



ACCENT HOUSING - FIRE RISK ASSESSMENT



Region :	North West
Scheme Name :	1-31 Woodtop
Scheme Address :	Harcourt St Burnley BB11 5AR
Date of Assessment:	29/01/2026
Date of Next Assessment:	29/01/2027
FRA Frequency:	Annual Re-Assessment under the Regulatory Reform (Fire Safety) Order 2005
Fire & Safety Assessor	Ian Potter FIFireE DipFD

This Fire Risk Assessment has been conducted upon the instruction of Accent Housing.

Scheme Details		1-31 Woodtop
Region:	North West	
Scheme Name:	1-31 Woodtop	
Site Address:	Street:	Harcourt St
	Town:	Burnley
	Post Code:	BB11 5AR
Block & Asset No.	Block 1-31, Ass No 9041	
Date of this Assessment	29/01/2026	
Date of Next Review	29/01/2027	
Fire Risk Assessment Frequency	Annual	
Purpose of Fire Risk Assessment	Annual Re-Assessment under the Regulatory Reform (Fire Safety) Order 2005	
Fire & Safety Assessor	Ian Potter FIFireE DipFD	
Director of Customer Experience	John Place	
Housing Partner Manager	Louise Leatherbarrow	
Contract Manager	Karen Anthony	
Scheme Manager/Customer Partner	Jonathan Melvin	
Other staff in attendance	None	
Use of Building	Category 2 Independent Living	
Approximate Number of occupants	30	
Occupancy Profile	Elderley	
Familiarity of the occupants	Fully Familiar	
Likely state of the Occupants	Sleeping Familiar	
PEEPs in place where necessary	Yes	
Number of on-site Accent staff	Scheme Manager weekdays	
Number of other (non-Accent) staff	Contract cleaners in common areas	
Support Agency (Supported Housing)	N/A	
Current Evacuation Strategy.	Dual system Communal full evacuation flats stay put(Stay Safe)	
Evidence that residents have been notified of the evacuation procedure	Fire Evacuation notices displayed in common areas and in place	
History of fires in the building	None	
Scope of Assessment	Type 1 (Common Parts Only - Non Destructive)	
Applicable Fire Safety Guidance	Specialised housing guide	

Building Details	1-31 Woodtop
Construction Date	1979
Construction Type	Joisted or Load Bearing Masonry (Traditional)
Roof Finish	Pitched-Clay Tile
External Wall Finish	Brick
Are there any areas of external wall cladding	No
Are there any balconies	No
Conversion or purpose-built	Purpose Built
Number of flats (self-contained)/rooms (HMOS, shared houses)	30
Number of storeys above ground Not including Basements	Three
Number of storeys below ground	None
Is there a habitable basement?	No
Number of internal Staircases per Block (protected or unprotected?)	Four-Protected
Number of External Staircases per Block	None
External Balcony part of escape route?	No
Unusual features	None
Building complexity	Simple
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations
Surroundings: Residential/Commercial	Residential
Fire Provision Currently in Place	
Fire Detection and Warning System	Flats and common areas not linked
Grade of fire alarm (Flats)	Grade D
Category of fire alarm (Flats)	LD3 Minimum Protection
Grade of fire alarm (Communal)	Grade A
Category of fire alarm (Communal)	LD1 Maximum Protection
Additional Comments:	
Evacuation Alert System (EAS)	Not Fitted
Additional Comments:	
Emergency Lighting Provision	Mixed System Common Areas
Additional Comments:	
Portable Fire Extinguishers	Dry Powder
	Carbon Dioxide
	Fire Blanket
Additional Comments:	
Fixed Fire Fighting Installations	None fitted
Additional Comments:	

Significant Findings - Fire						
1-31 Woodtop					29/01/2026	
Action Ref:	Potential Area of Fire Risk	Yes-No-N/A	Observation/Comments/ Actions Required	Risk Rating	Target Completion Date	Referred To:
Fire Hazards						
1	Electrical Sources of Ignition:					
1.1	Electrical Installation within common areas (Fixed Wiring, sockets, switches, light fittings) in good condition and no obvious damage	Yes	All common area sockets and fittings in a satisfactory condition at the time of inspection	.		
1.2	Valid Electrical Installation Condition Reports held on file.(Common Areas)	Yes	Valid communal area EIC Reports uploaded to property file all In date at time of inspection Last Inspection Date 1st July 2025 Satisfactory	.		
1.3	Valid Electrical Installation Condition Reports held on file. (General Needs Flats)	N/A	ILS	.		
1.4	Electrical App/PA Testing - all portable appliances tested within past 12 months	Yes	Pat testing carried out on communal appliances 11/08/25	.		
1.5	Absence of trailing leads and adapters	Yes	None seen within the communal areas	.		
1.6	Mobility Scooters - Stored/charged in common areas, purpose built store/resident flat	Yes	No scooters were seen stored or charged in the communal areas at the time of inspection. No dedicated scooter store on site	.		
2	Smoking:					
2.1	Are there any risks associated with smoking in the building?	No	Smoking is not allowed within the communal areas. Smoking is only permitted within flats. There are smoking signs present within the communal areas.	.		
3	Arson:					
3.1	Adequate security against arson?	Yes	All external doors secure. Main door on fob entry system. CCTV in use.	.		

3.2	Is there an absence of unnecessary fire load in close proximity to building?	No	Old furniture and rubbish stored in external area adjacent to the building. SHP to arrange removal.	Low	28/2/26	Specialist Housing Partner
4	Heating Installations (Portable/fixed) Gas Installations - Common Areas & General Needs Residential flats.					
4.1	If portable heaters are used, are there suitable controls?	N/A	There are no portable heaters within the communal area.	.		
4.2	Are fixed heating installations subject to regular maintenance?	Yes	Last test date 16/10/25	.		
4.3	Valid LGSC held on file for each residential flat that contains gas appliances.	N/A	Gas supply within the communal area. There is no gas supply to individual flats.	.		
5	Cooking:					
5.1	Are reasonable measures taken to prevent fires as a result of cooking?	Yes	Small domestic style communal kitchen. Used for making hot drinks. Only used very occasionally for warming food.	.		
5.2	Where there is extraction ventilation in communal kitchens are filters changed/cleaned and ductwork cleaned regularly?	N/A	Vent axia only	.		
6	Lightning Protection System:					
6.1	Does the building have a lightning protection system, If so, is it adequately maintained?	N/A	No lightning conductor system fitted	.		
7	Housekeeping:					
7.1	Is the standard of housekeeping adequate?	No	Internally, the housekeeping is to an excellent standard. Please see 3.2 for external area	.		
7.2	Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items.	Yes	None seen at time of inspection	.		
7.3	Are combustible materials separated from ignition sources and stored appropriately?	Yes	None seen at time of inspection	.		
7.4	Are unnecessary accumulations of combustible materials or waste avoided?	No	See 3.2 above	.		

7.5	Are hazardous materials stored appropriately (i.e. oxygen cylinders, flammable materials, explosive products, oxidising products, aerosols)	N/A	No evidence of hazardous materials stored on site			
8	Furniture/furnishings on escape routes and other communal areas:					
8.1	Furniture/furnishings in good condition, fire retardant and complies with 1988 Regulations.	Yes	All furniture in communal areas have appropriate labelling. Spot checked at time of inspection.			
9	Other Significant Fire Hazards:					
9.1	Are there other significant fire hazards that are inadequately controlled?	No	None seen at time of inspection			
Fire Protection Measures						
10	Means of Escape from Fire:					
10.1	Is it considered that the building is provided with reasonable means of escape in case of fire?	Yes				
10.2	Escape routes unobstructed and safe to use?	Yes	There were no obstructions on the means of escape at the time of inspection. All corridors and staircases clear.			
10.3	Exits easily and immediately openable where necessary, without a key?	Yes	Main exit door on electronic release connected to fire alarm. Other exit doors on panic bar.			
10.4	Reasonable distances of travel where there is a single/alternative direction of travel?	Yes	All with acceptable limits			
10.5	Escape routes lead to final exits and open in direction of escape where necessary?	Yes	All checked and openable at time of inspection.			
10.6	Do failsafe's on locked exit doors function correctly?	Yes	Tested as part of weekly fire alarm test by SHP			
10.7	Is it considered that the building is provided with reasonable arrangements for means of escape for disabled people?	Yes	All covered as part of PCFRA and subsequent PEEP's			
11	Measures to Limit Fire Spread and Development:					

11.1	Is it considered that the compartmentation is of a reasonable standard?	No	Breaches by pipes were found in the following riser cupboards: Adjacent to Flat 26 Adjacent to Flat 7 There is a hole where a cable has been removed between the ground floor corridor and the electrical room (see picture). Work order raised for fire stopping.1350473	Med	6/3/26	Building Safety Project manager
11.2	Is there reasonable limitation of surface finishes that might promote fire spread (walls, floors, ceilings)?	Yes	Reasonable limitation of all surfaces	.		
11.3	Are fire dampers/shutters provided in ducts/refuse chutes to protect means of escape against fire, smoke and combustion products?	N/A	None fitted within this scheme	.		
11.4	Compartmentation within roof spaces of a satisfactory standard?	Yes	From what could be observed from hatch level.	.		
11.5	Loft hatches fire resisting?	Yes	Checked	.		
11.6	Fire stopping above cross-corridor fire doors within suspended ceiling void of a satisfactory standard	Yes	No suspended ceiling	.		
11.7	Smoke Control Systems (AOV's) Are records of annual testing available?	N/A	No Automatic vents fitted at this scheme	.		
11.8	Roller shutter doors (fire resisting)	N/A	Not fitted at this scheme.	.		
11.9	Do the external walls, windows, balconies etc pose a risk of significant fire spread?	No	Standard construction	.		
12	Communal Area Fire Doors (Inspection to include - construction, hinges, closure devices, intumescent/smoke seal condition, glazing systems and maximum gaps between door and frame.					
12.1	Communal fire doors to FD30s standard and in a serviceable condition,	Yes	All checked and operating correctly	.		
12.2	"Fire door keep shut/locked" signage displayed on both sides of all applicable doors.	Yes	Several missing from Riser cupboard doors. All replaced by assessor at time of inspection	.		

12.3	Hold open devices operate at the sounding of the alarm and are in a serviceable condition	Yes	Kitchen door wedged open. Batteries replaced on Kitchen door dorgard by assessor at time of inspection and wedge removed.	.		
13	Flat entrance doors (Internal Common Areas)					
13.1	Do flat entrance doors open onto internal escape routes?	Yes	All appear to be compliant from external inspection.	.		
14	Flats with a single direction of escape to a single escape stairway. (External Balcony)					
14.1	Do the flat entrance doors that open onto an external balcony have to be passed during an escape?	N/A	None on scheme	.		
14.2	Are the separating walls between the flats and the balcony floor that have to be passed during an escape, fire-resisting up to a height of 1.1m?	N/A	None on scheme	.		
15	Emergency Escape Lighting:					
15.1	Is the emergency lighting correctly specified and installed as per BS 5266-1:2016	Yes		.		
15.2	Are all emergency lighting units in good condition and securely fixed to walls/ceilings	Yes	All in good condition at the time of inspection.	.		
15.9	Are records of monthly testing available?	Yes	Monthly test certs uploaded to M-Files and ActiveH In date at time of inspection. Last test date : - 4th Feb 2026	.		
15.10	Are records of annual testing available?	Yes	Annual test certs uploaded to M-Files and ActiveH In date at time of inspection. Last test date : - 19th July 2025	.		
16	Fire Safety Signs and Notices:					
16.1	Are the correct Fire Action/Advice notices displayed in prominent locations within the common areas?	Yes	The correct Notices are displayed throughout the scheme.	.		
16.3	Directional fire escape signage in place and adequate?	Yes	Checked	.		
16.4	Is there a suitable LIFT sign i.e. do not use in case of fire.	Yes	Checked	.		
17	Means of giving Warning in case of Fire:					

17.1	Is the fire detection and warning system appropriate for the occupancy and fire risk?	Yes	Part 6 system in each flat and Part 1 system in communal areas in line with specialist housing guidance	.		
17.2	Is the fire detection and warning system correctly specified and installed as per BS 5839-1:2017	Yes	See above	.		
17.3	Is the fire detection and warning system maintained/tested and all certificates saved on file. (BS 5839-1:2017)	Yes	Last tested by Tunstall on 3rd Jan 26	.		
17.4	Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?	Yes	Checked	.		
17.5	Is the fire alarm panel remotely monitored, and if so are there records of regular testing?	Yes	Fire alarm is monitored by SHP when on site and by Astraline when offsite. Last test 02/02/26	.		
17.6	Are smoke/heat detectors within General Needs flats subject to an annual inspection and the results recorded on an in date Landlord Gas Safety Record (LGSR)	N/A	Specialist housing	.		
18	Fire Extinguishing Equipment:					
18.1	Portable fire extinguishers - appropriate type/number/position?	Yes	In higher risk areas only	.		
18.2	Correct signage displayed by each fire extinguisher?	Yes	Checked	.		
18.3	Fire blanket in communal kitchen, secured to the wall, complete with signage?	Yes	Checked	.		
18.4	Hose Reels - fitted, maintained?	N/A	None fitted within this scheme	.		
18.5	Dry/wet risers - Full access to all inlet/outlet boxes. All inlet/outlets secured and/or securing straps fitted to outlet valves?	N/A	None fitted within this scheme	.		

18.6	Records available of fire fighting equipment servicing within past 12 months	Yes	Last tested April 25	.		
19	Management of Fire Safety					
19.1	Are there suitable arrangements for summoning the fire service?	Yes	Warden call service and by 999	.		
19.2	Do relevant staff carry out regular fire safety checks	Yes	Housing Partners do scheme inspections.	.		
19.3	Sheltered Schemes & Regional Offices - Are there sufficient number of qualified Fire wardens.	N/A	Scheme not staffed 24/7	.		
19.4	Offices - Are there suitable arrangements for ensuring the premises are evacuated?	N/A	Specialist housing	.		
19.5	Offices - Are there suitable arrangements for evacuating disabled people?	N/A	Specialist housing	.		
19.6	Offices - Are there suitable arrangements for meeting the fire service on arrival and providing relevant information?	N/A	Specialist housing	.		
19.7	Offices/IL Schemes - Is there a suitable assembly point?	Yes	Front car park	.		
19.8	Offices - Are fire drills carried out at appropriate intervals?	N/A	Specialist housing	.		
20	Evacuation Policy					
20.1	Taking the findings of the FRA into account, is the evacuation policy appropriate for the scheme?	Yes	The evacuation policy is correct for this type of building. Residents in their flats are subject to a stay put policy. In the communal areas, a full evacuation policy is in place.	.		

Photographs - Fire

29/01/2026

1-31 Woodtop



Photo No. 1

Hole in compartment walls in riser cupboards

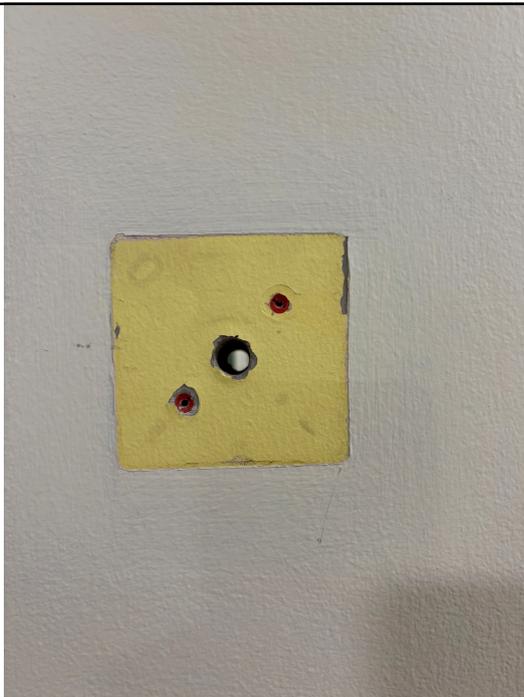


Photo No. 2

Hole in compartment wall where cable has been removed

Photographs - Fire

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1-31 Woodtop



Photo No. 3

Rubbish build up in external yard

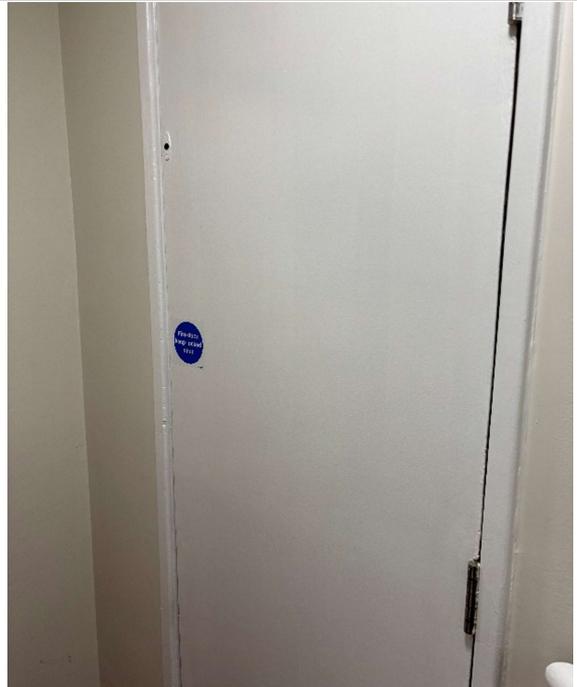


Photo No. 4

Fire door keep locked signs replaced on several riser cupboard doors

Photographs - Fire

29/01/2026

1-31 Woodtop



Photo No. 5

Kitchen door wedged open. Dorgard batteries replaced



Photo No. 6

Fire alarm panel showing no faults

6. Risk Calculator - Fire

The following risk estimator is based on the general health and safety risk level estimator contained within BS 8800: 1996. Guide to occupational health and safety management systems.

1. Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from the fire (the probability of ignition) at this building is:

(please insert x below)

LOW MEDIUM HIGH

2. Taking into account the nature of the building, the occupants, the fire protection afforded and any procedural arrangements observed at the time of the assessment, it is considered that the consequences for life safety in the event of a fire would be:

(please insert x below)

MINOR MAJOR CRITICAL

The definition of the above terms is as follows:

FKA Review Frequency

MINOR	Outbreak of fire is unlikely to result in serious injury or death of any occupant (other than the occupant sleeping in a bedroom in which a fire occurs).
MAJOR	An outbreak of fire could result in injury of one or more occupants, but is unlikely to lead to fatalities.
CRITICAL	There is significant potential for serious injury or death of one or more occupants.

3. The above estimates are then read into the following matrix table to give the overall risk level for the site:

Fire Hazard	Minor	Major	Critical
Low	Trivial	Tolerable	Moderate
Medium	Tolerable	Moderate	Substantial
High	Moderate	Substantial	Intolerable

When the level of risk is established, the action level can be read from the table below:

Risk Level	Guide to actions and appropriate timescales
Trivial	No action is required
Moderate	Efforts should be made to reduce the risk level and this should be carried out within the specified time periods.
Substantial	Considerable resources may have to be allocated to reduce the risk level. It may be necessary to limit the occupation of some parts until urgent remedial action is
Intolerable	The building (or the relevant area) should not be occupied until the risk is reduced.

Action Plan - Fire					
1-31 Woodtop				29/01/2026	
Trivial					
Potential area of fire risk	Observation/Comments / Actions Required	Risk Rating	Completion Date	Referred To:	Task ID No.
Fire Hazards					
Absence of unnecessary fire load in close proximity to building?	Remove rubbish from external area	Low	28/02/26	Specialist Housing Partner	
Heating Installations					
Measures to Limit Fire Spread and					
Is it considered that the compartmentation is of a reasonable standard?	Breaches by pipes were found in the following riser cupboards: Adjacent to Flat 26 Adjacent to Flat 7 There is a hole where a cable has been removed between the ground floor corridor and the electrical room (see picture). Work order raised for fire stopping.1350473	Med	06/03/26	Building Safety Project manager	