



Fire Risk Assessment


Shepherds Court

8th October 2015



Section One: Details of Premises – All questions on this page are compulsory

| | | | | | |
|--|--|-------------------------------------|------------------|--------------------------|-------------------|
| LBHF Ward | Addison | | | | |
| UPRN number (unique property reference number) | B20603 | | | | |
| Name of Premises (known as) | Shepherds Court | | | | |
| Full Address of Premises | Shepherds Court, 21 Shepherds Bush Green, London W12 8PN | | | | |
| Date of this Fire Risk Assessment | 8/10/2015 | | | | |
| Date of Last Fire Risk Assessment | 14/6/2012 | | | | |
| Next Scheduled Review Date | Annual (Tick) | <input checked="" type="checkbox"/> | Bi-annual (Tick) | <input type="checkbox"/> | Tri-annual (Tick) |
| Reason for this review date i.e. Scheduled review, significant change, incident, or receipt of fire notice | Scheduled review | | | | |


| | |
|---|--|
| Director with overall responsibility for Fire Safety: | Executive Directors |
| Name of senior management within LBHF | None |
| Name and role of (premises) responsible person assisting in this Fire Risk Assessment | None |
| Name and role (Surveyor/PMC) completing this Fire Risk Assessment. | Roger Thorogood |
| Assessors Signature: |  |

| | | | |
|--|-----------------------------|---|------------|
| Type of premises: <i>e.g. Sheltered, Residential Care Home</i> | Residential / General Needs | Is the roof void accessible by stairs or ladder | No |
| Total Number of floors | 20 | Approximate age of premises | 50 YEARS + |
| Is there a Basement, if yes what is it used for | No | Was the premises purpose built | YES |
| Total Number of Beds, Flats or bedsits | 102 | How are many lifts and/or stair lifts are on site | 2 |
| Total Number of internal staircases available for use in an escape | 1 | Does the premises have an external escape stairs | No |
| Total number of final exits (including the main entrance) | 2 | Is the premises staffed 24/7 | No |

| | | | |
|--|------------------|---|------|
| Approximate number of staff on site during the day (State if no staff are present) | No staff Present | Approximate number of staff on site during the night. | None |
| Approximate number of other people on site: | n/a | Times the premises are in use: | 24/7 |

| | | | |
|---|---------------|---|-----------------|
| Areas of the premises covered by this fire risk assessment: (e.g. <i>all or communal only</i>) | Communal Only | Areas of the premises excluded from this Assessment | Residents Flats |
|---|---------------|---|-----------------|

| | |
|---|-----|
| Details of Local Fire and Rescue Service: | LFB |
| Date of last Fire Inspection (if known) | N/K |

| Construction details: | Shepherds Court is a purpose built block of flats of concrete frame with brick infill's. It has a flat roof with the lift motor rooms and water tank rooms in housed on top. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-----------------------|---|-------|-------|-------|------|-----|---|---|------|-------|---|---|-------|-------|---|---|-------|-------|---|----|-------|-------|----|----|-------|-------|----|----|-------|-------|----|----|-------|-------|----|----|-------|--------|----|--|--|
| Premises Layout | <p>There are two internal passenger lifts and one internal staircase. Flats are located off a permanently ventilated lobby to the staircase. Six flats are accessed at each level from the 3rd to the 19th. The stairs lead down to the main entrance lobby. On the ground floor the electrical intake cupboard. Shops occupy ground and first floor levels.</p>  <table><tr><th>FLAT</th><th>FLOOR</th><th>FLOOR</th><th>FLAT</th></tr><tr><td>1-6</td><td>3</td><td>4</td><td>7-12</td></tr><tr><td>13-18</td><td>5</td><td>6</td><td>19-24</td></tr><tr><td>25-30</td><td>7</td><td>8</td><td>31-36</td></tr><tr><td>37-42</td><td>9</td><td>10</td><td>43-48</td></tr><tr><td>49-54</td><td>11</td><td>12</td><td>55-60</td></tr><tr><td>61-66</td><td>13</td><td>14</td><td>67-72</td></tr><tr><td>73-78</td><td>15</td><td>16</td><td>79-84</td></tr><tr><td>85-90</td><td>17</td><td>18</td><td>91-96</td></tr><tr><td>97-102</td><td>19</td><td></td><td></td></tr></table> | FLAT | FLOOR | FLOOR | FLAT | 1-6 | 3 | 4 | 7-12 | 13-18 | 5 | 6 | 19-24 | 25-30 | 7 | 8 | 31-36 | 37-42 | 9 | 10 | 43-48 | 49-54 | 11 | 12 | 55-60 | 61-66 | 13 | 14 | 67-72 | 73-78 | 15 | 16 | 79-84 | 85-90 | 17 | 18 | 91-96 | 97-102 | 19 | | |
| FLAT | FLOOR | FLOOR | FLAT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1-6 | 3 | 4 | 7-12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13-18 | 5 | 6 | 19-24 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25-30 | 7 | 8 | 31-36 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 37-42 | 9 | 10 | 43-48 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 49-54 | 11 | 12 | 55-60 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 61-66 | 13 | 14 | 67-72 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 73-78 | 15 | 16 | 79-84 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 85-90 | 17 | 18 | 91-96 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 97-102 | 19 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Outstanding Tasks | <p>Critical: 0 High: 0 Medium: 5 Low: 11</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Section Two: Guidance Notes

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Scope of Assessment

This FRA has been carried out on behalf of the 'Responsible Person' in accordance with Article 9 of the requirements of the Regulatory Reform (Fire Safety) Order 2005 (FSO). The purpose of this report is to provide an assessment of the risk to life from fire in this premise and where appropriate, to identify significant findings to ensure compliance with fire safety legislation as obliged observing current best practice, providing a minimum fire safety standard. This report reflects the fire safety standards identified during inspection and does not address the risk fire may pose to property or business continuity.

In order to carry out this fire risk assessment the assessor has used their professional expertise, judgement and guidance contained in the British Standards Institute's publicly available specification (PAS 79: 2012), the Department for Communities & Local Government guidance, 'Fire Safety Risk Assessment - Sleeping Accommodation' and Local Authorities Coordinators of Regulatory Services (LACORS) 'Housing Fire Safety' guidance. Which provides best practice guidance on fire safety provisions in England for certain types of existing housing; as well as the Local Government Association (LGA) Guidance 'Fire safety in purpose-built blocks of flats'.

The aim of the fire risk assessment process is not necessarily to bring an existing building up to the standard expected for a new building, constructed under current legislation. Rather, the intention is to identify measures which are practicable to implement in order to provide a reasonable level of safety for people in and around the premises.

Information for the completion of this assessment was obtained by a physical type 1 survey, in compliance with LBHF policy and for the purpose of satisfying the FSO. The inspection of the building is non-destructive. The fire risk assessment will consider the arrangements for means of escape and so forth that will include examination of at least a sample of flat entrance doors. It also considers, so far as reasonably practicable, the separating construction between the flats and the common parts without any opening up of construction; however, in this type of survey, entry to flats beyond the area of the flat entrance door, is not involved as there is normally no automatic right of access for freeholders. If your premises have been designed and built in line with modern building regulations (and are being used in line with those regulations), your structural fire precautions should be acceptable. While every effort is made to inspect fire compartmentation & fire separating elements of buildings, dependant on accessibility, including roof spaces, voids and service risers, to assess the integrity, comments reflect reasonable assumption.

Unless there is reason to expect serious deficiencies in structural fire protection – such as inadequate compartmentation, or poor fire stopping – a type 1 inspection will normally be sufficient. Where doubt exists in relation to these matters, the action plan may recommend that one of the other types of fire risk assessment be carried out or that further investigation be carried out by specialists. (Any such recommendation would be based on identification of issues that justify reason for doubt.)

The FRA includes an Action Plan that sets out measures to enable the Responsible Person to achieve this benchmark risk mitigation level, satisfy the requirements of the FSO and to protect Relevant Persons (as defined in Article 2 of the FSO), from the risks of fire.

Section Three: Risk Score

Likelihood: Low

Consequence: Moderate

Risk: Tolerable Risk

Review Date: 8-10-2016

| Likelihood | Potential Consequence | | |
|------------|-----------------------|------------------|------------------|
| | Slight Harm | Moderate Harm | Extreme Harm |
| High | Moderate Risk | Substantial Risk | Intolerable Risk |
| Medium | Tolerable Risk | Moderate Risk | Substantial Risk |
| Low | Trivial Risk | Tolerable Risk | Moderate Risk |

Likelihood

Low Unusually low likelihood of fire as a result of negligible potential sources of ignition.

Medium Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Consequence

Slight Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).

Moderate Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme Significant potential for serious injury or death of one or more occupants.

Section Four: Fire Risk Assessment

Where it is considered that further action is necessary, (e.g. to establish the contact details of an organisation that occupation of the premises is shared with), this must be recorded in the final column. A corresponding summary of actions must also be included in the “Summary of Significant Findings and Plan for Action”.


1. Impact of Fire on Others

The fire risk assessment for the building must not be considered in isolation. The consequences of a fire may impact on other parties, this could include other building users, adjoining properties, the local community and the local environment.

| 1.0 | IMPACT OF FIRE ON OTHERS | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Further Action? Yes / No |
|-----|---|--------------|---|--------------------------------|
| 1.1 | Are the premises shared with other people or organisations? <i>Provide details; contact name, address, telephone number etc.</i> | No | Residence use only | No |
| 1.2 | If the Premises are multi-occupied do you have any control over the shared means of escape? | N/A | Residence use only | No |
| 1.3 | Do you consider the premises presents an environmental risk in the event of a fire? <i>E.g. Is it in close proximity to a river bank?</i> | No | Not near an area of environmental concern | No |
| 1.4 | Do you consider the premises as important to local or national heritage, e.g. a listed building or set within a conservation area? | No | | No |
| 1.5 | Do you consider that any serious damage to the premises would have a significant impact on the local community? | Yes | This is a residency for a number of people therefore any fire would have an impact on the community | No |

2. Persons Who May Be at Particular Risk

| 2.0 | PERSONS WHO MAY BE AT PARTICULAR RISK | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|------|---|--------------|---|------------------------|--------------------------------|
| 2.01 | Are there any staff considered as “lone workers”? | Yes | Cleaners and caretakers but not full time on premises | L | No |
| 2.02 | Are staff required to work or located in remote areas of the premises? | Yes | From time to time they might need to | L | No |
| 2.03 | Are staff required to work in areas at particular risk from fire, (e.g. kitchen staff)? | No | This is a residential property not a work place | L | No |
| 2.04 | Does the building contain domestic / privately occupied rooms or apartments? | Yes | Domestic properties not covered by this risk assessment only communal areas | L | No |
| 2.05 | Do persons live within the building without access to on-site staff assistance? (nights/weekends etc.) | Yes | No staff on site | L | No |
| 2.06 | Is the premises used or otherwise accessed by members of the public? | Yes | Visitors of residence | L | No |
| 2.07 | Is there any staff or residents known to have a significant disability? Who may have difficulty evacuating the premises in an emergency without assistance? If so what is their | No | This risk assessment only covers communal areas not residents and inside their flats. If LBHF is aware of tenant(s) with an | L | Not at this stage |

| | | | | | |
|------|---|-----|--|---|-------------------|
| | dependency level? i.e. Independent, Dependent: Highly Dependent etc. | | impairment appropriate measures should be put in place. LBHF have "Housing Floating Report" as a means as of assessing tenants who may have potential problems or issues. | | |
| 2.08 | Is there any staff or residents known to have a significant learning difficulty? If so do they understand the evacuation procedure? | No | This risk assessment only covers communal areas not residents and inside their flats. If LBHF is aware of tenant(s) with an impairment or difficulty appropriate measures should be put in place | L | Not at this stage |
| 2.09 | Are there any staff or residents who may be at risk due to their young age or inexperience? | No | This risk assessment only covers communal areas not residents and inside their flats. If LBHF is aware of tenant(s) with an impairment appropriate measures should be put in place | L | Not at this stage |
| 2.10 | Is staff aware of individual resident's emergency arrangements and of their part in the procedures? | No | There are no staff on site. | L | No |
| 2.11 | Are residents / visitors made aware of fire emergency procedures for the premises? Are there arrangements in place to include visitors? | YES | Fire action notices displayed in the property  | L | No |


3. Ignition Sources

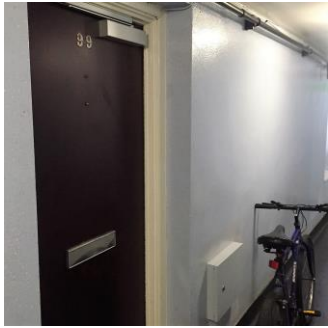
| 3.0 | FIRE HAZARD Sources of Ignition | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|------|--|--------------|--|------------------------|--------------------------------|
| 3.01 | Are there suitable smoking arrangements for these premises? | N/A | Smoking not allowed outside of their own flats | L | No |
| 3.02 | Are "No Smoking" signs displayed at each entrance? | Yes | | L | No |
| 3.03 | Are suitable arrangements in place for smokers i.e. demarcated smoking areas, provision of suitable receptacles etc. | N/A | N/A | L | No |
| 3.04 | Are portable heaters in use within the building? | No | No portable heaters seen at time of inspection | L | No |

| | | | | | |
|------|--|-----------|--|---|-----|
| 3.05 | Are all fixed heaters fitted with suitable guards? | N/A | No fixed heaters in communal areas | L | No |
| 3.06 | Are all boiler systems and other heating systems and devices regularly maintained? | N/A | No Communal heating system | L | No |
| 3.07 | Are all other systems that operate with a naked flame regularly maintained? | N/A | None on site | L | No |
| 3.08 | Are tumblers driers subject to regular de-fluffing and have a maintenance procedure in place? | N/A | N/A | L | No |
| 3.09 | Where "gas tumble" driers are installed what was the last service date? | N/A | N/A | L | No |
| 3.10 | Where applicable, are systems in place (Hot permits to work) when naked flames are used by contractors on site? | Yes | Hot works may be carried out during the LBHF maintenance and refurbishment of the common area of the premises. It is expected that any such work will be authorised by management and be carried out by approved contractors following a risk assessment of the task. Where deemed appropriate, a Hot Work Permit will be required | L | No |
| 3.11 | Has fixed electrical wiring been subject to a safety inspection within the past five years in accordance with BS7671 2001 (17 TH Edition Wiring Regulations). | Not Known | No information available on site | M | Yes |
| 3.12 | Are electrical sockets overloaded? i.e. double plugs, overuse of extension leads etc. | N/A | N/A | L | No |
| 3.13 | Is there a process in place to regularly inspect, portable electrical equipment owned by LBHF? | N/A | No requirement for electrical equipment. | L | No |
| 3.14 | Is there a process in place to regularly inspect, portable electrical equipment owned by the client? (CQC requirement) | N/A | N/A | L | No |
| 3.15 | Are all escape routes kept clear of electrical items? (e.g. electric scooters /hoists being recharged) | Yes | | L | No |
| 3.16 | Is a passenger/service lift installed If so what type is it? | Yes | Passenger | L | No |
| 3.17 | Does the site have a stair or wheelchair lift? | N/A | N/A | L | No |
| 3.18 | Is there an Arson risk? i.e. evidence of vandalism, appropriate storage for waste etc. | Yes | Security against arson is considered reasonable only in the context of this style and type of building. The building is provided with controlled access doors to the main entrance. No evidence was seen of any evidence of arson. | L | No |
| 3.19 | Is any cooking carried out in the premises? If so what facilities are provided? | N/A | Cooking will take place within individual domestic dwellings within the block. | L | No |
| 3.20 | Where extraction systems are installed are "filters" subject to regular cleaning etc. | N/A | N/A | L | No |
| 3.21 | Where commercial cooking facilities are provided is there a suppression system installed? | N/A | N/A | L | No |
| 3.22 | Is a lightning protection system installed? If so is it free from obvious defects and is it periodically tested? | Yes | Lightning protection system is fitted. | L | Yes |

| | | | | | |
|------|-----------------------------|----|--------------------------------------|---|----|
| | | | No testing information was available | | |
| 3.23 | Other sources of ignition : | No | | L | No |

4. Sources of Fuel

| 4.0 | FIRE HAZARD Sources of Fuel / Combustible items | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|------|---|--------------|---|------------------------|-----------------------------|
| 4.01 | Are there any Oxygen (O2) cylinders on site? | No | | L | No |
| 4.02 | Are oxygen cylinders stored safely in accordance with current BOC guidance & identified? | N/A | N/A | L | No |
| 4.03 | Are combustible materials, flammable liquids, oxidising agents & gases stored safely and isolated from ignition sources? | Yes | Nothing seen on the day of assessment | L | No |
| 4.04 | Do all furnishings in communal areas comply with the Furniture & Furnishing (Fire Safety) Regulations 1988 and labelled accordingly? | N/A | General needs property | L | No |
| 4.05 | Are Textiles, furnishings i.e. curtains fire retardant (Where applicable)? | N/A | General needs property | L | No |
| 4.06 | Does the site have adequate / appropriate external containers for rubbish and recycling waste and are they kept away from the premises? I.e. at least 6 – 8m. | Yes | | L | No |
| 4.07 | Is the external of the premises free from disposed household items and other rubbish? | Yes | Nothing seen on the day of assessment | L | No |
| 4.08 | Are Bin Chutes and hoppers present? Are they free of issues and fitted with smoke seals? | Yes | | L | No |
| 4.09 | Are there any combustible materials covering substantial wall / ceiling areas? >10% | No | Nothing seen on the day of assessment | L | No |
| 4.10 | Are there any notice boards on escape routes if so are they appropriate? | Yes | Locked notice board  | L | No |
| 4.11 | Are the premises free of structural features that could promote the spread of fire / smoke? (E.g. Holes in walls or between floors in risers). | Yes | | L | No |
| 4.12 | Does the premises have a "mains" gas supply and the shut off easily identified and accessible | Yes | Individual supply's to flats only. | N | No |

| | | | | | |
|------|---|-----|---|---|-----|
| 4.13 | Has the mains gas supply and any associated equipment been the subject of a test and a "Gas safe" certificate provided? | N/K | Test certificate are required annually to each dwelling. LBHF has a program of carrying out Gas Safety Checks to all properties. There is no gas to the communal area. | L | No |
| 4.14 | Is the general standard of housekeeping within communal areas & stores satisfactory? | No | <p>Overall the property is in average condition at the time of inspection. Items need to be removed from communal areas.</p>  | L | Yes |

5. Active Fire Protection Systems


| 5.0 | CURRENT ARRANGEMENTS Fire Protection Systems | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|------|--|--------------|---|------------------------|--------------------------------|
| 5.01 | Is the premises provided with suitable means to raise an alarm in the event of fire? | NO | In line with normal practice for purpose built residential blocks designed to facilitate a 'defend in place' evacuation strategy there is no need for communal automatic fire detection and alarm system to be fitted in the building. Such a system is not normally required for purpose built residential blocks and is not required under the Building Regulations 2000, other than to activate any automatic opening vents, however, no such systems are provided in this building. | L | No |
| 5.02 | If an alarm system is installed is it adequate / appropriate? State Category of Alarm installed i.e. L1, L2, LD2 etc. (Care should be addressable) | N/A | N/A | L | No |
| 5.03 | Are Main Fire & repeater panels installed on the premises? | N/A | N/A | L | No |
| 5.04 | Are there sufficient smoke/heat detectors provided in all common areas? | N/A | N/A | L | No |
| 5.05 | Is there smoke/heat detection in individual rooms? offices / bedrooms/flats? | N/K | Flats have smoke detectors fitted, typically heat detector in kitchen and smoke detector in the landing | L | No |
| 5.06 | Are adequate Manual call points provided? | N/A | N/A | L | No |


| | | | | | |
|------|---|-----|--|---|----|
| 5.07 | Are Manual call points (where fitted) clearly visible, indicated & unobstructed and appropriately located? | N/A | N/A | L | No |
| 5.08 | Are Manual call points DDA compliant? i.e. 1.4m +/- 200mm? | N/A | N/A | L | No |
| 5.09 | Is the Fire alarm tested in accordance with BS5839 Part 1 2013 or BS5839 Part 6 2004? | No | Part 6 is applicable. Flats have smoke and heat detectors. A functional test is carried out when the CP12 annual gas inspection is done and if necessary batteries replaced. LBHF ask tenants to test their detectors regularly and call if they have any concerns. | N | No |
| 5.10 | Are bells or sounders provided to give warning of fire? | N/A | N/A | L | No |
| 5.11 | Is a "zone" plan available to support the Main panel information on actuation of the Fire alarm? | N/A | N/A | L | No |
| 5.12 | Is all testing and maintenance recorded within the fire log book and signed? | N/A | N/A | L | No |
| 5.13 | Are the premises provided with an automatic smoke extraction / ventilation system linked to the fire alarm system? | No | | L | No |
| 5.14 | Do protection systems (Emergency lighting/Fire panel) have back up power supply for use in the event of a loss of mains power (e.g. battery)? | Yes | Emergency lighting is non maintained with integral batteries in fittings | L | No |
| 5.15 | Is the alarm audible in all parts of the building particularly in areas such as the kitchen and laundry? (Consider use of a visual signal or increase intensity to 5db above background noise). | N/A | N/A | L | No |
| 5.16 | Does the site generate UWFs? If so how many? | N/A | N/A | L | No |
| 5.17 | Are measures in place to prevent / reduce and investigate Unwanted Fire alarm activations? (Refer to Fire Log Book) | N/A | N/A | L | No |
| 5.18 | Is a "cause & effect" developed for the premises? | N/A | N/A | L | No |
| 5.19 | Is the building linked to an automatic Receiving Centre i.e. "Redcare" or Help line facility? | N/A | N/A | L | No |
| 5.20 | Where staff is available can they be summoned if the fire alarm activates? i.e. pager etc. | N/A | N/A | L | No |

6. Means of Escape

It may also be necessary to undertake a specific risk assessment relating to the needs of those individuals or groups who may be unable to evacuate from the building independently by developing a Personal Emergency Evacuation Plan (PEEP)

| 6.0 | CURRENT ARRANGEMENTS Means of Escape | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|------|--|--------------|---|------------------------|--------------------------------|
| 6.01 | Are escape routes clearly identified and correctly signed? i.e. Running Man pictogram and arrow. | Yes | Suitable signage has been fitted to all areas but are not required. | L | No |


| | | | | | |
|------|---|-----|--|---|-----|
| 6.02 | Are final exits clearly signed? I.e. running man pictogram and external "Fire Escape – Keep Clear" notice? | Yes | | L | No |
| 6.03 | Are all internal fire doors signed "Fire Door – Keep Shut" or "Fire Door Keep Clear"? As appropriate. | Yes | | L | No |
| 6.04 | Do escape routes lead in different directions to a place of relative safety? | Yes | | L | No |
| 6.05 | Are internal fire doors kept shut or fitted with automatic self-closing devices that are regularly tested? | Yes | All fire doors are fitted with door closers but not subject to regular testing. | L | Yes |
| 6.06 | Do all self-closing fire doors close fully onto the rebate of the door frame, or together in the case of double doors? | No | Some doors on the central staircase are not closing correctly and need adjusting according by BMTRADA qualified tradesman | L | Yes |
| 6.07 | Do all final exit doors open outwardly? (Cognisance must be taken of the numbers of persons occupying the building).i.e.<60 | Yes | | L | No |
| 6.08 | Can all final exits be easily opened without the use of a key? | Yes | Final exit doors OK, push button release | L | No |
| 6.09 | Are Push Bar to open signs and pictograms (or similar signs) fixed to doors with emergency fastenings? | N | Non fitted / not applicable | L | No |
| 6.10 | Do all doors on a key pad system disarm upon activating of the fire alarm / mains failure (where applicable) | Yes | | L | No |
| 6.11 | Can all final exit doors be easily and immediately opened from the inside by anyone who may need to use them? | Yes | Push button to release with fail safe opening on power failure | L | No |
| 6.12 | Are escape routes at least 1 m wide for staircases / 1.2 m wide for corridors & minimum of 750mm for doors? | Yes | Exit route are suitable for the people on site who would need to use them in an emergency | L | No |
| 6.13 | Do the widths of escape routes appear adequate for the number of persons who may need to use them? | Yes | Exit route are suitable for the people on site who would need to use them in an emergency | L | No |
| 6.14 | Are corridors provided with adequate facilities to allow persons to reach a storey exit safely? | N/A | | L | No |
| 6.15 | Is the condition of the escape route suitable? i.e. free from trip hazards etc. | Yes | <p>Security grills fitted to some flat doors. These grills are not recommended by the London Fire Brigade.</p> <p>Due the layout of the central core and the fact that there are two routes to gain access to the escape stairs these grills do not necessarily prevent safe means of egress.</p>  | L | No |

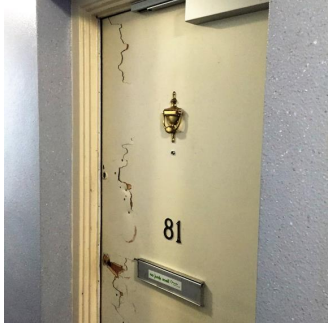

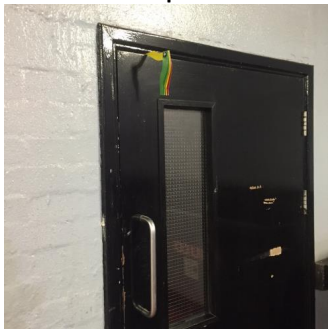
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| 6.16 | Are suitable refuges provided? | No | Not applicable | L | No |
| 6.17 | Are external fire escapes (where fitted) free from slip hazards i.e. subject to regular maintenance etc. | No | Not applicable | L | No |
| 6.18 | Are final exit doors clear of external obstructions i.e. Parked cars, waste bins etc. are "hatched areas provided? | Yes | | L | No |
| 6.19 | Are travel distances excessive? i.e. single direction >18m etc. | No | Travel distances are acceptable | L | No |
| 6.20 | Are there any "Dead – end" conditions? | No | None | L | No |
| 6.21 | Are there any "inner rooms" identified? Is the escape from the inner room acceptable? | No | None | L | No |
| 6.22 | Are protected stairs adequate and protected with fire resisting construction throughout their length? | Yes | | L | No |
| 6.23 | Areas where smoke ventilation is expected: | Yes | Staircases/Lobby's | L | No |
| 6.24 | Staircase smoke ventilation | Yes | <p>Permeant cross ventilation on each floor</p> <p>Smoke ventilation shaft.</p>  | L | No |
| 6.25 | Is smoke ventilation reasonable and free from any obvious defects? | No | <p>As identified in the previous risk assessment of the 14.6.12</p> <p>Two natural smoke shafts are provided within the lobbies to the stair at each floor level, which there are concerns about and are discussed furtheron.</p> <p>1. Natural smoke shaft The original design included a natural smoke shaft that serves all lobbies. It runs vertically the</p> | L | Yes |


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| | | <p>entire length of the building and provided a means of natural ventilation to this area via louvers to each level. Inlet air is provided at basement level via a horizontal shaft. The shaft runs to the roof, where smoke would exhaust. In the 1960s it was believed that due to the buoyancy of smoke, it would ventilate into the shaft and exhaust at roof level. Modern guidance has changed due to research. This research found that smoke cools and becomes less buoyant. Within a shaft like this one, smoke may cool when rising inside the shaft and eventually begin to sink downwards. There is therefore risk of smoke compromising floor levels above the floor of fire origin, as every floor has openings to the shaft. It is also noted that the shaft was once used to route the incoming gas pipework. It is noted that new gas pipework now runs externally of the building.</p> <p>2. Conclusion Currently the means of escape arrangement is not considered adequate, the risk posed by the open smoke shaft, is considered to warrant alteration.</p> <p>3. Recommendations There are two options that H&F Homes should consider in order to make the means of escape adequate.</p> <p>1. As permanent ventilation is already provided in the lobbies via grills to the external air, it is recommended that the smoke shafts in the lobbies are stopped up at each opening on each floor level using fire resisting construction.</p> <p>2. Maintain original design - Reverting back to the original design is an option, however the smoke shaft must be altered to prevent smoke spread between floors. AOVs should be provided to the natural smoke shaft, with</p> | | |
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| | | | <p>associated detection, in order to ensure smoke will not compromise floor levels above the floor of fire origin.</p> <p>Associated detection should, in no circumstances be fitted with fire alarms or manual call points, the detection would purely be provided to open vents into the shafts.</p> | | |
|--|--|--|--|--|--|

7. Fire Doors


| 7.0 | CURRENT ARRANGEMENTS Fire Doors | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|------|--|--------------|---|------------------------|-----------------------------|
| 7.01 | Are all Fire Doors / door sets installed & maintained to an appropriate standard? ie. BMTRADA or BWF scheme. | No | <p>Fire doors on central escape staircase are in poor condition, poorly fitted and in need to servicing.</p>  <p>Flat</p> <p>front doors are a mixture of notional FD30 doors. From an external inspection the majority are all in fair /good condition however some are in need of replacing.</p> | L | No |

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| 7.02 | Are all Fire doors opening onto the means of escape fitted with intumescent strip & cold smoke seals? | No | no intumescent seals fitted | L | No |
| 7.03 | Are all Fire doors fitted with a positive hydraulic self-closing device? | No | Guidance note 62.23 in the Fire Safety in Purpose Built Flats details that all flat front doors that open onto a staircase must be fitted with door closer. Some doors have been fitted with closers but not all. | M | Yes |
| 7.04 | Do all fire doors close effectively against the door stop? | Yes | External inspection only | L | No |
| 7.05 | Are the Fire doors free from damage and in a good state of repair? | No | Damaged flat front doors which require repair/replacement 30,40, 71, 81  | M | Yes |
| 7.06 | Is the "gap" between the door leaf excessive i.e. >3mm? | Yes | FD60 fire doors to bin stores and central escape staircase  | M | Yes |
| 7.07 | Is the gap at the base of the door >10mm? | No | External inspection only | L | No |
| 7.08 | Is the Fire Door provided with a minimum of three hinges? (CE identification?) | Yes | External inspection only on staircase doors | L | No |
| 7.09 | Is a "vision panel" included in the communal fire door structure? (Min 0.1m2) | Yes | Georgian wire fire rated glazing fitted Vision panel is not correctly installed and fire rating is compromised. | M | Yes |

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| 7.10 | Are any Fire Doors fitted with a "vent?" If so what type. | No | Not applicable | L | No |
| 7.11 | Is there a programme of maintenance in place for all fire doors? | No | Not known | L | No |
| 7.12 | Are Fire Doors wedged open? | No | | L | No |
| 7.13 | Are all doors on escape routes capable of being used effectively in an emergency? | Yes | No issues noted on inspection | L | No |

8. Structural (Passive) Protection including Provisions for the Protection of Fire-fighters

| 8.0 | CURRENT ARRANGEMENTS Structural (Passive) Protection | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|------|--|--------------|---|------------------------|--------------------------------|
| 8.01 | Do the premises contents present a significant risk to the fire service in the event of a fire? | NO | Simple premises | L | No |
| 8.02 | Has any work taken place (or is proposed) that affects the fabric of the building i.e. passive protection (compartmentation) | N/A | None that are obvious | L | No |
| 8.02 | Have any issues been identified with compartmentation? | No | It is considered that the concrete slab and brick construction will provide the required fire separation. However this form of construction is subject to general building conditions of age, incorrectly installed or maintained services or works which can lead to smoke or fire spread. For this standard of construction we deem this risk to be medium to low and have recommended a compartmentation /detection solution to meet that risk. Any riser within the building requires inspection for fire stopping between floors. These risks are continually monitored through post fire investigation and internal inspection when void. The common part external walls are in a good order but it was not possible to confirm the fire integrity of | L/M | No |

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| | | | compartment walls and floors within individual flats. | | |
| 8.04 | Are Cavity barriers provided within voids? i.e. for areas >20m | N/A | | L | No |
| 8.05 | Are there any combustible materials covering substantial wall / ceiling areas i.e. more than 10% | No | | L | No |
| 8.06 | Does the building contain "suspended" ceilings | No | | L | No |
| 8.07 | Are there damaged or missing ceiling tiles? | No | | L | No |
| 8.08 | Are all fire doors to an appropriate standard? (See 7.01) | Yes | | L | No |
| 8.09 | Are electrical cupboards and other hazard rooms adequately protected with fire resisting construction? | No | Electrical cupboard door is notionally to an FD30 standard. | L | No |
| 8.10 | Are the Fire Resisting separating floors / walls of the building in good condition? | Yes | As far as can be established on an external inspection | L | No |
| 8.11 | Is there adequate / appropriate "fire stopping" to maintain compartmentation? NB Not foam. | No | Excessive use of non-fire rated foam has been used in the electrical riser between floor.  | L | Yes |
| 8.12 | Where pipe-work or cable carriers penetrate a compartment wall are Intumescent collars / pillows provided | Yes | As far as good be seen from the external inspection of accessible areas | L | No |
| 8.13 | Does the compartmentation extend above the ceiling to the underside of the floor above? | N/A | | L | No |
| 8.14 | Are roof voids adequately separated to prevent the passage of smoke? (Where applicable) | N/K | Roof void was not inspected on this type 1 survey. | L | No |
| 8.15 | Where necessary are "Fire / Smoke Dampers" provided? | N/K | | L | No |
| 8.16 | Are "Dumb" waiters or other unprotected vertical shafts / ducts located within the structure that might compromise compartmentation? | N/A | NONE FITTED | L | No |
| 8.17 | Are Ducts separated at each floor level where they penetrate compartment floors? | N/A | NONE SEEN | L | No |
| 8.18 | Are all circulation spaces and escape routes lined with materials that provide "Class 0" surface spread of flame? | Yes | Water based emulsion on walls only | L | No |
| 8.19 | Is there evidence of Asbestos in the building? | No | Nothing noted | L | No |

9. Emergency / Escape Lighting

| 9.0 | CURRENT ARRANGEMENTS Emergency / Escape lighting | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|------|---|--------------|---|------------------------|-----------------------------|
| 9.01 | Are the premises equipped with a suitable & sufficient emergency lighting system (Internal / External) to allow for safe evacuation from all areas? | Yes | Emergency lighting is fitted throughout communal areas and escape routes. | L | No |
| 9.02 | Is the Emergency lighting tested, maintained & recorded in accordance with BS5266 Part 1 2011? | N/K | Testing of emergency lighting is unknown. | L | Yes |

10. Means for Fighting Fire

| 10.0 | CURRENT ARRANGEMENTS Manual Fighting Fire | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|-------|---|--------------|---|------------------------|-----------------------------|
| 10.01 | Are sufficient numbers of appropriate fire extinguishers provided at each floor level and by each final exit door? i.e. minimum of 2 per floor unless it is an upper floor of < 100m ² and appropriate to the risk | No | None fitted | L | NO |
| 10.02 | Are fire extinguishers clearly visible, fixed to walls at the correct height or on stands and unobstructed? | n/a | None fitted | L | No |
| 10.03 | Are suitable signs placed above the fire extinguishers to denote their type and application? | n/a | None fitted | L | No |
| 10.04 | Are the fire extinguishers regularly serviced? (Annually) In accordance with BS5306 | n/a | None fitted | L | No |
| 10.05 | Are fire blankets provided within kitchens? | n/a | None fitted | L | No |
| 10.06 | Is the premises provided with a suppression system (sprinkler/misting/foam or gas) | n/a | None fitted | L | No |
| 10.07 | Does the suppression system provide 100% coverage/ | n/a | None fitted | L | No |
| 10.08 | Is the suppression system installed correctly, serviced annually in accordance with manufacturers or current guidance? | n/a | None fitted | L | No |
| 10.09 | Are there any Hose-reels in place? | n/a | None fitted | L | No |
| 10.10 | Are there any wet / dry risers installed? Are they maintained / tested? | Yes | Dry riser fitted. No details of any test records. | L | Yes |
| 10.11 | Is adequate information on the premises available for fire-fighters on arrival? – e.g. site plans, building information, dry risers, etc. | Yes | Building layout will not cause fire fighters issues of layout | L | No |
| 10.12 | Are “external” fire hydrants available for Fire & Rescue Service use? | Yes | | L | No |

11. Fire Procedure, Emergency Plan & Management responsibilities

| 11.0 | CURRENT ARRANGEMENTS | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|-------|--|--------------|--|------------------------|--------------------------------|
| 11.01 | Is there a suitable Emergency Evacuation Strategy in place appropriate for the premises? | Yes | Stay Put | L | No |
| 11.02 | Does the Fire Procedure for the building include actions to be taken in the event of discovering a fire? | Yes | As detailed on the fire action notice | L | No |
| 11.03 | Does the Fire Procedure for the building include actions to be taken on hearing the Fire Alarm? | No | Not Applicable, no alarm system, general needs building | L | N |
| 11.04 | Does the Fire Procedure for the building include how and who is to contact the fire service? | Yes | As detailed on the fire action notice | L | No |
| 11.05 | Are Fire Action notices displayed on each floor and at each Manual call point? | No | Not Applicable, no alarm system, general needs building | L | No |
| 11.06 | Are Fire Action notices provided in private living accommodation (If necessary)? | No | Communal areas only | L | No |
| 11.07 | Are emergency evacuation plans written and communicated to all staff? | N/A | Fire action notices only | L | No |
| 11.08 | Does the emergency plan cover investigating the fire alarm prior to calling the fire service? | N/A | General needs block | L | No |
| 11.09 | What type of evacuation procedure is in place for these premises? i.e. simultaneous, progressive etc. | Yes | Stay Put | L | No |
| 11.10 | Are staff aware to adopt a progressive horizontal evacuation procedure (where applicable) i.e. moving to an adjacent compartment & placing 2 doors between the fire and premises occupants | N/A | General needs block No LBHF Staff | L | No |
| 11.11 | Are staff aware that rooms immediately above the fire need to be evacuated also (where applicable) | N/A | General needs block No LBHF Staff | L | No |
| 11.12 | Where staff is available on site – Are Fire Marshals appointed & trained to assist with evacuations? | N/A | General needs block No LBHF Staff | L | No |
| 11.13 | Is the designated assembly point situated in a safe location away from the building and clearly identified? | N/A | General needs block | L | No |
| 11.14 | Does the procedure include the safe evacuation of disabled persons, visitors, contractors etc.? | N/A | General needs block | L | No |
| 11.15 | Are evacuation aids provided? | N/A | General needs block | L | No |
| 11.16 | Has all staff been trained in the use of evacuation aids? | N/A | General needs block | L | No |
| 11.17 | Is there a need for “specialist” training in the event of an emergency evacuation i.e. vertical evacuation equipment | N/A | General needs block | L | No |
| 11.18 | Do the premises occupiers pose a risk to Fire Fighters? i.e. violent, aggressive behaviour etc. | No | | L | No |
| 11.19 | Is there clear access to mains gas / electricity shut off? | Yes | | L | No |
| 11.20 | Are all utility services clearly identified? | No | Electricity Cupboard needs labelling, | L | Yes |
| 11.21 | For unstaffed premises are suitable arrangements in place for silencing and re-setting the fire panel? | N/A | General needs block | L | No |

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| 11.22 | Are Management including premises occupants fully aware of the fire safety features provided and their purpose? | N/A | General needs block | L | No |
| 11.23 | Are Fire Safety records maintained and up to date? | NK | All details are held at LBHF offices | L | Yes |
| 11.24 | Is the premises fire log book available & up to date? | No | All details are held at LBHF offices | L | No |
| 11.25 | Are records maintained for maintenance and servicing of fire safety equipment? | N/A | None on site | L | No |
| 11.26 | Are regular checks of escape routes and exit doors carried out and recorded? | No | Annual fire risk assessment and Housing Management Officer visits only. | L | No |
| 11.27 | Has the premise any outstanding recommendations following an inspection / audit by the Fire & Rescue Service? | No | | L | No |
| 11.28 | Are any outstanding Enforcement notices served on the premises by the Fire & Rescue Service? | No | | L | No |

12. Staff Training

| 12.0 | CURRENT ARRANGEMENTS Staff Training | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|-------|--|--------------|--|------------------------|--------------------------------|
| 12.01 | Is fire safety training included as part of induction training for all new employees & recorded? | N/A | General Needs Block | L | No |
| 12.02 | Are there procedures in place for regular refresher training for all staff? (e.g. fire drills) | N/A | General Needs Block | L | No |
| 12.03 | Are evacuation drills carried out at regular intervals, (every six months including night staff)? | N/A | General Needs Block | L | No |
| 12.05 | Has all staff participated in an evacuation drill? If not are procedures in place to ensure they attend one. | N/A | General Needs Block | L | No |
| 12.06 | Has an evacuation exercise been conducted? If so what was the last date. Provide a summary of the exercise in the significant details. | N/A | General Needs Block | L | No |
| 12.07 | Are people with specific fire safety duties (e.g. Fire Marshals) provided with suitable training to perform those duties? | N/A | General Needs Block | L | No |
| 12.08 | Are nominated staff (Fire Marshals) trained in the correct use of fire extinguishers? | N/A | General Needs Block | L | No |
| 12.09 | Are the findings of the fire risk assessment available to all staff / relevant groups or people? | N/A | General Needs Block | L | No |
| 12.10 | Are records maintained to evidence and support staff training? | N/A | General Needs Block | L | No |
| 12.11 | Is all staff aware of the method & location of mains gas /electricity shut off points? | N/A | General Needs Block | L | No |
| 12.12 | Is all staff aware of the "shut off" procedure for suppression systems? (Where applicable) | N/A | General Needs Block | L | No |

13. Provisions for the Access of Fire appliances

| 13.0 | CURRENT ARRANGEMENTS (Access for the Fire & Rescue Service) | YES NO/NA | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|-------|--|--------------|--|------------------------|-----------------------------|
| 13.01 | Is there reasonable space and access for fire service appliances to approach the premises? | Yes | Adequate access available | | No |
| 13.02 | Are the means of enabling fire-fighters, once they have entered a building, to reach any point within that building in the shortest possible time, including the provision of fire-fighting lifts / shafts if appropriate? | Yes | No access issues for fire fighters | | No |
| 13.03 | Are there any specific facilities? | No | Entrance door override | | No |
| 13.04 | Is there adequate provision or facilities to release, or extract, smoke and heat from the building or site? i.e. Natural / mechanical ventilation, Mechanical extraction etc. | Yes | Natural Ventilation | | No |
| 13.05 | Are adequate water supplies for firefighting available? i.e. local hydrants, open water etc. | Yes | Hydrants | | No |

14. Any Other Related Issues

| 14.0 | SITE SPECIFIC ISSUE OR CURRENT ARRANGEMENTS | SIGNIFICANT DETAILS Enter a comment against each question | Fire Risk L / M / H | Further Action? Yes / No |
|-------|--|--|------------------------|-----------------------------|
| 14.01 | Is there evidence of surface mounted plastic trunking? | No | L | No |
| 14.02 | Where surface mounted cables are evident do they comply with BS 5839 Part 1 2013 26 (f) below: Methods of cable support should be non-combustible and such that circuit integrity will not be reduced below that afforded by the cable used, and should withstand a similar temperature and duration to that of the cable, while maintaining adequate support. NOTE 8 In effect, this recommendation precludes the use of plastic cable clips, cable ties or trunking, where these products are the means of cable support. NOTE 9 Experience has shown that collapse of cables, supported only by plastic cable trunking, can create a serious hazard for fire fighters, who could become entangled in the cables. | N/A | L | No |

Summary of Significant Findings and Action Plan.

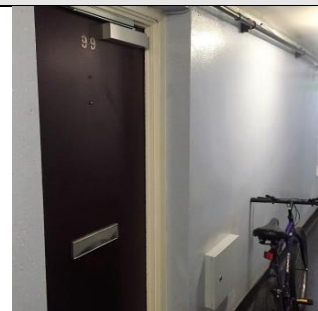
Completion of Actions

- When detailing actions, it is essential that a named individual is delegated as having responsibility for ensuring the task has been done and that a due date is set for completion.
- All persons detailed as having a responsibility for an action must be provided with a copy of this form
- The persons named on the front page of this assessment as having undertaken this FRA have a responsibility for ensuring that this action plan section is kept up to date.

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|------|--|-----------|-----------------|-------------------------|
| 3.11 | 5 Year electrical test certificate label is out of date. Planned maintenance to supply test records | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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| | Photo | | | |

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| 3.22 | Lightning Protection system test information is required. No label on the earthing strap. Planned maintenance to provide up to date test documentation | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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| | Photo | | | |


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|------|---|-----------|-----------------|-------------------------|
| 4.14 | Housekeeping General letter to be sent to all tenants regarding the importance of keeping all communal areas and escape routes free of all items | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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| | Photo | | | |





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|--------------|--|-----------|-----------------|-------------------------|
| 6.05 6.06 | A full service of all fire doors to be carried out to ensure that all doors close fully and correctly in accordance with BMTRADA guidelines. Repairs to be notified of all doors on fire escape stairs as these need to be adjusted properly to ensure that all doors open easily and close fully. Doors must be adjusted to close properly without slamming. Instruction to repairs for attendance of Mitie to carry out repairs to doors as detailed above. | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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|------|---|-----------|-----------------|-------------------------|
| 6.25 | Ventilation. As detailed in section 6.25 following the original FRA guidance has been taken as to the best course of action. There is now a plan in place to fit automatic smoke dampers to all grills which will be controlled by smoke detectors and an intelligent fire alarm control panel. No completion date has yet been set for this project. | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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| 7.03 | Guidance note 62.23 in the Fire Safety in Purpose Built Flats details that all flat front doors that open onto a balcony/lobby must be fitted with door closer. Doors inspected, none had closers fitted. Door closers to be fitted as an interim measure if the doors are not being replaced within 6 months. | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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|------|---|-----------|-----------------|-------------------------|
| 7.05 | Flat front doors that are damaged and not providing the required period of resistance. These doors need to be repaired or replaced subject to the inspection of a BMTRADA approved tradesman. | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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| 7.06 | Fire doors in all communal areas are poorly fitted and have excessive gaps. Full service and repair of doors is required. | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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| 7.09 | Vision panels within fire doors are damaged and the door integrity compromised. Glass to be fitted and sealed correctly. To be included within the service and repair of all doors within the building. | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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| 8.11 | Fire stopping Fire stopping in the electrical cupboards between floors has been done using a non-fire rated product. This is to be removed and sealed with approved fire stopping (Rockwool or equal) and carried out by an approved contractor and certified on completion. | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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| 9.02 | Need to establish that there is a suitable testing procedure in place for Emergency Lighting. Maintenance contractor to provide evidence of PPM and testing that has been carried out. | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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| | Photo | | | |
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| 10.10 | Dry Riser testing details and certification to be confirmed. Planned Maintenance company to provide all records. | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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| 11.20 | Electrical cupboards on all levels need labelled correctly. | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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| | Photo | | | |
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|-------|---|-----------|-----------------|-------------------------|
| 11.23 | Fire Safety Records to be provided to risk assessor for verification. | | | |
| | Action taken | Date Done | New Risk Rating | Signed off as complete: |
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