



ACCENT HOUSING - FIRE RISK ASSESSMENT



Region :	South
Scheme Name :	Stafford House
Scheme Address :	1-50 Station Road Aldershot. Hampshire. GU11 1BA
Date of Assessment:	05/12/2025
Date of Next Assessment:	05/12/2026
FRA Frequency:	Annual Re-Assessment under the Regulatory Reform (Fire Safety) Order 2005
Fire & Safety Assessor	Gary Bredin AIFireE

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

Scheme Details		Stafford House
Region:		South
Scheme Name:		Stafford House
Site Address:	Street:	1-50 Station Road
	Town:	Aldershot. Hampshire.
	Post Code:	GU11 1BA
Block & Asset No.		Block 1-50 Asset No.25231
Date of this Assessment		05/12/2025
Date of Next Review		05/12/2026
Fire Risk Assessment Frequency		Annual
Purpose of Fire Risk Assessment		Annual Re-Assessment under the Regulatory Reform (Fire Safety) Order 2005
Fire & Safety Assessor		Gary Bredin AIFireE
Director of Customer Experience		Alix Libird
Housing Partner Manager		Richard Adlam
Contract Manager		Adam Rickard
Scheme Manager/Customer Partner		Sami Chowdry
Other staff in attendance		None
Use of Building		General Needs living Sleeping accommodation
Approximate Number of occupants		100+
Occupancy Profile		Families
Familiarity of the occupants		Fully Familiar
Likely state of the Occupants		Sleeping Familiar
PEEPs in place where necessary		Peeps are carried out by the Housing Partner in line with Policy.
Number of on-site Accent staff		None
Number of other (non-Accent) staff		Contract cleaners in common areas
Support Agency (Supported Housing)		N/A
Current Evacuation Strategy.		Stay Put (Stay Safe) Evacuation
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		Purpose-built flats guide

Building Details	Stafford House
Construction Date	1960's - Converted 2005
Construction Type	Concrete Frame
Roof Finish	Flat-Felt
External Wall Finish	Brick
	Concrete
	Brick Slips.
Are there any areas of external wall cladding	No
Are there any balconies	No
Conversion or purpose-built	Purpose Built, Conversion.
Number of flats (self-contained)/rooms (HMOS, shared houses)	46 self contained flats
Number of storeys above ground	Six floors including a ground floor Foyer.
Number of storeys below ground	None
Is there a habitable basement?	No
Number of internal Staircases per Block (protected or unprotected?)	Two-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	Mixed
Fire Provision Currently in Place	
Fire Detection and Warning System	Flats only
Grade of fire alarm (Flats)	Grade D
Category of fire alarm (Flats)	LD3 Minimum Protection
Grade of fire alarm (Communal)	Originally Grade A when installed but being decommissioned due to contradiction with the stay Put Policy.
Category of fire alarm (Communal)	LD2 Additional Protection
Additional Comments:	The alarm system in the communal area has been reduced to smoke detection only. This is due to be removed as it doesn't support the stay out
Evacuation Alert System (EAS)	Not Fitted
Emergency Lighting Provision	Non Maintained System - Common Areas
Additional Comments:	
Portable Fire Extinguishers	Foam
	Dry Powder
Additional Comments:	
Fixed Fire Fighting Installations	Dry Riser
Additional Comments:	

Significant Findings - Fire						
Stafford House				05/12/2025		
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 15th Dec 2023	.		
1.3	Valid Electrical Installation Condition Reports held on file. (General Needs Flats)	Yes	Valid General Needs flats EIC Reports uploaded to M-Files and ActiveH. Satisfactory	.		
1.4	Electrical App/PA Testing - all portable appliances tested within past 12 months	No	PA Testing is required as items in the reception area fire cupboard have not been tested in the last 12 months. Job raised.1339265	.		
1.5	Absence of trailing leads and adapters	Yes	None within the communal areas	.		
1.6	Mobility Scooters - Stored/charged in common areas, purpose built store/resident	N/A	No evidence or reports that any of the residents own a mobility scooter	.		
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	.		
3	Arson:					
3.1	Adequate security against arson?	Yes	Electronic door entry system in place front and rear doors.	.		
3.2	Is there an absence of unnecessary fire load in close proximity to building?	Yes		.		

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	Valid communal area EIC Reports uploaded to property file all In date at time of inspection Last Inspection Date 15th Dec 2023	.	
4.3	Valid LGSC held on file for each residential flat that contains gas appliances.	N/A	No 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?	N/A	Cooking only permitted within flats	.	
5.2	Where there is extraction ventilation in communal kitchens are filters changed/ cleaned and ductwork cleaned regularly?	N/A		.	
6	Lightning Protection System:				
6.1	Does the building have a lightning protection system, If so, is it adequately maintained?	Yes	Next test March 2026.	.	
7	Housekeeping:				
7.1	Is the standard of housekeeping adequate?	No	Some fly tipping on the 2nd and 4th floors a job had already been raised for clearance by the HP.	.	
7.2	Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items.	No	Some equipment was found being stored in the main entrance electrical cupboard. These were removed during the audit.		
7.3	Are combustible materials separated from ignition sources and stored appropriately?	No	Fly tipping was found on Floors 2 and 4 in addition items were left on the fire alarm panel.	.	
7.4	Are unnecessary accumulations of combustible materials or waste avoided?	Yes	However a new location needs to be considered for the bin store as it is close to a means of escape to the building at the rear of the address. This building is no longer in use and is	.	
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	N/A	Furniture not permitted in communal areas at general needs schemes	.		
9	Other Significant Fire Hazards:					
9.1	Are there other significant fire hazards that are inadequately controlled?	No		.		
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	There are 2 protected means of escape, these are located in the front and the rear of the building.	.		
10.2	Escape routes unobstructed and safe to use?	No	Some fly tipping on the 2nd and 4th floors a job had already been raised for clearance by the HP.	.		
10.3	Exits easily and immediately openable where necessary, without a key?	Yes		.		
10.4	Reasonable distances of travel where there is a single/alternative direction of travel?	Yes		.		
10.5	Escape routes lead to final exits and open in direction of escape where necessary?	Yes		.		
10.6	Do failsafe's on locked exit doors function correctly?	Yes		.		
10.7	Is it considered that the building is provided with reasonable arrangements for means of escape for disabled people?	No	Customers are required to self-assess their changing needs. This building is not fully accessible for wheelchair users and does not have evacuation chairs on every floor. Due to changes in legislation, Personal Emergency Evacuation Plans (PEEPs) will be carried out for any vulnerable customers upon request	.		
11	Measures to Limit Fire Spread and Development:					
11.1	Is it considered that the compartmentation is of a reasonable standard?	Yes		.		
11.2	Is there reasonable limitation of surface finishes that might promote fire spread (walls, floors, ceilings)?	Yes		.		

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?	N/A	No Access to roof space from Common Area	.		
11.5	Loft hatches fire resisting?	N/A	None fitted within the communal area.	.		
11.6	Fire stopping above cross-corridor fire doors within suspended ceiling void of a satisfactory standard	Yes		.		
11.7	Smoke Control Systems (AOV's) Are records of annual testing available?	Yes	Test records kept on Miles.	.		
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		.		
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	However the PIB and Zone plan should not have been screwed into the fire door to the fire panel. This door is due to be replaced under programmed works in 2026. All Communal fire doors are subject to a Quartey check. These have QR codes fitted for information	.		
12.2	"Fire door keep shut/locked" signage displayed on both sides of all applicable doors.	Yes	Some were replaced during the audit.	.		
12.3	Hold open devices operate at the sounding of the alarm and are in a serviceable condition	N/A	No Hold open devices at this scheme	.		
13	Flat entrance doors (Internal Common Areas)					
13.1	Do flat entrance doors open onto internal escape routes?	Yes	All Flat front door are FD30S and are Checked annually. These have a QR code for quick test reference.	.		
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		.		
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		.		
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 11th March 2025	.		
15.10	Are records of annual testing available?	Yes	Annual test certs uploaded to M-Files and ActiveH In date at time of inspection.	.		
16	Fire Safety Signs and Notices:					
16.1	Are the correct Fire Action/Advice notices displayed in prominent locations within the common areas?	No	The correct Notices are displayed throughout the scheme. However an exit sign is required on the inside of the rear metal door.This has been raised and will be replaced ASAP.	.		
16.3	Directional fire escape signage in place and adequate?	Yes	These are photo luminescent to conform to the latest standards.	.		
16.4	Is there a suitable LIFT sign i.e. do not use in case of fire.	Yes		.		
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		.		
17.2	Is the fire detection and warning system correctly specified and installed as per BS 5839-1:2017	Yes		.		

17.3	Is the fire detection and warning system maintained/tested and all certificates saved on file. (BS 5839-1:2017)	Yes	Weekly test by Tunstall engineers. There is a fault showing on zone 14 the engineer informs us that this is due to a dead end into the fire panel and <u>does not form any part of the fire alarm system</u> .	.		
17.4	Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?	No	Fire detection is within the flats, communal areas and the boiler room.	.		
17.5	Is the fire alarm panel remotely monitored, and if so are there records of regular testing?	No	It is the responsibility of the customers to summon the emergency services.	.		
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	No gas supply to this scheme.	.		
18	Fire Extinguishing Equipment:					
18.1	Portable fire extinguishers - appropriate type/number/position?	Yes	Only located in the plant room at the rear of the building.	.		
18.2	Correct signage displayed by each fire extinguisher?	Yes		.		
18.3	Fire blanket in communal kitchen, secured to the wall, complete with signage?	N/A		.		
18.4	Hose Reels - fitted, maintained?	N/A		.		
18.5	Dry/wet risers - Full access to all inlet/outlet boxes. All inlet/outlets secured and/or securing straps fitted to outlet valves?	Yes		.		
18.6	Records available of fire fighting equipment servicing within past 12 months	Yes	Next test date July 2026.	.		
19	Management of Fire Safety					
19.1	Are there suitable arrangements for summoning the fire service?	Yes	Residents responsible for calling fire service	.		
19.2	Do relevant staff carry out regular fire safety checks	Yes	Housing Partners do scheme inspections.	.		
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. The flats were converted in 2005 under building regulations at the time and can support a stay put policy.	.		
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Photographs - Fire

05/12/2025

Stafford House

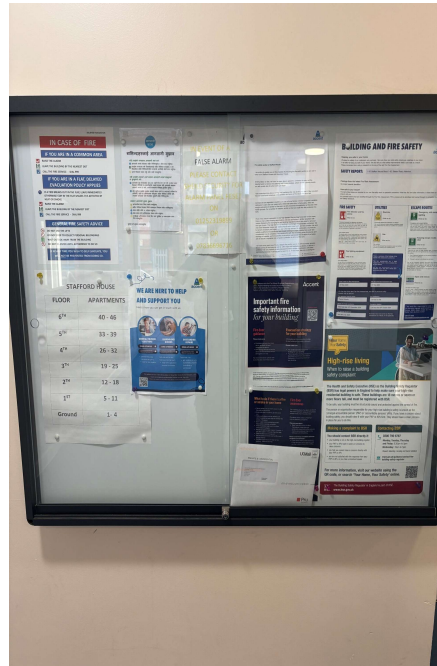


Photo No. 1

Evacuation Policy Posted throughout the building.



Photo No. 2

Fire Information box containing Plans and keys for the building.

Photographs - Fire

05/12/2025

Stafford House



2.0 FIRE SAFETY EQUIPMENT TESTING

STAFF

DATE	SYSTEM CHECKED BY	FREQUENCY OF TEST I.E. WEEKLY, 6 MONTHLY ETC.	REMARKS: (INCLUDE CALL POINT ID, ZONE NO. Etc)
29/7/25	DAVE	W-M	M/E/L Panel Test
5/8/25	DAVE	W	— " —
12/8/25	DAVE	W	— " —
19/8/25	DAVE	W	— " —
26/8/25	DAVE	6u/u/w	6u Test DATES 2000 1/25
2/9/25	DAVE	W	Bell Test 2000 2/25
11/9/25	DAVE	W	— " —
16/9/25	DAVE	W	— " —
23/9/25	DAVE	W	— " —
30/9/25	DAVE	W	— " —
7/10/25	DAVE	W	— " —
14/10/25	DAVE	W	— " —
21/10/25	DAVE	W	— " —
28/10/25	DAVE	W	— " —
4/11/25	DAVE	W	— " —
11/11/25	DAVE	W	— " —
18/11/25	DAVE	W	— " —
25/11/25	DAVE	W	— " —
2/12/25	DAVE	W	— " —

Fire Safety Log Book - Version 1.0 - Jan 2022

Photo No. 3

Fire alarm tested weekly and logged by the Tunstall engineer.



Photo No. 4

Fly tipping on Floor 4 This was removed at the time of the audit.HP Dealin

Photographs - Fire

05/12/2025

Stafford House



Photo No. 5

All communal fire doors are tested quarterly and have a QR details. Any findings are raised to the contractor.



Photo No. 6

All areas were clear at the time of the audit.

Photographs - Fire

05/12/2025

Stafford House



Photo No. 7

Satisfactory singage throughout the building.



Photo No. 8

A new location is required for the bin store as it is close to a means of esc

Photographs - Fire

05/12/2025

Stafford House



Photo No. 9

All electrical cupboards were clear at the time of the audit.

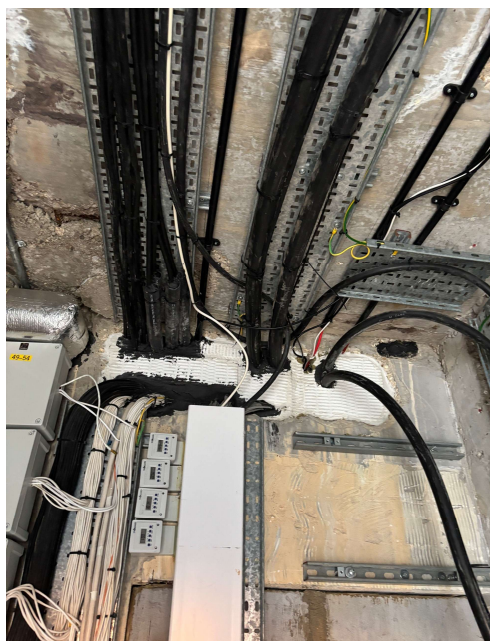


Photo No. 10

Compartmentation work recently been carried out throughout the

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:

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