

# Fire Risk Assessment Report



This report shows all the responses to the Fire Risk Assessment survey, including raised tasks.

**Asset ID:** 21102      **Community Centre Otterhill Court, Middlesbrough**

## Fire Risk Assessment Survey Results

### Scheme and Building Information

Photo



Date of Fire Risk Assessment	14/03/2025
FRA Frequency (Months)	12
Purpose of Fire Risk Assessment	Annual Re-Assessment
Type of Risk Assessment	Type 1 (Common Parts Only - Non Destructive)
Quantity	1
Fire & Safety Assessor	Kevin Jones
Enforcing Fire Authority	Cleveland
Scheme Tel. No	
Other staff in attendance	None
Number of on-site Accent staff	Scheme Manager Part-Time
Number of other (non-Accent) staff	None
Scheme Inspection completed	Yes
Number of occupants	0
Personal Emergency Evacuation Plans in place	N/A
Current Evacuation Strategy	Full (Simultaneous) Evacuation
Conversion or purpose-built	Purpose Built
Number of Storeys	1
Number of floors on which car parking is provided	1

## Fire Risk Assessment Survey Results

Is there a habitable basement?	No
No. of internal staircases (protected/unprotected)	None
Number of external staircases	None
External balcony part of escape route?	N/A
Unusual features	None
Building access conditions for Fire Brigade	Vehicular Access to one or more elevations
Surroundings: Residential/Commercial	Residential
Fire Detection and Warning System	Common areas only
Grade of Fire Alarm	Grade F
Category of Fire Alarm	LD3 Minimum Protection
Emergency Lighting Provision	Not fitted
Portable Fire Extinguishers / Fire Blankets supplied / fitted	Yes
Water Extinguisher(s) present	Yes
Foam Extinguisher(s) present	Yes
Dry Powder Extinguisher(s) present	No
Carbon Dioxide Extinguisher(s) present	Yes
Fire Blanket(s) present	Yes
Fixed Fire Fighting Installations supplied / fitted	No
Dry Riser(s) present	No
Wet Riser(s) present	No
Sprinkler System present	No
Hosereel(s) present	No
Automatic Opening Vent(s) present	No

## Electrical Sources of Ignition

Electrical installation within common areas in good condition and no obvious damage?	Yes
Comment	Appears to be in good condition and secured
Valid Electrical Installation Condition Reports held on file? (Common Areas & General Needs Flats)	Yes
Comment	Last tested 21st October 2020
Electrical App/PA Testing - tested within past 12 months?	Yes
Comment	Tested July 2024

Absence of trailing leads and adapters?	No
Comment	No trailing leads Identified
Evidence that mobility scooters are not being stored/charged in common areas?	N/A
Comment	
Is there a purpose built mobility scooter store/charging area?	No
Comment	
Does the building have a lightning protection system?	No
Comment	Not required for the height of the premis

## Gas installations

Is there a commercial/domestic gas supply to the scheme?	Yes
Comment	Commercial supply for the heating boiler
Valid LGSR held on file for fixed communal area gas appliances? (Boilers)	Yes
Comment	Last tested 1st August 2024
Valid LGSR held on file for residential flats that contains gas appliances?	N/A
Comment	No flats
Are smoke/heat detectors within General Needs flats subject to an annual inspection and the results	N/A
Comment	

## Other Sources of Ignition

Is there a no smoking policy in place, which is enforced and adhered to?	Yes
Comment	
Adequate security against arson?	Yes
Comment	All doors and windows secured
Are refuse/recycling bin areas managed and suitably located?	Yes
Comment	Bin storage area provided
Are there communal cooking facilities at this scheme?	Yes
Comment	Kitchen used occasionally managed by community users for warming food and hot drinks only
Are reasonable measures taken to prevent fires as a result of cooking?	Yes
Comment	Good houskeeping identified during assessments
Where there is extraction in communal kitchens, are filters and ductwork changed/cleaned regularly?	Yes

Comment

Expelair fitted into window appears in good condition and clean

## Housekeeping

Are all electrical/intake/service cupboards secure and free from general waste, contractors waste and residents personal items?

Yes

Comment

Modern fuse box with trips situated in cupboard in office.

Are unnecessary accumulations of combustible materials or waste avoided?

Yes

Comment

Minimal storage in cupboard

Are combustible materials and substances separated from ignition sources and stored appropriately?

No

Comment

Amount of packaging materials left in office and office cupboard HP requested to remove. email sent 13/03/2025

Furniture/furnishings in good condition, fire retardant/resistant and comply with modern standards and regulations?

Yes

Comment

Sample inspection carried out furniture appears to meet standards

## Other Significant Fire Hazards

Are all other significant fire hazards adequately controlled?

Yes

Comment

Good housekeeping observed.

## Means of Escape from Fire

Is it considered that the building is provided with reasonable means of escape in case of fire?

Yes

Comment

Two directional escape routes within communal area

Escape routes unobstructed and safe to use?

Yes

Comment

Clear escape routes

Exits immediately openable without a key and/or failsafe's function correctly?

Yes

Comment

Push bar to rear exit thumbturn to front exit

Reasonable distances of travel where there is a single/alternative direction of travel?

Yes

Comment

Minimal travel distance

Escape routes lead to final exits and open in direction of escape where necessary?

Yes

Comment

Fire Spread and Development

Is it considered that the compartmentation is of a reasonable standard?	Yes
Comment	Traditional construction of brick and mortar with plaser finish to walls and ceiling with concrete floor
Is there reasonable limitation of surface finishes that might promote fire spread (walls, floors, ceilings)?	Yes
Comment	
Are fire dampers/shutters provided in ducts/refuse chutes to protect means of escape against fire, smoke and combustion products?	N/A
Comment	
As far as can be reasonably ascertained, is the compartmentation within roof spaces of a satisfactory standard?	Yes
Comment	Inspection of loft area identified reasonable compartmentation
Loft hatches fire resisting?	Yes
Comment	
As far as can be reasonably ascertained, is the fire stopping above cross corridor fire doors within suspended ceiling void of a satisfactory standard?	Yes
Comment	Block work construction
Do external walls, doors, windows and anything attached to the exterior, limit fire spread?	N/A
Comment	
If Smoke Control Systems (AOV's) are fitted, are the records of annual testing available?	N/A
Comment	None fitted
Are roller shutter doors that are required to be FR, fire resisting and self-closing?	N/A
Comment	Kitchen shutter is manually operated and manged by community users, closed when not in use

Observation	Priority	Referred To	Required By:	Task ID
Loft hatch requies finishing	No Action	Project Manager (Building Safety)		



Observation	Priority	Referred To	Required By:	Task ID
Office door requires remedial works order no. 1265914	Internal - Medium	Project Manager (Building Safety)	24/04/2025	1936651
Observation	Priority	Referred To	Required By:	Task ID
Packaging materials and boxs left in office and office ciupboard requires removing	Internal - Medium	Housing Partner	18/04/2025	1936653



### Emergency Escape Lighting

Is the emergency lighting correctly specified and installed as per current standards?

Yes

Comment

Emergency lighting fitted above exit doors to illuminated directional exit signs

Emergency lighting units in good condition and securely fixed to walls/ceilings?

Yes

Comment

Appears in good condition and secured

Records of monthly/annual testing available?

Yes

Comment

Last tested 24th Febuary 2025

### Fire Safety Signs and Notices

Are the correct Fire Action/Advice notices displayed in prominent locations within the common areas?

Yes

Comment

Poistioned throughout premise

Directional fire escape signage in place and adequate?

Yes

Comment

Is there suitable LIFT signage i.e. do not use in case of fire?

N/A



Comment

No lift

Do common area fire doors display the correct signage on both sides where applicable?

Yes

Comment

Observation	Priority	Referred To	Required By:	Task ID
correctly positioned signage	No Action			
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Means of giving Warning in case of Fire

Is the scheme fitted with a communal area fire alarm?	Yes
Comment	
Is fire detection and warning system appropriate for occupancy and fire risk, as per BS 5839-1:2017?	No
Comment	Fitted alarm syatem is inoperative battery operate detectors fitted as atemporary measure. Survey requested from Contractor to repair/replace alarm syastem.works order no.1266289 on repairs portal
Is the fire detection and warning system maintained/tested and all certificates saved on file?	No
Comment	Battery operated alarms tested during FRA working satisfactorily
Fire alarm components in good condition and securely fixed to walls/ceilings?	No
Comment	Appear to be not operating
Hold open devices operate at the sounding of the alarm and are in a serviceable condition?	N/A
Comment	None fitted
Are there heat detectors located in the Kitchen, Boiler, Plant Room and Laundry?	Yes
Comment	Fitted in kitchen area and boiler room
Is the fire alarm panel remotely monitored, and if so are there records of regular testing?	No
Comment	Not remotly monitored but periodically tested last tested 13/03/2025

Observation	Priority	Referred To	Required By:	Task ID
Curerently fitted alarm system appears not to work no current testing records. Survey requested works order 1266289	Internal - Medium	Project Manager (Building Safety)	18/04/2025	1936652

## Fire Extinguishing Equipment

Is fire extinguishing equipment and/or fixed fire fighting installations provided at this scheme? Yes

Comment

Portable fire extinguishers - appropriate type/number/position? Yes

Comment

Correct signage displayed by each fire extinguisher? Yes

Comment

Fire blanket in communal kitchen, secured to the wall, complete with signage? Yes

Comment

Dry risers - Inlet/outlet boxes secured and/or securing straps fitted to outlet valves? N/A

Comment None fitted

Records available of fire fighting equipment servicing within past 12 months? Yes

Comment Last 03/25

## Management of Fire Safety

Are these premises regulated by the Building Safety Regulator under the Building Safety Act? No

Comment

Are there other Responsible Persons who share or have fire safety duties in respect of the premises? No

How will this sharing be achieved?

Is an office or IL scheme being inspected? Yes

Comment Office used by HP on limited occasions

IL Schemes & Regional Offices - Are there sufficient numbers of qualified Fire wardens? N/A

Comment Accent staff trained periodically on Fire safety

Offices - Are there suitable arrangements for ensuring the premises are evacuated? Yes

Comment Training provided periodically

Offices - Are there suitable arrangements for evacuating disabled people? N/A

Comment

Offices - Suitable arrangements for meeting the fire service on arrival and providing relevant information? Yes

Comment Community users or HP when in attendance



Offices/IL Schemes - Is there a suitable assembly point?	Yes
Comment	Front of premis
Offices - Are fire drills carried out at appropriate intervals?	N/A
Comment	

## Passenger Lift

Is the scheme fitted with a passenger lift?	No
Comment	

## Premises Inspection Box

Is there a premises information box for fire & rescue service use?	No
Comment	

## Evacuation Policy

Are there suitable arrangements for summoning the fire service?	Yes
Comment	999 call from telephone
Taking FRA findings, is the evacuation policy appropriate for the scheme as per latest guidance?	Yes
Comment	

## Engagement with Residents

Has information of fire procedures been disseminated to residents?	N/A
Comment	Community centre
Is general fire safety information disseminated to residents?	Yes
Comment	Signage throughout premis

## FRA Frequency

Taking the findings of this assessment into account, is the frequency of the FRA correct?	Yes
Comment	

## Miscellaneous

Are there any other observations/actions to raise that are not covered above.	No
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Are there fire related remedial works required at this property, that will affect the fabric of the building?	Yes
Comment	Office door requires remedial works
Can work be conducted without the need for an asbestos survey. If no, task Customer Safety Surveyor - Asbestos.	Yes
Comment	
Were there any unsatisfactory aspects of the Fire Risk Assessment? (Visible on Building Safety Report).	Yes
Some fire doors did not fully close so works orders have been raised with our contractors.	Yes
Some minor works were required which have been raised with our contractors.	Yes
Unauthorised items were found in communal areas and arrangements were made for their removal.	No
Not all records were up to date, as noted in the table below. Arrangements have been made for these to be completed.	No
A number of fire doors were found to be wedged or propped open. Fire doors are there to keep you safe and me kept shut at all times.	No

**Risk Calculator - Fire**

The following risk estimator is based on the general health and safety risk level estimator contained within BS 8800: 1996. Guide to occupational health and safety management systems.

1. Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from the fire (the probability of ignition) at this building is:

LOW



MEDIUM



HIGH



2. Taking into account the nature of the building, the occupants, the fire protection afforded and any procedural arrangements observed at the time of the assessment, it is considered that the consequences for life safety in the event of a fire would be:

MINOR



MAJOR



CRITICAL



The definition of the above terms is as follows:

***FRA Review Frequency***

<b>MINOR</b>	Outbreak of fire is unlikely to result in serious injury or death of any occupant (other than the occupant sleeping in a bedroom in which a fire occurs).
<b>MAJOR</b>	An outbreak of fire could result in injury of one or more occupants, but is unlikely to lead to fatalities.
<b>CRITICAL</b>	There is significant potential for serious injury or death of one or more occupants.

3. The above estimates are then read into the following matrix table to give the overall risk level for the site:

Fire Hazard	Minor	Major	Critical
Low	Trivial	Tolerable	Moderate
Medium	Tolerable	Moderate	Substantial
High	Moderate	Substantial	Intolerable

When the level of risk is established, the action level can be read from the table below:

Risk Level	Guide to actions and appropriate timescales
Trivial	No action is required
Moderate	Efforts should be made to reduce the risk level and this should be carried out within the specified time periods.
Substantial	Considerable resources may have to be allocated to reduce the risk level. It may be necessary to limit the occupation of some parts until urgent remedial action is taken.
Intolerable	The building (or the relevant area) should not be occupied until the risk is reduced.

The Overall Risk Level for this asset is:

Trivial