



FRANKHAM RMS

FIRE RISK ASSESSMENT



Building: Petticoat Square
Date of Assessment: 23/09/16
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UPRN: HRPS



FRANKHAM BMS

Fire Risk Assessment Report (Common Areas)

Petticoat Square, Middlesex Estate London E1.

HRPS



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On behalf of	City of London Corporation
Managing Office details	City of London Corporation City of London Guildhall, PO Box 270 London EC2P 2EJ
Date of Survey	23 rd September 2016
Target for Review	23 rd September 2018

This fire risk assessment should be kept centrally with a copy to be placed in the on-site fire log book. It should be available for audits which may be carried out internally or by the 'enforcing authority'.



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1. **Introduction**
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SIGNIFICANT FINDINGS

Item No.	Action item description (additional control measure)	Priority action level	Action item by whom	Completed date
6.2.5	It was noted that in some instances; residents use escape routes for storage purposes. Implement robust arrangements to ensure escape routes are maintained clear of storage.	Low		
6.2.8	It was not possible to confirm that the lighting system provided was a BS 5266 compliant system. A survey should be undertaken by a competent person to determine the adequacy of the system. Any identified short comings should be addressed.	Low		
6.5.2	Fire action notices are prominently displayed in communal areas; however the guidance is ambiguous in respect of a 'stay put' evacuation strategy. Consideration should be given to replacing this signage with more definitive instructions.	Low		
6.7.4.3	A number of service risers and similar are not provided with 'fire door keep locked shut' signs. Ensure appropriate signage is displayed.	Low		

Important

If the additional control measures listed above cannot be implemented within the proposed time scale, the details should be documented. A revised date for completion or alternative solution with new time scales should be identified as part of this process.

It may be necessary to put interim measures into place as part of the process of resolving particular deficiencies.



1. Introduction

This report has been prepared as a written record of the Fire Risk Assessment, carried out at Petticoat Square on 23rd September 2016 on behalf of the Landlord, City of London Corporation, under the requirements of the Regulatory Reform (Fire Safety) Order 2005.

The objectives of this Fire Risk Assessment are :-

- a) To identify all current significant fire hazards to which relevant persons on the premises, or in the immediate vicinity of the premises, will be exposed.
- b) To reasonably quantify the level of residual fire risk that is attributed to the premises and its use, with regard to existing (preventive and protective) controlling measures with the emphasis on life safety.
- c) To advise on the nature and extent of any additional (preventive and protective) controlling measures which should be implemented in order to counteract this residual risk, in accordance with the 'Principles of Prevention' as defined in Article 10 of The Regulatory Reform (Fire Safety) Order 2005.

Risk Assessment is not a 'one off' activity, and is part of a dynamic process. It is thus a requirement under Article 9(3) of The Regulatory Reform (Fire Safety) Order 2005 to review and modify the risk assessment when either :-

- a) There is reason to suspect that it is no longer valid, perhaps due to a gradual change in the nature of the tenancy numbers or type, wear & tear on facilities, a large number of small changes, an appreciation of a hazard (e.g. highlighted by fire evacuation drill), or the occurrence of an incident (e.g. actual fire or near miss), which triggers a need to review, OR
- b) There is a significant change in the matters to which it relates, (i.e. following major organisational changes or any refurbishment, alterations or extension).

This risk assessment is a 'dynamic' working document that should be used as a guide to planning future actions aimed at improving Health & Safety for tenants and others who may be affected by a potential fire at the premise. Notwithstanding the requirements noted in Section 1.3 above, it is a requirement of, City of London Corporation that Fire Risk Assessments are normally reviewed annually, unless otherwise advised by the fire risk assessment report. Some reasonable flexibility is permitted to accommodate logistical and financial constraints.



2. Scope of Assessment and Methodology

2.1 Statutory Requirement

Article 9 of The Regulatory Reform (Fire Safety) Order 2005 requires every responsible person to make a suitable and sufficient assessment of the fire risks to which relevant persons are exposed, with respect to premises within their control. This is for the purpose of identifying the general fire precautions that are needed to comply with the requirements and prohibitions imposed by the Order.

The responsible person, or any other person who has to any extent control of the premises, must ensure that the duties imposed by the relevant articles of The Regulatory Reform (Fire Safety) Order 2005 are complied with in respect of those premises, so far as the requirements relate to matters within their control.

Where the premises are licensed, an alterations notice is in force, or the responsible person has five or more employees, it is a requirement to record the significant findings of the fire risk assessment including the measures which have been or will be taken as a result of the assessment and details of any group of persons identified by the assessment as being especially at risk.

This report therefore incorporates such relevant information, significant findings and recommended actions that are considered necessary to demonstrate compliance with The Regulatory Reform (Fire Safety) Order 2005.

2.2 Identification of Fire Hazards

In order to identify the significant fire hazards within the premise, a checklist is used which considers the particular fire hazards associated with this type of building and the nature of the occupancy.

The hazard identification process will consider each item with due regard to the existing 'control measures', which are either already inherent within the building fabric design or are implemented through the management policy procedures for the premise.

2.3 Assessment of Fire Risk

Each identified hazard is assessed in accordance with the fire risk-rating matrix detailed in Section 4.0 of this report. This matrix has due regard to the person or group of persons who are likely to be affected by each hazard, by considering the hazards in terms of their potential to harm (severity) and their likelihood (probability) of actually occurring.

The matrix allows the assignment of a specific risk rating for each perceived hazard, which subsequently assists in determining the nature and extent of any necessary additional controlling measures, (both physical and procedural deficiencies), as well as the timescale in which these measures should be reasonably implemented.



2.4 Significant Findings Table

The Significant Findings Table details the blend of technical and procedural measures, which are considered necessary to adequately address the residual risk that has been previously identified, semi-quantified and assigned a 'risk-rating'. This risk control plan is essentially an inventory of remedial / advisory actions which should be carried out by the Landlord or his appointed representative, within the recommended timescales. These timescales are suggested purely to aid reasonable implementation of the significant findings, and have been agreed by, City of London Corporation. For the residual risk to be reduced to an acceptable level, it will be necessary to implement all significant findings in the table.

It is a requirement of the, City of London Corporation that P1X timescales may not be exceeded without the recorded authorisation of a senior manager, technical co-ordinator or a Head of Department or a Director.

2.5 Information Source

Information for the completion of this assessment was obtained by a non-invasive physical inspection of the premise and inspection of records and drawings (where available). Information is provided within the report detailing which areas have been accessed and form part of the assessment. For accurate identification of hazard location, digital photographs are enclosed to 'pin-point' the specified hazard.



3.0 Existing Fire Precaution Measures and Occupancy Factors

3.1 Description of premises

Petticoat Square is an adjoined purpose built 7 storey premises; providing residential accommodation. The building is of concrete frame/concrete floor construction with brick/block infill.

At basement level; car parking facilities, service enclosures and tenants/commercial storage areas are provided. All service risers, plant rooms, electrical intake rooms and similar are under the control of CoL.

3.2 Area assessed

All communal areas. Access was not available to residents store cupboards.

At the time of the assessment where possible service risers and similar adjacent to communal areas were accessed; this was not possible in all instances.

3.3.1 Occupancy details

Accommodation is provided via 118 flats. Secure access arrangements are by keypad/fob controlled; separate entrances x6 at ground floor level. Individual flats are accessed via stairway and balconies at each level. Six passenger lifts provide access to all levels.

All service risers, plant rooms, electrical intake rooms, bin stores and similar are under the control of CoL.

3.3.2 Details of relevant persons especially at risk

General needs properties; information has not been provided regarding vulnerable residents.

3.3.3 Recommended fire emergency response (tick)

<input type="checkbox"/>	Full evacuation	Other recommendation:
<input type="checkbox"/>	Partial evacuation	
<input type="checkbox"/>	Phased evacuation	
<input checked="" type="checkbox"/>	'Stay put'	
<input type="checkbox"/>	Other (see right)	

Explanatory note:

This is a purpose built block of flats with no visible defects in the compartmentation. Therefore a stay put evacuation policy, unless directly affected by fire or requested to evacuate by the fire service, is appropriate for the flats. It should be noted that this assessment is based upon a non-invasive survey.

3.4 Measures to control sources of Ignition, Fuel and Oxygen

Disposal arrangements for residents refuse is via refuse chutes remotely situated from



escape routes.

3.5 Fire-fighting & access measures

Suitable fire service access to site.
Sprinkler protection is provided to the basement.
DRM outlets are provided at each level.

3.6 Fire detection/alarm measures

As a purpose built block of flats; communal fire alarms are not generally considered to be a requirement.

What appears to be a manual fire alarm system is provided to the basement level.

Dwelling 452 was accessed and found to have domestic battery operated smoke detectors fitted. It could not be confirmed if all dwellings have been provided with smoke detection.

3.7 Means of escape

The flat doors are consistent and should provide nominal fire resistance; however it was not possible to confirm that all doors comply with current standards.

It was noted that in some instances; residents use escape routes for storage purposes. Implement robust arrangements to ensure escape routes are maintained clear of storage.

It was not possible to confirm that the lighting system provided was a BS 5266 compliant system. A survey should be undertaken by a competent person to determine the adequacy of the system. Any identified shortcomings should be addressed.

Adequate ventilation is achieved via windows and balconies.

3.8 Maintenance of fire safety facilities

The City of London Corporation have confirmed that there is an appropriate service contract in place for the mains electrical installations.

The City of London Corporation have confirmed that there is an appropriate service contract in place for the mains gas installations.

The City of London Corporation have confirmed that there is an appropriate service contract in place for the DRM installation.

The City of London Corporation have confirmed that there is an appropriate service contract in place for the EL system.

The City of London Corporation have confirmed that there is an appropriate service contract in place for the sprinkler system.



3.9 Management procedures and information

Fire action notices are prominently displayed in communal areas; however the guidance is ambiguous in respect of a 'stay put' evacuation strategy. Consideration should be given to replacing this signage with more definitive instructions.

'No Smoking' signage is prominently displayed in communal areas.

A number of service risers and similar are not provided with 'fire door keep locked shut' signs. Ensure appropriate signage is displayed.

3.10 Details of highly flammable and explosive materials

None found.

4.0 Overall Fire Risk Rating for Premises

Method

An overall risk rating for this premises is arrived at by averaging individual risk ratings on the itemised schedule (spreadsheet).

Sheltered accommodation containing vulnerable persons

The same method is used but the Overall Fire Risk Rating is moved up one level. For example, if the individual risk ratings on the itemised schedule average to a **Low Risk** then the Overall Fire Risk Rating for the premises is categorised as **Medium Risk**.

The overall fire risk rating for the premises is considered to be:

Overall Fire Risk Rating	Tick	Additional actions
Very High Risk	<input type="checkbox"/>	<ul style="list-style-type: none"> Notify the Head of Department and relevant managers Review within 6 months
High Risk	<input type="checkbox"/>	<ul style="list-style-type: none"> Notify the Head of Department and relevant managers Review within 1 year
Medium Risk	<input checked="" type="checkbox"/>	<ul style="list-style-type: none"> Notify the relevant managers Review within 2 years
Low Risk	<input type="checkbox"/>	<ul style="list-style-type: none"> Review within 3 years <u>if no high risk item</u>
Very Low Risk	<input type="checkbox"/>	<ul style="list-style-type: none"> Review within 3 years <u>if no high risk items</u>

Exceptional circumstances

Where the assessor or receiving manager feels the method of calculation has arrived at a grossly disproportionate Overall Fire Risk Rating, the matter should be referred to the Director for consideration and advice.



4.1 Fire Risk Rating Matrix

The following risk rating matrix is used to enable semi-quantification of the itemised fire safety deficiencies (hazards) that were found during the recent survey of the premise.

Probability Level	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5

Severity Classification

The matrix allows the identified significant fire hazards to be classified in terms of the harmful or unwanted consequences (severity) that the hazard would cause, if it were to occur and also the likelihood (probability) that such harm will occur. These factors are considered with due regard to the existing fire safety features and procedures (controlling measures), which are either incorporated within the building design or procedurally implemented within the premise.

Severity Classification		
Class	Degree	Consequence
1	Minor	No serious injuries; little or no damage to property
2	Moderate	Injury/s not requiring hospitalisation; remedial work required to property
3	Serious	Injury/s requiring hospitalisation; significant damage to property
4	Major	Permanent injury/s or disablement; major damage to property
5	Catastrophic	One or more fatalities; total loss of property

Probability Level		
Level	Degree	Probability of Exposure to Harm
1	Improbable	No known instances of such an event occurring
2	Remote	Unlikely to occur, but still possible
3	Occasional	Likely to occur at some stage in the foreseeable future
4	Probable	Likely to occur frequently or within 1 year
5	Almost certain	Very likely to occur frequently and/or in the near future unless actively prevented

The product of the severity and probability factors will equate to a specific risk rating for each identified hazard. The following band matrix can then be used to assign a comparative degree of risk (Very Low, Low, Medium High or Very High) to each individual fire safety deficiency. This will assist in determining the extent of any necessary additional controlling measures, as well as the timescale in which these measures should be implemented.

5.0 Assessment of Fire Risk

The attached spreadsheet table details the systematic approach that has been taken to assess the individual level of risk that is inherent in each identified hazard / fire safety deficiency, recorded during the inspection of this premise.

Each hazard (item) has been considered with regard to the specific group of people that it threatens; its potential severity and its probability of being realised. Existing control measures are taken into account before determining the nature and extent of any additional control measures deemed necessary to contend with the residual fire risk that remains.

The table below provides timescales for remedial action proportionate to the risk.

Degree of Risk	Risk Rating Score	Priority Level for Action	Timescales for Remedial Action
Very High	20 to 25	P1X	Within 1 month
High	12 to 16	P1	Within 3 months
Medium	8 to 10	P2	Within 12 months
Low	5 to 6	P3	Planned Works Programme
Very Low	1 to 4	P4	Recommended



The Action Items near the front of this report, details the optimum measures that are considered necessary.

The timescales are deemed by the To be inserted to be a reasonable target for officers and managers when planning their implementation.

P1X – Matters of very high risk posing an imminent threat of significant harm must be brought to the attention of the on-site management (where available) and the technical co-ordinator within To be inserted by the fastest means.

In any event, P1X items must be brought to the attention of the Director and Head of Department. HoD to initiate immediate response for remedial action full controls to be in place within time specified above unless deemed necessary to remedy with immediate effect.

P1X and P1 Items may not exceed their target deadline without the recorded consent of a senior manager or Head of Department or Director.

P2 and P3 items exceeding the target deadline must be reported.

P4 items are recommendations but not a legal requirement. However, they should be remedied as budget and management constrains allow.

In order to reduce the residual risk to an acceptable level, it will be necessary to implement all but P4 Action Items on the schedule.

The CoL use the 4x4 matrix for the Fire risk assessment for the combination of the likelihood of fire (identified in Step 2) and the consequences of fire (identified in Step 6). The CoL accepts there is no unique way in which fire risk should be expressed, but it is innate to the process of carrying out the fire risk assessment that there is an assessment of fire risk, which is then appropriate to the document. (For continuity throughout the City of London Corporation, this is used as our standard matrix for all our risk assessments and is not specific for fire safety in the Corporation.

City of London 4 point risk matrix			Likelihood				
			1	2	3	4	
			Rare	Unlikely	Possible	Likely	
			Has happened very rarely or never before	Where harm is unlikely to occur	Possible for harm to occur in the next year	Where it is certain or almost certain that harm will occur in the next year	
Severity	1	Minor	Minor incident including injury to one or more individuals such as cuts, scrapes, minor bruising and skin irritation	1	2	3	4
	2	Serious	Significant injury or illness causing short term disability to one or more person. For example, and Over 7 Day injury / Incapacitation.	2	4	6	8
	3	Major	Major injury or illness/disease causing long term disability to one or more person including broken bones, occupational disease and ill-health	4	8	12	16
	4	Extreme	Fatality or life threatening illness / disease to one or more persons	8	16	24	32
Risk Key							
Low: No additional control measures are usually required. Consideration may be given to more cost effective solutions or improvement that imposes no additional cost burden. However, control measures must be monitored to ensure effectiveness taking corrective action where necessary							
Medium: Further control measures are required to reduce the risk. Where significant resources are required, short term interim measures may have to be taken until long term measures are implemented. Where the severity is 'high' or there is a high likelihood of harm, urgent action should be taken							
High: Work should not be started or continued until the risk has been reduced							

Ref Number:			Assessor use	Assessor use	CoL Use	CoL Use
Location:	Observations	Hazards - existing control measures & recommendations	Risk evaluation	CoL service level	Actioned by	PSD No
Ref & Site location			Risk Priority	Action completed by:	Date time Name	Completed date
			Low-Medium-High	Date		
Means of escape	It was noted that in some instances; residents use escape routes for storage purposes.	Implement robust arrangements to ensure escape routes are maintained clear of storage.	Low			
Means of escape	It was not possible to confirm that the lighting system provided was a BS 5266 compliant system.	A survey should be undertaken by a competent person to determine the adequacy of the system. Any identified short comings should be addressed.	Low			
Signage	Fire action notices are prominently displayed in communal areas; however the guidance is ambiguous in respect of a 'stay put' evacuation strategy.	Consideration should be given to replacing this signage with more definitive instructions.	Low			

Signage	A number of service risers and similar are not provided with 'fire door keep locked shut' signs.	Ensure appropriate signage is displayed.	Low				
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Declaration



I confirm that I, the person named below, am competent to carry out a fire risk assessment of this premises and that I have been thorough and methodical both in the undertaking of the assessment and the completion of this report.



Completed by: Carl Dennis GIFE

Signed:

Date: 23rd September 2016.

Photographs:

Item No.	Image
6.2.5	Photo 1  Inappropriate storage
6.5.2	Photo 2  Ambiguous signage.

6.7.4.3	<p>Photo 3</p>  <p>Missing signage</p>
6.7.4.3	<p>Photo 4</p>  <p>Missing signage</p>

PROPERTY INFO: 1499		PROPERTY ADDRESS: Pictorial Square, Middlesex Estate, London E1						Assessor's Name: Cliff Daniels		Building Name:		Issue Code:		Inspection Date:		Target Expiry Date:	
Compliance Date	Risk Rating	Probability	Severity	Risk	Control	Priority	Building Name	Issue Code	Inspection Date	Target Expiry Date	Compliance Date	Compliance Date	Compliance Date	Compliance Date	Compliance Date	Compliance Date	
4.1 FIRE DETECTION AND ALARM SYSTEMS OF COMMON AREAS																	
4.1.1	Are fire detectors and alarm systems provided as necessary to give early warning and in working order?	23/06/2019	NA	1	1	1	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.1.2	Does the fire alarm system appear functional and with no evidence of fault?	23/06/2019	Yes	C	2	2	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.1.3	Are the alarm call points located on escape routes, unobstructed and clearly visible?	23/06/2019	NA	1	1	1	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.1.4	Are a sufficient number of suitable smoke/heat detectors/alarms located in all dwellings and common areas?	23/06/2019	Yes	C	2	2	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.1.5	In the event of a fire alarm activation, would it be heard in all areas and are there visual warnings where persons may not be able to hear it?	23/06/2019	NA	1	1	1	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.2 ESCAPE OR PROTECTION ROUTES																	
4.2.1	Are there a sufficient number of exits and are the distribution and dimensions of the emergency routes and exits adequate for the number of occupants present?	23/06/2019	Yes	C	2	2	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.2.2	Are all emergency routes provided with adequate structural fire protection where necessary?	23/06/2019	Yes	C	2	2	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.2.3	Are doors to the fire/escape route fitted with self-closing devices?	23/06/2019	Yes	C	2	2	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.2.4	Do escape route doors open in the right direction and can all emergency doors be easily and immediately opened by any person in an emergency?	23/06/2019	Yes	C	2	2	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.2.5	Are the routes to emergency exits and the exits themselves kept clear at all times?	23/06/2019	No	2	2	2	Issue	PF	It was noted that to ensure sufficient, full-height escape routes for storage purposes, implement robust arrangements to ensure escape routes are maintained clear of storage.	Passive	+ E500	NA	NA	NA	NA	Photo 1	
4.2.6	Do emergency routes and exits lead as directly as possible to a place of safety?	23/06/2019	Yes	C	2	2	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.2.7	Are all emergency routes and exits indicated by appropriately positioned durable signs, complying with the Health & Safety (Safety Signs & Signals) Regulations 1996 (where relevant)?	23/06/2019	Yes	C	2	2	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.2.8	Are emergency routes and exits requiring illumination provided with emergency lighting of adequate intensity in case of failure of their normal lighting?	23/06/2019	No	2	2	2	Issue	PF	It was not possible to confirm that the lighting system provided was a BS 5269 compliant system. A survey should be undertaken by a competent person to determine the adequacy of the system. Any identified short-comings should be addressed.	Passive confirmation	+ E500	NA	NA	NA	NA	NA	
4.2.9	Has an assembly point been identified and can it be reached safely?	23/06/2019	NA	1	1	1	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.3 EXTINGUISHERS & OTHER RESOURCES																	
In the following equipment, devices and facilities, subject to a suitable system of recording or maintenance, by efficient working order and in good repair:																	
4.3.1	The fixed fire fighting equipment. E.g.: Sprinklers, Dry Riser	23/06/2019	NA	C	C	C	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.3.2	Portable fire fighting equipment.	23/06/2019	Yes	C	2	2	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	
4.3.3	The fire detector and alarm system.	23/06/2019	NA	1	1	1	Pass	NA	NA	NA	NA	NA	NA	NA	NA	NA	

The City of London Corporation have identified that there is an appropriate number correct in place for the portable fire-fighting equipment.

6.5.1	The emergency lighting.	23062010	Yes	2	0	0	0	Pass	NA	The City of London Corporation have confirmed that there is an appropriate service agreement in place for the ES system.									
6.5.2	The emergency routes and exits.	23062010	Yes	11	0	0	0	Pass	NA	Emergency routes clear and unobstructed.									
6.5.3	Smoke control devices, e.g. smoke vents	23062010	NA	0	0	0	0	NA	NA										
6.5.4	Fire door self-closing mechanisms (e.g. magnetic bars and 'Dorgens')	23062010	NA	0	0	0	0	NA	NA										
6.5.5	Kitchen hoods and fans regularly inspected and degreased	23062010	NA	0	0	0	0	NA	NA										
6.5.6	Other fixed installations relating to means of escape e.g. pressurisation	23062010	NA	0	0	0	0	NA	NA										
6.6 MANAGEMENT OF FIRE IN ACTIVATION PROCESSES																			
6.6.1	Is a suitable emergency action plan in place for the purpose of safeguarding tenants and other occupants in the event of fire. Is the plan premise specific and up-to-date with regards to layout and nominated fire wardens.	23062010	NA	0	0	0	0	NA	NA	General needs property; not normally required.									
6.6.2	Is there a warden nominated to implement the emergency action plan and are they adequately trained and equipped.	23062010	NA	0	0	0	0	NA	NA										
6.6.3	If two or more organisations manage the premises, do they co-operate so far as necessary to comply with The Regulatory Reform (Fire Safety) Order 2005.	23062010	NA	0	0	0	0	NA	NA										
6.6.4	Are emergency contacts with external services arranged as necessary with regard to rescue work and fire fighting.	23062010	NA	0	0	0	0	NA	NA	General needs property; not normally required.									
6.6.5	Have appropriate procedures been established to evacuate fires, or restrict access to, confined spaces or hazardous locations.	23062010	NA	0	0	0	0	NA	NA										
6.6.6	Have plans been drawn up for those who would need assistance to escape in an emergency, e.g. PEEPs	23062010	NA	0	0	0	0	NA	NA	At fire time all the occupants there was no assistance of vulnerable residents.									
6.6.7	Where appropriate (e.g. offices), do suitable and sufficient fire drills take place?	23062010	NA	0	0	0	0	NA	NA	General needs property; not normally required.									
6.6.8	Is the employer of every employee from an outside undertaking provided with comprehensive information on the measures taken in compliance with The Regulatory Reform (Fire Safety) Order 2005, in so far as they relate to those employees.	23062010	Yes	0	0	0	0	Pass	NA	Managed entirely by City of London Corporation.									
6.7 INFORMATION / TRAINING FOR TENANTS & OTHERS																			
6.7.1	Are tenants and other persons on the premises provided with comprehensive and relevant information on the emergency action plan including preventive and protective measures identified as necessary for safety in the event of fire whilst they are living/working there.	23062010	NA	0	0	0	0	NA	NA										
6.7.2	Are Fire Action Notices clearly displayed throughout the Premises (where relevant).	23062010	Yes	7	0	0	0	Pass	FD	Fire action notices are prominently displayed in communal areas, however the notices in ambiguous in regard to a 'stay put' evacuation strategy. Consideration should be given to rephrasing the message with more definite instructions.	Fire Safety Signage	2020							Page 1
6.7.3	Do tenants know the identity of those persons nominated to implement the emergency action plan.	23062010	NA	0	0	0	0	NA	NA										
6.7.4	Is a record of fire or near misses kept with full details of the occurrence & any feedback.	23062010	NA	0	0	0	0	NA	NA										
6.7.5	Is suitable & regular fire safety training given to workers and full details of this training recorded.	23062010	NA	0	0	0	0	NA	NA										

6.7.5. FIRE SAFETY TRAINING AND CAPABILITY

6.7.A.2	Is the fire partitioning intact and without gaps (e.g. along pipes and cables in steel cupboards or holes drilled through fire doors)?	23002918	Yes	5	5	5	Pass	N/A										
6.7.A.3	Do all fire doors have "Fire Door Keep Shut/Locked/Clear" signage as appropriate?	23002919	No	2	2	2	Pass	FD	A number of service risers and elevators are not protected with fire door keepshuts. Fire door signage is displayed.	Private open	-8500							Photo 514
6.7.A.4	Is the portable fire fighting equipment suitable and sufficient?	23002920	N/A	5	5	5	Pass	N/A										
RISKING ALL OTHER MATTERS AFFECTING FIRE RISK ADEQUATELY:																		
6.B.1	Are all other matters affecting fire risk adequate?	23002918	Yes	5	5	5	Pass	N/A										
6.B.2	Are there any fire risks posed by neighbours (e.g. bottled flammable gas stores)?	23002919	N/A	5	5	5	Pass	N/A										
6.B.3	Are there any fire risks posed to neighbours?	23002920	No	5	5	5	Pass	N/A										
6.B.4	In the event of a fire, would the fire water runoff present a hazard to the environment?	23002921	No	5	5	5	Pass	N/A										
6.B.5	In flats or HMOs: Does the assessor feel the best policy/plan chosen for this premises in the event of a fire, to stay put, conduct normal evacuation or full evacuation?	23002922	Yes	5	5	5	Pass	N/A	A stay put evacuation policy is recommended for this property. See BS2.									
6.B.6	Is the fire risk assessment (preceding this assessment) available?	23002923	N/A	5	5	5	Pass	N/A										
RISKING OTHER MATTERS AFFECTING FIRE RISK ADEQUATELY:																		
6.B.7	Can a high proportion of the tenants be described as vulnerable such as the elderly, disabled or those who engage in drug/alcohol misuse?	23002924	N/A	5	5	5	Pass	N/A	General needs properties, identified on fire and door provided regarding vulnerable tenants.									
6.B.8	Are there any other significant risk factors which may warrant a weighting to the overall risk rating?	23002925	N/A	5	5	5	Pass	N/A										

OVERALL PROPERTY RISK RATING 7.00
 OVERALL PROPERTY RISK RATING SCORE Low Risk

Degree of Risk	Risk Rating Range
Very High Risk	20 to 25
High Risk	15 to 19
Medium Risk	8 to 14
Low Risk	5 to 7
Very Low Risk	1 to 4