



# **FIRE RISK ASSESSMENT**

for the common parts of small residential buildings



Building Address: Flats A-B, 474 Romford Road,  
London, E7 8AP

Date of Assessment: 01/08/2023

UPRN: ROMF474NA1

Property Type: General Needs/Street Property

Date of Assessment: 01/08/2023

Address: Flats A-B, 474 Romford Road, London, E7 8AP

Recommended date of Review: 01/08/2028

UPRN: ROMF474NA1

Assessor: Dean Roxburgh

Applicable Fire Safety Legislation:

The Regulatory Reform (Fire Safety) Order 2005 (RRO)

The Management of Health and Safety at Work Regulations 1999 (HM&SWR)

Document Control	
Template used	Date
Peabody PAS 79:2012	12/02/2020
Fire Safety Regulations 2022	28/10/2022

## Fire Risk Assessment - Review

Review	
Purpose of review	5-yearly full FRA
Fire Risk Appraisal of the External Wall completed by	Not required – low risk
Date of FRAEW	Not required
Change in number of flats?	No
Change in the layout of the communal areas?	No
Significant changes in measures to prevent fire since the time of the fire risk assessment?	No
Have all previous recommendations been satisfactorily addressed?	Yes
Other information	Solid brick external walls without cavity, pitched timber roof with tile covering and internal timber floors, staircase, and partitions.

## Building Description & Use

Building Description	
Age of Building	1837-1901
Description of layout	<p>Mid-terrace 2-storey converted Victorian house with brick external walls and a pitched slate covered roof.</p> <p>Comprising 2 flats. Flat A is on the ground floor and flat B covers the first floor.</p> <p>The internal communal area comprises a ground floor hallway of approximately 3m x 1m which contains the 2 x front entrance doors and electric meters at high level.</p> <p>The means of escape from flats to a place of open-air ultimate safety is via the 3m communal hallway which leads to the front communal final exit door.</p>
Brief details of construction	Solid brick external walls without cavity, pitched timber roof with slate covering and internal timber floors, staircase, and partitions.
Type of construction	Standard brick built Victorian house.
External wall type	Brick
Is the cladding non-combustible?	N/A (No cladding)
Is the insulation non-combustible?	N/A (No cladding)
State parts of building assessed – detail areas not assessed/visited and reason(s)	Communal areas assessed
Fire Risk Assessment Type (residential)	Type 1
Number of dwellings accessed from communal areas	2
Number of floors ground and above	2
Number of floors below ground	0
Number of escape routes / final exits / stairs	1
Evacuation Strategy – e.g., phased, stay-put, full evacuation etc.	Full evacuation

**Risk:****ACTIONS / RECOMMENDATIONS**

Each recommendation has been assigned a risk, L, M or H by the Fire Risk Assessor; this is indicated in the Significant Findings and informs the Risk Level Estimator at the end of the document.

Low Risk	<b>3</b>
Medium Risk	<b>2</b>
High Risk	<b>1</b>

## Findings of the Fire Risk Assessment

### Action Plan

This section comments on those aspects of the assessment identified in the main body of the report as requiring attention.

The following must be implemented:

Ref	Recommendation	Location	Risk	Quantity
1.3	NM to get in touch with resident of flat B (first floor) due to wheelchair user/mobility impaired. The resident may not be able to evacuate in the event of an emergency. Person-centred risk assessment will need to be carried out.	Flat B	1	1
2.6	Provide new 'NO SMOKING' signage in the communal areas.	Communal hallway	3	1
3.3	The underside of the staircase running over the ground floor flat should be investigated and where compartmentation is found to be inadequate, the staircase should be underdrawn with construction providing 30-minute fire resistance.	Flat A	2	1
3.4	Remove all wallpaper and ensure surface linings in the common areas are upgraded to provide Class 0 Fire Rating.	Communal hallway	3	1
3.5	Seal all holes between communal area and flats with 60-minute fire resisting material.	Communal area	2	1
4.1	Upgrade flat entrance doors A and B to FD30S.	Flat A and B	2	2
5.2	Remove all personal stored items and ensure the communal areas are maintained clear and unobstructed at all times.	Communal hallway	3	1
5.6	Provide fire action notice in the communal areas which clearly states the emergency evacuation plan is 'full evacuation', which is in line with the evacuation strategy for the building.	Communal hallway	3	1
7.1	Install Grade F1 alarms in communal areas interlinked with Grade D1 alarms within dwellings. Smoke alarm covers throughout communal area. Heat alarm to entrance hall of each flat. No MCP's.	Communal area and flat's A and B	2	1

Note: The significant findings or those areas that have been identified as requiring attention both from the fire risk assessment or any other investigations should be listed in the action plan above and actioned accordingly in order to improve the levels of fire safety within the common areas to ensure the safety of both the residents, staff and visitors to the premises.

## Findings of the Fire Risk Assessment

### 1. People at Risk

People at Risk		Observation and findings	Recommendation/Action	Risk
1.1	Are staff employed in or around the premises?	Yes. On occasion to carry out repairs.		
1.2	Are staff working in the communal areas provided with basic fire safety awareness training?	<p>Peabody staff form part of the annual fire safety training programme and receive appropriate bespoke training commensurate with their area of responsibility e.g., sheltered housing, community centre staff etc.</p> <p>Peabody has a 'permit to work' system in place for contractors carrying out work at Peabody premises. All contractors should be given training either as part of a prior selection process, or prior to commencement of work being carried out at Peabody premises. All contractors receive a permit to work when carrying out hot works.</p>		

People at Risk		Observation and findings	Recommendation/Action	Risk
1.3	Comments	There was a wheelchair to indicate mobility impairments with resident of flat B at the time of the assessment. A carer in flat B mentioned that the resident would have difficulty evacuating in an emergency.	NM to get in touch with resident of flat B (first floor) due to wheelchair user/mobility impaired. The resident may not be able to evacuate in the event of an emergency. Person-centred risk assessment will need to be carried out.	1

## 2. Fire Hazard Identification & Control

	<b>Fire Hazard Identification &amp; Control</b>	<b>Observation and findings</b>	<b>Recommendation/Action</b>	<b>Risk</b>
2.1	Are electrical intakes/meter units within the common areas enclosed in construction likely to afford a nominal period of fire resistance?	No. But high level – low risk. 		
2.2	Are doors to any cupboards within the communal areas kept locked shut?	Only one cupboard/meter enclosure which is kept shut but not locked.		

	<b>Fire Hazard Identification &amp; Control</b>	<b>Observation and findings</b>	<b>Recommendation/Action</b>	<b>Risk</b>
2.3	Detail refuse storage arrangements:	Refuse bins are external to the front of building.  		
2.4	Are common areas free from any other potential ignition sources?	Yes		
2.5	Are adequate control measures in place to prevent arson?	Yes (Locked communal door)		
2.6	Additional comments	There is no 'NO SMOKING' signage displayed in the communal areas.	Provide new 'NO SMOKING' signage in the communal areas.	3

### 3. Building Design & Compartmentation

Building Design & Compartmentation	Observation and findings	Recommendation/Action	Risk
3.1	Is the building a purpose-built residential building? If 'yes', it is assumed that compartmentation was at an adequate standard at the time of construction.	No. This building is a converted street property where the level of compartmentation when constructed was not of a sufficient standard.	See 7.1
3.2	If the building is not purpose built, is it a conversion that is believed to have been converted in accordance with Building Regulations?	No. Converted before 1991.	See 7.1
3.3	Do the elements of construction between flats and the common areas i.e., walls, floors, landings, stairwells and ceilings appear from a visual inspection to be in good condition?	Yes. But the underside of the staircase running over the ground floor flat should be investigated and where compartmentation is found to be inadequate, the staircase should be underdrawn with construction providing 30-minute fire resistance.	The underside of the staircase running over the ground floor flat should be investigated and where compartmentation is found to be inadequate, the staircase should be underdrawn with construction providing 30-minute fire resistance.  2

Building Design & Compartmentation	Observation and findings	Recommendation/Action	Risk
<p>3.4</p> <p>Are there reasonable limitations of linings that may promote fire spread?</p> 	<p>No. There is woodchip and regular wallpaper on surfaces in communal hallway/escape route. Requires removing.</p> 	<p>Remove all wallpaper and ensure surface linings in the common areas are upgraded to provide Class 0 Fire Rating.</p>	<p>3</p>

Building Design & Compartmentation	Observation and findings	Recommendation/Action	Risk
3.5	<p>Additional comments</p> 	<p>There is a hole in ceiling above meter enclosure where services penetrate.</p> <p>Seal all holes between communal area and flats with 60-minute fire resisting material.</p>	2

## 4. Flat Entrance Door

Flat Entrance Doors	Observation and findings	Recommendation/Action	Risk
<p>4.1</p> <p>Do flat entrance doors appear to offer a nominal period of fire resistance?</p> 	<p>No.</p> <p>Sampled flat entrance door B:- There is no self-closing device; no intumescent strips or cold smoke seals; non-compliant hinges and an additional mortice lock which may inhibit evacuation.</p> <p>Does benefit from being a solid 44mm door with stops and gaps of less than 4mm to side and top.</p> <p>Flat A from external inspection is a similar door.</p> <p>Recommend both flat entrance doors upgraded to FD30S.</p> 	<p>Upgrade flat entrance doors A and B to FD30S.</p>	<p>2</p>

Flat Entrance Doors	Observation and findings	Recommendation/Action	Risk
4.2	<p>Are the flat entrance doors adequately self-closing?</p> <p>No. Sampled flat B:- No self-closing device.</p> 	See 4.1	

Flat Entrance Doors	Observation and findings	Recommendation/Action	Risk
4.3	<p>Are flat entrance door sets fitted with suitably sized door stops or intumescent strips and cold smoke seals?</p> 	No. Sampled flat B:- None fitted.	See 4.1

Flat Entrance Doors	Observation and findings	Recommendation/Action	Risk
4.4	<p>Are letterboxes provided in flat entrance doors? If so, are they suitably located and fire resisting?</p>	<p>No letterbox to flat A or B.</p> 	
4.5	Additional comments		

## 5. Means of Escape

Means of Escape	Observation and findings	Recommendation/Action	Risk
5.1 Are travel distances acceptable? Provide details	Yes. Approximately 3 meters travelling distance from flat entrance doors to final exit communal door. 		

Means of Escape	Observation and findings	Recommendation/Action	Risk
5.2	Are escape routes free from storage of combustible items or obstructions?  	No. Stored items in communal hallway.  Remove all personal stored items and ensure the communal areas are maintained clear and unobstructed at all times.	3
5.3	Are escape routes free from storage of flammable liquids or gasses?	Yes	
5.4	Are the floor surfaces on escape routes free from tripping or slipping hazards?	Yes	
5.5	Is a suitable means of ventilating the common areas provided?	Yes. Communal door opens fully.	

Means of Escape	Observation and findings	Recommendation/Action	Risk
5.6	Has information been provided to residents regarding the building's evacuation strategy?	No. Requires a full evacuation Fire Action Notice on wall in communal hallway.	Provide a Fire Action Notice in the communal areas which clearly states the emergency evacuation plan is 'full evacuation', which is in line with the evacuation strategy for the building.
5.7	Additional comments	<p>Thumb-turns are fitted to all locks on communal door for ease of access in emergency.</p> 	

## 6. Lighting/Emergency Lighting

Lighting/Emergency Lighting	Observation and findings	Recommendation/Action	Risk
6.1	Are the common areas/escape routes adequately lit by artificial lighting?	Yes	
6.2	Is the artificial lighting provided in the common areas in working order?	Yes 	
6.3	Are the common areas provided with emergency lighting?	No. Not required for small hallway of approximately 3m x 1m with borrowed light.	

Lighting/Emergency Lighting	Observation and findings	Recommendation/Action	Risk
6.4	<p>If no, is borrowed light available?</p>	<p>Yes. Fanlight and glazed door panels allow light into communal hallway.</p> 	
6.5	Additional comments		

## 7. Fire Fighting Equipment & Fire Detection / Alarm

Fire-Fighting Equipment & Fire Detection/Alarm		Observation and findings	Recommendation/Action	Risk
7.1	Are the fire warning arrangements in common areas adequate?	No smoke alarms present in communal hallway. Requires an interlinked system.	Install Grade F1 alarms in communal areas interlinked with Grade D1 alarms within dwellings. Smoke alarm covers throughout communal area. Heat alarm to entrance hall of each flat. No MCP's.	2
7.2	Is suitable firefighting equipment provided?	N/A		
7.3	Additional comments			

## 8. Records of Servicing & Maintenance

Records of Servicing & Maintenance		Observation and findings	Recommendation/Action	Risk
8.1	Has an electrical safety certificate been seen for fixed wiring within the common areas? Typically, 5-yearly.	No. No communal system.		
8.2	If a communal fire alarm system is installed, is it tested weekly?	None installed		
8.3	If a communal fire alarm system is installed, is it maintained?	None installed		
8.4	Details of emergency lighting inspection / testing (if applicable):	None installed		
8.5	Is any portable firefighting equipment checked and maintained?	None installed		
8.6	Is any fixed firefighting equipment checked and maintained?	None installed		
8.7	Are any smoke control / venting facilities checked and maintained?	None installed		
8.8	Are any external fire escapes inspected and maintained to ensure that they remain safe and suitable to use?	None installed		

Records of Servicing & Maintenance		Observation and findings	Recommendation/Action	Risk
8.9	Are portable appliances PAT tested – are records / labels present?	None installed		
8.10	Is any lightning protection system checked and maintained?	None installed		
8.11	Additional comments			

## Risk Level Estimator

The following risk level estimator is based on a more general health and safety risk level estimator of the type contained in PAS 79:

Potential consequences of fire ⇒ Likelihood of fire ↓	Slight harm	Moderate harm	Extreme harm
<b>Low</b>	Trivial risk	Tolerable risk	Moderate risk
<b>Medium</b>	Tolerable risk	Moderate risk	Substantial risk
<b>High</b>	Moderate risk	Substantial risk	Intolerable risk

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Low  Medium  High

In this context, a definition of the above terms is as follows:

- Low:** Unusually low likelihood of fire as a result of negligible potential sources of ignition.
- Medium:** Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).
- High:** Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Taking into account the nature of the building and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Slight harm  Moderate harm  Extreme harm

In this context, a definition of the above terms is as follows:

- Slight harm:** Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).
- Moderate harm:** Outbreak of fire could foresee-ably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
- Extreme harm:** Significant potential for serious injury or death of one or more occupants.

Accordingly, it is considered that the risk to life from fire at these premises is:

Trivial  Tolerable  Moderate  Substantial  Intolerable

Comments:

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk-based control plan is based on one advocated by BS 8800 for general health and safety risks:

Risk level	Action and timescale
<b>Trivial</b>	No action is required, and no detailed records need be kept.
<b>Tolerable</b>	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.
<b>Moderate</b>	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
<b>Substantial</b>	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
<b>Intolerable</b>	Building (or relevant area) should not be occupied until the risk is reduced.

**(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)**

## **Advisory Note**

### **Early warning of fire occurrence within dwellings.**

Whilst this fire risk assessment has been undertaken in order to satisfy the requirements of the Regulatory Reform (Fire Safety) Order 2005 and thus applies only to the common parts it is prudent to acknowledge that the Housing Authority must also comply with the provisions of the Housing Act 2004 which does apply to the internal parts of residential accommodation.

## Document & Quality Control

**Assessor: Dean Roxburgh**

**Date: 01/08/2023**



**Signature:**

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**Administrator: Sussana Danquah**

**Date: 14/11/2023**



**Signature:**

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## Appendix A – Legislation

This report has been prepared to assist in complying with:

The Regulatory Reform (Fire Safety) Order 2005 (RRO)  
The Health and Safety at Work etc. Act 1974  
The Management of Health and Safety at Work Regulations 1999 (MH&SWR)

The purpose of the Regulations is to give further effect in Great Britain to the requirements of two European Council Directives.

The RRO and the MH&SWR require relevant employers to:-

1. Carry out a fire risk assessment of the workplace (which must consider all employees and all other people who may be affected by a fire in the workplace and include adequate provision for any disabled people with special needs who use or may be present at workplace);
2. Identify the significant findings of the risk assessment and the details of anyone who might be especially at risk in case of fire (these must be recorded when five or more people are employed);
3. Provide and maintain such fire precautions as are necessary to safeguard those who use the workplace; and
4. Provide information, instruction and training to employees about the fire precautions in the workplace.

There are five other legal duties you need to know:-

1. Where it is necessary to safeguard the safety of employees, the employer must nominate people to undertake any special roles, which are required under their emergency plan.
2. Employers must consult their employees (or their elected representatives or appointed trade union safety representatives) about the nomination of people to carry out particular roles in connection with fire safety and about proposals for improving the fire precautions.
3. Employers must inform other employers, who also have workplaces in the building, of any significant risks found during the risk assessment which might affect the safety of their employees and co-operate with them about the measures proposed to reduce/control those risks.
4. Persons who are not employers but have any control of premises which contain more than one workplace, are responsible for ensuring that the requirements of the Regulations are complied with in those parts under their control.

5. Employers must establish a suitable means of contacting the emergency services, and ensure that they can be called easily.

The assessment will depend on the nature of the workplace and the type and extent of the hazards and risks. Above all the process needs to be practical and it should involve management, whether or not Peabody assessors or contractors assist with the detail.

## **Appendix B - Note**

It should be noted that The Regulatory Reform (Fire Safety) Order 2005 provides for a minimum fire safety standard and this assessment seeks to advise on compliance with this statutory requirement.

The observations and recommendations are only pertinent to the conditions at the time of the assessment. Regular inspections and review risk assessments will be implemented to ensure appropriate standards are maintained.

In order to carry out this fire risk assessment the assessors have used their professional expertise and judgement and guidance contained in publicly available specification (PAS 79: 2012) and fire safety risk assessment guides issued by H.M Government.

Information for the completion of this assessment was obtained by a physical non-intrusive inspection of the common parts of the premises, which included the visual inspection of flat entrance doors from the common area. No inspection within individual flats was carried out and as such the degree of fire resistance between flats and flats and the common areas has not been included within this assessment.