




### PROPERTY ADDRESS

<b>Name:</b>	COMMUNAL 1-75 Kennedy Gardens
<b>Address 1:</b>	COMMUNAL 1-75 Kennedy Gardens
<b>Address 2:</b>	Billingham
<b>Postcode:</b>	TS23 3RF
<b>Property Reference:</b>	42894
<b>Type of Fire Risk Assessment carried out:</b>	Type 1 Fire Risk Assessment: Common parts only (non-destructive)
<b>Responsible Person:</b>	Thirteen Group
<b>Competent Surveyor:</b>	Stu Simpson
<b>Survey Date:</b>	08/05/2025
<b>Surveyor Signature:</b>	

# FIRE RISK ASSESSMENT RECORD FORM

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<b>SUMMARY</b>	<b>Overall Fire Risk Rating</b>	<b>Total Score</b>
		9
	<b>Number of High Priority Actions 24 Hours</b>	0
	<b>Number of Medium Priority Actions 7 Days</b>	0
	<b>Number of Medium Priority Actions 28 Days</b>	15
	<b>Number of Medium Priority Actions 60 Days</b>	1
	<b>Number of Low Priority Actions 180 Days</b>	0

<b>What is the Building Evacuation Strategy?</b>	Stay Put
<b>Does the property include sleeping risks?</b>	Yes
<b>Building Safety Manager</b>	John Waines
<b>Type of Building/Premises:</b>	<p>This is an 11 storey tower block and has been subject to several improvements over the years. The block contains 75 flats with a mix of 1, 2, and 3 bedroom units. Maximum occupancy is around 130 persons. The ground floor consists of front and rear entrances and a side exit at the base of the escape stair. An additional exit is provided at 1st floor level from a second staircase.</p> <p>There is also a communal room, cycle store, bin store, and service areas. Five flats are located on the ground floor, eight flats on each of floors 1 to 9, and two flats on floor 10 along with the lift motor room. Each floor has mechanical and electrical service risers protected by fire resisting construction, and a bin room with chute is provided on each floor.</p> <p>The chute room is ventilated and contains a Hardall SPC chute hopper door with certified 90 mins fire construction. The chute is protected by a fire shutter at its base.</p>
<b>Use of Premises:</b>	General needs flats
<b>Number of Floors:</b>	11

<b>Relevant Legislation:</b>	Regulatory Reform (Fire Safety ) Order 2005
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Are there any enforcement actions in place?		No
Enforcement actions details		
Visit by enforcing authority?	Visit by	Enforcing authority
		Cleveland Fire Authority.

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<b>Have any required fire safety issues/deficiencies been reported to the fire service as part of new fire regulations?</b>	N/A
<b>Comments</b>	

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SOURCES OF IGNITION		Answer	Additional Comments
1	Are there any issues with portable heaters?	No	
2	Any electrical equipment (portable and fixed installation)?	Yes	The mains electrical and mechanical distribution services on each floor are housed in cupboards protected by fire resisting construction.
3	Are there any electrical equipment issues?	No	
4	Are sockets overloaded? Ensure load does not exceed 13 Amps	No	
5	Are there any issues with multi-plug adapters, and/or multi-plug extension leads?	No	
6	Is smoking permitted on the premises or within the building footprint?	Yes	Only within the individual flats.
7	Has a safe smoking area been identified and demarcated for staff and service users? Ensure prohibition on smoking in other locations.	N/A	
8	Are No Smoking signs provided in the communal area?	Yes	
9	Are there any heat generating processes, such as incineration, cooking, welding, etc.?	Yes	There is a microwave oven located within the ground floor communal meeting room.
10	Is a Lightning conductor fitted to this building? If fitted ensure they are maintained in accordance with BS EN 62305-2 or (3).	Yes	The lightning conductor was last tested on 03/05/2024. The conductor will need to be re-tested by the end of May 2025.
11	Is the car parking appropriate to the building in relation to fire risk and access?	Yes	
12	Any potential source of ignition in communal areas?	Yes	The mains electrical and mechanical distribution services, located on each floor, are housed in cupboards protected by fire resisting construction.  There is a microwave oven located within the ground floor communal meeting room.

COMBUSTIBLE MATERIALS		Answer	Additional Comments
13	Any build up of combustible materials? (E.g. paper, cardboard, wood, etc, or evidence of hoarding in or around residents' accommodation).	Yes	There is a cupboard accessed from the communal meeting room, which contains a number of electrical installations. It was observed that furniture was being stored in close proximity to the electrical installations. Combustible items should be at least one metre away from an electrical ignition source.  It was observed that there was a door mat positioned outside of flat No 2.  It was observed that there was a door mat positioned outside of flat No 3.

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14	Any combustible materials covering substantial wall/ceiling areas? Check for notice boards , flock wall paper, paintings and decorations etc.	Ok	It was observed that a number of posters, which hadn't been laminated, were pinned to a couple of notice boards within the ground floor communal area. Any resident related information should be laminated as a minimum or positioned within a glass or perspex fronted cabinet. These posters were removed at the time of the assessment.
15	Is there gas within the property?	Yes	
16	Are gas certificates in place as per Gas Safety (installations and use) Regulations 1998	Yes	Certification held by the gas team. The commercial boilers were last tested on 08/03/2025.

SOURCES OF OXYGEN		Answer	Additional Comments
17	Can all windows, doors and other openings not required for ventilation and/or safe operation of equipment be closed to reduce the potential source of oxygen?	Yes	The communal windows and final exit doors were found to be in good working order.
18	If oxygen cylinders are present and being used within the building, are they stored safely and securely, (secure racking/storage, etc.)?	N/A	

STRUCTURAL FEATURES	Answer	Additional Comments
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19	Are there any compartmentation issues. i.e. Has work taken place which may have made holes in walls or damaged any fire resistant ceilings/linings	No	<p>The objective of any residential high-rise building must be the robust compartmentation of the building to enable a 'Stay Put' policy to be enabled. Compartmentation protects the occupants from the effects of heat and smoke from a fire elsewhere in the building. Any failure in compartmentation could pose a significant risk to occupants who are reliant on the passive protection which would allow them to remain within the safety of their own flat.</p> <p>A survey of the fire compartmentation was carried out on Kennedy Gardens (Block 1) in May 2023 by Interseal Uk Ltd. This company is third party accredited by FIRAS Warrington Fire for passive fire protection works, specifically cavity barrier, fire door maintenance, penetration sealing and timber doors. The company provided a survey and report, and after remedial works were carried out to any identified defects, a certificate of conformity was issued. To prevent future unsealed breaches to the compartmentation from occurring, a permit to work system is in operation, which is monitored by the Thirteen Groups compliance team. The team inspects at least 10% of works carried out by contractors to ensure that any breaches to the compartmentation have been adequately sealed.</p> <p>The main electrical and mechanical distribution services on each floor are housed in cupboards protected by fire resisting construction. The main bin chute room sited off the firefighting stair is ventilated and contains a metal chute with Hardall SPC (smoke proof construction) chute hopper doors company certified to 90 minutes fire resistance. The chute is protected by a fire shutter at its base where the refuse is discharged into the waste bin.</p> <p>It was observed that there were 2 holes in the ceiling of the bin chute room on the 10th floor.</p> <p>It was observed that there was a hole in the ceiling of the ground floor communal meeting room.</p>
20	Check all external fire escape routes, particularly metal escape stairways. Check for damage / corrosion, build-up of moss or other slip hazards, trip hazards or obstructions on stairways. Check maintenance records. Check survey is carried out every 3 years for structural integrity.	Ok	<p>The metal external escape staircase from the 1st floor is on a maintenance program.</p> <p>The external staircase was last tested on 08/08/2024.</p>
21	Is a cladding system provided to the exterior face of the building?	N/A	<p>The external walls of the block are of a reinforced concrete design with an external insulation and weatherproof cladding added. The cladding system design was inspected previously by an external specialist company, Sandberg. The cladding to balconies was changed following the Grenfell fire.</p>

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22	Has the cladding system been assessed to ensure it meets appropriate fire safety standards	Yes	A visual inspection of the cladding was conducted on 30/09/2023. An intrusive inspection was also conducted on the cladding system on 30/09/2023.
23	Is the cladding system subject to periodic condition surveys?	Yes	A visual inspection of the cladding was conducted on 30/09/2023 An intrusive inspection was also conducted on the cladding system on 30/09/2023.  Records on C365 indicate that further visual / intrusive inspections will need to be undertaken on 30/09/2029.

FIRE DETECTION AND WARNING		Answer	Additional Comments
24	Can fires be readily detected and all people warned promptly?	Yes	Each flat is protected by a domestic hard wired and interlinked system with a heat detector in the kitchen and smoke detection in the lounge and hallway. This appears to be to BS 5839-6 LD2 2013 standard. The detection is linked to Hudson Quay control room. In the event of actuation with a flat, the control room attempts to contact the tenant to determine if this is a false alarm or genuine. If required, the control room staff call the fire Brigade. All communal areas are covered by a fire detection system to BS 5839-1 2017L2 standard together with Manuel call points.  This system extends to all rooms off communal areas. Should a communal detector operate, the automatic vents will operate on the fire floor and head of stairs. On operation lifts return to ground unless a detector or call point operates at this level, in which case it will stop at 1st floor level and entrance doors open. The fire alarm is addressable and set in zonal areas.  It was observed that there is no detection within the server room, which is positioned within the footprint of the storeroom that is accessed from the ground floor communal meeting room.
25	Is fire detection provided within a void or suspended ceiling area? Fire detection is normally provided in both areas	Yes	
26	Is smoke detection provided in high risk areas eg. Boiler rooms, basements, refuse and/or recycling areas?	Yes	
27	Does a competent person carry out back up checks of power supplies service detectors at least annually? Check log books	Yes	The fire detection system was last tested on 11/03/2025.
28	Where a fire alarm system including a panel and call points is provided is a weekly function test carried out and recorded	Yes	The fire alarm weekly function test was last conducted on 08/05/2025.
29	Where appropriate is there a facility to initiate a general evacuation alarm?	N/A	

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MEANS OF ESCAPE		Answer	Additional Comments
30	Do escape routes lead in different directions to places of safety (i.e. a place beyond the building in which a person is no longer in danger)? Comparative safety to an enclosed fire protected area may be considered.	Yes	<p>The means of escape from Kennedy Gardens (Block 1) is protected by fire resisting construction, and travel distances are within approved guidance limits from individual flats and from common areas. All communal areas on the ground floor have adequate escape routes and an adequate provision of exits. The escape stairs are of sufficient width to accommodate the maximum number of people likely to be using the stair, including, if necessary, when a full evacuation may be required.</p> <p>The arrangement of the corridor on the floors 1 to 9 serving flats is such that occupants can make their escape in either direction on exiting the flat door. Floor 10 is served by one staircase, which is protected and is automatically vented in the event of fire</p>
31	Are escape routes short enough to enable people in the building to get to a place of safety outside the building within two to three minutes?	Yes	
32	If only one escape route is provided can people reach a final exit door, protected staircase or refuge point within one minute?	Yes	
33	Are escape routes free from any obstacle that may cause undue delay to disabled people (e.g. raised thresholds or steps) A ramp conforming to BS5810 may be provided for minor changes?	Yes	
34	Are carpets or floor coverings in good condition and appropriate?	Yes	
35	Is nosing on stairs in good condition?	Yes	
36	Are any changes in level marked to make them more conspicuous?	N/A	
37	Are any refuge points marked with either a blue or green refuge point safety sign?	N/A	<p>No refuge points. However, both staircases are enclosed with fire resistant structure and would provide a safe haven for anyone unable to self rescue.</p> <p>Details on vulnerable persons sheet in premises information box</p>
38	If a refuge is provided, a means to evacuate people to the refuge must be provided (e.g. Evac-Chairs) and an adequate number of staff must be trained (with refresher training) in the use of this equipment.	N/A	

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39	Are automatic doors labelled with an Automatic door – keep clear blue mandatory safety sign?	Yes	<p>It was observed that there were no blue discs affixed to the corridor face of the fire doors, on all of the upper levels, that serve the main staircase. The affected doors are 1.4, 2.4, 3.4, 4.4, , 5.4, 6.4, 7.4, 8.4, 9.4 &amp; 10.4.</p> <p>The blue discs affixed to the staircase face if the door state Automatic Door Keep Clear.</p> <p>There is a one and a half door set serving the ground floor communal meeting room. It was observed that blue discs, stating Fire Door Keep Shut, were affixed to the half door.</p> <p>As this door isn't fitted with a self-closing device, the blue discs should state - Fire Door Keep Locked.</p>
40	Do fire doors on escape routes and final exit doors open in direction of travel?	No	The doors serving the individual flats open inwards. The door that enables access into the main staircase, from every upper floor, also open against the direction of travel.
41	Are fire doors on escape routes in a good state of repair and do they close fully into their rebates?	Yes	<p>Annual inspection of flat entrance doors ensures general maintenance of these doors.</p> <p>Communal fire doors are inspected as part of the fire risk assessment and quarterly as part of recent new fire regulations with results recorded</p>
42	Are vision panels in doors fitted with fire resisting glass?	Yes	
43	Are doors to boiler rooms, electric cupboards etc fitted with a keep locked shut mandatory safety sign?	Yes	
44	Are automatic doors connected to a fire alarm system or actuated to close via an independent smoke detector and will they close automatically on operation of a power cut?	Yes	
45	Are final exit doors in good condition and do they open without difficulty?	Yes	The premises are provided with a door entry system. This system was last tested on 26/01/2025.
46	Where there is a risk of obstruction have fire door keep clear signs been fitted to the outside face of final exit doors?	No	There is no Fire Exit Keep Clear sign affixed to the outer face of the final exit door located near to the ground floor wheelie bin store.
47	Have appropriate notices been put in place on final exit doors"?. e.g Push to open, turn knob to open?	Yes	<p>It was observed that the Fire Exit sign positioned above the first floor final exit door that enables egress onto the metal external staircase was loose.</p> <p>It was observed that the Fire Exit sign affixed to the inner face of the first floor final exit door that enables egress onto the metal external staircase was loose.</p>
48	Can final exit doors be opened easily without the use of a key? Where a security device is fitted such as a glass phial all staff should know how to operate it. Such devices are not normally suitable for use by members of the public	Yes	The premises are provided with a door entry system. This system was last tested on 26/01/2025.

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49	Are plant rooms free of obstructions allowing unrestricted access to equipment?	Yes	
50	Where roller shutters are provided for compartmentation purposes, are they maintained?	N/A	
51	Where monthly checks of fire safety equipment are required as part of the new fire regulations are these recorded?	Yes	A visual inspection of the Fire Regs equipment was last completed on 24/04/2025.
52	Where quarterly communal door checks are required have these been recorded?	Yes	The communal fire door checks were recently completed on 22/04/2025.  There were a number of deficiencies highlighted during these that have already been submitted to the relevant department to be actioned.  The actions can be vetted on C365 OnSite.
53	Have annual flat door inspections been carried out in line with requirements?	Yes	The individual flat doors were last inspected on 11/11/2024.

LIGHTING (SAFE EGRESS)		Answer	Additional Comments
54	Are all escape routes sufficiently lit to enable people to see their way out safely?	Yes	Lighting is provided to the common means of escape routes and areas where staff have access, such as electrical switch gear rooms, waste disposal rooms, and lift motor room.
55	Is emergency lighting provided and adequate?	Yes	Emergency lighting is provided to the common means of escape routes and areas where staff have access, such as electrical switch gear rooms, waste disposal rooms, and lift motor room. The system is in accordance with BS 5266 pt1-2016.
56	Is the emergency lighting tested monthly and recorded?	Yes	The emergency lighting system last monthly test was conducted on 07/05/2025.
57	Does a competent engineer test the emergency lighting six monthly and is this recorded?	Yes	The electrical team has confirmed that the emergency lighting system is being tested and maintained as required and in line with the relevant British Standard (BS 5266). Full test records are held by the electrical team.

SIGNAGE		Answer	Additional Comments
58	Is adequate signage in place?	No	Means of escape signage in Kennedy Gardens (Block 1) are appropriate, clear, and unambiguous. The signage is in accordance with the Health and Safety (Safety Signs and Signals) Regulations 1996. Wayfinder signage is in place within the staircases in line with new fire regulations.  It was observed that there was no directional signage at the roof level.  It was observed that there was a lack of directional signage to direct relevant persons to the secondary escape stair from the main corridors at all levels.

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59	Are fire exit signs and directional exit signs indicated with a green safe pictogram symbol?	Yes	
60	Are signs stating lift not to be used in the event of fire posted outside the lift on all upper floors?	Yes	
61	Are signs in positions where they can be clearly seen and conspicuous? i.e. not covered or painted over.	Ok	
62	If Wayfinder signage is provided is it adequate and in good condition?	Yes	Wayfinder signage is in place within the staircases.  Signage identifying the specific floor level has been affixed to the top step on both staircases.

FIRE FIGHTING EQUIPMENT		Answer	Additional Comments
63	Are the number and type of extinguishers appropriate to the risk?	No	Portable fire extinguishers are not provided in the common areas of Kennedy Gardens.  Fire extinguishers are provided within the plant and management-controlled areas subject to fire risk assessment.  Extinguishers are serviced annually.  It was observed that there were a number of electrical appliances, to include a fridge, a microwave oven, and a kettle within the ground floor communal lounge. There is a foam portable fire extinguisher provided within the communal lounge. This extinguisher should be replaced by a risk appropriate extinguisher to cater to an electric / cooking risk - water mist.
64	Are extinguishers fixed at an appropriate height approx. 1m from the floor or kept in purpose made holding areas. Small hand held extinguishers can be 1.5m from the ground?	Yes	
65	Where full body colour extinguishers (BS5432) are still in use, fire fighting equipment safety signs should be posted above the extinguisher.	N/A	

PLANNING FOR AN EMERGENCY		Answer	Additional Comments
67	Are fire action notices in place and correct?. In general fire action notices should be placed next to all fire alarm call points	Yes	Fire action notices are provided within flats to support a stay put approach. Communal areas fire action notices provide actions to take for a fire in that area and identify the fire assembly point

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68	Have vulnerable persons been identified and is appropriate information available for emergency services?	Ok	<p>The block is a general needs block with no specific care requirements although there are Personal Emergency Evacuation Plans (PEEP's) available for a number of residents with details of those requiring support provided within the 'Premises information box for use by the FRS. The PEEP's identify each resident with specific needs and their location. This is updated monthly in liaison with the Housing Team.</p> <p>A vulnerable person's sheet, which will need to be updated in May 2025, is located in the premises information box.</p>
69	If a Premises Information box is provided are the contents satisfactory?. Premises plans for High rise building, vulnerable persons sheet for High rise and complex buildings and sprinkler keys for appropriate buildings	Yes	Premises plans, vulnerable person's sheet, and sprinkler keys are located within the premises information box.
70	Have personnel received sufficient training and/or instruction on evacuation arrangements?	N/A	<p>No staff are permanently based within the premises</p> <p>A basic fire safety e-learning module is completed by all Thirteen Group staff on induction and on an annual basis.</p>
71	Do new employees receive instruction on the action to take in event of a fire on their first day of employment?	Ok	Fire safety e-learning module completed by all Thirteen Group staff on induction and on an annual basis.
72	Do existing employees receive annual refresher training and/or instruction on what to do in the event of a fire? E.g. through team meetings.	Ok	Fire safety e-learning module completed by all Thirteen Group staff on induction and on an annual basis.
73	Are adequate numbers of personnel trained to assist in an emergency?. e.g. fire wardens, buddy system	N/A	Staff aren't always available on the premises.
74	Do outside contractors receive necessary fire safety information?	Yes	All contractors will be under the supervision of the Thirteen Group staff or will be working as part of an accepted 'Method Statement' or 'Permit to Work' system approved in advance. As such, the requirements suitable for the residents will apply equally to contractors. Contractors are strictly supervised and are briefed prior to commencement of work
75	Are emergency muster points suitable, well located and secondary locations provided Are signs fitted?	Ok	
76	Has at least one fire drill been held annually? Additional fire drill may be required depending upon the type of premises and turnover of staff or residents	N/A	Fire drills are not routinely carried out as the number of staff employed is limited, and evacuation procedures are included within the staff training. Kennedy Gardens' fire evacuation policy operates a 'Delayed Evacuation' policy for residents. Therefore, residents are not expected to participate in fire drills.
77	Is safety Information provided annually to residents relating to fire doors and the evacuation strategy for the building?	Yes	Fire safety information regarding fire doors and evacuation forwarded to residents on an annual basis.

SMOKE VENTILATION, AOV'S	Answer	Additional Comments
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78	Is a smoke ventilation system in place?	Ok	<p>As there are two stairs, it is not a requirement for the system or vents to operate or open on actuation of smoke detection, however, this facility is provided as an enhancement to the fire safety arrangements at Kennedy Gardens. On detection of smoke in the common corridor, the mechanical smoke extraction on the fire floor and the vents at the head of stairways all open simultaneously. The mechanical extraction from the corridor on all other stories remains isolated. The vent, from the top story of the stairways to the outside has a free area of at least 1.0m<sup>2</sup>.</p> <p>At Kennedy Gardens, the mechanical smoke ventilation system installed is classified as an extract system comprising of duty and standby fans mounted on the roof, there are grills on levels one to ten halfway along the corridor, any smoke from a fire entering the corridors would be extracted via these grills and fire rated ductwork. Further to this there are vents which open to allow inlet air into the corridor located adjacent to the escape stair to support the extraction system. The AOV's at the head of both stairs have louvered grills which open to atmosphere at the highest point of the staircase shaft.</p> <p>There are override facilities on each floor with a master control panel located next to the fire alarm panel on the ground floor. There are dual electricity supplies to support the system. The lift shaft is ventilated by a natural vent. Each flat is provided with ventilation from the kitchen and bathrooms in the form of a small mechanical vent situated at high level.</p>
79	Has maintenance been carried out in line with manufacturers or company standards?	Yes	The AOV system was last tested on 26/02/2025.
80	Is adequate natural ventilation provided where required e.g. lift motor room, plant motor room etc?	Ok	The lift shaft is ventilated by a natural vent.

LIFTS		Answer	Additional Comments
81	Is a lift (firefighting or standard lift) provided in the building?	Yes	Two non-firefighting lifts provide access to upper floors. These can be overridden by the use of a firefighters switch.
82	Has maintenance been carried out in line with manufacturers or company standards?	Yes	The lifts were last tested on 13/03/2025 & 02/04/25.

SPRINKLER SYSTEMS	Answer	Additional Comments
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83	Is a sprinkler system provided?	Yes	<p>A residential sprinkler system has been added to Kennedy Gardens (Block 1) and is operational. The system has been designed and installed to “BS9251:2014 standard for residential and domestic occupancies”. Sprinkler heads have been provided in all flats and common escape lobbies and corridors. Valve sets are found within a fire resisting cupboard off the central corridor on all floors.</p> <p>The only way the head will operate is if the bulb within the head reaches a temperature of usually 68°C. The sprinkler head is concealed behind a discreet metal plate. Upon being subjected to heat (usually at about 57°C) this plate drops off, revealing the sprinkler head bulb. When the temperature of around 68°C is reached and the sprinkler head bulb breaks, water is discharged onto the fire.</p> <p>Only the sprinkler heads close to the heat source activate. Other heads would actuate if the fire develops and starts to spread. When the sprinkler installation operates, it will immediately start to fight the fire as the system is permanently charged with water and will sound an alarm, giving all within the flat time to evacuate.. The system is dependent on an adequate water supply being available.</p> <p>The sprinkler system is permanently full of water, so precautions are taken to protect the valves and pipework against damage by frost; the valve enclosure, and ceiling voids. A relay in the sprinkler stop valve cupboard is linked to the fire alarm panel.</p>
84	Are maintenance records up to date?	Yes	The sprinkler system was last tested on 23/04/2025.

PREMISES RELATED		Answer	Additional Comments
85	Has Portable Electrical Equipment been tested annually (or at other intervals in accordance with manufacturers recommendations)? Please check test stickers on appliances for date of last Portable Appliance Tests (PAT tests).	Ok	PAT testing was conducted on the portable appliances located within the communal areas on 01/05/2025.
86	Has the electrical installation been tested within a five year period?. (May be up to 10 years depending upon engineers recommendation)	Yes	Records relating to the testing of the electrical installations within the premises are held by the electrical team.
87	Are shutters or shut-off plates on refuse chutes being regularly maintained and inspected?	Yes	The last test was completed on 22/11/2024.
88	Any work taken place (or proposed) that may affect the fire precautions? Check for changes to exit routes, doors, exits, etc. since previous assessment.	N/A	
89	Is there a risk of arson? Do security systems minimise risk of unauthorised access(reducing potential for arson)?	Ok	

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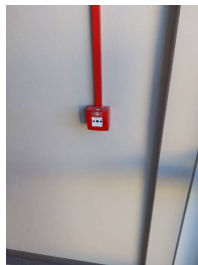
90	Are CCTV cameras fitted?	Ok	The CCTV system was last tested on 26/01/2025.
91	If an emergency generator is provided, is it being properly maintained?	Ok	The generator was last tested on 27/08/2024.
92	Is access available for emergency services?	Ok	
93	Are any fire extinguishers or other fixed fire safety discharge systems checked annually or in line with manufacturers recommendations?	Yes	The portable fire extinguishers were last tested on 15/10/2024.
94	Are Dry Risers tested in line with manufacturers recommendations? Check for 6 monthly visual and 12 monthly pressure test	N/A	The dry riser inlet is clearly indicated at ground floor level with a fire hydrant within a hose length of the inlet. This is in compliance with recognised guidance documents.  The last test was conducted on 01/07/2024.
95	Are false alarms investigated and managed appropriately?	Yes	
96	Is there evidence of inappropriate behaviour either inside or outside the property?	No	
97	Is there an abundance of unnecessary fire loading in close proximity to the premises and available for ignition by outsiders?	Yes	It was observed that there was a large fridge freezer positioned on the external pathway outside of the ground floor final exit door that exits the premises near to the internal wheelie bin store.

## 15. ANY OTHER COMMENTS

105	Additional Information	Not all of the manual call points within the premises have been fitted with protective plastic covers.  It is recommended that protective plastic covers are fitted to all manual call points within the premises. This will have a positive impact on the prevention of unwanted fire signals.
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Additional Information

It was observed that an array of solar panels is positioned on the main roof of the premises. The last test on the solar panels was conducted on 15/11/2022. Information on C365 indicates that the next scheduled test is on 15/11/2027.

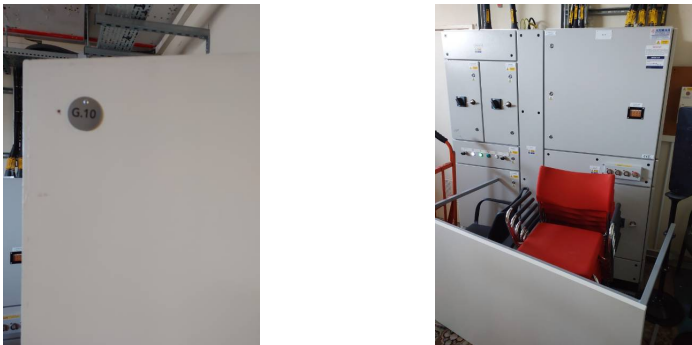



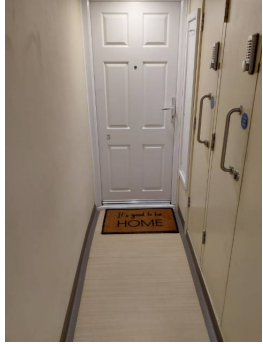
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Fire Risk Matrix				Severity of harm				
				Negligible	Slight	Moderate	Severe	Major
				1	2	3	4	5
				Virtually no damage, very localized	Limited damage, no risk to life safety	Some fire and smoke damage, possibility of fire spread, 'controlled' danger	Likely fire or smoke spread, potential danger to personnel and property	Probable building loss, significant and immediate danger to personnel.
Likely hood of fire	Improbable	1	Very little combustible materials, no obvious sources of ignition	1: LOW	2: LOW	3: LOW	4: LOW	5: MEDIUM
	Remote	2	Some combustible materials, no obvious sources of ignition	2: LOW	4: LOW	6: MEDIUM	8: MEDIUM	10: MEDIUM
	Possible	3	Combustible materials, possible sources of ignition	3: LOW	6: MEDIUM	9: MEDIUM	12: HIGH	15: HIGH
	Probable	4	A large source of combustible materials, likely sources of ignition	4: LOW	8: MEDIUM	12: HIGH	16: HIGH	20: EXTREME
	Highly probable	5	Large sources of combustible materials and/or multiple sources of ignition.	5: MEDIUM	10: MEDIUM	15: HIGH	20: EXTREME -	25: EXTREME

## Action Plan

Section	Question	Risk Level	Comments
COMBUSTIBLE MATERIALS	Any build up of combustible materials? (E.g. paper, cardboard, wood, etc, or evidence of hoarding in or around residents' accommodation).	<b>Medium Risk - 28 days</b>	Scheme management to ensure that any combustibles that are being stored in the storeroom, accessed from the ground floor communal meeting room, are at least one metre away from an electrical ignition source.
			
COMBUSTIBLE MATERIALS	Any build up of combustible materials? (E.g. paper, cardboard, wood, etc, or evidence of hoarding in or around residents' accommodation).	<b>Medium Risk - 28 days</b>	Scheme management, following consultation with the resident, to arrange for the removal of the door mat from outside flat No 2.
			
COMBUSTIBLE MATERIALS	Any build up of combustible materials? (E.g. paper, cardboard, wood, etc, or evidence of hoarding in or around residents' accommodation).	<b>Medium Risk - 28 days</b>	Scheme management, following consultation with the resident, to arrange for the removal of the door mat from outside flat No 3.

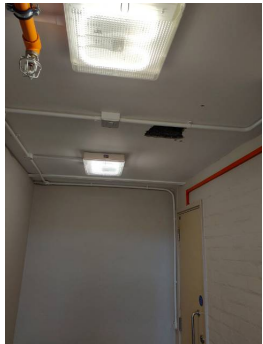


## STRUCTURAL FEATURES

Are there any compartmentation issues. i.e. Has work taken place which may have made holes in walls or damaged any fire resistant ceilings/linings

**Medium Risk - 28 days**

The holes in the ceiling of the bin chute room, on the 10th floor, need to be addressed using suitable fire resisting materials.



## STRUCTURAL FEATURES

Are there any compartmentation issues. i.e. Has work taken place which may have made holes in walls or damaged any fire resistant ceilings/linings

**Medium Risk - 28 days**

The hole in the ceiling of the ground floor communal meeting room needs to be addressed using suitable fire resisting materials.




# FIRE RISK ASSESSMENT RECORD FORM

thirteen

FIRE DETECTION AND WARNING	Can fires be readily detected and all people warned promptly?	<b>Medium Risk - 60 days</b>	Install suitable detection within the server room, which is positioned within the footprint of the storeroom that is accessed from the ground floor communal meeting room.
<div style="display: flex; justify-content: space-around;">   </div>			
MEANS OF ESCAPE	Are automatic doors labelled with an Automatic door – keep clear blue mandatory safety sign?	<b>Medium Risk - 28 days</b>	Fit blue discs, to read Fire Door Keep Shut, on the corridor face of the following doors:- 1.4, 2.4, 3.4, 4.4, 5.4, 6.4, 7.4, 8.4, 9.4 & 10.4.
<div style="display: flex; justify-content: space-around;">      </div>			
MEANS OF ESCAPE	Are automatic doors labelled with an Automatic door – keep clear blue mandatory safety sign?	<b>Medium Risk - 28 days</b>	Door G.8 - Fit a Fire Door Keep Locked blue disc to both sides of the half door serving the ground floor communal meeting room.

# FIRE RISK ASSESSMENT RECORD FORM

thirteen

			
MEANS OF ESCAPE	Are fire doors on escape routes in a good state of repair and do they close fully into their rebates?	<b>Medium Risk - 28 days</b>	Door 1.10 - The handle has become detached from the riser cupboard door.
			
MEANS OF ESCAPE	Where there is a risk of obstruction have fire door keep clear signs been fitted to the outside face of final exit doors?	<b>Medium Risk - 28 days</b>	Affix a Fire Exit Keep Clear sign to the outer face of the final exit door located near to the ground floor wheelie bin store.
			
MEANS OF ESCAPE	Have appropriate notices been put in place on final exit doors"? e.g Push to open, turn knob to open?	<b>Medium Risk - 28 days</b>	Re-affix the Fire Exit sign, positioned above the first floor final exit door, that enables egress onto the metal external staircase.



## MEANS OF ESCAPE

Have appropriate notices been put in place on final exit doors"? e.g Push to open, turn knob to open?

**Medium Risk - 28 days**

Re-affix the Fire Exit sign, affixed to the inner face of the first floor final exit door that enables egress onto the metal external staircase, as it is loose.

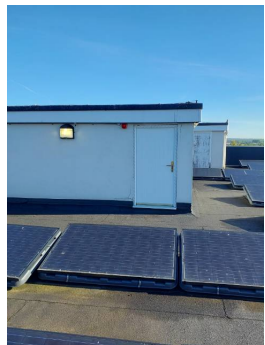


## SIGNAGE

Is adequate signage in place?

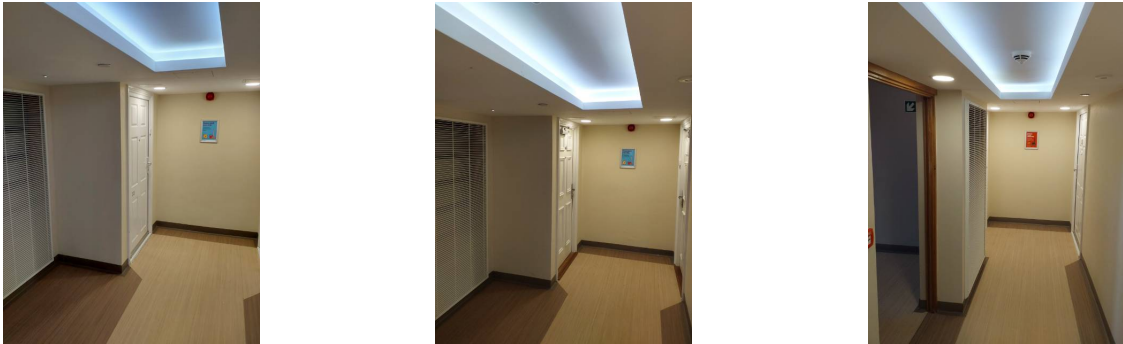

**Medium Risk - 28 days**

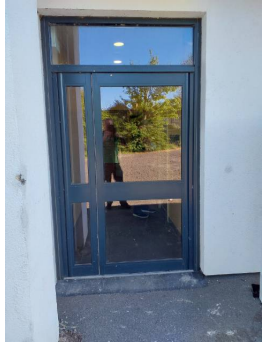
Photoluminescent directional signage should be above the two exits at the roof level, to direct relevant persons into the secondary stair and the protected escape corridor on the 11th floor.



# FIRE RISK ASSESSMENT RECORD FORM

thirteen

SIGNAGE	Is adequate signage in place?	<b>Medium Risk - 28 days</b>	Install directional signage to direct relevant persons into the secondary escape stair, from the main corridors, at all levels.
			
FIRE FIGHTING EQUIPMENT	Are the number and type of extinguishers appropriate to the risk?	<b>Medium Risk - 28 days</b>	The ground floor communal lounge is provided with a foam extinguisher. This extinguisher should be replaced with a risk appropriate extinguisher- water mist.
			
PREMISES RELATED	Is there an abundance of unnecessary fire loading in close proximity to the premises and available for ignition by outsiders?	<b>Medium Risk - 28 days</b>	Scheme management to arrange for the removal of the large fridge freezer, which is positioned on the external pathway in close proximity to the ground floor final exit door that exits the premises near to the internal wheelie bin store.



**ASSESSMENT CRITERIA AND LIMITATIONS**

The purpose of this report is to provide an assessment of the risk to life from fire in these premises and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. The report does not address the risk to property or business continuity from fire.

Any comments added to this report based on general observations will be done so in the interest of Thirteen any such comments should not be acted upon without seeking further advice or validation. Where appropriate, the assessor will endeavour to include details of where further advice or validation can be obtained

**CRITERIA OF THE FIRE RISK ASSESSMENT**

The Regulatory Reform (Fire Safety) Order 2005 (amended 2006), Fire (Scotland) Act 2005 or, where appropriate, The Housing Act 2004, require the employer or other responsible person(s) to carry out a fire risk assessment of their premises. This fire risk assessment has been carried out to enable the employer or other responsible person(s) to comply with these legal requirements summarised. The fire risk assessment should be available for inspection.

The hazards and/or risks identified (if any) in each section of this document increase the risk to life and/or property safety in and around the areas assessed. The employer, or other responsible person, should ensure that the additional fire safety controls, recommendations and actions set out in this document are effected to bring the assessed areas up to a standard that will ensure, so far as is reasonably practicable, the safety of any of his employees, any other person lawfully on the premises or any person in the immediate vicinity of the premises at risk from a fire on the premises.

The Regulatory Reform (Fire Safety) Order 2005 (amended 2006) and the Fire (Scotland) Act 2005 (as applicable) impose various other obligations in relation to fire safety on responsible persons. Responsible persons must, amongst other things, provide their employees and parents of employed children with comprehensive and relevant information, on the risks to them identified by the risk assessment, the preventative and protective measures taken and the procedures and measures in place in the event of serious and imminent danger.

The findings identified in the assessment will represent the risks observed by the assessor 'at that moment in time'.

The assessment will only remain valid whilst the site in question remains in its present state as on the date(s) of assessment.

The fire risk assessment should be reviewed by the responsible person regularly, so as to ensure it is current. The assessment must be reviewed by in accordance with the policy of Thirteen Group or at such earlier time as there is reason to suspect that it is no longer valid or there has been significant change in the matters to which it relates, including the premises special, technical and organisational measures, or organisation of the work undergo significant changes, extensions, or conversions.

It is recommended that the assessment is reviewed at intervals of no less than 6, 12 or 24 months, depending upon type of property and inherent risk. A further assessment would be required should any significant changes be made. Significant changes can include but are not limited to:

- Significant changes to work practices or procedures.
- Significant change to the number of people present or the characteristics of the occupants, including the presence of people with any form of disability.
- Significant structural or material change to the premises (including the internal layout) or to the processes or activities conducted at the premises, including the introduction of new equipment.
- Significant change to furniture and fixings and/or to displays or quantities of stock.
- The introduction or increase in the storage of hazardous substances.
- Any change to the fire precautions at the premises.
- Any near miss or fire incident.

**LIMITATIONS**

Where relevant facts in relation to the premises were not visually apparent on the date of the inspection, we will rely on the information and/or responses provided by, or on behalf of, the employer or other responsible person.

The assessment assumes that all relevant building regulations were complied with in the construction of the premises, including any extensions, conversions, renovations and refurbishments.

Unless otherwise stated in the report, we will assume that at the premises (i) all fire safety equipment, including fire doors and fire resistant partitions and (ii) all fire safety equipment, has been installed or servicing carried out by persons competent to do so and in accordance with all applicable standards.

The assessment assumes that information and documentation supplied to us by or on behalf of the employer or other responsible person which has a bearing on the fire risk assessment is current, true, accurate and not misleading.

The recommendations contained within the report regarding fire alarm systems will be based on visual inspection only, with no audibility tests of sounders, alarms or verification of full compliance with relevant British Standard to be carried out as part of the fire risk assessment

Where security measures against arson on site appear to be reasonable in the context of the fire risk assessment, this will be deemed sufficient.

Ceiling voids and inaccessible spaces will not be checked for fire stopping or compartmentation as part of this fire risk assessment, as this would involve invasive inspection.

A review of the design of HVAC systems is outside the scope of the fire risk assessment, therefore a visual inspection of the location of fire dampers only will be performed.

Based on a visual inspection of the emergency lighting, no luminance level tests or verification of full compliance with relevant British Standard will be carried out as part of the fire risk assessment.

The identification of a responsible person (e.g. employer), or person having control of the premises to carry out a fire safety risk assessment of the premises, does not imply legal responsibility, but reflects the managerial arrangements at the time of the fire risk assessment.

Type 1 and Type 2 fire risk assessments are carried out as part of the scheduled fire risk assessment process. Type 3 and 4 fire risk assessments are carried out as part of a corporate approach as and when required in line with any identified risks and as part of major refurbishment work on High Rise and Complex Buildings. In regards to all high rise and complex buildings this will take place over a five year period