

FIRE

Tetra Consulting Ltd

RISK ASSESSMENT (type 4)

1-7 Clench Street, Southampton, Hampshire
SO14 3GU

Completed by

[REDACTED]

On behalf of

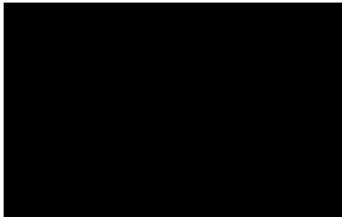



Trinity Estates Ltd

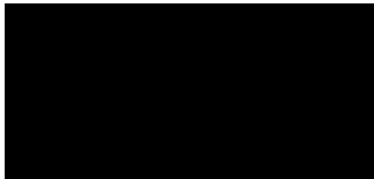

Report No: Fra1-L-332760-170621

Date of assessment: 17/06/2021

Recommended review date: June 2022 (type 1 fire risk assessment)

REPORT DEVELOPMENT

Report completed by:	Type text here 
	  

Report validated by:	
	
Date of validation:	08/07/2021

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1.0 INTRODUCTION

1.1 SCOPE OF ASSESSMENT

In accordance with fire safety legislation, Tetra Consulting Ltd was instructed to carry out a fire risk assessment of 1-7 Clench Street, Southampton, SO14 3GU on behalf of Trinity Estates Ltd.



The assessment was carried out by [REDACTED], who has been deemed competent by Tetra Consulting Ltd to carry out risk assessments of this nature, based on their skills, knowledge and experience.

Key details about the assessment are as follows:

Landlord / Duty Holder:	Trinity Estates Property Management Ltd
Responsible Person :	Trinity Estates Ltd
Assessment date:	17/06/2021
Person(s) consulted during inspection:	None.

Areas inspected:	Common internal and external areas. Main stairwell. Lobbies. Bin store. Pump room. Risers. Flat 5 and entrance door
Areas excluded:	Flats and their entrance doors except where noted. Roof. Demised garages and storage areas. Loft access in flat 5 - access panel would not release. Door opposite electrical intake, no key

1.2 BENCHMARKING

This assessment follows guidance provided in:

- Government guidance document(s) supporting the Regulatory Reform (Fire Safety) Order 2005 or Fire (Scotland) Act 2005
- Building Regulations 2010 – Volume 1 Dwellings 2019 edition incorporating 2020 amendments – for use in England
- PAS 79-1:2020 Fire risk assessment – Part 1: Premises other than housing - Code of practice
- PAS 79-2:2020 Fire risk assessment – Part 2: Housing - Code of practice
- Building Regulations 2010 – Volume 2 Buildings other than dwellings 2019 edition incorporating 2020 amendments – for use in England
- BS9999 : 2017 Code of Practice for fire safety in the design, management and use of buildings
- BS9991 : 2015 Fire safety in the design, management and use of residential buildings. Code of practice
- Other relevant technical British and European standards.

1.3 LIMITATIONS

The observations and recommendations made in this report relate to conditions and documentation observed during the site inspection, and information provided by the client.

This report is a Type 4 fire risk assessment which includes a destructive assessment of both the common parts of the building and the flats. It has been agreed with the client that 10% of flats are inspected per block. The external envelope of the building has been visually inspected from ground only and thus your attention is drawn to the Ministry of Housing, Communities & Local Government Consolidated Advice Note for building owners of multi-storey, multi-occupied residential buildings, dated January 2020 <https://www.gov.uk/government/publications/building-safety-advice-for-building-owners-including-fire-doors> (the "Advice Note").

The Advice Note recommends that building owners should consider the risk of external fire spread as part of the fire risk assessment for multi-occupied residential buildings. Consideration has been given to this matter within this fire risk assessment. The Advice Note further recommends the assessment of the fire risks of any external wall system, irrespective of the height of the building.

The risk assessment is not an audit of any health and safety policy, procedures and arrangements present within the client organisation.

The risk assessment is not an audit of planned maintenance activities. A full review of mechanical, electrical, plant and equipment inspection, testing and servicing records was not undertaken, only where statutory records are required.

The risk assessor used professional expertise and judgement in making their recommendations. Assessments are open to individual interpretation however and an enforcement officer may hold a different view.

1.4 SUMMARY OF FINDINGS

A summary of the risk controls observed in the report is as follows:

	FIRE
Number of controls adequately in place	27
Number of controls requiring improvement	14
Compliance score	65.9 %

In addition, the number of actions raised in the report is as follows:

Priority	Action required within	Number of actions
1	24 hours	0
2	3 months	7
3	6 months	3
4 (advisory)	-	1
Total number of actions identified:		11

All priority 1 actions are notified to the client on the day of audit.

Based on these observations and the conditions observed during the site visit, the overall risk of harm is deemed to be:

FIRE SAFETY

MEDIUM

1.5 CLIENT SPECIFIC REQUIREMENTS

None advised.

1.6 RECOMMENDED REVIEW

Legislation requires that risk assessments are reviewed. Based on the conditions observed, it is recommended that this risk assessment be reviewed within:

1 year (type 1 fire risk assessment)

3-5 years (type 4 fire risk assessment)

An earlier review should be carried out if:

- there is significant change in layout or use
- there is reason to believe it is no longer valid
- an accident or incident occurs

2.0 PROPERTY DETAILS

2.1 SUMMARY

Principal property usage:	Residential
Other property usage:	None.
Property size:	7 flats

Date of construction:	Approximately 2004
Details of construction:	Purpose built block. Stand alone building. Wooden frame construction over block construction to ground floor plant and utilities. Wooden floors / stairs

Number of floors:	Ground to 4th floor
Classed as High Risk Residential Building:	No
Areas not occupied or in regular use:	Plant rooms and roof not in regular use
Number of exits:	2 common exits
Number of stairwells:	1 common stairwell
Number of lifts:	None.

Car park details:	Open air parking. Covered parking
Security measures:	External lighting. Intercom door entry. Coded access
Current fire evacuation strategy:	Stay put

Local fire authority:	Hampshire Fire & Rescue Service
Fire loss experience:	None reported
Enforcement history:	None disclosed
Additional information (fire safety):	This is conducted as a type 4 fire risk assessment

2.2 OCCUPANTS AT RISK

Total building occupancy:	5-15
Total number of employees / tenants:	5-15 tenants
Total number of visitors / members of public:	1-10 visitors / members of public
Occupants identified at special risk:	Sleeping residents. Possible children and elderly/infirm. Lone working contractors

Note: all figures are approximate

2.3 FIRE RISK PROFILE

The risk profile is a combination of occupancy characteristic and fire growth rate, as defined in BS9999:2017 Code of Practice for fire safety in the design, management and use of buildings. For the areas under consideration, the overall risk profile is considered to be as follows:

Occupancy characteristic	Ci = Occupants who are likely to be asleep: long-term individual occupancy
Fire growth rate	2 = Medium
Overall risk profile	Ci2

The risk profile is used by the risk assessor to determine whether the means of escape and design features for life safety are appropriate for the area under inspection.

3.0 ASSESSMENT OF RISK & CONTROLS MEASURES

The assessment has been broken down into several areas of observation, based on likely hazards found. For each hazard, a series of statements is presented of possible controls that could be in place to control the inherent risks. An assessment is made as to whether these controls are applicable and, if they are, whether they are correctly implemented or otherwise.

An overall risk rating of low, medium or high is made for each hazard considered based on the risk assessor's professional judgement of the likely harm and severity of the hazard being realised.

Where control measures are missing or unsuitable, a defect/hazard assessment is made with actions highlighted and prioritised to reduce the risks – see section 4 for further details.

3.1 FIRE

3.1.1 SOURCES OF FUEL

General observation		
Sources of fuel requiring control observed. The external wall system (EWS) was surveyed by Buildtech Consultancy Ltd in October 2020. All upper floors above its first storey are constructed from a timber frame work. Spandrel panels were identified as combustible material. There were no cavity barriers observed within the EWS. An EWS1 form was issued in November 2020, with a rating of B2. The height of the top occupied floor level was identified as 12.9m with an overall height of 15.5m.		
Assessment of controls	In place?	Comments
Means of escape clear of uncontrolled combustibles?	X	Uncontrolled combustibles observed.
Suitable wall and ceiling linings in circulation areas and escape routes?	✓	Wall / ceiling linings appear to be class 0 rated.
Plant rooms and other high risk areas clear of uncontrolled combustibles?	✓	All areas kept clear.
All other areas clear of excess fire loading with good housekeeping observed?	✓	No issues identified.
Furniture and furnishings in good condition and compliant with regulations where required?	N/A	No furniture / furnishings observed.
Adequate arrangements in place for refuse and waste storage and disposal?	✓	No issues identified.
Flammable and dangerous substances are adequately controlled and have been suitably risk assessed?	N/A	No such substances in use.
Suitable materials used and arrangements in place to limit external fire spread?	X	Hazardous cladding present.
Cylinders stored correctly?	N/A	No cylinders observed.
Defect / hazard reference(s) (see section 4)		6; 8
Overall risk rating for this area of observation:		MEDIUM

3.1.2 SOURCES OF IGNITION

General observation		
Sources of ignition requiring control observed.		
Assessment of controls	In place?	Comments
Fixed wiring has been inspected in the last 5 years and remedial works have been implemented where identified?	X	No certificate observed.
Electrical installations in good condition and not overloaded?	✓	No issues identified.
Portable appliances have been tested within suitable timeframes where required?	N/A	No portable appliances observed.
Risks from static electricity adequately controlled?	N/A	Not considered a significant risk factor.
Smoking prohibited with appropriate signage displayed?	X	Inadequate signs observed.
Suitable facilities to control smoking risks?	✓	Butt bins provided.
Adequate controls in place to protect against arson?	✓	No adverse issues noted.
Hot works adequately controlled?	✓	Permit to work system in operation.
Lightning protection available where required, in good condition with test certificate available and in date?	N/A	None present or required.
Fixed heating installations (boilers, storage heaters etc.) in good condition and tested as required?	N/A	No fixed heating installations observed.
Use of portable heaters is suitably controlled?	N/A	No portable heaters observed.
Cooking appliances present and in good condition?	✓	No issues identified.
Kitchen ventilation / extract equipment clear and unobstructed?	N/A	No such equipment observed.
Appropriate light fittings installed and away from sources of fuel?	✓	No issues identified.
Defect / hazard reference(s) (see section 4)		1; 10
Overall risk rating for this area of observation:		MEDIUM

3.1.3 SOURCES OF OXYGEN

General observation		
Air is the only source of oxygen present.		
Assessment of controls	In place?	Comments
Cylinders and piped supplies are adequately controlled?	N/A	None present.
Oxidising chemicals are adequately controlled?	N/A	None present.
Defect / hazard reference(s) (see section 4)		None identified.
Overall risk rating for this area of observation:		LOW

3.1.4 FIRE COMPARTMENTATION

General observation		
<p>Accessible building structure and partitions (including fire doors) only. A full structural survey was not undertaken.</p> <p>Fire stopping in risers performed by JTL Fire limited during 05-2019.</p> <p>Communal stairwell and lobbies - wood panel floors and ceilings, double skinned 12mm plasterboard false ceilings - Intrusive inspection to above ceiling to entrance door to flat 5 and to above ceiling to 4th, 2nd and ground floor lobby door. Hazards identified below.</p> <p>Risers - wood panel floors and ceilings, 12mm plasterboard false ceilings and walls with firestopping in ceilings and floors where services pass through comprising of mineral fibre batts with ablative coating. Hazards identified below.</p> <p>Flat 5 - wood panel floors and ceilings, double skin 12mm plasterboard to walls adjacent to means of escape, 12mm plasterboard false ceilings. Inspected bedrooms and ensuite, living room, kitchen, WC, cupboards entrance hall and door. No issues identified.</p> <p>Bin store is standalone and didn't require additional assessment.</p> <p>Pump rooms were constructed from block walls with concrete ceilings and floors. Hazards identified below.</p>		
Assessment of controls	In place?	Comments
Building fabric appears in sound structural condition with suitable fire separation?	X	Multiple issues identified.
Fire stopping installed in appropriate locations and in good condition?	X	Improvements identified.
Communal risers and ducts have suitable fire separation or protection?	X	Issues observed in risers.
Gas and electrical installations in escape routes are suitably enclosed?	✓	Utilities suitably enclosed.
Fire doors installed where appropriate and in good condition?	X	Fire door(s) not in suitable condition.
Fire doors appropriately identified and close correctly into their frames?	X	Multiple issues identified.

Automatic fire doors in good condition, operate correctly and are tested regularly?	N/A	No automatic doors observed.
Shutters / dampers provided where required and in full working order?	N/A	None observed.
Defect / hazard reference(s) (see section 4)		2; 3; 5; 7
Overall risk rating for this area of observation:		MEDIUM

3.1.5 MEANS OF ESCAPE

General observation		
Means of escape as follows: Flats exit into lobbies with half hour fire doors protecting single staircase means of escape. Final exit(s) at ground level direct to fresh air		
Assessment of controls	In place?	Comments
Travel distances, corridor and doors widths are considered adequate?	✓	Within expected parameters.
Inner rooms or dead end conditions suitably controlled?	N/A	No such conditions observed.
Means of escape are simple and straightforward with suitable provisions in place?	✓	No issues identified.
Adequate fire exit signage displayed?	✓	No issues identified.
Fire exits can be opened easily and without the use of a key?	✓	No issues identified.
Exits lead directly to a place of ultimate safety?	✓	Direct to fresh air.
Means of escape free from obstructions with suitable provisions to ensure continued availability?	✓	None observed.
Adequate emergency lighting present in means of escape?	✓	No issues identified.
Emergency lighting tested and maintained as required?	X	No or inadequate records available. Monthly functional test: None Annual discharge test: 19-02-2020
Smoke control systems available with no observed defects?	✓	No issues identified.
Smoke control systems tested / maintained as required?	✓	Records up to date. Last carried out: 19-02-2021
Refuge intercom available and tested regularly?	N/A	Not installed or required.
Defect / hazard reference(s) (see section 4)		9
Overall risk rating for this area of observation:		LOW

3.1.6 FIRE DETECTION & WARNING

General observation		
Automatic fire detection and warning installed. Elements present: none.		
Assessment of controls	In place?	Comments
Suitable fire detection and warning system installed and operational?	X	No system installed.
Bell tests carried out and call points tested in rotation?	N/A	No system installed.
Routine service visits up to date?	N/A	No system installed.
Secondary effects of fire alarm activation checked and operational?	N/A	No known secondary effects.
Alarm panels suitably positioned and secured with no faults showing?	N/A	No panels present.
Zone chart / list available?	N/A	Not required - no panel present.
Detector heads are correctly located, functional and unrestricted?	N/A	No detectors installed.
Manual call points are correctly located, functional and unrestricted?	N/A	No call points installed.
Fire alarm is audible / visible in all areas under inspection?	N/A	No system installed.
Defect / hazard reference(s) (see section 4)		3
Overall risk rating for this area of observation:		MEDIUM

3.1.7 PORTABLE FIRE FIGHTING EQUIPMENT

General observation	
No portable firefighting equipment present in the area inspected and it does not appear to be required.	
Overall risk rating for this area of observation:	NOT APPLICABLE

3.1.8 FIXED FIRE FIGHTING EQUIPMENT

General observation	
No fixed firefighting equipment present in the area inspected and it does not appear to be required.	
Overall risk rating for this area of observation:	NOT APPLICABLE

3.1.9 EMERGENCY PLANNING

General observation		
Co-ordinated emergency planning required.		
Assessment of controls	In place?	Comments
Suitable fire emergency action plan has been formulated?	X	Incorrect evacuation strategy in place.
Suitable assembly point identified?	N/A	Residential property - assembly point is anywhere clear of building.
Emergency action plan has been adequately communicated to all relevant persons?	✓	Fire action notices displayed.
Emergency arrangements tested at regular intervals during practice evacuation drills?	N/A	Residential property - not considered necessary.
Defect / hazard reference(s) (see section 4)		4
Overall risk rating for this area of observation:		LOW

3.1.10 ARRANGEMENTS FOR FIRE & RESCUE SERVICE

General observation		
Arrangements required.		
Assessment of controls	In place?	Comments
Fire and rescue service can easily access property?	✓	Direct access available.
Suitable information is made available relating to risks in the building e.g. presence of dangerous substances?	N/A	No specific risks observed.
Fire-fighting switches / lifts available, easily identifiable and in working order?	N/A	No fire-fighting switches observed or required.
Hydrants available, easily identified and tested as required?	N/A	No hydrants observed.
Defect / hazard reference(s) (see section 4)		None identified.
Overall risk rating for this area of observation:		LOW

3.1.11 MANAGEMENT CONTROLS - FIRE SAFETY

General observation		
Management control required.		
Assessment of controls	In place?	Comments
Contractors are subject to health and safety checks prior to being engaged and are provided with site safety rules?	✓	Contractors used are vetted prior to engagement.
Monitoring of fire safety arrangements carried out at regular intervals and corrective action implemented?	✓	Regular property inspections.
Site fire log book available?	✓	Log book available.
False alarms managed?	N/A	No fire alarm installed.
Fire policy / strategy in place?	N/A	Fire policy / strategy not considered necessary.
Suitable fire drawings available and up to date?	N/A	Fire drawings not considered necessary.
Arrangements in place to co-ordinate and co-operate with other property users?	✓	No issues identified.
Defect / hazard reference(s) (see section 4)		None identified.
Overall risk rating for this area of observation:		LOW

3.1.12 EMPLOYEE ARRANGEMENTS - FIRE SAFETY

General observation	
No employees present.	
Overall risk rating for this area of observation:	NOT APPLICABLE

3.1.13 ARRANGEMENTS IN DEMISED AREAS

General observation		
Demised areas present - residential flats.		
Assessment of controls	In place?	Comments
Doors to demised areas are suitably fire resisting?	X	Residential flat doors may not be suitable.
Details of tenant fire wardens available and up to date?	N/A	Residential tenants - not required.
Tenants carry out fire risk assessments and share relevant information?	N/A	Residential tenants - not required.
Routine monitoring of tenants undertaken to ensure no issues present which could impact on landlord areas?	N/A	Residential demises are private property.
Kitchen extracts deep cleaned regularly?	✓	No issues identified.
Hot works permits are requested from the managing agent where required?	N/A	Residential demises are private property.
Vacant demises are secured and clear of excess fire loading?	N/A	Residential demises are private property.
Residential tenants are provided with basic fire prevention advice?	X	No advice provided.
Defect / hazard reference(s) (see section 4)		2; 11
Overall risk rating for this area of observation:		MEDIUM

4.0 PRIORITY ASSESSMENT OF ACTIONS

4.1 METHODOLOGY

For each defect identified in section 3 above, an action is generated. These actions are prioritised based on an assessment of risk. The objective of risk assessment is to systematically and numerically evaluate the likelihood of a potential hazard to cause harm, and the severity of that harm.

For each hazard/defect, the people at risk are identified based on the following groupings:

E/T	Employees / Tenants	P/V	Members of public / Visitors
C	Contractors	O	Others


A risk rating is calculated based on the Severity (S) of what could go wrong if the hazard is realised, combined with the Likelihood (L) of this occurring, to give an overall risk rating (R) of either low (L), medium (M), high (H) or advisory (A) based on the following table:

This is translated into a low, medium or high priority rating based on the following table:

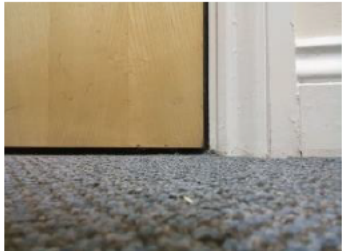

	SEVERITY		
LIKELIHOOD	1 Minor injury / illness	2 Short term incapacity / ill health	3 Fatality or long term incapacity / ill health
A	Advisory action		
1 Remote	Low	Low	Medium
2 Possible	Low	Medium	High
3 Likely	Low	Medium	High

Advisory actions are those which rely on others to complete e.g. tenant issues, or those which should be implemented when/if practicable e.g. at next planned refurbishment.

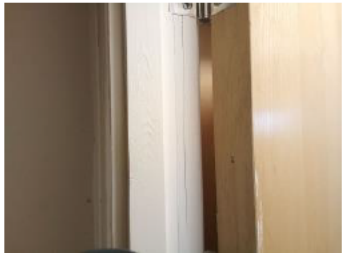
4.2 PRIORITY ASSESSMENT


Ref	Location(s) <i>(AREA OF OBSERVATION)</i>	Hazard / Defect observed	People at risk				Existing controls	Risk rating			Recommended additional control(s)
			E/T	C	P/V	O		S	L	R	
1	General. <i>(SOURCES OF IGNITION)</i>	Fixed wiring certificate not available. Electric shock hazard and increased fire risk.	✓	✓	✓		None.	3	1	M	Verify whether fixed wiring certificate is available and up to date. If not, undertake periodic inspection of fixed wiring electrical installations in accordance with BS7671 (IET Regulations). Implement any remedial actions raised.
2	Numerous issues in numerous locations identified including but not limited to: Excessive gap leaf to frame, eg, ground floor electrical intake, flat 5 entrance door. Excessive threshold gap, eg, ground floor electrical intake, flat 5 entrance door, 2nd floor lobby door. Blanking plate required where hole due to lock installation, eg, ground floor electrical intake. No smoke seal fitted, eg, riser 4th floor and 2nd floor.	Multiple issues were observed during the inspection relating to the fire doors throughout the building(s). Increased potential for fire / smoke to spread throughout the premises.  <i>Blanking plate needed</i>	✓	✓	✓	✓	Automatic fire detection & warning available.	3	1	M	Due to the high number of issues observed relating to fire doors, conduct a full fire door survey for the building(s) for all fire doors serving landlord's areas. Devise an asset register of all fire doors and carry out fire door inspections at least every 6 months. Fire doors should be able to comply with testing requirements of BS EN 1634-1.

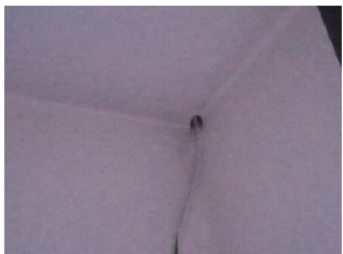




Ref	Location(s) <i>(AREA OF OBSERVATION)</i>	Hazard / Defect observed	People at risk				Existing controls	Risk rating			Recommended additional control(s)
			E/T	C	P/V	O		S	L	R	
	Door not closing fully (dropped on hinges) lobby door 3rd floor. Door doesn't meet door stops, eg, 2nd floor lobby door. <i>(FIRE COMPARTMENTATION, ARRANGEMENTS IN DEMISED AREAS)</i>										
2	 <i>Excessive gap leaf to frame, excessive threshold gap</i>									M	
2	 <i>Lobby door 3rd floor</i>									M	




Ref	Location(s) (AREA OF OBSERVATION)	Hazard / Defect observed	People at risk				Existing controls	Risk rating			Recommended additional control(s)
			E/T	C	P/V	O		S	L	R	
2		 No smoke seal fitted								M	
3	General. (FIRE COMPARTMENTATION, FIRE DETECTION & WARNING)	No automatic fire detection and warning system installed. Potential for fire to develop undetected and/or evacuation to be delayed. Due to the construction of the building, range of compartmentation issues identified, and issues identified with the external wall system, it is likely that the fire separation between the flats is less than one hour meaning a fire could spread quickly.	✓	✓	✓		None.	3	1	M	Install automatic fire detection and warning system to conform to BS5839-6 Grade A, category LD2. This comprises smoke detection on each landing level of the staircase and in any high risk rooms which open onto the staircase e.g. lift motor room, all linked to an alarm panel, with a manual call point located next to final exits. An interlinked single point heat detector should be provided in the circulation space of each flat as well as a standalone Grade D, LD3 smoke detector. Where residential and commercial properties exist within the same building, the alarm systems for each property should be interlinked.

4	<p>General.</p> <p><i>(EMERGENCY PLANNING)</i></p>	<p>Due to the recommendation for automatic fire detection, the incorrect evacuation strategy is determined for the building. Current strategy is to stay put, whereas preferred strategy would be simultaneous evacuation. Potential for confusion and panic, which could delay response to an emergency.</p>	✓	✓	✓	<p>Building occupant familiarity with property. Simple property layout.</p>	3	1	M	<p>Update the emergency plan (and any fire action notices) to reflect a simultaneous evacuation strategy. Inform all tenants in writing of the change to the evacuation strategy. A simultaneous evacuation involves all building users evacuating upon hearing a fire alarm. A stay put policy is only recommended in purpose built blocks with adequate fire compartmentation and requires that tenants stay in their flat unless the fire is present there or unless advised to move by the fire brigade. A stay put policy cannot be put in place where an automatic fire detection and warning system is present.</p>
5	<p>Cable conduit not capped, eg, flat 5 storage room with RCD board.</p> <p>Penetration, eg, flat 5 water tank room and over ground floor lobby door above false ceiling.</p> <p><i>(FIRE COMPARTMENTATION)</i></p>	<p>Penetrations to fire compartmentation where cables / pipes pass through walls, floors or ceilings. Increases the likelihood of fire / smoke spreading throughout the property.</p>  <p><i>Not capped</i></p>	✓	✓	✓	<p>None.</p>	3	1	M	<p>Undertake fire stopping works to penetrations (where cables / pipes pass through walls, floors or ceilings) to maintain suitable compartmentation and restrict fire / smoke spread capability.</p>

5		 <i>Penetration</i>										M	
6	General. <i>(SOURCES OF FUEL)</i>	Hazardous external cladding / insulation present on external facades with no cavity barriers installed. Potential for rapid external fire spread if materials are non-compliant or incompatible.	✓	✓	✓		More than one escape route available. Smoke ventilation available.	3	1			M	Remove external cladding panels and install cavity barriers. In the interim, additional precautions should be introduced to reduce risks in event of a fire such as provision of fire watch on upper floors and/or additional automatic fire detection and warning.
7	Missing linear seal, ground floor pump room. <i>(FIRE COMPARTMENTATION)</i>	Fire stopping incomplete. Increases the likelihood of fire / smoke spreading throughout the property.  <i>Missing linear seal, pump room</i>	✓	✓	✓		None.	2	2			M	Repair / replace incomplete fire stopping in order to maintain suitable compartmentation and restrict fire / smoke spread capability.

8	<p>Ground floor main stairwell.</p> <p><i>(SOURCES OF FUEL)</i></p>	<p>Unenclosed notice board in means of escape. Increased fire loading with potential to compromise the means of escape, which could hinder an evacuation.</p>  <p><i>Unenclosed</i></p>	✓	✓	✓		None.	2	1	L	Relocate notice board away from escape route or house in locked and fire-proof glazing. Keep levels of paper work to a minimum at all times.
9	<p>General.</p> <p><i>(MEANS OF ESCAPE)</i></p>	<p>Records observed relating to testing of the emergency lighting present indicate that the incorrect testing regime is in place. Monthly click test not undertaken and drain test recorded 6 monthly (no duration stated). Potential for accidents to occur if lights do not function correctly when needed.</p>	✓	✓	✓		<p>Tenant familiarity with property layout.</p> <p>Some natural/borrowed light available.</p> <p>Some testing carried out.</p>	2	1	L	<p>In accordance with BS 5266-8 (BS EN 50172), ensure that the emergency lighting is tested as follows: - Monthly functional (flick) test or visual inspection; - Annual full discharge test. There is no longer a requirement for a 1 hour discharge test every 6 months. Maintain up to date records of all tests carried out.</p>

10	Entrances. <i>(SOURCES OF IGNITION)</i>	No smoking signage not displayed at property entrance. This could lead to unauthorised smoking and increase fire and health risks.	✓	✓	✓	Occupants are aware of no smoking policy.	1	1	L	Purchase and display legible no smoking signage at entrance(s) to the premises, to comply with smoke-free premises legislation. 
11	General. <i>(ARRANGEMENTS IN DEMISED AREAS)</i>	No fire prevention guidance provided to residential tenants. Increased likelihood of a fire starting in a flat which could affect other parts of the property.	✓		✓	None.	2	A	A	It is best practice for the managing agent to provide basic fire prevention guidance to all residential tenants as detailed in the freely available Fire Safety in Purpose Built Blocks of Flats guidance document, Appendix 4.

5.0 ACTION PLAN

The action plan which follows is a summary of all of the actions generated in section 4.2 above. This should enable you to prioritise the allocation of time and resources when scheduling the remedial action identified.

To assist you, the following timeframes are suggested:

Risk rating	Priority	Action required	Action completed
HIGH (H)	1	Immediately (24 hours)	Within 1 month
MEDIUM (M)	2	Within 3 months	Within 6 months
LOW (L)	3	Within 6 months	Within 1 year
ADVISORY (A)	4	When practicable, or action relies on others	

The specific actions and time frames allocated to individual hazards / defects in this report are a guidance to effectively manage any deficiencies, as opposed to a completion timeframe. They should be used as a guide to implementing remedial measures to enhance management and completed within defined timescales for the relevant property.

You should include a comment for every section.

Remember “No action” is still a viable option, provided you can demonstrate that the action identified is not reasonably practicable to implement. This means that the cost of implementing the proposed action in terms of time, money and trouble far outweighs the benefit that will be achieved from it.

Actions marked with a “*” are outstanding from the previous assessment.

5.1 PRIORITY 1 ACTIONS

– WITHIN 24 HOURS

Hazard Ref	Location(s)	Recommended action	Comments	Date complete
NONE IDENTIFIED				

5.2 PRIORITY 2 ACTIONS

– WITHIN 3 MONTHS

Hazard Ref	Location(s)	Recommended action	Comments	Date complete
1	General.	Verify whether fixed wiring certificate is available and up to date. If not, undertake periodic inspection of fixed wiring electrical installations in accordance with BS7671 (IET Regulations). Implement any remedial actions raised.	Fixed wire undertaken and works remediated	March 2017
2	<p>Numerous issues in numerous locations identified including but not limited to:.</p> <p>Excessive gap leaf to frame, eg, ground floor electrical intake, flat 5 entrance door.</p> <p>Excessive threshold gap, eg, ground floor electrical intake, flat 5 entrance door, 2nd floor lobby door.</p> <p>Blanking plate required where hole due to lock installation, eg, ground floor electrical intake.</p> <p>No smoke seal fitted, eg, riser 4th floor and 2nd floor.</p> <p>Door not closing fully (dropped on hinges) lobby door 3rd floor.</p> <p>Door doesn't meet door stops, eg, 2nd floor lobby door.</p>	Due to the high number of issues observed relating to fire doors, conduct a full fire door survey for the building(s) for all fire doors serving landlord's areas. Devise an asset register of all fire doors and carry out fire door inspections at least every 6 months. Fire doors should be able to comply with testing requirements of BS EN 1634-1.	Total Fire compliance undertaking fire door survey	Instructed and awaiting start date

3	General.	Install automatic fire detection and warning system to conform to BS5839-6 Grade A, category LD2. This comprises smoke detection on each landing level of the staircase and in any high risk rooms which open onto the staircase e.g. lift motor room, all linked to an alarm panel, with a manual call point located next to final exits. An interlinked single point heat detector should be provided in the circulation space of each flat as well as a standalone Grade D, LD3 smoke detector. Where residential and commercial properties exist within the same building, the alarm systems for each property should be interlinked.	EEFSS Have been instructed to quote to install wireless and wired alarm systems	Awaiting quotes
4	General.	Update the emergency plan (and any fire action notices) to reflect a simultaneous evacuation strategy. Inform all tenants in writing of the change to the evacuation strategy. A simultaneous evacuation involves all building users evacuating upon hearing a fire alarm. A stay put policy is only recommended in purpose built blocks with adequate fire compartmentation and requires that tenants stay in their flat unless the fire is present there or unless advised to move by the fire brigade. A stay put policy cannot be put in place where an automatic fire detection and warning system is present.	At present the blocks are on stay put and updated policy will not be changed until fire alarm installed if this proceeds	TBA
5	Cable conduit not capped, eg, flat 5 storage room with RCD board. Penetration, eg, flat 5 water tank room and over ground floor lobby door above false ceiling.	Undertake fire stopping works to penetrations (where cables / pipes pass through walls, floors or ceilings) to maintain suitable compartmentation and restrict fire / smoke spread capability.	Total Fire are undertaking quote	June 2021
6	General.	Remove external cladding panels and install cavity barriers. In the interim, additional precautions should be introduced to reduce risks in event of a fire such as provision of fire watch on upper floors and/or additional automatic fire detection and warning.	Surveying have been advised and awaiting further instruction from them - Failed EWS1 and Lab results undertaken which confirmed render is 0.8% flammable - re-applied to the BSF	June 2021 As per Tetra email 29/9/21 they have advised waking watch to be implemented in line with other main blocks

7	Missing linear seal, ground floor pump room.	Repair / replace incomplete fire stopping in order to maintain suitable compartmentation and restrict fire / smoke spread capability.	Total Fire are undertaking quote	June 2021
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5.3 PRIORITY 3 ACTIONS

– WITHIN 6 MONTHS

Hazard Ref	Location(s)	Recommended action	Comments	Date complete
8	Ground floor main stairwell.	Relocate notice board away from escape route or house in locked and fire-proof glazing. Keep levels of paper work to a minimum at all times.	IS6050794 Raised to install in to each block	August 2021
9	General.	In accordance with BS 5266-8 (BS EN 50172), ensure that the emergency lighting is tested as follows: - Monthly functional (flick) test or visual inspection; - Annual full discharge test. There is no longer a requirement for a 1 hour discharge test every 6 months. Maintain up to date records of all tests carried out.	This is in place under the maintenance contract	Ongoing
10	Entrances.	Purchase and display legible no smoking signage at entrance(s) to the premises, to comply with smoke-free premises legislation.	Sticker signs in glass doors and screw on ones on solid doors IS6050850 all blocks	August 2021

5.4 PRIORITY 4 (ADVISORY) ACTIONS

– WHEN PRACTICABLE (OR RELIES ON OTHERS)

Hazard Ref	Location(s)	Recommended action	Comments	Date complete
11	General.	It is best practice for the managing agent to provide basic fire prevention guidance to all residential tenants as detailed in the freely available Fire Safety in Purpose Built Blocks of Flats guidance document, Appendix 4.	This will be issued once all works have been completed	

Certificate Number	LS	198857
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Life Safety Fire Risk Assessment
Gold Approved Scheme
CERTIFICATE OF CONFORMITY



This certificate is issued by the Approved Company named in Part 1 of the Schedule in respect of the fire risk assessment provided for the person(s) or organisation named in Part 2 of the Schedule at the premises and / or part of the premises identified in Part 3 of the schedule.

SCHEDULE	
Part 1	NSI Life Safety Fire Risk Assessment Gold Approved Organisation
	Tetra Consulting Limited
	BAFE Registration Number
	NSI 00608
Part 2	Name of Client
	Trinity Estates Ltd
Part 3	Address of premises for which the fire risk assessment was carried out
	1-7 Clench Street, Southampton, Hampshire SO14 3GU
	Part or parts of the premises to which the fire risk assessment applies
	Common internal and external areas. Main stairwell. Lobbies. Bin store. Pump room. Risers. Flat 5 and entrance door
Part 4	Brief description of the scope and purpose of the fire risk assessment
	This fire risk assessment has been undertaken to meet the relevant requirements of national life safety legislation. A non-intrusive method of inspection has been carried out across authorised locations to determine the adequacy of the existing fire precautions and fire management provisions in place. The significant findings of the assessment have been outlined within the report which provides recommendations for additional measures where our assessor deems necessary.
Part 5	Effective date of the fire risk assessment 17/06/2021
Part 6	Recommended date for review of the fire risk assessment June 2022

We, being currently a NSI Approved BS EN ISO 9001 organisation in respect of fire risk assessment identified in the above schedule, certify that the fire risk assessment referred to in the above schedule complies with the Specification identified in the above schedule under the control of our Quality Management System (identified on our NSI approval certificate) and with all other requirements as currently laid down within BAFE SP205 Scheme in respect of such fire risk assessment.

Signed (for and on behalf of the issuing Approved organisation)	[Redacted Signature]
Job Title	[Redacted Job Title]
Date	08/07/2021

Life Safety Fire Risk Assessment Gold is an Approval Scheme of the National Security Inspectorate, Sentinel House, 5 Reform Road, Maidenhead, Berkshire, SL6 8BY

BAFE, The Fire Service College, London Road, Moreton-in-Marsh, GL56 0RH.

RG8070.3 Sept 2018



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