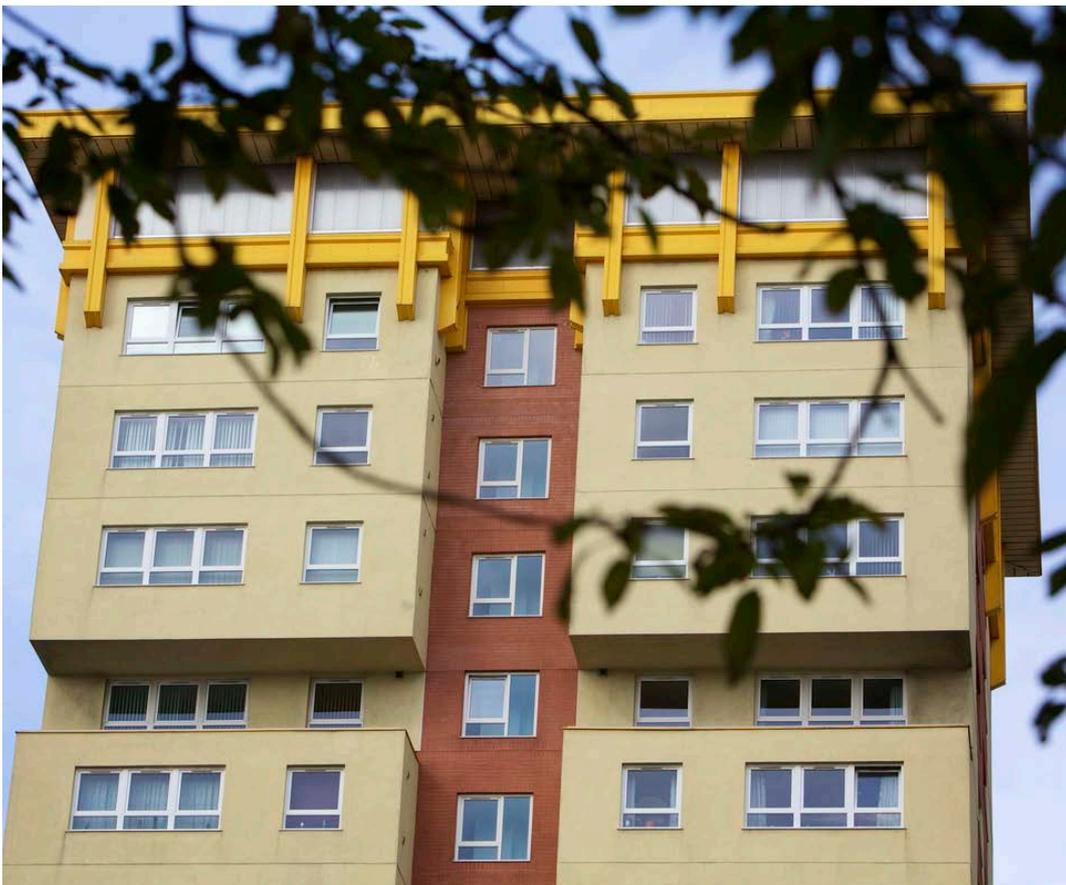




# Fire Risk Assessment

Trinity House



HS.F.119 (rev02)

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## Fire Risk Assessment

### 1 Premises particulars

<b>Premises name:</b> Trinity House	<b>Use of premises:</b> Domestic dwellings
<b>Address:</b> George Street, Wakefield	<b>Owner / employer/ person in control of the workplace:</b>
<b>Phone No:</b> 07786028581	Kevin Dodd, Chief Executive, WDH
<b>Date of Risk Assessment:</b> May 2018	<b>Date of Review:</b> May 2019
<b>Name and relevant details of the person who carried out the Fire Risk Assessment:</b> Daniel Boardman, Property Compliance Manager CMIOSH	

### 2 General statement of policy

**Statement:**

Good health and safety is integral to good management. We aim to make sure that it continues to be part of the culture of WDH. Employees should have health, safety and welfare objectives agreed with managers and throughout WDH.

We recognise that complying with the Health and Safety at Work Act 1974, and the regulations made under it, is a legal duty, not a matter of choice. Our policy should exceed the minimum requirements of the law where possible and to do this we will provide sufficient resources to meet this commitment. We will also ensure that systems are in place that will allow us to maintain, monitor and continuously improve safety performance. Included in these systems will be the means to allow communication and consultation on health and safety matters between all levels within WDH.

This risk assessment only covers the common areas within the building and does not cover the inside of individual apartments.

### 3 Management systems

**Commentary:**

The Fire Safety Policy is provided for all employees on our intranet Health and Safety pages. This confirms that a fire risk assessment will be undertaken on all premises to which the Regulatory Reform Order (RRO) applies.

The Property Compliance Manager has responsibility for fire safety issues which includes fire risk assessments and all matters relating to fire safety.

Inspection and servicing of dry riser systems are undertaken twice every year by Chubb engineers. Any repairs to a dry riser are carried out by our Specialist Services Team.

Chubb fire services inspect and service all fire-fighting equipment in the building. All common areas are monitored by caretakers on a weekly basis to ensure they are kept sterile. Records are sent to our Property Compliance Team for filing and reported to the Health and Safety Committee.

Emergency lighting is tested monthly by our Electrical Team, records of tests are kept on site.

A programme is in place for the PAT testing of electrical equipment used by caretakers and cleaners.

The entrance / exit security system provides for occupants to escape out of the fire exits by a fail to safe system.

## 4 General description of premises

### Description

Trinity House is a 14 storey high rise residential building with 46 individual apartments. The apartments are let to single tenants or married couples, 10 one bedroom apartments and 36, two bedroom apartments. No families are allocated tenancy in these buildings. However, we are not always made aware if children move into the block either through tenants relationships or if the tenant has a child whilst living in the apartment.

The building construction consist of, steel pitched roof, concrete and brick construction, PVCu windows, Aluminium Dorma electrically operated main entrance doors, PVCu side entrance doors, steel rubbish chutes and bin store doors. Bin store has a Hardhalls automatic closer to ensure any fires which may start in this area are prevented from entering the common areas of the block.

Trinity House is a well maintained building which provides good clear and well illuminated fire exits from the building. These facilities are maintained on a regular basis and monitored weekly by the resident caretaker. Emergency access is provided by a secured key arrangement to the Fire Service.

The entrance/exit security system provides for occupants to escape out of the fire exits by a fail to safe system.

Each apartment is compartmentalised and only where services pass between storeys would this be compromised. These areas will be checked and seals replaced where required.

### Cladding

Alumasc phenolic insulation boards, glassfibre reinforcing mesh or lath, and spardash or plain render finishes. The systems are classified Class 0 fire rated.

### Occupancy

Times the premises are in use: 24/7

The total number of persons employed within the premises at any one time: 1

The total number of persons who may reside the premises at any one time: 90+

### Size

Building footprint: 20m x 20m

Number of storeys: Ground + 13

Number of stairs: 1

## 5 Fire safety systems within the premises

### Fire warning system

Individual apartments have hard wired detection systems installed. There is no fire detection in the common areas.

### Emergency lighting

Emergency lighting conforming to BS5266 provided throughout the building.

### Fire doors

60 minute fire rated doors on apartment entrances and 30 minute fire rated doors in all communal areas.

### Bin chute closers

Certificate up to date and available electronically.

### Dry riser outlets

Not damaged or tampered with.

### Smoke ventilation

Natural ventilation shaft on each landing.

### Sprinkler system

Yes  No

### Alarm system in corridors

Yes  No

### Key safe in place undamaged and full set of keys in place

Yes  No

## 6 Plan drawing

Full set of drawings attached at Appendix A.

## 7 Identify fire hazards

### Sources of ignition

No hot works on premises, general electrical points present but these are subject to periodic testing in line with the Electrical Regulations 17th Edition.

### Work processes

Any hot works which would take place as part of the repair and maintenance within this building would be managed through the Hot Works Permit system currently in place within WDH.

### Structural features that could promote the spread of fire, include external cladding

Where services pass throughout the building these have fire rated materials to prevent the spread of fire and smoke.

External cladding fitted to this building. Alumasc phenolic insulation boards, glassfibre reinforcing mesh or lath, and spardash or plain render finishes. The systems are classified Class 0 fire rated. This is secured direct to the structure of the building and therefore does not have any air gaps between the building and the cladding.

**Items stored within common areas** All clear

We have a zero tolerance approach to common areas in high all high rise buildings.

**Is there gas piped into the building?** No

## 8 Identify people at risk

### **Identify and specify the location of people at significant risk in case of fire, indicating why they are at risk, and what controls are or need to be in place**

Tenants living in these buildings are able bodied and any issues would be discussed at start of tenancy, however their health may deteriorate over the life of the tenancy, we would not always be aware of this so our advice to tenants is they should only evacuate if their particular apartment was on fire. All tenants are provided with a leaflet, titled 'Fire safety in high rise residential buildings'; this provides tenants with actions to take if an emergency occurs within this building. This information is also available on our website with instructions on what action tenants should take in an emergency.

This notice is displayed in the foyer in the block.

## 9 Means of escape - horizontal evacuation

In an emergency the lift would go to the ground floor and the doors would open allowing anyone in the lift to exit.

The stairways and common areas are maintained as sterile areas so the likelihood of a fire in the common area are low. Evacuation for tenants would be through the stairway. See plans at Appendix A.

## 10 Means of escape - vertical evacuation

### **Commentary**

The stairways and common areas are maintained as sterile areas so the likelihood of a fire in the common area are low. Tenants would evacuate using the one stairway which leads to two available exit doors. In event of a fire tenants would access central stairs in the centre of the building which is protected at the end of each wing. See Plans at Appendix A.

The entrance/exit security system provides for occupants to escape out of the fire exits by a fail to safe system.

## 11 Fire safety signs and notices

### **Commentary**

The building has an adequate number of signs which comply with the Safety Signs and Signals Regulations 1996. All exit routes are adequately marked along with fire-fighting equipment. No Smoking signs are displayed throughout the building. Low level signage is on stairwells to enable the Fire Service to identify which floor they are on if the area is smoke filled.

## 12 Fire warning system

### Commentary

Individual apartments have hard wired smoke detection.

## 13 Emergency lighting system

### Commentary

The emergency lighting system is serviced and maintained in-house, is adequate and meets the needs of the building. The system is serviced and tested by our Specialist Services engineers.

The system complies with BSEN60598.2.22.

## 14 Fire-fighting equipment

### Commentary

Dry riser outlets are serviced by Chubb twice a year and certificates available electronically.

CO2 fitted in the lift motor room.

All on site fire-fighting equipment has been serviced by Chubb and certificates are available electronically.

## 15 Management - maintenance

**Is there a maintenance programme for the fire safety provisions in the premises?**  Yes  
 No

### Commentary

Chubb undertake servicing and replacement of all fire-fighting equipment.

Smoke detectors are fitted in tenants apartments. Tenants advised to test these regularly.

**Are regular checks of fire exit doors, walls and partitions carried out?**  Yes  
 No

### Commentary

Carried out weekly as part of the caretakers checklist.

**Are regular checks of escape routes and exit doors carried out?**  Yes  
 No

### Commentary:

Carried out weekly as part of the caretakers checklist.

**Are regular checks of fire safety signs carried out?**  Yes  
 No

### Commentary

Carried out weekly as part of the caretakers checklist.

**Is there a maintenance regime for the fire warning system?**  Yes  
 No

### Commentary (No fire warning system)

Weekly by Facilities Management.

Annually by in-house team and recorded.

**Is there a maintenance regime for the emergency lighting system?**  Yes  
 No

**Commentary:**

Electrical Team service and maintain lighting systems

Six Monthly  
 Annually

**Is there maintenance of the fire-fighting equipment by competent persons?**  Yes  
 No

**Commentary:**

Carried out as part of the caretakers checklist.  
Annually by Chubb and recorded.

**Are records kept and their location identified?**  Yes  
 No

**Commentary:**

A set of CAD drawings are available for the building showing where fire-fighting equipment is located. (See Appendix A).

## 16 Method for calling Fire Service

**Specify**

Tenants or the caretaker would call the Fire Service in the event of an emergency. Caretakers, if on site, would assist and inform OneCALL.

## 17 Emergency action plan

**Commentary**

Only tenants who's apartment is directly affected by fire would evacuate. All apartments have been compartmentalised with 60 minute fire rated doors on apartment entrances and 30 minute fire rated doors in all communal areas and fire stoppage in place where services pass horizontally or vertically throughout the building.

Our tenants were all provided with a leaflet on sign up around fire safety in high rise residential buildings. This information is available on our website with instructions on what action tenants should take in an emergency.

Notices in foyers also advise tenants on what action they should take in an emergency.

## 18 Training

**Commentary**

Training in fire safety is provided to our employees by the Health and Safety Section.

## 19 Fire safety deficiencies to be rectified

Deficiency and rectification	Priority	Date to be rectified	Responsibility	Date rectified
Ensure any areas which require actions are closed off				
Insert additional pages as required				

## 20 Significant findings

Significant finding	Control measure and action
None.	

## 21 Additional hazards

### Specify

Need to consult Fire Service

Yes

No

