

# Fire Risk Assessment



## Waverley Walk (Block 51-61)

Waverley Walk (Block 51-61),,  
Rotherham,, South Yorkshire,  
S60 8BB

**VALID BETWEEN** 11/04/2024 - 11/04/2025

**ASSESSED BY** Billy Khatib  
**ASSESSED ON** 11/04/2024

**PROPERTY REF.** RB-8G6CYJ

**ASSESSMENT REF.** 391164

**VERSION** 1



**Oakleaf Surveying Ltd**

01604 643100 • [www.theoakleafgroup.co.uk](http://www.theoakleafgroup.co.uk)

McGowan House, 10 Waterside Way, The Lakes, Northampton, NN4 7XD

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# Introduction

## OVERVIEW

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. This assessment comes complete with a Certificate of Conformity to the BAFE SP205 Life Safety Fire Risk Assessment scheme.

## 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.

### What is a Fire Risk Assessment?

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.

### Who is the Responsible Person?

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.

# 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.

Severity ▸ ▼ Likelihood		Slight Harm	Moderate Harm	Extreme Harm
Low		Trivial	Tolerable	Moderate
Medium		Tolerable	Moderate	Substantial
High		Moderate	Substantial	Intolerable
<b>Slight Harm</b>	Severity	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		
<b>Moderate Harm</b>	Severity	Reasonable risk of fire spread involving multiple occupants which could result in significant injury. Eg, poor construction detailing or breaches to purpose built		
<b>Extreme Harm</b>	Severity	Significant potential for serious injury or death of one or more occupants. Includes high dependency occupants such as a care home or properties with poor		
<b>Low</b>	Likelihood	Very low likelihood of fire as a result of negligible potential sources of ignition.		
<b>Medium</b>	Likelihood	Normal fire hazards for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).		
<b>High</b>	Likelihood	Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.		
<b>Trivial</b>	Rating	Limited action is required, review FRA as recommended; existing controls are generally satisfactory.		
<b>Tolerable</b>	Rating	No major additional controls required. However, there might be a need for some improvements.		
<b>Moderate</b>	Rating	Essential action must be made to reduce the risk. Risk reduction measures should be implemented within a defined time period.		
<b>Substantial</b>	Rating	Considerable resources might have to be allocated to reduce the risk. Improvements should be undertaken urgently.		
<b>Intolerable</b>	Rating	Imminent risk of significant harm. Immediate action required.		

## Action Priorities

Separately from the building's risk score, every action is given a priority. Priorities are defined based on how easily an action can be completed and how much it should reduce the risk.

D	C	B	A
These actions should be implemented when the opportunity arises (such as the refurbishment of a building), but ideally within 2 years.	These actions may be more complicated or require a greater degree of planning. They should be completed within 6 months.	These actions should be implemented with a reasonable degree of urgency but at least within 3 months.	These actions should be implemented as soon as possible. Where they cannot be affected immediately, interim measures may be required to ensure occupant safety.

# 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.

Oakleaf Surveying Ltd (BAFE 301310) 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**  
391164

**Assessed On, By**  
11/04/2024, Billy Khatib

**Fire QC On, By**  
25/04/2024, Jeff Smith

**Start Date — Recommended Review Date**  
11/04/2024 — 11/04/2025

**Findings**  
3 Actions / 32 Controls

**Produced For the Responsible Person**  
Oakleaf Surveying Ltd

**Specification Conforms To**  
Our own internal quality system.

**Assessment Scope**  
Assessment applies only to the building specified.

### Assessed Property

**Property Name**  
Waverley Walk (Block 51-61)

**Property Reference**  
RB-8G6CYJ

**Address**  
Waverley Walk (Block 51-61),  
Rotherham,  
South Yorkshire  
S60 8BB

### Fire Risk Rating

#### Likelihood Low

Very low likelihood of fire as a result of negligible potential sources of ignition.

#### Severity Moderate Harm

Reasonable risk of fire spread involving multiple occupants which could result in significant injury. Eg, poor construction detailing or breaches to purpose built construction.

#### Risk Tolerable

No major additional controls required. However, there might be a need for some improvements.

### Assessing / Accredited Organisation

Oakleaf Surveying Ltd  
McGowan House, 10 Waterside Way, The Lakes, Northampton, NN4 7XD  
01604 643100 — [www.theoakleafgroup.co.uk](http://www.theoakleafgroup.co.uk)



### Third Party Certification Body

NSI, Sentinel House, 5 Reform Road, Maidenhead, SL6 8BY



# Assessor Remarks

The premises has been assigned a 'Tolerable' risk rating based on the actions and controls that have been identified and described in this report. However, note the overall risk rating could be reduced if all the recommended actions are completed.

# Premises Summary

## Premises Summary

**Description**

Property 51-61 Waverley Way is a newly constructed general needs block containing 6 Flats. There are two flats on each of the three floors. There are FD30S lobby doors on each floor with a single stairway and two final exit doors. There are two sets of riser cupboards on each floor. There is a car park and bin store to the rear. Neighbouring premises do not represent a significant hazard.

**Use of Premises**

Residential general let.

**Construction**

The building has been newly constructed in 2019 and is brick and block. Floors are concrete. The roof is pitched and tiled on a timber frame. The basic construction of the building is that of load bearing blockwork external walls with internal block load bearing partition walls forming compartmentation between the apartments. All the internal walls are dry-lined in plasterboard. The structural floor construction is that of a concrete beam and block type with a floating chipboard deck above and plasterboard ceilings below (supported off battens to the soffit of the structural floor). The roof gives the visual appearance is that of a upper flats compartmentation continues throughout.

**Number of Floors**

3.

**Number of Occupants**

10 variable.

**People Especially at Risk**

none reported.

**Stairways**

1.

**Final Exits**

2.

**Evacuation Procedure**

Stay Put Policy.

**Recent Fire History**

There is no history of any recent fires at the premises.

**Additional Facilities**

None.

**Responsible Person**

Arches Housing.

**Competent Person**

Nicola Maguire.

**Guidance Used**

Fire Safety in Purpose-Built Blocks of Flats

# Findings

- 1** 1 negative answer  
Out of a total of 33
- 3** 3 actions to complete  
Identified in this assessment
- 32** 32 controls describe existing measures  
Identified in this assessment

## Summary of Actions

Timescale	
C	1
B	1
A	1

## Sources of Ignition

5 Controls

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

Are electrical ignition sources, such as fixed wiring & PAT, being adequately maintained and tested?

Yes

The mains electrical system has been tested in accordance with BS 7671, last test date 27/2/24.

**Category** Maintenance: Electrical



Does basic security against arson by outsiders appear reasonable?

Yes

There is secure access to the premises, available to authorised persons only. During the inspection, there did not appear to be significant fire loads which may be ignited by others and which would pose a significant fire risk to the building occupants.

To reduce the likelihood of deliberate ignition inside, or within close proximity to openings in, the building.

**Category** Building: Security





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

Yes

No smoking is permitted in the common areas.

Smoke-free legislation was introduced in England in 2007, banning smoking in nearly all enclosed workplaces and public spaces.

The enforcement is for public health but also mitigates and reduces the risk of accidental ignition and fires within all buildings.

**Category** Procedures: Policy



Are external waste bins stored in a suitable location?

Yes

External waste bins are suitably located away from the building.

This reduces the likelihood of arson attacks, limits potential fire growth and reduces the likelihood of external fires entering the building through its openings.

**Category** Building: Other



Is lightning protection fitted to the building?

No

No lightning protection is required for a building of this height.

**Category** Maintenance: Electrical

## Means of Escape

1 Negative Answer  
1 Action 9 Controls

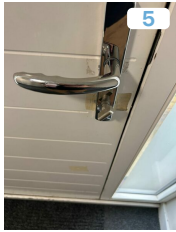
The proper provision of means of escape is an essential part of fire safety measures in any and all premises. We have reviewed whether adequate escape routes are provided, whether they can be easily used and navigated, and whether the provision of emergency lighting, or other means of lighting, are sufficient.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

Are the means of escape adequate?

Yes

There are 2 exits available from the property. The front entrance and rear doors.

Category Building: Other



Is there suitable emergency lighting provided to illuminate the means of escape?

Yes

Emergency lighting is installed throughout escape routes and in other locations such as disabled toilets, hazard areas and, or, large open rooms.

Emergency lighting is required to allow occupants to identify and locate escape routes and fire safety equipment during power failure within the premises.

Category Maintenance: Emergency Lighting

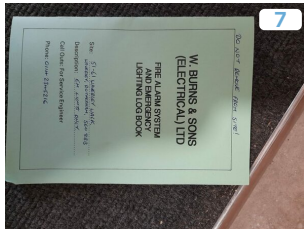
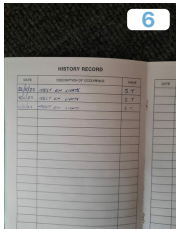
Are suitable maintenance records available?

Yes

The emergency lighting system is tested monthly by staff and serviced annually by W Burns & Sons who are the 3rd party accredited contractors for all sites. The last service date is: 16/2/24 and deemed satisfactory with no remedial works reported.

To ensure escape routes are protected and lighting is in good working order.

Category Maintenance: Emergency Lighting



Are the travel distances reasonable?

Yes

The maximum travel distances on all floors are within the accepted limits for this type of occupancy.

To ensure occupants can reach a place of safety in the shortest travel time.

Category Building: Other

Are all doors on escape routes easily opened?

Yes

All final exit doors are provided with a single method of opening.

To enable easy and immediate egress.

Control Continues...

### ...Control Continued



Is adequate fire exit and other fire safety related signage provided?

No

The fire action notice does not align with a stay put policy, there are no FA call points. Review all FANs and replace them with appropriate notices. To ensure persons receive information on the actions they are to take in the event of fire / fire alarm

A

**Reference** RB-N3H6TB **Due** 25/05/2024

**Location** Throughout the common areas.

**Category** Building: Signage



The provision of fire exit signage is sufficient to aid personnel to a place of relative safety leading to ultimate safety and fresh air.

To indicate to occupants that are unfamiliar to the property the final exit from the building to a place of relative safety

**Category** Building: Signage

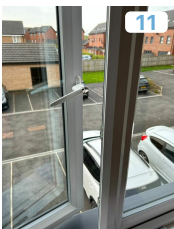


Is smoke ventilation provided?

Yes

An openable window is provided in the stairway which will provide natural ventilation.

The primary objective of ventilation is to protect the staircase and protect the common circulation areas.



Is the smoke ventilation system being regularly serviced?

Not applicable

The ventilation window is opened/closed manually. Service/maintenance is not required.

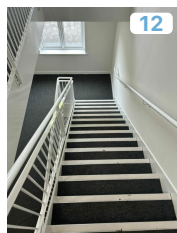
Are the means of escape clear of combustible items and obstructions, and is the standard of housekeeping acceptable?

Yes

The means of escape were free of combustible items at the time of the assessment.

All emergency routes and exits must lead as directly as possible to a place of safety and be adequate for everyone to escape quickly and safely. It is essential that escape routes, and the means provided can be used safely, are managed and maintained to ensure that they remain usable and available at all times when the premises are occupied. Corridors and stairways that form part of escape routes should be kept clear and hazard free at all times. Items that may be a source of fuel or pose an ignition risk should not normally be located on any corridor or stairway that will be used as an escape route.

Category Procedures: Housekeeping



## Fire Doors and Compartmentation

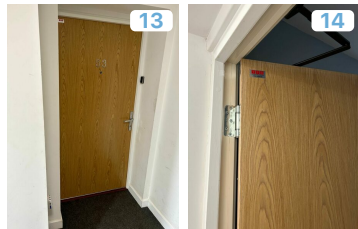
5 Controls

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 resistances of materials and construction. They comprise a visual inspection of the readily accessible areas only.

Are flat entrance doors and doors to the common parts of a suitable fire resisting standard?

Yes

Fire doors provided are of the same type throughout, fitted with a letterbox. Access was gained to flat 53, and it was confirmed the fire door is fitted with intumescent strips and cold smoke seals, as well as a self closing device.



Is the compartmentation of the common areas and means of escape adequate?

Yes

Adequate compartmentation within riser cupboard.

Control Continues...

### ...Control Continued



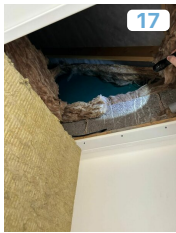
Are roof voids adequately compartmented?

Yes

The roof void was accessed; blockwork continues to the underside of the roof with no fire stopping breaches noted.

To reduce the risk of fire and smoke spread.

**Category** Building: Compartmentation



Are wall and ceiling linings appropriate to limit fire spread?

Yes

Wall and ceiling surfaces appear to be of an appropriate standard; that is B-s3, d2 (European classification) [example plasterboard] in the escape routes, C-s3,d2 (or better) in other areas and D-s3,d2 in small rooms (less than 30m2).

To prevent the surface spread of fire, protect the means of escape for occupants and to limit fire growth within the premises.

**Category** Building: Other

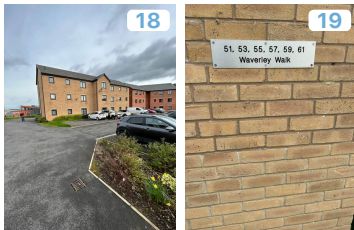
Does the exterior of the building adequately resist the spread of fire?

Yes

The exterior of the building is of brick construction and would not promote external flame spread.

To reduce the risk of fire and smoke spread.

**Category** Building: Other



# Means of Giving Warning

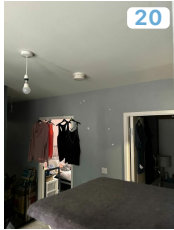
2 Controls

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.

Is a suitable fire detection and alarm system in place?

Yes

It was confirmed that domestic smoke detection is provided within the flats; sample check made in flat 53.



Are there records for the fire alarm system?

Yes

Service records are held centrally.

To ensure the system is maintained in good condition, effective working order and a good state of repair.

# Firefighting Arrangements

5 Controls

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

Is a sprinkler system provided?

Not required

A sprinkler system is not currently required for a building under 11 metres in height.

Is a firefighting shaft provided?

Not required

A firefighting shaft is not currently required for a building under 18 metres in height.

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

Not required

Fire extinguishers are not provided or required in the common areas.

Is adequate fire brigade access available to the building?

Yes

Suitable Fire Brigade access is available to the front of the property, from the street.

To support the Fire Service when attending the property to position fire appliances as close to the building as reasonably practical.

Are there suitable floor numbers/wayfinding signage at each level?

N/A

This property is under 18m and therefore, is not required to be fitted with wayfinding signage.

## Management and Housekeeping

6 Controls

As part of the fire risk assessment, fire safety management 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.

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

Yes

A stay put policy is in place, and this is supported by adequate compartmentation (Subject to recommendations made elsewhere in this report). The flat of fire origin should evacuate and request Fire Brigade attendance; all other flats should stay in place.

Are suitable records held relating to maintenance and management?

Yes

Testing and maintenance records are held centrally, and are available for inspection.

Are staff located at the premises?

No

No staff are based on the site.

Is there a designated responsible person and safety assistant for fire safety management in the premises?

Yes

The Responsible person is Arches Housing with the designated 'safety assistant' for the premises is Nicola Maguire and they were consulted and present at time of fire risk assessment.

Have any occupants been identified that may be deemed to be especially at risk?

No

The assessor was not aware of any occupants that may be especially at risk at the time of the assessment.

Were all relevant areas of the building accessed as part of the assessment?

Yes

The risk assessor accessed all areas of the property.

## Additional Services

## Additional Services

None noted in this visit.

No

# Other Actions and Controls

2 Actions

Findings in this section have not been linked to a section or question.

No evidence was seen at the time of the assessment to confirm that a programme is in place to undertake checks of all fire doors (including self-closing devices) in the common parts, in accordance with Regulation 10 of The Fire Safety (England) Regulations 2022.

The Fire Safety (England) Regulations 2022 has clarified that in any residential building that contains two or more sets of domestic premises is within the scope of the Fire Safety Order.

Mandatory

**Reference** RB-SMNEG2 **Due** 25/07/2024

**Location** Fire Doors

**Category** Procedures: Housekeeping

B

Ensure the relevant information is provided to tenants as per the duties of the responsible person under the Fire Safety (England) Regulations 2022.

No evidence has been provided to suggest that as per the duties of the responsible person under the Fire Safety (England) Regulations 2022 the following information has been provided to residents.

You must display fire safety instructions in a conspicuous part of the building. The instructions must be in a comprehensible form that residents can reasonably be expected to understand.

The instructions must cover the following matters:

- The evacuation strategy for the building (e.g. stay put or simultaneous evacuation).
- Instructions on how to report a fire (e.g. use of 999 or 112, the correct address to give to the fire and rescue service, etc).
- Any other instruction that tells residents what they must do when a fire has occurred. These instructions must also be provided directly to new residents as soon as reasonably practicable after they move into their accommodation, it should also be the case if there are any material changes to the instructions (e.g. as a result of alterations to the building). In addition, these instructions should be reissued to all existing residents at periods not exceeding 12 months.

You must also provide relevant information about fire doors, particularly residents flat entrance doors, as these play an important part in containing any fire within the flat in which it starts. In particular, you

must provide information to all residents to the effect that:

- Fire doors should be shut when not in use.
- Residents or their guests should not tamper with self-closing devices on fire doors.
- Residents should report any fault with, or damage to, fire doors immediately to the Responsible Person.

Again, the information about fire doors must be provided to residents as soon as reasonably practicable after they move into their flat and at periods not exceeding 12 months thereafter.

**Reference** RB-KUMD7D **Due** 25/10/2024

**Category** Procedures: Housekeeping

C



# Action Plan

The fire action notice does not align with a stay put policy, there are no FA call points.  
Review all FANs and replace them with appropriate notices.  
To ensure persons receive information on the actions they are to take in the event of fire / fire alarm

**Reference** RB-N3H6TB **Due** 25/05/2024  
**Location** Throughout the common areas.  
**Category** Building: Signage



Completed On / By

A

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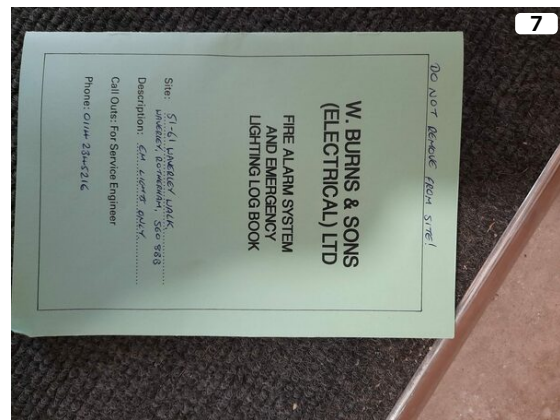
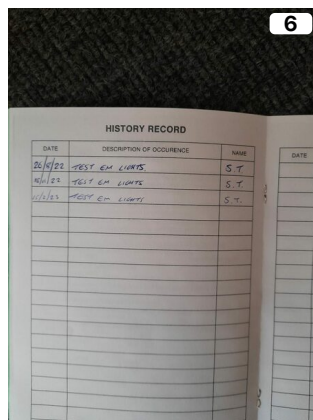
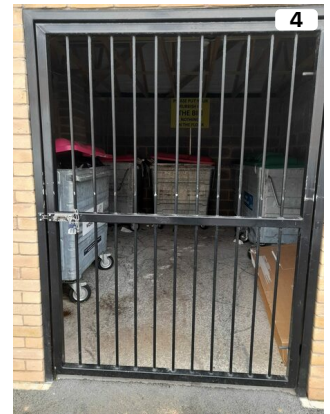
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**Reference** RB-KUMD7D **Due** 25/10/2024

**Category** Procedures: Housekeeping

Completed On / By

# Photos



Photos Continued...





Rely on us on for clear and practical advice. Small enough to respond and care, big enough to deliver consistency and quality every time.

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ADDRESS  
Oakleaf Surveying Ltd  
McGowan House  
10 Waterside Way  
The Lakes  
Northampton  
NN4 7XD

TELEPHONE  
01604 643100  
EMAIL  
[info@theoakleafgroup.co.uk](mailto:info@theoakleafgroup.co.uk)  
WEBSITE  
[www.theoakleafgroup.co.uk](http://www.theoakleafgroup.co.uk)

