

REGULATORY REFORM (FIRE SAFETY) ORDER 2005

FIRE RISK ASSESSMENT

	Brent Housing Partnership
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General Information	
UPRN	
Address 1	Travellers Site
Address 2	
Address 3 (street)	Lynton Close
Address 4 (area)	Brent
Postcode	NW10 0JE
Fire Risk Assessor	Enda McGinley
Date of inspection	04/05/2017
QA carried out by:	
Suggested review date	05/05/2018

Executive Summary	
Responsible Person:	Brent Housing Partnership
Property Designation	Permanent travellers site
Management Extent	Partially Managed Site - There is a Site Manager and Assistant although
No of Floors	= 1
No of Flats (if applicable)	= 31
Ground floor Area (m2)	= 10200
Total Area of all Floors (m2)	= n/a
Recommendation count:	= 10
Priority counts:	
H - High	= 5
M - Medium	= 1
L - Low	= 1
R - Recommended	= 3
Recommended evacuation strategy:	Simultaneous Evacuation.
Premises Risk Rating:	Moderate
On satisfactory completion of all remedial works the risk rating of this building may be reduced to: Tolerable	

Limitation of Report

It should be noted that The Regulatory Reform (Fire Safety) Order 2005 provides for a minimum fire safety standard and this assessment seeks to advice on compliance with this statutory requirement. The observations and recommendations are only pertinent to the conditions at the time of the Assessment. Regular inspections and review risk assessments are required to ensure standards are maintained.BB7 was instructed to undertake a fire safety risk assessment of the premises stated in this report and relates only to those areas visited at the time of the site visit. Legal Notice: This report was prepared by BB7 Fire Safety Limited under instructions from Baily Garner LLP. This report is only for the use of Baily Garner LLP and neither BB7 Fire Safety Limited nor any of their directors, officers, employees, agents or other person acting on their behalf:

- a) makes any warranty, express or implied;
- b) assumes any liability;

With respect to the use of the information or methods contained in this report to any other person or party. The report and the information or methods contained therein may only be used for purposes in connection with this project. This assessment has been carried out to satisfy the requirements of the Regulatory Reform (Fire Safety) Order 2005 in respect of the common areas only of the above mentioned premises. In order to carry out this fire risk assessment the Assessors have used their professional expertise and judgement and guidance contained in publicly available specification (PAS 79: 2012) and fire safety risk assessment guides issued by H.M Government. The recommendations made represent our assessment of the minimum fire safety standards considered necessary for the common areas to ensure the safety of both the residents and visitors to the premises. It should be borne in mind however that an assessment is open to individual interpretation and as such an officer of the local fire authority may express a different view on certain aspects. Residential properties: Information for the completion of this assessment was obtained by a physical non-intrusive inspection of the common parts of the premises, which included only the visual inspection of flat entrance doors from the common area. No inspection within individual flats was carried out and as such the degree of fire resistance between flats and flats and the common areas has not been included within this assessment. Changes generally introduced in the workplace may have an effect on potential fire risk and associated precautions e.g. changes to the premises layout, work processes, furniture, plant, machinery, or the number of people likely to be present in the workplace, including those persons with a temporary or permanent disability. Any of these could lead to a new hazard or increased risk and as such will require this assessment to also be reviewed and/or a new assessment to be undertaken.

Fire Risk Assessment

Fire Risk Assessment

Responsible Person:

Brent Housing Partnership

General Information
UPRN
Address 1
Address 2
Address 3 (street)
Address 4 (area)
Postcode
Fire Risk Assessor
Date of inspection
QA carried out by:
Suggested review date

Travellers Site
Lynton Close
Brent
NW10 0JE
Enda McGinley
04 May 2017
May 2018

The Premises
Property Designation
No of Floors
No of Flats (if applicable)
Ground floor area (m2) (if applicable)
Total area of all floors (m2) (if applicable)
Building Description
I. no of staircases, storeys
ii. no of entrances/exits
iii. lifts
Building Construction
Extent of common areas (please describe common areas assessed)
Areas of the building to which access was not available

Permanent travellers site
1
31
10,200
n/a
The site consists of thirty one individual plots each housing two or more caravans with a brick built kitchen at the rear of each plot. There is a portacabin site office and one training/teaching portacabin. The roads within the site are to be considered as the escape route. There is a single entrance /exit to the site.
Construction varies, generally prefabricated sandwich panel construction.
Roadways on the site.
Individual caravans.

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The Occupants
Management Extent
Details of any onsite management (hours onsite etc. if known)
Person managing fire safety in the premises (and position in Company)
Person consulted during the fire risk assessment
Number of occupants (maximum estimated)
Number of employees
Number of members of the public (maximum estimated)
Identify any people who are especially at risk

Partially Managed Site - There is a Site Manager and Assistant although they are not on site all the time.
Unknown
Mr Craig Skelton - Site Manager
Mr Craig Skelton
200+ - Based on an average of three people per caravan, two caravans per pitch. Manager stated that persons come and go regularly so an exact figure is difficult.
2 (Site Manager & Assistant). Occasionally attendance by BHP staff, maintenance/cleaning staff and contractors
0 - Visitors to the site would be by invitation only, and the site has no public right of way.
Vulnerabilities of the occupants are not known.

Other Information
Fire loss experience (since last FRA)
Any other relevant information

There have previously been fires on the site
None at the time of inspection

Fire Safety Legislation
The following fire safety legislation applies to these premises:
Other key fire safety legislation (other than Building Regs 2000):

Regulatory Reform (Fire Safety) Order 2005
Housing Act 2004

Elimination or Reduction of Fire Hazards		
Electrical Ignition Sources		
A1	Is fixed installation periodically inspected and tested (annually if building is open to the public)?	Y
	Comment: <i>Date of last fixed electrical installation inspection</i>	
	Recommendation:	
A2	Is PAT testing in common areas carried out (annually)?	N/A
	Comment:	
	Recommendation:	
A3	Is there a policy for personal electrical appliances?	N/A
	Comment:	
	Recommendation:	
A4	Is the use of adapters and leads limited?	N/A
	Comment:	
	Recommendation:	

Response	Quantity	Photo Ref:
Last inspection was January 2016.		
		Priority
No portable appliances noted in the common area		
		Priority
No portable appliances noted in the common area		
		Priority
None noted in the common area		
		Priority

Smoking Policies		
B1	Are there suitable arrangements for those who wish to smoke? (state what the arrangements are)	N
	Comment:	
	Recommendation:	

Response	Quantity	Photo Ref:
No evidence of smoking but premises does benefit from a cleaning regime.		
		Priority

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B2	Does the policy in relation to smoking appear to be observed?	N/K			
	Comment:		There is no specific policy regarding smoking on the site.		
	Recommendation:		It is recommended that if BHP wish to promote a no-smoking site then "No Smoking" signs should be erected in the common areas particular near areas used regularly for the storage of combustibles.		
Arson			Response	Quantity	Photo Ref:
C1	Are premises secure against arson by outsiders? (Please state how)	Y			
	Comment:		Arson reduction measures are restricted to the individual dwellings, the site is difficult to protect without restricting access.		
	Recommendation:				Priority
C2	Are bins secured / stored in a suitable location? (Please state bin type, location, if and how it is secured)	N			
	Comment:		Unsecured plastic wheelie bins are stored in the site pitches and moved into the roadway on collection day.		
	Recommendation:		The refuse containers were unsecured. This is a common scenario for refuse collection/disposal facilities in Brent Housing Partnership buildings. The risk from arson has to be considered and Brent Housing Partnership has to be acceptant of the risk and acknowledge that if the building is identified as being at significant risk from arson then additional control measures will need to be considered.		
C3	Is fire load close to the premises minimised?	N	Where risk critical issues are identified by the assessor, BB7 will recommend additional, proportional, control measure as part of the general fire precautions for the building		
	Comment:		There are locations on the site where there is a build-up of combustible and non-combustible waste. Due to the nature of the travellers business (Scrap removal) the quantities of waste material varies as areas on the site are used for storage of waste until a full vehicle load can be made, then the waste is removed from site. See G1.		
	Recommendation:				Priority

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Portable Heaters and Heating Installations			Response	Quantity	Photo Ref:	
D1	If used, is the use of portable heaters regarded as safe?	N/A				
	Comment:		None noted at the time of inspection			
	Recommendation:					Priority
D2	Are fixed heating systems maintained (annually)?	N/A				
	Comment: <i>Date of last fixed heating system inspection</i>		No common heating system provided			
	Recommendation:					Priority

Cooking			Response	Quantity	Photo Ref:	
E1	Are reasonable measures in place to prevent fires as a result of cooking?	N/A				
	Comment:		There are no cooking facilities provided in the common areas of the site.			
	Recommendation:					Priority
E2	Are filters changed and ductwork cleaned?	N/A				
	Comment:		There are no cooking facilities provided in the common areas of the site.			
	Recommendation:					Priority
E3	Are suitable extinguishing appliances available?	N/A				
	Comment:		There are no cooking facilities provided in the common areas of the site.			
	Recommendation:					Priority

Lightning			Response	Quantity	Photo Ref:	
F1	Does the building have a lightning protection system? (if 'No', is one recommended?)	N				
	Comment:		The provision of a lightning protection system would need to be assessed through the risk assessment process detailed in BS EN 62305:2006. If the client considers the premises to be at undue risk from lightning strike, then an assessment will need to be carried out by a competent person in accordance with the standard given above. In light of the lack of competency, in this area the assessor is not in a position to evaluate or proffer an estimation of the associated risk level.			
	Recommendation:					Priority

House-Keeping			Response	Quantity	Photo Ref:	
G1	Is the property regularly cleaned to prevent the build up of combustibles?	Y				
	Comment:		There are locations on the site where there is a build-up of combustible and non-combustible waste. Due to the nature of the travellers business (Scrap dealing) the quantities of waste material varies as areas on the site are used for storage of scrap metal etc until a full vehicle load can be made, then the waste is removed from site. It was noted at the time of inspection that there were a large amount of discarded timber decking dumped between the site and the railway tracks.		11, 12, 13 & 16	
	Recommendation:		It is recommended that all waste and abandoned vehicles are removed from the site as soon as reasonably practicable.	1		H
G2	Combustible materials not kept near sources of ignition?	Y				
	Comment:		As far as can be seen.			
	Recommendation:					Priority

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G3	Escape routes kept clear of items combustible materials or waste?	N			
	Comment:		The roadway on the site is considered to be the escape route however vehicles regularly park along both sides which could potentially restrict the access for the emergency services.		
	Recommendation:		It is recommended that the Site Staff ensure that the road is clear of obstructions and the access for the emergency services is available at all times.		
G4	Escape routes kept clear of any trip hazards?	Y			
	Comment:		No trip hazards noted at the time of inspection		
	Recommendation:				
G5	Any hazardous materials are stored correctly?	N			
			Gas cylinders are being stored with other waste in various locations in the site. These severely increase the risk to persons in the event of fire.		
	Recommendation:		It is recommended that no storage of cylinders is permitted on site. Only cylinders in use should be permissable.		
G6	Are all other house-keeping issues satisfactory?	Y			
	Comment:		No issues to note		
	Recommendation:				

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Hazards introduced by Outside Contractors and Building Works			Response	Quantity	Photo Ref:	
H1	Are fire safety conditions imposed on outside contractors?	N/K				
	Comment:		We are informed that fire safety conditions are imposed on outside contractors by Brent Housing Partnership.			
	Recommendation:					Priority
H2	Is there satisfactory control over works carried out in the building by outside contractors (e.g. hot work permits)?	N/K				
	Comment:		We are informed that fire safety conditions are imposed on outside contractors by Brent Housing Partnership.			
	Recommendation:					Priority
H3	Is there satisfactory control over works carried out in the building by in-house contractors (e.g. hot work permits)?	N/A				
	Comment:		The external areas under the control of BHP do not represent undue risk from fire to staff or residents, even if external contractors are carrying out hot works.			
	Recommendation:					Priority

Dangerous Substances			Response	Quantity	Photo Ref:	
I1	If dangerous substances are used, has a risk assessment been carried out as required by the Dangerous Substances and Explosives Atmospheres Regulations 2002?	N/A				
	Comment:		There are no dangerous substances used or stored in the common parts.			
	Recommendation:					Priority

Other Significant Hazards that might impact on General Fire Precautions			Response	Quantity	Photo Ref:	
J1	Are all issues deemed satisfactory? [1]	Y				
	Comment:		The complete site is electrically powered with the exception of Plot 31 which also has LPG for cooking purposes. It was not possible to access the area where the gas bottle is stored at the time of inspection. The gas bottle is not located in the common areas of the site and the Manager stated that no spares were being stored.			
	Recommendation:		It is recommended that the residents of Plot 31 are encouraged to cook via electricity as it is safer for them and the other residents because of the historical dangers involving gas in caravan sites.	1		R
J2	Are all issues deemed satisfactory? [2]	N/A				
	Comment:		Nothing to note.			
	Recommendation:					Priority
J3	Are all issues deemed satisfactory? [3]	N/A				
	Comment:		Nothing to note.			
	Recommendation:					Priority

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General Fire Protection Measures						
Means of Escape				Response	Quantity	Photo Ref:
K1	Is escape route design deemed satisfactory? (Consider current design codes)	Y				
	Comment:		The means of escape from the site is considered to be satisfactory. The main access road represents the escape route. Residents and visitors will be able to use this route with very little risk from fire in any of the individual plots. The distance between the road and dwellings is considerable and unlikely to hinder those wishing to escape to main access road to the site at which point they will be in a place of ultimate safety. Indeed, in most circumstances the access road serving the dwellings would be construed as a place of ultimate safety.			
	Recommendation:		It is recommended that the Site Staff keep the road clear of obstructions at all times, and advises the residents on the importance of keeping the roadway clear and accessible.			
K2	Are the escape routes adequately protected? (Consider lobby protection to staircase, if needed)	Y				
	Comment:		The means of escape from the site is considered to be satisfactory.			
	Recommendation:					Priority
K3	Is there adequate provision of exits, for the numbers who may be present?	Y				
	Comment:		The roadway is considered to be the escape route, there are no barriers or doors to navigate before reaching the muster point and area considered as ultimate safety.			
	Recommendation:					Priority
K4	Is there adequate exit width, for the numbers who may be present?	Y				
	Comment:		The width of the final exit is the complete width of the road and adjacent pavements. The overall road width is 4.7m.			
	Recommendation:					Priority
K5	Are doors on escape routes easily opened? (and are sliding or revolving doors avoided?)	N/A				
	Comment:		No doors present.			
	Recommendation:					Priority
K6	Do final exits open in the direction of escape where necessary?	N/A				
	Comment:		None present.			
	Recommendation:					Priority
K7	Are travels distances satisfactory? (consider single direction and more than one direction)	N/A				
	Comment:		Not relevant.			
	Recommendation:					Priority
K8	Are there suitable precautions for all inner rooms?	N/A				
	Comment:		None present.			
	Recommendation:					Priority
K9	Are escape routes separated where appropriate?	N/A				
	Comment:		The roadway on the site is considered to be the escape route.			
	Recommendation:					Priority
K10	Are corridors sub-divided where appropriate?	N/A				
	Comment:		None present.			
	Recommendation:					Priority

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K11	Do escape routes lead to a place of safety?	Y			
	Comment:		The muster point for the site is located just outside the entrance into Lynton Close.		
	Recommendation:				Priority
K12	Are the stairs and/or lobbies provided with adequate ventilation? (If considered satisfactory, please state provision)	N/A			
	Comment:		None on site.		
	Recommendation:				Priority
K13	Are there suitable arrangements in the building for means of escape for disabled persons?	N/A			
	Comment:		The escape of disabled person from individual dwellings will be the responsibility of residents. The access/egress facilities to the site are on level ground and should not impede escape for disabled.		
	Recommendation:				Priority
K14	Are all other means of escape issues satisfactory?	Y			
	Comment:		Nothing to note.		
	Recommendation:				Priority
K15	Are all other means of escape issues satisfactory?	Y			
	Comment:		Nothing to note.		
	Recommendation:				Priority
K16	Recommended evacuation strategy for this building is:		Simultaneous Evacuation.		

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Flat Entrance Doors			Response	Quantity	Photo Ref:
L1	Are flat entrance doors or doors / frames appropriately fire rated?	N/A			
	Comment:		No flat doors in common areas.		
	Recommendation:				Priority
L2	Are fire rated flat entrance doors in good condition - not in need of repair?	N/A			
	Comment:		No flat doors in common areas.		
	Recommendation:				Priority
L3	Is all glazing to flat entrance doors appropriately fire rated?	N/A			
	Comment:		No flat doors in common areas.		
	Recommendation:				Priority
L4	Are fan lights above flat entrance doors appropriately fire rated?	N/A			
	Comment:		No flat doors in common areas.		
	Recommendation:				Priority
L5	Are side panels to flat entrance doors appropriately fire rated?	N/A			
	Comment:		No flat doors in common areas.		
	Recommendation:				Priority
L6	Are flat entrance doors fitted with adequate self-closing devices? (From sample inspection)	N/A			
	Comment:		No flat doors in common areas.		
	Recommendation:				Priority
L7	Are flat entrance doors fitted with intumescent strips and cold smoke seals? (From sample inspection)	N/A			
	Comment:		No flat doors in common areas.		
	Recommendation:				Priority
L8	Are letterboxes satisfactory? (State only if missing, damaged or uPVC)	N/A			
	Comment:		No flat doors in common areas.		
	Recommendation:				Priority
L9	Are all other flat entrance door issues satisfactory?	N/A			
	Comment:		No flat doors in common areas.		
	Recommendation:				Priority
L10	Are all other flat entrance door issues satisfactory?	N/A			
	Comment:		No flat doors in common areas.		
	Recommendation:				Priority

Common Area Fire Doors			Response	Quantity	Photo Ref:
M1	Are all common area fire doors and/or frames appropriately fire rated?	N/A			
	Comment:		No common area fire doors evident.		
	Recommendation:				Priority

M2	Are all common area fire rated fire doors in good condition - and not in need of repair?	N/A			
	Comment:		No common area fire doors evident.		
	Recommendation:				Priority
M3	Is all glazing to common area fire doors appropriately fire rated?	N/A			
	Comment:		No common area fire doors evident.		
	Recommendation:				Priority
M4	Are fan lights/side panels to common area fire doors appropriately fire rated?	N/A			
	Comment:		No common area fire doors evident.		
	Recommendation:				Priority
M5	Are self-closing devices on common area fire doors adequate? (Where appropriate)	N/A			
	Comment:		No common area fire doors evident.		
	Recommendation:				Priority
M6	Are intumescent strips and smoke seals provided to common area fire doors?	N/A			
	Comment:		No common area fire doors evident.		
	Recommendation:				Priority
M7	Are common area fire doors adequate otherwise? (Ironmongery, hold open hooks etc.)	N/A			
	Comment:		No common area fire doors evident.		
	Recommendation:				Priority
M8	Are all other fire door issues satisfactory?	N/A			
	Comment:		No common area fire doors evident.		
	Recommendation:				Priority
Emergency Lighting			Response	Quantity	Photo Ref:
N1	If emergency lighting is provided, is it in good working order?	N/A			
	Comment:		It is not considered necessary to provide emergency escape lighting to the common areas of the site. Street lighting is provided to the access road and this should be sufficient to allow residents to make their way off of the site, if required to so.		
	Recommendation:				Priority
N2	If emergency lighting is provided, is coverage sufficient? (Internal and external)	N/A			
	Comment:		It is not considered necessary to provide emergency escape lighting to the common areas of the site. Street lighting is provided to the access road and this should be sufficient to allow residents to make their way off of the site, if required to so.		
	Recommendation:				Priority

N3	If EL not provided, is borrowed/artificial lighting sufficient for escape? (Internal and external)	Y			
	Comment:	The portacabins do not have any Emergency Escape Lighting and due their size and the potential for borrowed light from street lighting it is considered not necessary.			
	Recommendation:				
					Priority

Fire Safety Signs and Notices			Response	Quantity	Photo Ref:
O1	Is there adequate provision of fire safety signs and notices? (Consider directional, exits, stairs, fire action notices, fire equipment and 'do not use lift' signage)	N			
	Comment:		It is not considered necessary to provide emergency escape signage, residents will be familiar with their own plots and the common parts of the site. It is recommended that basic fire action notices are posted to each resident, detailing what residents should do on hearing the general fire alarm warning. There were no Fire Action Notices adjacent to the rotary alarm bells.		
	Recommendation:		It is recommended that Fire Action notices are erected adjacent to the newly installed rotary fire alarm bells giving details of the emergency plan.	1	
O2	Is fire door signage adequate? (Consider 'Fire door keep shut' and 'Fire door keep locked shut' signage)	N/A			
	Comment:		It is not considered necessary to provide emergency escape signage, residents will be familiar with their own plots and the common parts of the site.		
	Recommendation:				Priority
O3	Are signs clearly visible?	N/A			
	Comment:		It is not considered necessary to provide emergency escape signage, residents will be familiar with their own plots and the common parts of the site.		
	Recommendation:				Priority

Means of Giving Warning in Case of Fire			Response	Quantity	Photo Ref:
P1	Has the building got a manually operated electrical fire alarm system?	N			
	Comment:		A system of rotary alarm bells has been erected throughout the site and these are considered to be an acceptable means of giving warning in case of fire.		5 & 10
	Recommendation:				
P2	If common area AFD and/or alarm system is installed, is it in good working order?	N/A			
	Comment:		The site has no means for giving general warning of fire within the confines of the site.		
	Recommendation:				Priority
P3	If installed, is the common area AFD adequate for the occupancy and fire risk?	N/A			
	Comment:		The site has no means for giving general warning of fire within the confines of the site.		
	Recommendation:				Priority
P4	If not installed, are the premises deemed safe without a common area AFD system?	Y			

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Comment:	Provided the recommendations in this report are carried out.					
Recommendation:						Priority

P5	If applicable, is separate domestic hard-wired smoke/heat alarm within the flats installed to a suitable standard?	Y				
	Comment:		The Site Manager advised that the fire and rescue service visit the site and install new detectors for any new resident. It was also confirmed that each of the caravans have them fitted although the condition and effectiveness was not possible to confirm at the time of the inspection.			
	Recommendation:				Priority	
P6	Are all other AFD and alarm system issues satisfactory?	N/A				
	Comment:		Nothing to Note.			
	Recommendation:				Priority	
Limiting Fire Spread			Response		Quantity	Photo Ref:
Q1	Is the level of compartmentation adequate? (Special consideration should be given to converted or non 'purpose built' premises)	N				
	Comment:		Some of the dwellings within the individual pitches are less than 1m apart in most cases. Space separation between individual residencies within pitches and neighbouring pitches is practically non-existent and the site does not allow for an adequate separation between dwellings. It is recommended that to reduce the risk from fire spread between individual residencies then a spatial gap is maintained between each individual residence of a minimum of 6m as per The Caravan Sites and Control of Development Act 1960 - Section 5, Sub Section 2(i).			
	Recommendation:		1	1 & 10	H	
Q2	Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)	N/A				
	Comment:		Not applicable to this site.			
	Recommendation:				Priority	
Q3	Are risers (shafts, ducts and cupboards) in the common area appropriately enclosed and/or fire-stopped?	N/A				
	Comment:		Not applicable to this site.			
	Recommendation:				Priority	

Q4	Is compartmentation maintained in the roof space?	N/A			
	Comment:		Not applicable to this site.		
	Recommendation:				Priority
Q5	Are electrics enclosed in fire rated construction? (Where necessary)	Y			
	Comment:		The common electrical intake for the portacabin and street lighting are located within a brick build enclosure with a padlocked shut steel door.		
	Recommendation:				Priority
Q6	Is compartmentation maintained at electrical meter cupboards in flat walls?	N/A			
	Comment:		Not applicable to this site.		
	Recommendation:				Priority
Q7	If required, are dampers provided? (Base of refuse chute, ductwork etc.)	N/A			
	Comment:		Not applicable to this site.		
	Recommendation:				Priority
Q8	Are wall and ceiling linings appropriate to limit fire spread?	N/A			
	Comment:		Not applicable to this site.		
	Recommendation:				Priority
Q9	Are soft furnishings in common areas appropriate to limit fire spread/growth?	N/A			
	Comment:		Not applicable to this site.		
	Recommendation:				Priority
Q10	Are all other fire spread/compartmentation issues satisfactory?	Y			
	Comment:		Not applicable to this site.		
	Recommendation:				Priority
Q11	Are all other fire spread/compartmentation issues satisfactory?	Y			
	Comment:		Not applicable to this site.		
	Recommendation:				Priority
Q12	Are all other fire spread/compartmentation issues satisfactory?	Y			
	Comment:		Not applicable to this site.		
	Recommendation:				Priority
Q13	Are all other fire spread/compartmentation issues satisfactory?	Y			
	Comment:		Not applicable to this site.		
	Recommendation:				Priority

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Fire Extinguishing Appliances			Response	Quantity	Photo Ref:
R1	If required, is there reasonable provision of portable fire extinguishers?	Y			
	Comment:		Water fire extinguishers are provided to each pitch. The equipment is suitably sited and proportional to the risk. There are signs adjacent to the extinguishers detailing what it can be used on. It is recognised that residents will have to operate the equipment without any formal training; consideration should be given to supplying general advice with regard to the use of extinguisher adjacent to the fire-fighting equipment. The Fire Extinguishers are maintained and inspected by MCFP Limited where units are tested on an annual basis. The next inspection is due November 2017. The residents have also been given fire blankets.		
	Recommendation:				
R2	Are all fire extinguishing appliances readily accessible?	Y			
	Comment:		All extinguishers are accessible by residents within their pitch.		
	Recommendation:				Priority

Other relevant systems and equipment			Response	Quantity	Photo Ref:
S1	If any other relevant systems / equipment is installed, state type of system and comment as necessary.	Y			
	Comment:		The site has previously had multiple locations where a charged fire hose was available, the hoses were removed as they were being used for cleaning purposes and left unrolled on the floor and across the road way. It is not considered necessary to reinstate the fire hose reels on the site. Residents are not trained in their use and should not be encouraged to remain on site in the event of a serious outbreak of fire. The equipment is also prone to misuse and vandalism.	8	
	Recommendation:				Priority

Fire Safety Management					
Procedures and Arrangements			Response	Quantity	Photo Ref:
T1	Has a competent person(s) been appointed to assist in undertaking the preventative and protective measures?	Y			
	Comment:		BHP have ultimate responsibility. The site has a Site Manager Mr Craig Skelton.		
	Recommendation:				Priority
T2	Is there a suitable record of the fire safety arrangements?	Y			
	Comment:		Fire Action Plan in Portacabin used as office.		
	Recommendation:				Priority
T3	Are there appropriate procedures in place in the event of fire and are these documented?	Y			
			See O1 for actions. Documents held centrally but residents have been made aware of simultaneous evacuation policy etc.		
	Recommendation:				Priority

T4	Are there suitable arrangements for calling the Fire Service, meeting them on arrival and providing relevant information?	N			
	Comment:		Residents contact the emergency services as necessary. The Fire and Rescue Service visit the site roughly every 4-6 weeks for familiarisation and to test access.		
	Recommendation:				Priority
T5	Are there suitable fire assembly points away from any risk?	Y			
	Comment:		The muster point for the site is located just outside the entrance into Lynton Close.		
	Recommendation:				Priority

T6	Are there adequate procedures in place for the evacuation of disabled people who are likely to be present?	N/A			
	Comment:	The escape of disabled person from individual dwellings will be the responsibility of residents. The access/egress facilities to the site are on level ground and should not impede escape for disabled.			
	Recommendation:				Priority
T7	Are staff nominated and trained on the use of fire extinguishing appliances?	Y			
	Comment:	The site manager and assistant have received training on the use of fire Extinguishers.			
	Recommendation:				Priority
T8	Are staff nominated and trained to assist in evacuation?	Y			
	Comment:	The site manager and assistant have received training on evacuation procedures.			
	Recommendation:				Priority
T9	Is there appropriate liaison with the local Fire and Rescue Service?	Y			
	Comment:	Very good liaison between with the local London Fire Brigade Station Commander and regular familiarisation visits as well as Home Fire Safety Visits and smoke detection installation.			
	Recommendation:				Priority
T10	Are routine in-house checks carried out? (control and indicating equipment normal, extinguishers in place and visible, lighting working, fire doors (frames/seals/closing), fastenings, final exits and escape routes clear)	Y			
	Comment:	The site has an experienced site manager who carries out regular weekly site inspections on behalf of BHP.			
	Recommendation:				Priority
T11	Are all other fire safety management issues satisfactory?	Y			
	Comment:	Nothing to note.			
	Recommendation:				Priority

Training and Drills		Response	Quantity	Photo Ref:
U1	Do staff receive adequate induction and annual refresher fire safety training? To include fire risks in the premises, fire safety measures in the building, action in the event of fire and on hearing alarm, location and use of fire extinguishers, calling the fire service.	Y		
	Comment:	The site manager and assistant receive regular annual training as needed.		
	Recommendation:			Priority

U2	Are employees nominated to assist in the event of fire given additional training?	Y			
	Comment:		All BHP staff undergo fire safety training. Contractors are subject to a general permit to work scheme which should cover this site.		
	Recommendation:				Priority
U3	Are staff nominated and trained to use fire extinguishing appliances?	Y			
	Comment:		The site manager has undertaken fire safety and evacuation training and undertakes annual refresher training. The site manager for the site has had training in the use of fire extinguishers; however documentation confirming this was not available at the time of inspection as the records are kept off site.		
	Recommendation:		All training given is to be documented. The training regime should be at the time of induction to the site and then refreshed periodically.		
U4	Are fire drills carried out at appropriate intervals?	N/A			
	Comment:		There are no drills carried out on this site.		
	Recommendation:				Priority

Testing and Maintenance			Response	Quantity	Photo Ref:
V1	Is the fire alarm system tested weekly and periodically serviced?	N/A			
	Comment:		None on site.		
	Recommendation:				Priority
V2	Is the emergency lighting system tested monthly and annually?	N/A			
	Comment:		None on site.		
	Recommendation:				Priority
V3	Are fire extinguishers serviced annually?	Y			
	Comment:		The Fire Extinguishers are maintained and inspected by MCFP Limited where units are tested on an annual basis. The next inspection is due by the end of March 2016.		
	Recommendation:				Priority
V4	Are rising mains inspected six-monthly and tested annually?	N/A			
	Comment:		None on site.		
	Recommendation:				Priority
V5	Is the lightning protection system annually inspected and tested?	N/A			
	Comment:		None on site.		
	Recommendation:				Priority
V6	Are all other systems serviced? (Consider fire-fighting lifts, sprinkler systems)	N/A			
	Comment:		None on site.		
	Recommendation:				Priority

Records			Response	Quantity	Photo Ref:
W1	Is there a log book on the premises?	N/A			
	Comment:		Not needed on a site of this type.		
	Recommendation:				Priority

Fire Risk Assessment

W2	Are fire drills recorded?	N/A				
	Comment:	Not needed on a site of this type.				
	Recommendation:					
						Priority

Fire Risk Assessment

W3	Is fire training recorded?	N/A				
	Comment:		Not needed on a site of this type.			
	Recommendation:					Priority
W4	Are fire alarm tests recorded?	N/A				
	Comment:		None on site.			
	Recommendation:					Priority
W5	Are emergency lighting tests recorded?	N/A				
	Comment:		None on site.			
	Recommendation:					Priority
W6	Is testing/maintenance of any other fire protection systems recorded?	N/A				
	Comment:		None present.			
	Recommendation:					Priority

Any Other Information			Response	Quantity	Photo Ref:	
X1	Are all issues deemed satisfactory? [1]	Y				
	Comment:		Nothing to note.			
	Recommendation:					Priority
X2	Are all issues deemed satisfactory? [2]	Y				
	Comment:		Nothing to note.			
	Recommendation:					Priority
X3	Are all issues deemed satisfactory? [3]	Y				
	Comment:		Nothing to note.			
	Recommendation:					Priority

Risk Ratings	
Y1	Likelihood of Fire:
Y2	Potential Consequences of Fire:
Y3	Premises Risk Rating
Y4	On satisfactory completion of all remedial works the risk rating of this building may be reduced to:

Medium
Moderate Harm
Moderate
Tolerable

FIRE RISK ASSESSMENT

The following simple risk level estimator is based on a more general health and safety risk level estimator of the type contained in BS 8800:

Likelihood of fire	Potential consequences of fire		
	Slight harm	Moderate harm	Extreme harm
Low	Trivial	Tolerable	Moderate
Medium	Tolerable	Moderate	Substantial
High	Moderate	Substantial	Intolerable

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:	Medium
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In this context, a definition of the above terms is as follows:
Low: Unusually low likelihood of fire as a result of negligible potential sources of ignition.
Medium: Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).
High: Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Taking into account the nature of the building and occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:	Moderate Harm
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In this context, a definition of the above terms is as follows:
Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant.
Moderate harmful: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
Extreme harm: Significant potential for serious injury or death of one or more occupants likely to involve multiple fatalities.

Accordingly, it is considered that the risk to life from fire at these premises is:	Moderate
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A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk-based control plan is based on one advocated by BS 8800 for general health and safety risks:

Risk level	Action and time table
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures
Substantial	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

(Note that, although the purpose of this section is to place the risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)