7	The Fire Warning system is connected to an Alarm Receiving Centre (ARC)	<input type="checkbox"/>	<input type="checkbox"/>	All activations are dialled through to whg's alarm ARC to notify the fire service and alarm contractor Baydale
26.1.8	The Testing regime is in accordance with BS5839 and results recorded	✓	<input type="checkbox"/>	
26.1.9	Automatic detection is tested in accordance with BS5839 and results recorded	✓	<input type="checkbox"/>	I:\Bloxwich Trust\Bloxwich Central\Block Woodall House\Fire Safety Assessment\FRA 2021\Woodall House Fire Alarm cert 20210317.pdf
26.1.10	A zone plan is available at the Control Panel	✓	<input type="checkbox"/>	The plan consists of a detailed list of zones not a plan layout

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 type="checkbox"/>	
27.1.2	The Responsible Person is identified	✓	<input type="checkbox"/>	
27.1.3	They meet regularly and communication is effective	✓	<input type="checkbox"/>	A fire safety group meets on a monthly basis to discuss operational and strategic fire safety issues. A customer engagement strategy is currently being developed.
27.1.4	There has been a recent Fire and Rescue Service inspection	✓	<input type="checkbox"/>	
27.1.5	Improvement notices have been served	<input type="checkbox"/>	✓	
27.1.6	Improvement Notices/ inspection results have been actioned and completed	<input type="checkbox"/>	<input type="checkbox"/>	
27.1.7	There are previous Fire Risk Assessments	✓	<input type="checkbox"/>	
27.1.8	Previous assessment findings have been actioned and completed	✓	<input type="checkbox"/>	Undertaken annually
27.1.9	Risks to Occupants identified in the FRA have been notified to them	<input type="checkbox"/>	<input type="checkbox"/>	whg intend to publish the findings of this risk assessment to all customers in Woodall House following its 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"/>	
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 type="checkbox"/>	
29.1.2	Emergency Evacuation Procedure Notices include a floor plan layout	<input type="checkbox"/>	<input type="checkbox"/>	
29.1.3	The procedures identify how the Fire and Rescue Service is to be summoned	<input type="checkbox"/>	<input type="checkbox"/>	The age and mobility profile of the customers within Woodall House is mixed; there may be residents that will have mobility and sensory impairments. Woodall 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.
29.1.4	The Evacuation Procedures consider disability with reference to the evacuation chairs / lifts / refuges	<input type="checkbox"/>	✓	PEEP's need to identify vulnerable customers and provide options for safe evacuation where appropriate.
29.1.5	Evacuation Drills are carried out frequently and results recorded	<input type="checkbox"/>	<input type="checkbox"/>	See 29.1.4
29.1.6	All employees / occupiers participate	<input type="checkbox"/>	<input type="checkbox"/>	See 29.1.4
29.1.7	Assembly Point locations are clearly identified and are suitable and adequate for access, safety in use and numbers	<input type="checkbox"/>	<input type="checkbox"/>	See 29.1.4
29.1.8	Evacuation Chairs are available and/or located on all levels	<input type="checkbox"/>	<input type="checkbox"/>	See 29.1.4
29.1.9	Sufficient trained users are available, and practice use of the chair	<input type="checkbox"/>	<input type="checkbox"/>	See 29.1.4
29.1.10	Refuge Areas are provided and clearly identified including dedicated route	<input type="checkbox"/>	<input type="checkbox"/>	See 29.1.4

29.1.11	Refuge areas have communications which are routinely tested	<input type="checkbox"/>	<input type="checkbox"/>	See 29.1.4
29.1.12	A suitable lift is identified and available for use during evacuation.	<input type="checkbox"/>	<input type="checkbox"/>	See 29.1.4
29.1.13	The Emergency procedures / signs make reference to the use of evacuation chairs / lifts / refuges	<input type="checkbox"/>	<input type="checkbox"/>	See 29.1.4

30 Emergency plan, threat procedure and firefighting 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 type="checkbox"/>	WMFS to co ordinate when applicable, whg promote a stay safe policy to customers.
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. The installation of a new Gerder box with relevant information will address this issue. Building Safety strategy for this block is currently under development.
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
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 type="checkbox"/>	The age and mobility profile of the customers within Woodall House is mixed; there may be residents that will have mobility and sensory impairments. Woodall 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
<u>Woodall House FRA</u>		<u>Woodall House FRA</u>	
PHOTO REF 03	REPORT REF	PHOTO REF 04	REPORT REF
<u>Woodall House FRA</u>		<u>Woodall House FRA</u>	

