

FIRE

Tetra Consulting Ltd RISK ASSESSMENT

Emanuel House (27143), 18 Rochester Row, London SW1P 1BS

Completed by

Nick Brown

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On behalf of

FirstPort

Report No: Fra2-L-398562-070824 Date of assessment: 07/08/2024

Recommended review date: August 2025



REPORT DEVELOPMENT

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CONTENTS

1.0 INTRODUCTION	4
1.1 SCOPE OF ASSESSMENT	4
1.2 BENCHMARKING	5
1.3 LIMITATIONS	6
1.4 SUMMARY OF FINDINGS	7
1.5 CLIENT SPECIFIC REQUIREMENTS	8
1.6 RECOMMENDED REVIEW	8
2.0 PROPERTY DETAILS	9
2.1 SUMMARY	9
2.2 OCCUPANTS AT RISK	10
2.3 DETAILS OF DEMISED AREAS	11
2.4 FIRE RISK PROFILE	11
3.0 ASSESSMENT OF RISK & CONTROLS MEASURES	12
3.1 FIRE	12
3.1.1 SOURCES OF FUEL	12
3.1.2 SOURCES OF IGNITION	13
3.1.3 SOURCES OF OXYGEN	14
3.1.4 FIRE COMPARTMENTATION	14
3.1.5 MEANS OF ESCAPE	15
3.1.6 FIRE DETECTION & WARNING	16
3.1.7 PORTABLE FIRE FIGHTING EQUIPMENT	16
3.1.8 FIXED FIRE FIGHTING EQUIPMENT	17
3.1.9 EMERGENCY PLANNING	18
3.1.10 ARRANGEMENTS FOR FIRE & RESCUE SERVICE 3.1.11 MANAGEMENT CONTROLS - FIRE SAFETY	18 19
3.1.12 EMPLOYEE ARRANGEMENTS - FIRE SAFETY	20
3.1.13 ARRANGEMENTS IN DEMISED AREAS	20
3.1.14 BUILDING SAFETY ACT 2022	21
4.0 PRIORITY ASSESSMENT OF ACTIONS	22
4.1 METHODOLOGY	22
4.2 PRIORITY ASSESSMENT	23
5.0 ACTION PLAN	33
5.1 PRIORITY 1 ACTIONS	34
5.2 PRIORITY 2 ACTIONS	34
5.3 PRIORITY 3 ACTIONS	35
5.4 PRIORITY 4 (ADVISORY) ACTIONS	36

1.0 INTRODUCTION

1.1 SCOPE OF ASSESSMENT

In accordance with fire safety legislation, Tetra Consulting Ltd was instructed to carry out a fire risk assessment of Emanuel House (27143), 18 Rochester Row, SW1P 1BS on behalf of FirstPort.



The assessment was carried out by Nick Brown, who has been deemed competent by Tetra Consulting Ltd to carry out risk assessments of this nature, based on their skills, knowledge and experience.

Key details about the assessment are as follows:

Responsible Person/Landlord:	The Lord Mayor & Citizens of the City of Westminster
Additional Duty Holder/Managing Agent:	FirstPort
Accountable Person / Principal Accountable Person	The Lord Mayor & Citizens of the City of Westminster
Assessment date:	07/08/2024
Person(s) consulted during inspection:	Billy, Porter

Areas inspected:	Common internal areas including entrance lobby with fire alarm panels and secure information box. Lift lobby with electrical cupboard and open staircase with dry rising main outlets and bin chute rooms on landings. Corridors at both front and rear sides of the property on each floor including a sample of service risers from each and Porter's store cupboard on first floor. Additional stairs up to lift motor room, tank room and roof from the sixth floor including smoke extraction unit and AHU plant. Ground floor fire escape routes to the rear including bin chute room. Basement Lift lobby and stores. External elevations from front and rear including fire exits from commercial units and residential areas at the rear on Greencoat Place
Areas excluded:	Residential flats and their doors including store cupboards on ends of the corridors (private). Above suspended ceilings and smoke shaft (out of scope). Commercial units including vehicle access routes (wholly demised and maintained under a full repairing & insuring lease)

1.2 BENCHMARKING

This assessment follows guidance provided in:

- Government guidance document(s) supporting the Regulatory Reform (Fire Safety) Order 2005
- Building Regulations 2010 Volume 1 Dwellings 2019 edition incorporating 2020 amendments for use in England
- Building Regulations 2010 Volume 2 Buildings other than dwellings 2019 edition incorporating 2020 amendments for use in England
- PAS 79-1:2020 Fire risk assessment Part 1: Premises other than housing Code of practice
- PAS 79-2:2020 Fire risk assessment Part 2: Housing Code of practice
- PAS 9980:2022, Fire risk appraisal of external wall construction and cladding of existing blocks of flats –
 Code of practice
- 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
- Fire Safety Act 2021
- Building Safety Act 2022
- Fire Safety (England) Regulations 2022
- Other relevant technical British and European standards.

Tetra is accredited by / are members of the following external professional bodies:

- NQA: An independent assessment that demonstrates our technical competence and integrity to deliver reliable services. Accredited management systems aligned to ISO 9001 Quality, ISO 45001 Health and Safety and ISO 14001 Environment.
- UKATA: Tetra is an approved UKATA training provider which demonstrates our commitment to delivering the highest standards of asbestos training.
- LCA: Tetra demonstrates that we have complied with the LCA Code of Conduct and LCA Service Standards and are committed to keeping water systems safe.
- City and Guilds: Tetra training courses are supported by a City and Guilds endorsement.
- IOSH: Partnering with IOSH means we provide accredited courses aligned with this world-leading authority.

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1.3 LIMITATIONS

The observations and recommendations made in this report relate to conditions and documentation observed during the site inspection, and information provided by the client.

The site inspection covered only areas that were safely accessible as listed in 1.1 above. This report is based on a Type 1 fire risk assessment, it is a non-invasive inspection of the common parts of the property only and as such does not examine the internal aspect of individual flats and no invasive survey has been undertaken. The external envelope of the building has been visually inspected from ground only and thus your attention is drawn to PAS 9980:2022, Fire risk appraisal of external wall construction and cladding of existing blocks of flats – Code of practice.

PAS 9980 provides guidance on the risk of fire spread via external wall construction. It sets out a methodology to conduct and record fire risk appraisals of external walls, which can be scaled up or down depending upon the complexity of individual buildings.

The external envelope of the building was visually inspected only from ground level. This does not constitute an invasive or technical appraisal of the external wall system / envelope of the building. It should not therefore be relied upon to indicate the overall fire resistance of the envelope or any attachments to it.

The risk assessment is not an audit of any health and safety policy, procedures and arrangements present within the client organisation.

This risk assessment does not include a full audit of planned maintenance activities. A review of mechanical, electrical, plant and equipment inspection, testing and servicing records is undertaken, including any relevant statutory records.

The risk assessor used professional expertise and judgement in making their recommendations. Assessments are open to individual interpretation however and an enforcement officer may hold a different view.

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1.4 SUMMARY OF FINDINGS

A summary of the risk controls observed in the report is as follows:

	FIRE
Number of controls adequately in place	57
Number of controls requiring improvement	14
Compliance score	80.3 %

In addition, the number of actions raised in the report is as follows:

Priority	Action required within	Number of actions
1	24 hours	0
2	3 months	5
3	6 months	13
4 (advisory)	-	0
Total number of actions identified:		18

All priority 1 actions are notified to the client on the day of audit.

Based on these observations and the conditions observed during the site visit, the overall risk of harm is deemed to be:

FIRE SAFETY

MEDIUM

1.5 CLIENT SPECIFIC REQUIREMENTS

None advised.

1.6 RECOMMENDED REVIEW

Legislation requires that risk assessments are reviewed. Based on the conditions observed, it is recommended that this risk assessment be reviewed within:

1 year

An earlier review should be carried out if:

- there is significant change in layout or use
- there is reason to believe it is no longer valid
- an accident or incident occurs

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2.0 PROPERTY DETAILS

2.1 SUMMARY

Principal property usage:	Residential - Higher Risk Building
Other property usage:	Healthcare. Retail
Property size:	70 flats

Date of construction:	1968
Details of construction:	Purpose built concrete steel framed building with stone masonry and composite cladding and glazed screening to wall, concrete floors and stairs and a flat roof. The surface linings of partitions, walls, ceilings, and internal structures are generally concrete and blockwork, glass, plaster, and gypsumbased boards. External Façade appears to be precast concrete panels and narrow mullions with large rectangular windows and some texturing and detailing above the ground floor but generally a minimalist design presenting a low risk.

Number of floors:	Lower ground floor, Ground to 6th floor
Approximate height of property (to top floor slab) / class of residential building:	Higher Risk Building (HRB - over 18m, or 7 or more storeys)
Areas not occupied or in regular use:	Basement, roof and Plant rooms not in regular use
Number of exits:	1 main exit at the front of the building via ground floor lobby directly to Rochester Row. Secondary fire exits on the ground floor to the rear on Greencoat Place. Multiple exits including car park entrance for commercial units
Number of stairwells:	1 common stairwell serves all floors including lower ground floor
Number of lifts:	2 passenger lifts serving all floors including the lower ground floor (left hand fireman's switch available)

Car park details:	Demised to Number 10 Rochester Row
Security measures:	Intercom door entry. Key access. Fire control drop key access. Tenants responsible for their own security including Security alarm. CCTV
Current fire evacuation strategy:	Full evacuation

Local fire authority:	London Fire Brigade
Fire loss experience:	A fire broke out in flat 20, on the second floor of the building, shortly before Christmas 2023. The London Fire Brigade evacuated the building, and there were no reported casualties or injuries. The AOV system was malfunctioning at the time of the incident but has since been repaired. A waking watch was implemented until the AOV was fully operational.
Enforcement history:	A London Fire Brigade Commissioner's Enforcement Notice was issued on 30 November 2023. The original deadline for compliance with the notice, previously set for 18 April 2024, has been extended to 18 July 2024.
Additional information (fire safety):	This assessment is conducted as a type 1 fire risk assessment only Information pertaining to the property in relation to statutory compliance was sought on Datastation. This fire risk assessment was revised on September 17, 2024, following an initial inspection conducted on August 7, 2024, and the receipt of additional information and guidance from the client.

2.2 OCCUPANTS AT RISK

Total building occupancy:	70-150 (residential areas only)
Total number of employees / tenants:	70-150 residents
Total number of visitors / members of public:	1 employee. 1-2 contractors. 1-10 visitors
Occupants identified at special risk:	Sleeping residents. Possible children and elderly/infirm, Disabled persons - mobility/visually/aurally impaired, Lone working contractors

Note: all figures are approximate

2.3 DETAILS OF DEMISED AREAS

Occupier	Demise usage	Location	Fire risk assessment available?	Comments
Sainsbury's	Retail	Ground floor	Not known	The tenants' areas are not covered by this inspection. The tenants' areas are wholly demised and maintained under a full repairing & insuring lease. No record of fire risk assessment available for demised area.
The Dentist Gallery	Healthcare	Ground floor	Yes	The tenants' areas are not covered by this inspection. The tenants' areas are wholly demised and maintained under a full repairing & insuring lease.
Victoria Aesthetics	Healthcare	Ground floor	Not known	The tenants' areas are not covered by this inspection. The tenants' areas are wholly demised and maintained under a full repairing & insuring lease. No record of fire risk assessment available for demised area.

2.4 FIRE RISK PROFILE

The risk profile is a combination of occupancy characteristic and fire growth rate, as defined in BS9999:2017 Code of Practice for fire safety in the design, management and use of buildings. For the areas under consideration, the overall risk profile is considered to be as follows:

Occupancy characteristic	Ci = Occupants who are likely to be asleep: long-term individual occupancy
Fire growth rate	2 = Medium
Overall risk profile	Ci2

The risk profile is used by the risk assessor to determine whether the means of escape and design features for life safety are appropriate for the area under inspection.

3.0 ASSESSMENT OF RISK & CONTROLS MEASURES

The assessment has been broken down into several areas of observation, based on likely hazards found. For each hazard, a series of statements is presented of possible controls that could be in place to control the inherent risks. An assessment is made as to whether these controls are applicable and, if they are, whether they are correctly implemented or otherwise.

DATE: 07/08/2024

An overall risk rating of low, medium or high is made for each hazard considered based on the risk assessor's professional judgement of the likely harm and severity of the hazard being realised.

Where control measures are missing or unsuitable, a defect/hazard assessment is made with actions highlighted and prioritised to reduce the risks – see section 4 for further details.

3.1 FIRE

3.1.1 SOURCES OF FUEL

General observation

Sources of fuel requiring control observed.

EWS-1 carried out by Tri Fire Ltd conducted 16 March 2022 provides B1 –the fire risk is sufficiently low that no remedial works are required to the external façade.

Assessment of controls	In place?	Comments
Means of escape clear of uncontrolled combustibles?	~	No storage identified.
Suitable wall and ceiling linings in circulation areas and escape routes?	•	Wall / ceiling linings appear to be class 0 rated.
Plant rooms and other high risk areas clear of uncontrolled combustibles?	•	Some stored items present and suitably controlled.
All other areas clear of excess fire loading with good housekeeping observed?	~	Some stored items - permitted under managed use policy.
Furniture and furnishings in good condition and compliant with regulations where required?	N/A	No furniture / furnishings observed.
Adequate arrangements in place for refuse and waste storage and disposal?	Х	Evidence of fly tipping.
Flammable and dangerous substances are adequately controlled and have been suitably risk assessed?	N/A	No such substances in use.
Suitable materials used and arrangements in place to limit external fire spread?	~	No issues identified.
Cylinders stored correctly?	N/A	No cylinders observed.
Defect / hazard reference(s) (see section 4)		18
Overall risk rating for this area of observation:		LOW

3.1.2 SOURCES OF IGNITION

General observation				
Sources of ignition requiring control observed.				
Assessment of controls	In place?	Comments		
Fixed wiring has been inspected in the last 5 years and remedial works have been implemented where identified?	Х	Remedial works required. 01-07-2023 (Mill Green Services) - Unsatisfactory		
Electrical installations in good condition and not overloaded?	Х	Improvements identified.		
Portable appliances have been tested within suitable timeframes where required?	Х	Issues observed with contractor owned equipment. 04-09-2023 (Mill Green Services)		
Risks from static electricity adequately controlled?	N/A	Not considered a significant risk factor.		
Smoking prohibited with appropriate signage displayed?	~	No issues identified.		
Suitable facilities to control smoking risks?	N/A	Not considered necessary.		
Adequate controls in place to protect against arson?	Х	Additional controls to be considered.		
Hot works adequately controlled?	~	Permit to work system in operation.		
Lightning protection available where required, in good condition with test certificate available and in date?	Х	Lightning protection inadequate. 28-08-2024 (PTSG Electrical Services Ltd) - Failed		
Fixed heating installations (boilers, storage heaters etc.) in good condition and tested as required?	N/A	No fixed heating installations observed.		
Any other uncontrolled sources of ignition identified?	N/A	No uncontrolled sources of ignition identified.		
Risks associated with Electric Vehicles, including e-bikes & scooters, and the siting of charging points have been considered and appropriately controlled?	N/A	There are no EV charging points present.		
Use of portable heaters is suitably controlled?	N/A	No portable heaters observed.		
Cooking appliances present and in good condition?	N/A	Within demised areas only.		
Kitchen ventilation / extract equipment clear and unobstructed?	N/A	No such equipment observed.		
Appropriate light fittings installed and away from sources of fuel?	~	No issues identified.		
Defect / hazard reference(s) (see section 4)		3; 6; 7; 11; 14		
Overall risk rating for this area of observation:		MEDIUM		

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3.1.3 SOURCES OF OXYGEN

General observation			
Air is the only source of oxygen present.			
Assessment of controls	In place?	Comments	
Cylinders and piped supplies are adequately controlled?	N/A	None present.	
Oxidising chemicals are adequately controlled?	N/A	None present.	
Defect / hazard reference(s) (see section 4)		None identified.	
Overall risk rating for this area of observation:		LOW	

3.1.4 FIRE COMPARTMENTATION

General observation

Accessible building structure and partitions (including fire doors) only. A full structural survey was not undertaken.

A S Ramsay Building Contractors Ltd fire door survey conducted 22/04/2024 for FD30s Communal doors. Fire Compartmentation survey by Tetra Consulting Ltd (L-389461) conducted 15/11/2023 Quarterly Fire Door inspections last conducted 18/08/2024

Assessment of controls	In place?	Comments
Building fabric appears in sound structural condition with suitable fire separation?	•	Separate compartmentation survey undertaken, please refer to specific compartmentation report for remedial works required.
Fire stopping installed in appropriate locations and in good condition?	N/A	Separate compartmentation survey undertaken, please refer to specific compartmentation report for remedial works required.
Communal risers and ducts have suitable fire separation or protection?	,	No issues identified.
Gas and electrical installations in escape routes are suitably enclosed?	¥	Utilities suitably enclosed.
Fire doors installed where appropriate and in good condition?	N/A	Fire door survey undertaken, please refer to specific fire door report for remedial actions required in respect of fire doors.
Fire doors appropriately identified and close correctly into their frames?	N/A	Fire door survey undertaken, please refer to specific fire door report for remedial actions required in respect of fire doors.
Automatic fire doors in good condition, operate correctly and are tested regularly?	,	Available and tested regularly with the AOV system.
Fire dampers provided where required and in full working order?	N/A	None observed.
Fire shutters, curtains and fabric barriers provided where required and in full working order?	Х	Inadequate shutter installed at the base of the bin chute.
Defect / hazard reference(s) (see section 4)		8
Overall risk rating for this area of observation:		LOW



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3.1.5 MEANS OF ESCAPE

General observation

Means of escape as follows:

Flats exit directly into landings then single staircase means of escape. Final exit at ground level via lobby directly to Rochester Row.

There is automatic opening ventilation at the head of the staircase and on the 6th and 5th floors, there is also openable windows within the stairs on each floor.

Assessment of controls	In place?	Comments	
Travel distances, corridor and doors widths are considered adequate?	~	Means of escape outside of expected parameters but with suitable compensatory measures in place.	
Inner rooms or dead end conditions suitably controlled?	•	Suitable controls in place.	
Means of escape are simple and straightforward with suitable provisions in place?	~	No issues identified.	
Adequate fire exit signage displayed?	~	No issues identified.	
Fire exits can be opened easily and without the use of a key?	~	No issues identified.	
Exits lead directly to a place of ultimate safety?	•	No issues identified.	
Means of escape free from obstructions with suitable provisions to ensure continued availability?	~	None observed.	
Adequate emergency lighting present in means of escape?	Х	Insufficient emergency lighting installed.	
Emergency lighting tested and maintained as required?	~	Service records up to date. Monthly functional test: Refer to onsite records being recorded by trained Porter. Annual discharge test: 27-11-2023	
Smoke control systems available with no observed defects?	~	Windows available to provide natural ventilation.	
Smoke control systems tested / maintained as required?	•	Records up to date. Last monthly test date: Monthly testing held by Fire Design Solutions Ltd Last service date: 24-07-2024 (Fire Design Solutions Ltd)	
Refuge intercom available and tested regularly?	N/A	Not installed or required.	
Defect / hazard reference(s) (see section 4)	Defect / hazard reference(s) (see section 4)		
Overall risk rating for this area of observation:	MEDIUM		

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3.1.6 FIRE DETECTION & WARNING

General observation

Automatic fire detection and warning installed. Elements present:

mains powered fire detector / sounder(s) manual call point(s) sounder(s) fire alarm panel mains powered smoke detector(s) linked to automatic ventilation only.

The fire alarm system present appears to be consistent with an L2 grade system. The fire alarm system was confirmed to extend into each of the tenant's flats via an interlinked heat detector within the circulation area.

Assessment of controls	In place?	Comments
Suitable fire detection and warning system installed and operational?	~	No issues identified.
Bell tests carried out and call points tested in rotation?	~	Call points tested in rotation by trained onsite Porter. Refer to site records for the latest inspection.
Routine service visits up to date?	~	Service records up to date. 04-09-2024 (IPS Ltd) (6 monthly)
Secondary effects of fire alarm activation checked and operational?	~	No issues identified. automatic fire doors close lifts return to ground floor auto-signal sent to external responder e.g. Redcare smoke control system(s) activate
Alarm panels suitably positioned and secured with no faults showing?	•	No issues identified.
Zone chart / list available?	Х	Not displayed.
Detector heads are correctly located, functional and unrestricted?	Х	Improvements identified.
Manual call points are correctly located, functional and unrestricted?	~	No issues identified.
Fire alarm is audible / visible in all areas under inspection?	~	No issues identified. Maintenance records identify system functioning as intended.
Defect / hazard reference(s) (see section 4)		1; 4; 9
Overall risk rating for this area of observation:		MEDIUM

3.1.7 PORTABLE FIRE FIGHTING EQUIPMENT

General observation			
Portable fire fighting equipment present in areas inspected.			
Assessment of controls In place? Comments			
Adequate provision of fire extinguishers?	•	Extinguishers available: carbon dioxide	
Extinguishers have dedicated fire points?	Х	Extinguishers not correctly wall mounted.	
Extinguishers have been serviced in the last year?	>	Service up to date. Last inspected: 03-09-2024 (Black & White Fire & Security)	



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Anti-tamper devices present and extinguishers not discharged?	~	No issues identified.
Fire blankets available and in good condition?	N/A	Fire blankets not present or required.
Fire blankets inspected within suitable timeframes?	N/A	Fire blankets not available.
Defect / hazard reference(s) (see section 4)	16; 17	
Overall risk rating for this area of observation:	LOW	

3.1.8 FIXED FIRE FIGHTING EQUIPMENT

General observation							
Fixed fire fighting systems present in areas inspected.							
Assessment of controls	Comments						
Fire hose reels in good condition, clearly identified and unobstructed?	N/A	No hose reels present or required.					
Hose reels tested and maintained as required?	N/A	No hose reels present.					
Rising mains installed, with inlets / outlets clearly identified and unobstructed?	No issues identified.						
Rising main inlets / outlets correctly secured and in good condition?	~	No issues identified.					
Rising mains tested and maintained as required?	•	Maintenance up to date. Full pressure test date: 03-09-2024 (Black & White Fire & Security) Visual inspection date: Refer to onsite records for Porter's inspections conducted monthly.					
Sprinkler control valves identified and secured appropriately?	N/A	No sprinklers present.					
Sprinkler system appears in good condition?	N/A	No sprinklers present.					
Sprinkler system tested and maintained as required?	N/A	No sprinklers present.					
Other suppression systems installed correctly in appropriate areas?	N/A	No systems present or required.					
Other suppression systems tested and maintained as required?	No systems present or required.						
Defect / hazard reference(s) (see section 4)		None identified.					
Overall risk rating for this area of observation:		LOW					

3.1.9 EMERGENCY PLANNING

General observation							
Co-ordinated emergency planning required.							
Assessment of controls In place? Comments							
Suitable fire emergency action plan has been formulated?	~	Full evacuation strategy in place.					
Suitable assembly point identified?	Residential property - assembly point is anywhere clear of building.						
Emergency action plan has been adequately communicated to all relevant persons?		Fire action notices displayed.					
Emergency arrangements tested at regular intervals during practice evacuation drills?	Residential property - not considered necessary.						
Defect / hazard reference(s) (see section 4)	None identified.						
Overall risk rating for this area of observation:	LOW						

3.1.10 ARRANGEMENTS FOR FIRE & RESCUE SERVICE

General observation							
Arrangements required. Personal emergency evacuation plans have been identified/ provided in the Secure Information Box.							
Assessment of controls In place? Comments							
Fire and rescue service can easily access property?	~	Wayfinding signage is available at the premises.					
Suitable information is made available relating to risks in the building e.g. presence of dangerous substances?	•	Building is registered with the local FRS and information available.					
Fire-fighting switches / lifts available, easily identifiable and in working order?	•	Lift control switch, Fireman's isolation switch and drop key access available.					
Hydrants available, easily identified and tested as required?	•	Hydrants available. Testing is the responsibility of others.					
All Essential Fire Fighting Equipment visually inspected monthly with records maintained?	~	All equipment is subject to a monthly visual inspection as required and recorded in a log book held by the Porter.					
Have monthly routine checks been carried out on lifts for use by firefighters / evacuation lifts and have these been recorded?	Х	No evidence of monthly checks being undertaken.					
Is there a system in place to ensure any faults found are rectified within 24 hours and if not, be able to notify the local Fire & Rescue Service (as well as notifying them when the lift is back in service)?	•	System in place for notification of defects to firefighting / evacuation lift.					

Is a secure information box in a prominent position and provided with up to date information for the attending Fire & Rescue Service personnel?		A Secure Information Box is available and information available.
Defect / hazard reference(s) (see section 4)		2
Overall risk rating for this area of observation:	MEDIUM	

3.1.11 MANAGEMENT CONTROLS - FIRE SAFETY

General observation

Management control required.

The property is managed by FirstPort with a dedicated on-site porter conducting regular inspections to maintain housekeeping and clear escape routes. A 24-hour after-hours service is in place, and a 4-hour call-out time is agreed with the lift company. Tetra has completed a building safety compliance assessment, and resident engagement is integrated within this. Risk assessments for commercial units are being gathered. The porter is undergoing training to expand their maintenance duties. FirstPort is addressing compartmentalisation issues identified in the separate Tetra report and has obtained M-Trada certificates for remedial work carried out. Westminster Council is carrying out the necessary fire door remedial works by installing door closers to residents front doors.

Assessment of controls	In place?	Comments			
Contractors are subject to health and safety checks prior to being engaged and are provided with site safety rules?	•	Contractors used are vetted prior to engagement.			
Site based staff have received adequate training on actions to be taken in the event of a fire / emergency?	>	Adequate training provided by the City of Westminster including fire extinguisher training and Liaising with the local Fire & Rescue Service.			
Monitoring of fire safety arrangements carried out at regular intervals and corrective action implemented?	•	Regular property inspections.			
Site fire log book available?	Х	No site fire log book.			
False alarms managed?	~	No false alarms indicated.			
Fire policy / strategy in place?	•	Fire Strategy conducted by Tetra Consulting Ltd (L-389670) on 06/10/2023 .			
Fire Safety Management Plan in place?	>	Fire Safety Management Plan available.			
Suitable fire drawings available and up to date?	•	Fire drawings available. Located: in the Secure Information Box.			
Arrangements in place to co-ordinate and co-operate with other property users?		Units self-contained and managed under full repairing and insuring lease.			
Fire risk assessment prioritisation tool used?	Client not utilising tool.				
Defect / hazard reference(s) (see section 4)	10				
Overall risk rating for this area of observation:	LOW				

3.1.12 EMPLOYEE ARRANGEMENTS - FIRE SAFETY

General observation						
Site based staff employed by the City of Westminster.						
Overall risk rating for this area of observation:	Not applicable					

3.1.13 ARRANGEMENTS IN DEMISED AREAS

General observation

Demised areas present - residential flats.

Fire Door Survey conducted by First Port - 21/07/2023 for residents FD30 doors.

Annual fire door inspections last conducted: 17/05/2024

Assessment of controls	In place?	Comments			
Doors to demised areas are suitably fire resisting?	N/A	Fire door survey undertaken, please refer to specific fire door report for remedial actions required in respect of fire doors.			
Details of tenant fire wardens available and up to date?	N/A	Residential tenants - not required.			
Tenants carry out fire risk assessments and share relevant information?	•	Risk assessments requested - awaiting some responses.			
Routine monitoring of tenants undertaken to ensure no issues present which could impact on landlord areas?	N/A	Residential demises are private property.			
Kitchen extracts deep cleaned regularly?	N/A	Residential demises are private property.			
Hot works permits are requested from the managing agent where required?	N/A	Residential demises are private property.			
Vacant demises are secured and clear of excess fire loading?	N/A	No vacant areas observed.			
Residential tenants are provided with basic fire prevention advice?		Fire prevention guidance including suitable fire door guidance being provided to tenants.			
Defect / hazard reference(s) (see section 4)	None identified.				
Overall risk rating for this area of observation:	LOW				

3.1.14 BUILDING SAFETY ACT 2022

General observation							
This building is categorised as a higher risk building as defined in Part 4 of the Building Safety Act 2022.							
Assessment of controls	Comments						
Building registered with the Building Safety Regulator?	The building has been registered with the Building Safety Regulator: HRB13226V2X9						
Suitable Resident Engagement Strategy in place?	Suitable Resident Engagement Strategy in place.						
Suitable Accountable Person / Principal Accountable Person (PAP) identified?	~	Accountable Person / Principal Accountable Person (PAP) identified. The Lord Mayor & Citizens of the City of Westminster					
Building Safety Case produced, or in development?	Building Safety Case produced or in development.						
System in place for Mandatory Occurrence Reporting?		Mandatory Occurrence Reporting system in place.					
Building Assessment Certificate available and displayed?	Building Assessment Certificate in production.						
Defect / hazard reference(s) (see section 4)	None identified.						
Overall risk rating for this area of observation:	LOW						

4.0 PRIORITY ASSESSMENT OF ACTIONS

4.1 METHODOLOGY

For each defect identified in section 3 above, an action is generated. These actions are prioritised based on an assessment of risk. The objective of risk assessment is to systematically and numerically evaluate the likelihood of a potential hazard to cause harm, and the severity of that harm.

For each hazard/defect, the people at risk are identified based on the following groupings:

E/T	Employees / Tenants	P/V	Members of public / Visitors
С	Contractors	0	Others

A risk rating is calculated based on the Severity (S) of what could go wrong if the hazard is realised, combined with the Likelihood (L) of this occurring, to give an overall risk rating (R) of either low (L), medium (M), high (H) or advisory (A) based on the following table:

This is translated into a low, medium or high priority rating based on the following table:

		SEVERITY	
LIKELIHOOD	1 Minor injury / illness	2 Short term incapacity / ill health	3 Fatality or long term incapacity / ill health
A		Advisory action	
1 Remote	Low	Low	Medium
2 Possible	Low	Medium	High
3 Likely	Low	Medium	High

Advisory actions are those which rely on others to complete e.g. tenant issues, or those which should be implemented when/if practicable e.g. at next planned refurbishment.

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4.2 PRIORITY ASSESSMENT

			People at risk				Risk rating		ing		
Ref	Location(s) (AREA OF OBSERVATION)	Hazard / Defect observed	E/T	С	P/V	0	Existing controls	S	L	R	Recommended additional control(s)
1	Roof water tank room. Entrance lobby. (FIRE DETECTION & WARNING)	No automatic fire detection apparent in the locations listed. Potential for fire to develop undetected and delay in raising the alarm which could have serious consequences. Entrance lobby	•	~	•		Fire detection installed in other areas.	3	1	M	Install additional smoke detector heads in locations listed. *Action outstanding from previous assessment
1		Water tank room								M	
2	Left hand passenger lift. (ARRANGEMENTS FOR FIRE & RESCUE SERVICE)	No evidence available of monthly checks on fire fighters / evacuation lifts within Higher Risk Building (HRB). Potential delay in operating, which could significantly delay or hinder response to a fire event.	>	•	•		Regular property inspections.	3	1	M	Undertake monthly checks on the operation of lifts intended for use by firefighters (including evacuation lifts) and check the functionality of other key pieces of firefighting equipment. Any defective lifts or equipment should be reported to the local Fire and Rescue Service as soon as possible after detection if the fault



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			People at risk				Ris	Risk rating			
Ref	Location(s) (AREA OF OBSERVATION)	Hazard / Defect observed	E/T	С	P/V	0	Existing controls	S	L	R	Recommended additional control(s)
2		Passenger lift with Firemans switch									cannot be rectified within 24 hours. Record the outcome of checks and make them available to residents as per the requirements of Fire Safety (England) Regulations 2022.
3	Lightning protection system. (SOURCES OF IGNITION)	Lightning protection does not appear to be earthed correctly. Increased likelihood of fire and damage to plant / equipment in event of a lightning strike.	>	>	~		Test records up to date.	2	2	M	Repair / replace damaged lightning protection so that it is correctly earthed and meets requirements of BS EN 62305 Protection Against Lightning.
4	Ceiling tiles missing from suspended ceiling in 6th floor corridor. (FIRE DETECTION & WARNING)	Ceiling panels missing or ill-fitting adjacent to smoke detector head. Potential for smoke to bypass detector into ceiling void which could delay raising the alarm with serious consequences. 6th floor corridor	>	>	•		Routine maintenance carried out. Regular property inspections. Manual call points available. Fire detection installed in other areas. Manned area.	2	2	M	Replace missing and ill-fitting ceiling tiles to prevent smoke bypassing automatic fire detection.



				People	at risk			Ris	k rati	ing	
Ref	Location(s) (AREA OF OBSERVATION)	Hazard / Defect observed	E/T	С	P/V	0	Existing controls	S	L	R	Recommended additional control(s)
4		6th floor corridor								M	
5	Basement stores.	Insufficient emergency lighting apparent to cover areas listed.	>	•	>		Infrequent access to this area.	2	2	М	Additional emergency lighting to be installed so that the following are illuminated in the
	Roof lift motor room.	This may cause serious injury and/or confusion in the event					Tenant familiarity with property layout.				event of power loss: windowless rooms exceeding 8 square metres and hazardous
	(MEANS OF ESCAPE)	of an evacuation and the					Emergency lighting present in other				plant and equipment needing isolation in event of an emergency.
		power.					locations.				event of an emergency.
		Basement store room									
5		Lift motor room								M	
		Lije motor room									

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			People at		le at risk			Ris	k rati	ng	
Ref	Location(s) (AREA OF OBSERVATION)	Hazard / Defect observed	E/T	С	P/V	0	Existing controls	S	L	R	Recommended additional control(s)
6	General. (SOURCES OF IGNITION)	Remedial works identified on fixed wiring certificate have not been carried out. Electric shock hazard and increased fire risk.	•	•	•		Fixed wiring certificate available.	2	1	L	Undertake remedial works identified on periodic inspection of fixed wiring electrical installations, which are currently unsatisfactory. Highest risk actions (priority 1 and 2) should be done first and a new certificate issued. *Action outstanding from previous assessment
7	Roof cold water storage tank room. 6th floor service riser. Electrical supply cupboard for fire alarm adjacent lifts on the ground floor. (SOURCES OF IGNITION)	Electrical equipment does not appear to have been portable appliance tested. Potential electric shock and fire hazard. Cold water storage tank room	•	•	•		Restricted access to this area.	2	1	L	Instruct responsible contractor to undertake portable appliance test for their equipment or remove from premises.
7		6th floor service riser								L	

			ı	People	at risk			Ris	k rat	ing	
Ref	Location(s) (AREA OF OBSERVATION)	Hazard / Defect observed	E/T	С	P/V	0	Existing controls	S	L	R	Recommended additional control(s)
7		Electrical cupboard on ground floor								L	
8	Bin chute in rear fire escape. (FIRE COMPARTMENTATION)	Inadequate shutter installed at base of bin chute - manually operated and does not appear to fully close. Potential for fire in bin store to spread easily to all upper floors. Manual shutter on bin chute	•	>	•		Automatic fire detection & warning available. Regular bin collections.	2	1	L	Repair / replace shutter at base of bin / rubbish chute so that it close fully. Ideally, shutter should operate automatically either by fire detection or fusible link.
9	Fire alarm panel in entrance lobby. (FIRE DETECTION & WARNING)	No diagrammatic zone plan situated near the fire alarm panel. This could cause a delay in the fire service locating the area of the alarm activation.	>	>	•		Manned property. Panel fully addressable.	2	1	L	Devise a diagrammatic zone plan for the fire alarm system and locate on or adjacent to the fire alarm panel for ease of reference. The requirements are outlined in BS 5839-1:2017.

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				People	at risk			Ris	k rati	ing	
Ref	Location(s) (AREA OF OBSERVATION)	Hazard / Defect observed	E/T	С	P/V	0	Existing controls	S	L	R	Recommended additional control(s)
9		Fire alarm panel									
10	General. (MANAGEMENT CONTROLS - FIRE SAFETY)	No fire log book observed to indicate that fire safety equipment is being tested and maintained, or whether fire safety management activities are being carried out as required. Potential reduction in fire safety standards which could have serious consequences.	•	*	•		Regular property inspections. Service contracts in place. Planned maintenance programme in place.	2	1	L	Provide a fire safety log book for retention at the premises, to record details of all testing, maintenance and management activities relating to fire safety. Ensure log book is kept in an obvious yet secure location, and inform all contractors and relevant persons to maintain suitable records within it. *Action outstanding from previous assessment
11	Rear fire escape. (SOURCES OF IGNITION)	Vagrants observed in externals of site. Potential for vandalism, anti social behaviour and arson. Vagrants present at the rear of the property	•	•	•		Manned building. CCTV available.	2	1	L	Contact the local authority to report the issue and seek advice. Liaise with tenants to ensure that measures are put in place to reduce the attractiveness of the site for vagrants e.g locking bins, securing clothes banks and discouraging begging. The local Police Community Support Officer or charities should also be contacted for advice, particular if the person concerned is a habitual beggar.



				People	at risk			Ris	k rati	ing	
Ref	Location(s) (AREA OF OBSERVATION)	Hazard / Defect observed	E/T	С	P/V	0	Existing controls	S	L	R	Recommended additional control(s)
12	Emergency lighting system. (MEANS OF ESCAPE)	Emergency light installations failed at the last discharge test and remedial work has yet to be completed. This potentially reduces the level of illumination should the main system fail and could seriously hinder an evacuation from the building.	*	•	•		None.	2	1	L	Undertake repair / replacement of emergency light units which failed at the last discharge test.
13	Basement lift lobby. (MEANS OF ESCAPE)	Timer for lighting in common parts is too short. Increased likelihood of slip, trip and fall hazards as lights switch off again too quickly. Lights on short timer in basement lift lobby	•	•	•		Tenant familiarity with property layout.	2	1	L	Re-set and extend lighting timer to allow safe access and egress.
14	Damaged light fitting on stairs to ground from basement lobby. Electrical cupboard on ground floor adjacent lifts.	Light fitting damaged. Potential injury or electric shock hazard.	•	•	•		Infrequent access to this area. Regular property inspections.	2	1	L	Repair / replace damaged light fitting.

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				People	at risk			Ris	k rati	ing	
Ref	Location(s) (AREA OF OBSERVATION)	Hazard / Defect observed	E/T	С	P/V	0	Existing controls	S	L	R	Recommended additional control(s)
14	(SOURCES OF IGNITION)	Damaged light fitting on stairs from Basement									
14		Electrical cupboard with fireman's switch on ground floor								L	
15	Residents corridors. (MEANS OF ESCAPE)	Entrance mats outside tenant front doors which are encroaching on access/egress route and putting other building users at risk. Mats present in corridors	•	>	•		Tenant familiarity with property. Adequate lighting available.	1	2	L	Remove loose entrance mats from outside flats where they compromise the access/egress route. Mats may be permitted where they do not pose a risk to other building users and should be replaced with smaller alternatives or re-positioned inside the demise if needed. Liaise with tenants regarding compliance.

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				People	at risk			Ris	Risk rating		
Ref	Location(s) (AREA OF OBSERVATION)	Hazard / Defect observed	E/T	С	P/V	0	Existing controls	S	L	R	Recommended additional control(s)
16	Water tank room. (PORTABLE FIRE FIGHTING EQUIPMENT)	Fire extinguisher not wall mounted. Potential for extinguisher to be removed from the dedicated fire point and reduce firefighting capability. Water tank room	>	•	•		None.	1	1	L	Extinguishers to be wall mounted approximately 1.0m from floor level. Smaller, lightweight extinguishers can be wall mounted up to 1.5m high.
17	Electrical cupboard on ground floor adjacent lifts. (PORTABLE FIRE FIGHTING EQUIPMENT)	Fire extinguisher mounted too high, which could delay its use and presents additional manual handling hazard.	•	•	•		Restricted and infrequent access to this area.	1	1	L	Extinguishers to be re-positioned approximately 1.0m from floor level. Smaller, lightweight extinguishers can be wall mounted up to 1.5m high.

				People	at risk		Risk rating		ing		
Ref	Location(s) (AREA OF OBSERVATION)	Hazard / Defect observed	E/T	С	P/V	0	Existing controls	S	L	R	Recommended additional control(s)
18	UKPN substation at rear of property. (SOURCES OF FUEL)	Evidence of fly tipping observed. Increased risk of arson and fire. Waste dumped close to buildings also presents an increased fire spread risk. Substation adjacent rear fire exits	•	>	•		Regular property inspections.	1	1	L	Clear all fly tipping from external areas. If problem persists, install additional security measures e.g. additional lighting, security presence or CCTV.

5.0 ACTION PLAN

The action plan which follows is a summary of all of the actions generated in section 4.2 above. This should enable you to prioritise the allocation of time and resources when scheduling the remedial action identified.

To assist you, the following timeframes are suggested:

Risk rating	Priority	Action required	Action completed
HIGH (H)	1	Immediately (24 hours)	Within 1 month
MEDIUM (M)	2	Within 3 months	Within 6 months
LOW (L)	3	Within 6 months	Within 1 year
ADVISORY (A)	4	When practicable, or action	relies on others

The specific actions and time frames allocated to individual hazards / defects in this report are a guidance to effectively manage any deficiencies, as opposed to a completion timeframe. They should be used as a guide to implementing remedial measures to enhance management and completed within defined timescales for the relevant property.

You should include a comment for every section.

Remember "No action" is still a viable option, provided you can demonstrate that the action identified is not reasonably practicable to implement. This means that the cost of implementing the proposed action in terms of time, money and trouble far outweighs the benefit that will be achieved from it.

Actions marked with a "*" are outstanding from the previous assessment.

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5.1 PRIORITY 1 ACTIONS

- WITHIN 24 HOURS

Hazard Ref	Location(s)	Recommended action	Comments	Date complete
		NONE IDENTIFIED		

5.2 PRIORITY 2 ACTIONS

- WITHIN 3 MONTHS

Hazard Ref	Location(s)	Recommended action	Comments	Date complete
1 *	Roof water tank room. Entrance lobby.	Install additional smoke detector heads in locations listed.		
2	Left hand passenger lift.	Undertake monthly checks on the operation of lifts intended for use by firefighters (including evacuation lifts) and check the functionality of other key pieces of firefighting equipment. Any defective lifts or equipment should be reported to the local Fire and Rescue Service as soon as possible after detection if the fault cannot be rectified within 24 hours. Record the outcome of checks and make them available to residents as per the requirements of Fire Safety (England) Regulations 2022.		
3	Lightning protection system.	Repair / replace damaged lightning protection so that it is correctly earthed and meets requirements of BS EN 62305 Protection Against Lightning.		
4	Ceiling tiles missing from suspended ceiling in 6th floor corridor.	Replace missing and ill-fitting ceiling tiles to prevent smoke bypassing automatic fire detection.		
5	Basement stores. Roof lift motor room.	Additional emergency lighting to be installed so that the following are illuminated in the event of power loss: windowless rooms exceeding 8 square metres and hazardous plant and equipment needing isolation in event of an emergency.		

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5.3 PRIORITY 3 ACTIONS

- WITHIN 6 MONTHS

Hazard Ref	Location(s)	Recommended action	Comments	Date complete
6 *	General.	Undertake remedial works identified on periodic inspection of fixed wiring electrical installations, which are currently unsatisfactory. Highest risk actions (priority 1 and 2) should be done first and a new certificate issued.		
7	Roof cold water storage tank room. 6th floor service riser. Electrical supply cupboard for fire alarm adjacent lifts on the ground floor.	Instruct responsible contractor to undertake portable appliance test for their equipment or remove from premises.		
8	Bin chute in rear fire escape.	Repair / replace shutter at base of bin / rubbish chute so that it close fully. Ideally, shutter should operate automatically either by fire detection or fusible link.		
9	Fire alarm panel in entrance lobby.	Devise a diagrammatic zone plan for the fire alarm system and locate on or adjacent to the fire alarm panel for ease of reference. The requirements are outlined in BS 5839-1:2017.		
10 *	General.	Provide a fire safety log book for retention at the premises, to record details of all testing, maintenance and management activities relating to fire safety. Ensure log book is kept in an obvious yet secure location, and inform all contractors and relevant persons to maintain suitable records within it.		
11	Rear fire escape.	Contact the local authority to report the issue and seek advice. Liaise with tenants to ensure that measures are put in place to reduce the attractiveness of the site for vagrants e.g locking bins, securing clothes banks and discouraging begging. The local Police Community Support Officer or charities should also be contacted for advice, particular if the person concerned is a habitual beggar.		

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Hazard Ref	Location(s)	Recommended action	Comments	Date complete
12	Emergency lighting system.	Undertake repair / replacement of emergency light units which failed at the last discharge test.		
13	Basement lift lobby.	Re-set and extend lighting timer to allow safe access and egress.		
14	Damaged light fitting on stairs to ground from basement lobby. Electrical cupboard on ground floor adjacent lifts.	Repair / replace damaged light fitting.		
15	Residents corridors.	Remove loose entrance mats from outside flats where they compromise the access/egress route. Mats may be permitted where they do not pose a risk to other building users and should be replaced with smaller alternatives or re-positioned inside the demise if needed. Liaise with tenants regarding compliance.		
16	Water tank room.	Extinguishers to be wall mounted approximately 1.0m from floor level. Smaller, lightweight extinguishers can be wall mounted up to 1.5m high.		
17	Electrical cupboard on ground floor adjacent lifts.	Extinguishers to be re-positioned approximately 1.0m from floor level. Smaller, lightweight extinguishers can be wall mounted up to 1.5m high.		
18	UKPN substation at rear of property.	Clear all fly tipping from external areas. If problem persists, install additional security measures e.g. additional lighting, security presence or CCTV.		

5.4 PRIORITY 4 (ADVISORY) ACTIONS

- WHEN PRACTICABLE (OR RELIES ON OTHERS)

Hazard Ref	Location(s)	Recommended action	Comments	Date complete
NONE IDENTIFIED				

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Life Safety Fire Risk Assessment Gold Approved Scheme CERTIFICATE OF CONFORMITY



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

SCHEDU	HEDULE		
Part 1	NSI Life Safety Fire Risk Assessment Gold Approved Organisation		
	Tetra Consulting Limited		
	BAFE Registration Number		
	NSI 00608		
Part 2	Name of Client		
	FirstPort		
Part 3	Address of premises for which the fire ri	sk assessment was carried out	
	Emanuel House (27143), 18 Rochester Row, Lor	ndon	
	SW1P 1BS		
	o fire rick accessment applies		
Part or parts of the premises to which the fire risk assessment applies			
	Common internal areas including entrance lobby with fire alarm panels and secure information box. Lift lobby with electrical cupboard and open staircase with dry rising main outlets and bin chute rooms on landings. Corridors at both front and rear sides of the property on each floor including a sample of service risers from each and Porter's store cupboard on first floor. Additional stairs up to lift motor room, tank room and roof from the sixth floor including smoke extraction unit and AHU plant. Ground floor fire escape routes to the rear including bin chute room. Basement Lift lobby and stores. External elevations from front and rear including fire exits from commercial units and residential areas at the rear on Greencoat Place		
Part 4	Brief description of the scope and purpose of the fire risk assessment		
This fire risk assessment has been undertaken to meet the relevant requirements legislation. A non-intrusive method of inspection has been carried out across autidetermine the adequacy of the existing fire precautions and fire management proof. The significant findings of the assessment have been outlined within the report was recommendations for additional measures where our assessor deems necessary.		nas been carried out across authorised locations to utions and fire management provisions in place. en outlined within the report which provides	
Part 5	Effective date of the fire risk assessment	07/08/2024	
Part 6	Recommended date for review of the fire risk assessment	August 2025	

We, being currently a NSI Approved BS EN ISO 9001 organisation in respect of fire risk assessment identified in the above schedule, certify that the fire risk assessment referred to in the above schedule complies with the Specification identified in the above schedule under the control of our Quality Management System (identified on our NSI approval certificate) and with all other requirements as currently laid down within BAFE SP205 Scheme in respect of such fire risk assessment.

Signed (for and on behalf of the issuing Approved organisation)	P.B.
	Ryan Brighton CMIOSH MIFIREE MIFSM MIIRSM PIEMA DIPFD FSIDIP
Job Title	Associate Director of Health, Safety & Fire Operations
Date	17/09/2024

Life Safety Fire Risk Assessment Gold is an Approval Scheme of the National Security Inspectorate, Sentinel House, 5 Reform Road, Maidenhead, Berkshire, SL6 8BY

BAFE, The Fire Service College, London Road, Moreton-in-Marsh, GL56 0RH. RG8070.3 Sept 2018

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