

Regulatory Reform (Fire Safety) Order 2005

The Regulatory Reform (Fire Safety) Order 2005 became law in October 2006 and introduced significant change to workplace fire safety responsibilities. As well as simplifying the legislative regime by bringing all fire safety legislation together into one Order, it introduced the need for employers, building owners and occupiers a 'responsible person' to carry out, implement and maintain a fire safety risk assessment.

All non-domestic premises, including the common or shared parts of blocks of flats or houses in multiple occupation are covered by the Order, and may be inspected by their local Fire and Rescue Authority.

Under the order, Fire & Rescue Authorities have a statutory duty to ensure compliance and enforce the requirements where necessary.

What are the main requirements of the order?

The responsible person is required to:

- Carry out a fire risk assessment identifying the risks and hazards.
- Consider who may be especially at risk.
- Eliminate or reduce the risk from fire as far as is reasonably practical and provide general precautions to deal with any residual risk.
- Take additional measures to ensure fire safety where flammable or explosive materials are stored.
- Create a plan to deal with any emergency and, in most cases, document your findings.
- Review the findings as necessary.

In carrying out a fire risk assessment the responsible person may decide that given the nature of the premises or the people involved, they may need to appoint one or more competent persons to assist them. The level of necessary competence is not prescribed in the Order. It recognises that the extent of competency will vary according to the nature and complexity of the premises involved.

The Fire Safety Order requires that you give effect to arrangements for the planning, organisation, control, monitoring and review of the preventive and protective measures. These are the measures that have been identified as a consequence of a risk assessment as the general fire precautions you need to take to comply with the Fire Safety Order.

You must record the above arrangements if:

- You employ five or more employees in your undertaking (regardless of where they are employed).
- A licence under other legislation is in force; or
- An alterations notice is in force requiring a record to be kept.

Where does it apply?

The Order applies to virtually all premises and covers nearly every type of building, structure and open space. For example:

- Offices and shops

- Premises that provide care • Community halls
- The common areas of houses in multiple occupation including common fire warning systems etc.
- Pubs, clubs and restaurants
- Schools
- Tents and marquees
- Hotels, B&Bs, guest houses, hostels and self-catering accommodation
- Factories and warehouses
- Stables

What does this mean for me?

The main effect of the changes will be a move towards greater emphasis on fire prevention in all non-domestic premises, including the voluntary sector and self-employed people with premises separate from their homes.

Responsibility for complying with the Fire Safety Order will rest with the 'responsible person'. In a workplace, this is the normally the employer or any other person who may have control of any part of the premises, e.g. the occupier or owner. If there is more than one responsible person in any type of premises, they must take all reasonable steps to consult with one another regarding matters of fire safety.

If you are the responsible person you will have to carry out a fire risk assessment which must focus on the safety in case of fire of all 'relevant persons'. It should pay particular attention to those at special risk, such as the disabled and those with special needs, and must include consideration of any dangerous substance likely to be on the premises. Your fire risk assessment will help you identify risks that can be removed or reduced and to decide the nature and extent of the general fire precautions you need to take to protect people against the fire risks that remain.

The fire risk assessment should consider dangerous substances that are used or stored in your premises, only to the extent necessary to determine the adequacy of the general fire precautions (as defined in Article 4 of the Fire Safety Order) and to advise you accordingly. If dangerous substances are used or stored in your premises, you should ensure that a risk assessment of the relevant work activities has been carried out to enable you to comply with the Dangerous Substances and Explosive Atmospheres Regulations 2002. This fire risk assessment must consider special, technical or organizational measures that are required to be taken or observed in connection with the use or storage of any dangerous substance.

Disclaimer: *This report has been prepared solely for the purpose of providing recommendations. The information and suggestions contained herein are based on current knowledge and best practices at the time of the inspection only. However, it is important to understand that this report does not guarantee compliance with any legal, regulatory, or safety requirements.*

It is the sole responsibility of the property owner and/or tenants to ensure that all applicable laws, regulations, and standards are adhered to. The preparer of this report, including any associated entities or individuals, assumes no liability for any actions taken based on the recommendations provided.

Owners and tenants are strongly advised to conduct their own due diligence and seek professional advice to ensure full compliance with all relevant obligations.

Regulatory Reform (Fire Safety) Order 2005

Fire Risk Assessment

Responsible Person <i>(Employer or other person having control of the relevant premises)</i>	Wyatt Property Renovations		
Address of Premises	21 CHARLOTTE STREET, ROCHDALE,		
Postcode	OL16 4JT		
Assessor:	Nikul Patel MIFSM		
Date of Fire Risk Assessment	22/01/2026		
<i>(This risk assessment should be reviewed annually or at such earlier time as there is reason to suspect that it is no longer valid or there has been a significant change in the matters to which it relates.)</i>			
Review			
Next Review:	12 Months (1 Year)	Date	13/11/2026
General Overview: The property at 21 Charlotte Street, Rochdale, OL16 4JT is a newly constructed 6 bedroom HMO that has been assessed as providing satisfactory fire safety provisions appropriate to its use and occupancy. The building has been designed and configured to support safe and effective evacuation, with thumb-turn locking mechanisms installed to all final exit doors, allowing occupants to exit quickly and safely without the use of a key. All bedrooms and relevant risk areas are fitted with compliant fire-resisting doors, including fire-rated frames, intumescent strips, and self-closing devices, to support effective compartmentation and limit the spread of fire and smoke. A fire blanket is provided within the kitchen area as an additional control measure. Communal areas and individual bedrooms have been assessed and found to provide suitable and unobstructed means of escape. Overall, the property incorporates adequate and appropriate fire safety measures consistent with current standards for a 6 bedroom HMO. Based on the findings of the assessment, the level of fire risk within the premises has been determined as trivial, with no significant deficiencies identified.			

General Information

The Premises	
Number of floors in building: (To include basements)	3
Approximate floor area: (m ²) (To include all floors of responsibility)	146 Sqm Approx
Brief details of construction: (Date of construction, brick, timber, purpose built or converted)	Brick construction
Primary usage: (e.g. Hotel, Shop)	HMO
Secondary usage: (e.g. Kitchen, Bar, Function Room, Offices)	

Occupancy Profile					
Maximum number of persons in the most highly occupied compartment to be affected by an uncontrolled fire within 30 minutes, assuming no evacuation.	WEEKDAYS			WEEKENDS	
	0000 to 0400	A	0000 to 0400	A	
	0400 to 0800	A	0400 to 0800	A	
	0800 to 1200	A	0800 to 1200	A	
	1200 to 1600	A	1200 to 1600	A	
	1600 to 2000	A	1600 to 2000	A	
	2000 to 2400	A	2000 to 2400	A	
	Enter range – A= <10, B=11-49, C=50-99, D=100-1000, E=>1000, 0=None				
Description of Occupants	Mobility Issues		Average Mobility	x	Vulnerability Issues

Occupants Especially At Risk From Fire	
Sleeping occupants (Details of numbers - public/staff)	6
Disabled occupants (Personal Emergency Evacuation Plans in use when necessary)	0
Occupants in remote areas (Lone working/isolated areas)	0
Young person's (Individual Risk Assessment provided for those persons under 16 yrs)	0
Others (Details of Elderly/Infirm/Mental Ability)	0

Identifying the Hazards

Smoking		
Measures taken to prevent fires as a result of smoking.		
Smoking prohibited in the building?		YES
Smoking permitted in appropriate areas?		YES
Suitable arrangements for those who wish to smoke?		NO
Identified Hazards	Existing Control Measures	Are there any improvement recommendations
<i>Smoking Area</i>	<i>None</i>	<i>Recommendation to provide suitable smoking area</i>

Electrical Sources of Ignition		
Measures taken to prevent fires of electrical origin.		
Fixed installation periodically inspected and tested? (e.g. every 1 years)		NO
Portable appliance testing carried out on a risk assessed basis?		NO
Suitable policy in place regarding the use of personal electrical appliances?		NO
Suitable limitation and management of trailing leads and adaptors?		NO
Identified Hazards	Existing Control Measures	Are there any improvement recommendations
<i>Pat Testing</i>	<i>None</i>	<i>Every 12 months</i>

Arson/Deliberate Ignition	
Basic security against arson by outsiders or other persons appears reasonable.	YES
<i>If specific advice on security (including security against arson) is required, the advice of a security specialist should be obtained.</i>	



Is there the potential for fire load/combustibles in close proximity to the premises available for ignition by outsiders?	NO
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Portable Heaters	
Portable heaters are used within the premises.	NO
Is the use of the more hazardous type (ie radiant bar fires or LPG appliances) avoided?	YES
Are suitable measures taken to minimise the hazard of ignition of combustible materials due to these heaters?	YES

General Comments: Heating System and Portable Heater Use: 1. Heating System: There are radiators in the building. 2. Portable Heater Use: (if applicable) – General Practice Recommendations. Only When Occupied: Use heaters only when someone is in the room. Turn them off and unplug when the room is empty. Safe Placement: Place heaters on a stable, flat surface away from things that can catch fire. Ensure there is space around the heater. Safety Features: Use heaters with automatic shut-off if they tip over. Electrical Safety: Check for damage to cords and plugs. Plug heaters directly into wall outlets, not extension cords. Ensure the circuit can handle the heater's power. Fire Safety: Keep a fire extinguisher nearby. Don't use heaters near flammable materials. Regular Checks: Inspect heaters regularly. Have a technician check them yearly, including PAT testing. Keep records of inspections.	
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Fixed Heating Installations	
Fixed heating installations such as boilers are used within the premises.	YES
Are fixed heating installations subject to regular maintenance?	YES
Are suitable measures taken to minimise the hazard of ignition of combustible materials due to these heaters?	YES

Identified Hazards	Existing Control Measures	Are there any improvement recommendations
<i>Regular Testing</i>	<i>None</i>	<i>Every 12 months for compliance – Electrical & Gas</i>

General Comments:

Heating System: The property is equipped with heaters that are connected to radiators installed alongside a boiler system. It is essential to ensure the safe and efficient operation of this heating system. Therefore, a thorough gas safety check must be conducted at least once every 12 months by a certified Gas Safe registered engineer. This check should include:

Inspection of the Boiler: Ensure that the boiler is functioning correctly and efficiently. This includes checking the burner, heat exchanger, main injector, and spark/sensor probe.

Radiator Check: Verify that all radiators are heating properly without any leaks or blockages. Bleed radiators if necessary to remove any trapped air.

Gas Pipework: Examine all gas pipework for signs of wear, damage, or leaks. Ensure that the pipework is secure and properly sealed.

Ventilation and Flue Systems: Ensure that there is adequate ventilation and that the flue systems are clear of obstructions to allow for the safe discharge of gases.

Safety Devices: Test all safety devices, including carbon monoxide detectors, to ensure they are functioning correctly.

Failure to perform these annual checks may lead to inefficient heating, potential gas leaks, or even dangerous carbon monoxide buildup, posing significant health and safety risks.

Compliance with these recommendations is crucial to maintaining a safe working environment.



Cooking	
Measures taken to prevent fires as a result of cooking.	
Filters cleaned or changed, and ductwork cleaned regularly?	YES
Suitable extinguishing appliances available? (e.g. Fire blanket, Wet Chemical etc)	YES
Suitable Shut Down Procedures in place?	NO
General Comments:	
Building Maintenance and Safety Measures:	
1. Fire Safety Equipment:	
Recommendation to provide a multipurpose fire extinguisher on each floor.	
2. Gas/Electrical Safety:	
Test to be carried out in accordance with Gas Safe/Electrical.	
Although a recommendation has been provided for the installation of fire extinguishers, the decision ultimately rests with the management company, in line with their established procedures and overall fire safety management strategy.	



Dangerous Substances	
Dangerous substances are, or could be used or stored, within the premises? <i>(i.e. Substantial quantities of alcohol, white spirits, other flammable liquids or materials)</i>	N/A
A risk assessment has been carried out as required by the Dangerous Substances and Explosive Atmospheres Regulations 2002?	N/A
Stored in suitable areas and containers away from potential sources of ignition, to include issues of chemical reactivity and compatibility.	N/A
General Comments: Any dangerous substances should be stored securely and separate from any cooking facilities to reduce the risk of fire. It should be kept in a designated area remote from any potential fire hazard or risk from occurring. This practice helps to minimise the risk of fires originating from cooking and enhances the overall fire safety for the building.	

Housekeeping	
Standards of housekeeping.	
Combustible materials appear to be separated from ignition sources?	YES
Appropriate storage of hazardous materials?	N/A
Escape routes kept clear of any combustibles? (Storage /furniture)	YES
Appropriate measures for the safe storage and disposal of waste?	YES
General Comments: Importance of Well-Maintained House Keeping Reducing Fire Hazards: Good housekeeping practices significantly reduce the accumulation of combustible materials such as paper, cardboard, and waste, which are common sources of fuel in fires. Regular disposal of these materials minimises the risk of fire ignition and spread. Maintaining Clear Egress Routes: Ensuring that all exits, stairways, and corridors are kept clear and unobstructed is vital for safe evacuation during a fire. Proper housekeeping ensures these pathways remain accessible at all times, facilitating quick and safe egress. Preventing Fire Spread: Proper storage of flammable and combustible materials in designated areas away from heat sources helps prevent the risk of fire spread. Housekeeping practices should include regular checks to ensure these materials are stored safely and correctly. Reducing Clutter and Obstructions: Clutter and poorly stored items can obstruct fire safety equipment such as fire extinguishers, hoses, and alarms, delaying emergency response. Regular housekeeping ensures these critical tools remain visible and accessible. Ensuring Proper Waste Management: Implementing effective waste management practices, including the proper segregation and disposal of flammable waste, helps reduce fire risks. Regular emptying of trash bins, especially in high-risk areas like kitchens or workshops, is essential. Maintaining Equipment and Systems: Regular cleaning and maintenance of heating, ventilation, and electrical systems	

prevent the buildup of dust, grease, and other flammable materials. This also helps in early detection of faults that could lead to fire.

Enhancing Overall Fire Prevention:

Good housekeeping supports overall fire prevention efforts by maintaining a clean, organized environment that reduces fire hazards. Regular inspections and cleaning routines help in spotting potential fire risks early.

Supporting Compliance and Safety Culture:

Adopting housekeeping practices contributes to compliance with fire safety regulations and fosters a safety-conscious culture. It demonstrates a proactive approach to minimising fire risks and protecting occupants.

Assisting in Emergency Planning:

Clear and well-maintained spaces are easier to navigate during an emergency. Housekeeping practices that focus on organisation and cleanliness ensure that emergency plans can be executed effectively and without hindrance.

Facilitating Fire Risk Assessments:

A well-kept environment makes it easier for fire risk assessors to identify potential hazards and assess the overall fire safety of a building. Good housekeeping ensures that hazards are minimised, and fire safety measures are optimised.

Arrangements for Evacuation

Evacuation Strategy	
Typical evacuation strategies within the premises are likely to involve one or more of the following arrangements. State which strategy (ies) have been adopted.	
Single Stage Evacuation It is reasonably expected that all relevant persons in the premises are able to (and will) evacuate immediately to a place of total safety.	YES
Progressive Horizontal Evacuation Relevant persons are dependant on staff to assist with their escape. Provisions have been made to move such persons from an area affected by fire, through a fire resisting barrier to an adjoining fire protected area on the same level, where they can wait in a place of safety whilst the fire is dealt with, or await further evacuation down a protected route to total safety. NOTE - Progressive Horizontal Evacuation is subject to the following Protected areas should be designed to provide: • Sufficient capacity to accommodate the number of occupants who will need to use them. For this purpose, a protected area should be sufficient capacity to accommodate its normal occupants and the occupants of the largest adjoining protected area. • Progressive movement away from a fire via sequential adjoining protected areas. • Means for escape via stairway(s) should this become necessary. The number and size of the protected areas depends on a number of factors: • the time it will take to evacuate people from the area of a fire to an adjacent protected area. • the number of people to be evacuated. • the level of any mobility impairment. • the number of staff to assist in evacuation. • the fire protection arrangements. • layout of the premises; and • location and number of staircases.	NO
Delayed Evacuation	NO

Relevant persons are dependant on staff to assist with their escape however it is not desirable or practical to evacuate persons (e.g. due to medical conditions or treatments). Such persons may remain within their rooms whilst the fire is dealt with and the danger has passed. NOTE - Delayed Evacuation is subject to the following Bedrooms to be enclosed in an enhanced level of fire-resisting construction (protected bedrooms). A protected bedroom should be of 60 minute fire-resisting construction and the door should be fire-resisting and fitted with a self-closing device. In addition the escape route from the protected bedroom(s) to the adjoining protected areas, refuge or final exit (including any stairway) will also require an increased level of fire protection to allow access for staff to assist with subsequent evacuation from the protected bedroom(s). If necessary the door may be fitted with electromechanical hold-open or free swing devices that operate immediately the fire alarm actuates. If provision of such fire resistance is not possible, you may be able to show through your risk assessment that alternative measures to limit the growth and spread of the fire are appropriate, such as an automatic fire suppression system supported by robust staff response procedures. Any resident who is initially left in a fire protected bedroom should be accompanied by a carer. As such, the total number of residents awaiting evacuation in protected bedrooms should be less than the number of staff on duty. It is imperative that if some less able residents are left in protected bedrooms to await evacuation, then other staff know which rooms have been evacuated and those which still contain residents and where necessary are able to notify the fire and rescue service when they arrive. Arrangements for delayed evacuation should only be based on a pre-planned basis.	
General Comments: In a fire risk assessment (FRA), the development and communication of clear evacuation procedures are crucial to ensure the safety of all occupants in the event of a fire. The statement highlights the responsibility of the housing association to conduct evacuation drills and issue statements to tenants, emphasizing the key points such as: Clear Communication of Evacuation Procedures: It is essential that all tenants are informed about the correct actions to take during a fire. This includes knowing the location of exits, assembly points, and the importance of evacuating the building immediately without attempting to tackle the fire themselves. These procedures should be clearly documented and communicated through multiple channels (e.g., written notices, meetings, and drills) to ensure that all tenants understand their role in an emergency.	

Ensuring Tenants' Awareness and Compliance:

Regular evacuation drills and statements reinforce tenants' awareness and readiness to evacuate promptly during a fire. By practicing these procedures, tenants become familiar with the evacuation routes and the importance of leaving the premises quickly and safely.

Compliance with these procedures is vital to prevent panic and ensure that everyone exits the building in an orderly manner, reducing the risk of injuries or fatalities.

Minimising Risk by Discouraging Firefighting by Occupants:

The emphasis on tenants not attempting to tackle the fire themselves is crucial. Untrained individuals trying to fight a fire can lead to serious injury or exacerbate the situation.

Instead, tenants should focus on evacuating and allowing trained professionals, such as the fire department, to handle the fire.

This guideline is a key aspect of life safety in an FRA, as it prioritizes the preservation of life over property and encourages safe behaviour during emergencies.

Legal and Regulatory Compliance:

Properly conducted evacuation drills and the issuance of evacuation statements are often required by fire safety regulations and housing policies. Ensuring that these procedures are in place and regularly practiced helps the housing association comply with legal obligations and reduces liability in the event of an incident.

This compliance also demonstrates a commitment to maintaining a safe living environment, which is a fundamental aspect of the FRA.

Supporting Emergency Services:

Effective evacuation procedures ensure that emergency services have clear access to the building and can focus on firefighting and rescue operations without obstruction. This coordination between tenants and emergency responders is vital for managing the situation efficiently and effectively.

Continuous Review and Improvement:

As part of the FRA, the housing association should regularly review and update evacuation procedures based on lessons learned from drills, changes in building occupancy, or modifications to the building structure. Continuous improvement ensures that procedures remain effective and relevant to current condition.

Provision of Elements of Fire Safety as Secondary Control Measures

Means Of Escape	
It is considered that the premises are provided with reasonable means of escape in case of fire.	YES
Adequate design of escape routes?	YES
Reasonable distances of travel when:	
Where is there escape in a single direction?	YES
Where there are alternative means of escape?	YES
Suitable protection of escape routes? (Fire resisting construction)	YES
Adequate provision of exits? State the capacity of each exit.	YES
Exits easily and immediately open-able where necessary <u>without</u> the use of a key?	YES
Escape routes unobstructed?	YES
Does the evacuation plan fit with the floor space factors?	YES
Identify dead end corridors. Are the appropriately covered?	YES
Identify inner rooms. Are the appropriately covered?	YES

General Comments:

The means of escape within the property are generally acceptable.

The presence of suitably sized and accessible escape windows in first-floor rooms provides an alternative means of egress, offering occupants an additional escape option. While this does enhance the overall safety provisions, the preferred method remains the establishment of a protected route from the first floor to the final exit.

Furthermore, thumb-turn mechanisms have been installed on both the front and side entrance doors to ensure easy and quick egress without the use of keys. This significantly improves occupant safety, particularly during emergencies when time is critical.

It is recommended that regular checks be carried out to ensure that all escape routes remain unobstructed and fully functional. This includes verifying the operation of thumb-turn locks and ensuring escape windows are operable. All occupants should be familiar with both primary and secondary escape routes.

Ongoing compliance with fire safety regulations must be maintained, particularly if any alterations are made to the property layout or occupancy levels.

Measures To Limit Fire Spread and Development

It is considered that there is:	

Compartmentation of a reasonable standard. (Fire resisting) Identify compartmentation.	YES
Reasonable limitation of linings that may promote fire spread. (Walls and ceilings)	YES
As far as can be reasonable ascertained, fire dampers are provided in ducts or vents as necessary to protect critical means of escape routes against passage of fire, smoke and combustion products in the early stages of a fire?	N/A

General Comments:

As this Fire Risk Assessment is conducted on an existing structure, certain aspects of fire spread, and compartmentation have not been fully identified. While fire doors equipped with the appropriate mechanisms have been installed to enhance safety, there has been no thorough assessment of the wall assemblies to confirm the presence of fire-rated plasterboard lining on the existing structure. Ensuring that these walls are equipped with the necessary fire-resistant materials is crucial for preventing the spread of fire between compartments.

It is recommended that a detailed evaluation of all compartment boundaries be conducted, particularly with regard to the adequacy of fire-resistant linings. This additional assessment would help verify compliance with fire safety standards and ensure that the structural integrity of the compartments will effectively contain fire, smoke, and heat within designated areas. Implementing these measures would further contribute to the safety of occupants by limiting fire spread and allowing more time for evacuation in an emergency.

Additionally, periodic inspections should be performed to confirm that fire doors and other fire-resistant installations remain in good condition and are functioning as intended. Any areas identified as lacking appropriate fire compartmentation should be prioritized for upgrades or retrofitting to align with current fire safety regulations.

Adequacy of Escape Routes:

Ensure that escape routes are sufficient in number, size, and location to accommodate all occupants safely and efficiently during an emergency. Routes should lead directly to a safe place and should be accessible to everyone, including individuals with disabilities.

Clear and Unobstructed Paths:

Escape routes must be kept clear of obstructions at all times. Regular inspections should be conducted to ensure that furniture, storage, or other items do not block or hinder the means of escape, as this could delay evacuation and increase the risk of injury.

Signage and Lighting:

Emergency exits should be clearly marked with illuminated exit signs, and escape routes should be well-lit, even in the event of a power failure. Proper signage and emergency lighting ensure that occupants can easily locate and navigate escape routes during a fire, particularly in low visibility conditions.

Maintenance and Regular Testing of Fire Doors:

Fire doors are critical components of the building's fire safety strategy, designed to prevent the spread of fire and smoke, and protect escape routes. It is essential that fire doors are regularly tested and maintained to ensure they function as intended:

Regular Inspections: Fire doors should be inspected frequently (at least quarterly, or more often depending on building use) to check for signs of damage, wear, or any issues that could compromise their integrity, such as warping, gaps, or faulty seals.

Operational Testing: Regular tests should confirm that fire doors close fully and latch securely without obstruction, that self-closing mechanisms are functioning correctly, and that doors are not being propped open.

Documentation: Inspections and tests should be documented, noting any defects and the actions taken to rectify them. This ensures accountability and supports ongoing compliance with fire safety regulations.

Evacuation Plans and Accessibility:

An effective evacuation plan should be in place, detailing the escape routes, assembly points, and responsibilities of staff or fire wardens. The plan should be accessible and understood by all occupants, including visitors. Special consideration should be given to those with mobility issues, ensuring they have appropriate means of escape.

Emergency Escape Lighting

It is considered that there is a reasonable standard of emergency escape lighting to ensure safe use of escape routes complying to BS5266?

YES

Fire Safety Signs and Directional Signage

It is considered that there is a reasonable standard of fire safety signs and notices. This to include fire exit, fire resisting door and hazard signage. The signage should comply to Health & Safety (Signs and signals) Regulations BS1996 & BS-5499

YES

Means Of Giving Warning in Case Of Fire

Reasonable manually operated fire warning system provided?

YES

If yes give details: (e.g. Break glass call points, fire bell, air horn, klaxon etc)

Automatic fire detection provided?

If yes, to what Standard? (e.g. BS 5839 Part 1 Grade L1/L2 etc)

BS5839-6

YES

Throughout Premises	YES
Part of Premises only	NO
Extent of automatic fire detection generally appropriate for the occupancy and fire risk?	YES
Remote transmission of alarm signals to a monitoring station or other?	NO

General Comments:

Installation of L1/L2 Grade Fire Alarm System:

To enhance the safety of the premises, it is recommended to install an L1 or L2 grade fire alarm system. Both of these systems are designed to provide robust fire protection

L1 Grade: Offers the highest level of coverage by installing detectors in all areas of the building, including rarely occupied spaces like storage rooms and attics. This ensures that any fire is detected at the earliest possible stage, regardless of its location.

L2 Grade: Provides coverage in escape routes, rooms adjoining escape routes, and high-risk areas where a fire is more likely to start or where early detection is critical. This system focuses on protecting primary escape routes and areas where a fire could quickly escalate.

Importance of Early Warning Systems:

Early detection is crucial in mitigating the risks associated with fires. An L1 or L2 grade fire alarm system ensures that occupants are alerted as soon as a fire begins, giving them maximum time to evacuate safely. Early warning also enables faster response from emergency services, potentially reducing the severity of the fire and minimizing damage to property. In environments where people may be sleeping or less likely to notice a fire, such as residential buildings or hotels, an early warning system is particularly vital.

Compliance with Fire Safety Regulations:

Installing an L1 or L2 grade fire alarm system helps ensure compliance with local fire safety regulations. Adhering to these regulations is essential not only to avoid legal liabilities but also to meet safety standards that protect building occupants.

Tailoring the Fire Alarm System to the Building's Specific Needs:

While L1 and L2 systems offer different levels of coverage, the choice between them should be guided by the building's unique characteristics. For example, an L1 system may be more appropriate for a large or complex building with multiple occupancy types, while an L2 system might suffice in smaller buildings with well-defined escape routes and lower risk areas. The system design should ensure optimal protection while considering practical factors such as maintenance and ease of use. Which suitable system to install would be recommended by the Fire Safety Engineer who would install the system.

Integration with Other Safety Measures:

The L1 or L2 grade fire alarm system should work in conjunction with other fire safety measures, such as emergency lighting, clearly marked evacuation routes, and fire suppression equipment. This integration helps to create a comprehensive fire safety strategy that maximizes protection for all occupants.

Regular Testing and Maintenance:

To maintain the effectiveness of the L1 or L2 grade fire alarm system, regular testing and maintenance are essential. This includes routine checks of all detectors, alarm sounders, and control panels to ensure they are operational. Prompt attention to any issues found during testing is necessary to ensure the system remains reliable in providing early warning during a fire.

Manual Fire Extinguishing Appliances

Reasonable provision of portable fire extinguishers?		NO
Are all fire extinguishing appliances readily accessible and unobstructed? (i.e. mounted on walls or on appropriate bases)		NO
Is suitable wall signage provided relevant to extinguisher?		NO
Are hose reels provided?		NO
Identified Hazards	Existing Control Measures	Are there any improvement recommendations
<i>Fire Extinguisher</i>	<i>None</i>	<i>Recommendations to supply and install in a satisfactory location</i>

General Comments:

Manual fire extinguishing appliances, such as fire extinguishers, are essential in Houses in Multiple Occupation (HMOs) to provide occupants with the means to tackle small fires before they escalate. The presence of appropriate fire extinguishers contributes significantly to mitigating fire risks and enhancing the overall safety of the property.

It is a legal requirement under The Regulatory Reform (Fire Safety) Order 2005 for HMOs to have suitable fire-fighting equipment in place. Extinguishers should be correctly located in key areas, such as communal spaces and escape routes, and must be suitable for the types of fire risks present (e.g., water, CO2, or foam extinguishers). It is also essential that these appliances undergo regular servicing and maintenance to ensure their effectiveness and compliance with fire safety regulations.

In addition, clear instructions should be provided for tenants on the correct use of fire extinguishers, and it should be emphasised that the use of extinguishers is intended only for small fires. Tenants should always prioritize their personal safety and evacuate the premises if the fire cannot be easily controlled.

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This said, it is down to management company to dictate their management strategy for their tenants.

Management of Fire Safety

Procedures And Arrangements		
Fire safety is managed by:	Project Management Professionals Ltd	
Are competent person(s) appointed to assist in undertaking the preventative and protective measures (i.e. relevant general fire precautions)?	NO	
Is there a suitable record of the fire safety arrangements?	NO	
Appropriate fire procedures in place?	NO	
Are procedures in the event of a fire appropriate and properly documented?	NO	
Are there suitable arrangements for summoning the Fire and Rescue Service?	NO	
Are there suitable arrangements to meet the F&RS on arrival and provide relevant information, including that relating to hazards to fire fighters?	NO	
Is there a plan of the building available indicating basic layout and any areas of significant risk?	NO	
Are there suitable arrangements for ensuring that the premises have been evacuated?	NO	
Is there a suitable fire assembly point(s)?	NO	
Are there adequate procedures for evacuation of any disabled people who are likely to be present?	NO	
Persons nominated and trained to assist with evacuation, Including evacuation of disabled people?	NO	
Appropriate liaison (if necessary) with Fire and Rescue Service Rescue Service crews visiting for familiarisation visits?	NO	
Routine in-house inspections of fire precautions (e.g. in the course of health and safety inspections)?	NO	
Identified Hazards	Existing Control Measures	Are there any improvement recommendations
<i>Procedures</i>	<i>None</i>	<i>To implement an evacuation process strategy for all occupants to follow for their safety.</i>
General Comments: A key aspect of fire safety management is the implementation of comprehensive fire safety procedures and arrangements. It is recommended that a detailed fire safety plan be developed and communicated to all occupants to ensure safe practices and compliance with legal requirements under The Regulatory Reform (Fire Safety) Order 2005. The procedures plan should include the following key elements: Emergency Evacuation Plan: A clear and well-communicated evacuation plan that outlines escape routes, assembly points, and the roles of responsible persons (e.g., firewardens). This plan should be visible and accessible to all occupants.		

Fire Safety Training: Regular fire safety training sessions for all residents and staff, including the correct use of fire extinguishers, awareness of fire risks, and how to respond in an emergency situation. Training records should be maintained and updated periodically.

Routine Fire Drills: Fire drills should be conducted at least annually, with all occupants participating. The results of these drills should be recorded, including any issues identified and the corrective actions taken.

Fire Detection and Alarm Maintenance: Ensure that fire detection and alarm systems are regularly tested and maintained in accordance with relevant standards (e.g., BS 5839). Clear guidance on how to respond to alarms should be included in the procedures.

Escape Route Maintenance: Ensure that all escape routes remain unobstructed and adequately signposted at all times. Regular inspections should be carried out to verify the integrity and visibility of these routes.

Regular Review and Updates: The fire safety procedures plan should be reviewed periodically and updated whenever there are changes to the property, occupancy levels, or fire safety regulations.

Record Keeping and Compliance: Comprehensive records of all fire safety activities, including drills, maintenance, and training, should be maintained to demonstrate compliance with fire safety regulations. This will assist in both legal and insurance matters.

It is strongly recommending the implementation of a formal fire safety procedures plan to ensure compliance with legal obligations, promote safe practices, and safeguard all occupants. This plan should be reviewed and managed by a designated responsible person within the organisation.

Training And Drills

Are all staff given adequate fire safety instruction and training on induction?	YES
Are all staff given adequate periodic 'refresher' training at suitable intervals? If yes, at what intervals?	YES
Are all staff with special responsibilities (e.g. fire wardens and staff who assist with disabled people) given additional training?	YES
Does all training for staff provide information, instruction or training on the all the following (If no, indicate which one/s in the deficiencies boxes below):	
Are fire drills carried out at appropriate intervals and a record of such drills maintained?	NO

Identified Hazards	Existing Control Measures	Are there any improvement recommendations
Training and drills	None	Recommendation to start training and carrying out drills regularly.

General Comments:

The Importance of Regular Fire Safety Testing

The fire risk assessment inspection did not include any references to training or drills. Consequently, the following observations are provided for informational purposes and as recommendations.

Ensures System Functionality:

Testing confirms that fire protection systems like alarms, sprinklers, and extinguishers are working properly, which is crucial for effective fire response.

Identifies and Fixes Weaknesses:

Regular checks reveal any vulnerabilities in fire safety systems, allowing for timely repairs and reducing the risk of fire-related failures.

Validates Emergency Preparedness:

Testing verifies that all fire safety measures, including alarms and emergency lighting, are ready to operate in an emergency, enhancing overall preparedness.

Meets Legal and Insurance Requirements:

Regular testing helps ensure compliance with safety regulations and insurance policy requirements, preventing potential legal and financial repercussions.

It May Help Reduce Liability:

By maintaining and testing fire safety systems, you can minimise liability risks and possibly lower insurance costs, demonstrating proactive risk management.

Improves Safety and Trust:

Consistent testing builds confidence among occupants and stakeholders by showing a commitment to their safety and ensuring that fire protection measures are reliable.

Testing And Maintenance		
Adequate maintenance of workplace?		NO
Weekly testing and periodic servicing of fire detection and alarm system to include ancillary equipment (e.g. door hold open devices, door locks etc)		NO
Monthly and annual testing routines for emergency escape lighting?		NO
Annual maintenance of fire extinguishing appliances?		NO
Periodic inspection of external escape staircases and gangways?		NO
Six monthly inspection and annual testing of rising mains?		NO
Weekly and monthly testing, six monthly inspection and annual testing of firefighting lifts?		N/A
Weekly testing and periodic inspection of sprinkler installations?		N/A
Routine checks of final exit doors and/or security fastenings?		NO
Annual inspection and testing of lightning protection system?		N/A
Identified Hazards	Existing Control Measures	Are there any improvement recommendations
<i>Testing and maintenance</i>	<i>None</i>	<i>To provide testing and maintenance regularly.</i>
General Comments: Role of Regular Testing: Regular testing of fire safety systems is essential to ensure their reliability and effectiveness. This includes the periodic inspection and testing of fire alarms, smoke detectors, emergency lighting, and fire extinguishers. Routine testing helps identify potential issues before they become critical, ensuring that these systems will function correctly in the event of a fire. Maintenance for Reliability: Maintenance of fire safety systems is not just a regulatory requirement but a vital component of fire prevention strategy. Proper maintenance ensures that fire safety equipment is kept in optimal working condition, which can significantly reduce the risk of fire-related incidents and enhance the safety of all occupants. It also helps in complying with legal obligations and avoiding potential fines. Documentation and Records: Keeping detailed records of all maintenance and testing activities is crucial. These records should include dates, outcomes of tests, repairs performed, and any recommendations made. Documentation provides evidence of compliance with fire safety regulations and helps in tracking the history of system performance.		

Training and Awareness:

In addition to testing and maintenance, it is important to regularly train all occupants and staff on fire safety procedures and the use of fire safety equipment. Awareness and preparedness play a key role in effective fire response and evacuation.

Immediate Action for Faults:

Any faults identified during testing must be addressed immediately. Prompt action ensures that issues are resolved before they compromise safety. Delays in addressing faults can significantly increase the risk of fire hazards and put lives at risk.

Compliance with Standards:

All fire safety systems and their maintenance should adhere to relevant standards and regulations. Compliance not only meets legal requirements but also ensures that best practices are followed in safeguarding the property and its occupants.

Periodic Reviews:

Regular reviews of fire safety procedures and equipment are recommended to adapt to any changes in the property's use or structure. This proactive approach ensures that fire safety measures remain effective and relevant.

By prioritising the regular testing and maintenance of fire safety systems, you contribute significantly to the protection of residents and the overall safety of the property. Maintaining vigilance in these areas is key to preventing fire-related incidents and ensuring a safe living environment.

Recording		
Appropriate records held for:		
Fire drills?		NO
Fire training?		NO
Fire alarm tests?		NO
Emergency escape lighting tests?		NO
Maintenance and testing of other fire precaution systems?		NO
Identified Hazards	Existing Control Measures	Are there any improvement recommendations
Recording	None	To implement processes to start recording the testing carried out.

General Comments:

Essential for Compliance and Safety:

Proper recording of all fire drills, fire training, fire alarms, emergency lighting tests, and general maintenance activities is fundamental to ensuring compliance with fire safety regulations. Detailed records provide proof that safety measures are in place and functioning correctly, which is crucial for both legal compliance and the safety of occupants.

Documentation for Effective Management:

Maintaining accurate records helps in managing fire safety effectively. It allows you to track the performance and reliability of fire precaution systems, identify recurring issues, and implement timely improvements. Well-maintained records also support effective decision-making and resource allocation for fire safety.

Proof of Due Diligence:

Comprehensive documentation serves as evidence of due diligence in maintaining fire safety standards. In the event of an incident, having detailed records can demonstrate that appropriate measures were taken to mitigate risks and respond effectively to emergencies.

Continuous Improvement:

Regular recording and review of fire safety activities enable continuous improvement. By analysing records of drills and maintenance, you can assess the effectiveness of fire safety procedures and make necessary adjustments to enhance overall safety.

Training and Awareness:

Documenting fire training sessions ensures that all staff and occupants receive the necessary education on fire safety procedures and emergency response. Records of training help verify that everyone is prepared to act appropriately in the event of a fire.

Priority	Meaning
High	Immediate priority to be actioned within 24 hours to 8 weeks <i>Breaches of legal requirements, which could cause injury and require immediate short-term action. Also includes matters that can be resolved at minimal cost</i>
Medium	Medium priority to be actioned within 2-6 months <i>Breaches in legislation that may require medium/long term action to resolve</i>
Low	Low priority to be actioned within 6 months-1year <i>Items of non urgent priority or for future consideration</i>

Deficiencies and recommendations identified earlier within this risk assessment should be copied into the following Remedy Action Plan and appropriate action taken.

Significant Findings – Remedy Action Plan					
No	Action to be Taken	Priority	Target Completion Date	Action by	Date Action Completed
1	PAT Testing – If Due/Required	High	ASAP	Landlord (L)	
2	Fire Extinguisher - Recommendation	High	ASAP	L	
3	Notice Board	High	ASAP	L	
4	Evacuation Procedures	High	ASAP	L	
5	Training and drills	High	ASAP	L	
6	Testing & Maintenance	High	ASAP	L	
7	Appropriate Smoking Area	High	ASAP	L	
8	Regular Testing – Electrical & Gas	Low	6-12 Months	L	



















Please Note: Arla Consultancy will be in contact in 12 months to arrange an up to date Fire Risk assessment which is in part of your legal duties.

End of Fire Risk Assessment