FIRE RISK ASSESSMENT



Old School Court (Flats 1-28)

Flats 1-28, Old School Court, Drapers Road, Tottenham, London, N17 6LY

ASSESSED BY	Glenn Leach
ASSESSED ON	11/03/2025
APPROVED BY	Luke Snoswell
APPROVED ON	21/03/2025
ASSESSMENT REF.	RB-7LSIGZ
RECOMMENDED REVIEW DATE	11/03/2028
VERSION	1

MTVH

Metropolitan Thames Valley Housing 0203 535 4000
Waterfront House, Beeston, Nottingham, NG9 1LA

1 SUMMARY

Fire Risk Assessment

ASSESSMENT AND CERTIFICATE REFERENCE
RB-7LSIGZ

ASSESSED ON, BY
11/03/2025, Glenn Leach AIFSM (Fire Safety Manager)
Tier 2 CFRAR (IFSM) BAFE SP205 Approved Validator and Fire Risk Assessor

APPROVED / VALIDATED ON, BY
21/03/2025, Luke Snoswell BSc (Hons) MIFSM (Fire Risk Manager)
IQ Level 4 Certificate in Fire Safety (Fire Auditors), Tier 2 CFRAR

RECOMMENDED REVIEW DATE
11/03/2028

FINDINGS
11 Actions / 86 Controls

PRODUCED FOR THE RESPONSIBLE PERSON
Metropolitan Thames Valley Housing

SPECIFICATION CONFORMS TO
Our own internal quality system.

ASSESSMENT SCOPE
Assessment applies only to the building specified.

Assessed Property

PROPERTY NAME
Old School Court (Flats 1-28)

PROPERTY REFERENCE
B061001

ADDRESS
Flats 1-28, Old School Court
Drapers Road
Tottenham
London
N17 6LY

FIRE RISK RATING

LIKELIHOOD **MEDIUM**	SEVERITY **EXTREME HARM**	RISK **SUBSTANTIAL**
Normal fire hazards for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).	Significant potential for serious injury or death of one or more occupants. Includes high dependency occupants such as a care home or properties with poor compartmentation.	Considerable resources might have to be allocated to reduce the risk. Improvements should be undertaken urgently.

ASSESSING ORGANISATION
Metropolitan Thames Valley Housing
Waterfront House, Beeston, Nottingham, NG9 1LA
0203 535 4000

Assessor Remarks

The risk rating for this building is substantial. No breaches in compartmentation were identified within the communal escape route, however, there are issues with fire doors across the site which will need addressing to ensure the means of escape are protected. The building is covered with a high level of automatic fire detection but the system is in fault and has had numerous issues reported during regular maintenance. It is recommended that fire alarm system is examined to ensure it is still capable of providing the required coverage and early detection to support the simultaneous full evacuation strategy.
Escape routes were well lit with emergency lighting but there were a number of areas where belongings including bikes were being stored, this should be addressed by the Local Housing Manager to ensure escape routes are kept clear.
Regular checks of fire safety systems are not up to date due to access issues, this should be rectified by management to ensure all fire safety systems are regularly checked so that they they operate as designed.
Once the fire alarm system issues are rectified the risk rating can be reduced to moderate, upon completion of fire door upgrades/ replacement the risk rating can be deemed as tolerable.

2 EXTENDED INFO

Building Type

Type
Converted Building to Flats (3 Floors or Less)

Usage
Residential Only

Construction Date
Pre-1900

Build Date
Built approx. 1880s. Converted 1999

Construction Info
Standard Brick

Approximate footprint size of the building (in m2):
500

Entrance Type
Mixed (Specify)

Entrance Type Notes
Secure entry to the property.

Basements
Yes

Roof Construction
Pitched

Walls Construction
Brick

Communal Gardens
No

Covered Parking
No

Off Street Parking
Yes

Parking Notes
Secure parking within property boundary

Does the building have any internal risers or service / utility cupboards?
Located within the basement area, room off the basement stairs.

General Description
Converted school property with shared internal communal areas.
Old school converted into residential property containing 35 units,
Ground floor: houses flats 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 23, 24, 25, 26, 27, 28.
First floor: houses flats 12, 13, 14, 15, 17, 18, 19, 20, 21, 22.
Second floor: houses flat 16.
All served by 3 separate internal staircase which discharge to separate final exits
Flat 5 and 11 are both sited within the stairwells,
Flats/Houses 24,25,26,27,28 are sited externally at the rear of the property with external access.
Assessor unable to enter cupboards outside flats 12, 15, 17 and 22 and the two cupboards on stairwell to flat 16 as non standard keys required.

Block Information

Building
Converted residential property with shared internal communal areas.

Units
35 in total, internal access to 28 flats.

Floors (no. of)
3 plus basement

Estimated Block Height (m)
6

Stairways (no. of)
3

Lifts (no. of)
None

Final Exits (no. of)
5

Approximate Staff Members (no. of)
None

Fire Info Box Present
Present

Occupancy

Building Designation
General Needs

General Needs
Yes

Occupancy Notes
All flats are leasehold residents.

Balcony & Cladding

Balcony Construction
Balconies Not Present

External Cladding Type
Cladding Not Present

Management

Who is the responsible person to undertake the preventative and protective measures (Article 18)?
Alex Spencer, Director of Property - Compliance & Technical Services (for all buildings under 17.9m)

Responsible Person
MTVH as landlord and occupier.

Relevant Persons
Residents, contractors, visitors

In use
In use

Staffing
None

Management Notes
LHM Victoria Quartey is responsible for fire safety at the building. She was not consulted on the day of the assessment.

Nominated Responsible Person For The Building
Victoria Quartey - victoria.quartey@mtvh.co.uk

Housing Service Officer
NT12

Housing Service Manager
NP132

Evacuation Policy

Evacuation Type
Full Evacuation

Evacuation Details
As this is a converted property a full evacuation would be appropriate.

Assembly Point Location
Not required

FRA Requirements

FRA Requirement
Required

FRA Reason
Converted residential property with shared internal communal areas.

Onsite Review Period
1 Year

Onsite Review Period Reason
Converted residential property with shared internal communal areas.

3 FIRE HISTORY / AUDITS

Fire History Comments

Record details of fires/near miss incidents. Include cause, response, and control measures which were introduced.
No recorded incidents at the time of assessment.

4 SERVICE ITEMS

NTC

Non-Technical Check Frequency
Every Month

Alarm Type A / AOV Check Frequency
Every Week

Alarms, Detection and Emergency Lighting

Fire Alarm Grade
Grade A

Is fire detection present?
Yes (with panel)

AOVs or Extraction
No

Description of Alarm and Detection
Mixed system with BS5839 Grade A communal fire alarm system installed in the communal areas extending into flats. Independent Grade D LD3 system within each flat.

Date of last service
Unknown

Emergency Lighting
Yes

Fire-Fighting Equipment

Are portable fire extinguishers installed?
No

Are fire blankets installed?
No

Is the building fitted with dry or wet risers?
No

Is the building fitted with hose reels?
No

Sprinklers
None

Other Building Features

Are there internal fire doors?
Yes

Is there more than one final exit?
Yes

Are there lifts?
No

Is lightning protection installed?
Yes

Are there external emergency escape stairs?
No

Does the building have a gas supply?
Yes (private flats only)

Does the building have a communal electricity supply?
Yes

Is there a Solar Energy System installed to the building?
No

Last Check Dates

Grade A Fire Alarm
06/03/2025

Fire Doors
27/11/2024

External Fire Escape
27/11/2024

Emergency Lights
27/11/2024

Final Exits
27/11/2024

5 FLAT SURVEYS

Flat 10 Floor Ground floor

REMARKS

The entrance door is 44mm thick however there are six thin timber panels within the door leaf that do not appear to be suitably fire resisting. Considering the additional deficiencies found within the door assembly, it may be necessary to replace the whole door set. However, before any works are carried out, it should be confirmed if the doors are heritage doors covered under the building's Grade listing.
Grade D LD3 detection with heat detector in the kitchen and smoke detector in the hallway. Grade A heat detector in the hallway behind the front entrance door.

SURVEY DATE

12/03/2025

FLAT DOOR

- ✓ Door has a correctly operating self closing device
- ✗ Door thickness and construction is satisfactory
- ✗ Door set is compliant to notional 30 minute resistance

FLAT DOOR ATTRIBUTES

25mm Door Stops, Smoke Seals, Intumescent Strips, 3 Hinges, Spy Hole, Overhead Self Closure

DETECTION AND WARNING

- ✓ There are effective independent smoke detectors
- ✗ Smoke detection is interlinked with communal alarm
- ✓ There is an effective heat detector in the kitchen
- ✓ Heat detection is interlinked with communal alarm

OTHER

- ✓ There is an alternative means of escape
- ✗ There is a shared extraction system
- ✓ Residents are aware of basic fire evacuation procedures
- ✗ There are breakthrough panels or communicating doors
- ✗ There is a balcony

Flat 15 Floor 1st floor

REMARKS

The entrance door is 44mm thick however there are six thin timber panels within the door leaf that do not appear to be suitably fire resisting. Considering the additional deficiencies found within the door assembly, it may be necessary to replace the whole door set. However, before any works are carried out, it should be confirmed if the doors are heritage doors covered under the building's Grade listing.
Grade D LD3 detection with heat detector in the kitchen and smoke detector in the hallway. Grade A heat detector in the hallway behind the front entrance door.

SURVEY DATE

12/03/2025

FLAT DOOR

- ✓ Door has a correctly operating self closing device
- ✗ Door thickness and construction is satisfactory
- ✗ Door set is compliant to notional 30 minute resistance

FLAT DOOR ATTRIBUTES

25mm Door Stops, Smoke Seals, Intumescent Strips, 3 Hinges, Spy Hole, Overhead Self Closure

DETECTION AND WARNING

- ✓ There are effective independent smoke detectors
- ✗ Smoke detection is interlinked with communal alarm
- ✓ There is an effective heat detector in the kitchen
- ✓ Heat detection is interlinked with communal alarm

OTHER

- ✗ There is an alternative means of escape
- ✗ There is a shared extraction system
- ✓ Residents are aware of basic fire evacuation procedures
- ✗ There are breakthrough panels or communicating doors
- ✗ There is a balcony

Flat 19 Floor 1st floor

REMARKS

The entrance door is 44mm thick however there are six thin timber panels within the door leaf that do not appear to be suitably fire resisting. Considering the additional deficiencies found within the door assembly, it may be necessary to replace the whole door set. However, before any works are carried out, it should be confirmed if the doors are heritage doors covered under the building's Grade listing.
Grade D LD3 detection with heat detector in the kitchen and smoke detector in the hallway. Grade A heat detector in the hallway behind the front entrance door.

SURVEY DATE

12/03/2025

FLAT DOOR

- ✓ Door has a correctly operating self closing device
- ✗ Door thickness and construction is satisfactory
- ✗ Door set is compliant to notional 30 minute resistance

FLAT DOOR ATTRIBUTES

25mm Door Stops, Smoke Seals, Intumescent Strips, 3 Hinges, Spy Hole, Overhead Self Closure

DETECTION AND WARNING

- ✓ There are effective independent smoke detectors
- ✗ Smoke detection is interlinked with communal alarm
- ✓ There is an effective heat detector in the kitchen
- ✓ Heat detection is interlinked with communal alarm

OTHER

- ✗ There is an alternative means of escape
- ✗ There is a shared extraction system
- ✓ Residents are aware of basic fire evacuation procedures
- ✗ There are breakthrough panels or communicating doors
- ✗ There is a balcony

6 FINDINGS

This assessment identifies 11 actions and 86 controls. The latest history is shown for 1 previously identified action that was reviewed as part of this assessment.

11 ACTIONS	INCOMPLETE
IMMEDIATE	1
SHORT TERM	5
MEDIUM TERM	4
PLANNED PROCESS	1

86 CONTROLS	ONGOING
ALL	86

Scope of this Fire Risk Assessment

? This Fire Risk Assessment has been carried out to the following Type:

TYPE 3 – COMMON PARTS AND FLATS/BEDROOMS (NON-DESTRUCTIVE)

? The following areas WERE accessed during this assessment:

THE FOLLOWING AREAS ACCESSED ARE:

- Bicycle Store(s)

  WHY Ground floor





- Communal Corridor(s)
- Communal Lobby('s)
- Communal Stairwell(s)
- External Bin Store(s)
- External Escape Stairs
- Flats (to meet the minimum 10% requirement) STATE AMOUNT:3

  WHY A minimum of 10% of the total number of flats are to be accessed and inspected as part of the assessment.
  This is to be different flats that were accessed during the previous Fire Risk Assessment, where possible.

  LOCATION Flats 10, 15 and 19.

- Basement

  WHY Electrical and Gas meters

? The following areas WERE NOT accessed during this assessment:

THE FOLLOWING AREAS NOT ACCESSED ARE:

- Communal Cupboard(s)

  WHY Assessor unable to enter cupboards outside flats 12, 15, 17 and 22 and the two cupboards on stairwell to flat 16 as non standard keys required.

- Roof Void(s) via communal areas

Legislation & Guidance Documents

? The following Legislation & Guidance Documents have been used in reference to completing this FRA:

LEGISLATION & GUIDANCE DOCUMENTS:

- Guidance Document: Local Authorities Coordinators of Regulatory Services (LACORS) Housing Fire Safety

  WHY This document contains guidance for landlords and fire safety enforcement officers in both local housing authorities (LHAs) and in fire and rescue authorities (FRAs) on how to ensure adequate fire safety in certain types of residential accommodation.

- Legislation: Building Safety Act 2022 - Section 156
- Legislation: Housing Act 2004
- Legislation: The Fire Safety (England) Regulations 2022
- Legislation: The Fire Safety Act 2021
- Legislation: The Regulatory Reform (Fire Safety) Order 2005

Sources of Fuel & Ignition

Evidence of combustible materials being stored within escape routes has been raised within an action within the escape routes question.

? Does security (e.g. CCTV, Door Entry Systems etc.) appear adequate to minimise the risk of arson?

YES

- The main entrance door to the building was found secure at the time of the assessment.

  WHY Security of the premises.

- An intercom / key fob system is installed to the building.

  WHY Security / arson deterrent.
  LOCATION Front gate and front entrance door

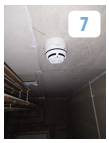
  

? Where there is a gas supply within communal areas / escape routes: Is it contained within a fire rated enclosure?

YES

- There is a gas supply (pipework - no appliances) off the communal areas but this is within a relevant fire rated structure or the pipework is sufficient. This includes gas meters within a relevant fire rated cupboard / riser.

  WHY Gas meters and associated pipework within the basement, FD30S fire rated door and detection present.
  LOCATION Basement

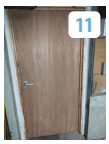
Are any electrical distribution boards and solar systems (identified in the communal areas/ escape routes) of a satisfactory fire resisting standard or in a suitable fire resisting room/ cupboard? **YES**

- There are electrical distribution boards in place within the communal areas and they are present within a suitable and relevant fire resisting cupboard or within a suitable and relevant fire resisting room that is not part of the means of escape.

  WHY Compartmentation - control of fire spread.

  Electrical meters and distribution boards within the basement. FD30S fire door and detection in place.

  LOCATION Basement







Are all electrical items (including extension leads and portable heaters) correctly used with portable appliance testing (PAT) in place for where required? **N/A**

- PAT is not required by MTVH as there is no equipment supplied by MTVH.

For where there is shared / communal cooking facilities, are there any significant risks / hazards? **N/A**

- There are no communal cooking facilities within this building as it is a general needs block.

  WHY Reduced risk of fire.

Are Flammable / Highly Flammable items incorrectly stored or found within close proximity of the building? **N/A**

- There were no flammable / highly flammable items seen during the time of this assessment.

  WHY Source of fuel.

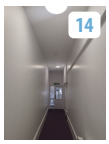
Is combustible waste managed correctly and/or combustible items stored appropriately? (Means of escape, communal cupboards / risers and roof voids) **NO**

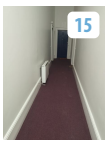
- MTVH carry out frequent housing and estate inspections and regular Non Technical Fire Checks (NTFCs) via staff and/or contractors, all of which are designed to identify and plan the removal of combustible items in the communal areas including cupboards, risers and where the means of escape is not blocked.
  Combustibles in escape routes and communal areas are removed following their identification.

  WHY To keep the means of escape clear.

- The communal corridors were found clear of storage during this inspection.

  WHY To reduce fire spread and keep means of escape clear





- There is an external bin store present and it is located away from the building or enclosed within a fire rated structure.

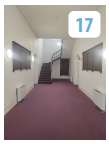
  WHY Control of the source of ignition / fuel.

  LOCATION Rear of building



- The communal lobby(s) was found clear of storage during this inspection.

  WHY To keep the means of escape clear.

- There are wheelie rubbish bins located externally and are not stored up against the walls of the building or within the undercroft area.

  WHY Control of the source of ignition / fuel.
  LOCATION Front gate

- The communal electrical and / or gas cupboards and communal riser cupboards were found clear of storage during this inspection.

  WHY Reduce fire loading within high risk cupboards.
  LOCATION Basement

? Does all furniture and fixings (incl. curtains) within communal areas conform to current regulations in terms of fire retardancy? **N/A**

- This is a General Needs Block and no furniture and fixings (incl. curtains) was present in communal areas due to the building operating a sterile communal area procedure.

  WHY Reduced risk of fire spread.

? Is there evidence that smoking takes place in communal areas? **NO**

- Smoking is well managed and does not take place within the internal communal areas. No evidence was seen during this inspection assessment.

  WHY Reduced risk of ignition source.

- No Smoking signage is in place and displayed at least by each entrance door to the building.

  WHY Reduced risk of ignition source / management of communal areas.

? Is there evidence of the charging of mobility scooters and/or e-scooters/e-bikes in the communal areas and/or on escape routes? **NO**

- There was no evidence seen during this assessment of the charging of mobility scooters and/or e-scooters/e-bikes in the communal areas at the time of this assessment.

  WHY Source of ignition and protection of the means of escape.

? Are oxygen cylinders (or other pressurised gas cylinders) present within the assessment area? **NO**

- There were no oxygen cylinders in use by residents, identified during the time of this assessment.

  WHY Control of source of fuel.

Is air handling equipment in use within the building? **N/A**

- There is no air handling equipment installed in accessible areas within the scope of this assessment.

Where present are the balconies managed well in terms of combustible materials or ignition sources? **N/A**

- There are no balconies attached to this building.

Compartmentation & Means of Escape

Is there adequate building compartmentation in place, including passive fire protection to penetrations, to prevent fire/smoke spread between COMPARTMENTS and in ROOF VOIDS? **NO**

- It was not possible to gain access to the the stated COMMUNAL CUPBOARDS and or RISERS at the time of the visit, therefore it was not possible to determine if adequate fire separation exists between these areas and between the accommodation areas and the common stairwell.
  Fire separation to these communal cupboards and or risers may therefore be inadequate.

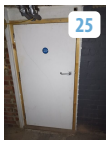
  Access should be gained to these communal cupboards and or risers in order to establish that suitable compartment barriers have been installed to adequately protect against the spread of fire between properties.

  WHY Compartmentation - control of fire spread.
  LOCATION Assessor unable to enter cupboards outside flats 12, 15, 17 and 22 and the two cupboards on stairwell to flat 16 as non standard keys required.

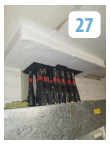
  MEDIUM TERM
  LOW
  REFERENCE RB-ZR7ZD1
  DUE 21/09/2025
  CATEGORY Technical: Tech - Fire Stopping - Major

- A visual inspection of the compartmentation within the internal communal areas (including any basements that are present) was carried out during this inspection and no major breaches were found.

  WHY Compartmentation - control of fire spread.



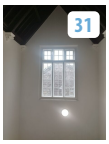












- There is no access to the roof void(s) from the communal areas (stairwell / lobby). There is no visible hatch / door to the roof void seen during this inspection.

  WHY There was no obvious access to the roof voids however this is not deemed a significant risk as there is good alarm coverage throughout the building including the roof space (Zone 20). The building operates a simultaneous full evacuation strategy which would not require full compartmentation of the roof space.
  LOCATION Roof

Are any refuse chutes contained within a fire resisting structure and adequately fire stopped at each level / floor where necessary? **N/A**

- There are no refuse chutes installed to this building.

  WHY Removal of waste and rubbish.

Do all fire doors appear to be in a satisfactory condition that will not affect their fire/smoke integrity and have the required signage and door numbers/letters installed? **NO**

- **IN PROGRESS** There are various and numerous issues / faults with fire doors throughout the building. Locations are to be listed of these fire doors.

  WHY Compartmentation - control of fire spread. A full fire door survey is to be undertaken of all fire doors within the building. The survey is to be reported back to the Fire Safety Team with quotations stated for any remedial works.
  LOCATION See actions listed.
  ASSIGNED Jack Clifford Clear Safety
  HISTORY 24/03/22 **Marked as not started**
  — See RiskBase for 16 additional comments or changes between these

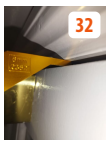
  PLANNED PROCESS
  MEDIUM
  REFERENCE RB-A9VAQ6
  DUE 24/03/2024
  CATEGORY Technical: Tech - Doors - Upgrade

dates...

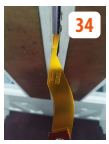
27/02/25 Flat 4 - Consultation "MTVH are responsible for the doors as per the below covenants under the landlord. This will be the case for the whole of OSC." EMAIL: RE No access to Flat 4 Old School Court Drapers Road London N17 6LY - RB-A9VAQ6

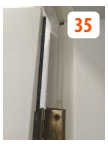
07/03/25 Flat 22 has re-booked for the 17.3.25.

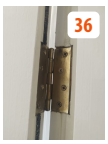
18/03/25 Flat 4 now the only door outstanding.













- The flat entrance doors are 44mm thick however there are six thin timber panels within the door leaf that do not appear to be suitably fire resisting. Considering the additional deficiencies found within the door assembly, it may be necessary to replace the whole door set. However, before any works are carried out, it should be confirmed if the doors are heritage doors covered under the building's Grade listing.
  Flat 18 appears to have had the FED changed to a fully certified fire door in the same style as the older existing doors which are located in the building.

  WHY Compartmentation - control of fire spread.

  Full fire door survey has actions raised.

  LOCATION Flats





























? Are the means of escape (internal and external) considered satisfactory in terms of the building layout and use?

NO

- The local management shall ensure that all identified obstructions / storage are removed from the designated means of escape as identified.

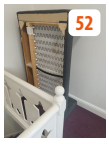
  WHY Protection of the means of escape.

  There were a number of bikes stored within the ground floor of the stairwell to flats 5 and 11.

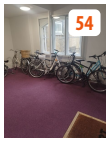
  A sofa was stored within the stairwell to flat 22.

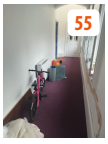
  Items stored within Flat 11 corridor.

  LOCATION Escape routes









SHORT TERM
MEDIUM

REFERENCE RB-4F1ZR2
DUE 21/06/2025
CATEGORY Housing: Housing - Housekeeping

- Fit a THUMB TURN fastening to the exit door identified.
  Where there is a requirement for the final exit door to be fire resisting the door should be made good where any existing locks are removed.
  Thumb Turn to open signage is to be displayed upon installation.

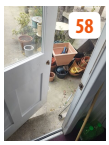
  WHY Protection of the means of escape.

  Thumb turn mechanism is damaged.

  LOCATION Fire exit adjacent to flat 11.







MEDIUM TERM
MEDIUM

REFERENCE RB-HJ6QI7
DUE 21/09/2025
CATEGORY Technical: Tech - Doors - Ironmongery

- A secure fire resistant notice board is installed within the communal area/on the escape route.

  WHY To provide information to tenants and staff without creating additional fire loading / reducing the fire risk.

  LOCATION Front lobby



- Travel distances and the direction of travel were checked during this inspection and found not to be excessive or incorrect in accordance with guidance.

  WHY Protection of the means of escape.

  Travel distances are deemed acceptable for a building with more than one direction of travel to escape.

  Single direction of travel corridors were measured and were deemed acceptable for a converted building of this type with a good level of detection throughout.

? Are any inner room conditions present within the premises? **NO**

- There are no inner room conditions identified within the premises during this inspection.

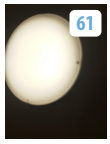
  WHY Protection of means of escape.

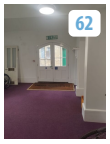
? Where required does the building have an emergency lighting system in the communal areas and on to the full extent of escape routes that is sufficient to facilitate the means of escape in accordance with BS 5266? **YES**

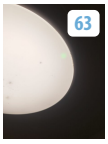
- There is emergency lighting installed to the INTERNAL areas only of this building, installed to BS5266.

  WHY To comply with BS5266 and the protection of the means of escape.









? Are correct Fire Action Notices and Fire Assembly Point signs in place that are in line with the buildings evacuation strategy? **NO**

- Update and install the Fire Action Notices indicating both fire action and the 'Simultaneous Evacuation' policy as appropriate.
  Remove all incorrect fire action notices and make good where removed. (Fire rated signage is to be used).
  The location of the assembly point is to be filled in when installed, as per the FRA.

  MEDIUM TERM
  MEDIUM

  REFERENCE RB-FF4MYY
  DUE 21/09/2025
  CATEGORY Technical: Tech - Signage

  WHY Information on the evacuation procedure.

  The Fire Action Notices contain instructions to fight the fire using the correct appliances provided which is incorrect.
  All of the FAN's contain boxes that are not completed with the correct details.
  Replace all FAN's and ensure they are located at each manual call point, storey exit and final exit.

  LOCATION Throughout









? Where required, is there sufficient Fire Exit Directional Signage in place indicating the escape route to its full extent, including Fire Exit Keep Clear signage to the external secondary escape route doors. **YES**

- Fire Exit directional signage is in place in all required locations throughout the communal areas.

  WHY To show the means of escape from the building.

LOCATION Communal areas















Fire / Smoke Detection & Fire Alarm / Smoke Ventilation Systems

? Where required, does the building have a communal fire alarm system and / or fire detection installed? **YES**

- Investigate fault on fire alarm panel - there was a fault on the fire alarm panel during this inspection.

  IMMEDIATE
  HIGH

  REFERENCE RB-3DI2X1
  DUE 28/03/2025
  CATEGORY Works: Works - Fire Alarm

  WHY The fire alarm system may not operate in all areas correctly in the event of a fire. The Assessor has phoned this fault through to the MTVH Fire Safety Team to report it and also backed this up with an email / photo.

  The weekly Fire Alarm tests do not show the fire alarm has sounded when operated. This should be investigated to ascertain if it is a fault or a management decision so that residents aren't disturbed.

  LOCATION Ground floor lobby

- The currently installed communal fire alarm system / fire detection is to the correct standard within the communal areas as per the relevant guidance document and BS 5839.

  WHY Early warning and detection of a fire.

? Is the communal fire alarm system and / or fire detection of the correct standard for the premises type? **YES**

- A framed zonal floor plan for the fire alarm / detection system is correctly displayed adjacent to the fire control panel.

  WHY To clearly identify where any potential fire may have occurred

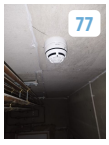
  

- The currently installed communal fire alarm system / fire detection is to the correct standard within the communal areas as per the relevant guidance document and BS 5839.

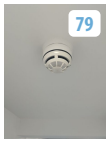
  WHY Early warning and detection of a fire.

  Grade A LD2 fire alarm with manual call points and smoke detectors in all communal spaces, basement and roof space, the alarm indication panel is located in the front entrance lobby. The system extends into flat with a heat detector in the lobby behind the front door (sampled flats only)

  LOCATION Throughout

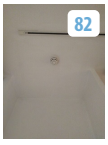
  

? Where flats/bedrooms are accessed, do the flats/bedrooms have the correct fire alarm / detection installed? **YES**

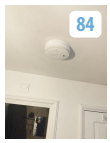
- The currently installed fire detection is to the standard (at the time of the installation) within the flat(s) that were accessed as part of this inspection, as per the relevant guidance document and BS 5839 at the time of installation.
  Any improvement works will be covered by a planned programme of works.

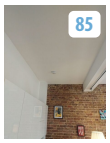
WHY Early warning and detection of a fire.

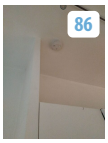
Mixed system with independent Grade D LD3 coverage consisting of a smoke detector in the hallway and heat detector in the kitchen areas.
Grade A heat detector linked to the communal alarm in the lobby of the flat.

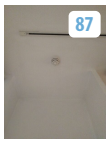
LOCATION Flats 10, 15 and 19.











? Where required, are there adequate smoke control provisions to protect the common escape routes where necessary? **YES**

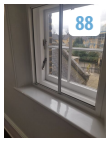
- This building does not require a smoke control system.

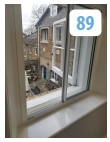
  WHY Not required under British Standards or the relevant guidance document.

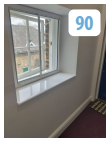
  Converted property with full simultaneous evacuation strategy.

- Ventilation is provided via open to air manual vents (windows) within protected stairwells and / or lobbies.

  WHY Smoke clearance of the communal areas to protect the means of escape.
  LOCATION Flat corridors









? Is an evacuation alert system for use by fire and rescue services installed to BS 8629:2019? **N/A**

- The property is not required to have an evacuation alert system installed.

Other Hazards

? At the time of inspection was there any other significant risk identified for rectification under the risk assessment process? **NO**

- There were no further issues identified at this time during the assessment.

Fire Fighting Equipment & Access

? Where required are all fire extinguishers and fire blankets present, correctly sited, unobstructed and have appropriate signage? **N/A**

- Under LACoRS guidance - not required in this property.

  The provision of fire blankets and simple fire extinguishers can be useful in restricting the development and spread of small fires in their early stages. However, unless a fire is very small, the best advice is to evacuate the building to a place of safety and call the fire and rescue service. This is because for larger fires people need training to know what type of fire an extinguisher can safely be used on, how to tackle a fire safely, and when to give up and get out. The installation of extinguishers can also lead to problems if they are not properly maintained or where equipment is discharged through malice or horseplay.

  For these reasons extinguishers are not recommended inside units of accommodation unless there are resident staff who are trained in their use (a caretaker, housekeeper, warden or similar).

  WHY Fire extinguishers are not required as no one is trained to use them. MTVH do not train residents to use them.

Where applicable, is fire fighting access correct and relevant, including access to drop key switches, dry / wet risers, fire access gates, FB padlocks, etc.?

NO

- The drop key switch has been found to be damaged and/or not working.

  WHY The drop key switch should be repaired so that the building can be accessed by the local fire and rescue service.

  LOCATION Front gate

  SHORT TERM

  MEDIUM

  REFERENCE RB-L7RWSP
  DUE 21/06/2025
  CATEGORY Works: Works - Door Entry

- The main entrance door is unlikely to offer significant resistance to entry.
  There is sufficient external space to allow access for fire appliances. There are no notable obstructions and access is available from the highway.

  WHY Access provisions for the fire and rescue services.

Is a Secure Information Box provided (for where one is required to be installed) in a position and location accessible to the fire and rescue service, is it capable of holding the documents required and is it secured from unauthorised access and vandalism?

YES

- A Secure Information Box (SIB) is not required to be installed to the building.

  WHY The building construction and occupancy is outside of the requirements for one to be installed.

For High Rise buildings over 18m / 7 storeys only, is Wayfinding Signage displayed and correct in its details?

NO

- This building is not classed as a High Rise building as it is not over 18m.

  WHY The property is under 18 meters in height.

Maintenance, Servicing & Inspection

Where necessary, was evidence of regular DAILY, WEEKLY, MONTHLY and QUARTERLY (where relevant) fire safety checks requested and provided at the time of assessment?

NO

- Where required, evidence of regular weekly and monthly fire safety checks must be recorded by staff / contractors and made available to fire risk assessors and statutory authorities on request.
  There are no recent records of Non-Technical Checks being completed.

  WHY Regular maintenance and inspection checks.
  State type of check(s) that were found not to be completed:

  Monthly NTC's have not been completed since 17/11/24. All the NTC's noted on Risk Base after this date have No Access reports.

  Weekly Fire Alarm testing has a number of No Access reports also, this should be investigated to ascertain why the contractor cannot gain access.

  SHORT TERM

  HIGH

  REFERENCE RB-HT4YAR
  DUE 21/06/2025
  CATEGORY Housing: Housing - Housekeeping

Is there evidence of regular testing / maintenance of Electrical Installations, including 5 year fixed wiring tests (EICR)?

NO

- The sticker on the CCU and / or the certification seen for the EICR check was found to be out of date or overdue for the 5 year check for communal / landlord's supply or no certificate was seen during this inspection or available on RiskBase.

  WHY Regular maintenance and inspection checks.

  No evidence on Risk Base

  SHORT TERM
  MEDIUM

  REFERENCE RB-LYT28K
  DUE 21/06/2025
  CATEGORY Service: Service - Fixed Wire

? Is there evidence of regular gas safety checks for COMMUNAL AREAS including LGSR gas safety inspections? **N/A**

- There are no gas appliances or services to the common areas.

  WHY LGSR should be completed by the resident of the flats as there are no gas appliances within the common areas.

? Is there evidence of at least six / twelve monthly servicing of the fire alarm / detection system and ancillary equipment i.e. magnetic door closer's? **YES**

- The communal fire alarm system was last serviced on: 14/10/24
  The servicing contractor is: Ventro

  WHY Regular maintenance and inspection checks.

  6 monthly test of fire alarm

? Is there evidence of regular checks of the emergency lighting system, including an annual full discharge by a competent contractor? **YES**

- The internal and/or external emergency lighting system was last serviced on: 29/8/24
  The servicing contractor is: Ventro

  WHY Regular maintenance and inspection checks.

  Annual testing in accordance with BS 5266

? Is there evidence of at least annual servicing / maintenance of the Portable Firefighting Equipment? **N/A**

- Fire extinguishers are not required in these premises.

? Is there evidence of at least twelve monthly servicing / maintenance of any fixed fire fighting installations? E.g. Dry / Wet Riser, Hydrants, Sprinkler / Mist system etc. **N/A**

- There is no other fire related equipment installed to this building that requires servicing.

? Is there evidence of periodic inspection and maintenance of external emergency escape stairs? **NO**

- There were a number of external metal staircases leading to small patio garden areas to some of the ground floor flats.
  No periodic inspection certification was seen however all staircases appeared in good condition upon visual examination.

  WHY Regular maintenance and inspection checks.
  LOCATION External ground floor.

? Is there evidence of six monthly thorough examination checks of the firefighting / evacuation lifts? **N/A**

- There are no firefighting / evacuation lifts installed to this building that require servicing.

? Is there evidence of regular servicing of the lightning protection system? **NO**

- The certification seen for the lightning protection system servicing was found to be out of date or overdue for the annual check or no certificate was seen during this inspection.

  MEDIUM TERM
  MEDIUM

WHY Regular maintenance and inspection checks.

Last certificate dated 9/12/21

REFERENCE RB-64QELM
DUE 21/09/2025
CATEGORY Service: Service - Lightning Protection

- Is there evidence of six monthly and twelve monthly inspections of the smoke ventilation system by a competent person? **N/A**
  - There is no smoke ventilation equipment installed to this building that requires servicing.
- Is there evidence of regular servicing of the solar energy system? **N/A**
  - There is no solar energy system installed to this building that requires servicing.
- Is there evidence of six monthly servicing of the Disabled Refuge Systems, also known as Emergency Voice Communication Systems? **N/A**
  - There is no Disabled Refuge Systems, also known as Emergency Voice Communication Systems, installed to this building that requires servicing.
- Is there evidence of periodic servicing of the evacuation alert system in line with BS 8629? **N/A**
  - The property is not required to have an evacuation alert system installed.
- Is there evidence and a record that the Responsible Person has carried out checks of any fire doors in any communal areas at periods no less than 3 months for buildings 11 metres and over? **N/A**
  - The property is under 11 meters in height and 3 monthly checks are not a requirement.
- Is there evidence and a record that the Responsible Person has used their 'best endeavours' to undertake checks of all individual apartment entrance doors in the last 12 months and is there a record kept where access has been denied for buildings 11 metres and over?? **N/A**
  - The property is under 11 meters in height and annual checks are not a requirement.
- Is there evidence that the Secure Information Box is inspected on a monthly and annual basis, information updated at certain intervals and that the inspection is recorded? **N/A**
  - There is a Secure Information Box installed, however, there is no obligation to provide information within it under the Fire Safety England Regulations (2022).

    WHY The property has a top floor level under 18 meters or 7 storeys.

Management

- What is the management procedure for the control over the use of the communal areas? **ZERO TOLERANCE POLICY**
- If Article 22 of The Regulatory Reform (Fire Safety) Order 2005 applies, was a copy of the 3rd party's Fire Risk Assessment seen and within its due date? **N/A**
  - Article 22 does not apply to this building as MTVH own and occupy the building.

    WHY Compliance with Article 22 of The Regulatory Reform (Fire Safety) Order 2005.

    There are no shared common areas within this site.
- Are there management controls in place to ensure that any deficiencies in fire safety measures are communicated with the local Fire & Rescue Services within 24 hours (for where the building 18 meters in height or over)? **N/A**
  - The property is under 18 meters in height.
- Has this fire risk assessment and / or the significant findings been read by the Local Housing Manager / Scheme Manager in line with their management responsibilities for the building? **YES**
  - MTVH policies and procedures indicate that the building manager must read the fire risk assessment, for where MTVH are responsible.

    WHY MTVH policies and procedures

Resident Fire Safety

? Are fire safety instructions (which include fire safety responsibilities of tenants / residents (including fire door safety)) located in a conspicuous position in the building and has a copy been provided to the residents when they move in and at periods no less than 12 months?

NO

- Fire safety instructions are not provided in communal areas e.g. displayed on the communal noticeboard.

  WHY Fire safety instructions should be provided and displayed in the communal areas.
  This is to include the evacuation plan for the building, instructions on how to report a fire and any other instructions in case of fire.



SHORT TERM

LOW

REFERENCE RB-7SJ9V1
DUE 21/06/2025
CATEGORY Fire Safety: Fire Safety - General

- MTVH confirms that fire safety instructions are sent to the residents on occupation and every 12 months, these include: Information about fire doors must be kept shut when not in use, residents and their guests must not tamper with self-closing devices on fire doors & residents should report any faults or damage to fire doors immediately to the Responsible Person.

  WHY To comply with The Fire Safety (England) Regulations 2022.

? Have Person Centered Fire Risk Assessments (PCFRAs) been completed and reviewed on an annual basis (or at a relevant change) for buildings that are required to have them under MTVH P&P?

N/A

- MTVH buildings - residents have been assessed as not requiring Person Centered Fire Risk Assessments (PCFRAs).

  WHY Management - MTVH P&P

Building Envelope

? Is the building considered to be high rise?

NO

- The building is 4 storey or below in height and considered to be under 11 meters in height.

  WHY The building having 4 storeys or below may be considered lower risk but needs to be considered holistically.
  The building height in storeys is:

? Does the building appear to be of non-combustible construction?

YES

- The premises are considered to be of traditional masonry construction and can be considered as non-combustible in nature.

  WHY Assess the likelihood of fire spread across the building.

? Does the occupancy profile indicate a possible delay in evacuation if it becomes necessary?

NO

- The building is noted to be general needs in occupancy and delayed evacuation is not considered a risk should evacuation become necessary.

  WHY Consideration of any delay in evacuation if it becomes necessary.

? Is there cladding on the building envelope?

NO

- There is no cladding fitted to this building.

? What percentage of the building has cladding attached?

N/A

- The building has no visible cladding to the external walls.

Are additional fire protection measures are in place? **YES**

The building has a communal fire alarm installation and operates a full evacuation from all areas.

WHY Assessment of additional fire systems.

Is there any possible exposure of the building envelope to an external fire? **NO**

There were no external fire risks identified at the time of this inspection.

Are there balconies present on the building envelope? **NO**

There are no balconies attached to this building.

WHY Assessment of balconies.

Does any part of the balcony construction appear to be combustible material? **N/A**

This building does not have any balconies.

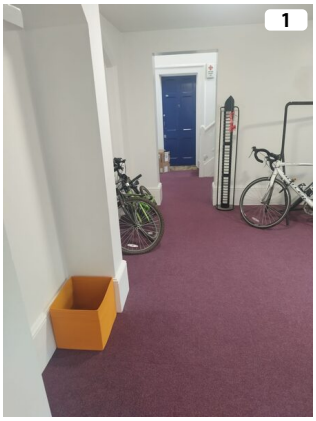
WHY Assessment of balconies.

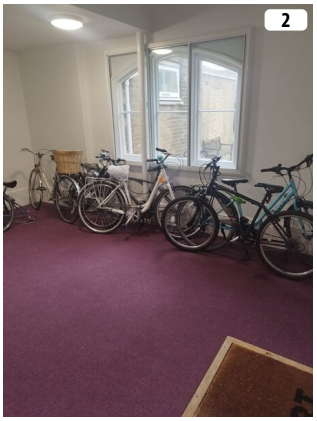
Does the overall assessment of the building façade prompt further investigation? **NO**

The construction identified, in relation to the fire safety systems of the building does not require further investigation at this time.

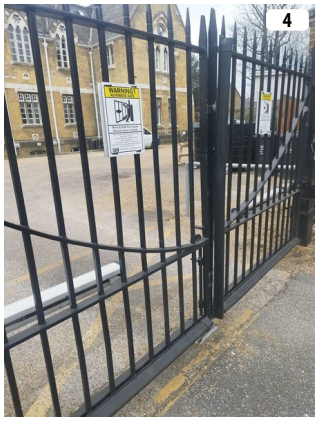
WHY Assessment of further investigation.

7 PHOTOS

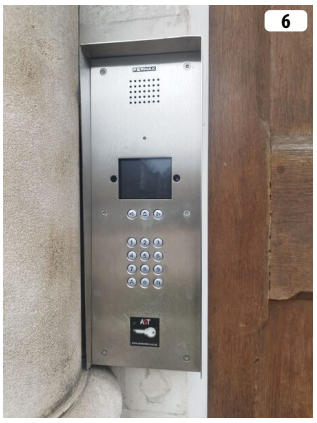

1


2


3


4


5

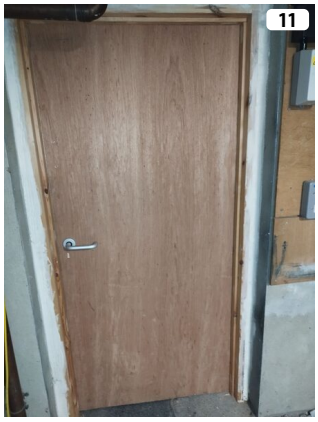

6


7


8

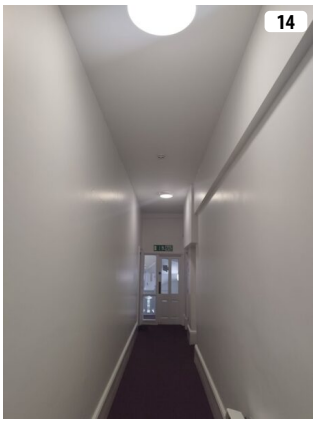

9

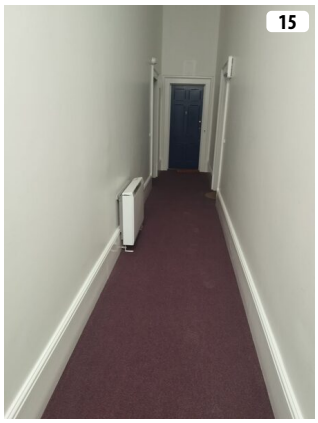

10


11


12

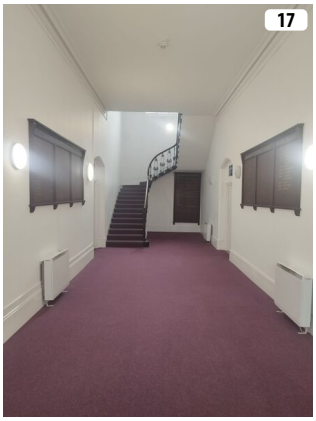

13


14


15


16

Photos Continued...


17


18


19


20


21



22



23



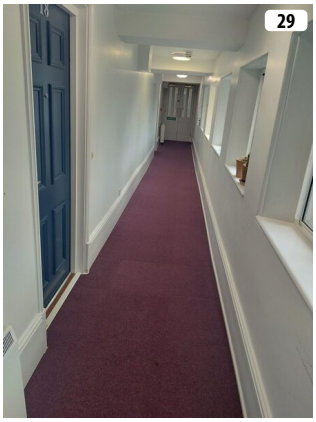
24

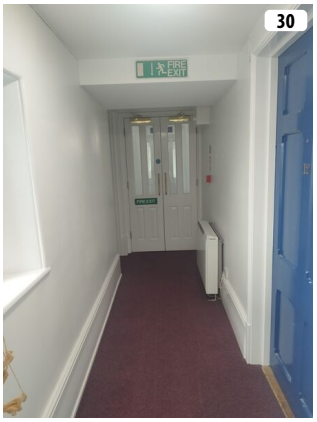

25

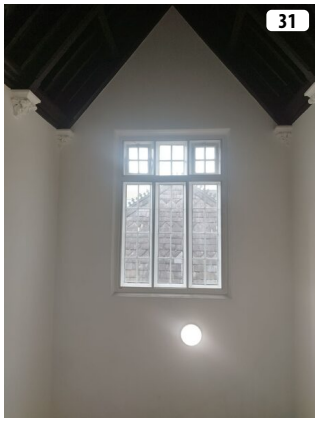

26


27


28


29


30

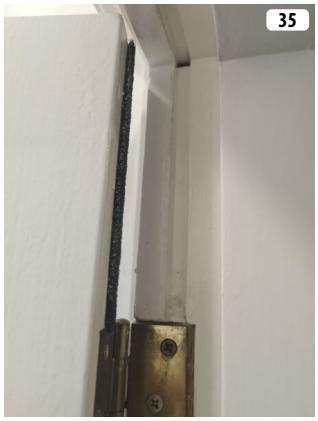

31


32

Photos Continued...


33


34


35


36

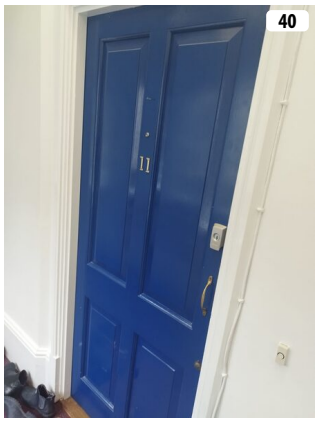

37



38



39



40



41



42



43



44



45



46



47


48

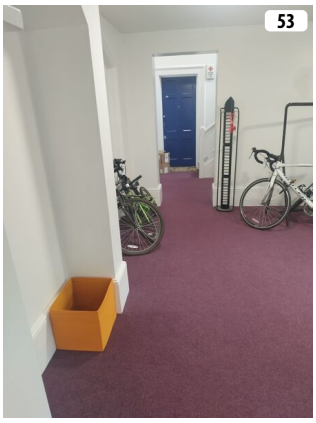
Photos Continued...

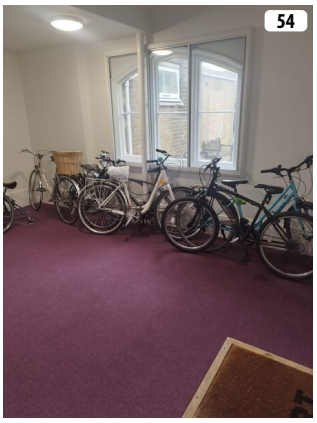


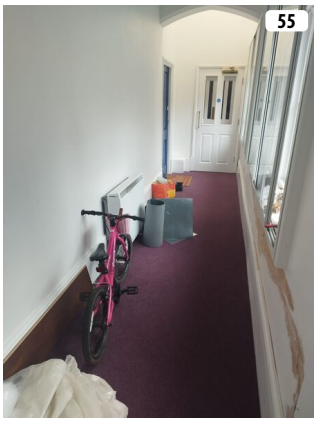




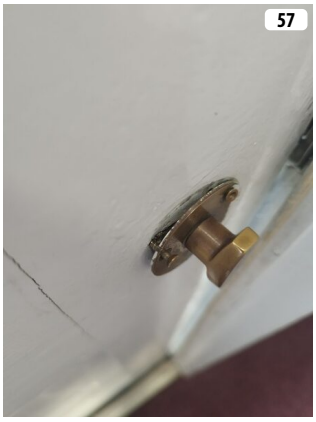








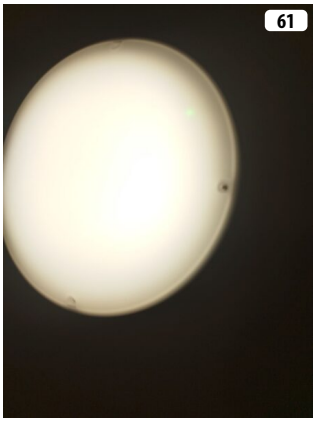


















Photos Continued...

65



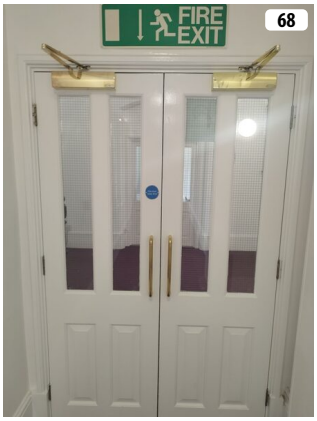
66



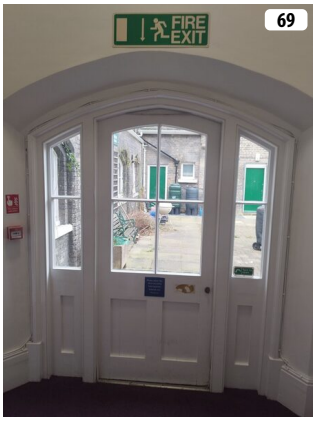
67



68



69



70



71



72



73



74



75



76



77



78



79

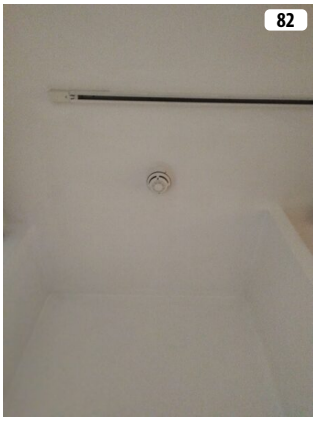


80

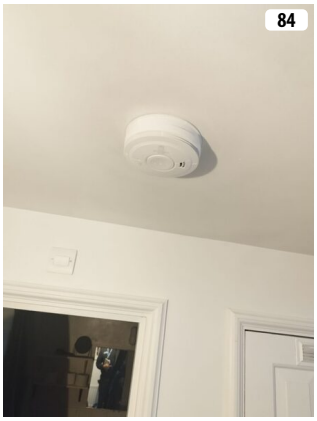


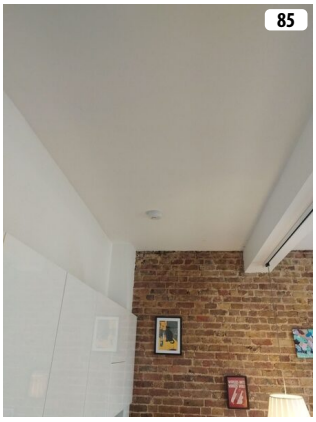
Photos Continued...

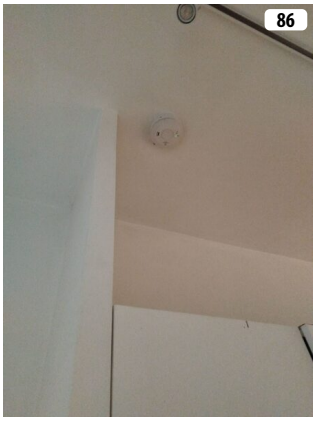

81

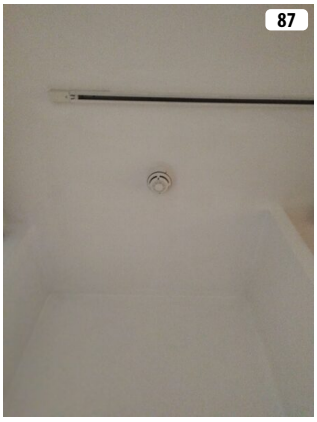

82


83


84


85


86


87

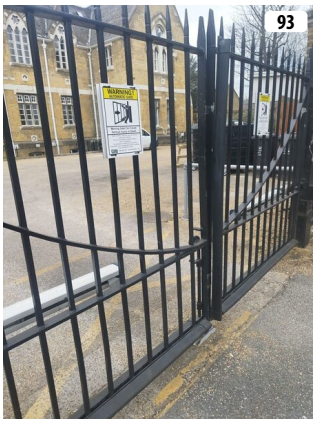

88


89


90

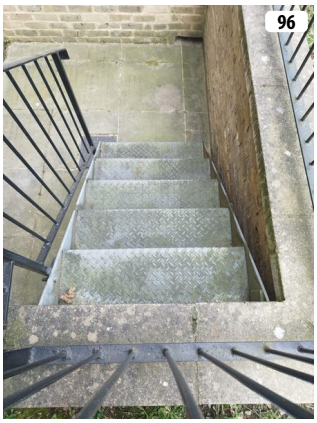

91


92


93


94


95


96

Photos Continued...

