FIRE RISK ASSESSMENT
9-14 THE CHEVRON,
NEWCASTLE UPON TYNE,
TYNE AND WEAR, NE6 1RP.

FEBRUARY 2023

STORM TEMPEST
PROPERTY CONSULTANCY

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1.0 INTRODUCTION

The Client	Karbon Homes.
Instruction	This Fire Risk Assessment was undertaken in accordance with an instruction received from Tony Ruddick, Data and Compliance Manager, Karbon Homes.
Responsible Person	Paul Fiddaman, Chief Executive, Karbon Homes.
The Property	9-14 The Chevron, Newcastle upon Tyne, Tyne and Wear, NE6 1RP.
The Surveyor	The Fire Risk Assessment was carried out by Joe Abbott MSc. BSc (Hons). AIFireE. GradIOSH. DipFD.
Survey Date	20th February 2023.
Scope and Purpose of the Fire Risk Assessment	The Regulatory Reform (Fire Safety) Order 2005 [RR(FS)O] applies to all non-domestic premises, including any voluntary sector and self-employed people with premises separate from their homes. A fire risk assessment is an organised and methodical look at your premises. The fire risk assessment procedure identifies the activities carried out at the premises and assesses the likelihood of a fire starting. The aim of a fire risk assessment is to: ➢ Identify the hazards. ➢ Reduce the risk of those hazards causing harm to as low as reasonably practicable. ➢ Decide what physical fire precautions and management policies are necessary to ensure the safety of people in your premises if a fire does start. The fire risk assessment was carried out in accordance with the Department for Communities and Local Government (DCLG) 'sleeping accommodation' guidance document in addition to the Local Government Association (LGA) document 'Fire safety in purpose built blocks of flats'.

This building has been audited to highlight to the Client, any non-compliant issues with regard to relevant aspects of UK fire safety legislation and best practice. The principal documents relevant to residential buildings being:

- Approved Document B (fire safety) volume 1: Dwellings, 2019 edition incorporating 2020 amendments.
- BS9999 2017 Code of practice for fire safety in the design, management and use of buildings.
- BS9991 2015 Fire safety in the design, management and use of residential buildings – Code of practice.
- Local Government Association - Fire safety in purpose-built blocks of flats (hereafter referred to as the LGA Guide).
- HM government Fire Safety Risk Assessment – Sleeping Accommodation.
- LACORS – Housing – Fire Safety – Guidance on fire safety provisions for certain types of existing housing.

The RR(FS)O does not stipulate the required review period for a particular building; we recommend a review of this type of building on an **annual** basis.

Limitations of the Fire Risk Assessment

The RR(FS)O places a burden of responsibility firmly on the head of a 'responsible person' with regard to the fire safety of the occupants of the premises to which they have been assigned. The responsible person is required to co-ordinate all fire safety related issues including the carrying out of a fire risk assessment and production of associated documentation. The responsible person may nominate a 'competent person' to assist in the implementation of any measures deemed necessary to ensure the fire safety of the occupants of the premises.

There are many factors that impact upon what may constitute adequate measures to assess the fire safety of the occupants. Storm Tempest Ltd are not the responsible person and are unable to determine, on behalf of the organisation, the steps it should or must take to comply with its duties under the RR(FS)O. The fire risk

assessment will cover all communal areas within the property. We will also comment upon the areas surrounding the building.

This report is for the use of the party to whom it is addressed and should be used within the context of instruction under which it has been prepared.

A Type 3 Common Parts and flats (non-destructive) Fire Risk Assessment (as detailed in the LGA guide Fire Safety in Purpose Built Blocks of Flats) was carried out.

We were able to access flat 10 to check the standard of fire doors, means of fire detection and standard of compartmentation to the communal areas on the day of the visit.

No opening up of any part of the structure was carried out nor were any operational electrical or mechanical systems tested. All comments and recommendations are based on visual inspection only.

Prioritisation of Recommendations

To assist in the development of a strategy and action plan for addressing recommendations in the fire risk assessment report, a priority rating is attached to each recommendation. The following is an explanation of each rating:

High Priority: Immediate action required to prevent risk to the health and safety of relevant persons.

Medium Priority: Planned action to improve fire safety within the premises.

Low Priority: Features that comply with current regulations but which the responsible person may consider upgrading.

Identified costs of Recommendations	The report will give a budget costing for recommendations covered in the fire risk assessment for alterations or improvements to physical features to assist the client in developing an Action Plan and improvement programme.
Access Limitations	We were unable to access a locked larger cupboard located on the ground floor or a padlocked cupboard located within the roof space accessed from the 2nd floor stairwell.
Revisit	No, a revisit is not required at this time.

2.0 THE BUILDING

2.1 The Building

The Chevron is a general needs housing scheme located within the Byker Estate. The whole building is arranged in an 'L' shape, with two wings joined at the northern corner of the building. Flats 9-14 are located within the larger of the wings on the east side of the building. The building occupies a footprint of approximately 225m^2 and has a height of approximately 10m at it highest point to the southern elevation.

The building contains residential units to all floors of the building. The property is a wedge shape design, with the west elevation 4-storeys high and the east elevation 3-storeys high, with concrete floors and stairs. The building is of masonry cavity wall construction, with brickwork outer leaf, with a single pitched roof with a standing seem profile metal roof covering and fascia, softwood timber double glazed windows and doors to flats, with glazed metal doors to main entrances. Internally, floors are concrete as are the stairs and the internal walls on the means of escape are plain plaster and paint finish. Rainwater goods are UPVC.

Sections of the building façade to the west elevation are fitted with timber panelling along the stepped communal walkways to/from the flats, numbers 12, 13 and 14), and corrugated PVC is utilised as a roof cover to these areas. This spans the length of the building to the first floor and is accessed from the common staircase via an FD60S fire door . This walkway is of concrete floor construction with a timber structure.

To the east elevation, there are timber structured balconies (concrete floor) which spans the length of the building from the 2nd to the 3rd floor. These are lined with timber panelled sides and a corrugated PVC roof cover. These are individual balconies for the properties and would not offer an alternative means of escape from the properties. A single concrete floor, timber structured, and PVC corrugated roof is located to the south of the building from the first floor of the property from an individual dwelling.

Having considered the risk to the residents of this property in relation to the identified cladding, we do not believe this property requires a Fire Risk Appraisal of the External Wall as there is an early detection and warning system within the properties, there are low occupancy numbers within the block, and the building is approximately 10m in height at its highest point and the building employs a full simultaneous evacuation policy, and as such we consider the risk to be low.

The scheme is a mixture of one-bedroom flats and 2-bedroom maisonettes. Flats 6, 7 and 8 are on the ground floor and are accessed directly from street level. Flats 9, 10 and 11 are on the ground, first and second floors respectively and are accessed off the communal staircase. Flats 12, 13 and 14 are accessed off the external concrete walkways, via the communal staircase at first floor level. There are two doors from street level, accessing the ground floor lobby of the communal staircase. This lobby also houses an electric meter / distribution cupboard and small refuse storage cupboard.

2.2 Fire Loss Experience	Karbon Homes have not made us aware of any fire related incidents at this property.

3.0 FIRE HAZARDS

3.1 Sources of Fuel

The building and means of escape provision have been designed on the assumption that the escape routes and fire exits remain clear.

The sources of fuel within the communal areas of the premises were assessed as follows:

- Timber construction materials to balconies and communal walkways on the east, west and south elevations with PVC corrugated roof cover.
- False grass on the balconies.
- Residents combustible items such as chairs, cushions etc on their private segregated balcony spaces.
- Electrical PVC insulation throughout.
- Refuse bin bag on the common means of escape.
- Waste bag and plastic paint containers within a small cupboard located within an unlocked cupboard on the ground floor.

Although we were unable to access all of the private balconies we noted these are being used for amenity purposes by the residents. During our inspection we did not observe any obvious sources of ignition, or items that may present an ignition source such as BBQ's, but we cannot confirm that these are not used at other times. We advise the client to issue the residents with advice regarding the use of the balcony as follows:

- Do not fix fairy lights
- Do not use fire pits on the balcony.
- Never barbecue on the balcony
- Do not set off fire works
- Do not use the balcony as storage
- Do not smoke on the balcony
- Report cracks, defects or other damage to the landlord

We would also extend this advice the communal walkway which accesses the properties on the 1st floor at the west elevation of the property.

It is accepted that there will be sources of fuel located within the individual flats associated with domestic living such as timber and foam furnishings, linen, bedding and household clothing and cooking oils and fats within the kitchens. However, this is considered as outside of the landlords control.

It was noted, within the unlocked cupboard in the ground floor lobby, combustible items are being stored including a rubbish bag and plastic paint pots. We recommend these items are removed and this cupboard kept sterile and locked shut.

A bin bag has been left outside of a flat entrance door (no. 11) within the common stairwell. All means of escape should be kept clear of any additional fuel sources or obstructions. We recommend the bag is disposed of and residents advised of the requirement to keep all means of escape routes clear.

3.2 Sources of Ignition

The sources of ignition within the property were assessed as follows:

- Electrical supply and distribution system.
- Typical household electrical appliances within the flats.
- Residents smoking in the flats.
- Vehicles parked under the communal walkway.

It is accepted that there will be sources of ignition located within individual flats associated with domestic living such as portable electrical goods, cooking and heating appliances, and the possibility of smoking materials and the use of candles. However, we would consider this outside of the landlords control.

All electrical installations are required to be tested regularly to the standards defined by the IET Wiring Regulations (BS 7671). The mains electrical supply and distribution installation and wiring

(common areas and rented dwellings) should be tested at least every five years by a registered NICEIC contractor to satisfy compliance with the requirements of the Electricity at Work Regulations 1989 in addition to the IET Wiring Regulations BS7671:2018 18th edition.

We believe the electrical distribution unit for the communal areas is located within a locked cupboard off the ground floor lobby which could not be accessed on the day of the visit as keys were not supplied. Inspection of the clients compliance data records did not indicate when the last periodic inspection and test was carried out. It has been confirmed by the client (c365) that the communal electrical installation has been inspected and tested on 09/08/22.

We were unable to confirm if the electrical installations within the accessed flat 10 has undergone a periodic inspection and test within the last 5 years. The client should confirm all electrical installations within the dwellings have been inspected and tested within the last 5 years.

On the day of the visit we noted contractors vans parked in close proximity to the building under the communal walkway within 1m of the timber balustrade of the communal walkway. If the vehicle was to develop an electrical fault, the resultant fire would spread to the balcony and the building, making this means of escape unusable. Although this is considered as a low risk occurrence, the client should consider restricting parking in this location.

The communal areas (stairs and landings) of the property are no smoking areas, with the policy re-enforced with the provision of no smoking signage. We did not note any smoking activities taking place either internally or externally.

3.3 Sources of Oxygen	Natural airflow through doors and windows etc. There were no chemicals with oxidising agents noted within the property.

3.4 People at Risk	We believe the flats within the property are 2 bedroomed properties, as such we would envisage a maximum residency figure of 18. In addition, there is the potential for visitors and trades persons to be present.

4.0 MEANS OF ESCAPE

4.1 Escape Routes

The means of escape routes are simple in design and consist of a single protected stair which gives access to all three floors. Flats 9, 10 and 11 are on the ground, first and second floors respectively and are accessed directly off the communal staircase lobby and landings. Flats 12, 13 and 14 are accessed off the external concrete walkways via a FD60S SC door from the stair at first floor level.

The stairs terminate in the ground floor lobby with a second final exit also available on the ground floor to the side of the building.

Both final exits are opened by a press to open facility which are designed to "fail safe to open" in a fire situation and have override devices in place.

Wayfinding signage and the final exit fire exit signage is appropriate for the property, and the means of escape are fitted with appropriate emergency lighting.

Surface linings of walls and ceilings on the circulation spaces are plaster skim/paint which we believe meet the classifications B-s3, d2 as identified within approved document B of the building Regulations 2019.

There is some fixed seating on the communal walkway outside individual properties. These are low risk and due to the size, layout, the available exit route and number of residents within the building, pose a minimal risk of impeding evacuation in the event of a fire. Karbon Homes (formerly Byker Community Trust) are also aware of these, and this is part of their "managed use" policy of the building to keep these to an acceptable level and at the same time encourage residents to have a sense of pride and value in their home environment.

The escape routes should remain free from combustible items to reduce the risk of a fire starting in the communal areas and to ensure a clear escape route.

With the exception of the issue raised in section 3.1, sources of fuel, access/egress routes were clear at the time of the inspection and are within the recommended travel distances for this type of premises as detailed with the Building Regulations Approved Document B and DCLG Fire Risk Assessment Guidance.

4.2 Fire Doors

The current benchmark standard is for flat entrance doors to be self-closing, capable of providing 30-minute fire resistance and incorporating intumescent strips and smoke seals FD30S.

We were unable to access any of the flats (12, 13 and 14) accessed from the communal balcony, on the day of the visit. Current design guidance, (BS 9991:2015 Fire safety in the design, management and use of residential buildings - Code of Practice) recommends that doors from maisonettes opening onto balconies providing a single direction of escape should be FD30S self-closing doors. The client has confirmed (c365) the entrance doors meet the required standard, specifically flats 12 and 13 which would need to be bypassed by occupants on the walkway during a fire evacuation requirement.

We were able to access flat 10, accessed from the common stairwell on the day of the visit. The flat entrance door is a solid timber FD60S fire door fitted with overhead self-closing device, with 2x 10mm intumescent seals and Batwing cold smoke seals fitted and hung on 2 pair of fire rated hinges. We noted the door has excessive gaps between the door and frame which may allow the products of combustion to pass in a fire situation. We recommend the door is adjusted/rehung to ensure the gaps between the door and frame are 3mm ± 1mm and 3mm at the under door threshold for smoke control.

We noted flat 10 is fitted with a keyed locking mechanism internally to the flat entrance door. Guidance within the LACORS document states 'It is strongly recommended that the exit door from each unit of accommodation (bedsit or flat) is openable from the inside without the use of a removable key' (LACORS 16.2). We recommend the client follows this guidance and ensures all opening devices on

the means of escape, including flat entrance doors are openable without a key to mitigate against misplaced or lost keys delaying or preventing egress during an emergency evacuation requirement.

The doors located on the common means of escape accessing the communal walkway off the first floor and balcony off the second floor are FD60S fire doors fitted with overhead self-closing device, with 2x 10mm intumescent seals and Batwing cold smoke seals fitted and hung on 2 pair of fire rated hinges. We noted the door on the 1st floor has excessive gaps between the door and frame and does not close fully to its rebate unaided, compromising the fire rated integrity of the fire door. We recommend the door is adjusted/rehung to ensure the gaps between the door and frame are 3mm ± 1mm and 3mm at the under door threshold for smoke control, and the self-closing device is adjusted to ensure the door closes fully unaided to its rebate.

We believe doors to the electrical distribution cupboard within the lobby are FD30 with intumescent strips and fire rated hinges, however we were unable to gain access on the day of the visit as keys were not provided.

The Fire Safety (England) Regulations 2022 have implemented new legal requirements for all multi-occupied residential buildings in England with storeys over 11 metres in height. This includes undertaking quarterly checks of all fire doors and self-closing devices in the common areas. There will also be a new expectation to carry out annual checks "on a best endeavour basis" of all flat entrance doors (including self-closing devices) that lead to a building's common areas. Whilst this building is less than 11 metres in height, the client should consider routine in-house checks of the fire doors as described.

4.3 Fire Compartmentation

The means of escape routes within the building are protected by fire resistant walls, ceilings, and doors, which provide a minimum 30-minute fire protection. These include solid brick walls with a plaster finish, ceilings with plaster skim, and concrete floors.

As part of the assessment, we inspected flat 10 for any obvious compartmentation breaches within. None were found.

4.4 Fire Alarm and Detection System

The is no fire detection and warning system within the communal areas of the building, which is acceptable for this construction design.

Current guidance requires dwellings to have automatic fire detection located within all principle habitable rooms, with heat detection located within the kitchen in order to comply with the current BS5839-6 standard to Grade D1 LD2 category. The flat inspected, flat 10, which we believe is a dwelling all on the same level, has smoke detection within the entrance hallway, smoke detection in the lounge, and heat detection within the kitchen, which we believe complies with this requirement.

However we believe there are some properties within this block are maisonette style properties. The client should be aware that any maisonette with any floor above 4.5 m from ground level and no alternative means of escape should be a minimum of Grade D1 category LD1 (BS 5839-6). We would advise the client ensures this requirement is being met within all such properties.

Residents are advised to test their smoke alarms on a monthly basis as per the related guidance.

4.5 Emergency Lighting

There is adequate 3-hour non-maintained emergency lighting installed in appropriate locations throughout the communal walkway that appear to conform to BS5266. The emergency lighting is required to be tested and maintained in accordance with BS 5266 which requires monthly short duration tests and annual full discharge tests which should be detailed in a Fire Logbook.

We did not identify if monthly functional tests or annual servicing is being carried out as there is no fire log book provided within the premises information box located within the ground floor lobby. Subsequent inspection of the clients compliance data records

indicated the annual service of the emergency lighting was undertaken on 28/04/22, in accordance with BS 5266.

We recommend a fire logbook is kept within a secured premises information box on site and records held within of testing and servicing of the emergency lighting system in accordance with BS 5266. The client should confirm that monthly functional tests are carried out on the emergency lighting system.

4.6 Fire Fighting Equipment	The premises are not supplied with Portable firefighting equipment on site, which is appropriate for this property.
4.7 Signage	All signage should satisfy the requirements of BS 5499-5 and be installed in accordance with the recommendations of BS 5499-4. General fire action notices are on display in appropriate positions throughout the property and the wayfinding signage and fire exit signage fitted within the building is appropriate to the layout of this building. General access communal fire doors have appropriate fire door keep shut signage as required. Although the electrical distribution cupboard was locked on the day of the visit, it should also be fitted with fire door keep locked signage. We recommend appropriate fire door keep locked signage is fitted to the door.
4.8 Disabled Persons Egress	The property may be suitable for persons with limited mobility on the ground floor only. It is the Responsible Person's duty to ensure suitable provision is made for disabled persons within the property to ensure that they can escape in the event of a fire.

5.0 MANAGEMENT PROCEDURES

5.1 Fire Evacuation Procedures	There is a "full simultaneous" evacuation policy for all occupants in a fire situation. When residents are first inducted to the premises, they are given a briefing on what to do in the event of a fire within the building. This is reinforced by the provision of General Fire Action notices. The assembly point is to the front of the building, a safe distance away from the entrance.
5.2 Fire Logbook	There is a premises information box located within the ground floor lobby, however there is no fire log book within. We would advise the client to provide a fire logbook within and have it populated with testing and servicing of the emergency lighting system.
5.3 Training	Not applicable for this general needs living scheme.
5.4 Access & Facilities for the Fire Service	Access to the buildings for fire appliances is good and is in line with the requirements of Approved Document B.
5.5 Arson	The risk of an arson attack is considered low. Access to the premises is controlled.

Surveyor	Joe Abbott, MSc. BSc (Hons). AIFireE. GradIOSH. DipFD.
Signed	
	…… On Behalf of Storm Tempest Ltd
Checked	Dave Stilling, BSc (Hons), MCIOB, FSIDip, AIFireE
Signed	
	…… On Behalf of Storm Tempest Ltd

APPENDIX 1
FIRE RISK ASSESSMENT

FIRE RISK ASSESSMENT

		Potential consequences of fire		
Liklihood of fire occuring		***Slight Harm (1)***	***Moderate harm (2)***	***Extreme harm (3)***
	Low *(1)*	**Trivial Risk**	**Tolerable Risk**	**Moderate Risk**
	Medium *(2)*	**Tolerable Risk**	**Moderate Risk**	**Substantial Risk**
	High (3)	**Moderate Risk**	**Substantial Risk**	**Intolerable Risk**

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

Low ☐ **Medium** ☒ **High** ☐

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

Slight harm ☐ **Moderate harm** ☒ **Extreme harm** ☐

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

Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).

Moderate harm: Outbreak of fire could 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.

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

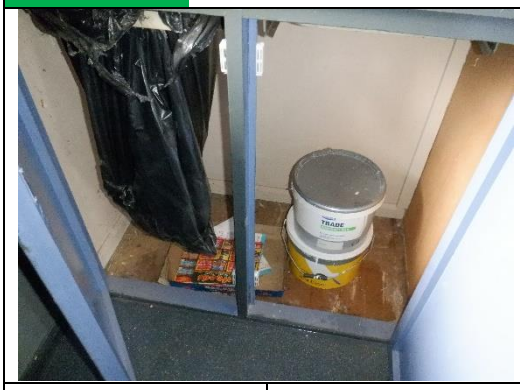
<u>Moderate Risk</u>

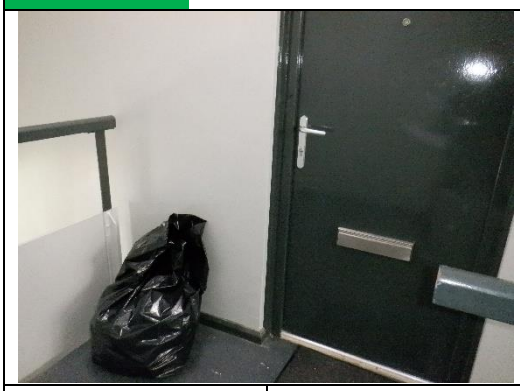
(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following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

Risk level	Action and timescale
Trivial	No action is required, and no detailed records need be kept.
Tolerable	No major additional fire precautions required. However, there might be a need or reasonably practicable improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, 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 premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.
Intolerable	Premises (or relevant area) should not be occupied until the risk is reduced.

APPENDIX 2
SCHEDULE OF OBSERVATIONS

Fire Hazards.

LOW	1	
		**Assessors Observations:** It was noted, within the unlocked cupboard in the ground floor lobby, combustible items are being stored including a rubbish bag and plastic paint pots.
Date First Identified:	20/02/23	**Recommended Action:** We recommend these items are removed and this cupboard kept sterile and locked shut.
Date of FRA:	20/02/23	
Rectify Within: (months)	12	
Budget Cost:	No Cost	

LOW	2	
		**Assessors Observations:** A bin bag has been left outside of a flat entrance door (no. 11) within the common stairwell. All means of escape should be kept clear of any additional fuel sources or obstructions.
Date First Identified:	20/02/23	**Recommended Action:** We recommend the bag is disposed of and residents advised of the requirement to keep all means of escape routes clear.
Date of FRA:	20/02/23	
Rectify Within: (months)	12	
Budget Cost:	No Cost	

LOW	3	
		**Assessors Observations:**
		On the day of the visit we noted contractors vans parked in close proximity to the building under the communal walkway within 1m of the timber balustrade of the communal walkway. If the vehicle was to develop an electrical fault, the resultant fire would spread to the balcony and the building, making this means of escape unusable.
Date First Identified:	20/02/23	**Recommended Action:**
Date of FRA:	20/02/23	Although this is considered as a low risk occurrence, the client should consider restricting parking in this location.
Rectify Within: (months)	12	
Budget Cost:	No Cost	

Means of Escape.

MEDIUM	4	
		**Assessors Observations:**
		We were able to access flat 10, accessed from the common stairwell on the day of the visit. We noted the entrance door has excessive gaps between the door and frame which may allow the products of combustion to pass in a fire situation.
Date First Identified:	20/02/23	**Recommended Action:**
Date of FRA:	20/02/23	We recommend the door is adjusted/rehung to ensure the gaps between the door and frame are 3mm ± 1mm and 3mm at the under door threshold for smoke control.
Rectify Within: (months)	6	
Budget Cost:	£35	

LOW	5	
		**Assessors Observations:** We noted flat 10 is fitted with a keyed locking mechanism internally to the flat entrance door. Guidance within the LACORS document states 'It is strongly recommended that the exit door from each unit of accommodation (bedsit or flat) is openable from the inside without the use of a removable key' (LACORS 16.2).
Date First Identified:	20/02/23	**Recommended Action:** We recommend the client follows this guidance and ensures all opening devices on the means of escape, including flat entrance doors are openable without a key to mitigate against misplaced or lost keys delaying or preventing egress during an emergency evacuation requirement.
Date of FRA:	20/02/23	
Rectify Within: (months)	12	
Budget Cost:	£20	

MEDIUM	6	
		**Assessors Observations:** The doors located on the common means of escape accessing the communal walkway off the first floor and balcony off the second floor are FD60S fire doors. We noted the door on the 1st floor has excessive gaps between the door and frame and does not close fully to its rebate unaided, compromising the fire rated integrity of the fire door.
Date First Identified:	20/02/23	**Recommended Action:** We recommend the door is adjusted/rehung to ensure the gaps between the door and frame are 3mm ± 1mm and 3mm at the under door threshold for smoke control, and the self-closing device is adjusted to ensure the door closes fully unaided to its rebate.
Date of FRA:	20/02/23	
Rectify Within: (months)	6	
Budget Cost:	£35	

LOW	7	
No Photo		**Assessors Observations:** There is no fire log book provided within the premises information box located within the ground floor lobby. Subsequent inspection of the clients compliance data records indicated the annual service of the emergency lighting was undertaken on 28/04/22, in accordance with BS 5266.
Date First Identified:	20/02/23	**Recommended Action:** We recommend a fire logbook is kept within the secured premises information box on site and records held within of testing and servicing of the emergency lighting system in accordance with BS 5266. The client should confirm that monthly functional tests are carried out on the emergency lighting system.
Date of FRA:	20/02/23	
Rectify Within: (months)	12	
Budget Cost:	No Cost	

LOW	8	
		**Assessors Observations:** Although the electrical distribution cupboard was locked on the day of the visit, it should also be fitted with fire door keep locked signage.
Date First Identified:	20/02/23	**Recommended Action:** We recommend appropriate fire door keep locked signage is fitted to the door.
Date of FRA:	20/02/23	
Rectify Within: (months)	12	
Budget Cost:	£20	