

# FIRE RISK ASSESSMENT



## Topcliffe House

Hawkinge Drive, Castle Vale, Birmingham,  
B35 6BT

|                            |              |
|----------------------------|--------------|
| ASSESSED BY                | John Hubbard |
| ASSESSED ON                | 30/10/2024   |
| APPROVED BY                | Andy Davis   |
| APPROVED ON                | 24/01/2025   |
| ASSESSMENT REF.            | RB-PU83LD    |
| RECOMMENDED<br>REVIEW DATE | 30/10/2025   |
| VERSION                    | 1            |



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# INTRODUCTION

## Overview

A **fire risk assessment** is an organised and methodical examination of your premises, the activities carried on there and the likelihood that a fire could start and cause harm.

The Regulatory Reform (Fire Safety) Order 2005, which came into effect on 1st October 2006, applies to the majority of non-domestic premises. The legislation places certain obligations on the 'Responsible Person or Duty Holder' for the premises, that includes carrying out a suitable and sufficient fire risk assessment by a competent person. The assessment set out in this document is intended to satisfy this requirement.

The 'responsible person or duty holder' is typically the employer and any other person who may have control of any part of the premises, e.g. occupier, owner, or manager.

## Legislation

This fire risk assessment has been compiled using the PAS79 methodology alongside relevant current guidance and best practices. It is designed to help reduce risks to a tolerable level.

British and Northern Irish fire safety legislation requires the 'dutyholder' or 'responsible person' to produce a fire risk assessment and act on its findings / recommendations. Neither the production of a fire risk assessment, nor the completion of all the recommendations it makes, should be construed as an assessment of compliance with legislation.

## Disclaimer

Whilst this fire risk assessment is produced in good faith and the assessor will have suitable qualifications and/or experience to produce it, they can only assess what they have seen and what they have been told. Specifically, if the assessor is not granted or is unable to access any area or if information is not disclosed to them, it may impede the suitability of this assessment.

The assessor will assume that the building (and any alterations or change of use) comply with Building Regulations. If further changes are made to the building (especially its structure, layout or use) the fire risk assessment should be reviewed and updated.

## The Assessor – John Hubbard, GFireE DipFD

John has 30-years' experience within South Yorkshire Fire & Rescue Service, 11 years as an Operational Fire Officer and 19 years as Fire Safety Officer. During his time within the Service John undertook numerous training courses and examinations at The Fire Service College, covering all aspects of fire safety, prevention, investigation and management.

Since retiring from the Service in 2012, John has worked extensively across the UK undertaking Fire Risk Assessments, Fire Door Surveys & Compartmentation Surveys within a variety of public and private sector settings.

His experience spans a range of buildings within the social housing (low, medium, high-rise buildings, sheltered and supported accommodation), health care (hospitals and care homes), education (primary, secondary, further & higher education), Blue Light (police forces), local authority (owned, managed and maintained), commercial and industrial sectors.

John is a Graduate of the Institution of Fire Engineers and is Enhanced DBS checked. John also holds the Fire Door Inspection Scheme (FDIS) Diploma.

## Enforcement

Your local fire and rescue authority enforces this legislation. They have the power to inspect your premises to check that you are complying with your duties under the Order. They will look for evidence that you have carried out a suitable fire risk assessment and acted upon the significant findings of that assessment.

## Assessment Review

The fire risk in any building may be subject to change. Under the Order, part of the duties of the 'responsible person' is to review this assessment periodically and in the event of:

- A fire or near miss occurs
- Failure of fire safety systems (e.g. fire detection or emergency lighting)
- Changes to work processes undertaken in the building
- Alterations to the internal layout of the building
- Introduction, change of use or increase in the storage of hazardous substances
- Significant changes to the type and quantity and / or method of storage of combustible materials
- Significant changes in the number or type of people (e.g. young persons, those with disability)

## Managing Fire Safety

Good management of fire safety is essential to ensure that fires are unlikely to occur; that if they do occur they are likely to be controlled quickly, effectively and safely or that if a fire does occur and grow, to ensure that everyone in your premises are able to escape to a place of total safety easily and quickly.

## Significant Findings

The Significant Findings section contains actions that should be addressed based on their priority scores. Continue to implement control measures and monitor them for effectiveness.

# Assessment Risk Scoring & Methodology

The building risk score is a subjective calculation based on how likely the assessor believes a fire is to occur and how severe the consequences (severity of injury or death) might be if that fire were to happen.

The type of people that occupy a building, the risk of arson, and the ignition sources present are common examples of what affects the likelihood of fire. However, fairly simple steps can often be taken to reduce the possibility of fire.

The other objective is to mitigate the severity of a fire, its intensity and the smoke it produces. Occupants' mobility and their ability to escape are primary considerations, along with how quickly the fire would spread and how many people it might affect.

The matrix below explains how the assessor determines the building risk score. Carrying out the assessment's action recommendations should reduce the risk score.

| SEVERITY ▾<br>LIKELIHOOD ▾ | TRIVIAL HARM | SLIGHT HARM | MODERATE HARM | EXTREME HARM |
|----------------------------|--------------|-------------|---------------|--------------|
| LOW                        | TRIVIAL      | TOLERABLE   | TOLERABLE     | MODERATE     |
| MEDIUM                     | TOLERABLE    | TOLERABLE   | MODERATE      | SUBSTANTIAL  |
| HIGH                       | TOLERABLE    | MODERATE    | SUBSTANTIAL   | INTOLERABLE  |

|             |        |   |
|-------------|--------|---|
| TRIVIAL     | RATING | Limited action is required, review FRA as recommended; existing controls are generally satisfactory.                          |
| TOLERABLE   | RATING | No major additional controls required. However, there might be a need for some improvements.                                  |
| MODERATE    | RATING | Essential action must be made to reduce the risk. Risk reduction measures should be implemented within a defined time period. |
| SUBSTANTIAL | RATING | Considerable resources might have to be allocated to reduce the risk. Improvements should be undertaken urgently.             |
| INTOLERABLE | RATING | Imminent risk of significant harm. Immediate action required.   |

## Action Timescales and Severities

All remedial actions are given a **timescale**. Ideally, this is the time to resolution, but where work takes longer (for example, because it is a large or more complicated piece of work), it must have at least been initiated within this timescale.



All remedial actions are also given a **severity** which distinguishes between matters that constitute breaches of legislation and those that do not. Under the relevant fire safety legislation, breach of the requirements of the legislation in respect of fire precautions constitutes a criminal offence only if the breach results in the risk of serious injury or death of one or more persons who are lawfully on the premises, or in the immediate vicinity of the premises, in the event of fire.

# CERTIFICATE OF CONFORMITY

## LIFE SAFETY FIRE RISK ASSESSMENT



The life safety elements of this fire risk assessment comply with the BAFE SP205 scheme which ensures that we and our risk assessment staff have met the required technical and quality management standards.

Firecomply Ltd (BAFE 303008) certify all requirements in the BAFE SP205 scheme in respect of life safety fire risk assessment have been complied with. Any questions can be addressed to the assessor or the quality manager.

ASSESSMENT AND CERTIFICATE REFERENCE  
RB-PU83LD

ASSESSED ON, BY  
30/10/2024, John Hubbard GFireE DipFD (Senior Fire Risk Assessor)

APPROVED / VALIDATED ON, BY  
24/01/2025, Andy Davis BA (Hons) DipFD (Managing Director)

RECOMMENDED REVIEW DATE  
30/10/2025

FINDINGS  
8 Actions / 36 Controls

PRODUCED FOR  
The Pioneer Group

RESPONSIBLE PERSON  
Simon Wilson

SPECIFICATION CONFORMS TO  
Our own internal quality system.

ASSESSMENT SCOPE  
Type 1 Fire Risk Assessment

### Assessed Property

PROPERTY NAME  
Topcliffe House

PROPERTY REFERENCE  
TOP521000C - The Pioneer Group

ADDRESS  
Hawkinge Drive  
Castle Vale  
Birmingham  
B35 6BT

#### FIRE RISK RATING

LIKELIHOOD **HIGH**

Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

SEVERITY **SLIGHT HARM**

Outbreaks of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs). Typically high level of compartmentation.

RISK **MODERATE**

Essential action must be made to reduce the risk. Risk reduction measures should be implemented within a defined time period.

ASSESSING / ACCREDITED ORGANISATION  
Firecomply Ltd  
The Gables, High Street, Barnburgh, Doncaster, South Yorkshire, DN5 7EP  
01889 742583 — [www.firecomply.com](http://www.firecomply.com)

THIRD PARTY CERTIFICATION BODY  
SSAIB, 7-9 Earsdon Road, Whitley Bay, NE25 9SX

## Assessor Remarks

Access could not be gained to the outstanding flats from the previous Type 3 Fire Risk Assessment programme to undertake an assessment.

Firecomply have not been provided with relevant records for the servicing and maintenance of the equipment within the buildings, however a spreadsheet showing the dates the Estates Team have attended the premises and undertaken their inspections was provided. These inspections comprise of the fire alarm tests and visual checks of fire doors and exits throughout the building, which are undertaken weekly.

The assessment is based on the current occupancy and the assumption that all residents can evacuate independently. If this situation changes and occupants do not have the same mobility and cognitive awareness, the assessment should be reviewed.

# EXTENDED INFO

## Property Information

Number of Floors

12

Number of Flats (Bedrooms if no flats)

42

### Brief Details of Construction

The premises are of traditional construction with concrete columns and floors, brick/block walls and what appear to be cement rendered external walls under a flat concrete roof with a felt coating.

Each flat is fitted with balcony, which has a metal base, framework and grilles.

There are what appear to be painted metal strips fixed horizontally over most windows on the West face (possibly sun screens) and in front of the refuse chute rooms and their adjacent lobbies.

### Building Description

The premises were built around 1970 and comprise a 12-storey purpose built block of 42 residential flats.

At lower ground floor level there is the main electrical intake and tank pump rooms and shared means of escape from separate commercial occupiers.

At ground floor level there is the main entrance/exit leading to the entrance lobby, off which are a community room and a scooter store.

A single protected staircase with lobby approach connects all floors. Flat entrance doors open into the lift lobby which contains 2 passenger lifts, a dry riser outlet cupboard and an electrical cupboard. A door then leads from the lift lobby to the stairs lobby. In the stairs lobby there is also a door to the refuse chute.

The flats are set out on the following floors:

### Floor Flats

|    |                      |
|----|----------------------|
| G  | 1 - 2                |
| 1  | 3 - 6                |
| 2  | 7 - 10               |
| 3  | 11 - 15 (no flat 13) |
| 4  | 16 - 19              |
| 5  | 20 - 23              |
| 6  | 24 - 27              |
| 7  | 28 - 31              |
| 8  | 32 - 35              |
| 9  | 36 - 39              |
| 10 | 40 - 43              |

The block contains 1-bedroom and 2-bedroom flats, both of which have the same basic layout. On entering the flat, the nearest room is bedroom 2 (2-bedroom flats only), then bedroom 1 on one side of the hallway with the bathroom on the other side. Beyond these, at the far end of the hallway are the doors to the lounge and the kitchen.

The lift motor and antenna rooms are situated at roof level.

Automatic fire detection is installed within individual flats.

A fire alarm system to BS 5839-6 (smoke detectors) is fitted to the ground floor communal areas.

Emergency lighting is installed in the communal areas.

A fire alarm system to BS 5839-1 Category L5 and sprinkler system are fitted in the bin store.

### Other Comments and Observations

The building is owned by The Pioneer Group (Castle Vale Community Housing Association) who sublet the lower ground floor to a separate occupier. Accordingly, this fire risk assessment covers the communal areas and does not cover the commercial area within

the lower ground floor area, which has a separate fire risk assessment.

The building sits partially over the attached Topcliffe Primary School which, to our knowledge and understanding, is sufficiently separated and independent of the residential block.

Evacuation Strategy  
Stay put

Assembly Point  
Residents car park - school side, for those evacuating from the common parts

## Occupancy Information

Occupancy Type  
General needs flats with an assumed occupancy of 126 persons (based on 2 occupants and 1 visitor per flat).

|                     |                     |
|---------------------|---------------------|
| Number of Residents | Number of Employees |
| 84                  | 1                   |
| Number of Visitors  | Total Occupants     |
| 42                  | 127                 |

## Guidance & Legislation

Legislation  
Regulatory Reform (Fire Safety) Order 2005, Housing Act 2004, Fire Safety (England) Regulations 2022, Building Safety Act 2022

Suggested Guidance  
Fire Safety in Purpose-built Flats (Local Government Group)

## Client Information

|                              |   |
|------------------------------|---|
| Client Name                  | Responsible Person                                      |
| The Pioneer Group            | Simon Wilson  |
| Responsible Person Job Title | Competent Person (appointedd by the Responsible Person) |
| Chief Executive              | Carl Lewis  |
| Competent Person Job Title   | People Seen   |
| Head of Asset management     | Unaccompanied   |
| Date of Previous FRA         | Client Reference  |
| 25/10/2023                   | TOP521000C  |
| Project Reference            |   |
| FRA Programme 2024           |   |


# FINDINGS

This assessment identifies 8 actions and 36 controls. The latest history is shown for 4 previously identified actions and 27 previously identified controls that were reviewed as part of this assessment.

| 8 ACTIONS    | INCOMPLETE | 36 CONTROLS | ONGOING |
|--------------|------------|-------------|---------|
| HIGH         | 1          | ALL         | 36      |
| MEDIUM       | 5          |             |         |
| NO TIMESCALE | 2          |             |         |

## Management of Fire Safety - Training, Drills & Housekeeping

As part of the fire risk assessment, management of fire safety needs to be regarded as of equal importance to fire protection measures. In its broadest sense, fire safety management includes certain policies and procedures designed to prevent the occurrence of fire by eliminating or controlling fire hazards. We have assessed the standard of housekeeping in the building, the evacuation procedure that is in place, the presence of staff, and any occupants that have been deemed to be especially at risk.

- ? **4.1.1** Are there any staff based on the premises? **THERE ARE NO STAFF PERMANENTLY BASED ON THE PREMISES.**
- ? **4.1.2** Are provisions in place for any occupants that may be deemed to be especially at risk? **NO OCCUPANTS HAVE BEEN IDENTIFIED THAT MAY BE DEEMED TO BE ESPECIALLY AT RISK.**
- ? **4.1.3** Were all relevant areas of the premises accessed as part of the assessment?  
☒ Access was gained to all common part areas. **YES**
- ? **4.1.4** Are suitable building plans provided (for premises 18m or greater in height or 7 storeys)? **YES**
- ? **4.1.5** Has suitable fire door information been provided to residents?  
☒ Information has been delivered to all residents by the Estates team. **YES**
- 
- ? **4.1.6** Has routine monthly testing and maintenance been carried out on Firefighting/ Evacuation lifts & other key firefighting equipment? **NOT APPLICABLE**  
 The lifts within these premises are not used for firefighting or evacuation purposes.
- ? **4.1.7** If any of the essential fire-fighting equipment was noted as unserviceable, were the Fire & Rescue Service notified? **NOT APPLICABLE**  
 None of the essential firefighting equipment was noted as unserviceable.
- ? **4.1.8** Have suitable fire safety instructions been provided to the residents? **YES**  
☒ We are informed that, on moving in, residents are provided with an information pack including fire safety guidance.
- ? **4.1.9** If present, has relevant information been passed on to the Fire & Rescue Service regarding the external wall systems? **NO**  
 See 4.4.9 - still awaiting a report on the design of the external wall system.

? **4.1.10** When the employees of another employer work in the premises are they provided with adequate fire instructions and information? **YES**

All work requiring the use of contractors is organised, controlled and instructions are provided by staff.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing

? **4.1.11** Is the evacuation procedure suitable, and supported by the provisions on site? **YES**

There is a dual evacuation strategy in place within these premises whereby the residents within flats can stay put if unaffected by an outbreak of fire and residents/visitors within the common parts are to evacuate to the designated assembly point.

HISTORY 21/12/23 First identified in assessment  
24/01/25 Reviewed and confirmed as ongoing

## Management of Fire Safety - Procedures, Testing & Records

As part of the fire risk assessment, management of fire safety needs to be regarded as of equal importance to fire protection measures. In its broadest sense, fire safety management includes certain policies and procedures designed to prevent the occurrence of fire by eliminating or controlling fire hazards.

We have reviewed the available records and evidence to demonstrate that the relevant in-house inspections/testing and routine/preventative servicing and maintenance of the relevant systems are taking place and that underlying procedures are in place for controlling works undertaken within the premises.

? **4.2.1** If required, is there supporting evidence that regular co-ordination and co-operation is in place between the relevant parties responsible for the premises? **NOT APPLICABLE**

The premises have only the one Responsible Person referred to in this report.

? **4.2.2** Are the premises free from an active enforcement/alterations notice? **YES**

At the time of the assessment there were no enforcement/alterations notices in force.

? **4.2.3** Are routine in-house inspections and tests of the fire alarm, smoke ventilation systems, extinguishers, suppression systems, escape routes, exit doors, standard and emergency lighting systems undertaken and are records kept of these? **YES**

Records of the routine in-house inspections and tests of the fire alarm, bin chute rooms, escape routes, exit doors and emergency lighting systems, suppression system within the bin room and external areas were provided.

| Location                                 | Inspection Date | Completed Date | Inspector Name     | Inspector Email                          | Email To            | System Name               |
|--|-----------------|----------------|--------------------|--|---------------------|---------------------------|
| TOPCLIFFE HOUSE, BIN-RT, TOPCLIFFE HOUSE | 21/10/2024      | 21/10/2024     | Matthew Barnington | matthew.barnington@compas-support.org.uk | more.sed@wch.org.uk | External                  |
| TOPCLIFFE HOUSE, BIN-RT, TOPCLIFFE HOUSE | 21/10/2024      | 21/10/2024     | Matthew Barnington | matthew.barnington@compas-support.org.uk | more.sed@wch.org.uk | External                  |
| TOPCLIFFE HOUSE, BIN-RT, TOPCLIFFE HOUSE | 21/10/2024      | 21/10/2024     | Matthew Barnington | matthew.barnington@compas-support.org.uk | more.sed@wch.org.uk | Escalator Charging Area   |
| TOPCLIFFE HOUSE, BIN-RT, TOPCLIFFE HOUSE | 21/10/2024      | 21/10/2024     | Matthew Barnington | matthew.barnington@compas-support.org.uk | more.sed@wch.org.uk | Bin Room Sprinkler System |
| TOPCLIFFE HOUSE, BIN-RT, TOPCLIFFE HOUSE | 21/10/2024      | 21/10/2024     | Matthew Barnington | matthew.barnington@compas-support.org.uk | more.sed@wch.org.uk | Bin Room Sprinkler System |

|   |   |
|---|---|
| 3 | 4 |
|---|---|

? **4.2.4** Is there evidence/records to confirm that the fire alarm, rising mains, smoke ventilation systems, extinguishers, automatic self-closing refuse shutters, suppression systems, standard and emergency lighting systems are tested and subject to regular preventative maintenance to industry standards by suitably qualified contractors? **NO**

- Confirm that the fire alarm (bin room), dry rising main, automatic self-closing refuse shutters, suppression systems (bin room) and emergency lighting systems are tested and subject to regular preventative maintenance to industry standards by suitably qualified contractors.

WHY Records of the fire alarm (bin room), dry rising main, automatic self-closing refuse system (bin room) and emergency lighting systems testing were not provided.  
LOCATION Records.

| MEDIUM    |  |
|-----------|--|
| REFERENCE | RB-5EMMP4                                |
| DUE       | 24/04/2025                               |
| CATEGORY  | General: General - Records and Log Books |
| QUANTITY  | 1  |

- 4.2.5 Is there satisfactory control over works carried out in the premises by outside contractors (including hot work permits)?

YES

- All subcontract work is managed through formal procedures, any hot works will require the issue of Hot works Permit.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing

- 4.2.6 If hot work is undertaken by in-house personnel, are suitable precautions taken, including hot work permits?  
Hot works are only undertaken by external contractors.

NOT APPLICABLE

## Sources of Ignition & Fuel

The assessor has reviewed the potential sources of ignition in and around the premises. This includes electrical ignition sources, smoking, arson and lightning.

- 4.3.1 Does basic security against arson appear reasonable?

YES

- Access to the premises is controlled by key/fob or access code.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing



- 4.3.2 Are the premises free from any fire loss experience?

YES

At the time of the assessment there was no evidence of any fire loss within these premises.

- 4.3.3 Are the premises and immediate surroundings free of unnecessary or inappropriate combustible materials? and are they separated from ignition sources?

YES

At the time of the assessment the premises were clear of inappropriate combustible materials.

- 4.3.4 Are gas and electricity intake/meter rooms/cupboards adequately secured and kept clear of combustible materials?

YES

- The electricity intake room was adequately secured and clear of combustible materials.

HISTORY 21/12/23 First identified in assessment  
24/01/25 Reviewed and confirmed as ongoing

- 4.3.5 Are external bin stores/areas suitably secured with no combustible waste found outside of the designated area?

YES

- The bin store/area was readily identifiable and the area was clear of combustible waste.

HISTORY 21/12/23 First identified in assessment  
24/01/25 Reviewed and confirmed as ongoing

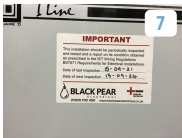


- ? **4.3.6** Is any fixed electrical equipment free from obvious damage and is there evidence of a recent professional inspection? **YES**

The installation is free from any noticeable defects. The consumer unit has a label to show that it was inspected on 15/09/2021.

The EICR identified the system as unsatisfactory, but remedial works have now been carried out and certificates issued for this work.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing



- ? **4.3.7** Is there any equipment which is subject to In-Service Inspection and Testing of Electrical Equipment (ITEE)? If so, is it free from obvious damage and is there evidence of a recent professional inspection? **YES**

Inspection and Testing of Electrical Equipment was last carried out in February 2024 and valid for twelve months.

LOCATION Community room.  
HISTORY 21/12/23 First identified in assessment  
24/01/25 Reviewed and confirmed as ongoing



- ? **4.3.8** Is the use of inappropriate portable heaters avoided as far as possible? **THERE WERE NO PORTABLE HEATERS IN THE COMMUNAL AREAS AT THE TIME OF THE ASSESSMENT.**
- ? **4.3.9** Are reasonable measures taken to prevent fires of electrical origin? **YES**

Reasonable measures appear to have been taken.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing

- ? **4.3.10** Are the premises free of any unnecessary or inappropriate sources of ignition? **YES**
- At the time of the assessment the premises were clear of inappropriate ignition sources.

- ? **4.3.11** If provided, are soft furnishings, upholstered furniture, curtains or drapes within common areas appropriate to limit fire spread/growth? **YES**

All furniture and soft furnishings located within the communal areas appear to be modern and in good condition.

HISTORY 21/12/23 First identified in assessment  
24/01/25 Reviewed and confirmed as ongoing

- ? **4.3.12** If lightning protection is provided, is it in a good state of repair and maintained? **NO**

Confirm that the lightning protection system has been tested in the last 12 months in accordance with BS EN 62305.

WHY No evidence of testing the lightning protection system was provided.  
LOCATION Records.

**MEDIUM**  
REFERENCE RB-2VSEH9  
DUE 24/04/2025

Lightning protection was provided.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing



? 4.3.13 Are cooking facilities provided in the premises?

**THERE ARE NO COOKING FACILITIES WITHIN THE COMMON PARTS OF THE PREMISES.**

? 4.3.14 Are there any fixed gas heating installations present within the common parts of the premises and are they serviced and maintained?

**THERE ARE NO FIXED GAS HEATING INSTALLATIONS PRESENT WITHIN THE COMMUNAL PARTS OF THE PREMISES.**

? 4.3.15 Are any hazardous materials appropriately stored?

**THERE WERE NO HAZARDOUS MATERIALS OBSERVED DURING THE ASSESSMENT.**

? 4.3.16 Are all other Fire Hazard issues considered satisfactory?  
No other Fire Hazards were observed during the assessment.

**NOT APPLICABLE**

## Protection

The provision of passive fire protection, in the form of fire resisting walls, ceilings and doors play an important part in the fire safety provisions in the building. The extent to which they are required has been assessed, and we have reviewed the provision of fire resisting doors, fire resisting walls, and the separation of roof voids, where possible. Statements regarding the fire resistance of the structure have been based on typical expected fire resistances of materials and construction. They comprise a visual inspection of the readily accessible areas only.

? 4.4.1 If there are any internal bin rooms or rubbish chutes, are they suitably secured, fire protected and provided with adequate ventilation?

**YES**

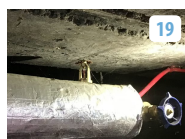
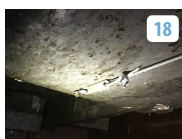
New fire shutters have been fitted in the refuse store at lower ground floor level.

HISTORY 21/10/21 First identified in assessment  
24/01/25 Reviewed and confirmed as ongoing



The refuse chutes are fitted with automatic self-closing shutters and a sprinkler system.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing



- ? **4.4.2** Are risers/service penetrations, where fitted, suitably fire-stopped and free from any visible damage? **YES**

All visible penetrations appeared to be suitably fire stopped.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing



- ? **4.4.3** Is the fire resisting construction (including any glazing) of a suitable standard and maintained? **YES**

The escape routes and stairs appeared to be sufficiently separated from the rest of the premises.

- ? **4.4.4** Are any roof voids present above the common areas provided with adequate compartmentation to support the evacuation strategy for the building? **NOT APPLICABLE**

There are no roof voids; the premises has a flat roof.

- ? **4.4.5** Are escape routes clear of any surface linings (eg, paint build-up, wallpaper and cladding) that might unnecessarily promote the spread of fire or generate excess smoke? **YES**

There are no linings present that are considered to promote fire spread.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing



- ? **4.4.6** Where fire doors are fitted in the communal areas, do they operate easily, close fully (and automatically i.e. self-closing devices fitted) with all seals, glazing and ironmongery intact, relevant signage fitted and free from excessive gaps or any damage? **YES**

Fire doors were found to be in good condition and closing freely.

- ? **4.4.7** From a visual inspection, do flat front doors appear to be in a good condition and fitted with a suitable self-closing device? **YES**

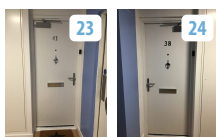
Confirm if the kitchen and lounge doors meet at least FD30 criteria.

WHY Access could not be gained to the flat.  
LOCATION Flats 19, 23 & 42.  
HISTORY 28/02/23 Marked as not started  
— See RiskBase for 3 additional comments or changes between these dates...  
05/01/24 Marked as in progress  
05/01/24 Reviewed and confirmed as in progress Access was gained to flats 17, 18, 21, 37, 38, 40 during the 2023 FRA programme.  
24/01/25 Reviewed and confirmed as not started

**MEDIUM**

REFERENCE RB-WJKQU6  
DUE 28/05/2023  
CATEGORY Technical: Tech - Inspection Before Works - Housing  
QUANTITY 9

All flat entry/exit doors have been replaced with FD60S door sets.



- ? **4.4.8** Do all other doors operate easily, close fully with all glazing and ironmongery intact and are they free from any damage? **YES**

The other doors sampled operated easily and were free from damage.

? **4.4.9** Are the external walls of the building satisfactory with regard to fire spread? (Consider flammability of cladding/external insulation system if provided).

NO

- A record of the design of the external walls of the building must be prepared, including details of the materials from which they are constructed.

This record must be provided to the local fire and rescue service by electronic means. Typically, other than in the case of low-risk, traditional masonry construction, the information that should be provided will comprise the following:

- an overview of the design of the external wall
- brief information on the materials of construction, insulation and any cladding
- any known defects in the construction (either as originally built or currently)
- the level of risk presented by the external walls, cladding and any attachments (as determined, where necessary, by an appraisal carried out by specialists)
- any mitigating steps that have been taken in relation to the risk as identified in the fire risk assessment

A suitable template for recording the information, for example [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1123770/Template-External\\_Wall\\_Information\\_for\\_FRS.odt](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1123770/Template-External_Wall_Information_for_FRS.odt) must be provided electronically to the fire and rescue service.

WHY A record of the design of the external walls of the building was not available at the time of the assessment.

LOCATION The external walls appear to be concrete but the materials behind the external face are unknown. Records.

HISTORY 28/02/23 **Marked as not started**

— See RiskBase for 3 additional comments or changes between these dates...

05/01/24 **Marked as in progress**

05/01/24 **Reviewed and confirmed as in progress** RLB are in the process of carrying out structural surveys.

24/01/25 **Reviewed and confirmed as not started**



MEDIUM

REFERENCE RB-AWM16W

DUE 28/05/2023

CATEGORY General: General - Records and Log Books

QUANTITY 1

## Means of Escape from Fire

The proper provision of means of escape is an essential part of fire safety measures in any and all premises. We have reviewed whether adequate escape routes are provided, whether they can be easily used and navigated, and whether the provision of emergency lighting, or other means of lighting, are sufficient.

Statements in the report regarding escape lighting are based on visual inspection only. The mains services were live at the time of inspection. No test of luminance levels was carried out.

? **4.5.1** Is there adequate provision of unobstructed exit routes and easily and immediately openable exits which open in the direction of escape (where required) and lead to a place of safety?

YES

The escape routes were sufficient in number and size to allow safe egress of all occupants.

? **4.5.2** Are electrically operated access control systems fitted to doors or gates on escape routes provided with override facilities and/or designed to 'fail safe' on power failure?

YES

- The exit doors have push pads fitted on the internal door face.

HISTORY 28/02/23 **First identified in assessment**

21/12/23 **Reviewed and confirmed as ongoing**

24/01/25 **Reviewed and confirmed as ongoing**



? **4.5.3** Are there reasonable arrangements for means of escape for disabled occupants? **YES**

These are General Needs flats; therefore, occupants may be present with some disabilities. Where necessary, new tenants (and any tenants known to have deteriorating health should be encouraged to have a home fire safety check by the local Fire and Rescue Service. Specific measures regarding occupants with any disabilities identified can be discussed and actions taken as necessary in conjunction with the relevant local community services.

Refuges have been provided on each floor of the stairwell.

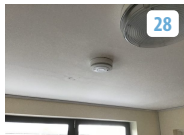
HISTORY 28/02/23 First identified in assessment  
24/01/25 Reviewed and confirmed as ongoing



? **4.5.4** Are there suitable fire precautions for any inner rooms? **YES**

Mains-powered smoke detection is installed to the scooter store.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing



? **4.5.5** Are the premises fitted with a suitable and sufficient emergency lighting system? **YES**

Emergency lighting is installed and appears to be in working order.

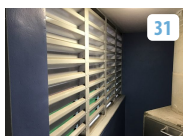
HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing



? **4.5.6** Are the stairs and/or lobbies provided with adequate permanent or manually operated ventilation openings or an automatic or remotely operated smoke ventilation system? **YES**

Permanent ventilation was provided at the head of the stairs, in the stair lobbies and in the refuse chute rooms.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing



? **4.5.7** Are fire action notices provided and do they reflect the escape strategy for the premises? **NO**

- Appropriate Fire Action notices should be provided which do not refer to a fire alarm, and show that the evacuation strategy is a "Dual" strategy where by persons in their flat stay in there flats if they hear of or see a fire and if they and visitors are in the common parts they evacuate to the assembly point.

WHY Fire Action notices on display refer to the building having a fire alarm, however the premises do not have a fire alarm.  
LOCATION Throughout the premises.



| HIGH      |   |
|-----------|---|
| REFERENCE | RB-RPVQAI                                     |
| DUE       | 24/02/2025                                    |
| CATEGORY  | General: General - Fire Action & Smoking Sign |
| QUANTITY  | 1   |

#### 4.5.8 Is the fire safety signage suitable and sufficient, including No smoking and Exit signs? YES

- No Smoking, lift and escape signage were displayed.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing



- The Fire Assembly point was clearly identified.

HISTORY 21/12/23 First identified in assessment  
24/01/25 Reviewed and confirmed as ongoing



## Means of Giving Warning

We have reviewed the provision of a fire detection and alarm system in the building, and its suitability in line with the evacuation procedure, and other fire safety systems.

For domestic premises we have, where possible, reviewed whether domestic smoke alarms have been provided in the individual flats.

Statements regarding the fire alarm system are based on visual inspection only; no audibility tests have been carried out.

#### 4.6.1 Are the premises fitted with a suitable and sufficient fire alarm system? And does it have a zone plan? NO

- Confirm the appropriate and required level of automatic fire detection (AFD) Grade D, Category LD2 is in place within individual flats.

If AFD is it not in place, then automatic fire detection (AFD) Grade D1, Category LD1 should be provided, in accordance with BS5839-6:2019.

WHY It was not possible to access each of the individual flats to confirm the level of automatic fire detection within the flat.  
LOCATION Flats 19, 23 & 42.  
HISTORY 28/02/23 Marked as not started  
— See RiskBase for 3 additional comments or changes between these dates...  
05/01/24 Marked as in progress  
05/01/24 Reviewed and confirmed as in progress Access was gained to flats 17, 18, 21, 37, 38 & 40 during the 2023 FRA programme.  
24/01/25 Reviewed and confirmed as not started

| MEDIUM    |                                      |
|-----------|--------------------------------------|
| REFERENCE | RB-FIG9TN                            |
| DUE       | 28/05/2023                           |
| CATEGORY  | Electrical: Elec - Wrks - Fire Alarm |
| QUANTITY  | 9                                    |

- Consideration should be given to installing Evacuation Alert Control Indicating Equipment (EACIE). This would be a system for the sole use of the Fire and Rescue Service, where if necessary they could send a signal to evacuate part/s or the whole of the building where necessary.

WHY These premises have no method of evacuating the residents should the need occur without going knocking on each individual door.  
LOCATION Throughout the premises.

NO TIMESCALE

REFERENCE RB-V1WJ27  
DUE No Due Date  
QUANTITY 1

- A Category L5 fire alarm system appeared to be installed in the bin room.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing



## Firefighting Arrangements

With regards to the height, complexity and use of the premises we have made an assessment of the firefighting arrangements. This includes the provision of fire extinguishers, fire brigade access, and the provision of sprinklers.

- ? 4.7.1 If a sprinkler/suppression system has been fitted, is it suitable and sufficient?  
See 4.2.4. for servicing.

YES

- A sprinkler system is fitted in the bin room to protect around the bins.

HISTORY 28/02/23 First identified in assessment  
21/12/23 Reviewed and confirmed as ongoing  
24/01/25 Reviewed and confirmed as ongoing



- ? 4.7.2 If a firefighting shaft is required, is it intact and all services within it maintained?  
The premises do not have a firefighting shaft.

NOT APPLICABLE

- ? 4.7.3 If required, due to the size/height of the building, has a dry/wet riser been installed?  
For testing see 4.2.4.

YES

- A dry rising main was fitted to the premises.

HISTORY 21/12/23 First identified in assessment  
24/01/25 Reviewed and confirmed as ongoing



- ? 4.7.4 If required, has a Secure Information Box been provided?

YES

- An up to date premises information box is provided.



- ? 4.7.5 Is there suitable floor numbering and wayfinding signage on each floor?

YES

Pioneer have confirmed wayfinding signage is to the required standard.

HISTORY 21/12/23 First identified in assessment  
24/01/25 Reviewed and confirmed as ongoing

- ? **4.7.6** Is the premises provided with drop key override switch facilities for Fire and Rescue Service access, and do they work?

NO

Consideration should be given to fitting a Fire Control Switch.

WHY There was no Fire Control Switch fitted, which could delay fire and rescue service emergency access.  
LOCATION Next to the main entrance.  
HISTORY 28/02/23 Marked as not started  
— See RiskBase for 3 additional comments or changes between these dates...  
05/01/24 Marked as not started  
05/01/24 Reviewed and confirmed as not started  
24/01/25 Reviewed and confirmed as not started

NO TIMESCALE

REFERENCE RB-LYPKRY  
DUE No Due Date  
CATEGORY Electrical: Elec - Wrks - Door Entry  
QUANTITY 1

- ? **4.7.7** Where required, are the correct fire extinguishers provided, and are they suitably positioned?

YES

There is a CO2 extinguisher last serviced 04/2024.

LOCATION Lift motor room.



- ? **4.7.8** Is adequate access available to the premises for the Fire & Rescue Service?

YES

Fire & Rescue Service access was adequate at the time of the assessment.

- ? **4.7.9** Are any other measures for the use by, or the protection of, firefighters in working order?

NOT APPLICABLE

There are no additional measures in place for the use by, or the protection of, firefighters.

- ? **4.7.10** Are any wiring systems visible within the common escape route(s) supported, in accordance with BS 7671, such that they will not be liable to premature collapse in the event of fire?

YES

All visible cables appeared to be supported.

HISTORY 21/12/23 First identified in assessment  
24/01/25 Reviewed and confirmed as ongoing

## Additional Considerations

- ? **4.8.1** Are all other elements of the premises acceptable and without need of any remedial actions?

YES

No further life safety measures are required, other than those referred to in this report.

## Actions and Controls Reviewed as Completed or Cancelled

Findings in this section have been reviewed in this assessment as completed or cancelled. They are not included in any summaries.

- COMPLETED Confirm that the information detailed below has been given to all flat occupants.

MEDIUM

WHY The Fire Safety (England) Regulations 2022 require that from 23 January 2023, the Responsible Person must give information about flat entrance doors to all residents (tenants and leaseholders) of all blocks of flats, that fire doors should be kept shut when not in use, self-closing devices should not be tampered with, and any fault or damage should be immediately reported to the Responsible Person.

This information must be provided to any new resident as soon as reasonably practicable after they move in, and all residents must be reminded about this information every 12 months.

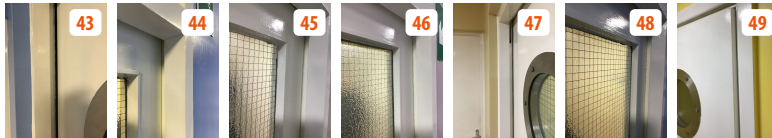
LOCATION Each flat.

REFERENCE RB-VPGM9D  
DUE 21/03/2024  
CATEGORY General: General - Records and Log Books  
QUANTITY 1

HISTORY 21/12/23 **Marked as not started**  
21/12/23 **Marked as not started**  
24/01/25 **Reviewed and confirmed as completed**

**COMPLETED** The doors should be checked to ensure they close effectively into their frames.

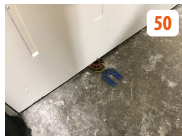
WHY Several fire doors did not close fully into their frames.  
LOCATION Floor 10 Flats Lobby door, Floor 9 Stairs door, Floor 7 Stairs door, Floor 5 Stairs door, Floor 3 Flats Lobby door, Floor 1 Stairs door, Ground Floor Stairs door.  
HISTORY 28/02/23 **Marked as not started**  
— See RiskBase for 3 additional comments or changes between these dates...  
05/01/24 **Marked as not started**  
05/01/24 **Reviewed and confirmed as not started** The Pioneer Group are currently sourcing quotations before appointing a contractor to undertake the works.  
24/01/25 **Reviewed and confirmed as completed**



**MEDIUM**  
REFERENCE RB-1ECFT7  
DUE 28/05/2023  
CATEGORY Technical: Tech -  
Doors - Repair  
QUANTITY 7

**COMPLETED** The gap between the door and frame should be 2-4mm and no more than 3mm on the threshold. The gaps should be reduced to be within these required tolerances.

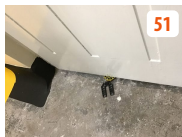
WHY The door had excessive gaps: threshold (13mm).  
LOCATION Floor 9 Stairs door.  
HISTORY 28/02/23 **Marked as not started**  
— See RiskBase for 3 additional comments or changes between these dates...  
05/01/24 **Marked as not started**  
05/01/24 **Reviewed and confirmed as not started** The Pioneer Group are currently sourcing quotations before appointing a contractor to undertake the works.  
24/01/25 **Reviewed and confirmed as completed**



**MEDIUM**  
REFERENCE RB-NLQA8B  
DUE 28/05/2023  
CATEGORY Technical: Tech -  
Doors - Repair  
QUANTITY 1

**COMPLETED** The gap between the door and frame should be 2-4mm and no more than 3mm on the threshold. The gaps should be reduced to be within these required tolerances.

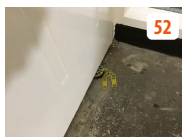
WHY The door had excessive gaps: threshold (10mm).  
LOCATION Floor 8 Stairs door.  
HISTORY 28/02/23 **Marked as not started**  
— See RiskBase for 3 additional comments or changes between these dates...  
05/01/24 **Marked as not started**  
05/01/24 **Reviewed and confirmed as not started** The Pioneer Group are currently sourcing quotations before appointing a contractor to undertake the works.  
24/01/25 **Reviewed and confirmed as completed**



**MEDIUM**  
REFERENCE RB-IAQBKK  
DUE 28/05/2023  
CATEGORY Technical: Tech -  
Doors - Repair  
QUANTITY 1

**COMPLETED** The gap between the door and frame should be 2-4mm and no more than 3mm on the threshold. The gaps should be reduced to be within these required tolerances.

WHY The door had excessive gaps: threshold (15mm).  
LOCATION Floor 7 Stairs door.  
HISTORY 28/02/23 **Marked as not started**  
— See RiskBase for 3 additional comments or changes between these dates...  
05/01/24 **Marked as not started**  
05/01/24 **Reviewed and confirmed as not started** The Pioneer Group are currently sourcing quotations before appointing a contractor to undertake the works.  
24/01/25 **Reviewed and confirmed as completed**



**MEDIUM**  
REFERENCE RB-JG8CLR  
DUE 28/05/2023  
CATEGORY Technical: Tech -  
Doors - Repair  
QUANTITY 1

**COMPLETED**

The gap between the door and frame should be 2-4mm and no more than 3mm on the threshold. The gaps should be reduced to be within these required tolerances.

WHY The door had excessive gaps: lock side (5mm) and threshold (13mm).

LOCATION Floor 3 Stairs door.

HISTORY 28/02/23 **Marked as not started**

— See RiskBase for 3 additional comments or changes between these dates...

05/01/24 **Marked as not started**

05/01/24 **Reviewed and confirmed as not started** The Pioneer Group are currently sourcing quotations before appointing a contractor to undertake the works.

24/01/25 **Reviewed and confirmed as completed**

**MEDIUM**

REFERENCE RB-DP6BVP

DUE 28/05/2023

CATEGORY Technical: Tech - Doors - Repair

QUANTITY 1

**COMPLETED**

The gap between the door and frame should be 2-4mm and no more than 3mm on the threshold. The gaps should be reduced to be within these required tolerances.

WHY The door had excessive gaps: top (5mm), lock side (5mm) and threshold (14mm).

LOCATION Floor 1 Flats Lobby door.

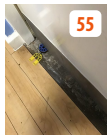
HISTORY 28/02/23 **Marked as not started**

— See RiskBase for 3 additional comments or changes between these dates...

05/01/24 **Marked as not started**

05/01/24 **Reviewed and confirmed as not started** The Pioneer Group are currently sourcing quotations before appointing a contractor to undertake the works.

24/01/25 **Reviewed and confirmed as completed**

**MEDIUM**

REFERENCE RB-CBURFQ

DUE 28/05/2023

CATEGORY Technical: Tech - Doors - Repair

QUANTITY 1

**COMPLETED**

The gap between the door and frame should be 2-4mm and no more than 3mm on the threshold. The gaps should be reduced to be within these required tolerances.

WHY The door had excessive gaps: threshold (14mm).

LOCATION Ground Floor Stairs door.

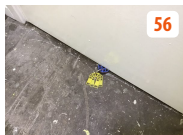
HISTORY 28/02/23 **Marked as not started**

— See RiskBase for 3 additional comments or changes between these dates...

05/01/24 **Marked as not started**

05/01/24 **Reviewed and confirmed as not started** The Pioneer Group are currently sourcing quotations before appointing a contractor to undertake the works.

24/01/25 **Reviewed and confirmed as completed**

**MEDIUM**

REFERENCE RB-G9977X

DUE 28/05/2023

CATEGORY Technical: Tech - Doors - Repair

QUANTITY 1

**COMPLETED**

Confirm if the flat entrance door meets FD30S criteria.

WHY Access could not be gained to confirm if the flat entrance door meets FD30S criteria.

LOCATION Flats 19, 23, 42.

HISTORY 28/02/23 **Marked as not started**

— See RiskBase for 3 additional comments or changes between these dates...

05/01/24 **Marked as in progress**

05/01/24 **Reviewed and confirmed as in progress** Access was gained to flats 17, 18, 21, 37, 38, 40 during the 2023 FRA programme.

24/01/25 **Reviewed and confirmed as completed**

**MEDIUM**

REFERENCE RB-TT9SD3

DUE 28/05/2023

CATEGORY Technical: Tech - Inspection Before Works - Housing

QUANTITY 9

**COMPLETED**

The fire extinguisher should be serviced or replaced.

WHY The fire extinguisher appeared not to have been serviced since 03/2022.

LOCATION Lift motor room.

HISTORY 21/12/23 **First identified in assessment**

24/01/25 **Reviewed and confirmed as completed** Serviced in April 2024.

**HIGH**

REFERENCE RB-VQ46N3

DUE 21/01/2024

CATEGORY Technical: Tech - Other

QUANTITY 1



# ACTION PLAN

A record of the design of the external walls of the building must be prepared, including details of the materials from which they are constructed.

MEDIUM

This record must be provided to the local fire and rescue service by electronic means. Typically, other than in the case of low-risk, traditional masonry construction, the information that should be provided will comprise the following:

- an overview of the design of the external wall
- brief information on the materials of construction, insulation and any cladding
- any known defects in the construction (either as originally built or currently)
- the level of risk presented by the external walls, cladding and any attachments (as determined, where necessary, by an appraisal carried out by specialists)
- any mitigating steps that have been taken in relation to the risk as identified in the fire risk assessment

A suitable template for recording the information, for example [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/1123770/Template-External\\_Wall\\_Information\\_for\\_FRS.odt](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1123770/Template-External_Wall_Information_for_FRS.odt) must be provided electronically to the fire and rescue service.

A record of the design of the external walls of the building was not available at the time of the assessment.

The external walls appear to be concrete but the materials behind the external face are unknown.

REFERENCE RB-AWM16W DUE 28/05/2023 QUANTITY 1

LOCATION Records.

CATEGORY General: General - Records and Log Books



COMPLETED ON / BY

Confirm if the kitchen and lounge doors meet at least FD30 criteria.

Access could not be gained to the flat.

MEDIUM

REFERENCE RB-WJKQU6 DUE 28/05/2023 QUANTITY 9

LOCATION Flats 19, 23 & 42.

CATEGORY Technical: Tech - Inspection Before Works - Housing

COMPLETED ON / BY

Confirm the appropriate and required level of automatic fire detection (AFD) Grade D, Category LD2 is in place within individual flats.

MEDIUM

If AFD is it not in place, then automatic fire detection (AFD) Grade D1, Category LD1 should be provided, in accordance with BS5839-6:2019.

It was not possible to access each of the individual flats to confirm the level of automatic fire detection within the flat.

REFERENCE RB-FIG9TN DUE 28/05/2023 QUANTITY 9

LOCATION Flats 19, 23 & 42.

CATEGORY Electrical: Elec - Wrks - Fire Alarm

COMPLETED ON / BY

Appropriate Fire Action notices should be provided which do not refer to a fire alarm, and show that the evacuation strategy is a "Dual" strategy where by persons in their flat stay in there flats if they hear of or see a fire and if they and visitors are in the common parts they evacuate to the assembly point.

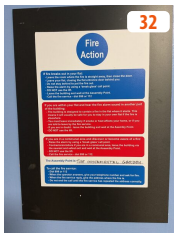
HIGH

Fire Action notices on display refer to the building having a fire alarm, however the premises do not have a fire alarm.

REFERENCE RB-RPVQAI DUE 24/02/2025 QUANTITY 1

LOCATION Throughout the premises.

CATEGORY General: General - Fire Action & Smoking Sign



COMPLETED ON / BY

Confirm that the fire alarm (bin room), dry rising main, automatic self-closing refuse shutters, suppression systems (bin room) and emergency lighting systems are tested and subject to regular preventative maintenance to industry standards by suitably qualified contractors.

MEDIUM

Records of the fire alarm (bin room), dry rising main, automatic self-closing refuse shutters, suppression system (bin room) and emergency lighting systems testing were not provided.

REFERENCE RB-5EMMP4 DUE 24/04/2025 QUANTITY 1

LOCATION Records.

CATEGORY General: General - Records and Log Books

COMPLETED ON / BY

Confirm that the lightning protection system has been tested in the last 12 months in accordance with BS EN 62305.

MEDIUM

No evidence of testing the lightning protection system was provided.

REFERENCE RB-2VSEH9 DUE 24/04/2025 QUANTITY 1

LOCATION Records.

CATEGORY General: General - Records and Log Books

COMPLETED ON / BY

Consideration should be given to fitting a Fire Control Switch.

There was no Fire Control Switch fitted, which could delay fire and rescue service emergency access.

REFERENCE RB-LYPKRY DUE No Due Date QUANTITY 1

LOCATION Next to the main entrance.

CATEGORY Electrical: Elec - Wrks - Door Entry

COMPLETED ON / BY

NO TIMESCALE

Consideration should be given to installing Evacuation Alert Control Indicating Equipment (EACIE).

This would be a system for the sole use of the Fire and Rescue Service, where if necessary they could send a signal to evacuate part/s or the whole of the building where necessary.

These premises have no method of evacuating the residents should the need occur without going knocking on each individual door.

REFERENCE RB-V1WJ27 DUE No Due Date QUANTITY 1

LOCATION Throughout the premises.

COMPLETED ON / BY

NO TIMESCALE



# Fire Doors

Keep you safe in the event of a fire.

**Make sure you:**

- Keep fire doors closed, do not wedge them open
- Do not drill into, add grilles or modify the door
- Do not remove the self-closing device
- Tell us if the gap around the door isn't the same all the way around or if seals are loose or missing
- Make sure the door closes correctly around all parts of the door frame

**If you have any concerns about your fire doors or need to report any damage, please call our reception on 0121 748 8100.**




**For more information visit:**  
[firedoorsafeefweek.co.uk](http://firedoorsafeefweek.co.uk)

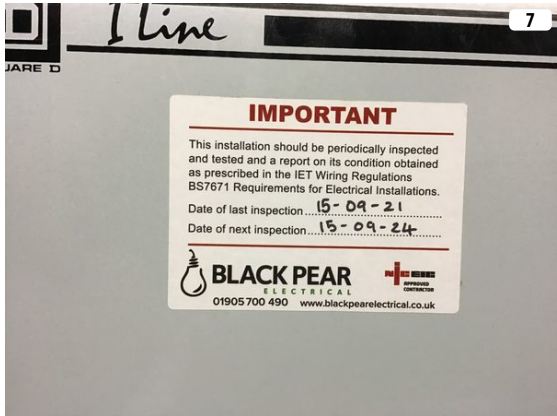


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 making your own community a reality

| Location                             | Inspection Date | Completed Date | Inspector Name     | Inspector Email                           | Email To               | Section Name              | Question 3 Question Text     | Answer | Photo Count | Question 7 Comments |
|--------------------------------------|-----------------|----------------|--------------------|---|------------------------|---------------------------|------------------------------|--------|-------------|---------------------|
| TOPCLIFF HOUSE, 835-685, TOPS110000C | 21/10/2014      | 21/10/2014     | Matthew Barrington | matthew.barrington@compass-support.org.uk | miss.sello@crch.org.uk | External                  | 13.1 Hazard                  | Pass   | 0           | Multiselect         |
| TOPCLIFF HOUSE, 835-685, TOPS110000C | 21/10/2014      | 21/10/2014     | Matthew Barrington | matthew.barrington@compass-support.org.uk | miss.sello@crch.org.uk | External                  | 13.2 Hazard                  | Pass   | 0           | Multiselect         |
| TOPCLIFF HOUSE, 835-685, TOPS110000C | 21/10/2014      | 21/10/2014     | Matthew Barrington | matthew.barrington@compass-support.org.uk | miss.sello@crch.org.uk | Scouters Charging Area    | 14.1 Scouters Charging Area  | Pass   | 0           | Multiselect         |
| TOPCLIFF HOUSE, 835-685, TOPS110000C | 21/10/2014      | 21/10/2014     | Matthew Barrington | matthew.barrington@compass-support.org.uk | miss.sello@crch.org.uk | Scouters Charging Area    | 14.2 Scouters Charging Area  | Pass   | 0           | Multiselect         |
| TOPCLIFF HOUSE, 835-685, TOPS110000C | 21/10/2014      | 21/10/2014     | Matthew Barrington | matthew.barrington@compass-support.org.uk | miss.sello@crch.org.uk | Bin Room Sprinkler System | 15.1 Sprinkler Panel         | Pass   | 0           | Multiselect         |
| TOPCLIFF HOUSE, 835-685, TOPS110000C | 21/10/2014      | 21/10/2014     | Matthew Barrington | matthew.barrington@compass-support.org.uk | miss.sello@crch.org.uk | Bin Room Sprinkler System | 15.2 Sprinkler Panel Present | Pass   | 0           | Multiselect         |

[illegible][illegible]

Photos Continued...



| BLACK PEAR ELECTRICAL 8 |  |   |
|-------------------------|--|---|
| 58                      | New sub-main installed from a separate MCCB in MPT.  | Installed MCCB for fuse protection. See picture No 14 |
| 59                      | The server room sockets in the radio station appear to be fed from a standard ring main circuit. It is recommended that a separate circuit be installed for the server supply. | See picture No 14                                     |
| 60                      | The fire alarm supply is fed from the fire rated cable. It is fed from DBL, this should ideally be fed from the main panel to avoid the possibility of accidental isolation.   | See picture No 14                                     |
| 61                      | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 14                      |
| 62                      | MPT, incorrect phase markings.   | Fixed correct phase markings. See picture No 14       |

| BLACK I ELECTRICAL 9 |  |  |
|----------------------|--|--|
| 42                   | Before reuse, all floor, PVC conductive floor and wall coverings should be removed. The floor should be replaced with a non-conductive material. | Replaced floor with non-conductive material. See picture No 10 |
| 43                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 44                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 45                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 46                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 47                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 48                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 49                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 50                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 51                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 52                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 53                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 54                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 55                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 56                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |
| 57                   | DB DB Flow, CCT, RCD trips in excess of 100ms.   | Replaced RCDs. See picture No 10                               |

| BLACK P ELECTRICAL 10 |  |                                  |
|-----------------------|--|----------------------------------|
| 27                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 28                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 29                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 30                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 31                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 32                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 33                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 34                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 35                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 36                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 37                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 38                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 39                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 40                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 41                    | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |

| BLACK PE ELECTRICAL 11 |  |                                  |
|------------------------|--|----------------------------------|
| 12                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 13                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 14                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 15                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 16                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 17                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 18                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 19                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 20                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 21                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 22                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 23                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 24                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 25                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |
| 26                     | DB DB Flow, CCT, RCD trips in excess of 100ms. | Replaced RCDs. See picture No 10 |

**BLACK PEAR ELECTRICAL**

**ELECTRICAL INSTALLATION CONDITION REPORT**

Report No: 328394

Part 1: Details of the Contractor, Client and Installation

Part 2: Summary of the Condition of the Installation

Part 3: Declaration

Part 4: Inspection and Testing

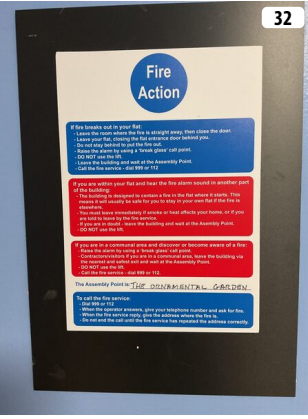
Part 5: Review by the Registered Qualified Supervisor for the Approved Contractor



Photos Continued...



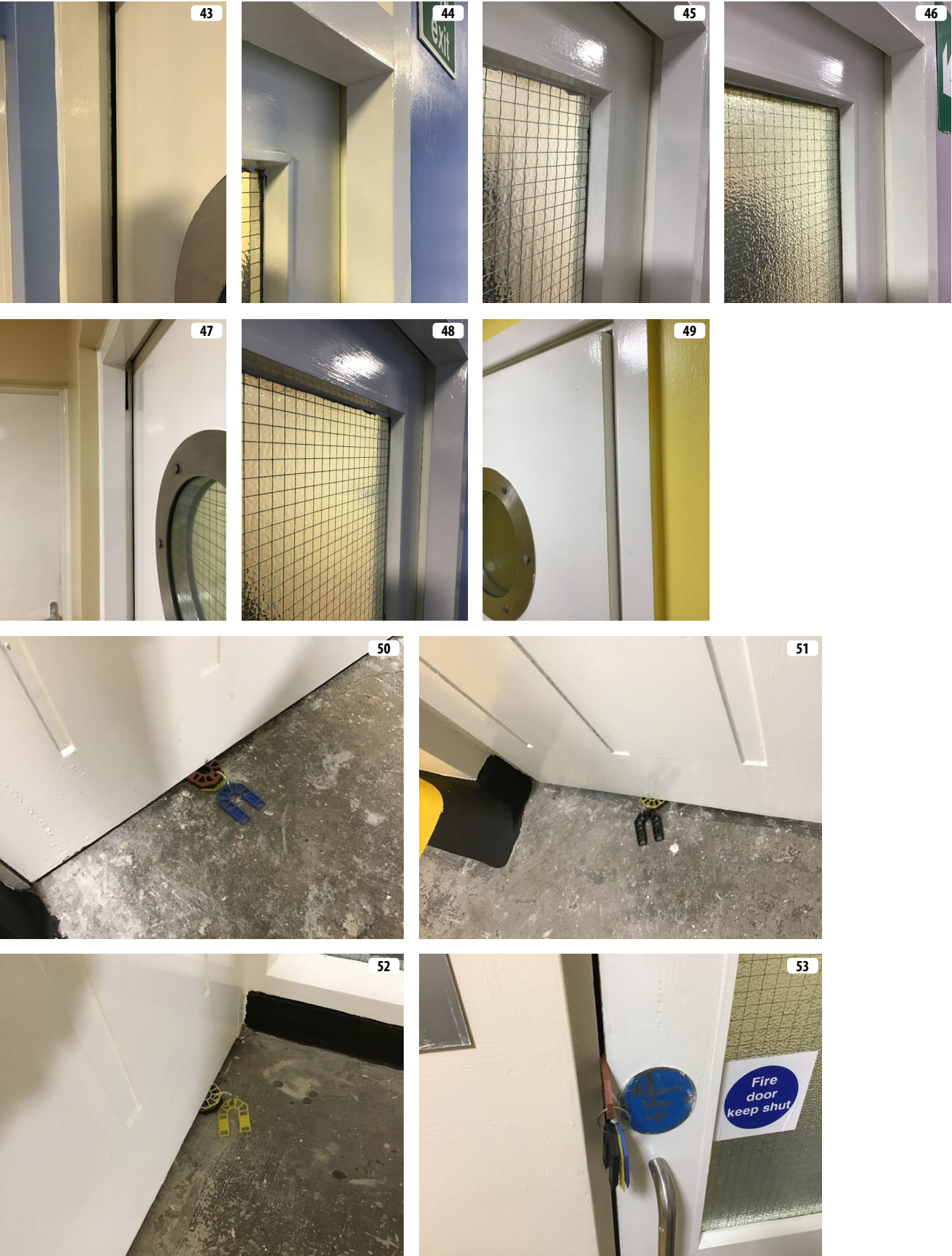
Photos Continued...



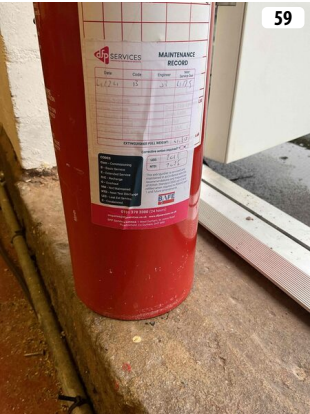
Photos Continued...



Photos Continued...



Photos Continued...



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