

Fire Risk Assessment



Ash Tree Court (Block 1-5)

Eccles Street, Wincobank,
Sheffield, South Yorkshire,
S9 1LR

VALID BETWEEN 10/04/2024 - 10/04/2025

ASSESSED BY Billy Khatib
ASSESSED ON 10/04/2024

PROPERTY REF. RB-1TN4XK

ASSESSMENT REF. 392110

VERSION 2



Oakleaf Surveying Ltd

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
Slight Harm	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		
Moderate Harm	Severity	Reasonable risk of fire spread involving multiple occupants which could result in significant injury. Eg, poor construction detailing or breaches to purpose built		
Extreme Harm	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		
Low	Likelihood	Very low likelihood of fire as a result of negligible potential sources of ignition.		
Medium	Likelihood	Normal fire hazards for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).		
High	Likelihood	Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.		
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 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
392110

Assessed On, By
10/04/2024, Billy Khatib

Fire QC On, By
23/05/2024, Andy Whiting AIFSM, CFRAR Tier 2

Start Date — Recommended Review Date
10/04/2024 — 10/04/2025

Findings
2 Actions / 34 Controls

Assessed Property

Property Name
Ash Tree Court (Block 1-5)

Property Reference
RB-1TN4XK

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.

Address
Eccles Street
Wincobank
Sheffield
South Yorkshire
S9 1LR

Fire Risk Rating

Likelihood Medium

Normal fire hazards for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

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 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 979850 — 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

1-5 Ash Tree Court is a general needs block containing 5 flats in a converted former Vicarage. The block contains 5 flats with two each on the ground and first floor and one on the second floor. There is a single stairwell with two ground floor communal exits plus one further rear exit from flat 2 on the ground floor. There is a small car park to the front. Neighbouring premises do not represent a significant hazard.

Use of Premises

Residential general let.

Construction

The building is located in a residential area and is detached, part three storeys and part single storey, brick and masonry built, concrete and timber floor, brick internal walls with a pitched and tiled roof. The building was originally constructed in 1912.

Number of Floors

3.

Number of Occupants

10 based on 2 residents per flat (variable).

People Especially at Risk

Some residents.

Stairways

1.

Final Exits

2.

Evacuation Procedure

There is a 'Stay Put' Policy in place for the flats, with a 'Simultaneous Evacuation' for the communal areas.

Recent Fire History

None reported.

Additional Facilities

None observed.

Responsible Person

Arches Housing Ltd.

Competent Person

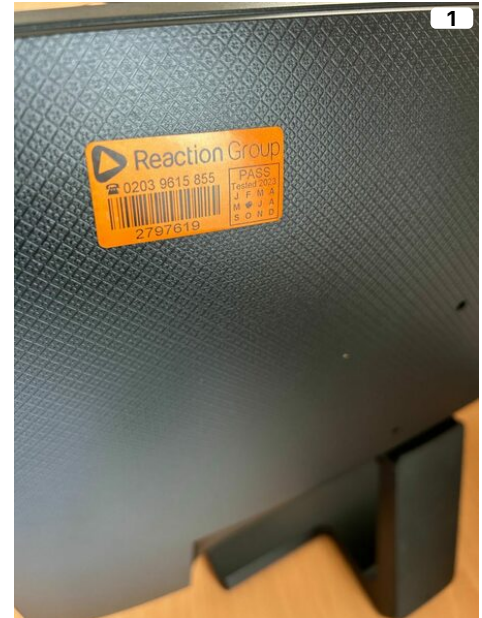
Compliance Officer.

Guidance Used

LACORS, Housing Fire Safety

Asset Elements

Portable Appliances



Findings

- 1 1 negative answer
Out of a total of 34
- 2 2 actions to complete
Identified in this assessment
- 34 34 controls describe existing measures
Identified in this assessment

Summary of Actions

Timescale	
No Timescale	1
B	1

Sources of Ignition

1 Negative Answer
1 Action 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?

No

Labels on the main fuse box indicated that the latest inspection was carried out in 03/22 however the Electrical Installations Condition Report (EICR) was not available to view. Obtain a copy of the EICR and ensure that it has been marked as "Satisfactory". If it is not marked as "Satisfactory" ensure that the recommended remedial works are completed by a competent person at the earliest opportunity.

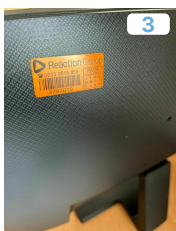
B

Reference RB-1UNN2D **Due** 23/08/2024
Category Maintenance: Electrical



PAT dates of the office equipment is June 2023.

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.

Category Building: Security

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

Yes

No smoking is permitted in the common areas.

Category Procedures: Policy



Are external waste bins stored in a suitable location?

Yes

External waste bins are stored away from the premises, behind fencing.

Category Procedures: Housekeeping

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

10 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

Single stairway means of escape is acceptable.

Category Building: Other

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

Yes

Emergency lighting is provided throughout the means of escape internally.

Are suitable maintenance records available?

Yes

The emergency lighting system is tested monthly by staff and serviced annually by Wm Burns & Son who are the 3rd party accredited contractors for all sites. The last service date is: 02/23 and deemed satisfactory with no remedial works reported.

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.

Category Building: Other

Are all doors on escape routes easily opened?

Yes

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



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

Yes

A Fire Action Notice, detailing the evacuation procedure, is in place in the common areas.

Category Building: Signage



Are the directional signs correct?

N/A

No way signage is necessary due to the simple layout of the escape route that leads directly to ultimate safety.

Is smoke ventilation provided?

Yes

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

Control Continues...

...Control Continued



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 are readily available.

Category Procedures: Housekeeping

Fire Doors and Compartmentation

6 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 are fitted throughout the property. They are an FD30s type, incorporating intumescent strips, cold smoke seals and self closing devices.



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

Yes

Floors and walls appeared to be in good condition, with no apparent openings or breaches that would permit the uncontrolled spread of fire and smoke.

Category Building: Compartmentation

Are roof voids adequately compartmented?

Yes

There is no loft hatch within the common parts.

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 to EN 13501: 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.

Category Building: Other

Means of Giving Warning

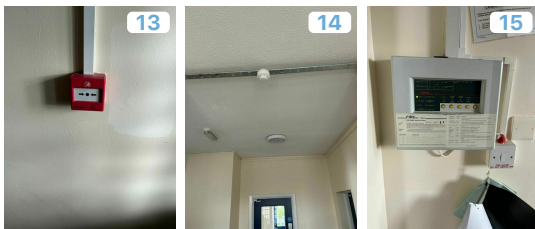
2 Controls

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

Automatic fire detection is provided throughout. The fire alarm system will sound throughout the common parts in the event of fire in the common areas, but only within each localised flat if activated within a flat.



Are there records for the fire alarm system?

Yes

Service records were provided and dated 16.2.2024. Weekly alarm testing is recorded in the fire logbook which is currently tested every Friday.

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.

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

No

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 mixed policy is in place of simultaneous evacuation upon hearing the alarm within the common areas and this is supported by automatic fire detection and alarm system throughout. The flats have a stay-put policy supported by adequate compartmentation, unless affected by fire or smoke.

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 were identified as being based or situated within the building, at the time of this survey.

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

Yes

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

1 Action

Additional Services

No

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.

Throughout premises

Reference RB-A17LD9 **Due** No Due Date

Location All flat doors.

Action Plan

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Reference RB-1UNN2D **Due** 23/08/2024
Category Maintenance: Electrical



Completed On / By

B

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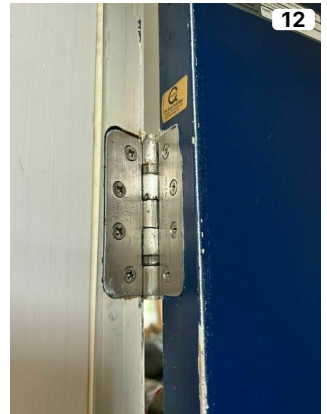
Throughout premises

Reference RB-A17LD9 **Due** No Due Date
Location All flat doors.

Completed On / By

No Timescale

Photos





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

We believe strongly in third party approval, that's why our consultants hold professional accreditations from the IFE and IFSM and the business itself is accredited by UKAS and NSI.

RISK ASSESSMENT • STRATEGY • CONSULTANCY • ENGINEERING • COMPARTMENTATION

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