

06 May 2025

Fire Risk Assessment Report



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

Asset ID: 8903 **Victoria Court Victoria Road, Huddersfield**

Cover Sheet

Photo



Date of Fire Risk Assessment	06 May 2025
Date of Next Fire Risk Assessment	06 May 2026
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 Tech IOSH Mifsm MFPA

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	Lockwood Road
Scheme Address	Victoria Court Victoria Road, Huddersfield
Postcode	HD1 3TF
Region	Yorkshire
Scheme Manager	
Scheme Tel. No	
Scheme Inspection Completed	Yes
Enforcing Fire Authority	West Yorkshire
Other staff in attendance	Cherries Ackie
Number of on-site Accent staff	Scheme Manager Part-Time
Number of other (non-Accent) staff	Contract Cleaners in common areas

The Building

Accommodation Type	CAT2 Housing for Older People (S28)
Build Date	Jan 1 1987
Number Of Homes	32
Homes breakdown	Flat
External wall construction	Natural Stone
External wall finish	Artificial/Natural Stone
Roof construction	Timber
Roof covering	Plain Pitched
PEEPs in place where necessary	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
Number of internal Staircases (protected or unprotected?)	3 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: 8903

Victoria Court Victoria Road, Huddersfield

Fire Detection and Warning System	Flats and common areas not linked
Grade of fire alarm	Grade A
Category of fire alarm	LD2 Additional Protection
Emergency Lighting Provision	Mixed system - Common areas
Portable Fire Extinguishers supplied/fitted	Yes
Fixed Fire Fighting Installations	No

Customers

Number of occupants	45
Occupant tenure type breakdown	CAT2 Housing for Older People, General Needs, Sheltered Schemes

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	1

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	06/05/2025
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	Steven Manners Tech IOSH Mifsm MFPA
Enforcing Fire Authority	West Yorkshire
Scheme Tel. No	
Other staff in attendance	Cherries Ackie
Number of on-site Accent staff	Scheme Manager Part-Time
Number of other (non-Accent) staff	Contract Cleaners in common areas
Scheme Inspection completed	Yes
Number of occupants	45
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)	3 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	Mixed
Fire Detection and Warning System	Flats and common areas not linked
Grade of Fire Alarm	Grade A
Category of Fire Alarm	LD2 Additional Protection
Emergency Lighting Provision	Mixed system - Common areas
Portable Fire Extinguishers / Fire Blankets supplied / fitted	Yes
Water Extinguisher(s) present	No
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	All electrical equipment is in good condition at the time of inspection.
Valid Electrical Installation Condition Reports held on file ? (Common Areas & General Needs Flats)	Yes
Comment	All test records are available on ActiveH . Last test date 22/02/2021
Electrical App/PA Testing - tested within past 12 months?	Yes
Comment	All test records are available on ActiveH . Last test date 11/07/2024
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?	Yes
Comment	None found at the time of inspection.

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? Yes

Comment Central heating system for the whole scheme is controled by boilers in a central location within the building.

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

Comment All records are available on ActiveH . Last test date 23/02/2025

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

Comment No gas instalations within the residents flats.

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

Comment Tunstall test the detection annualy , all records are available on ActiveH.

Other Sources of Ignition

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

Comment Smoking is not allowed within the communal areas of the building. Residents are allowed to smoke within their flats.

Adequate security against arson? Yes

Comment THere is a fob / intercomm system at the main entrance. All other doors to the scheme are secured ant there is cctv throughout.

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

Comment

Are there communal cooking facilities at this scheme? Yes

Comment There is a small Kitchen adjacent to the communal lounge. this is mainly used for making tea and coffee.

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

Comment There is a small Kitchen adjacent to the communal lounge. this is mainly used for making tea and coffee

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 secure at the time of inspection.

Are unnecessary accumulations of combustible materials or waste avoided?

Yes

Comment

Nothing found at the time of inspection.

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

Yes

Comment

None found at the time of inspection.

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

Yes

Comment

All furniture within the communal lounge conforms to the regulations. Furniture is not allowed in other communal areas.

Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

Nothing 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 are several exits throughout the scheme

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 exits are push bar to open.

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

Yes

Comment

All travel distances are within the guidelines.

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

Yes

Comment

assembly point.



Observation	Priority	Referred To	Required By:	Task ID
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Television cable obstructing means of escape at rear of building adjacent to the communal kitchen. Requires fixing above door. Emergency order raised. WO 1278966

Repair - Emergency
Project Manager
(Building Safety)



Fire Spread and Development

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

Yes

Comment

All of a reasonable standard at the time of inspection.

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

Yes

Comment

Nothing on the walls or floor that would promote fire spread at the time of inspection.

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

Yes

Comment

Fire damper in bin refuse area

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

N/A

Comment

Work is being carried out by Fire alarm installers, a further inspection will be required on completion of work.


Loft hatches fire resisting?


Yes

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?	Yes
Comment	All satisfactory at the time of inspection.
Do external walls, doors, windows and anything attached to the exterior, limit fire spread?	Yes
Comment	Buiding is of a traditional construction.
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
Drop down strip required for flat 1 excessive gap at foot of door WO 1279064	Repair - Non Emergency	Project Manager (Building Safety)	31/07/2025	1969738
				
				

Observation	Priority	Referred To	Required By:	Task ID
loft hatch.				
				

Observation	Priority	Referred To	Required By:	Task ID
Notice board				
				

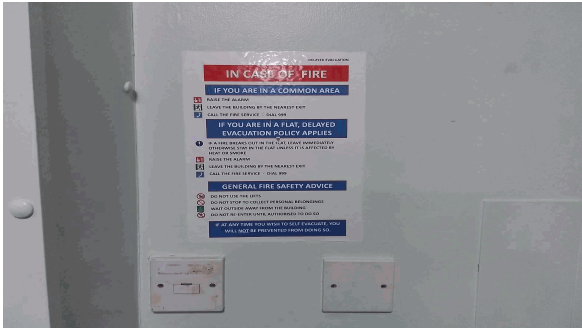
Emergency Escape Lighting

Is the emergency lighting correctly specified and installed as per current standards?	Yes
Comment	
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 records are available on ActiveH. Last test dates. Monthly : - 06/05/2025 Annual : - 30/04/2025

Fire Safety Signs and Notices

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

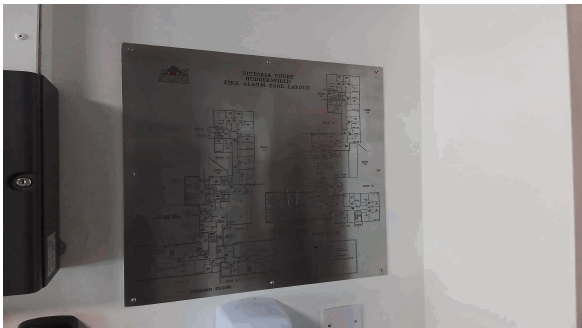
Action plan and directional signage



Means of giving Warning in case of Fire

Is the scheme fitted with a communal area fire alarm?	Yes
Comment	A new system is being installed at the time of inspection.
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	All records are available on ActiveH.
Fire alarm components in good condition and securely fixed to walls/ceilings?	Yes
Comment	A new system is being installed at the time of inspection.
Hold open devices operate at the sounding of the alarm and are in a serviceable condition?	Yes
Comment	All in good working order at the time of inspection.
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	All test records are available on ActiveH. Last test dates. 6 monthly 23/04/2025 Weekly 02/05/2025

Fire alarm panel and zone plan



Fire Extinguishing Equipment

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

Yes

Comment

In high risk areas only.

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?

N/A

Comment

None fitted.

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

Yes

Comment

Records available on ActiveH and labeling on extinguishers.

Observation	Priority	Referred To	Required By:	Task ID
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Co2 in laundry, fire blanket in kitchen



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?	No
How will this sharing be achieved?	
Is an office or IL scheme being inspected?	Yes
Comment	ILS
IL Schemes & Regional Offices - Are there sufficient numbers of qualified Fire wardens?	N/A
Comment	Fire wardens not required, the Scheme manager is trained of actions in the event of Fire.
Offices - Are there suitable arrangements for ensuring the premises are evacuated?	N/A
Comment	
Offices - Are there suitable arrangements for evacuating disabled people?	N/A
Comment	
Offices - Suitable arrangements for meeting the fire service on arrival and providing relevant information?	N/A
Comment	
Offices/IL Schemes - Is there a suitable assembly point?	Yes
Comment	There is an assembly point in the car park for those who wish to evacuate.
Offices - Are fire drills carried out at appropriate intervals?	N/A
Comment	No drills required.

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	All ion good working order at the time of inspection.
Is the lift fitted with a firefighters switch?	No
Comment	
Servicing and insurance inspection - Evidence of regular servicing/maintenance?	Yes
Comment	Last test date 18/02/2025. Records are available on ActiveH.

lift signage



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

The fire alarm is monitored but residents are also advised to call 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?

Yes

Comment

A leaflet explaining the evacuation procedure for their building has been sent to each resident, they have also had informatiupon about their flat front door and how to report any defects. Information can also be found on the website. an induction package is given to any new resident moving in to a flat.

Is general fire safety information disseminated to residents?

Yes

Comment

As Above A leaflet explaining the evacuation procedure for their building has been sent to each resident, they have also had informatiupon about their flat front door and how to report any defects. Information can also be found on the website. an induction package is given to any new resident moving in to a flat.

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

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).

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