



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

Asset ID: 48 Cotton End, Peterborough

Cover Sheet

Photo



Date of Fire Risk Assessment	23 Jun 2025
Date of Next Fire Risk Assessment	27 Jul 2026
FRA Frequency (Months)	36
Purpose of Fire Risk Assessment	Annual Re-Assessment
Type of Fire Risk Assessment	Type 1 (Common Parts Only - Non Destructive)
Fire & Safety Assessor	Lynn.betteridgeGlfieE (Dlp) NEBOSH
	This Fire risk assessment includes the community centre and scheme blocks.

The Scheme

Scheme Name	Cotton End
Scheme Address	Cotton End, Peterborough
Postcode	PE3 9TF
Region	East
Scheme Manager	
Scheme Tel. No	
Scheme Inspection Completed	Yes
Enforcing Fire Authority	Cambridgeshire Fire and Rescue Service
Other staff in attendance	Scheme manager
Number of on-site Accent staff	Scheme Manager Weekdays
Number of other (non-Accent) staff	Contract Cleaners in common areas

The Building

Accommodation Type	CAT2 Housing for Older People (S28), General Needs (S30)
Build Date	Jan 1 1983
Number Of Homes	48
Homes breakdown	Community Centre, Flat
External wall construction	Facing Brick
External wall finish	Facing Brick, Timber Clad
Roof construction	Timber
Roof covering	Interlocking Pitched, Plain Pitched
PEEPs in place where necessary	Yes
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Purpose Built
Number of storeys	1, 2
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
Number of internal Staircases (protected or unprotected?)	1for each block.
Number of External Staircases	None
External Balcony part of escape route?	N/A
Unusual features	None
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations

Asset ID: 48 **Cotton End, Peterborough**

Fire Detection and Warning System	Flats and common areas linked
Grade of fire alarm	Grade A
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	35
Occupant tenure type breakdown	CAT2 Housing for Older People

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	0
Overdue Annual Emergency Lighting tests	0
Overdue Weekly Fire Alarm Testing	1
Overdue Fire Panel - Six Monthly Testing	8
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	24

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	23/06/2025
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	Lynn.betteridgeGlfiE (Dlp) NEBOSH
	This Fire risk assessment includes the community centre and scheme blocks.
	Cambridgeshire Fire and Rescue Service
Enforcing Fire Authority	
Scheme Tel. No	
Other staff in attendance	Scheme manager
Number of on-site Accent staff	Scheme Manager Weekdays
Number of other (non-Accent) staff	Contract Cleaners in common areas
Scheme Inspection completed	Yes
Number of occupants	35
Personal Emergency Evacuation Plans in place	Yes
Current Evacuation Strategy	Stay Put (Delayed) 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)	1for each block.
Number of external staircases	None

Fire Risk Assessment Survey Results

External balcony part of escape route?	N/A
Unusual features	None
Building access conditions for Fire Brigade	Vehicular Access to one or more elevations
Surroundings: Residential/Commercial	Residential
Fire Detection and Warning System	Flats and common areas linked
Grade of Fire Alarm	Grade A
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	No
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	On the day of inspection the electrical installations in the community area and the blocks were found to be secure and in good working condition.
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	The community area blocks and flats have an in date Electrical certificate which is uploaded to Active"H"and M files database. A sample flat 10 checked and tested dated 22/6/2023. The community area15/8/2024.
Electrical App/PA Testing - tested within past 12 months?	Yes

Comment

The electrical PAT test completed and Dated 14/8/2024 by AAaron services and uploaded to Active"H and M files.

Absence of trailing leads and adapters?

Yes

Comment

Evidence that mobility scooters are not being stored/charged in common areas?

Yes

Comment

All communal areas in blocks clear and unobstructed by scooters.

Is there a purpose built mobility scooter store/charging area?

Yes

Comment

The scheme has a purpose built scooter store with electrical charging equipment which has been PAT tested, on the day of inspection only 2 scooters on site.

Does the building have a lightning protection system?

No

Comment

Gas installations

Is there a commercial/domestic gas supply to the scheme?

Yes

Comment

The community area and flats have domestic gas supplied.

Valid LGSR held on file for fixed communal area gas appliances? (Boilers)

Yes

Comment

Boiler located in utilities room locked and secure. Valid certificate dated 22/6/2023.

Valid LGSR held on file for residential flats that contains gas appliances?

Yes

Comment

Each flat has a gas safety inspection annually. Sample flat 10 asset 2532 has a recorded Gas safety certificate dated 20/12/2024.

Are smoke/heat detectors within General Needs flats subject to an annual inspection and the results

Yes

Comment

As part of the gas safety inspection all detectors are tested to includes Co2. Dated 20/12/2024.

Other Sources of Ignition

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

Yes

Comment

Adequate security against arson?

Yes

Comment

All doors secure on the day of inspection there is also CCTV coverage of the scheme.

Are refuse/recycling bin areas managed and suitably located?

Yes

Comment

Are there communal cooking facilities at this scheme?

Yes

Comment

Limited use of cooking facilities and ceramic hob cooker.

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?

Yes

Comment

Housekeeping

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

Yes

Comment

All electrical and service cupboards are secure and clear.

Are unnecessary accumulations of combustible materials or waste avoided?

Yes

Comment

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

N/A

Comment

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

Yes

Comment

Fire retardant labels attached to the furniture in the community area at the time of inspection.

Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

The scheme has a laundry room and dryers all machines are maintained annually and a contract includes lint removal. Residents are reminded to remove lint after use.

Means of Escape from Fire

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

Yes

Comment

Scheme upgraded all doors final exit doors.

Escape routes unobstructed and safe to use?

Yes

Comment

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

Yes

Comment

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

Observation	Priority	Referred To	Required By:	Task ID
No Action				



Observation	Priority	Referred To	Required By:	Task ID
No Action				



Fire Spread and Development

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

Yes

Comment

A compartmentation survey was completed in 2020 and all remedial work was completed, this included fire curtains in the community building loft space.

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

Yes

Comment

The communal areas have brick construction so will meet the classification C-s3.

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

N/A

Comment

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

Comment

Loft hatches fire resisting?

Comment

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

Comment

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

Comment

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

Comment

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

Comment

Emergency Escape Lighting

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

Comment

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

Comment

Records of monthly/annual testing available?

Comment

Fire Safety Signs and Notices

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

Comment

Directional fire escape signage in place and adequate?

Yes

As detailed in 8.1.100 a compartmentation survey was completed and works completed.

Yes

On this scheme the access to the loft space in the community building has access stickers taper proof.

Yes

Communal access fire doors in community building.

Yes

The external walls doors and windows will not propagate fire spread around the envelope of the building this includes blocks and community area.

No

Yes

Kitchen area has a manually operated steel shutter checked on day of inspection.

Yes

The scheme has a non maintained system and meets the required specification BS5266-1.

Yes

On the day of inspection all light fittings found to be secure and fully functioning in blocks and community building.

Yes

The emergency lighting system at this scheme has been tested monthly on 12/6/2025 and the annual drop test was completed on 15/8/2024.

Yes

All relevant signage is provided at each exit and in other areas to include the community building.

Yes

Comment

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

N/A

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

The blocks are covered by breakglass points in each block which are linked to the fire panel in the community building.

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

The fire alarm panel is located in the community building communal area maintained and tested by the contractor Tunstalls. Fire panel tested weekly and 6 monthly last test date 3/3/2024.

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

Yes

Comment

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

Yes

Comment

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?

Yes

Comment

The fire panel is linked into Astraline collecting station and tested weekly by the scheme manager and Tunstalls check 6 monthly.

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

Asset ID: 48 **Cotton End, Peterborough**

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?	N/A
Comment	
Records available of fire fighting equipment servicing within past 12 months?	Yes
Comment	The fire extinguishers are tested annually by Morgan Fire recorded test date 8/9/2024

Management of Fire Safety

Are these premises regulated by the Building Safety Regulator under the Building Safety Act?	No
Comment	This scheme is not designated as an in scope building in relation to the Building Safety Act 2022 And Fire safety Act 2021.
Are there other Responsible Persons who share or have fire safety duties in respect of the premises?	N/A
Have all details required by regulations been shared with all other Responsible Persons?	
Comment	
Have all details required by regulations to be shared with us from other Responsible Persons been received and recorded?	N/A
Comment	
Will this FRA be shared with all other Responsible Persons for the premises?	N/A
Comment	
How will this sharing be achieved?	
Is an office or IL scheme being inspected?	Yes
Comment	
IL Schemes & Regional Offices - Are there sufficient numbers of qualified Fire wardens?	Yes
Comment	Scheme manager is on site Monday to Friday office hours only.
Offices - Are there suitable arrangements for ensuring the premises are evacuated?	Yes
Comment	
Offices - Are there suitable arrangements for evacuating disabled people?	Yes

Comment

A PEEPS personal centred fire risk assessment is completed for all residents. The emergency evacuation plan is kept on site and the Emergency services can access in the event of a fire. Fire Services contact Astraline on arrival and information released.

Yes

Offices - Suitable arrangements for meeting the fire service on arrival and providing relevant information?

Comment

Office hours only.

Offices/IL Schemes - Is there a suitable assembly point?

Yes

Comment

Offices - Are fire drills carried out at appropriate intervals?

N/A

Comment

Passenger Lift

Is the scheme fitted with a passenger lift?

No

Comment

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

Residents advised to call Fire and Rescue Services or Warden call in event of a fire.

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?

Yes

Comment

When residents move into the flats they are given fire safety advice and also leaflets and a link into the website to look at the fire safety strategy, the residents are made aware of their local fire safety officer to seek further information.

Is general fire safety information disseminated to residents?

Yes

Asset ID:	48	Cotton End, Peterborough	
Comment			Fire routine notices are located in the communal area near final exits,during the year campaigns are communicated on fire safety themes ie Christmas/Firework safety/winter safety.

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?	No
Comment	
Were there any unsatisfactory aspects of the Fire Risk Assessment? (Visible on Building Safety Report).	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