

This report shows all the responses to the Fire Risk Assessment survey, including raised tasks.

Asset ID: 33125 **Accent Business Centre Block Barkerend Road, Bradford**

Cover Sheet

Photo



Date of Fire Risk Assessment	23 Jan 2024
Date of Next Fire Risk Assessment	23 Jan 2025
FRA Frequency (Months)	12
Purpose of Fire Risk Assessment	Annual Re-Assessment
Type of Fire Risk Assessment	Type 1 (Common Parts Only - Non Destructive)
Fire & Safety Assessor	Steven Manners

It is sensible to have arrangements in place to ensure the consistency of Fire Risk Assessments in terms of the assessment of risk and mitigations proposed. In this regard Accent peer validate around 20% of reports, which are available within our audit system.

The Scheme

Scheme Name	Accent Business Centre
Scheme Address	Accent Business Centre Block Barkerend Road, Bradford
Postcode	BD3 9BD
Region	Yorkshire
Scheme Manager	
Scheme Tel. No	01274 303250
Scheme Inspection Completed	Yes
Enforcing Fire Authority	West Yorkshire
Other staff in attendance	Maz Khadim
Number of on-site Accent staff	None
Number of other (non-Accent) staff	Contract Cleaners in common areas

The Building

Accommodation Type	Commercial (S76)
Build Date	Apr 1 2009
Number Of Homes	13
Homes breakdown	Commercial Unit
External wall construction	
External wall finish	
Roof construction	
Roof covering	
PEEPs in place where necessary	N/A
Current Evacuation Strategy	Full (Simultaneous) Evacuation
Conversion or purpose-built	Purpose Built
Number of storeys	2
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
Number of internal Staircases (protected or unprotected?)	One protected
Number of External Staircases	None
External Balcony part of escape route?	No
Unusual features	None
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations

Asset ID: 33125

Accent Business Centre Block Barkerend Road, Bradford

Fire Detection and Warning System	Common areas only
Grade of fire alarm	Grade B
Category of fire alarm	LD1 Maximum Protection
Emergency Lighting Provision	Maintained system - Common areas
Portable Fire Extinguishers supplied/fitted	Yes
Fixed Fire Fighting Installations	No

Customers

Number of occupants	25
Occupant tenure type breakdown	Commercial

Fire Safety Related Customer Safety Servicing

Overdue communal gas safety checks	0
Overdue domestic gas safety checks	0
Overdue communal electrical condition checks	0
Overdue domestic electrical condition checks	0
Overdue alarm call pull chord tests	0
Overdue communal PAT testing	0
Overdue customer mobility scooter PAT testing	0
Overdue Monthly Emergency Lighting Switch Tests	1
Overdue Annual Emergency Lighting tests	1
Overdue Weekly Fire Alarm Testing	1
Overdue Fire Panel - Six Monthly Testing	
Overdue Fire Safety Equipment tests	

Building Fire Safety Surveys - Communal Doors

Failing Communal Fire Doors	0
Communal Fire doors due for replacement within 5 years	0

Dwelling Doors

Failing Dwelling Fire Doors	0
Dwelling Fire doors due for replacement within 5 years	0

Fire Risk Assessment Survey Results

Scheme and Building Information

Photo



Date of Fire Risk Assessment	23/01/2024
FRA Frequency (Months)	12
Purpose of Fire Risk Assessment	Annual Re-Assessment
Type of Risk Assessment	Type 1 (Common Parts Only - Non Destructive)
Quantity	1
Fire & Safety Assessor	Steven Manners
Enforcing Fire Authority	West Yorkshire
Scheme Tel. No	01274 303250
Other staff in attendance	Maz Khadim
Number of on-site Accent staff	None
Number of other (non-Accent) staff	Contract Cleaners in common areas
Scheme Inspection completed	Yes
Number of occupants	25
Personal Emergency Evacuation Plans in place	N/A
Current Evacuation Strategy	Full (Simultaneous) Evacuation
Conversion or purpose-built	Purpose Built
Number of Storeys	2
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
No. of internal staircases (protected/unprotected)	One protected
Number of external staircases	None
External balcony part of escape route?	No
Unusual features	None

Fire Risk Assessment Survey Results

Building access conditions for Fire Brigade	Vehicular Access to one or more elevations
Surroundings: Residential/Commercial	Light Commercial
Fire Detection and Warning System	Common areas only
Grade of Fire Alarm	Grade B
Category of Fire Alarm	LD1 Maximum Protection
Emergency Lighting Provision	Maintained system - Common areas
Portable Fire Extinguishers / Fire Blankets supplied / fitted	Yes
Water Extinguisher(s) present	Yes
Foam Extinguisher(s) present	Yes
Dry Powder Extinguisher(s) present	No
Carbon Dioxide Extinguisher(s) present	Yes
Fire Blanket(s) present	Yes
Fixed Fire Fighting Installations supplied / fitted	No
Dry Riser(s) present	No
Wet Riser(s) present	No
Sprinkler System present	No
Hosereel(s) present	No
Automatic Opening Vent(s) present	No

Electrical Sources of Ignition

Electrical installation within common areas in good condition and no obvious damage?	Yes
Comment	All in good condition at the time of inspection
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	All records are available on ActiveH
Electrical App/PA Testing - tested within past 12 months?	Yes
Comment	All tested and labelled at the time of inspection
Absence of trailing leads and adapters?	Yes
Comment	None found at the time of inspection
Evidence that mobility scooters are not being stored/charged in common areas?	N/A
Comment	None at this site
Is there a purpose built mobility scooter store/charging area?	N/A

Comment Not required

Does the building have a lightning protection system? No

Comment

Gas installations

Is there a commercial/domestic gas supply to the scheme? No

Comment

Other Sources of Ignition

Is there a no smoking policy in place, which is enforced and adhered to? Yes

Comment No smoking allowed at all in the communal areas.

Adequate security against arson? Yes

Comment Electrical door entry is in place

Are refuse/recycling bin areas managed and suitably located? Yes

Comment Separate area fenced off adjacent to the building

Are there communal cooking facilities at this scheme? Yes

Comment Only microwave oven and kettle in kitchen area on each floor

Are reasonable measures taken to prevent fires as a result of cooking? Yes

Comment

Where there is extraction in communal kitchens, are filters and ductwork changed/cleaned regularly? N/A

Comment None fitted

Housekeeping

Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items? Yes

Comment All clear at the time of inspection

Are unnecessary accumulations of combustible materials or waste avoided? Yes

Comment None found at the time of inspection

Are combustible materials and substances separated from ignition sources and stored appropriately? Yes

Comment

Furniture/furnishings in good condition, fire retardant/resistant and comply with modern standards and regulations? N/A

Comment No furniture allowed in the communal areas

Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

No hazards found at the time of inspection

Means of Escape from Fire

Is it considered that the building is provided with reasonable means of escape in case of fire?

Yes

Comment

There is a protected staircase and lobbies on each floor

Escape routes unobstructed and safe to use?

Yes

Comment

All clear at the time of inspection

Exits immediately openable without a key and/or failsafe's function correctly?

Yes

Comment

All in good working order at the time of inspection

Reasonable distances of travel where there is a single/alternative direction of travel?

Yes

Comment

Escape routes lead to final exits and open in direction of escape where necessary?

Yes

Comment

Fire Spread and Development

Is it considered that the compartmentation is of a reasonable standard?

Yes

Comment

Is there reasonable limitation of surface finishes that might promote fire spread (walls, floors, ceilings)?

Yes

Comment

All notices are in a protected lockable notice board

Are fire dampers/shutters provided in ducts/refuse chutes to protect means of escape against fire, smoke and combustion products?

N/A

Comment

None fitted

As far as can be reasonably ascertained, is the compartmentation within roof spaces of a satisfactory standard?

N/A

Comment

No access to the roof space

Loft hatches fire resisting?

N/A

Comment

As above

As far as can be reasonably ascertained, is the fire stopping above cross corridor fire doors within suspended ceiling void of a satisfactory standard?

Yes

Comment All to a good standard at the time of inspection

Do external walls, doors, windows and anything attached to the exterior, limit fire spread? Yes

Comment

If Smoke Control Systems (AOV's) are fitted, are the records of annual testing available? N/A

Comment None fitted

Are roller shutter doors that are required to be FR, fire resisting and self-closing? N/A

Comment None fitted

Observation **Priority** **Referred To** **Required By:** **Task ID**

Kitchen door requires remedial work to hole from latch Internal - Medium



Observation **Priority** **Referred To** **Required By:** **Task ID**

Door to TSC Training needs filling where latch was Internal - Medium



Emergency Escape Lighting

Is the emergency lighting correctly specified and installed as per current standards? Yes

Comment Mixed maintained and non maintained systems in place

Emergency lighting units in good condition and securely fixed to walls/ceilings? Yes

Comment All in good condition at the time of inspection

Records of monthly/annual testing available? Yes

Comment All tests completed by Chubb and recorded on ActiveH

Fire Safety Signs and Notices

Are the correct Fire Action/Advice notices displayed in prominent locations within the common areas? Yes

Comment Notices are displayed throughout the building

Directional fire escape signage in place and adequate? Yes

Comment

Is there suitable LIFT signage i.e. do not use in case of fire? Yes

Comment

Do common area fire doors display the correct signage on both sides where applicable? Yes

Comment

Means of giving Warning in case of Fire

Is the scheme fitted with a communal area fire alarm? Yes

Comment

Is fire detection and warning system appropriate for occupancy and fire risk, as per BS 5839-1:2017? Yes

Comment

Is the fire detection and warning system maintained/tested and all certificates saved on file? Yes

Comment

System is maintained by Chubb and all records are available on ActiveH

Fire alarm components in good condition and securely fixed to walls/ceilings? Yes

Comment

All in good condition at the time of inspection

Hold open devices operate at the sounding of the alarm and are in a serviceable condition? N/A

Comment

None fitted

Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry? Yes

Comment

Is the fire alarm panel remotely monitored, and if so are there records of regular testing? No

Comment

Not remotely monitored but tested weekly and 6 monthly

Observation

Priority

Referred To

Required By:

Task ID

Fire Panel



Fire Extinguishing Equipment

Is fire extinguishing equipment and/or fixed fire fighting installations provided at this scheme?

Yes

Comment

Portable fire extinguishers - appropriate type/number/position?

Yes

Comment

Correct signage displayed by each fire extinguisher?

Yes

Comment

Fire blanket in communal kitchen, secured to the wall, complete with signage?

Yes

Comment

Dry risers - Inlet/outlet boxes secured and/or securing straps fitted to outlet valves?

No

Comment

None fitted

Records available of fire fighting equipment servicing within past 12 months?

Yes

Comment

Labels on all extinguishers and recorded on ActiveH

Management of Fire Safety

Are these premises regulated by the Building Safety Regulator under the Building Safety Act?

No

Comment

Are there other Responsible Persons who share or have fire safety duties in respect of the premises?

Yes

Have all details required by regulations been shared with all other Responsible Persons?

Yes

Comment

Have all details required by regulations to be shared with us from other Responsible Persons been received and recorded?

No

Comment	Awaiting Fire Risk assessments from some occupiers
Will this FRA be shared with all other Responsible Persons for the premises?	Yes
Comment	A copy will be provided for all occupants
How will this sharing be achieved?	A printed copy and access M-Files
Is an office or IL scheme being inspected?	No
Comment	

Passenger Lift

Is the scheme fitted with a passenger lift?	Yes
Comment	
Is the lift in full working order at the time of the FRA?	Yes
Comment	
Is the lift fitted with a firefighters switch?	No
Comment	
Servicing and insurance inspection - Evidence of regular servicing/maintenance?	Yes
Comment	All records are available on ActiveH

Premises Inspection Box

Is there a premises information box for fire & rescue service use?	No
Comment	

Evacuation Policy

Are there suitable arrangements for summoning the fire service?	Yes
Comment	All occupants are instructed to contact the fire service by dialing 999
Taking FRA findings, is the evacuation policy appropriate for the scheme as per latest guidance?	Yes
Comment	

Engagement with Residents

Has information of fire procedures been disseminated to residents?	N/A
Comment	
Is general fire safety information disseminated to residents?	N/A

Comment

FRA Frequency

Taking the findings of this assessment into account, is the frequency of the FRA correct?

Yes

Comment

Miscellaneous

Are there any other observations/actions to raise that are not covered above.

No

Are there fire related remedial works required at this property, that will affect the fabric of the building?

Yes

Comment

Some items require attention from 5he part time maintenance person

Can work be conducted without the need for an asbestos survey. If no, task Customer Safety Surveyor - Asbestos.

Yes

Comment

Were there any unsatisfactory aspects of the Fire Risk Assessment? (Visible on Building Safety Report).

Yes

Some fire doors did not fully close so works orders have been raised with our contractors.

No

Some minor works were required which have been raised with our contractors.

Yes

Unauthorised items were found in communal areas and arrangements were made for their removal.

No

Not all records were up to date, as noted in the table below. Arrangements have been made for these to be completed.

No

A number of fire doors were found to be wedged or propped open. Fire doors are there to keep you safe and me kept shut at all times.

No

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:

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:

MINOR MAJOR CRITICAL

The definition of the above terms is as follows:

FRA 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 taken.
Intolerable	The building (or the relevant area) should not be occupied until the risk is reduced.

The Overall Risk Level for this asset is: Trivial