The Regulatory Reform (Fire Safety) Order 2005
& Fire Safety Act 2021

FIRE RISK ASSESSMENT
For

Ridgeway Building Committee

at

Ridgeway
87-89 Mount Ararat Road,
Richmond
TW10 6PR

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In preparing this document, we have exercised all reasonable skill and care, considering the project objectives, and agreed scope of work.

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Any questions or matters arising from this document should be addressed to the author in the first instance.

Contents

1. Introduction

The Regulatory Reform (Fire Safety) Order 2005

This fire risk assessment has been carried out on behalf of the responsible person for the premises. This document is intended to assist them in compliance with Part 2 Regulation 8 & (of the Regulatory Reform (Fire Safety) Order 2005, which requires that general fire precautions be taken, and a risk assessment be carried out.

It is important that the responsible person reads and understands this fire risk assessment. This document includes an Action Plan, which sets out the necessary measures to take to satisfy the requirements of the above legislation and to protect people from fire. Relevant persons are primarily everyone who is, or may be in the building, but include certain persons in the vicinity of the building. If any recommendation in the Action Plan is unclear you should request further advice.

The Regulatory Reform (Fire Safety) Order 2005 requires that you give effect to arrangements for the effective planning, organisation, control, monitoring and review of the fire safety measures. These measures, which are set out in Schedule 1 are primarily to prevent the occurrence of fire and to keep people safe if fire occurs.

The responsible person must record the above arrangements if as soon as practicable after the assessment is made or reviewed, the responsible person must record the information prescribed by paragraph (7) were.

a. He employs 5 or more people.
b. A licence under an enactment is in force in relation to the premises or
c. An alteration notice requiring this is in force in relation to the premises.

This fire risk assessment is not the record of the fire safety arrangements to which the Regulatory Reform (Fire Safety) Order 2005 refer, although much of the information contained in this fire risk assessment will coincide with the information in that record. The responsible person should, however, ensure that there is a record of the fire safety arrangements, adequate to comply with Regulation 11, and that it is kept up to date. Consideration will have been given, in carrying out this fire risk assessment, to the records that exist in this respect.

The Regulatory Reform (Fire Safety) Order 2005 also requires that the responsible person nominates one or more competent persons to assist in undertaking the fire safety measures described above. This fire risk assessment has considered dangerous substances that are used or stored in the above address, only to the extent necessary to determine the adequacy of the fire safety measures and to provide appropriate advice. If dangerous substances are used or stored in within the premises, the responsible person should ensure that a risk assessment of the relevant work activities has been carried out to enable you to comply with the Dangerous Substances and Explosive Atmospheres Regulations 2002.

This fire risk assessment does not consider special, technical, or organizational measures that are required to be taken or observed in connection with the use or storage of any dangerous substance.

There is also a requirement to have in place an Emergency Fire Action Plan. This is separate from a Fire Risk Assessment but should recognise and consider the significant findings of this Fire Risk Assessment.

Where appropriate staff training in firefighting and evacuation techniques is also a requirement to comply with The Regulatory Reform (Fire Safety) Order 2005. Reg12.3. a & b and Reg. 14.1.b.

There should be a written emergency fire action plan which sets out the action that people in the premises should take in the event of a fire. It should be kept on the premises and be available in a format understood by all persons. The plan should also be available for inspection by the enforcing authority.

The Fire Safety Act 2021

In the case of multi-occupied residential buildings, the Fire Safety Act puts beyond doubt that structure, external walls and flat entrance doors fall within the scope of the Fire Safety Order.

Section 1 of the Fire Safety Act clarifies that where a building contains 2 or more sets of domestic premises the responsible person must take account of structure, external walls and flat entrance doors in a fire risk assessment. The Fire Safety Act amends article 6 of the Regulatory Reform (Fire Safety) Order Act 2005 in this regard.

2. Fire Risk Assessment Process

Step 1 - The consultant will identify the fire hazards on site as part of the fire risk assessment process. Judgements will be made regarding compliance, or not, with the control standards. These judgements are made by assessing your existing control measures and determining whether they are satisfactory or not.

Step 2 - The next step is to prioritise the recommendations.

1 – Immediate response
The fire safety issue requires immediate action. If it is not possible to reduce the risk, then work access must be prohibited. If the work involves a work activity which is in progress it must be stopped and an alternative safe means of carrying out the work identified.

2 – Within 3-months
Some additional fire safety controls are necessary. Consideration maybe given to a more cost-effective risk reduction solution. Regular monitoring of controls is essential.

3 – On going
Require some additional controls in due course or operational process to monitor these actions.

ASSESSMENT COMPLETED BY:

Name: Barry Rutley
Health & Safety Manager
Bernard Sims Associates
Recommended Review Date:

Date: 2nd October 2024

3. Action Plan

Ref No.	Recommended action	Action Taken	Actioned by	Signed	Date
5.1	On going review and maintenance to ensure rear exit from garages remains passable.				
7.5	Monthly operational testing of emergency lighting to be conducted and recorded				
8.2	While no automatic alarm is required under the latest guidance, it is recommended that the communal areas are protected with a fire alarm system to enable rapid evacuation in an emergency				
9.2	Replacement Co2 extinguisher to be sourced for lift room				
11.1	It should be considered that a fire strategy be produced and communicated to the tenants to give guidance on the actions to be taken in the event of a fire emergency.				
11.6	It should be considered to produce a fire plan/wallet to be kept in a fireproof box in the entrance area that can be accessed by the emergency service that details specific hazards and locations within the building. This could also be a plan of the dwellings that highlights those with mobility conditions.				

4. Premises information

4.1 Name of Organisation
Ridgeway Building Committee

4.2 Address of premises
Ridgeway
87 – 89 Mount Ararat Road
Richmond
TW10 6PA

4.3 Use of premises
Domestic residential

4.4 Date of Previous assessment (if known)
15th Sept 2023

4.5 Responsible person
Ridgeway Building Committee

4.6 Person(s) consulted.
Peter Rowell

4.7 Description of the building
24 residential properties spread over 2 floors with an undercroft used as a residential car park. 18 Maisonettes and 6 flats, building is 5 storeys high but access is only via 2 floors leading to multi-floor masonettes.
As the convention for measuring a building height for purposes of fire is taken to the finished floor level of the highest occupied space compared to ground level. I have checked the survey drawings and the difference between the top floor and ground level circa 10.5m therefore below the 11m threshold.

- Top floor level = 62.190
- Ground floor level = 52.020 less 300 from floor level to ground level.

1.1 Areas assessed.
All communal areas

1.2 Persons at Risk

Staff	N/A
Occupants	70
Visitors	Unknown
Persons under 18	Approx 10
Sleeping occupants	All
Neighbouring properties	Residential

1.3 Fire Loss Experience
None

1.4 Other Relevant Information

2. Means of escape in case of fire.

Note: The responsible person must ensure that there is adequate means of escape in case of fire.

Regular checks should be made to ensure that escape routes including exits, corridors and stairways are kept free from obstruction. It is essential that good housekeeping practices form a part of the tenants' instructions for the use of common areas and fire safety.

Checks should also be made to ensure that doors used as fire exits are readily available for use and can be opened easily in the event of an emergency without the use of keys. Fire-resisting, self-closing doors should not be wedged or be held open except by approved devices designed to release the doors on the automatic actuation of the fire alarm system.

	Means of escape	**Yes**	**No**	**N/A**	**Comment**
5.1	It is considered that the building is provided with reasonable means of escape in case of fire?	X			One protected staircase around lift shaft. Carpark has 2 exits one front and 1 rear which requires occupants to climb over a 500mm high step to reach adjoining gardens
5.2	Do the stairways have adequate fire resisting protection?	X			Concrete and brick construction
5.3	Are all escape stairways kept clear of obstruction?	X			Clear at time of visit
5.4	Are all stairways, corridors and other escape routes used for means of escape free from potential fire hazards?	X			Clear at time of visit
5.5	Do all fire escapes routes lead to a place of safety?	X			
5.6	Are there level landings outside fire exits?	X			
5.7	Are fire exits unobstructed on the outside?	X			
5.8	Where more than one escape route is provided, is the maximum route satisfactory?	X			45-m medium risk
5.9	Are there any dead- end conditions?	X			26 meters from furthest point.
5.10	Are dead end conditions adequately protected?	X			Fire door and compartmentation in place
5.11	On large floor areas are the escape routes adequately defined?	X			
5.12	Are additional alternative exits required?		x		
5.13	Are exit doors easily and immediately openable, in direction of travel without the use of a key or other like device?	X			

5.14	Are all fire-resisting doors in good condition?	X			
5.15	Do all self-closing doors close correctly?	X			
5.16	Are locks fitted to doors to cupboards that are required to be fire resisting?	X			
5.17	Are all fire resisting doors fitted with intumescent strips and smoke seals?	X			
5.18	Are all stairs, handrails, and floor coverings in good condition and serviceable?	X			
5.19	It is considered that the building is provided with reasonable arrangements for means of escape for disabled occupants.	X			
5.20	Are there any other matters that gives cause for concern?		X		

3. Structural Fire Precautions

Note: The responsible person must ensure that the structure maintains its fire-resistant integrity. Regular checks should be made to ensure that any structural alterations undertaken maintain the fire-resistant strategy.

	Structural Fire Precautions	Yes	No	N/A	Comment
6.1	Are fire resistant walls and floors free from holes and gaps that would permit the passage of fire?	X			
6.2	Are fire-resistant ceilings in sound condition?	X			
6.3	Is compartmentation/separation of a reasonable standard?	X			
6.4	Are all linings on walls and ceilings suitable to prevent the surface spread of flame?	X			Painted and papered plaster
6.5	Are there any other matters that gives cause for concern?		X		
HMO checks					
6.6	External wall construction (as observed)	x			Ridgeway building is below 11m however, it has 5 stories. From visual assertation, the external wall covering covers approx. 15% of the front facia. The building representative has informed us that the frames & infill panels are installed in between the floor slabs and do not continue past the structural

					floor slabs. The floor slabs (and vertical brick party walls) therefore interrupt the panels and provide a fire break at each floor and in between each flat. The panels are approx. 50mm thick comprising a sandwich panel of plastisol coated aluminium with foam insulation. An EWS1 form can be requested by lenders, insurers or valuers to determine the combustibility of the external wall coverings. A surveyor can be instructed to evaluate the combustibility of the material to assist with completing an EWS1 document for interested parties.
6.7	If external cladding is used is an existing building report based on BS8414			x	No continuous cavity

4. Emergency Lighting

Note: The responsible person must ensure that the escape routes are adequately lit, and that the equipment is inspected and tested. The emergency lighting system should be energised at least once a month to ensure that all lighting units are working correctly.
The emergency lighting system should be inspected and tested by a competent person every six months and three-yearly in accordance with the guidance given in current codes of practice and any manufacturer's recommendations.

	Emergency Lighting	Yes	No	N/A	Comment
7.1	Is emergency lighting required for this building?		X		
7.2	Is any emergency lighting provided in the premises?	X			On stairs only, all seen to be working
7.3	Does the emergency lighting system adequately cover the escape routes?	X			
7.4	Does the emergency lighting system appear to be working correctly?	x			
7.5	Is the system energised at least once a month? Date of last test?	x			Daily visual checks only
7.6	Is the system tested every six months and yearly? Date of last test?	x			6 monthly formal inspections carried out
7.7	Are there any other matters that give cause for concern?		x		

5. Fire Alarm Systems

Note: The responsible person must ensure that there is adequate means for detecting fire and sounding the alarm and that the equipment is inspected and tested. The fire alarm system should be tested weekly for function and to check whether the sounders can be heard throughout the building.

The fire alarm system should be inspected and tested every six months by a competent person with specialist knowledge of fire-warning and automatic detection systems.

	Fire Alarm System	**Yes**	**No**	**N/A**	**Comment**
8.1	Is a manually operated electrical fire alarm system provided?		X		
8.2	Is automatic fire detection provided?		X		No detection in communal areas
8.3	Is the main panel clearly sited?			X	
8.4	Does the panel appear to be working correctly?			X	
8.5	Is there remote transmission of alarm signals?			X	
8.6	Are there sufficient call points and are they signed with a fire action notice?			x	
8.7	Is the fire alarm tested at least once a week for function?			x	
8.8	Is the system maintained by a fire alarm contractor?			x	
8.9	Are there any other matters that give cause for concern?		x		

6. Fire Fighting Equipment

Note: The responsible person must ensure that there is adequate means for fighting fire. Daily checks should be made to ensure that fire-fighting equipment is in place, have not been discharged, are at the correct pressure and have not suffered any obvious damage. A weekly check should be made to ensure that safety clips are in place and for any obvious damage that may have occurred.

A competent person should carry out an annual service. An extended service should be carried out every 5 years on portable fire extinguishers.

	Fire Fighting Equipment	**Yes**	**No**	**N/A**	**Comment**
9.1	Is there reasonable provision of portable fire extinguishers?	x			
9.2	Are the extinguishers tested annually by a competent person? Date of last test?	x			Recently checks, CO2 outside lift room need replacing as it is past 10 year life
9.3	Are there sufficient number and type of extinguishers supplied?	x			

9.4	Are the extinguishers suitable mounted / wall hung?	x			
9.5	Are Fire Hoses Installed			x	
9.6	Are the hose reels tested annually by a competent person? Date of last test?			x	
9.7	Is a sprinkler system installed?			x	
9.8	Are the sprinklers tested annually by a competent person? Date of last test?			x	
9.9	Is a dry/wet riser installed?			x	
9.10	Are the dry/wet risers tested annually by a competent person? Date of last test?			x	
9.11	Are AOV/Smoke vents fitted?			x	
9.12	Are the AOV/Smoke vents tested annually by a competent person? Date of last test?			x	
9.13	Are there any other matters that give cause for concern?		x		

7. Fire Safety Signs

Note: The responsible person must ensure that emergency routes are adequately marked and that the signs comply with the Health and Safety (Safety Signs and Signals) Regulations 1996. Regular checks should be made to ensure that fire safety notices are legible and undamaged.

	Fire Safety Signs	Yes	No	N/A	Comment
10.1	Do all fire safety signs meet the requirements of the Health and Safety (Safety Signs and Signals) Regulations 1996?	x			
10.2	Are there sufficient signs to indicate the fire escape routes?	x			
10.3	On large floor areas, long corridors is the next fire exit sign visible?	x			
10.4	Are there notices that display the action to be taken in case of fire?	x			
10.5	Is there a notice indicating the location of the assembly point?			x	
10.6	Are self-closing fire resisting doors fitted with “Fire Door-Keep Shut” notices on both sides of the doors?	x			
10.7	Are doors fitted with magnetic holders provided with notices stating, “Automatic Door-Keep Clear”?			x	

10.8	Where there is the risk of obstruction are signs stating “Fire Exit-Keep Clear” mounted on the outside of exit doors?	x			
10.9	Are doors to fire resisting cupboards fitted with notices stating, “Keep Locked Shut”?			x	
10.10	Are any door fastening of a “single action” type and Fitted with appropriate notices e.g., “Push Bar to Open”?	x			
10.11	Are there any other matters that give cause for concern?		x		

8. Fire Routines and Training

Note: The responsible person must ensure that there is a written fire plan for the building tenants and others who may be visiting the location on display in the communal area. The plan must detail the action to be taken in the event of a fire within the communal area and the means of liaison with the Fire Brigade.

	Fire Routine and Training	Yes	No	N/A	Comment
11.1	Is there a written fire plan?			x	
11.2	What is the building evacuation strategy				
11.3	Is the plan satisfactory?			x	
11.4	Are all staff given periodic “refresher training” at suitable intervals?			x	
11.5	Is there a fire warden system in operation? When were they last trained?				
11.6	Are there arrangements to assist the Fire Brigade in identifying the risks in the building should a fire occur? E.g., a fire wallet			x	
11.7	Are records kept and up to date?			x	
11.8	Is there a firefighting lift? If so, is the override key location identified?			x	
11.9	When was the last fire drill?			x	
11.10	Are there any other matters that give cause for concern?		x		

9. Other fire risks

Note: The responsible person must ensure that flammable liquids are stored correctly, and flammable materials are stored safely. Rubbish and waste materials should be kept to a minimum and adequate arrangements should be made for regular disposal of unwanted items. Damaged coverings on furniture reduce the fire resistance of the furniture.

	Other Fire Risks	Yes	No	N/A	Comment
12.1	Are flammable liquids used or kept on the premises?		x		
12.2	Is the storage of flammable liquids satisfactory?			x	
12.3	Is the storage of waste flammable materials satisfactory?			x	
12.4	Is the workplace free of rubbish and combustible waste materials?	x			
12.5	Are soft furnishings and upholstery of fire-resistant quality and in good condition?	x			
12.6	Are the steps to reduce the risk of arson satisfactory	x			
12.7	Are there any other matters that give cause for concern?		x		

10. Sources of ignition

	Sources of ignition	**Yes**	**No**	**N/A**	**Comment**
13.1	Reasonable measures taken to prevent fires of electrical origin?	x			
13.2	Electrical fixed installation periodically inspected and tested? Date of last inspection?	x			Next due 2025
13.3	Are PAT Tests carried out on all portable appliances? Date of last test?			x	
13.4	Are the use of extension leads and multi-point adapters kept to a minimum?			x	
13.5	Are all heaters fitted with suitable guards and fixed in position away from combustible materials?			x	
13.6	Gas fixed installation periodically inspected and tested? Date of last inspection?			x	
13.7	Are there appropriately sited facilities for electrical isolation of any photovoltaic (PV) cells, with appropriate signage, to assist the fire and rescue service?			x	
13.8	Are there any other matters that give cause for concern?		x		

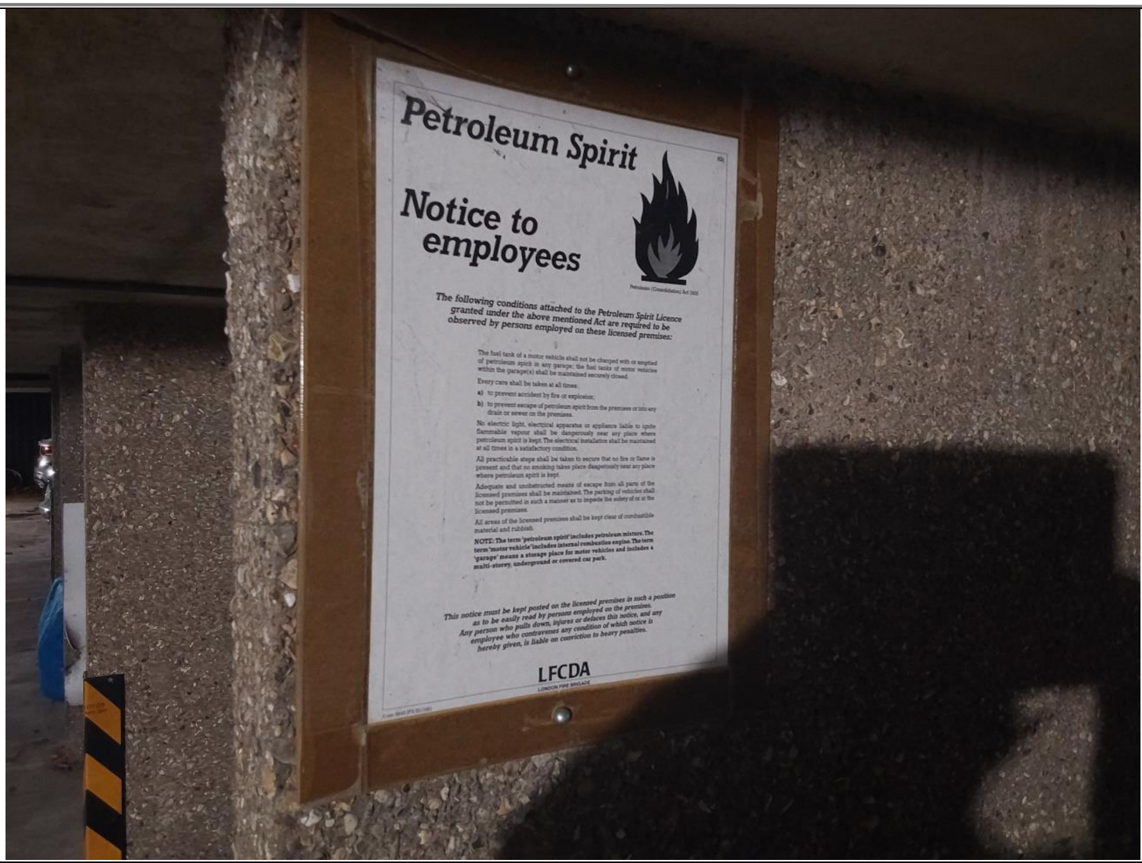
11. Engagement with Residents (HMO Only)

14.1	Has information on fire procedures been disseminated to residents?				
14.2	Is fire safety information disseminated to residents?				
14.3	Are there any other matters that give cause for concern?				

12. Photographs

Front view down to undercroft parking

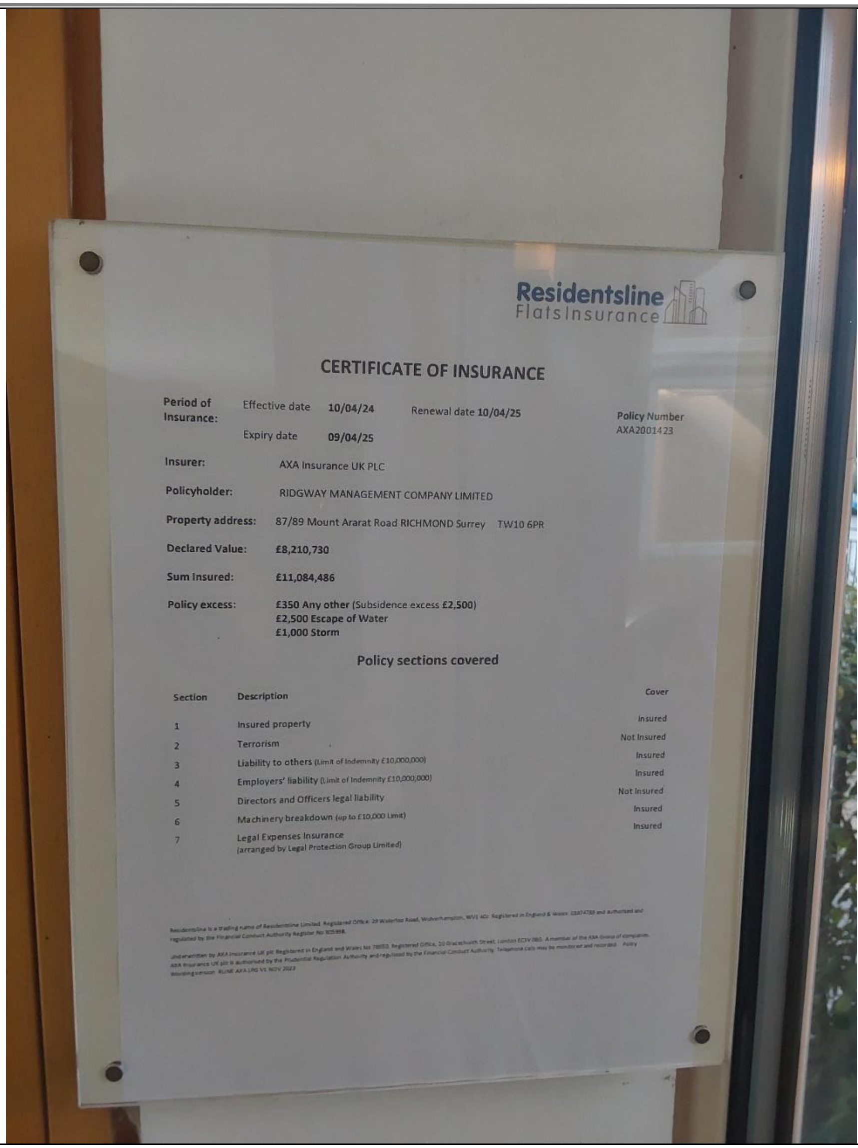
Fire exit signs in garage



Safety signage in garage

Rear exit from garage into next door garden.

Front route up to main door



Building insurance documentation


CO2 extinguisher outside lift room, CO2 extinguishers need replacing after 10 year.

Remaining extinguishers tested 9/24

Corridors clear of obstructions

Electrical distribution room clear