

Pre Refurbishment

FIRE RISK ASSESSMENT

PRE REFORBISHMENT
COMPLETION

For
Mears Group
1-62 Artillery Court
Wadeson Road
Manchester
M13 9TU

Telephone No.

N/A

Assessment Date

19th December 2016

**Person Responsible
For Fire Safety is**

Manchester City Council

Reference: Scw/MAG/10/16

STATEMENT OF FIRE RISK ASSESSMENT

This assessment also takes into account the provisions of
The Regulatory Reform (Fire Safety) Order 2005

The assessment reflects the fire precautions arrangements, occupancy and
use of the premises at the time of audit on 19th December 2016 relating to

1-62 Artillery Court
Wadeson Road
Manchester
M13 9TU

The assessment should be available for inspection by any authorised person,
and should be reviewed:-

- Following a change of work practice;
 - Following a significant change of staff levels;
 - Following any structural or material change;
 - Following any change in Fire Precautions in the premises;
 - Following a near miss or fire incident;
 - Recommended at intervals not exceeding 12 months.
-
- THE HAZARDS AND/OR RISKS IDENTIFIED (IF ANY) IN EACH SECTION OF THIS DOCUMENT, INCREASE THE RISK TO LIFE SAFETY TO OCCUPANTS OF THE AREAS ASSESSED, ABOVE THE MINIMAL ACCEPTABLE LEVEL.
 - THE ADDITIONAL CONTROLS, RECOMMENDATIONS AND ACTIONS GIVEN IN EACH SECTION, AND SUMMARY PAGE, SHOULD BE DEALT WITH ACCORDINGLY TO BRING THE ASSESSED AREAS UP TO THE REQUIRED STANDARD TO REDUCE THE RISK TO A MINIMUM ACCEPTABLE LEVEL UNDER THE CIRCUMSTANCES.
 - This assessment does not absolve you from complying with any other statutory requirements that may or should be imposed on your premises.

The Codes of Practice (in italics) referred to after each page heading are not exhaustive and are only provided as a main guide to information on the subject.

DECLARATION

This risk assessment is based on my survey of the premises and from information given to me by members of the management staff at the premises. It is, to the best of my knowledge a fair and accurate assessment of the fire safety status of the premises.

This document must be reviewed at least annually by a competent person to ensure it remains relevant to the risks in the premises

Signed: _MDWix

19th December 2016
F.E.T.A.

THE FIRE RISK ASSESSMENT COVERS

- A. Use of premises
- B. Portable fire extinguishers
- C. Fixed fire fighting installations
- D. Means of escape
- E. Fire alarm system
- F. Emergency lighting
- G. Signs and notices
- H. Fire Emergency Plan
- I. Log book
- J. Occupant factors
- K. Other use of premises
- L. Fire hazard within premises
- M. General housekeeping
- N. Persons specifically at risk
- O. Management of premises
- P. Arson
- Q. External access/escape routes
- R. Any other recommendations
- S. Schedule of Responsibilities
- T. Summary of Fire Precautions Defects.
- U. Your attention is drawn to this Section which identifies those items considered to require action. All other findings in this report record what is in situ at the time of the inspection.

A

DESCRIPTION OF PROPERTY

The premises is a purpose built 13 storey block of 62 flats with concrete frame & concrete floors. There is one emergency stairwell

OCCUPIERS DETAILS

Location of areas assessed	Activity	No. residents
Ground floor	Plant room, laundry room & residential flats	62
1 st – 12 th floors	Residential flats	

Total number of persons employed in whole building; 62 approximately.

USE OF PREMISES

The premises are used for residential purposes

B

PORTABLE FIRE SAFETY EQUIPMENT *(British Standard 5306 part 3)*

The following **PORTABLE FIRE EXTINGUISHERS** are provided on site:

CO2

Units serviced by Manchester City Council

Records up to date: Yes on label

Date of last service: MARCH 2016

SIGNIFICANT FINDINGS

1. All testing and maintenance should be recorded in the fire log book.
2. The provision of portable fire extinguishers in the premises is considered adequate.

DOES THIS PUT ANY PERSON AT RISK?

The risk is minimal

PRIORITY N/A

C

FIXED FIRE FIGHTING INSTALLATIONS
(British Standard 5306 part 0.1.2.4 and 5)

The following FIXED FIRE FIGHTING INSTALLATION/S is/are provided on site:

Dry Riser

Systems serviced by No records available

Records up to date: No

Date of last service: N/A

SIGNIFICANT FINDINGS

1. It is recommended that a service regime be set up & all findings recorded in the Fire Log Book

DOES THIS PUT ANY PERSON AT RISK?

Yes all residents & visitors

PRIORITY 1

D

MEANS OF ESCAPE (*Building Regulations part B and British Standard 5588 part 0,4,5,6,7,8 and 11*)

Main access to building via: Single exit leading to main road & open area

Alternative means of escape: Yes

Alternative means of escape acceptable: Yes

Travel distances acceptable: Yes

Protection of escape routes/structural integrity satisfactory: No

External dispersal to place of safety: Yes

SIGNIFICANT FINDINGS

1. It is recommended that the management provide evidence that all the doors to the 62 flats are FD30 rated
2. It is recommended that management provide evidence that all glass panels over doors are now fire resistant.
3. It is recommended that management provide evidence that the glass in the laundry room is fire rated to 60 minutes plus a FD60 fire rated door fitted..
4. It is recommended that the doors in the plant room accessed from the top floor be all FD60 rated, & all holes be Fire stopped or capped.
5. It is recommended that all Fire doors be checked for damage to smoke seals. 9th floor smoke seal to stairs incomplete also missing from ground floor plant rooms

DOES THIS PUT ANY PERSON AT RISK?

Yes all residents & visitors

PRIORITY 1

E

FIRE ALARM SYSTEMS *(British Standard 5839 part 1 and 3)*

Description of system:

Fire/fault manual and automatic fire detection

Automatic detection: Partial

Maintained by: Manchester City council

Serviced to comply with British Standard 5839 part 1: N/A

Tested to comply with British Standard 5839 part 1: N/A

Date of last service: N/A

Records up to date: No

SIGNIFICANT FINDINGS

1. It is recommended that a certificate of install & commissioning certificate be supplied by the contractors
2. It is recommended that a service regime be put in place & all finding recorded in the Fire Log Book

DOES THIS PUT ANY PERSON AT RISK?

Yes all residents & visitors

PRIORITY 1

F

EMERGENCY LIGHTING *(British Standard 5266 part 1)*

Description:

Stand alone units & integral to normal lighting

Maintained By: Manchester City Council

Serviced to comply with British Standard 5266 part 1: TBA

Tested to comply with British Standard 5266 part 1: TBA

Date of last service: N/A

Records up to date: N/A

SIGNIFICANT FINDINGS

1. It is recommended that a "FLICK TEST" be carried out on a weekly basis & all findings entered into the Fire Log Book

DOES THIS PUT ANY PERSON AT RISK?

Yes all residents & visitors

PRIORITY 2

G

SIGNS AND NOTICES *(The Health and Safety (Signs and Signals) Regulations 1996 and British Standard 5499 part 4 – 2000)*

Existing signs and notices provided do comply with the Health and Safety (Signs and Signals) Regulations 1996 and British Standard 5499 part 4-2000.

SIGNIFICANT FINDINGS

None

DOES THIS PUT ANY PERSON AT RISK?

The risk is minimal

PRIORITYN/A

H

FIRE EMERGENCY PLAN *(Management of Health and Safety at Work Regulations 1999) and The Regulatory Reform Order 2005*

The Fire Emergency Plan must be known, and a written copy available to all staff and employees, and should incorporate some or all of the following points as appropriate to the circumstances in the premises:

Action on discovering a fire,
What to do if the fire alarm sounds,
Calling the Fire Brigade,
Evacuation of the workplace including those particularly at risk,
Power and process isolation,
Assembly points outside the building,
Liaison with Emergency Services,
Escape routes and fire exit use,
Fire fighting equipment use,
Responsibilities and duties to assist in case of fire,
Training necessary to establish the Emergency Plan.
Guidance on Training is attached to this Section.

Is there an appropriate, established
and workable Fire Emergency Plan: No

Have residents been made aware
of the Fire Emergency Plan: No

SIGNIFICANT FINDINGS

1. It is recommended that all floors have a Fire Emergency plan on the wall by the call points

DOES THIS PUT ANY PERSON AT RISK?

Yes all residents & visitors

PRIORITY 2

LOG BOOK (Management of Health and Safety at Work Regulation 1999, The Fire Precautions Act 1971 and The Fire Precautions (Workplace) Regulations 1997 as amended)

A log book is not available

SIGNIFICANT FINDINGS

1. It is recommended that a copy of the Fire Log Book be kept on site to prevent any misunderstanding from the local enforcing authorities

DOES THIS PUT ANY PERSON AT RISK?

Yes all residents & visitors

PRIORITY 1

J

OCCUPANT FACTORS *(Management of Health and Safety at Work Regulation 1999 and Disability Discrimination Act)*

Disabled persons: Not known

Disabled persons frequent premises: Not known

Management of disabled procedures satisfactory: N/A

Description of procedure:

N/A

SIGNIFICANT FINDINGS

None

DOES THIS PUT ANY PERSON AT RISK?

The risk is minimal

PRIORITY N/A

K

OTHER USE OF PREMISES

Premises used out of hours: Yes

Residents visitors

Does anyone other than the above frequent the building: Yes

If so, who: Contractors

Management procedure satisfactory for these groups: Yes

SIGNIFICANT FINDINGS

None

DOES THIS PUT ANY PERSON AT RISK?

The risk is minimal

PRIORITY N/A

FIRE HAZARD WITHIN PREMISES *(Management of Health and Safety at Work Regulations 1999, British Standard 5588, Storage of Flammable Liquids and Liquefied Petroleum Gases Regulation 1972, The Petroleum Consolidation Act 1927 and The Institute of Electrical Engineers Regulations.)*

Domestic hazard: Yes

Process hazard: No

Storage hazard: No

Smoking hazard: No

Electrical hazard: Yes

Description: N/A

SIGNIFICANT FINDINGS

1. It is recommended that a check be made to ascertain when the electricity mains and wiring system in the building was last tested to ensure it continues to comply with the IEE Regulations. This test should be carried out at 5 yearly intervals and if found to be overdue, it should be arranged.

2. It is recommended that all portable electrical appliances should be tested by a competent person who will certify that they are safe to continue in use.

DOES THIS PUT ANY PERSON AT RISK?

Yes all residents & visitors

PRIORITY 1

M

GENERAL HOUSEKEEPING

Housekeeping satisfactory: Yes

SIGNIFICANT FINDINGS

None

DOES THIS PUT ANY PERSON AT RISK?

The risk is minimal

PRIORITY N/A

N

PERSONS SPECIFICALLY AT RISK (*Management of Health and Safety At Work Regulations 1999*)

ARE PERSONS SPECIFICALLY AT RISK? No

SIGNIFICANT FINDINGS

None

PRIORITY N/A

MANAGEMENT OF PREMISES (*Management of Health and Safety at Work Regulations 1999*)

O

The person responsible fire safety at the time of assessment is:

Manchester City Council

1. The basic fire safety procedure and provision of equipment is good but there are some issues that need to be addressed.

Recommendations on these matters have been made earlier in this report and when completed, it is the opinion of the Inspecting Consultant that, the risk to persons from fire in the premises will be low.

2. Attention is drawn to Section S of this report which gives guidance on responsibilities for managing fire safety.
3. In addition, it is necessary for routine checks to be carried out to ensure that fire safety policy is properly supported. It is recommended that the guidance contained in the Home Office Booklet on Offices be referred to, and use made of the "Example Fire Safety Maintenance Check List" contained therein.

A copy of this form is attached for your information. Not all items listed in that form are relevant to your premises but it is a useful document.

The full document may be downloaded from the internet for no cost at:-
www.firesafetyguides.communities.gov.uk.

If you wish to purchase the Guide, the ISBN Number is: 13:978 1 851128150.

4. It is necessary to demonstrate effective planning, control, monitoring and review of your Fire Safety Policy.

This can be demonstrated to any Inspecting Officer via a reporting process from the person delegated by the Responsible Person to monitor the fire safety in the premises.

P

ARSON

Site Vulnerable: No

Specific Items/Areas: N/A

Description: N/A

SIGNIFICANT FINDINGS

None

DOES THIS PUT ANY PERSON AT RISK?

The risk is minimal

PRIORITY N/A

Q

EXTERNAL ACCESS/REAR ESCAPE ROUTES ETC. *(Building Regulations 1991
part B, British Standard 5588)*

Access for Fire Brigade Vehicles: On 3 sides

Access by Foot: On 3 sides

Access for fire fighting or means of escape clear and unobstructed; Yes

SIGNIFICANT FINDINGS

None

DOES THIS PUT ANY PERSON AT RISK?

The risk is minimal

PRIORITY N/A

R

ANY OTHER COMMENTS, RECOMMENDATIONS AND ADDITIONAL CONTROLS ?

None

DOES THIS PUT ANY PERSON AT RISK?

The risk is minimal

PRIORITY N/A

SCHEDULE OF RESPONSIBILITIES

THE FIRE PRECAUTIONS LISTED BELOW AND THE RECOMMENDATIONS IN THIS DOCUMENT, ARE REQUIRED TO BE MAINTAINED BY THE RESPONSIBLE PERSON AT ALL TIMES WHEN THE PREMISES ARE OCCUPIED AND ARE TO INCLUDE CONTRACTORS AND CLEANING STAFF EMPLOYED TO WORK IN THE PREMISES.

MEANS OF ESCAPE	Should be kept clear and available at all times when the premises are occupied, and be kept free from ALL obstructions and combustible material. They should be properly maintained and all fire doors onto means of escape should be kept closed when not in use. Emergency doors should open in the direction of escape.
LOCKS AND FASTENINGS	All doors through which persons may have to pass to evacuate the building should only be fastened so that they can be easily and immediately be opened by one easy method without the use of a key.
FIRE ALARM SYSTEM	A workplace should be equipped with appropriate fire detectors and alarms, and should be in operational order whilst the premises are occupied and be maintained in good working order and be tested to comply with the relative code of practice.
ELECTRICALLY OPERATED DOORS	All doors fitted with electrically operated door release mechanisms should release openable in the event of a power failure, and release in the event of the fire alarm sounding. They should also be fitted with a break glass release point on the side from which escape is required.
PORTABLE FIRE FIGHTING EQUIPMENT	A workplace should be provided with appropriate fire fighting equipment which should be kept available for use at all times, and be properly maintained to comply the latest code of practice They should not be hidden from view.
FIRE SIGNS AND NOTICES	All fire signs and notices should be kept visible and in good order, and be fixed permanently to comply with the latest requirements.
EMERGENCY ESCAPE LIGHTING	Should be in good working order, be maintained properly whilst persons occupy the premises and comply with the relative code of practice

TRAINING

All employees and contractors employed to work in the premises should be trained in the fire procedures, and up to date records of training kept, and employers should nominate employees to assist in implementing the fire safety measures, as may be required.

DISABLED PERSONS

Procedures for disabled persons should be in place and special arrangements made as appropriate.

STEPS, STAIRS AND CORRIDOR SURFACES

Should be maintained in good order with non slip surfaces so they will not be a hazard to persons escaping in case of fire.

FURNITURE AND EQUIPMENT

Should not be placed so as to cause an obstruction to persons, and should be placed so as to afford free passage to persons in case of fire.

LIFE RISK

The numbers of persons employed to work or who may resort to the premises should not exceed that which is acceptable for the size and use of the premises.

FIRE HAZARDS

All combustible items of storage should be kept in such a way that it would not cause a significant fire hazard.

Any flammable material should be kept to a minimum, and should be stored safely so as not be exposed to risk of ignition.

FIRE PRECAUTIONS RECORDS AND FIRE EMERGENCY PLAN

All fire precautions records and Fire Emergency Plan should be kept up to date and also be available for inspection by any authorised person. The Fire Emergency Plan should be in a written format and include;

- Action on discovering a fire,
- What to do if the fire alarm sounds,
- Calling the Fire Brigade,
- Evacuation of the workplace including those particularly at risk,
- Power and process isolation,
- Assembly points outside the building,
- Liaison with Emergency Services,
- Use of fire exit escape routes,
- Use of fire fighting equipment,
- Responsibilities and duties in case of fire,
- Any training necessary to establish the above.

SUMMARY OF SIGNIFICANT FINDINGS
1-62 Artillery Court
Wadeson Road
Manchester
M13 9TU

T

ITEM		SIGNIFICANT FINDINGS	ANY PERSON AT RISK	PRIORITY
A. Use of premises	The premises are used for residential purposes		The risk is minimal	N/A
B. Portable fire extinguishers	1. All testing and maintenance should be recorded in the fire log book. 2. The provision of portable fire extinguishers in the premises is considered adequate.			
C. Fixed fire fighting installations	1. It is recommended that a service regime be set up & all findings recorded in the Fire Log Book		Yes all residents & visitors	1
D. Means of escape	1. It is recommended that the management provide evidence that all the doors to the 62 flats are FD30 rated 2. It is recommended that management provide evidence that all glass panels over doors are now fire resistant. 3. It is recommended that management provide evidence that the glass in the laundry room is fire rated to 60 minutes plus a FD60 fire rated door fitted.. 4. It is recommended that the doors in the plant room accessed from the top floor be all FD60 rated, & all holes be Fire stopped or capped. 5. It is recommended that all Fire doors be checked for damage to smoke seals. 9 th floor smoke seal to stairs incomplete also missing from ground floor plant rooms		Yes all residents & visitors	1
E. Fire alarm system	1. It is recommended that a certificate of install & commissioning certificate be supplied by the contractors 2. It is recommended that a service regime be put in place & all finding recorded in the Fire Log Book		Yes all residents & visitors	1
F. Emergency lighting	1. It is recommended that a "FLICK TEST" be carried out on a weekly basis & all findings entered into the Fire Log Book		Yes all residents & visitors	2

G. Signs and notices	None	The risk is minimal	N/A
H. Fire Emergency Plan	1. It is recommended that all floors have a Fire Emergency plan on the wall by the call points	Yes all residents & visitors	2
I. Log book	1. It is recommended that a copy of the Fire Log Book be kept on site to prevent any misunderstanding from the local enforcing authorities	Yes all residents & visitors	2
J. Occupant factors	None	The risk is minimal	N/A
K. Other use of premises	Error! Reference source not found.	The risk is minimal	N/A
L. Fire risk within premises	<p>1. It is recommended that a check be made to ascertain when the electricity mains and wiring system in the building was last tested to ensure it continues to comply with the IEE Regulations. This test should be carried out at 5 yearly intervals and if found to be overdue, it should be arranged.</p> <p>2. It is recommended that all portable electrical appliances should be tested by a competent person who will certify that they are safe to continue in use.</p> <p>None</p>	Yes all residents & visitors	1
M. General housekeeping	None	The risk is minimal	N/A
N. Persons specifically at risk	None	No	N/A
O. Management of premises	<p>1. The basic fire safety procedure and provision of equipment is good but there are some issues that need to be addressed.</p> <p>Recommendations on these matters have been made earlier in this report and when completed, it is the opinion of the Inspecting Consultant that, the risk to persons from fire in the premises will be low.</p> <p>2. Attention is drawn to Section S of this report which gives guidance on responsibilities for managing fire safety.</p> <p>3. In addition, it is necessary for routine checks to be carried out to ensure that fire safety policy is properly supported. It is recommended that the guidance contained in the Home Office Booklet on Offices be referred to, and use made of the "Example Fire Safety Maintenance Check List" contained therein.</p>		

	A copy of this form is attached for your information. Not all items listed in that form are relevant to your premises but it is a useful document. The full document may be downloaded from the internet for no cost at:- www.firesafetyguides.communities.gov.uk . If you wish to purchase the Guide, the ISBN Number is: 13:978 1 851128150. 4. It is necessary to demonstrate effective planning, control, monitoring and review of your Fire Safety Policy. This can be demonstrated to any Inspecting Officer via a reporting process from the person delegated by the Responsible Person to monitor the fire safety in the premises.			
P. Arson	None		The risk is minimal	N/A
Q. External access/escape routes	None		The risk is minimal	N/A
R. Any other controls or comments	None		The risk is minimal	N/A

Priority ratings

1 = arrange immediately and complete as urgent. 2 = complete within 1 months. 3 = complete within 3 months.

SIGNIFICANT FINDINGS REQUIRING ACTION			
Address:- 1-62 Artillery Court Wadeson Road Manchester M13 9TU			
★ Over all fire risk rating:		HIGH	
Section In Main Report	Recommendation	Date Completed	
Section C	1. It is recommended that a service regime be set up & all findings recorded in the Fire Log Book		
Section D	1. It is recommended that the management provide evidence that all the doors to the 62 flats are FD30 rated 2. It is recommended that management provide evidence that all glass panels over doors are now fire resistant. 3. It is recommended that management provide evidence that the glass in the laundry room is fire rated to 60 minutes plus a FD60 fire rated door fitted.. 4. It is recommended that the doors in the plant room accessed from the top floor be all FD60 rated, & all holes be Fire stopped or capped. 5. It is recommended that all Fire doors be checked for damage to smoke seals. 9 th floor smoke seal to stairs incomplete also missing from ground floor plant rooms		
Section E	1. It is recommended that a certificate of install & commissioning certificate be supplied by the contractors 2. It is recommended that a service regime be put in place & all finding recorded in the Fire Log Book		

Section F	1. It is recommended that a "FLICK TEST" be carried out on a weekly basis & all findings entered into the Fire Log Book	
Section H	1. It is recommended that all floors have a Fire Emergency plan on the wall by the call points.	
Section I	1. It is recommended that a copy of the Fire Log Book be kept on site to prevent any misunderstanding from the local enforcing authorities	
Section L	<div>1. It is recommended that a check be made to ascertain when the electricity mains and wiring system in the building was last tested to ensure it continues to comply with the IEE Regulations. This test should be carried out at 5 yearly intervals and if found to be overdue, it should be arranged.</div> <div>2. It is recommended that all portable electrical appliances should be tested by a competent person who will certify that they are safe to continue in use.</div>	