



Bazeley House, Southwark Estate, SE1 0RN

The City of London Corporation

External Fire Risk Assessment

**Prepared by:
Turner & Townsend
One New Change, London EC4M 9AF**

Site information

Building Name Bazeley House
Building Ref
Division Department of Community & Children's Services.
Estate Southwark Estate
Property Name Bazeley House
Property Ref

Name of the person responsible for fire safety (Premises Controller) on site: -

Name of the person: Estate Supervisor **Department name: DCCS**

Email address: EstateServices@cityoflondon.gov.uk

Name of the person responsible for liaisons on fire safety matter with third party:

Name of the person: Estate Supervisor **Department name: DCCS**

Email address: EstateServices@cityoflondon.gov.uk

Person responsible for arranging corrective actions (Competent art 13 RRO):-

Name of person- Assistant Director, Housing and Barbican **Department name DCCS**

Email address: housingfiresafety@cityoflondon.gov.uk

Event planner for the site when applicable:-

Direct contact details: - **Department name**

Office **Mobile:**

Email address:

Assessor details

Name of the person: - Russell Peacey

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Date of the assessment : 09/02/22

Date of first draft reviewed : 17.02.2022

Date when finalised : 11.03.2022

Date sent to premises controller: : 11.03.2022

Date of next assessment : 09.02.2023

Report Signed by Assessor

Signature: *Russell Peacey*

Print Name: Russell Peacey

Date: 11.03.2022

Name of Assessors reviewer:

Printed Name: Paul Lane

Signature of Assessor reviewer

Signature: *Paul Lane*

Date of Review

Date: 11.03.2022

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Minor amendment history

Details of minor amendment history between detailed full assessment intervals, carried out. (Attached to rear of the main assessment)

Date of assessment	Department Assessor name	Brief details	Department Manager responsible for actioning

Preamble

This Fire Risk Assessment has been prepared to comply with the requirements of the Articles of the Regulatory Reform (Fire Safety) Order 2005.

The assessment process has been developed to meet the requirements of the City of London (CoL).

This Fire Risk Assessment document reflects the significant hazards associated with the operation of this site and identifies suitable controls to minimise risks to health and safety which need to be actioned by the CoL person responsible for undertaking corrective actions.

Executive Summary

The current risk is considered moderate – this is because flats have a single direction of escape and the flat entrance doors are not fitted with self-closers (as required where they lie along dead-end balconies), and because there is not adequate compartmentation between the laundry room areas and the stairways.

Overall risk assessment

The overall risk assessment of the building is a **Moderate Risk**.

Overall comment on the Risk Assessment of health and safety. The health and safety arrangements of site were considered appropriate. The site appears to be well managed.

Significant General Safety Issues – None

Survey Methodology

Site information, Specific Site Survey Information provided. No Pre-Survey Questionnaire was provided.

A site visit was carried out by Russell Peacey 09/02/2022 to undertake a physical survey of the building.

All means of escape were walked to check their availability.

Flat entrance doors were inspected externally to assess their performance, although this did not amount to a full and detailed inspection of the doors and no performance guarantee can be given. In addition 10% of flat entrance doors were checked in the open position.

Compartmentation was assessed as far as it was reasonably practicable without carrying out an intrusive survey.

Relevant documentation was inspected to check compliance with recommended testing and

maintenance regimes for fire safety equipment and procedures.

Further information was obtained by informal questioning of staff where necessary.

The Regulatory Reform (Fire Safety) Order 2005 does not require the detailed fire safety provisions of an existing building to comply with any particular standard in order to achieve a satisfactory fire risk assessment outcome. Rather, the Order places a duty on the responsible person to take such general fire precautions as will ensure, so far as reasonably practicable, the safety of his employees and relevant persons who are not his employees.

However, it is good practice to adopt a recognized standard or code of practice to act as a benchmark against which fire precautions should be assessed*.

This particular fire risk assessment made use of the following publications when assessing the suitability of general fire precautions:

Local Government Association, Fire Safety in Purpose Built Blocks of Flats guidance.

BS 9991:2015, Fire safety in the design, management and use of residential buildings. Code of practice.

BS 5839 Part 6:2019, Code of Practice for the Design, Installation, Commissioning and Maintenance of Fire Detection and Fire Alarm Systems in Domestic Premises

City of London Housing residential building fire safety policy.

*Particular care should be exercised when using a design guide for new buildings (such as British Standard 9991 or 9999) as a benchmark for the fire safety of an existing building.

Specific Site Survey Information

Is there evidence on site that fire deficiencies/ faults are addressed in a timely manner?	Yes
Emergency lighting units are charging (diodes normally green or red are illuminated).	<p>No-</p> <p>There appears to be no emergency lighting installed in the means of escape or old laundry rooms.</p> <p>See action 1</p>
Escape routes not blocked & clearly marked.	<p>No</p> <p>The storage of plant pots along the balconies is considered tolerable.</p> <p>However, bikes and prams and any combustible</p>

	<p>materials should not be stored in the means of escape.</p> <p>See Action 2.</p> <p>The means of escape are obvious.</p>
Fire doors with electrical hold open devices are closed by manual operation at 2200hrs (on final walk round in sleeping accommodation or earlier depending on site specifications).	N/A
Are there any restrictions from Building Control, Planning & Heritage that could have an impact of the premises?	No information provided.
Are Salvage & Business continuity plans up to date and suitable and sufficient.	No information provided.
Is there any neighbouring fire risk that could significantly impact on the future fire safety of the building?	None known.
During the inspection did you identified any cladding which was not already provided to you from the client documentation?	No
Are the onsite PEEPs and GEEPs templates adequate?	<p>Understood that no PEEPs are in place as this was not previously a requirement (but might be going forward).</p> <p>See action 3</p>
Where there any occupant/visitors identified who could be incapacitated and unable to evacuate safely and were not covered under by a PEEPs and GEEPs?	<p>A vulnerability list is contained in the site Premise Information Box and identifies persons who might need assistance during an evacuation.</p> <p>However, it is not dated so it was not clear if it is up to date.</p> <p>See action 4</p> <p>The Premises Information Box I located outside the neighbouring Markstone House. It is down an alley and may not be seen by fire fighters attending Bazeley House.</p>

	See Action 5
Are there inductions for staff and contractors?	It is understood that CoL complete inductions for staff.
Is there arrangement in place for the safe evacuations of visitors?	N/A for a residential block of flats.
Is there a Building Fire Strategy and a Fire Management Plan of the building?	It is understood that the Fire Management Plan is currently being Developed by CoL's (Fire Safety) Project Manager.
During the inspection did you identified any current working practices that could be improved to reduce the fire risk to the property, e.g., removing sources of ignition or reduce the amount of fuel stored?	<p>The old laundry rooms are used for storage. There appeared to be some waste materials, such as a mattress and Christmas trees that constitute an unnecessary fire load.</p> <p>See Action 6</p> <p>One caretaker's room has a highly flammable liquids cabinet used to store a small quantity of petrol. This was stored away from sources of ignition so was considered tolerable.</p>
Is there evidence of up-to-date electrical PAT testing in place?	<p>Several portable appliances seen in the caretaker's store and site office had out of date test labels (or no test labels).</p> <p>See action 7</p>
Is the fire detection & warning system type adequate for the building use?	The residential area building is a purpose-built block of flats so is not required to have a communal fire alarm system. Fire alarm systems in the flats are covered by the Type 3 survey section of this report.

	<p>Emergency lighting covered by Action 1.</p> <p>The bin chute hoppers open directly into the stairs. This would be considered tolerable if the hoppers were in good condition as the stairs open directly onto the balconies so are well ventilated and provided the bin stores are kept locked at night. However, the hoppers are old and several of them are not closing properly.</p> <p>See action 8</p>
<p>Are the fire action notices compliant provide the reader with relevant instruction and position correctly positioned?</p>	<p>New Fire Action Notices (FANS) are displayed and describe the stay put strategy.</p> <p>However, the site address section has not been completed.</p> <p>See Action 9</p>
<p>Are there adequate sign to maintain the exit routes e.g. keep clear, floor marking etc.?</p>	<p>The escape routes are obvious. Directional signage in the common areas is considered satisfactory.</p>
<p>Are the existing active Fire Protection Measures sufficient for the buildings use</p>	<p>Only one stairway is fitted with a fire fighters drop key switch.</p> <p>See action 10</p>
<p>Is there evidence on site of regularly fire door inspections?</p>	<p>No - It is understood that the Estate Officer checks fire doors as part of routine inspections and reports major defects but no specific records were seen.</p> <p>See Action 11</p>

Having checked 10% of fire Door shutters and curtain were any trends identified that could impact the safety of the building (Please list doors and curtain checked)

CO

The flat entrance doors generally appear to be of the same type. Based on checks of accessible flats, the flat entrance doors are notional fire doors. They are 44mm thick timber doors and have no effective self-closing device fitted. They are not fitted with fire resisting letter boxes. Therefore, the entrance doors of flats upper floors do not comply with current standards and guidance (the ground floor flat entrance doors open direct to the outside so are not required to be fire resisting).

At least one leaseholder flat is not fitted with a fire resisting entrance door.

It is understood that a programme is in place to replace all the flat entrance doors with certified FD60S door sets fitted with external overhead self-closing devices.

See action 12

At least flat entrance door is fitted with a security gate which can obstruct fire fighters and/or those escaping. It is understood that these will be removed as part of the flat entrance door replacement programme.

See action 13

The inner and outer doors to the laundry rooms are notional fire doors only. The

	<p>electrical cupboard doors (located between the inner and outer laundry room doors) have been removed. Given the use of the laundry rooms as caretaker stores the doors (protection to the stairways) are not considered satisfactory.</p> <p>See Action 14</p>
Is there evidence of regularly local checks and annual testing by competent?	<p>Some records provided but not for all relevant systems/installations.</p> <p>See Action 15</p>
Has the site identified emergency responders' routes and fire hydrants and documented these?	Understood this is under review as part of the Fire Management Plan.
Are there any known neighbouring activities that could jeopardy a prompt arrival of the emergency responders?	No
Is there evidence of anti-social behaviour at the site?	None known.
Are there any seasonal activities undertaken by the site or naturally occurring events which could affect the fire risk profile of the site e.g., bush fires etc?	None known.
Are there any renewable energy source at the site that cannot be readily isolated at source in the event of a fire?	No
Are back up generation tested to ensure they provided adequate supplies to fire safety devices?	N/A
Is the premises controller aware of the Col guidance on Hot Works?	Understood that contractors are responsible for completing a hot works permit.
Are they evacuation procedures for all time the building is in used e.g., out of hours procedures for weekend?	N/A for a residential block of flats.
Upon review of on-site documentations, how long did it take the building to evacuate?	N/A
Are security and arrangements adequate to deter deliberate fire attempt (e.g. terrorist and arson) in an event?	<p>The entrances to the communal stairways are secure.</p> <p>It is understood that the bin room doors are kept locked at night.</p>

Is large lithium-ion battery charged on site?	No
When was thermographic inspection last undertaken at site?	No information provided. See Action No.15
Has the property had any unintentional fires over the last two years if so, please provide details?	None known
Were there any significant gaps identified in the compartments (please list details)?	There appears to be an unsealed service penetration(s) between the laundry room areas and the stairways. See Action 16
How are contractors fire risk controlled locally?	CO2 Fire extinguishers are provided next to the electrical cupboards.
Is there up to date maintenance records for all fire systems on site?	Fire extinguishers located in the old laundry room areas have out of date test labels (although up to date certs were provided). See Action 17
Is the fire logbook in accordance with col guidance policy	No logbook seen.
<p>Additional question for Housing</p> <p>Is there evidence that when a new tenancy is commenced the operation of the smoke alarm is tested?</p> <p>The evidence should show:</p> <ul style="list-style-type: none"> • Date and time of test • Location of detector/s • Outcome of test <p>Name of person undertaking the test</p>	Not Known

Description of site

This is a 4-storey purpose-built general needs residential block of 32 flats. All flats are single level.

Ground floor flats are accessed directly from the outside.

The building has two stairways inset from either end of the building. Upper floor flats are accessed via the two stairwells and balcony approach. The building is separated into two sections at the middle, so flats can only be accessed from one of the stairways, giving all flats a single direction of escape.

At the base of the stairway, a door opens into a small lobby, off which there is an under stair electrical

intake and an old laundry room. The laundry rooms are now used as caretakers' stores / rest rooms.

There are old workshop rooms accessed directly off the stairways on each landing. It is understood that these rooms are no longer accessible by residents and that all are empty of any storage.

The stairways which open directly on the balconies, also contain bin chutes with hatches at each landing and bin rooms accessed externally at ground floor level.

The building appears to be of traditional brick construction with concrete floors, and stairs and a flat roof. It is understood that the building was constructed circa 1954.

Smoke ventilation –

The balconies are open to the air. The stairway opens direct to the balcony at each landing.

Use of Site

General needs residential accommodation.

Passive Fire Precautions

Flats entrance doors

Most of the flat entrance doors appear to be of the same type. Based on checks of accessible flats, the flat entrance doors are notional fire doors. They are 44mm thick timber doors and no effective self-closing device fitted. They are not fitted with fire resisting letter boxes.

It is understood that a programme is in place to replace all the flat entrance doors with certified FD60S door sets fitted with external overhead self-closing devices.

Note - Ground floor flats opening direct to the outside are not required to be fitted with fire resisting front doors.

Communal Fire Doors

The outer and inner doors to the old laundry room area are notional fire doors with wired glazing. The electrical cupboard doors in this area have been removed. This arrangement is not considered to provide adequate protection to the stairs.

Construction of flats

The walls between the flats and protected means of escape are a masonry wall which if imperforate would provide at least a notional 60 minute fire resistance.

Flats have a single direction of escape - the protected area between the flats and balconies (i.e walls below the windows) are slightly below 1100mm (current standard) but this is considered tolerable.

There are metal coal cupboard hatches in the walls of the flats. These appear to be satisfactory.

Protection of stairways.

The stairways open onto the balconies.

Smoke ventilation.

The building has open balconies. They are less than 2m wide so should not be at risk from significant smoke logging.

The stairways open directly onto the balconies.

Facilities for fire fighters

Fire Fighters Switch

A drop key switch is located at one of the two residential entrances to the building. This was tested and was working.

Premises Information Box (PIB)

A PIB is located externally of the neighboring Markstone House that contains building plans, and a vulnerability list. It is understood the contents of PIBs are under review by CoL.

Active Fire System

No active systems.

Fire Ignition Sources

Within the common parts the most significant ignition source is the electrics/cabling located within the electric intake cupboards, and portable appliances in the caretakers' stores. Providing the fixed wiring and portable appliances are appropriately maintained and combustible/flammables are kept clear of the electrics, this is considered to be tolerable.

Fire Training

It is understood that the Estates Manager and staff in the estates team are required to complete CoL's mandatory fire safety training which includes the use of fire extinguishers.

Make an assessment of the fire risk

Likelihood of fire occurring at the property

	Medium	
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Likelihood of fire spreading through the building

	Medium	
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Likelihood of loss of life due to fire

	Medium	
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Formulate and document an action plan

If it is considered that the fire risk and existing fire precautions are such that no improvements are necessary, this should be recorded within the fire risk assessment. The action plan should address both physical fire precautions, managerial issues and should normally prioritise measures so that the appropriate effort and urgency is clear. The measures within the action plan should both practically implement and maintain, taking into account the nature of the building and its occupants. With the best solution to bring about improvement with a possible pragmatic solution.

CoL Specific Hazard identification and Action plan template

Ref No. Location:	Observations	Recommended further action	Risk Rating Low Medium High	Priority Level (please refer to table 1)	Action by Whom & When (Person task with action by premise controller	Date Completed
1	There appears to be no emergency lighting (EML) installed in the residential areas.	It is advised that EML is installed in the stairways and along the balconies, and in the old laundry rooms, as part of any future electrical works/refurbishment.	Low	E		
2	As there is a single direction of escape, bikes and pushchairs and any combustible materials should not be stored in the along the balconies or in the stairways.	Ensure bikes and pushchairs, ad combustible materials are not stored along the communal balconies or in the stairways. Plant pots on the balconies are considered tolerable but it is advised that they are moved from the	Low	C		

		stairway landings.				
3	<p>Previously there has been no requirement to complete PEEPs in general needs residential blocks. However, in line with recommendations from the Grenfell Tower inquiry, a government consultation on introducing PEEPS was held in 2021. It is understood that a CoL strategy for vulnerable persons/PEEPS is currently under review.</p>	<p>CoL should ensure they keep the government consultation (and any new legislation) regarding PEEPs under review and introduce a PEEPs strategy in accordance with any new legal requirements and guidance.</p>	Low	D		
4	<p>A vulnerability list is contained in the site Premise Information Box and identifies persons who might need assistance during an evacuation. However, it is not dated so it was not clear if it is up to</p>	<p>Ensure that the vulnerability list is kept up to date.</p>	Low	C		

	date.					
5	The Premises Information Box (PIB) is located outside the neighbouring Markstone House. It is down an alley and may not be seen by fire fighters attending Bazeley House	It is advised that a prominent Fire Brigade information red sign (preferably a diagram) should be displayed outside the building stating the position of the PIB.	Advice	Advice		
6.	The old laundry rooms are used for storage. There appeared to be some waste materials, such as a mattress and Christmas trees that constitute an unnecessary fire load.	Storage in the old laundry rooms should be rationalised. Waste materials / combustibles should be appropriately disposed of to avoid an unnecessary fire loading. Ensure that combustibles and flammable materials are always kept away from any sources of ignition such as portable heaters.	Medium	C		

7.	Several portable appliances seen in the caretaker's store had out of date test labels (or no test labels).	Ensure any portable appliances in staff areas have been PAT tested in accordance with CoL policy.	Low	C		
8.	<p>The bin chute hoppers open directly into the stairs. This would be considered tolerable if the hoppers were in good condition as the stairs open directly onto the balconies so are well ventilated and provided the bin stores are kept locked at night.</p> <p>However, the hoppers are old and several of them are not closing properly.</p> <p>.</p>	As the hoppers open directly into the stair and flats have a single direction of escape, it is recommended that with the bin chute hoppers are replaced with modern fire rated hoppers, or the bases of the bin chutes are fitted with fusible link dampers.	Low	E		

9.	<p>New Fire Action Notices (FANS) are displayed and describe the stay put strategy.</p> <p>However, the site address section has not been completed.</p>	<p>It is recommended that the site address is clearly written on the FAN.</p>	Low	C		
10.	<p>Only one stairway is fitted with a fire fighters drop key switch.</p>	<p>It is advised the second stairway is fitted with a drop key switch to facilitate fire fighter's access.</p>	Advice	Advice		
11.	<p>No fire door inspection records were provided.</p> <p>Fire door inspections will be required under the Fire Safety Act 2021.</p>	<p>Ensure that a programme is in place for the completion of periodic fire door inspections (including flat entranced doors), in accordance with the Fire Safety Act 2021 and any associated guidance.</p> <p>Inspections should ensure that the doors remain in good condition and an effective self-closer is in</p>	Low	D		

		place.				
12.	<p>The flat entrance doors generally appear to be of the same type. Based on checks of accessible flats, the flat entrance doors are notional fire doors. They are 44mm thick timber doors and have no effective self-closing device fitted. They are not fitted with fire resisting letter boxes. Therefore, the entrance doors of flats upper floors do not comply with current standards and guidance (the ground floor flat entrance doors open direct to the outside so are not required to be fire resisting.</p> <p>At least one leaseholder flat is not</p>	<p>If there is any significant delay in the programme to fit new FD60S flat entrance doors, the current flat entrance doors located on the dead ended balconies should be fitted with overhead type self-closing devices.</p>	Low E			

	<p>fitted with a fire resisting entrance door.</p> <p>It is understood that a programme is in place to replace all the flat entrance doors (including leaseholders) with certified FD60S door sets fitted with external overhead self-closing devices.</p>					
13.	<p>At least flat entrance door is fitted with a security gate which can obstruct fire fighters and/or those escaping. It is understood that these will be removed as part of the flat entrance door replacement programme.</p>	<p>It is advised that any security gates are removed when the flats entrance door is replaced.</p>	Low	E		
14.	<p>The inner and outer doors to the laundry rooms are notional fire doors only. The electrical cupboard</p>	<p>Either all three doors (per stairway) should be replaced with FD30S door sets, or the outer laundry room doors</p>	Medium	E		

	<p>doors (located between the inner and outer laundry room doors) have been removed. Given the use of the laundry rooms as caretaker stores /restrooms / petrol store the doors (protection to the stairways) are not considered satisfactory.</p>	<p>should be replaced by FD60S doors and the electrical cupboard with FD30S door sets.</p> <p>The doors should be signed Fire Door Keep Locked.</p> <p>The electrical cupboard door should have an electrical hazard sign.</p>				
15.	<p>No statutory testing and maintenance records provided within 21 days of completing the fire risk assessment visit for some systems.</p>	<p>CoL should review their maintenance and testing records to ensure that appropriate arrangements are in place for the following:</p> <ul style="list-style-type: none"> • The 5-year fixed electrical wiring inspection. • Thermographic inspection of fixed electrical system. • Portable appliance testing (annual) • Inspection records of communal fire door and flat 	Medium	C		

		<p>entrance doors</p> <p>Also see Annex C for list of the statutory maintenance records that should be in place and the frequencies of the testing and maintenance.</p>				
16.	<p>There appears to be an unsealed service penetration(s) between the laundry room areas and the stairways.</p>	<p>Ensure all compartmentation breaches / service penetrations in the old laundry room areas are fire stopped/sealed/void covers replaced with appropriate proprietary materials to provide 60 minutes fire resistance.</p>	Medium	D		
17.	<p>Fire extinguishers located in the old laundry room areas have out of date test labels (although up to date certs were provided).</p>	<p>Ensure all fire extinguishers have been inspected / maintained annually and test labels updated.</p>	Low	C		

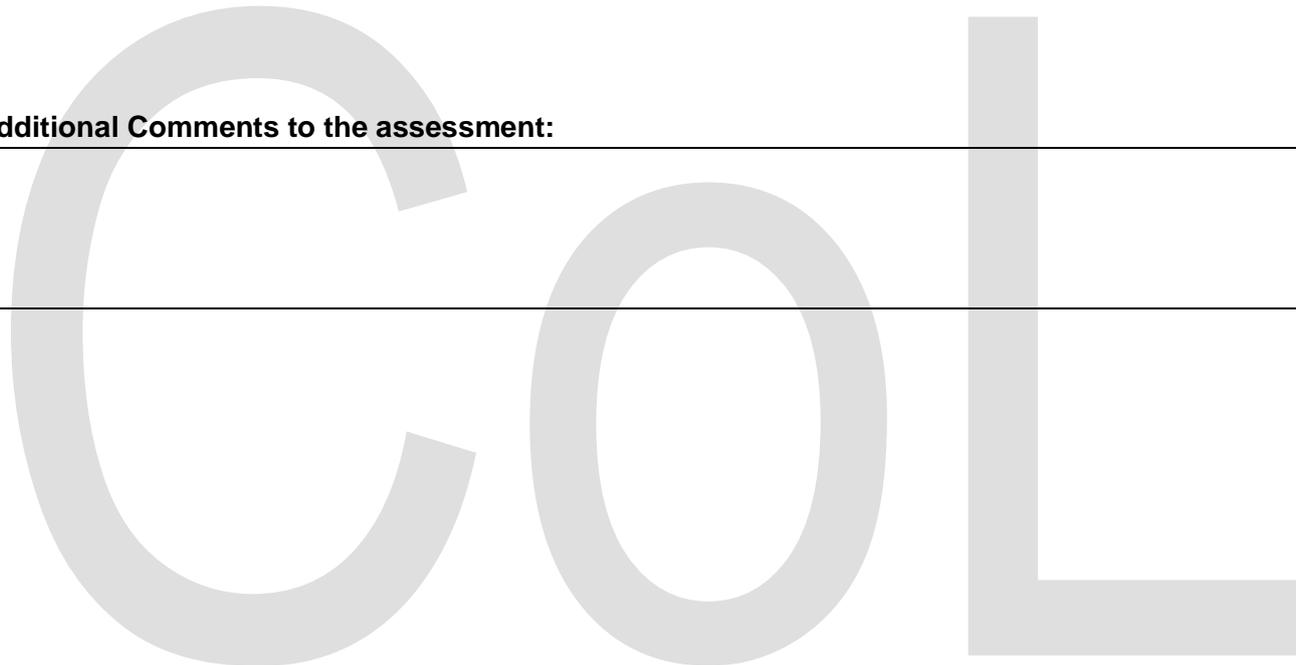
Action time frame in accordance with CoL service level agreements

*Table One Priorities for remedial action listed below; -
time frame*

Recommend priority code &

Priority Action AA	Immediate action taken whilst on site	(P1) 2 hour attendance
Priority Action A	Immediate action required	(P2) 24 Hours
Priority Action B	Action required in the short term	(P3) 4 Days
Priority Action C	Action required in the short term	(P4) 28 Days
Priority Action D	Remedial action required in the long term	3 Months
Priority Action E	Action to be consider when refurbishing	Project Planning Stage
Priority Action H/S	Health & Safety Information	(P2) Action 24 hrs.
P3A over weekend when attendance will wait until Monday for attendance not warranting a 24hr P2		

Additional Comments to the assessment:



Fire Risk Assessment reviews (CoL use only)

This Fire Risk Assessment should be reviewed annually and whenever there is a material change in the use of the premises or part of the premises (including numbers of occupants) or when significant structural or layout changes to the premises are proposed or carried out. The table below is provided for the 'Responsible Person' at the premises to maintain a record of reviews and provides space for simple comments. If the review indicates significant change then a new complete Fire Risk Assessment by our professional assessment providers should be carried out and fully documented.

Date	Reason for review	Results / Comments	Name, Position & Signature

COOL

Appendix One

Pre-Survey Questionnaire

Information Required Pre-Site Visit (21 days)

Not provided.

Annex A – Actions outstanding from previous fire risk assessment

<i>Ref Number:</i>	<i>Previous/Outstanding Action</i>	<i>Turner & Townsend Comments</i>
<i>Location:</i>		
2.4	<i>Evidence was not available to confirm the fixed wiring installation is subject to an appropriate programme of periodic testing. Ensure relevant installations are subject to a regime of 5 year testing and certification by a competent person.</i>	No records were provided. See action No.15 in this FRA.
9.1-9.3	<i>Evidence was not provided to confirm adequate control is exercised in respect of outside contractors and building works. Ensure robust documented management arrangements are implemented.</i>	Col has confirmed via the pre-assessment questionnaire, that they have control of contractor procedures in place.
13.1	<i>Due to the survey being undertaken during daylight hours it was not possible to determine if an adequate provision of emergency lighting exists throughout the premises. A survey should be undertaken by a competent person; with any identified issues being rectified to ensure the system complies with BS 5266.</i>	There is no Emergency Lighting. See Action 1 in this FRA.
14.3	<i>It was noted that; hatches to refuse chutes on open landings do not appear to be of fire resisting standard, the shutter to the chute within the refuse store is not provided with a fusible link protection. Due to the</i>	As the bin chute hatches are old and some do not close properly, and they open directly into the stairs, and most flats have a single direction of escape, it is advised bin chute hatches are replaced or fusible link dampers are

	remote location of the bin store, this is not considered to present an unacceptable risk; subject to the comments within 16.4.	fitted as part of a long term refurbishment. See action 8 in this FRA.
15.1	<i>The flat entrance doors are consistent throughout the block. They do not comply with current standard. • They appear to be of substantial construction, are not universally provided with a self-closing device, sufficient fire rated hinges, strips or seals, or a substantial rebates. Consideration should be given to upgrading/replacing all flat doors on single means of escape routes to comply with current standards.</i>	The flat entrance doors (FEDs) are the same as previously identified. CoL has confirmed that all FEDs are to be replaced with FD60S door sets. Note – the ground floor flats do not actually need to be fitted with fire rated entrance doors. See action No. 12 in this FRA.
15.2	<i>It was noted that what appears to be an unauthorised security gate is fitted to flat 31. Consideration should be given to the removal of this device; in line with LFB guidance.</i>	This was still the same. See action 13 in this FRA.
16.4	<i>It was noted that the doors to ground floor refuse bin stores are not kept locked shut. This provides an enhanced opportunity for arson. Robust arrangements should be implemented to ensure these areas are adequately protected.</i>	It is understood that the bin rooms are locked overnight.
17.2	<i>It was noted that numerous doors to electrical intakes, service risers, plant rooms, stores, refuse bin rooms and similar; within escape routes are not provided with 'fire door keep locked shut' signs. Doors to lobbies and refuse chute rooms are not provided with 'fire door keep shut' signs. Ensure appropriate signs are displayed.</i>	The outer doors to the old laundry rooms are now signed Fire Door Keep Shut – they should be signed Fire Door Keep Locked. See action No. 14 in this FRA
20.1	<i>As part of the fire risk assessment process a documentation audit was undertaken in respect of the specific premises. The brief was to randomly sample 6 categories from a detailed list. In this instance the only records available at the Estate Office were as follows; • Copy of CoL FS Policy • Estate floor plans/block maps • Previous FRAs • Estate Office AFA &</i>	

	<p><i>EL service record dated 5/10/17 • Stopher House monthly fire door check list August & September 2017 • Estate FFE inventory • Horace Jones House EL service record dated 9/8/17 • Horace Jones House AFA and smoke ventilation service record dated 15/8/17. It is recommended that robust arrangements be implemented to ensure the requirements of CoL Guidance Note on Fire Logbooks on CoL premises are achieved.</i></p>	
20.6	<p><i>The emergency services box, situated in the pedestrian underpass of Pakeman House contains the following information. 1) Estate block plan maps of entire Southwark Estate. 2) Useful telephone numbers list. Consideration should be given to liaising with London Fire Brigade to rationalise/standardise the information contained within the premises information box. It is unlikely that emergency services would expect to locate Estate wide information in a single location.</i></p>	<p>A PIB has been installed outside Markstone House. It contains plans and a vulnerability list.</p> <p>CoL have confirmed the contents to be provided within the estates PIBs is under review</p>
22.3	<p><i>Evidence was not available to confirm the emergency lighting system is subject to a program of periodic testing and maintenance. Implement a robust program of testing and servicing.</i></p>	<p>There is no emergency lighting in this building.</p>
22.12	<p><i>Evidence was not provided to confirm appropriate equipment and installations are subject to periodic gas safe certification. Implement a robust program of testing and servicing.</i></p>	<p>No communal gas system identified.</p>

Annex B – Unintentional fires during the last two years

No known unintentional fires during the last two years.

Fire Safety Documentation		
Documentation	Available to view	Evidence viewed
Fire Safety Strategy Report	No	
Updated Fire Safety Strategy Report and/or Fire Safety Strategy Technical note (reflecting any changes, refurbishments)	No	
Fire Compartmentation Drawings	No	
Fire Risk Assessment report	Yes	The previous FRA was undertaken by Frankham RMS in November 2017
Building (floor plan) drawings	No	
BS 9999:2017 – Fire safety in the design, management and use of buildings. Code of practice	N/A	BS 9999 is not applicable to residential blocks of flats. For a purpose-built block of flats the current design guidance would be in Approved Document B, Vol 1 and BS9991 2015.
BS 9997:2019 Fire Risk Management system.	N/A	
Third-Party Statutory Examination/Testing Certification		
Equipment	Available to view	Contractor / Issue date(s) / Frequency
Automatic Fire detection and alarm	N/A	No communal fire alarm.
Emergency and exit lighting	N/A	No emergency lighting.
Fire extinguishers and fire blankets	No	The fire extinguishers should be maintained annually. A an up-to-date cert. was provided but test labels are out of date..
Sprinklers	N/A	No sprinklers.
Fire dampers	N/A	No fire dampers identified
Gas suppressant systems	N/A	No gas suppression systems in the building
Lightning protection system (LP)	N/A	Records indicate that no LP is installed.
Gas heating/boiler plant safety checks	N/A	No communal gas system identified.
Gas cooking appliances	N/A	No gas cooking facilities within the common areas.
Fixed mains electrical installation	No	There should be records for the fixed wiring in the communal areas and in the CoL tenanted flats. Fixed wiring should be tested every 5 years. See action No.15
Portable appliance testing	No	PAT testing in accordance with CoL policy. Several appliances in the caretakers stores did not have up to date PAT labels. See action 7&15
Fire rated shutters	N/A	No fire shutters.
Evacuation aids	N/A	There is no evacuation lift

Firefighter's Lifts	N/A	Turner & Townsend Confidential There are no fire fighting lifts.
AOC control system	N/A	No AOC control system.
Fire Hydrant testing (within the curtilage of the premises)	N/A	The hydrants are located on the public highway
Wet risers	N/A	No Wet Riser
Dry risers	N/A	No Dry Riser

In-House Documentation

Equipment	Available to view	Who by / Date(s) / Frequency
Fire alarm call point activations	NA	No communal fire alarm
Internal fire rated doors	No	No records of checks of internal fire rated doors seen. See actions 11
Fire exit doors	N/A	All exits are in daily use.
Emergency lighting	N/A	No emergency lighting.
Fire extinguishers	Yes	Fire extinguishers Routine check (pressure gauge and tags) A monthly check record was provided.
Fire sprinklers pump set weekly checks	N/A	No Sprinklers installed.
Fire dampers	N/A	No dampers identified with the building
Fire evacuation drills	N/A	Not applicable in a residential block of flats
Evacuation aids	N/A	Not applicable in a residential block of flats

Fire Safety Training Records

Equipment	Available to view	Evidence
Duty Holder – Fire (Scotland) Act 2005 duties and responsibilities	N/A	
Competent Person – Fire (Scotland) Act 2005 duties and responsibilities	N/A	
Fire Incident Controller	N/A	
Fire Warden / Marshal	N/A	
Use of fire extinguishers/blankets (Article 21-Training of the Regulatory Reform Fire (Scotland) Act 2005 2005))	Yes	It is understood that this is covered as part of CoL periodic fire safety training which all employees must complete.
Employee fire safety	Yes	No records were seen on site as these are held centrally. However, it is understood that periodic fire safety training is undertaken.
New employee – fire safety induction	Yes	It is understood that that all employees must complete online fire training as part of the induction process.
Fire sprinkler operational checks	N/A	No sprinklers.

		Turner & Townsend Confidential
Evacuation Aids	N/A	

Annex D – Type 3 Surveys

Scope

Flats were randomly selected for survey as part of the Type 3 fire risk assessment process (in addition to the Type 1 fire risk assessment above). This Type 3 risk assessment considers the arrangements for means of escape (e.g. compartmentation and travel distance and any secondary means of escape) and fire alarms within the flats. The survey is non-destructive, but the fire resistance of doors to rooms is considered. Measures to prevent fire are not considered unless (eg in the case of maintenance of the electrical and heating installations) the measures are within the control of, for example, the landlord. Access was not gained to any loft/roof space.

- Layouts / means of escape / travel distances are considered against the requirements of Approved Document B / BS9991 2015.
- Fire Alarm configuration is considered against the requirements of BS5839 Part 6 2019*.
- Relevant sections of the Fire Safety in Purpose Built Blocks of Flats (LGA) or Fire Safety in Specialised Housing (NFCC) are also considered.

**Note 1 – BS5839 Part 6 2019 requires an LD2 system in a flat to have a smoke alarm in the “Principal Habitable Room” (normally the lounge). Where this is absent (but with a smoke alarm in the entrance hall and heat alarm in the kitchen) the alarm configuration is defined as LD3.*

Flats accessed

?,?? & ??

Description

#	Layout	Protected Entrance Hall or max travel distance within 9m?	Entrance door	Fire Alarm	Areas of non-compliance / risk	Risk (L/M/H)
??	2 bedrooms, lounge and kitchen off entrance hall.	Total travel distance <9m so a protected entrance hall is not required. However,	Notional fire door – no self-closer.	Grade D1 LD3 per BS5839 Part 6 2019 with alarms in hall and kitchen.	Flat entrance door has no self-closer. Grade D1 LD3 does not meet current	Medium

		there is no kitchen door and the kitchen is located between one bedroom and the flat entrance door.	Turner & Townser	Confidential	standard Kitchen located between bedroom and exit – kitchen door missing.	
??	3 bedrooms, lounge and kitchen off entrance hall.	Protected entrance hall. However, the kitchen door is missing and there are non-fire rated glass fan lights above the doors to some rooms.	Notional fire door – no self-closer.	Grade D smoke alarm in hall only.	Flat entrance door has no self-closer. Grade D smoke alarm in hall only does not meet current standard. Kitchen door missing. Non fire rated fanlights.	Medium
?	3 bedrooms, lounge and kitchen off entrance hall.	Protected entrance hall. However, there are non-fire rated glass fan lights above the doors to some rooms.	Notional fire door – no self-closer.	Grade D1 LD3 per BS5839 Part 6 2019 with alarms in hall and kitchen.	Flat entrance door has no self-closer. Grade D1 LD3 does not meet current standard. Non fire rated fanlights.	Low

Action Plan

Flat	Observations	Recommended further action	Risk Rating L/M/H	Priority Level	Action by Whom & When (Person task with action by premise controller)
??	Notional fire door – no self-closer.	CoL flat entrance door replacement programme, or as a minimum fit an external o/h self-closer.	Low	E	
	Grade D1 LD3 does not meet current standard.	Upgrade fire alarm to Grade D1 LD2 per BS5839 Part 6 2019 with a smoke alarm (or multi-sensor) in lounge area as part of any future electrical / void works / refurb.	Low	E	
	Kitchen located between bedroom and exit – kitchen door missing.	Reinstate kitchen door (FD20).	Medium	D	
??	Notional fire door – no self-closer.	CoL flat entrance door replacement programme, or as a minimum fit an external o/h self-closer.	Low	E	
	Grade D smoke alarm in hall only does not meet current standard.	Upgrade fire alarm to Grade D1 LD2 per BS5839 Part 6 2019 with a smoke alarm (or multi-sensor) in lounge area and heat alarm in the kitchen.	Low	D	
	The kitchen door has been removed - the kitchen is located between the bedrooms and flat entrance door.	Reinstate kitchen door (FD20).	Medium	D	
	Non fire rated fanlights above doors to several rooms.	Replace the fanlights (other than bathroom) with a 30-minute fire rated material, as part of any future void works / refurb.	Low	E	

Flat	Observations	Recommended further action	Risk Rating L/M/H	Priority Level	Action by Whom & When (Person task with action by premise controller)
??	Notional fire door – no self-closer.	CoL flat entrance door replacement programme, or as a minimum fit an external o/h self-closer.	Low	E	
	Grade D1 LD3 does not meet current standard.	Upgrade fire alarm to Grade D1 LD2 per BS5839 Part 6 2019 with a smoke alarm (or multi-sensor) in lounge area as part of any future electrical / void works / refurb.	Low	E	
	Non fire rated fanlights above doors to several rooms.	Replace the fanlights (other than bathroom) with a 30-minute fire rated material, as part of any future void works / refurb.	Low	E	