

FIRE RISK ASSESSMENT

PROPERTY ASSESSED:

Parkside Community Centre, 100 Chapel Street:
Cudworth
Barnsley

S74 0NP



UPRN: AZ83001C

Inspection Date: 24/01/2023

Validation Date: 26/01/2023

Valid to: 26/01/2024

FRA completed by: Pennington Choices

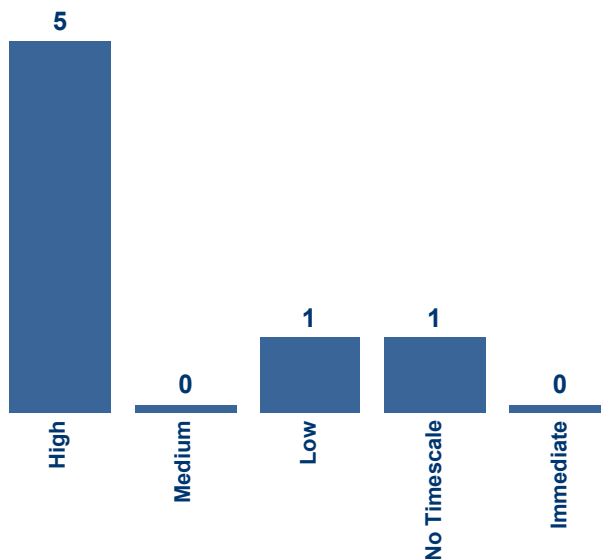
FRA Completed For: Berneslai Homes

Executive Summary

FRA Risk Rating: Moderate



FRA Action Count by Priority



FRA Action by Type

Recommendations: 1

Actions: 6

Premises Risk Rating: Moderate


Reassessment Priority: High - 1 Year

Recommended evacuation strategy for this building is: Simultaneous Evacuation

On satisfactory completion of all remedial works the risk rating of this building may be reduced to: Tolerable


FRA - Summary

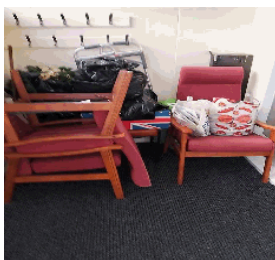
Responsible Person	Amanda Garrard - Chief Executive
Property Designation	Community Centre
Management Extent	Partially Managed Building - Manager or Senior Staff not onsite regularly
No of Floors	3
No of Flats (if applicable)	1
Ground floor Area (m2)	120
Total Area of all floors (m2)	360

FRA Completed By:	Grant Barker
FRA Type:	Type 3
QA Validation Date:	26/01/2023
QA Carried Out By:	Will Ward
Validator's Signature:	

High

5

Ref.	Category	Priority	Complete By
B1	Smoking Policies	High	27/Mar/2023
Finding/Observation		Action/Recommendation	
There is a 'No Smoking' policy in place for internal areas of the community centre.		Relocate the smokers materials waste receptacle which is in close proximity to the sole entrance/exit door. This sole entrance/exit door is of limited width and the reception area is timber clad. It is suggested that one of the other walls away from this elevation would be more appropriate. This action should be read in conjunction to the action made in Question K3 to gain context of why a high priority has been assigned.	
<div>Image: B11</div> 			

Ref.	Category	Priority	Complete By
G2	House-Keeping	High	27/Mar/2023
Finding/Observation		Action/Recommendation	
<p>The reception area has what appears to be unserviceable upholstered arm chairs and other combustibles such as bags of Christmas cards present, presumably all these items are awaiting disposal.</p>		<p>In order to temporarily mitigate the limited width of the sole entrance/exit door that can be used to escape (which is also inward opening), and allow for the timescales applied to other actions within the Action Plan to be suitable, it is recommended that the reception area is cleared of all combustible materials and maintained in this condition to provide a temporary refuge area for wheelchair users. The temporary refuge area will be required until all actions made in Question K3 are completed.</p>	
<p>Image: G21</p> 			

Findings & Actions Summary

Ref.	Category	Priority	Complete By
K3	Means Of Escape	High	27/Mar/2023
Finding/Observation		Action/Recommendation	

There is one entrance/exit door present, and it appears that originally, a much wider door or possibly a double set of entrance doors were once present. The maximum usable width of the current sole entrance/exit door was measured at 660mm, as approximately 50% is now a part glazed/part uPVC panel that is fixed in place. This usable width is below the recommended minimum width within the DCLG Small and Medium Places of Assembly Guide, which advises that 'the minimum width of an escape route should ideally be 1050mm but in any case not less than 750mm (unless it is for use by less than five people in part of your premises) and, where wheelchair users are likely to use it, not less than 900mm'. Refer to page 64 of the guide. In raising actions and recommendations within the Action Plan of this fire risk assessment, the assessor has taken due regard of the maximum likely occupancy of the community centre, that was stated as being 30 persons including Berneslai Homes employees. There is also automatic fire detection present, the coverage of which is considered adequate. The assessor has also considered that it very likely to be unlawful to prevent entry to premises such as this on the grounds of an individual persons disabilities and the assessor does not wish to exclude any person who is currently enjoying the social interaction and entertainment gained from their participation in regular events hosted by Berneslai Homes at the community centre.

In the short-term (within 60 days):- The maximum occupancy of the community centre should not be allowed to exceed 30 persons including Berneslai Homes employees until the issue of the limited width of the sole entrance/exit door is resolved. The Manager should be informed of this and conspicuous signage should be displayed at the entrance/exit door. Once the combustible materials have been removed from the reception area, this should be used as a temporary refuge area for wheelchair users/less able bodied occupants (if indeed there are likely to be any present) and for those that normally assist the wheelchair users to enter/exit the community centre during normal use. Conspicuous 'Refuge' signage should be displayed in the reception area until the entrance/exit door is replaced. Providing the temporary refuge will allow those occupants that are fully mobile to exit the premises first and speed up the overall time of evacuation. The doors/glazed screens separating the main hall from reception do not appear to be fire rated but it is considered by the assessor that they will mitigate smoke infiltration to a degree temporarily and if the entrance/exit door is open, then smoke logging should not occur to a point where the reception area becomes untenable. The recommended minimum width of an exit in the DCLG Guide where wheelchair users might be present is 900mm; however, the actual wheelchairs of any regular community centre users may be well below this width and it stands to reason that if they are not currently experiencing any access issues during normal use of the community centre (albeit perhaps with minor assistance from other persons), it is reasonable to assume that they would not be able to exit in the same fashion with minor assistance once all able bodied persons have left the community centre during an evacuation. The assessor has looked at the widths of various wheelchairs on the internet intended for normal use and they were well below the 900mm recommended exit door width in the DCLG Guide applicable. Additionally, the advice given by Portsmouth Council in respect of wheelchair accessible housing is that 'the overall width of a wheelchair is approximately 635mm when it is unoccupied'. This obviously does not include the occupant, whose shoulder to shoulder width may be larger or smaller. The real life, day to day experiences of ease/difficulty of passing through the existing entrance/exit door from regular occupiers who are wheelchair users should be sought out and from this information it should be determined who is particularly at risk and who requires what level of assistance to escape. Note, records of previous fire drills may be of benefit here. The intended assistance can be in the form of the Berneslai Homes employees that are normally present and other willing volunteers. Records of the findings should be maintained.

The entrance/exit door should be replaced with one that meets the minimum recommended width of 900mm, or if possible 1050mm. If it is possible to enable the new door to open outwards, this would also be beneficial. It is recognised that changing the entrance/exit door cannot be completed in the short-term as deciding on what will be provided as the replacement, putting out tenders for its supply and budgeting for its provision and installation cannot realistically happen in the short-term. Therefore the assessor considers that the replacement of the entrance/exit door should be done with a high level of urgency but no binding timescale can be assigned due to the realities of the task at hand.

Findings & Actions Summary

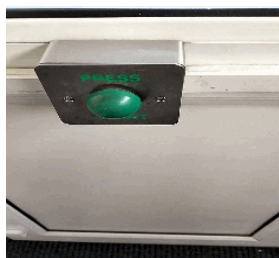
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Ref.	Category	Priority	Complete By
K4	Means Of Escape	High	27/Mar/2023

Finding/Observation	Action/Recommendation
Although a fob is required to enter via the entrance/exit door, one is not required to exit. The door has a push-button present. Note, the traditional door handle that is in place that has a traditional key lock facility was tested with every key in the key safe and at the time of the premises survey, it was not possible to lock the door from the inside (no keys are provided).	It is understood that where electro-magnetic door securing devices are in use across the Berneslai Homes portfolio, they are designed to fail to safe and can be opened in the event of a power cut. It should be confirmed that this arrangement is currently working as intended and reconfirmed on a monthly basis until the entrance/exit door is replaced (Question K3). Any new door should also be designed to fail to safe as per the normal arrangement.

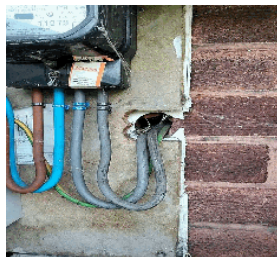
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Ref.	Category	Priority	Complete By
K12	Means Of Escape	High	27/Mar/2023

Finding/Observation	Action/Recommendation
There is minor limited use of plastic conduit within the main hall but the assessor does not consider the quantity to be of concern.	Until such time as the limited width of the sole entrance/exit door issue is resolved, it is strongly advised that the community centre is not hired out to any third-party, as during these hires, there is not normally a Berneslai Homes employee presence.

Low	1
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Ref.	Category	Priority	Complete By
Q5	Measures To Limit Fire Spread And Development	Low	26/Jan/2024
Finding/Observation		Action/Recommendation	
There is one electrical meter cabinet at the rear of the premises.		Make repairs to the internal area of the cabinet where cables have been passed through into the basement boiler room and any other holes present around this area. The assessor considers that the repairs are a relatively straight forward operation and could be easily carried where competent in-house staff are employed and suitable materials are used, i.e. fire rated mineral wool batt and fire rated mastic. This would allow access in the future providing it was reinstated by a competent person with the correct fire rated materials. Records of what materials were used should be retained for future reference and auditing purposes.	
Image: Q51			
			

No Timescale				1
Ref.	Category		Priority	Complete By
F1	Lightning		No Timescale	
Finding/Observation		Action/Recommendation		
A lightning protection system was not observed.		Recommend management undertake a risk assessment of the building to determine if lightning protection is required		

Reassessment Priority	High - 1 Year
Responsible Person	Amanda Garrard - Chief Executive
BAFE Cert	CHES077

General Information

UPRN	AZ83001C
Address	Parkside Community Centre, 100 Chapel Street: Cudworth Barnsley
Postcode	S74 0NP
Fire Risk Assessor	Grant Barker
Date of Inspection	24/01/2023
Checked by	Will Ward
Reassessment Date	24/01/2024

General Information

Property Designation	Community Centre
Property Type	Public Building
No of Floors	3
No of Flats (if applicable)	1
Ground floor area (m2)	120
Total area of all floors	360
Building Description	The premises is a community centre for local residents and occupies the ground floor only. It is thought that it was opened in the late 1960s. There is a pitched tiled roof structure. There are no passenger lifts present. There is level access at the only entry/exit door. The first floor is a Berneslai Homes general needs flat accessed externally. There are no shared areas.
Building Construction	The ground floor of the community centre ,which is above the basement boiler room, is concrete plank construction. It is likely that this is also the composition of the first floor structure above. From visual observation only from the ground floor level, the exposed surface of external walls gives the appearance of masonry construction with timber cladding around the reception area.
Extent of common areas	Main hall, kitchen, reception area and laundry accessed externally. Basement boiler room is not a common area (access controlled to authorised persons only).
Areas of the building to which access was not available	The whole of the community centre and basement boiler room was surveyed. The flat above the community centre is part of a separate general needs scheme and is not included within the scope of this fire risk assessment (there are no shared areas).

If applicable state which flats were
sample inspected

N/A the areas within scope are not residential.

1. The Occupants

Ref.	Question	Policy Principles
10	Management Extent	
Answer		Finding/Observation
Partially Managed Building - Manager or Senior Staff not onsite regularly		

Ref.	Question	Policy Principles
11	Details of any onsite management (hours onsite etc.)	
Answer		Finding/Observation
Berneslai Homes employees are normally present at this community centre for a limited number of hours during the week when hosting events such as bingo etc.		

Ref.	Question	Policy Principles
12	Person managing fire safety in premises	
Answer		Finding/Observation
Ryan Beardshall - Fire Safety Officer, Berneslai Homes.		

Ref.	Question	Policy Principles
13	Person consulted during the fire risk assessment	
Answer		Finding/Observation
Donna Littlewood (Berneslai Homes) - via telephone on the 24/01/2023.		

Ref.	Question	Policy Principles
14	Number of occupants (maximum estimated)	
Answer		Finding/Observation
30 in the community centre including employees. The premises is not licensed for the consumption of alcohol.		

Ref.	Question	Policy Principles
15	Approximate maximum number of employees at any one time	
Answer		Finding/Observation
2.		

Ref.	Question	Policy Principles
16	Number of members of the public (maximum estimated)	
Answer		Finding/Observation
28.		

Ref.	Question	Policy Principles
17	Identify any people who are especially at risk: <ul style="list-style-type: none">- sleeping occupants- disabled occupants- occupants in remote areas and lone workers- young persons- others	
Answer		Finding/Observation
This is a community centre facility and the facility is provided for people in the locality to hold events and club meetings. As such there may be occupants with varying degrees of physical/mental impairment in-line with the general population. It is unlikely that there will be young persons and children present on different days (it was confirmed that centre cannot be hired for children's parties etc). Lone working is a possibility, as is remote working (basement boiler room) Others at risk inc		

2. Fire Safety Legislation

Ref.	Question	Policy Principles
21	The following fire safety legislation applies to these premises	
Answer		Finding/Observation
Regulatory Reform (Fire Safety) Order 2005		

Ref.	Question	Policy Principles
22	The above legislation is enforced by	
Answer		Finding/Observation
South Yorkshire Fire and Rescue Service		

Ref.	Question	Policy Principles
23	Other key fire safety legislation (other than Building Regs 2000)	
Answer		Finding/Observation
Health and Safety (Safety Signs and Signals) Regulations 1996		

Ref.	Question	Policy Principles
24	The other legislation referred to above is enforced by	
Answer		Finding/Observation
The HSE.		

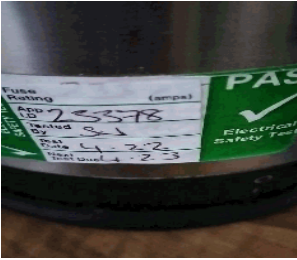
Ref.	Question	Policy Principles
25	Guidance used as applicable to premises and occupation	
Answer		Finding/Observation
Small & Medium Places of Assembly		

Ref.	Question	Policy Principles
26	Is there an alteration or enforcement notice in force?	
Answer		Finding/Observation
No		None known or apparent.

Ref.	Question	Policy Principles
27	Fire loss experience (since last FRA)	
Answer		Finding/Observation
No		None known or apparent.

A. Electrical Ignition Sources

Ref.	Question	Policy Principles
A1	Is the fixed electrical installation periodically inspected and tested, (include dates if known)?	5 year fixed wire testing in communal areas are on a 5 year schedule. These works are carried out by our partners. All certificates are stored on PIMSS and can be requested at any time from the electrical compliance officer. As and when rewires take place, emergency lighting is being fitted in the stairwells if required.
Answer		Finding/Observation
Yes		5 year fixed wire testing in communal areas are tested/inspected on a 5 year schedule. These works are carried out by Berneslai Homes service partners. All certificates are stored on PIMSS and can be requested at any time from the Electrical Compliance Officer.


Ref.	Question	Policy Principles
A2	Is PAT testing in common areas carried out?	Carried out annually by partners on a rolling schedule.
Answer		Finding/Observation
Yes		Some portable electrical appliances are present, all of which had in date PAT labels attached.
Images		
<p>Image: A21</p> 		


Ref.	Question	Policy Principles
A3	Is there a policy for personal electrical appliances (consider restrictions of communal supply points such as outlets and T pin outlets)?	
Answer		Finding/Observation
N/A		This is not a residential premises and it is believed that users are permitted to use the electrical sockets etc to power equipment for entertainment during times when there is a Berneslai Homes employee presence.

Ref.	Question	Policy Principles
A4	Is the use of adapters and leads limited?	
Answer		Finding/Observation
Yes		Electrical extension leads were observed at the time of the premises survey, the use of which did not appear unreasonable and no significant issues were observed.

Ref.	Question	Policy Principles
A5	Are there any PV cells installed and do they have the appropriate isolation systems and signage to assist the fire and rescue service?	
Answer		Finding/Observation
N/A		There were no PV installations present at the time of the premises survey.

B. Smoking Policies

Ref.	Question	Policy Principles		
B1	Are there suitable arrangements to prevent fire as a result from smoking?			
Answer		Finding/Observation		
No		There is a 'No Smoking' policy in place for internal areas of the community centre.		
Action/Recommendation			Priority	Due Date
Relocate the smokers materials waste receptacle which is in close proximity to the sole entrance/exit door. This sole entrance/exit door is of limited width and the reception area is timber clad. It is suggested that one of the other walls away from this elevation would be more appropriate. This action should be read in conjunction to the action made in Question K3 to gain context of why a high priority has been assigned.			High	27/Mar/2023
Images				
<p>Image: B11</p> 				

Ref.	Question	Policy Principles
B2	Is the policy being adhered to and are "No smoking" signs provided in the common areas?	
Answer		Finding/Observation
Yes		No evidence of in-door smoking observed with at the time of the premises survey.
Images		
<p>Image: B21</p> 		

C. Arson

Ref.	Question	Policy Principles
C1	Are premises secure against arson by outsiders? (Please state how)	
Answer		Finding/Observation
Yes		The assessor considers the area to be a normal risk in respect of arson. Fob entry to the community centre.

Ref.	Question	Policy Principles
C2	Are bins secured or fire loading stored in a suitable location? (Please state bin type, location, if and how it is secured)	Blocks of flats that have issues with the storage of bins are waiting bin storage areas. A three year plan is in place to build bin storage areas for all flats with issues.
Answer		Finding/Observation
Yes		Domestic sized wheelie bins located a reasonable distance away from the building. No significant issues were identified or other observations were made at the time of the premises survey.

Images	
<p>Image: C21</p> 	

D. Portable Heaters And Heating Installations

Ref.	Question	Policy Principles
D1	If used, is the use of portable heaters regarded as safe?	
Answer		Finding/Observation
N/A		None present at the time of the premises survey.

Ref.	Question	Policy Principles
D2	Are fixed heating systems maintained annually?	
Answer		Finding/Observation
Yes		There is a basement boiler room which appears to provides a communal heating facility to the neighbouring Berneslai Homes general needs properties and the community centre. It is understood that heating systems are inspected and maintained by NPS under a service contract. All certificates are stored on PIMSS and can be requested at any time from the Fire Safety Officer. Any faults are dealt with on a 24 hour priority order.

Images

Image: D21




Image: D22



Image: D23



E. Cooking

Ref.	Question	Policy Principles
E1	Are reasonable measures in place to prevent fires as a result of cooking, including replacing filter(where necessary)?	
Answer		Finding/Observation
Yes		There is a kitchen facility present. There is a cooker, but no cooker hood present, just openable windows. Kitchen areas were clean and tidy at the time of the premises survey.
Images		
<div>Image: E11</div> <div></div>		

F. Lightning

Ref.	Question	Policy Principles
F1	Does the building have a lightning protection system?	
Answer		Finding/Observation
No		A lightning protection system was not observed.

G. House-Keeping

Ref.	Question	Policy Principles
G1	Are combustible materials kept away from any sources of ignition, including gas and electrical intake cupboards?	
Answer		Finding/Observation
Yes		No significant issues were identified or other observations were made at the time of the premises survey.

Ref.	Question	Policy Principles
G2	Are the escape routes kept clear of items combustible materials or waste and free of any trip hazards?	
Answer		Finding/Observation
No		The reception area has what appears to be unserviceable upholstered arm chairs and other combustibles such as bags of Christmas cards present, presumably all these items are awaiting disposal.

Action/Recommendation	Priority	Due Date
In order to temporarily mitigate the limited width of the sole entrance/exit door that can be used to escape (which is also inward opening), and allow for the timescales applied to other actions within the Action Plan to be suitable, it is recommended that the reception area is cleared of all combustible materials and maintained in this condition to provide a temporary refuge area for wheelchair users. The temporary refuge area will be required until all actions made in Question K3 are completed.	High	27/Mar/2023

Images

Image: G21



Ref.	Question	Policy Principles
G3	Are mobility scooters or electric vehicles stored in the means of escape? If yes has an assessment been undertaken in line with the NFCC "Mobility Scooter Guidance for Residential Buildings"?	
Answer		Finding/Observation
N/A		

H. Hazards Introduced By Contractors

Ref.	Question	Policy Principles
H1	Is there satisfactory control over works carried out in the building by contractors (e.g. hot work permits)?	
Answer		Finding/Observation
Yes		Berneslai Homes provide maintenance of the premises and have a 'No Hot Works' policy, a safer alternative must be used. This also applies to external contractors.

I. Dangerous Substances

Ref.	Question	Policy Principles
I1	If dangerous substances are used, has a risk assessment been carried out as required by the Dangerous Substances and Explosives Atmospheres Regulations 2002 and are they stored correctly?	
Answer		Finding/Observation
N/A		There were no dangerous or flammable substances within the areas under assessment or in close proximity to the premises that could be readily observed at the time of the premises survey (other than normal day to day risks such as gas transmission pipework in the basement boiler room.

J. Other Significant Hazards

Ref.	Question	Policy Principles
J1	Are all issues deemed satisfactory? [1]	
Answer		Finding/Observation
Yes		There is a laundry present. Dryer lint filters were clean at the time of the premises survey. Unusually there are two gas fires present in the main hall. These had guards fitted around them. It is understood that the heating systems are inspected and maintained by NPS under a service contract. All certificates are stored on PIMSS and can be requested at any time from the Fire Safety Officer. Any faults are dealt with on a 24 hour priority order.

Images

Image: J11



Image: J12



Ref.	Question	Policy Principles
J2	Are all issues deemed satisfactory?	
Answer		Finding/Observation
Yes		

K. Means Of Escape

Ref.	Question	Policy Principles
K1	Is the escape route design deemed satisfactory? (Consider current design codes)	
Answer		Finding/Observation
Yes		There is a single direction of escape available. It is approximately 11.00 metres from the furthest point to the sole entrance/exit door. This travel distance is within that recommended within the DCLG Small and Medium Places of Assembly Guide, and should continue to be suitable providing all other actions and recommendations within the Action Plan are completed.

Ref.	Question	Policy Principles
K2	Is the fire-resisting construction (including any glazing) protecting escape routes and staircases of a suitable standard and maintained in sound condition?	
Answer		Finding/Observation
N/A		Due to the modest size of the community centre and single direction of escape there are no internal fire compartment lines present to separate the escape routes. Fire resisting construction is provided around the laundry, which is accessed by a separate external door at the side. No significant issues were identified or other observations were made at the time of the premises survey.

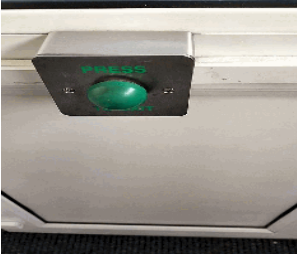
Ref.	Question	Policy Principles
K3	Is there adequate provision of exits (including exit Widths) for the numbers who may be present?	
Answer		Finding/Observation
No		<p>There is one entrance/exit door present, and it appears that originally, a much wider door or possibly a double set of entrance doors were once present. The maximum usable width of the current sole entrance/exit door was measured at 660mm, as approximately 50% is now a part glazed/part uPVC panel that is fixed in place. This usable width is below the recommended minimum width within the DCLG Small and Medium Places of Assembly Guide, which advises that 'the minimum width of an escape route should ideally be 1050mm but in any case not less than 750mm (unless it is for use by less than five people in part of your premises) and, where wheelchair users are likely to use it, not less than 900mm'. Refer to page 64 of the guide. In raising actions and recommendations within the Action Plan of this fire risk assessment, the assessor has taken due regard of the maximum likely occupancy of the community centre, that was stated as being 30 persons including Berneslai Homes employees. There is also automatic fire detection present, the coverage of which is considered adequate. The assessor has also considered that it very likely to be unlawful to prevent entry to premises such as this on the grounds of an individual persons disabilities and the assessor does not wish to exclude any person who is currently enjoying the social interaction and entertainment gained from their participation in regular events hosted by Berneslai Homes at the community centre.</p>
Action/Recommendation		Priority
		Due Date

Ref.	Question	Policy Principles
	<p>In the short-term (within 60 days):- The maximum occupancy of the community centre should not be allowed to exceed 30 persons including Berneslai Homes employees until the issue of the limited width of the sole entrance/exit door is resolved. The Manager should be informed of this and conspicuous signage should be displayed at the entrance/exit door.</p> <p>Once the combustible materials have been removed from the reception area, this should be used as a temporary refuge area for wheelchair users/less able bodied occupants (if indeed there are likely to be any present) and for those that normally assist the wheelchair users to enter/exit the community centre during normal use. Conspicuous 'Refuge' signage should be displayed in the reception area until the entrance/exit door is replaced. Providing the temporary refuge will allow those occupants that are fully mobile to exit the premises first and speed up the overall time of evacuation. The doors/glazed screens separating the main hall from reception do not appear to be fire rated but it is considered by the assessor that they will mitigate smoke infiltration to a degree temporarily and if the entrance/exit door is open, then smoke logging should not occur to a point where the reception area becomes untenable. The recommended minimum width of an exit in the DCLG Guide where wheelchair users might be present is 900mm; however, the actual wheelchairs of any regular community centre users may be well below this width and it stands to reason that if they are not currently experiencing any access issues during normal use of the community centre (albeit perhaps with minor assistance from other persons), it is reasonable to assume that they would not be able to exit in the same fashion with minor assistance once all able bodied persons have left the community centre during an evacuation. The assessor has looked at the widths of various wheelchairs on the internet intended for normal use and they were well below the 900mm recommended exit door width in the DCLG Guide applicable. Additionally, the advice given by Portsmouth Council in respect of wheelchair accessible housing is that 'the overall width of a wheelchair is approximately 635mm when it is unoccupied'. This obviously does not include the occupant, whose shoulder to shoulder width may be larger or smaller. The real life, day to day experiences of ease/difficulty of passing through the existing entrance/exit door from regular occupiers who are wheelchair users should be sought out and from this information it should be determined who is particularly at risk and who requires what level of assistance to escape. Note, records of previous fire drills may be of benefit here. The intended assistance can be in the form of the Berneslai Homes employees that are normally present and other willing volunteers. Records of the findings should be maintained.</p> <p>The entrance/exit door should be replaced with one that meets the minimum recommended width of 900mm, or if possible 1050mm. If it is possible to enable the new door to open outwards, this would also be beneficial. It is recognised that changing the entrance/exit door cannot be completed in the short-term as deciding on what will be provided as the replacement, putting out tenders for its supply and budgeting for its provision and installation cannot realistically happen in the short-term. Therefore the assessor considers that the replacement of the entrance/exit door should be done with a high level of urgency but no binding timescale can be assigned due to the realities of the task at hand.</p>	High
		27/Mar/2023

Images

Image: K31



Ref.	Question	Policy Principles
K4	Are doors on escape routes easily opened? (and are sliding or revolving doors avoided?)	
Answer		Finding/Observation
Unknown		Although a fob is required to enter via the entrance/exit door, one is not required to exit. The door has a push-button present. Note, the traditional door handle that is in place that has a traditional key lock facility was tested with every key in the key safe and at the time of the premises survey, it was not possible to lock the door from the inside (no keys are provided).
Action/Recommendation		Priority Due Date
It is understood that where electro-magnetic door securing devices are in use across the Berneslai Homes portfolio, they are designed to fail to safe and can be opened in the event of a power cut. It should be confirmed that this arrangement is currently working as intended and reconfirmed on a monthly basis until the entrance/exit door is replaced (Question K3). Any new door should also be designed to fail to safe as per the normal arrangement.		High 27/Mar/2023
Images		
<p>Image: K41</p> 		

Ref.	Question	Policy Principles
K5	Do final exits open in the direction of escape where necessary?	
Answer		Finding/Observation
Yes		Inward opened sole entrance/exit door present which is acceptable currently based upon the maximum occupancy (30 persons) as stated by the Berneslai Homes employee consulted; however also refer to Question K3.

Ref.	Question	Policy Principles
K6	Are travels distances satisfactory? (consider single direction and more than one direction, property risk profile and occupancy characteristics)	
Answer		Finding/Observation
Yes		There is a single direction of escape available. It is approximately 11.00 metres from the furthest point to the sole entrance/exit door. This travel distance is within that recommended within the DCLG Small and Medium Places of Assembly Guide, and should continue to be suitable providing all other actions and recommendations within the Action Plan are completed.

Detailed Risk Assessment

Ref.	Question	Policy Principles
K7	Are there suitable precautions for all inner rooms?	
Answer		Finding/Observation
Yes		The kitchen is an inner room if the serving hatch is closed; however comprehensive automatic fire detection is provided in the inner and outer rooms to mitigate the risk.
Ref.	Question	Policy Principles
K8	Are escape routes separated where appropriate?	
Answer		Finding/Observation
N/A		Single direction of escape from all areas with no separate fire compartments present.
Ref.	Question	Policy Principles
K9	Are corridors sub-divided where appropriate?	
Answer		Finding/Observation
N/A		Single direction of escape from all areas with no separate fire compartments present.
Ref.	Question	Policy Principles
K10	Do escape routes lead to a place of safety?	
Answer		Finding/Observation
Yes		There is unrestricted escape available when exiting the community centre.
Ref.	Question	Policy Principles
K11	Are the stairs and/or lobbies provided with adequate ventilation? (If considered satisfactory, please state provision)	Annual service or AOV's carried out by partner on a rolling schedule. All certificates are stored on PIMSS and can be requested at any time from the Fire Officer.
Answer		Finding/Observation
N/A		No stairways present in the community centre areas.
Ref.	Question	Policy Principles
K12	Is there any other issues that could affect the means of escape, for example plastic conduit/loose cables not secured by fire rated fastening?	
Answer		Finding/Observation
Yes		There is minor limited use of plastic conduit within the main hall but the assessor does not consider the quantity to be of concern.
Action/Recommendation		Priority
Until such time as the limited width of the sole entrance/exit door issue is resolved, it is strongly advised that the community centre is not hired out to any third-party, as during these hires, there is not normally a Berneslai Homes employee presence.		High
		Due Date
		27/Mar/2023


L. Flat Entrance Doors

Ref.	Question	Policy Principles
L1	Are the sample inspection flat entrance door or doors in good condition and appropriately fire rated?	Flat fire doors are inspected every six months to check function of the door and highlight any maintenance requirements. All reports are available upon request from the Fire Safety Officer. Cross corridor doors are inspected every 3 months in High Rise Blocks and every six months in low rise blocks months to check function of the door and highlight any maintenance requirements. All reports are available upon request from the Fire Safety Officer.
Answer		Finding/Observation
N/A		No flats present in the areas under assessment.

M. Common Area Fire Doors

Ref.	Question	Policy Principles
M1	Are all common area fire door and frames in good condition and appropriately fire rated?	Flat fire doors are inspected every six months to check function of the door and highlight any maintenance requirements. All reports are available upon request from the Fire Safety Officer. Cross corridor doors are inspected every 3 months in High Rise Blocks and every six months in low rise blocks months to check function of the door and highlight any maintenance requirements. All reports are available upon request from the Fire Safety Officer.
Answer		Finding/Observation
N/A		Single direction of escape from all areas with no separate fire compartments present.

N. Emergency Lighting

Ref.	Question	Policy Principles
N1	If emergency lighting is provided, is the coverage sufficient and in good repair? (Internal and external)	
Answer		Finding/Observation
Yes		The provision of emergency escape lighting was considered adequate.
Images		
<div>Image: N11</div> <div></div>		

Ref.	Question	Policy Principles
N2	If EL not provided, is borrowed/artificial lighting sufficient for escape? (Internal and external)	
Answer		Finding/Observation
N/A		

O. Fire Safety Signs & Notices

Ref.	Question	Policy Principles
O1	Is there adequate provision of visible fire safety signs and notices? (Consider directional, exits, stairs, fire action notices, Fire door keep shut, fire equipment and 'do not use lift' signage)	
Answer		Finding/Observation
Yes		Emergency escape signage has been provided at a reasonable level.

Ref.	Question	Policy Principles
O2	Wayfinding Signage (buildings over 11 metres in height). Are there clear markings for flat and floor recognition provided?	
Answer		Finding/Observation
N/A		

P. Means Of Giving Warning In Case Of Fire

Ref.	Question	Policy Principles
P1	Is a reasonable fire detection and fire alarm system provided in the common areas, where necessary?	
Answer		Finding/Observation
Yes		There is automatic fire detection present and the coverage was considered by the assessor to be a reasonable. Additionally, there are manual call points provided. Coverage is extended to the basement boiler room.

Images

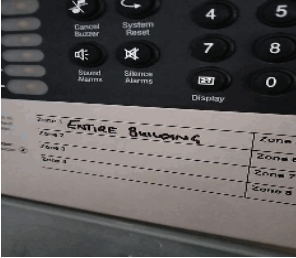
Image: P11



Ref.	Question	Policy Principles
P2	If installed, is the common area AFD adequate for the occupancy and fire risk?	
Answer		Finding/Observation
Yes		

Ref.	Question	Policy Principles
P3	If not installed, are the premises deemed safe without a common area AFD system?	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles
P4	If there is a communal fire detection and fire alarm system, does it extend into the dwellings?	
Answer		Finding/Observation
Yes		Although not within scope of this fire risk assessment, the zone descriptors state that coverage includes the whole building and therefore this would cover the flat above the community centre.

Ref.	Question	Policy Principles
P5	Where appropriate, has a fire alarm zone plan been provided?	
Answer		Finding/Observation
Yes		There are zone descriptions present at the fire alarm control panel, which is considered reasonable as there is only one zone present.
Images		
<p>Image: P51</p> 		

Ref.	Question	Policy Principles
P6	Where appropriate, are there adequate arrangements for silencing and resetting an alarm condition?	
Answer		Finding/Observation
Yes		The Berneslai Homes employees would do this.

Ref.	Question	Policy Principles
P7	If applicable, is a separate domestic hard-wired smoke/heat alarm within the flats installed to a suitable standard?	
Answer		Finding/Observation
N/A		

Ref.	Question	Policy Principles
P8	If applicable (Sheltered scheme) is the smoke detection within the flats monitored by an alarm receiving centre/on site scheme manager via a telecare system?	
Answer		Finding/Observation
N/A		

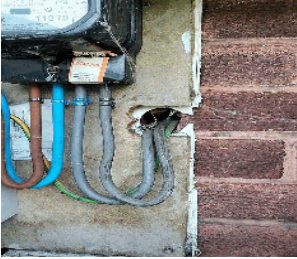
Q. Measures To Limit Fire Spread And Development

Ref.	Question	Policy Principles
Q1	Is there adequate levels of compartmentation between floors and between flats and the common escape routes?	
Answer		Finding/Observation
Yes		This Fire Risk Assessment should not be considered as fulfilling the requirements of a full fire compartmentation survey. Where defects were readily observable, any deficiencies will be commented upon. The general provision of fire compartmentation in the areas where access was possible was considered reasonable and no significant issues were identified at the time of the premises survey. It was observed that 'pink' PU fire foam had been used to seal some gaps between the walls/ceiling in the basement boiler room that were larger than this product is normally acceptable for, but this was traced back and it has only been used along an exterior wall, therefore no issue has been raised in respect of this.

Ref.	Question	Policy Principles
Q2	Are hidden voids appropriately enclosed and/or fire-stopped? (consider above suspended ceilings)	
Answer		Finding/Observation
Yes		There are no suspended ceilings are present. Due to the non-destructive nature of a Type-3 fire risk assessment survey, the assessor cannot comment on 'hidden voids' etc. Where defects were readily observable, any deficiencies will be commented upon. The general provision of fire compartmentation in the areas where access was possible was considered reasonable and no significant issues were identified or observations that have already been made were apparent at the time of the premises survey.

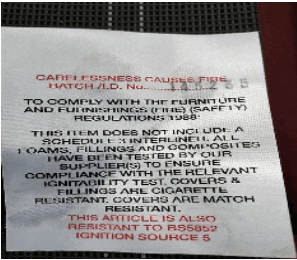
Ref.	Question	Policy Principles
Q3	Is there adequately fire protected service risers and/or ducts in common areas, that will restrict the spread of fire and smoke?	
Answer		Finding/Observation
N/A		None present at the time of the premises survey.

Ref.	Question	Policy Principles
Q4	Is compartmentation maintained in the roof space?	
Answer		Finding/Observation
N/A		The community centre occupies the ground floor only of a detached building.

Ref.	Question	Policy Principles
Q5	Are electrics, including embedded meters, enclosed in fire rated construction?	
Answer		Finding/Observation
No		There is one electrical meter cabinet at the rear of the premises.
Action/Recommendation		Priority
Make repairs to the internal area of the cabinet where cables have been passed through into the basement boiler room and any other holes present around this area. The assessor considers that the repairs are a relatively straight forward operation and could be easily carried where competent in-house staff are employed and suitable materials are used, i.e. fire rated mineral wool batt and fire rated mastic. This would allow access in the future providing it was reinstated by a competent person with the correct fire rated materials. Records of what materials were used should be retained for future reference and auditing purposes.		Low
		Due Date
		26/Jan/2024
Images		
<p>Image: Q51</p> 		

Ref.	Question	Policy Principles
Q6	As far as can reasonably be ascertained, are fire dampers provided as necessary to protect critical means of escape against passage of fire, smoke and products of combustion in the early stages of a fire?	
Answer		Finding/Observation
No		A full investigation of the design of heating, ventilation and air conditioning (HVAC) systems is outside the scope of this fire risk assessment. No fire dampers were observed during the premises survey.

Ref.	Question	Policy Principles
Q7	Is there reasonable limitation of linings to escape routes that might promote fire spread?	
Answer		Finding/Observation
Yes		No significant issues were identified or other observations were made at the time of the premises survey.

Ref.	Question	Policy Principles
Q8	Are soft furnishings in common areas appropriate to limit fire spread/growth?	
Answer		Finding/Observation
Yes		Some soft furnishings are present. Tested to BS5852. No significant issues were identified or other observations were made at the time of the premises survey.
Images		
<p>Image: Q81</p> 		

Ref.	Question	Policy Principles
Q9	Does the premises have any external balconies, cladding or materials which may promote external fire spread?	
Answer		Finding/Observation
Unknown		This occupancy type is outside the scope of The Fire Safety Act 2021 and Fire Safety (England) Regulations 2022, which require a Fire Risk Appraisal of the External Walls (FRAEW) to be carried out. The reason is that although there is a flat above the community centre, there are not 'two or more domestic premises' within the building. The assessor is bound by the terms of their indemnity insurance that forbids any consultations, determinations or recommendations regarding external wall systems. No further comments will be made in this matter, other than to state, at the time of the premises survey, there was no legal requirement to carry out an FRAEW of this premises.


Ref.	Question	Policy Principles
Q10	Has a note been prepared of the external walls of the building and details of construction materials used? Does the note include and identify the level of risk that the design and materials used?	
Answer		Finding/Observation
Unknown		Refer to Question Q9.

Ref.	Question	Policy Principles
Q11	Does the External wall note include any mitigating circumstances that may have been taken to reduce the risk?	
Answer		Finding/Observation
Unknown		Refer to Question Q9.

Ref.	Question	Policy Principles
Q12	Has the responsible person reviewed the external wall note on a regular basis and revised it if there have been any significant changes in the external walls.	
Answer		Finding/Observation
Unknown		Refer to Question Q9.

Ref.	Question	Policy Principles
Q13	Are all other fire spread/compartmentation issues satisfactory?	
Answer		Finding/Observation
Yes		

R. Fire Extinguishing Appliances

Ref.	Question	Policy Principles
R1	if required, is there reasonable provision of accessible portable fire extinguishers?	
Answer		Finding/Observation
Yes		Fire extinguishers are provided in circulation spaces etc as per the Responsible Persons policy. There are labels present that clearly indicate that the extinguishers should only be used by trained persons.
Images		
<div>Image: R11</div> <div></div>		


S. Relevant Automatic Fire Extinguishing Systems

Ref.	Question	Policy Principles
S1	Are there any automatic fire suppressant systems on site?	
Answer		Finding/Observation
No		

Ref.	Question	Policy Principles
S2	Are there any fixed fire fighting mains within the premises?	
Answer		Finding/Observation
No		

Ref.	Question	Policy Principles
S3	If any other relevant systems / equipment is installed, state type of system and comment as necessary	
Answer		Finding/Observation
N/A		


T. Procedures And Arrangements

Ref.	Question	Policy Principles
T1	Recommended evacuation strategy for this building is	
Answer		Finding/Observation
Simultaneous Evacuation		It is considered that an adequate number of fire action notices are displayed.
Images		
<p>Image: T11</p> 		

Ref.	Question	Policy Principles
T2	Has a competent person(s) been appointed to assist in undertaking the preventative and protective measures including in house checks?	
Answer		Finding/Observation
Yes		Ryan Beardshall - Fire Safety Officer, Berneslai Homes.

Ref.	Question	Policy Principles
T3	Are there appropriate documented fire safety arrangements and procedures in place in the event of fire?	
Answer		Finding/Observation
Yes		Fire action notices will suffice to inform occupants. Should the community centre be hired by a third-party, as part of the contract of hire, normal Berneslai Homes policy would apply. A Berneslai Homes staff member will carry out a pre-hire walk round with a responsible representative from the hiring body. The housekeeping policy, fire procedure and operation of the emergency exits is explained/demonstrated during this walk round. Hirers sign the agreement to indicate acceptance of the information. However, refer to Question K12.

Ref.	Question	Policy Principles
T4	Are there suitable arrangements for liaison and calling the Fire Service?	
Answer		Finding/Observation
Yes		It is considered that this would happen if the occupants are guided by the fire action notices and common knowledge.

Ref.	Question	Policy Principles
T5	Are there suitable fire assembly points away from any risk?	
Answer		Finding/Observation
Yes		The fire assembly point is designated and signed appropriately.
Images		
<p>Image: T51</p> 		

Ref.	Question	Policy Principles
T6	Are there adequate procedures in place for the evacuation of disabled people who are likely to be present?	
Answer		Finding/Observation
Unknown		No significant changes in floor level internally or externally. Refer to Question K3.

Ref.	Question	Policy Principles
T7	Are staff nominated and trained on the use of fire extinguishing appliances?	
Answer		Finding/Observation
Yes		Answer refers to periods when Berneslai Homes staff are present. All employees receive fire safety awareness training at induction commensurate with their role and this is periodically refreshed as part of their ongoing general health and safety training. The training includes fire extinguisher identification however there is no expectation that employees would use these unless they felt that it was safe to do so. Records are maintained centrally. Although fire extinguishers are present, It should be borne in mind that hirers are not legally required to use them or receive training in such matters.

Ref.	Question	Policy Principles
T8	Are staff nominated and trained to assist in evacuation (Where applicable e.g. Offices, supported schemes)?	
Answer		Finding/Observation
Unknown		It is expected that Berneslai Homes employees would assist if present. Refer to Question K3.

U. Training

Ref.	Question	Policy Principles
U1	Do staff receive adequate induction and annual refresher fire safety training? (To include fire risks in the premises, fire safety measures in the building, action in the event of fire and on hearing alarm, location and use of fire extinguishers, calling the fire service)	
Answer		Finding/Observation
Yes		Answer refers to periods when Berneslai Homes staff are present. All employees receive fire safety awareness training at induction commensurate with their role and this is periodically refreshed as part of their ongoing general health and safety training. The training includes fire extinguisher identification however it is understood that there is no expectation that employees would use these unless they felt that it was safe to do so. Records are maintained centrally. Although fire extinguishers are present, It should be borne in mind that hirers are not legally required to use them or receive training in such matters.
Ref.	Question	Policy Principles
U2	Are employees nominated to assist in the event of fire given additional training?	
Answer		Finding/Observation
Yes		Refer to Question T7 and U1.

V. Testing And Maintenance

Ref.	Question	Policy Principles
V1	Are all fire safety provisions for the building (AFD, Emergency Lighting, sprinklers etc.) routinely tested and maintained?	Six monthly service is carried out by partner on a rolling schedule. All certificates are stored on PIMSS and can be requested at any time from the Fire Officer. Weekly tests are carried out in house, records are kept but are sometimes not kept on site. The records of these tests can be requested anytime from the Fire Officer. Any faults are dealt with on a 24 hour priority order
Answer		Finding/Observation
Yes		Refer to policy principle.

W. Records

Ref.	Question	Policy Principles
W1	Is all routine testing and staff training including fire drills suitably recorded and available for inspection?	
Answer		Finding/Observation
Yes		It is not considered reasonably practicable by the assessor for the staff to carry out fire drills during ad-hoc events, as the period of hire is typically for a short duration and the disruption caused is likely to be such that the hirers will want a refund. As part of the contract of hire, a staff member member will carry out a pre-hire walk round with a responsible representative from the hiring body. The housekeeping policy, fire procedure and operation of the emergency exits is explained/demonstrated during this walk round. Normally, two fire drills are carried out annually and the assessor was informed by telephone that a fire drill had completed during Jan 2023.

X. Premises Information Box

Ref.	Question	Policy Principles
X1	Is a Premises Information Box located at the premises accessible to the Fire and Rescue Service, secure from unauthorised access and kept up to date?	
Answer		Finding/Observation
N/A		

Y. Engagement With Residents

Ref.	Question	Policy Principles
Y1	Has all Fire Safety information & procedures been disseminated to the residents?	
Answer		Finding/Observation
N/A		

Z. Any Other Information

Ref.	Question	Policy Principles
Z1	Are all issues deemed satisfactory? [1]	
Answer		Finding/Observation
Yes		This fire risk assessment has been performed by an IFE Registered assessor who is third-party licensed by the Engineering Council and is third-party accredited by UKAS. The submission of to the Responsible Person constitutes neither a warranty of future results by the assessor, nor an assurance against risk. This fire risk assessment represents the assessors best judgement, and due regard should be made to the Limitations Statements contained within this report.

Ref.	Question	Policy Principles
Z2	Are all issues deemed satisfactory?	
Answer		Finding/Observation
Yes		

ZAAR. Assessment Risk Ratings

Ref.	Question	Policy Principles
ZAAR1	<p>Likelihood of Fire</p> <p>Low: Unusually low likelihood of fire as a result of negligible potential sources of ignition.</p> <p>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).</p> <p>High: Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire</p>	
Answer		Finding/Observation
Medium		

Ref.	Question	Policy Principles
ZAAR2	<p>Potential Consequences of Fire</p> <p>Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant.</p> <p>Moderate harmful: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.</p> <p>Extreme harm: Significant potential for serious injury or death of one or more occupants likely to involve multiple fatalities</p>	
Answer		Finding/Observation
Moderate Harm		

Ref.	Question	Policy Principles
ZAAR3	<p>Premises Risk Rating</p> <p>Trivial: No action is required and no detailed records need be kept</p> <p>Tolerable: No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.</p> <p>Moderate: 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.</p> <p>Substantial: 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.</p> <p>Intolerable: Building (or relevant area) should not be occupied until the risk is reduced</p>	
Answer		Finding/Observation
Moderate		

Ref.	Question	Policy Principles
ZAAR4	On satisfactory completion of all remedial works the risk rating of this building may be reduced to:	
Answer		Finding/Observation
Tolerable		

The whole of the communi

1. Inspection Details

11	Has a Type 3 dwelling survey been performed?	Yes
12	Which flat number was accessed?	The whole of the community centre and basement boiler room.
13	Is there appropriate detection in place?	Yes

2. What Detection Is In Place?

21	Mains Smoke Detector in Hall	N/A
22	Main Smoke Detector in Lounge	N/A
23	Mains Heat Detector in Kitchen	N/A
24	Main Detection in Bedroom(s)	N/A
25	Battery Smoke in hall	N/A
26	Link Heat detector in hall	Yes
27	Other	Yes

3. General

31	If on the ground or 1st floors, is there secondary means of escape from each habitable room? Door or window of at least 0.33m ² with no single dimension smaller than 450mm.	N/A
32	Does the layout of the flat meet the relevant Building Regulations (Travel distance, protected entrance hall, alternative escape etc.?)	N/A
33	Are there any extraction fans that are not vented directly to an external wall?	No
34	Are there any missing internal doors?	No
35	Is the fixed electrical test in date?	Yes
36	Are there any signs of hoarding?	No
37	Is the cooker in a safe position?	Yes
38	Assessor's Miscellaneous Comments or observations - please consider compartmentation within the flat or any tenant alterations?	None.

Limitations Statement

The purpose of the fire risk assessment is solely to provide an assessment of the risk to life from fire, and, where appropriate, to make recommendations to reduce the risk to life from fire. This assessment does not address fire risks to property or business continuity.

Under Article 5(4) of the Regulatory Reform (Fire Safety) Order 2005 or other devolved equivalent regional legislation and relevant United Kingdom law, we have been appointed to provide advice to the Responsible Person only. We have no control over any part of the premises covered within this fire risk assessment, and we have no responsibility for undertaking any of the recommendations made. The assessment is intended to assist the Responsible Person to comply with their responsibilities under the Regulatory Reform (Fire Safety) Order 2005.

Any policy principles included within this Fire Risk Assessment have been provided by the responsible person or their representative and been added in good faith. We cannot take responsibility for the accuracy of the policy principles with regard to the client's internal policies, British Standards or codes of practice.

Any test certificates supplied as part of the Fire Risk Assessment process will be considered but we take no responsibility or liability whatsoever is accepted for the accuracy of such information supplied by others.

The findings of the fire risk assessment will be based upon the conditions found at the Premises at the time the assessment is to be carried out and on relevant information provided by the Responsible Person or others either prior to, during or after the Fire Risk Assessment of the premises.

We consider the External Wall System as part of the Fire Risk Assessment process; however, we take no responsibility for a fire risk appraisal of external wall construction on existing buildings and work to the guidance and limitations detailed in PAS 9980:2022 0.2 Fire risk assessments. Any information supplied to the Fire Risk Assessor is taken in good faith and we accept no responsibility for the accuracy of the information supplied.

No responsibility is accepted for any change in the conditions or circumstances prior after the Fire Risk Assessment has been undertaken.

It is stressed that the assessment should not be regarded as a structural survey for fire safety purposes as such a survey should only be entrusted to a qualified building surveyor.

The Fire Risk Assessment did not involve destructive exposure (Unless specifically requested as part of a contractual arrangement), and therefore it is not always possible to survey less readily accessible areas. It is, therefore, necessary to rely on a degree of sampling and reasonable assumptions and judgements.

All services or penetrations traversing fire resisting compartments are not confirmed as being sufficiently fire stopped with fire resisting material to the appropriate standard. If fire compartments\fire dampers\voids (ceilings, floors or other voids) are considered inaccessible for safety reasons or any other reason and cannot be physically accessed or are outside the visual range of the assessor, technical comment on these areas cannot be provided.

This fire risk assessment will not necessarily identify all minor fire-stopping issues that might exist within the building and should be considered to be a sample of fire compartmentation. Unless a full fire compartmentation survey is contractually included within the scope of the assessment.

If there are reasons to suspect the fire resistance within the Premises has not been sufficiently maintained the responsibility to provide this technical information rests with the Responsible Person\duty holder.

This fire risk assessment will not necessarily identify all minor fire door issues that might exist within the building and should be considered a sample of fire doors. Unless a full fire door survey is contractually included within the scope of the assessment.

A full investigation of the design of heating, ventilation, and air conditioning (HVAC) systems is outside the scope of this fire risk assessment.

Although reference in the report may be made to relevant British Standards, Codes of Practice and Guides the assessment will not, nor is it intended to, ensure compliance with any of the documents referred to in the assessment. However, deviations from generally accepted codes, standards and universally recognised good fire safety practice will be identified in the assessment.

Where an emergency escape lighting system is present, comments are based upon a visual assessment of the system coverage and condition, but no illuminance tests or verification of the installation to the relevant British Standards were carried out.

Where a fire alarm system is present, comments are based upon a visual assessment, but no audibility tests or verification of full compliance with the relevant British Standards were carried out.

Where manual firefighting equipment is present, comments are based upon a visual assessment, but no verification of full compliance with the relevant British Standards or codes of practice were carried out.

It is the expectation that any reference to the testing and maintenance of passive or active fire protection systems within the premises are undertaken to the relevant current British Standards, Codes of Practice and Guides it is the responsible person's duty to ensure this is undertaken.

There will be a brief review of procedures at the time of this fire risk assessment. An in-depth review of documentation is outside the scope of this fire risk assessment, unless otherwise stated in the contract.

The report will highlight the Significant Findings (Split into Recommendations and Action(s)) that the Fire Risk Assessor found at the time of the assessment.

It is the responsibility of the Responsible Person to ensure that any deficiencies found during the assessment and subsequently reported to the Responsible Person, by the report or other means, are their responsibility to rectify to a satisfactory standard to meet the requirements of the Regulatory Reform (Fire Safety) Order 2005.

It is wholly the responsibility of the Responsible Person and/or their agent to implement and maintain the Fire Precautions at the Premises to a satisfactory standard and condition to comply with the requirements of the Regulatory Reform (Fire Safety) Order 2005.

Failure to address and/or rectify any deficiencies mentioned in the report may result in serious harm, injury and or death to any relative person, employee, visitor, you or any other person in, on, within or without the perimeter of the Premises.

Failure to address any of the deficiencies highlighted in the report may be considered to be a breach of the Regulatory Reform (Fire Safety) Order 2005 and may result in prosecution by the enforcing authority.

Responsibility for the ongoing management of the Premises and even, if necessary, the decision to allow the Premises to be used for their present purpose, and in the current condition remains with the Responsible Person.

Responsibility for management procedures regarding, evacuation management, and maintenance of firefighting equipment, Fire alarms systems, emergency escape lighting, and any other emergency-related provisions remains a duty of the responsible person, not the fire risk assessor as this is not within their control.

Any faults or deficiencies in any emergency emergency-related staffing levels and/or staff training are the responsibility of the Responsible Person and/or the duty holder.

Portable or moveable items and items brought into the Premises are the responsibility of the Responsible Person and/or the duty holder.

It is recommended that the Assessment is reviewed annually or when there is a significant change, material alteration, change in the use of the Premises, a change in working practices, or following any incident, including fire, which may affect the Fire Precautions of the Premises.

The circumstances of the Premises may change over time and with use and/or occupancy, therefore, failure to review the fire risk assessment by the date indicated may mean that the fire risk assessment is no longer valid.

This Fire Risk Assessment is not a Health and Safety Report. A Health and Safety review should be conducted to ensure compliance with the Health and Safety at Work Act 1974.

Compliance with all other legislation is the responsibility of the Responsible Person. We accept no responsibility for loss, damage or other liability arising from a fire, loss and/or injury due to the failure to observe the safety, observance and practises identified in the Assessment

The Responsible Person will always remain responsible for the outcome of the Fire Risk Assessment and/or its review. This includes the accuracy of details contained within this report.

By signing for, by payment for services or acknowledgement of receipt of the report you accept full responsibility and accountability for implementing the findings of the report.

The following simple risk level estimator is based on a more general health and safety risk level estimator of the type contained in BS 8800:

Likelihood of fire	Potential consequences of fire		
	Slight Harm	Moderate Harm	Extreme Harm
Low	Trivial	Tolerable	Moderate
Medium	Tolerable	Moderate	Substantial
High	Moderate	Substantial	Intolerable

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:

Medium

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 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:

Moderate 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.

Moderate harmful: Outbreak of fire could foreseeably 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 likely to involve multiple fatalities.

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

Moderate

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 time table
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.
Moderate	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.
Substantial	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.
Intolerable	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 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.)



Life Safety Fire Risk Assessment Certificate of Conformity

This certificate is issued by the organization named in Part 1 of the schedule in respect of fire risk assessment provided for the person(s) or organization named in Part 2 of the schedule at the premises and / or part of the premises identified in Part 3 of the schedule.

Schedule:

Part 1a	Name & Address of Certified Organisation:
	Pennington Choices, Broofield House, Grimsditch Lane, WA4 4EA
Part 1b	BAFE registration number of issuing Certified Organization:
	102119
Part 1c	SSAIB 3rd Party Certificate Number:
	CHES077
Part 2	Name of Client:
	Amanda Garrard - Chief Executive
Part 3a	Address of premises for which the fire risk assessment was carried out:
	Parkside Community Centre, 100 Chapel Street., Cudworth, Barnsley, S74 0NP
Part 3b	Part or parts of the premises to which the fire risk assessment applies:
	Main hall, kitchen, reception area and laundry accessed externally. Basement boiler room is not a common area (access controlled to authorised persons only).
Part 4	Brief description of the scope and purpose of the fire risk assessment:
	Life Safety (as per agreed Specification)
Part 4b	Limitations of FRA:
	See Limitation Statement
Part 5	Effective date of the fire risk assessment:
	24/01/2023
Part 6	Recommended date for reassessment of the premises:
	24/01/2024
Part 7	Unique reference number of this certificate:
	116058

Signed for and on behalf of the issuing Certificated Organization:

James Hutton

Dated: 1/26/2023

Appendix 1. Action Details

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
B1	SMOKING POLICIES	High	There is a 'No Smoking' policy in place for internal areas of the community centre.	Relocate the smokers materials waste receptacle which is in close proximity to the sole entrance/exit door. This sole entrance/exit door is of limited width and the reception area is timber clad. It is suggested that one of the other walls away from this elevation would be more appropriate. This action should be read in conjunction to the action made in Question K3 to gain context of why a high priority has been assigned.		27/03/2023	B11
F1	LIGHTNING	No Timescale	A lightning protection system was not observed.	Recommend management undertake a risk assessment of the building to determine if lightning protection is required			
G2	HOUSE-KEEPING	High	The reception area has what appears to be unserviceable upholstered arm chairs and other combustibles such as bags of Christmas cards present, presumably all these items are awaiting disposal.	In order to temporarily mitigate the limited width of the sole entrance/exit door that can be used to escape (which is also inward opening), and allow for the timescales applied to other actions within the Action Plan to be suitable, it is recommended that the reception area is cleared of all combustible materials and maintained in this condition to provide a temporary refuge area for wheelchair users. The temporary refuge area will be required until all actions made in Question K3 are completed.		27/03/2023	G21

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
K3	MEANS OF ESCAPE	High	<p>There is one entrance/exit door present, and it appears that originally, a much wider door or possibly a double set of entrance doors were once present. The maximum usable width of the current sole entrance/exit door was measured at 660mm, as approximately 50% is now a part glazed/part uPVC panel that is fixed in place. This usable width is below the recommended minimum width within the DCLG Small and Medium Places of Assembly Guide, which advises that 'the minimum width of an escape route should ideally be 1050mm but in any case not less than 750mm (unless it is for use by less than five people in part of your premises) and, where wheelchair users are likely to use it, not less than 900mm'. Refer to page 64 of the guide. In raising actions and recommendations within the Action Plan of this fire risk assessment, the assessor has taken due regard of the maximum likely occupancy of the community centre, that was stated as being 30 persons including Berneslai Homes employees. There is also automatic fire detection present, the coverage of which is considered adequate. The assessor has also considered that it very likely to be unlawful to prevent entry to premises such as this on the grounds of an individual persons disabilities and the assessor does not wish to exclude any person who is currently enjoying the social interaction and entertainment gained from their participation in regular events hosted by Berneslai Homes at the community centre.</p>	<p>In the short-term (within 60 days):- The maximum occupancy of the community centre should not be allowed to exceed 30 persons including Berneslai Homes employees until the issue of the limited width of the sole entrance/exit door is resolved. The Manager should be informed of this and conspicuous signage should be displayed at the entrance/exit door. Once the combustible materials have been removed from the reception area, this should be used as a temporary refuge area for wheelchair users/less able bodied occupants (if indeed there are likely to be any present) and for those that normally assist the wheelchair users to enter/exit the community centre during normal use. Conspicuous 'Refuge' signage should be displayed in the reception area until the entrance/exit door is replaced. Providing the temporary refuge will allow those occupants that are fully mobile to exit the premises first and speed up the overall time of evacuation. The doors/glazed screens separating the main hall from reception do not appear to be fire rated but it is considered by the assessor that they will mitigate smoke infiltration to a degree temporarily and if the entrance/exit door is open, then smoke logging should not occur to a point where the reception area becomes untenable. The recommended minimum width of an exit in the DCLG Guide where wheelchair users might be present is 900mm; however, the actual wheelchairs of any regular community centre users may be well below this width and it stands to reason that if they are not currently experiencing any access issues during normal use of the community centre (albeit perhaps with minor assistance from other persons), it is reasonable to assume that they would not be able to exit in the same fashion with minor assistance once all able bodied persons have left the community centre during an evacuation. The assessor has looked at the widths of various</p>		27/03/2023	K31

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
				<p>wheelchairs on the internet intended for normal use and they were well below the 900mm recommended exit door width in the DCLG Guide applicable. Additionally, the advice given by Portsmouth Council in respect of wheelchair accessible housing is that 'the overall width of a wheelchair is approximately 635mm when it is unoccupied'. This obviously does not include the occupant, whose shoulder to shoulder width may be larger or smaller. The real life, day to day experiences of ease/difficulty of passing through the existing entrance/exit door from regular occupiers who are wheelchair users should be sought out and from this information it should be determined who is particularly at risk and who requires what level of assistance to escape. Note, records of previous fire drills may be of benefit here. The intended assistance can be in the form of the Berneslai Homes employees that are normally present and other willing volunteers. Records of the findings should be maintained.</p> <p>The entrance/exit door should be replaced with one that meets the minimum recommended width of 900mm, or if possible 1050mm. If it is possible to enable the new door to open outwards, this would also be beneficial. It is recognised that changing the entrance/exit door cannot be completed in the short-term as deciding on what will be provided as the replacement, putting out tenders for its supply and budgeting for its provision and installation cannot realistically happen in the short-term. Therefore the assessor considers that the replacement of the entrance/exit door should be done with a high level of urgency but no binding timescale can be assigned due to the realities of the task at hand.</p>			

Ref.	Category	Priority	Comments	Recommendation	Quantity	To Be Completed By	Photo Ref.
K4	MEANS OF ESCAPE	High	Although a fob is required to enter via the entrance/exit door, one is not required to exit. The door has a push-button present. Note, the traditional door handle that is in place that has a traditional key lock facility was tested with every key in the key safe and at the time of the premises survey, it was not possible to lock the door from the inside (no keys are provided).	It is understood that where electro-magnetic door securing devices are in use across the Berneslai Homes portfolio, they are designed to fail to safe and can be opened in the event of a power cut. It should be confirmed that this arrangement is currently working as intended and reconfirmed on a monthly basis until the entrance/exit door is replaced (Question K3). Any new door should also be designed to fail to safe as per the normal arrangement.		27/03/2023	K41
K12	MEANS OF ESCAPE	High	There is minor limited use of plastic conduit within the main hall but the assessor does not consider the quantity to be of concern.	Until such time as the limited width of the sole entrance/exit door issue is resolved, it is strongly advised that the community centre is not hired out to any third-party, as during these hires, there is not normally a Berneslai Homes employee presence.		27/03/2023	
Q5	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	Low	There is one electrical meter cabinet at the rear of the premises.	Make repairs to the internal area of the cabinet where cables have been passed through into the basement boiler room and any other holes present around this area. The assessor considers that the repairs are a relatively straight forward operation and could be easily carried where competent in-house staff are employed and suitable materials are used, i.e. fire rated mineral wool batt and fire rated mastic. This would allow access in the future providing it was reinstated by a competent person with the correct fire rated materials. Records of what materials were used should be retained for future reference and auditing purposes.		26/01/2024	Q51