

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

Asset ID: 131 **Bourne House/Exeter Gardens, Bourne**

Cover Sheet

Photo



Date of Fire Risk Assessment	11 Jul 2023
Date of Next Fire Risk Assessment	30 Jul 2026
FRA Frequency (Months)	36
Purpose of Fire Risk Assessment	3 year Re-Assessment
Type of Fire Risk Assessment	Type 1 (Common Parts Only)
Fire & Safety Assessor	Lynn.betteridge@accentgroup.org

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	Bourne House/Exeter Gardens
Scheme Address	Bourne House/Exeter Gardens, Bourne
Postcode	
Region	East
Scheme Manager	
Scheme Tel. No	
Scheme Inspection Completed	Yes
Enforcing Fire Authority	Lincolnshire Fire and Rescue service
Other staff in attendance	None
Number of on-site Accent staff	None
Number of other (non-Accent) staff	Contract Cleaners in common areas

The Building

Accommodation Type	Non Social Leasehold (S60), Shared Ownership (S40)
Build Date	Jan 1 1990
Number Of Homes	31
Homes breakdown	Bedsit, Flat, Bungalow
External wall construction	Facing Brick, Rendered Blockwork
External wall finish	Artificial/Natural Stone, Cement Render, Facing Brick, Paint Render
Roof construction	Timber
Roof covering	Interlocking Pitched, Slate Pitched
PEEPs in place where necessary	N/A
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Conversion
Number of storeys	3
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
Number of internal Staircases (protected or unprotected?)	1
Number of External Staircases	None
External Balcony part of escape route?	No
Unusual features	No
Building Access Conditions for Fire Brigade	Vehicular Access to one or more elevations

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Fire Detection and Warning System	Flats and common areas not linked
Grade of fire alarm	Grade C
Category of fire alarm	LD3 Minimum Protection
Emergency Lighting Provision	Non Maintained System - Common Areas
Portable Fire Extinguishers supplied/fitted	No
Fixed Fire Fighting Installations	No

Customers

Number of occupants	12
Occupant tenure type breakdown	Non Social Leasehold

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	1
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	11/07/2023
FRA Frequency (Months)	36
Purpose of Fire Risk Assessment	3 year Re-Assessment
Type of Risk Assessment	Type 3 (Common Parts and Flats - Non Destructive)
Quantity	1
Fire & Safety Assessor	Lynn.betteridge@accentgroup.org
Enforcing Fire Authority	Lincolnshire Fire and Rescue service
Scheme Tel. No	
Other staff in attendance	None
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	12
Personal Emergency Evacuation Plans in place	N/A
Current Evacuation Strategy	Stay Put (Delayed) Evacuation
Conversion or purpose-built	Conversion
Number of Storeys	3
Number of floors on which car parking is provided	0
Is there a habitable basement?	No
No. of internal staircases (protected/unprotected)	1
Number of external staircases	None
External balcony part of escape route?	No
Unusual features	No

Fire Risk Assessment Survey Results

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 not linked
Grade of Fire Alarm	Grade C
Category of Fire Alarm	LD3 Minimum Protection
Emergency Lighting Provision	Non Maintained System - Common Areas
Portable Fire Extinguishers / Fire Blankets supplied / fitted	No
Water Extinguisher(s) present	No
Foam Extinguisher(s) present	No
Dry Powder Extinguisher(s) present	No
Carbon Dioxide Extinguisher(s) present	No
Fire Blanket(s) present	No
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 equipment secure and intact on the day of inspection.
Valid Electrical Installation Condition Reports held on file ? (Common Areas & General Needs Flats)	Yes
Comment	Electrical condition report dated 6/7/2022
Electrical App/PA Testing - tested within past 12 months?	N/A
Comment	General needs not required.
Absence of trailing leads and adapters?	Yes
Comment	All communal areas clear and no electrical leads found at time of inspection.
Evidence that mobility scooters are not being stored/charged in common areas?	No
Comment	

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Is there a purpose built mobility scooter store/charging area? No

Comment

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

Adequate security against arson? Yes

Comment

On day of inspection the block was found to be secure access only by keypad and key lock code.

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

Comment

Are there communal cooking facilities at this scheme? No

Comment

Housekeeping

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

Comment

Located understairs and secure.

Are unnecessary accumulations of combustible materials or waste avoided? Yes

Comment

Are combustible materials and substances separated from ignition sources and stored appropriately? No

Comment

Contacted and placed task to Housing partner to get removed as under staircase.

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

Comment

Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

No other hazards found at 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

A single communal staircase with one final exit to front elevation.

Escape routes unobstructed and safe to use?

Yes

Comment

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

Yes

Comment

Thumb turn style is fitted to main access door.

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

Comment

The layout of the flats is such that habital rooms is less than 9 mtrs

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?

Comment

This is a converted building with internal staircase and no communal doors the flat doors are FD30.

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

Yes

Comment

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?

Yes

Comment

Not able to access to check but conversion will have identified any issues.

Loft hatches fire resisting?

N/A

Comment

No roof access from communal area.

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

N/A

Comment

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

Yes

Comment

The external walls doors and windows will not propagate fire spread around the envelope of the building. The walls are not readily ignitable.

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

N/A

Comment

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

N/A

Comment

Observation	Priority	Referred To	Required By:	Task ID
Fire door closer flat 2 internal did not function correctly.replace for new. Believe home owner so repair costs?	Internal - Medium	Housing Partner	31/07/2023	1687135



Emergency Escape Lighting

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

Yes

Comment

Complies with BS 5266 (7).tested by tunstalls the contractor.

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

Yes

Comment

In good condition at the time of inspection.

Records of monthly/annual testing available?

Yes

Comment

The emergency lighting system is tested monthly and recorded as 26/6/2023.
And the annual test recorded as 29/6/2023. By contractor Tunstalls recorded on active.

Fire Safety Signs and Notices

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

Yes

Comment

All in place at time of inspection.

Directional fire escape signage in place and adequate?

N/A

Comment	Single direction of travel.
Is there suitable LIFT signage i.e. do not use in case of fire?	No
Comment	
Do common area fire doors display the correct signage on both sides where applicable?	N/A
Comment	No communal doors on this scheme.

Means of giving Warning in case of Fire

Is the scheme fitted with a communal area fire alarm?	Yes
Comment	Fire alarm panel
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 texted 6 monthly by tunstalls the contactor and recorded on Active H last test date 27/6/2023.
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?	N/A
Comment	
Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?	N/A
Comment	
Is the fire alarm panel remotely monitored, and if so are there records of regular testing?	No
Comment	

Fire Extinguishing Equipment

Is fire extinguishing equipment and/or fixed fire fighting installations provided at this scheme?	No
Comment	

Management of Fire Safety

Are these premises regulated by the Building Safety Regulator under the Building Safety Act?	Yes
Comment	Addressed in BS 9999

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Will this FRA be shared with all Accountable Persons for the premises?	Yes
Comment	
How will this sharing be achieved?	Communication with all parties within the Accent Housing Association.
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?	Yes
Comment	
Will this FRA be shared with all other Responsible Persons for the premises?	Yes
Comment	All recorded on active H database
How will this sharing be achieved?	The fire risk assessment for the building will be held on active H if residents or any other person's wish to look at the FRA the details will be shared and communicated.
Is an office or IL scheme being inspected?	No
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 call the fire and rescue service to report 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 the residents take ownership of their flat they are given fire safety advice and also leaflets and a link into the website to look at further advice.
Is general fire safety information disseminated to residents?	Yes
Comment	Fire safety notices are displayed in the communal area with advice on fire safety the residents are also as previously stated able to access a website or to contact a fire safety assessor to discuss any fire related issues. Safety notices are displayed in the communal area.

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.	Yes
Action leading to a repair	Yes
Internal administrative Action	Yes
Are there fire related remedial works required at this property, that will affect the fabric of the building?	Yes
Comment	Flat 2 fire door closer defective internally.
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).	
Some fire doors did not fully close so works orders have been raised with our contractors.	Yes
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.	Yes
Not all records were up to date, as noted in the table below. Arrangements have been made for these to be completed.	Yes
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