

## ACCENT HOUSING - FIRE RISK ASSESSMENT



<b>Region :</b>	<b>East</b>
<b>Scheme Name :</b>	<b>Townsend Close/Thurston House</b>
<b>Scheme Address :</b>	<b>Lincoln Road Peterborough PE1 2SQ</b>
<b>Date of Assessment:</b>	<b>27/11/2023</b>
<b>Date of Next Assessment:</b>	<b>26/11/2026</b>
<b>FRA Frequency:</b>	<b>3 Year Re-Assessment</b>
<b>Fire &amp; Safety Assessor</b>	<b>Lynn Betteridge</b>

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

<b>Scheme Details</b>	<b>Townsend Close/Thurston House</b>
<b>Region:</b>	East
<b>Scheme Name:</b>	Townsend Close/Thurston House
<b>Site Address:</b>	<b>Street:</b> Lincoln Road
	<b>Town:</b> Peterborough
	<b>Post Code:</b> PE1 2SQ
<b>Block &amp; Asset No.</b>	Block 1-6      Asset 30740
<b>Block &amp; Asset No.</b>	Block 7-12      Asset 30741
<b>Block &amp; Asset No.</b>	Block 14-17      Asset 30742 Thurston House
<b>Scheme Tel. No:</b>	
<b>Date of this Assessment</b>	27/11/2023
<b>Date of Next Review</b>	26/11/2026
<b>Fire Risk Assessment Frequency</b>	3 Years
<b>Health &amp; Safety Assessment Frequency</b>	3 Years
<b>Purpose of Fire Risk Assessment</b>	3 Year Re-Assessment
<b>Fire &amp; Safety Assessor</b>	Lynn Betteridge
<b>Director of Customer Experience</b>	Alex Liburd
<b>Customer Partnership Manager</b>	Adam Vandan
<b>Contract Manager</b>	Teresa Wright
<b>Scheme Manager/Customer Partner</b>	samantha middlemass
<b>Other staff in attendance</b>	None
<b>Use of Building</b>	General Needs
<b>Approximate Number of occupants</b>	40
<b>Occupancy Profile</b>	Families
<b>Familiarity of the occupants</b>	Fully Familiar
<b>Likely state of the Occupants</b>	Alert
<b>PEEPs in place where necessary</b>	N/A
<b>Number of on-site Accent staff</b>	None
<b>Number of other (non-Accent) staff</b>	Contract cleaners in common areas
<b>Support Agency (Supported Housing)</b>	N/A
<b>Current Evacuation Strategy.</b>	Stay Put (Delayed) Evacuation
<b>Evidence that residents have been notified of the evacuation procedure</b>	Advice notices displayed in common areas
<b>History of fires in the building</b>	None
<b>Business Continuity Plan in place?</b>	Yes
<b>Scope of Assessment</b>	Type 3 (Common Parts & Flats - Non Destructive)
<b>Applicable Fire Safety Guidance</b>	Sleeping Accommodation Guide
	Purpose-built flats guide

<b>Building Details</b>	<b>Townsend Close/Thurston House</b>
<b>Construction Date</b>	2012
<b>Construction Type</b>	Timber Frame
<b>Roof Finish</b>	Pitched-Concrete Tile
<b>Conversion or purpose-built</b>	Purpose Built/Conversion
<b>Number of flats (self-contained)/rooms (HMOS, shared houses)</b>	17 ( 14 in Townsend 3 in Thurston House)
<b>Number of storeys above ground</b>	Three
<b>Number of storeys below ground</b>	None
<b>Is there a habitable basement?</b>	No
<b>Number of internal Staircases per Block (protected or unprotected?)</b>	One-Protected
<b>Number of External Staircases per Block</b>	None
<b>External Balcony part of escape route?</b>	N/A
<b>Unusual features</b>	None/Thurston House Victorian
<b>Building complexity</b>	Simple
<b>Building Access Conditions for Fire Brigade</b>	Vehicular Access to one or more elevations
<b>Surroundings: Residential/Commercial</b>	Residential
<b>Fire Provision Currently in Place</b>	
<b>Fire Detection and Warning System</b>	Flats and common areas not linked
<b>Grade of fire alarm</b>	Grade D
<b>Category of fire alarm</b>	LD3 Minimum Protection
<b>Emergency Lighting Provision</b>	Maintained system - Common Areas
<b>Portable Fire Extinguishers</b>	None fitted
<b>Additional Comments:</b>	
<b>Additional Comments:</b>	Thurston House is a converted office block and grade 2 listed building comprising of 3 large flats.

Significant Findings - Fire						
Townsend Close/Thurston House					27/11/2023	
Action Ref:	Potential Area of Fire Risk	Yes-No-N/A	Observation/Comments/ Actions Required	Risk Rating	Target Completion Date	Referred To:
<b>Fire Hazards</b>						
<b>1</b>	<b>Electrical Sources of Ignition:</b>					
1.1	Electrical Installation within common areas (Fixed Wiring, sockets, switches, light fittings) in good condition and no obvious damage	Yes	Note; All common area Electrical equipment in satisfactory condition at time of inspection.	.		
1.2	Valid Electrical Installation Condition Reports held on file. <b>(Common Areas)</b>	Yes	Note: Valid Communal are EIC reports for these blocks uploaded to scheme & Active "H". Dated 30/6/20.	.		
1.3	Valid Electrical Installation Condition Reports held on file. <b>(General Needs Flats)</b>	Yes	Note: Valid General needs flats EIC report uploaded to property/scheme file & Active "H". Sample address Flat 6 EIC 10/1/22.	.		
1.4	Electrical App/PA Testing - all portable appliances tested within past 12 months	N/A	Note: PAT not required as no portable electrical equipment permitted communal areas.	.		
1.5	Absence of trailing leads and adapters	Yes		.		
1.6	26/11/2026	Other	Note: No evidence or reports that any resident owns a mobility scooter at time of inspection.	.		
<b>2</b>	<b>Smoking:</b>					
2.1	Are there any risks associated with smoking in the building?	Yes	Note; Smoking only permitted in resident flats & not communal areas.	.		
<b>3</b>	<b>Arson:</b>					
3.1	Adequate security against arson?	Yes	Note: At time of inspection building secure intercom/keypad/trades button.	.		

3.2	Is there an absence of unnecessary fire load in close proximity to building?	Yes	Note: Generally clear & Tidy scheme on day of inspection.	.		
<b>4</b>	<b>Heating Installations (Portable/fixed) Gas Installations - Common Areas &amp; General Needs Residential flats.</b>					
4.1	If portable heaters are used, are there suitable controls?	N/A		.		
4.2	Are fixed heating installations subject to regular maintenance?	N/A		.		
4.3	Valid LGSC held on file for each residential flat that contains gas appliances.	Yes	Note: Sample Flat 6 Gas Safety Test 19/12/22 all flats have GS cert and uploaded to Active "H" and M files..	.		
<b>5</b>	<b>Cooking:</b>					
5.1	Are reasonable measures taken to prevent fires as a result of cooking?	Yes	Note: Cooking only permitted in Resident Flats.	.		
5.2	Where there is extraction ventilation in communal kitchens are filters changed/cleaned and ductwork cleaned regularly?	N/A		.		
<b>6</b>	<b>Lightning Protection System:</b>					
6.1	Does the building have a lightning protection system, If so, is it adequately maintained?	Other	Note: No Lightning conductor system fitted due to building height and no surge protection required.	.		
<b>7</b>	<b>Housekeeping:</b>					
7.1	Is the standard of housekeeping adequate?	Yes	Note: All areas clear at time of inspection internally.	.		
7.2	Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items.	Yes	Note: All Electrical intake area and additional storage area's checked and Adequate Signage affixed.	.		
7.3	Are combustible materials separated from ignition sources and stored appropriately?	Yes	Note: No storage of Combustible materials found on this scheme at time of inspection.	.		
7.4	Are unnecessary accumulations of combustible materials or waste avoided?	Yes	Note: Internally yes.	.		

7.5	Are hazardous materials stored appropriately (i.e. oxygen cylinders, flammable materials, explosive products, oxidising products, aerosols)	Yes	Note: At time of inspection no reports of medical Oxygen on scheme.	.		
<b>8 Furniture/furnishings on escape routes and other communal areas:</b>						
8.1	Furniture/furnishings in good condition, fire retardant and complies with 1988 Regulations.	Yes	Note; Clear corridor policy in force by Accent & FSO, furniture is not permitted in communal areas..	.		
<b>9 Other Significant Fire Hazards:</b>						
9.1	Are there other significant fire hazards that are inadequately controlled?	No		.		
<b>Fire Protection Measures</b>						
<b>10 Means of Escape from Fire:</b>						
10.1	Is it considered that the building is provided with reasonable means of escape in case of fire?	Yes	Note: Escape route is within permissible distances of travel to safe Air.	.		
10.2	Escape routes unobstructed and maintained in a sterile condition?	Yes	Note:Placed removal stickers on Prams and Chilrens toys CP to follow up removal and letters to residents completed.	.		
10.3	Exits easily and immediately openable where necessary, without a key?	Yes	Note: Electronic pust to open button with failsafe.	.		
10.4	Reasonable distances of travel where there is a single/alternative direction of travel?	Yes	Note:Single stairscase and as above 10.1	.		
10.5	Escape routes lead to final exits and open in direction of escape where necessary?	Yes	Note: Escape routes meets code of practice B1 Means of escape.	.		
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?	Yes	Note: Ground floor areas only suitable for disabled access/egress.No mobility issue's on this scheme if required residents located were possible ground floor.	.		
<b>11 Measures to Limit Fire Spread and Development:</b>						

11.1	Is it considered that the compartmentation is of a reasonable standard?	Yes	Note: Built in 2012 building meets Code B1 on inspection of compartmentation.	.		
11.2	Is there reasonable limitation of surface finishes that might promote fire spread (walls, floors, ceilings)?	Yes	Note: All walls Brick & plastered areas also painted and meets code B1.	.		
11.3	Are fire dampers/shutters provided in ducts/refuse chutes to protect means of escape against fire, smoke and combustion products?	N/A		.		
11.4	Compartmentation within roof spaces of a satisfactory standard?	Yes	Note: Access made and deemed suitable Firestopping to underside of roof.	.		
11.5	Loft hatches fire resisting?	Yes		.		
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	Note: Automatic Vent located at top floor level and tested 31/8/22 and uploaded to Active "H" and M files.	.		
11.8	Roller shutter doors (fire resisting)	N/A		.		
<b>12</b>	<b>Communal Area Fire Doors (Inspection to include - construction, hinges, closure devices, intumescent/smoke seal condition, glazing systems and maximum gaps between door and frame.</b>					
12.1	Communal fire doors to FD30s standard and in a serviceable condition,	Yes	Note: All doors satisfactory after remedial works.	.		
12.2	"Fire door keep shut/locked" signage displayed on both sides of all applicable doors.	Yes		.		
12.3	Hold open devices operate at the sounding of the alarm and are in a serviceable condition	N/A		.		
<b>13</b>	<b>Flat entrance doors (Internal Common Areas)</b>					
13.1	Do flat entrance doors open onto internal escape routes?	Yes	"Residents Front Doors Sheet" Doors Cyclical uploaded to Active "H".	.		
<b>14</b>	<b>Flats with a single direction of escape to a single escape stairway. (External Balcony)</b>					

14.1	Do the flat entrance doors that open onto an external balcony have to be passed during an escape?	N/A	If yes, see "Residents Front Doors Sheet"	.		
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		.		
<b>15</b>	<b>Emergency Escape Lighting:</b>					
15.1	Is the emergency lighting correctly specified and installed as per BS 5266-1:2016	Yes	Note;Maintained System Emergency lighting installed within escape route.	.		
15.2	Are all emergency lighting units in good condition and securely fixed to walls/ceilings	Yes	Note;All Emergency lights secure and working at time of inspection.	.		
15.9	Are records of monthly testing available?	Yes	Note; Monthly certs uploaded to property file & Active "H" also M files Dated 23/123.	.		
15.10	Are records of annual testing available?	Yes	Note: Drop test of 3 hour duration Completed 9/5/2023.Test uploaded to Active "H".and M files.	.		
<b>16</b>	<b>Fire Safety Signs and Notices:</b>					
16.1	Are the correct Fire Action/Advice notices displayed in prominent locations within the common areas?	Yes	Note:Signage checked and updated.	.		
16.3	Directional fire escape signage in place and adequate?	Yes		.		
16.4	Is there a suitable LIFT sign i.e. do not use in case of fire.	N/A		.		
<b>17</b>	<b>Means of giving Warning in case of Fire:</b>					
17.1	Is the fire detection and warning system appropriate for the occupancy and fire risk?	Yes	Note: LD3 Smoke & heat detectors fitted located in flats and Communal area.	.		
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	Note: Contractor Tunstalls tests and uploaded to scheme folder and active "H".1/1/23.	.		
17.4	Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?	N/A		.		
17.5	Is the fire alarm panel remotely monitored, and if so are there records of regular testing?	N/A		.		
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)	Yes	Note Sample Flat No 6 Gas safety Check 1912/2022 Uploaded to active "H" and M files.	.		
<b>18</b>	<b>Fire Extinguishing Equipment:</b>					
18.1	Portable fire extinguishers - appropriate type/number/position?	N/A		.		
18.2	Correct signage displayed by each fire extinguisher?	N/A		.		
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?	N/A		.		
18.6	Records available of fire fighting equipment servicing within past 12 months	N/A		.		
<b>19</b>	<b>Management of Fire Safety</b>					
19.1	Are there suitable arrangements for summoning the fire service?	Yes	Note: Residents responsibility to call Fire & Rescue service.	.		

19.2	Do relevant staff carry out regular fire safety checks	Yes	Note: CP carries out scheme inspections which contain partial F/S observations also clear corridor policy enforcement and door functionality.	.		
19.3	Sheltered Schemes & Regional Offices - Are there sufficient number of qualified Fire wardens.	N/A		.		
19.4	Offices - Are there suitable arrangements for ensuring the premises are evacuated?	N/A		.		
19.5	Offices - Are there suitable arrangements for evacuating disabled people?	N/A		.		
19.6	Offices - Are there suitable arrangements for meeting the fire service on arrival and providing relevant information?	N/A		.		
19.7	Offices/IL Schemes - Is there a suitable assembly point?	N/A		.		
19.8	Offices - Are fire drills carried out at appropriate intervals?	N/A		.		
<b>20</b>	<b>Evacuation Policy</b>					
20.1	Taking the findings of the FRA into account, is the evacuation policy appropriate for the scheme?	Yes	Note: Stay Put Policy (Delayed) evacuation in place.	.		
<b>21</b>	<b>Miscellaneous</b>					
21.1	The External walls doors and windows will not propagate fire spread around the envelope of the building.	Other	Note: Building consists of 3 floors and compartmentation satisfactory all levels in Thurston House conversion unable to ascertain full compliance in roof space.	.		

Residents Front Doors						
Townsend Close/Thurston House					27/11/2023	
Flat entrance doors to FD30s specification (Inspection to include - Door condition, construction, closure devices, intumescent/smoke seal condition, glazing systems, fire rated letterplate, door furniture and maximum gaps between door and frame/threshold.						
Flat No.	Access Gained	Asset No.	Observation/Comments / Actions Required	Risk Rating	Completion Date	Referred To:
			<b>.The Dwelling Fire doors on the scheme look in good condition, well constructed and Flush Fitting to the rebate.Cyclical Inspection Regime updated on Active "H".</b>	-		

3 yes 30749 Fire Door meets FD specification  
9 Yes 30751 Fire Door meets FD specification  
16 yes 30759 Fire Door meets FD specification  
17 NO 30760 Fire Door meets FD specification

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Photographs - Fire

27/11/2023

Townsend Close/Thurston House



Photo No. 1

Note: Main access and Egress via Communal Door.



Photo No. 2

Note: Communal Area.

26/11/2026

Photographs - Fire

27/11/2023

Townsend Close/Thurston House



Photo No. 3

Note: Understair compartmentation.



Photo No. 4

Note: 2nd Floor AOV- Loft- Break glass.

Photographs - Fire

27/11/2023

Townsend Close/Thurston House



Photo No. 5

Note: Communal Doors require replacement due to excessive Gaps.



Photo No. 6

Note: Contact made with the HP as combustable build up of items in Bike store causing bikes to be left in stairwell.



## 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   
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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**

<b>MINOR</b>	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).
<b>MAJOR</b>	An outbreak of fire could result in injury of one or more occupants, but is unlikely to lead to fatalities.
<b>CRITICAL</b>	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.



Action Plan - Fire					
Townsend Close/Thurston House				27/11/2023	
<b>MODERATE</b>					
Potential area of fire risk	Observation/Comments / Actions Required	Risk Rating	Completion Date	Referred To:	Task ID No.
<b>Fire Hazards</b>					
Communal Area Fire Doors (Inspection to include - construction, closure devices, intumescent/smoke seal condition, glazing systems and maximum gaps between door and frame.					
	No Action Required on Fire Doors Discussion with Housing Partner about general tidyness of scheme and external removal of combustables.				

26/11/2026

Action Plan - Residents Front Doors						
Townsend Close/Thurston House				27/11/2023		
Flat No.	Asset No.	Observation/Comments / Actions Required	Risk Rating	Completion Date	Referred To:	Task ID No.
		The Dwelling Fire doors on the scheme look in good condition, well constructed and Flush Fitting to the rebate.Cyclical Inspection Regime updated on Active "H". Some doors were accessed and found to be satisfactory as well as Communal doors.	-			

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