

Fire Risk Assessment

The Regulatory Reform (Fire Safety) Order 2005



**Fire Risk Assessment
33 Belbeck Street
Bury
BL8 2PX**

Address :	33 Belbeck Street Bury BL8 2PX
Premises :	This is a mid-terraced residential property constructed between 1900 – 1929 of solid brick walls externally. The roof is pitched and laid with slate tiles. Internally there is a mixture of a solid and a stud wall layout with a plasterboard and plaster finish. The premises spans over two floors, ground and first floors. FD30 rated self-closing fire doors have been fitted throughout the premises along with an interlinked detector system. The system can be considered to be D LD1 (Alarms installed in all areas where a fire could start, for instance hallways, landings, living room, bedrooms and kitchens (but not bathrooms, shower rooms or toilets.) This complies with BS5839 part 6. Thumb Turn Locks are fitted to both the front and rear exit doors. Emergency lighting is fitted at both the front and rear exit doors in accordance with BS5266. There are Fire Egress windows fitted in Rooms 1,3 & 4. The property is to be utilised as a 4-bedroom HMO.
The persons Considered :	The Residents / Tenants
Responsible Person :	Landlord / Contractor / Managing Agent
Assessor :	Umer Baleem TIFSM (Membership Number 6246)
Date :	15th January 2026
Review Date :	15th January 2027
FRA Review :	This Fire Risk assessment should be reviewed by a competent person by the date shown above or earlier should there be a reason to suspect that a material change in the circumstances of the property have taken place which may affect the risk posed in the event of a fire.

Limitations / Disclaimer	
LD 1	The Assessments, observations and recommendations made are only relevant to conditions identified at the time of the assessment . Regular inspections and Risk Assessment reviews are required to ensure that the current standards are maintained.
LD 2	The review period for the assessment is dependent on the Fire Safety Management system and the likelihood and severity of risks and hazards observed unless otherwise instructed. The contents of this report are based on the information and access provided at the time of the assessment. Any recommendations or advice in this report is based upon evidence seen at the time of the assessment. No guarantee can be given that any subsequent visit by inspectors with statutory powers may result in other breaches of legislation being found.
LD 3	Whilst every care is taken to interpret current acts, Regulations and Codes of Practice, these can only be authoritatively be interpreted by courts of law.
LD 4	This report has been produced following a visual non-invasive inspection only. Where any problems, irregularities or defects are suspected, they are reported where the assessor judges them to be urgent, significant or helpful.
LD 5	The inspection carried out to produce this report does not include any areas which were concealed or closed in behind finished surfaces such as flooring, walls or ceilings or which required the moving of anything which impeded access or limited visibility, such as floor coverings, furniture, appliances, personal property, vehicles, vegetation, debris or soil,
LD 6	The Assessor is not able to report or make assumptions on areas where defects were not visible at the time of the inspection.
LD 7	Services are externally inspected but not tested. The efficiency of electrical, gas, plumbing and heating, drainage, lifts and security systems, or their current compliance with current legislation, or the internal condition of any chimney or boiler or other flue, should all be checked by a person competent to do so.
LD 8	The Assessor is not responsible if access to any part of the building or services of a property is not reasonably available to carry out a visual inspection.
LD 9	This report is solely for the use of the client and no liability to anyone else is accepted. Should the client fail to act upon specific, reasonable matters contained within this report, then no responsibility is accepted for the consequences.
LD 10	Any suggestions or recommendations contained within this report are suggestions only and it shall be the responsibility of the person or persons carrying out the work to ensure the most appropriate remedy is carried out in conjunction with any further discoveries, warranties or manufacturers recommendations and any or necessary Local Authority consent obtained prior to proceeding with remedial work.
LD 11	Whilst all care and effort has been taken to discover and record irregularities, non-conformities and defects of the building at the time of the inspection, it is important to note that the reports are based on a visual above the ground inspection only. Due to the size, complexity and hidden nature of construction, irregularities and defects may not always be viewed.
LD 12	The Assessor accepts no responsibility or liability for the absences of any information, inaccuracy or omission.

Main Findings



It was observed, during the assessment, that a number of fitted Fire Doors were not compliant : **Room 2** The Fire Door did not close fully into the frame under its own weight, there was an excessive fitment gap at the threshold. **Room 4** There was an excessive fitment gap at the threshold. The defects should be rectified in accordance with BS8214 and BS476 and the manufacturers installation instructions. The work should be carried out by a qualified and competent person.



It was observed, during the assessment, that the ceiling above the boiler enclosure had a cavity where cables passed into the ceiling. This cavity will allow the passage of fire and smoke, from one compartment to another, in the event of a fire. The cavity should be filled with Fire Resistant materials. The work should be carried out by a qualified and competent person.

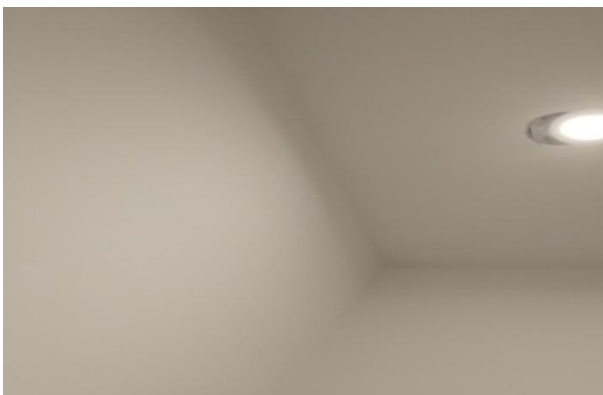
Main Findings



It was observed, during the assessment, the gas boiler was housed in an enclosure. It was unclear whether or not the materials used for the enclosure were rated to withstand and contain a fire at least 30 minutes. If the materials used are not fire rated, then materials should be added to the enclosure to achieve this i.e. Fire Rated plasterboard, especially on the surfaces where there is no brick behind the enclosure i.e. top, left side, underside and door. The enclosure is situated in a final exit route from the property and so its integrity should be given extra importance. The work should be carried out by a qualified and competent person.



It was observed, during the assessment, that fitted Fire Detection devices throughout the property, were covered with plastic "decorators covers." These covers will affect and hinder the efficiency of the devices to detect smoke and fire. The covers should be removed As Soon As Possible as fires are unpredictable and do not occur in occupied properties alone.



It was observed, during the assessment, that a recessed spotlight fitting in the ceiling above the door to room 2, had been relocated from a slightly different position. The cavity left behind had been filled with a material that was loose in the cavity which could easily be dislodged and reveal the cavity. This would become a passage for fire and smoke in the event of a fire. The cavity should be filled properly with fire resistant materials. The work should be carried out by a qualified and competent person.

Main Findings



It was observed, during the assessment, that the loft hatch situated on the first-floor landing / hallway was not locked or sealed shut. It was unknown whether or not the materials used for the loft hatch were able to withstand and contain a fire for a minimum of 30 minutes. The loft hatch should be replaced or lined with fire resistant materials and locked or sealed shut. This measure will prevent the passage of fire and smoke, in the event of a fire, especially important if partition walls do not extend to the roofline. The work should be carried out by a qualified and competent person.

General Property Details		
Building and Premises		
BP1	Number of floors and Basements	Two. Ground and First Floor
BP2	Approximate floor area	63sqm taken from EPC
BP3	General construction details	This is a mid-terraced residential property constructed between 1900 – 1929 of solid brick walls externally. The roof is pitched and laid with slate tiles. Internally there is a mixture of a solid and a stud wall layout with a plasterboard and plaster finish. The premises spans over two floors, ground and first floors. FD30 rated self-closing fire doors have been fitted throughout the premises along with an interlinked detector system. The system can be considered to be D LD1 (Alarms installed in all areas where a fire could start, for instance hallways, landings, living room, bedrooms and kitchens (but not bathrooms, shower rooms or toilets.) This complies with BS5839 part 6. Thumb Turn Locks are fitted to both the front and rear exit doors. Emergency lighting is fitted at both the front and rear exit doors in accordance with BS5266. The property is to be utilised as a 4-bedroom HMO.
BP4	Use of Premises	House of multiple occupancy
The Occupants		
O1	Approximate number of persons	4 Residents
Occupants at Special Risk		
OSR 1	Sleeping occupants	4
OSR 2	Disabled Occupants	None advised
OSR 3	Occupants in remote areas or lone workers	Yes
OSR 4	Young persons	N/A
OSR 5	Others	N/A
Fire Loss Experience (FL)		
FL 1	Fires in past 10 years	Unknown

FL 2	Cost of fire loss	N/A
Relevant Fire Safety Legislation (FS)		
FS1	The following fire safety legislation applies to these premises	Regulatory Reform (Fire Safety) Order 2005
FS 2	The above legislation is enforced by	Greater Manchester Fire and Rescue Service
Relevant Fire Safety Legislation (FS)		
FS 3	Other legislation that makes significant requirements for fire precaution in these premises (other than building regulations)	The Smoke and Carbon Free Regulations 2007 The Gas Safety Regulations 1988 The Electrical Safety Regulations 2020 Furniture and furnishings (fire safety) regulations 1988 The Housing Act 2004 The smoke and carbon monoxide regulations 2022 The Management of House in Multiple Occupation (England) Regulations 2006 Health and Safety (Safety Signs and Signals) Regulations 1996
FS 4	The legislation to which FS 3 makes reference is enforced by	Bury Council The Health and Safety Executive.

Fire Hazards (FH)					
Index	Details	Yes	No	N/A	Control Measures
	Electrical Sources of Ignition				
FH1	Reasonable measures taken to prevent fires of electrical origin?	√			
FH2	Fixed installation periodically inspected and tested?		√		An Electrical Installation Condition Report (EICR) should be sought before occupation to verify the electrical installation is compliant with current regulations.
FH3	Portable appliance testing (where appropriate) carried out			√	Appliances were new at the time of the assessment.
FH4	Suitable policy regarding the use of personal electrical appliances?		√		On occupation, the residents should be explained the use of personal electrical items on the premises.
FH5	Suitable Limitation of electrical extension leads or multi point adaptors?		√		Once occupied, the managing agent should impose a Limitation of electrical extension leads or multi point adaptors.
	Smoking				
FH6	Reasonable measures taken to prevent fires as a result of smoking?	√			Once Occupied, the managing agent should impose a No Smoking Policy within the property.
FH7	Is smoking prohibited in premises	√			As above
FH8	Is smoking prohibited in appropriate areas of the premises?	√			
FH9	Are suitable arrangements in place for those who wish to smoke?	√			
FH10	Does the no smoking policy appear to be observed at the time of inspection?			√	Property unoccupied at the time of the assessment
	Arson				
FH11	Does basic security against arson by outsiders appear reasonable?	√			
FH12	Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders?	√			

Fire Hazards					
Index	Detail	Yes	No	N/A	Control Measures
	Portable Heaters and Heating Installations				
FH13	Is the use of portable heaters avoided as far as is practicable?			√	Once occupied, the managing agent should prohibit the use of portable heaters as far as is practicable.
FH14	Is the use of more hazardous type of portable heaters (radiant bars or LPG) avoided?			√	As above
FH15	Are suitable measures taken to minimise the hazard of ignition of combustible materials?	√			
FH16	Are fixed heating installations subject to regular maintenance?		√		A Gas Safety Certificate should be sought to verify that the installation meets the relevant regulations and legislation
	Cooking				
FH17	Are reasonable measures taken to prevent fires as a result of cooking?			√	
FH18	Are filters changed and ductwork cleaned regularly?	√			Appliances new at the time of the assessment
FH19	Are suitable extinguishing appliances available?	√			Fire blankets were present within the kitchen of the premises. This is deemed as good practice in accordance with Lacors fire safety guidance. No service history was found to any of the fire blankets. Fire blankets should be serviced annually by a person competent to do so in accordance with BS EN 1869.
	Lightning				
FH20	Does the building have a lightning protection system?			√	
	Other significant ignition sources				
FH21	Are there other significant ignition sources present?		√		
FH22	Does the activity involve processes such as frictional heat?			√	
FH23	Are there light bulbs or heating appliances near flammable / combustible materials?		√		

Fire Hazard					
Index	Details	Yes	No	N/A	Control Measures
	Housekeeping				
FH24	Is the standard of housekeeping adequate?			√	The property was unoccupied at the time of the assessment.
FH25	Are combustible materials separated from ignition sources?	√			
FH26	Is there an avoidance of unnecessary accumulation of combustible materials or waste?	√			
FH27	Is there appropriate storage of combustible materials?	√			
FH28	Is there avoidance of inappropriate storage of combustible materials?	√			
FH29	Are all textiles and furniture treated to be fire retardant?			√	The property was unfurnished at the time of the assessment.
FH30	Are substantial areas of walls or ceilings covered with flammable linings or material?		√		
	Outside contractors and building work hazards				
FH31	Are fire safety conditions imposed on outside contractors?	√			
FH32	Is there satisfactory control over works carried out in the building by outside contractors (including Hot Work Permits)?	√			
FH33	If there are in house maintenance personnel, are suitable precautions taken during hot works including use of hot work permits?	√			

Fire Hazard					
Index	Detail	Yes	No	N/A	Control Measures
	Dangerous Substances				
FH34	Have the hazardous properties of dangerous substances been considered?	√			No Hazardous properties of dangerous substances at the premises
FH35	Is there adequate information on safety provided by the supplier on any relevant data sheet?			√	
	Has account been taken regarding:				
FH36	The special, technical and organisational measures and the substances used and their possible interactions			√	
FH37	The amount of the substance involved			√	
FH38	Where the work will involve more than one dangerous substance, the risk presented by such substances in combination,			√	
FH39	The arrangement for the safe handling, storage and transport of dangerous substances and of waste containing dangerous substances?			√	
FH40	Any other measures produced as a result of the RRO/FSA?			√	
FH41	Are there safe systems of work for maintenance, where there is a potential for high level of risk?			√	
FH42	Are sufficient control measures in place to counter the likelihood that an explosive atmosphere will occur and its persistence including adjacent areas?			√	

Fire Hazard					
Index	Detail	Yes	No	N/A	Control Measures
FH43	Are sufficient control measures in place to counter the likelihood that ignition sources, including electrostatic discharges, will be present and become active and effective?			√	
FH44	Has account been taken regarding the scale of the anticipated effects?			√	
FH45	Is sufficient additional safety information available to enable the assessment to be completed?			√	
FH46	Has account been taken regarding sources of oxygen?	√			
FH47	Is there piped oxygen in use?		√		
FH48	Are there oxygen cylinders used or stored?		√		
FH49	Is there an operational procedure for isolation?			√	
FH50	Are oxidising materials used or stored?			√	
FH51	Has a specific risk assessment been carried out as required by The Dangerous Substances and Explosives Atmosphere Regulations 2002?			√	
FH52	Are there other significant hazards that warrant consideration including process hazards that impact on general fire precautions?			√	

Fire Protection (FP)					
Index	Detail	Yes	No	N/A	Control Measures
	Means of escape				
FP1	Is it considered that the premises is provided with reasonable means of escape in the event of a fire?	√			There are two exits from the property. One at the front leading to the street and one at the rear leading to an alleyway. Both exits will lead to a place of ultimate safety.
FP2	Is there adequate design of escape routes?	√			
FP3	Is there adequate provision of escape exits?	√			
FP4	Are exits easy to operate where necessary?	√			Thumb turn locks are fitted to both front and rear exit doors.
FP5	Do fire exit doors open in the direction of travel where necessary?			√	
FP6	Are sliding and / or revolving doors avoided as fire exits where necessary?			√	
FP7	Are there satisfactory means of securing exits?	√			
FP8	Are single direction travel distances reasonable?	√			
FP9	Are alternative means of escape travel distances reasonable?	√			
FP10	Is there suitable protection of escape routes where necessary?	√			
FP11	Are suitable fire precautions provided for inner and inner - inner rooms?			√	

Fire Protection					
Index	Detail	Yes	No	N/A	
FP12	Are escape routes clear and unobstructed?	√			
FP13	Are reasonable arrangements made for means of escape for disabled people?			√	No disabled Persons at the premises
FP14	Are the exits in the right place and do these exits lead to a place of total safety?	√			
FP15	Are those that work in the premises aware of the importance of maintaining the safety of the escape routes by ensuring that fire doors are not wedged or held open?	√			
Fire Protection					
Index	Detail	Yes	No	N/A	Control Measures
FP16	Are fire doors holed or damaged?		√		
FP17	Are fire doors provided with appropriate fire door signs	√			Fire Door Keep Shut both sides No Smoking Interior.
FP18	Are all external escape routes unobstructed?	√			
FP19	Are any holes or gaps in walls, ceilings and floors properly sealed?	√			It was observed, during the assessment, that the ceiling above the boiler enclosure had a cavity where cables passed into the ceiling. This cavity will allow the passage of fire and smoke, from one compartment to another, in the event of a fire. The cavity should be filled with Fire Resistant materials. The work should be carried out by a qualified and competent person. It was observed, during the assessment, that a recessed spotlight fitting in the ceiling above the door to room 2, had been relocated from a slightly different position. The cavity left behind had been filled with a material that was loose in the cavity which could easily be dislodged and reveal the cavity. This would become a passage for fire and smoke in the event of a fire. The cavity should be filled properly with fire resistant materials. The work should be carried out by a qualified and competent person. It was observed, during the assessment, that the loft hatch situated on the first-floor landing / hallway was not locked or sealed shut. It was unknown whether or not the materials used for the loft hatch were able to withstand and contain a fire for a minimum of 30 minutes. The loft hatch should be replaced or lined with fire resistant materials and locked or sealed shut. This

					measure will prevent the passage of fire and smoke, in the event of a fire, especially important if partition walls do not extend to the roofline. The work should be carried out by a qualified and competent person.
FP20	Can all occupants escape to a place of total safety in a reasonable time?	√			
FP21	Are fire assembly points in safe locations	√			
FP22	Is fire door integrity/strips/seals and all door furniture adequately maintained?	√			It was observed, during the assessment, that a number of fitted Fire Doors were not compliant : Room 2 The Fire Door did not close fully into the frame under its own weight, there was an excessive fitment gap at the threshold. Room 4 There was an excessive fitment gap at the threshold. The defects should be rectified in accordance with BS8214 and BS476 and the manufacturers installation instructions. The work should be carried out by a qualified and competent person.
FP23	Are fire action notices adequate?	√			
FP24	Are high risk rooms adequately protected?			√	
FP25	If vertical evacuation is necessary (internal / external) are stairways suitable in size and width?	√			
Fire Protection					
Index	Detail	Yes	No	N/A	Control Measures
	Fire spread and development limitation				
FP26	Is there reasonable compartmentation?		√		It was observed, during the assessment, that the ceiling above the boiler enclosure had a cavity where cables passed into the ceiling. This cavity will allow the passage of fire and smoke, from one compartment to another, in the event of a fire. The cavity should be filled with Fire Resistant materials. The work should be carried out by a qualified and competent person. It was observed, during the assessment, the gas boiler was housed in an enclosure. It was unclear whether or not the materials used for the enclosure were rated to withstand and contain a fire at least 30 minutes. If the materials used are not fire rated, then materials should be added to the enclosure to achieve this i.e. Fire Rated plasterboard, especially on the surfaces where there is no brick behind the enclosure i.e. top, left side, underside and door. The enclosure is situated in a final exit route from the property and so its integrity should be given extra importance. The work should be carried out by a qualified

					and competent person. It was observed, during the assessment, that a recessed spotlight fitting in the ceiling above the door to room 2, had been relocated from a slightly different position. The cavity left behind had been filled with a material that was loose in the cavity which could easily be dislodged and reveal the cavity. This would become a passage for fire and smoke in the event of a fire. The cavity should be filled properly with fire resistant materials. The work should be carried out by a qualified and competent person. It was observed, during the assessment, that the loft hatch situated on the first-floor landing / hallway was not locked or sealed shut. It was unknown whether or not the materials used for the loft hatch were able to withstand and contain a fire for a minimum of 30 minutes. The loft hatch should be replaced or lined with fire resistant materials and locked or sealed shut. This measure will prevent the passage of fire and smoke, in the event of a fire, especially important if partition walls do not extend to the roofline. The work should be carried out by a qualified and competent person.
FP27	Are there limited linings that may promote the spread of fire?	√			
FP28	Are sprinklers, if provided, of the correct type for the risks present?			√	
FP29	Are fire/smoke dampers and control systems maintained and tested?			√	

Fire Protection					
Index	Detail	Yes	No	N/A	Control Measures
	Escape Lighting				
FP30	Are all your escape routes covered by an acceptable form of emergency lighting?	√			There is escape lighting installed within the premises in accordance with BS5266 An Emergency Lighting Certificate should be sought to verify the installations compliance.
FP31	Are toilets, plants rooms, external fire escape staircases, underground car parks and external escape routes covered by an acceptable form of emergency lighting?			√	
FP32	Are there back-up power supplies for the emergency lighting?	√			

	Fire Safety Signs and Notices				
FP33	Where necessary are escape routes and exits, the locations of fire fighting equipment and emergency telephones indicated by appropriate signs?	√			
Fire Protection					
Index	Detail	Yes	No	N/A	Control Measures
FP34	Where necessary are notices provided such as those giving information on how to operate security devices on exit doors, those indicating doors enclosing fire hazards that must be kept shut and fire action notices for staff and other people?	√			
FP35	Are you maintaining all the necessary signs and notices so that they continue to be correct, legible and understood?	√			
FP36	Are you maintaining signs that you have provided for the information of the fire and rescue service, such as those indicating the location of water suppression stop valves and the storage of hazardous substances?			√	
Fire Warning and Arrangements					
FP37	Is a reasonable manually operated electrical fire alarm system provided?	√			It was observed, during the assessment, that fitted Fire Detection devices throughout the property, were covered with plastic "decorators covers." These covers will affect and hinder the efficiency of the devices to detect smoke and fire. The covers should be removed As Soon As Possible as fires are unpredictable and do not occur in occupied properties alone. A Fire Detection Device Installation Certificate should be sought to verify the installations compliance.
FP38	Are fire alarm call points located at all final exits, storey exits, fire			√	

Fire Protection					
Index	Detail	Yes	No	N/A	Control Measures
FP39	compartment wall exits or exits from rooms of high risk?			√	
FP40	Is the fire control panel located at an exit and visible to the emergency services from the outside of the building?			√	
FP41	Can the existing means of detection ensure a fire is discovered quickly enough for the alarm to be raised in time for all the occupants to escape to a place of total safety?	√			
FP42	Are the automatic fire detectors of the right type and in the appropriate locations?	√			The premises are fitted with a D LD1 interlinked Fire Detection system in accordance with BS5839
Fire Protection					
Index	Detail	Yes	No	N/A	Control Measures
FP43	Can the means of warning be clearly heard or be perceptible and understood by everyone throughout the whole building when initiated from a single point?	√			
FP44	Are there provisions for people in locations where the alarm cannot be heard?			√	
FP45	If the fire-detection and warning system is electrically powered, does it have a back-up power supply?	√			
FP46	Is there a remote transmission of alarm signal?			√	
FP47	Is a zone plan of the fire alarm system provided adjacent to the main control panel?			√	
	Portable Fire Extinguishing Appliances				
FP48	Are the extinguishers suitable for the purpose?	√			A Fire Blanket was visible in the kitchen at the time of the inspection

FP49	Are there enough extinguishers sited throughout the premises at appropriate locations?			√	
FP50	Are the right type of extinguishers located close to the fire hazards and can users get to them without exposing themselves to risk?			√	

FP51	Are the extinguishers hidden from view and their position need indicating?			√	
FP52	Have steps been taken to prevent the misuse of extinguishers?			√	
FP53	Are fire fighting appliances checked that they are in good order at least monthly by the occupier			√	
FP54	Are those who test and maintain the fire fighting equipment competent to do so?			√	
FP55	Are hose reels provided and maintained?			√	

Fire Protection

Index	Detail	Yes	No	N/A	Control Measures
	Automatic Fixed Systems				
FP56	Is there a suitable sprinkler or water-based system that is adequate for the risk present?			√	
FP57	Is there a suitable gaseous local application or total flooding provided that is adequate for the risk?			√	
FP58	Are those who test and maintain the fixed fire fighting systems competent to do so?			√	
	Other Fixed Systems				
FP59	Are there suitable smoke control facilities for the risk present?			√	

FP60	Are those who test and maintain the smoke control facilities competent to do so?			√	
	Luminous Discharge Tubes				
FP61	Has notice been given to the fire and rescue authority regarding luminous discharge tubes cut-off switch, its colouring and marking?			√	

Managing Fire Safety (MF)					
Index	Detail	Yes	No	N/A	Control Measures
	Procedures and Arrangements				
MF1	Appropriate fire procedures in place and properly documented?		√		Once occupied, the managing agent should have appropriate fire procedures in place and properly documented.
MF2	Are staff aware of the emergency plan, including the identity of people nominated to do a particular fire duty task?			√	
MF3	Have visitors and guests been informed about what to do in an emergency?	√			By means of fire action notices within the communal areas
MF4	Have staff been given information about any dangerous substances?			√	No dangerous substances are kept on the premises
MF5	Do you have arrangements for informing temporary or agency staff?			√	
MF6	Is there an arrangement for informing other employers whose staff are guest workers in your premises, such as maintenance contractors or cleaners?			√	
MF7	Have fire safety arrangements been coordinated with other responsible people and with any contractors in the building?			√	
MF8	Have details been recorded of any information or instructions you have given and the details of any arrangements for co-operation and coordination with others?			√	

MF9	Has a fire safety manager/deputy fire safety manager been appointed in writing with a suitable job description?			√	
MF10	Have sufficient fire wardens been appointed to help in evacuating the premises?			√	
MF11	Are there suitable arrangements for summoning the fire and rescue service?	√			
MF12	Are there suitable arrangements to meet the fire and rescue service on arrival and provide them with relevant information?			√	

Managing Fire Safety

Index	Detail	Yes	No	N/A	Control Measures
MF13	Are there suitable arrangements for ensuring that the premises have been evacuated?	√			On occupation, the managing agent should ensure there are suitable arrangements for ensuring that the premises have been evacuated.
MF14	Is there a suitable fire assembly point(s)?	√			The Fire Action Plan should clearly state Assembly Points
MF15	Are there adequate procedures for evacuation of any disabled people who are likely to be present?			√	No disabled persons on the premises
MF16	Are persons nominated and trained to use the fire extinguishing appliances?			√	
MF17	Are persons nominated and trained to assist with evacuation of disabled people?			√	See Index MF15
MF18	Have the fire and rescue service carried out pre-fire inspections of the premises?		√		
MF19	Has an emergency pack been provided for fire and rescue service information during an incident?			√	
MF20	Are routine fire inspections carried out?	√			On occupation, the managing agent should make arrangements for, Quarterly Inspections and Annual Fire Risk Assessments

	Training and Drills				
MF21	Are all staff given adequate fire instruction and training on induction?	√			
MF22	Are all staff given periodic refresher fire training at suitable intervals?		√		Staff should be given refresher fire training at regular intervals
MF23	Are regular fire drills carried out at appropriate intervals?		√		Regular fire drills should be carried out to adopt best practice.
	Does all staff training provide information, instruction or training on the following:				
MF24	Fire risks in the premises?	√			
MF25	The fire safety measures on the premises?	√			
MF26	Action in case of fire?	√			
MF27	Action on hearing the fire alarm signal?	√			The property lends itself to simultaneous evacuation.
Managing Fire Safety					
Index	Detail	Yes	No	N/A	Control Measures
MF28	Method of operation of fire alarm call points?			√	
MF29	Location and use of fire extinguishers?			√	
MF30	Means for summoning the fire and rescue service?	√			
MF31	Identity of persons nominated to assist with evacuation?			√	
MF32	Identity of persons nominated to use the fire extinguishing appliances?			√	
MF33	Are fire wardens given additional training?			√	
MF34	Are joint training and fire drills sessions carried out in multi-occupied buildings?			√	

MF35	Are employers aware of fire risks and general fire precautions for other organisations in the premises?			√	
MF36	Are employees provided with adequate instructions and information regarding fire risks and general fire precautions for other organisations in the premises?			√	
MF37	Have staff working in areas for, used or store hazardous or explosive substances had appropriate fire training?			√	No hazardous substances are permitted to be stored on the premises.
MF38	Has the fire manager/deputy fire manager had appropriate training for their role?			√	
MF39	Are appropriate training measures in place for those workers with language difficulties			√	
	Testing and Maintenance				
MF40	Adequate maintenance of workplace?	√			
MF41	Weekly testing and periodic servicing of fire detection and alarm system?	√			Once occupied, the managing agent should ensure that there is weekly testing and periodic servicing of the fire detection and alarm system.
Managing Fire Safety					
Index	Detail	Yes	No	N/A	Control Measures
MF42	Monthly and annual testing routines for emergency lighting?	√			On occupation, the managing agent should ensure that Emergency Lighting is tested monthly and the results recorded.
MF43	Annual maintenance of fire extinguishing appliances?			√	
MF44	Weekly testing and periodic inspection of sprinkler installations?			√	
MF45	Six-monthly inspection and annual testing of dry riser?			√	

MF46	Weekly and monthly testing, six monthly inspection and annual testing of fire-fighting lifts?			√	
MF47	Periodic inspection of external escape staircase and gangways?			√	
MF48	Routine checks of final exit doors and security fastenings?	√			Quarterly Inspections and Annual Fire Risk Assessment
MF49	Annual inspection of lightning protection system?			√	
MF50	Six-monthly inspection and annual testing of private hydrants?			√	
	Other relevant inspections or tests:				
MF51	Do you carry out daily checks to ensure that there is clear access for fire engines?			√	Domestic property
MF52	Are suitable systems in place for reporting and subsequent restoration of fire safety measures that have failed?			√	
	Records				
MF53	Are appropriate records kept for fire training and fire evacuation drills?		√		
MF54	Are appropriate records kept for fire alarm tests?	√			As in MF41
MF55	Are appropriate records kept for escape lighting tests?	√			As in MF42

Managing Fire Safety					
Index	Detail	Yes	No	N/A	Control Measures
MF56	Are appropriate records kept for the maintenance and testing other fire protection systems?			√	
MF57	Are your fire records immediately available for inspection by the enforcing authority?	√			
MF58	Is there an emergency plan in place?	√			Fire Action Plan
MF59	Does the fire emergency plan take account of other emergency plans applicable in the building?			√	
MF60	Is the fire emergency plan available to the enforcing authority?	√			
MF61	Are Personal Emergency Evacuation Plans (PEEPS) required and in place?			√	
	Young Persons				
	Have the following matters been taken into particular account in risk assessment in respect of young persons:				
MF62	The inexperience, lack of awareness of risks and immaturity of young persons			√	No Young Persons at the Premises.
MF63	The fitting-out and layout of the premises			√	
MF64	The nature, degree, and duration of exposure to physical and chemical agents.			√	
MF65	The form, range, and use of work equipment and the way in which it is handled.			√	
MF66	The organisation of processes and activities.			√	

MF67	The extent of the safety training provided or to be provided to young persons.			√	
MF68	Risks from agents, processes and work listed in the Annex to Council Directive 94/33/EC on the protection of young people at work.			√	

Fire Risk Assessment

Risk Value Matrix		
Likelihood	Value	Severity of Outcome
Negligible	1	Negligible
Low	2	Slight Damage to Property – Minor injury to occupants, fire aid required.
Moderate	3	Moderate damage to property. Partial evacuation required. Injury to occupants, medical attention required
High	4	Large scale damage to property. Complete evacuation required. Occupants required hospitalisation.
Extreme	5	Major loss of property. Major loss of life.

1	2	3	4	5
2	4	6	8	10
3	6	9	12	15
4	8	12	16	20
5	10	15	20	25

Likelihood	2
Severity	2
Risk Rating Score	4

Risk Rating	Action
1	Record findings and review in 12 months
2 - 3	Record findings and review in 12 months
4 - 6	Moderate risk – implement interim measures immediately and full controls within 3 months
8 - 12	High risk – implement interim measures immediately and full controls within 3 months
15 - 25	Extreme Risk – Cease use of area until additional controls have been applied

Action Plan

Index	Significant Hazards	Responsible Person	Target Date	Completion date Signature of Responsible person
FP22	It was observed, during the assessment, that a number of fitted Fire Doors were not compliant : Room 2 The Fire Door did not close fully into the frame under its own weight, there was an excessive fitment gap at the threshold. Room 4 There was an excessive fitment gap at the threshold. The defects should be rectified in accordance with BS8214 and BS476 and the manufacturers installation instructions. The work should be carried out by a qualified and competent person.	Landlord / Contractor / Managing Agent	Before Occupation of the property	Basrow Ltd 22/01/2026
FP19 FP26	It was observed, during the assessment, that the ceiling above the boiler enclosure had a cavity where cables passed into the ceiling. This cavity will allow the passage of fire and smoke, from one compartment to another, in the event of a fire. The cavity should be filled with Fire Resistant materials. The work should be carried out by a qualified and competent person.	Landlord / Contractor / Managing Agent	Before Occupation of the property	Basrow Ltd 22/01/2026
FP19 FP26	It was observed, during the assessment, that a recessed spotlight fitting in the ceiling above the door to room 2, had been relocated from a slightly different position. The cavity left behind had been filled with a material that was loose in the cavity which could easily be dislodged and reveal the cavity. This would become a passage for fire and smoke in the event of a fire. The cavity should be filled properly with fire resistant materials. The work should be carried out by a qualified and competent person.	Landlord / Contractor / Managing Agent	Before Occupation of the property	Basrow Ltd 22/01/2026

Action Plan

Index	Significant Hazards	Responsible Person	Target Date	Completion date Signature of Responsible person
FP26	It was observed, during the assessment, the gas boiler was housed in an enclosure. It was unclear whether or not the materials used for the enclosure were rated to withstand and contain a fire at least 30 minutes. If the materials used are not fire rated, then materials should be added to the enclosure to achieve this i.e. Fire Rated plasterboard, especially on the surfaces where there is no brick behind the enclosure i.e. top, left side, underside and door. The enclosure is situated in a final exit route from the property and so its integrity should be given extra importance. The work should be carried out by a qualified and competent person.	Landlord / Contractor / Managing Agent	Before Occupation of the property	Basrow Ltd 22/01/2026
FP36	It was observed, during the assessment, that fitted Fire Detection devices throughout the property, were covered with plastic "decorators covers." These covers will affect and hinder the efficiency of the devices to detect smoke and fire. The covers should be removed As Soon As Possible as fires are unpredictable and do not occur in occupied properties alone.	Landlord / Contractor / Managing Agent	ASAP	Basrow Ltd 22/01/2026
FH16	A Gas Safety Certificate should be sought to verify that the installation meets the relevant regulations and legislation	Landlord / Contractor / Managing Agent	Before Occupation of the property	

Action Plan

Index	Significant Hazards	Responsible Person	Target Date	Completion date Signature of Responsible person
FP19 FP26	It was observed, during the assessment, that the loft hatch situated on the first-floor landing / hallway was not locked or sealed shut. It was unknown whether or not the materials used for the loft hatch were able to withstand and contain a fire for a minimum of 30 minutes. The loft hatch should be replaced or lined with fire resistant materials and locked or sealed shut. This measure will prevent the passage of fire and smoke, in the event of a fire, especially important if partition walls do not extend to the roofline. The work should be carried out by a qualified and competent person.	Landlord / Contractor / Managing Agent	Before Occupation of the property	Basrow Ltd 22/01/2026

Action Plan

Index	Significant Hazards	Responsible Person	Target Date	Completion date Signature of Responsible person
FP30	An Emergency Lighting Certificate should be sought to verify the installations compliance.	Landlord / contractor / Managing Agent	Before occupation of the property	
FP37	A Fire Detection Device Installation Certificate should be sought to verify the installations compliance.	Landlord / contractor / Managing Agent	Before occupation of the property	
FH2	An Electrical Installation Condition Report (EICR) should be sought before occupation to verify the electrical installation is compliant with current regulations.	Landlord / contractor / Managing Agent	Before occupation of the property	
FH4	On occupation, the residents should be explained the use of personal electrical items on the premises.	Landlord / Managing Agent.	On Occupation	
FH5	Once occupied, the managing agent should impose a Limitation of electrical extension leads or multi point adaptors.	Landlord / Managing Agent.	On Occupation	
FH6	Once Occupied, the managing agent should impose a No Smoking Policy within the property.	Landlord / Managing Agent.	On Occupation	
FH13	Once occupied, the managing agent should prohibit the use of portable heaters as far as is practicable.	Landlord / Managing Agent.	On Occupation	
MF1	Once occupied, the managing agent should have appropriate fire procedures in place and properly documented.	Landlord / Managing Agent.	On Occupation	
MF13	On occupation, the managing agent should ensure there are suitable arrangements for ensuring that the premises have been evacuated.	Landlord / Managing Agent.	On Occupation	
MF20	On occupation, the managing agent should make arrangements for, Quarterly Inspections and Annual Fire Risk Assessments	Landlord / Managing Agent.	On Occupation	
MF41	Once occupied, the managing agent should ensure that there is weekly testing and periodic servicing of the fire detection and alarm system.	Landlord / Managing Agent.	On Occupation	
MF42	On occupation, the managing agent should ensure that Emergency Lighting is tested monthly and the results recorded.	Landlord / Managing Agent.	On Occupation	

End of Report