

Fire Risk Assessment



Property assessed: Compass Day & Health Centre, 1, Jamaica Street, Bristol, BS2 8JP
Client: Riverside
UPRN: 8010014831
Property classification: Level 2
Document print date: 26 January 2024



FRA valid to: 26 January 2026
FRA inspection date: 22 January 2024
FRA issued to client: 26 January 2024
FRA completed by: Savills (UK) Ltd
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Contents

1 Executive Summary

1.1 Compliance and Risk Record

1.2 Recommendation Summary

1.3 Evacuation Strategy

2 Action Plan

2.1 Recommendations from this Assessment

2.2 Recommendations from Previous Assessments

3 Introduction and Scope

3.1 Limitations

3.2 Legislation

3.3 Risk Level

3.4 Recommendation Priorities

4 Property Details

5 FRA Questionnaire

6 BAFE Certificate

Please Note - The Action Plan within this report will update to reflect the status of each recommendation as at the date on which the report is generated. Please refer to the Document Print Date on the cover page.



1 Executive Summary

1.1 Compliance and Risk Record

Property Classification	Level 2
BAFE SP205 -1 Certificate Number	Refer to Master Property List
Responsible Person	Riverside
Assessment Completed by	Peter Swales
Assessment Checked by	Paul Charlwood
Date of inspection	22 January 2024
Date of Assessment Issue to Client	26 January 2024
Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at this property is:	Medium
Taking into account the nature of the property and occupants, as well as fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:	Moderate Harm
The derived assessment risk rating of the property is:	Moderate
On satisfactory completion of all remedial works the risk rating of this property may be reduced to:	Tolerable
Recommended Reassessment Date	26 January 2026

1.2 Recommendation Summary

Number of recommendations not complete:

Priority	From previous assessments	From this assessment	From all assessments at report print date
U	0	0	0
A	3	0	3
B	2	1	3
C	4	0	4
R	0	1	1
Man1	0	3	3
Man2	4	1	5
Man3	0	0	0
ManR	0	0	0
Total	13	6	19

Note: See section 3.4 for the timescales associated with each priority in the table above.



1.3 Evacuation Strategy

Evacuation strategy for this property at time of assessment	Simultaneous Evacuation
Notes	The current evacuation strategy for the building is considered appropriate. When sleeping is provided as part of the SWEP programme 24/7 staffing is provided.
Recommended evacuation strategy for this property	Simultaneous Evacuation



2 Action Plan

2.1 Recommendations from this Assessment

Details	Recommendations	Photo
Question: C.3 Section: Arson Action ID: 1313808 Quantity - Known N/A - Potential N/A Priority Man1	Comment: There was an unnecessary fire load noted close to the building at the time of inspection. Bulk waste in the central rear courtyard and adjacent to the bin store. Recommendation: The combustible items noted should be disposed of or removed safely. Client Status: Unassigned FRA Due Date: 26/02/2024	

Details	Recommendations	Photo
Question: G.2 Section: House-Keeping Action ID: 1313812 Quantity - Known N/A - Potential N/A Priority Man1	Comment: Combustible items were noted close to an ignition source. Old paperwork in the boiler room. This issue should be dealt with as soon as possible. Recommendation: All combustible items should be removed from the boiler room as soon as possible and the door kept locked. Client Status: Unassigned FRA Due Date: 26/02/2024	



Details	Recommendations	Photo
Question: P.2 Section: Means of Giving Warning in Case of Fire Action ID: 1313810 Quantity - Known N/A - Potential N/A Priority Man1	Comment: The fire detection/alarm panel was showing a fault indicator light. Recommendation: Management should arrange to have the fault light showing on the fire alarm panel checked and cleared by the fire alarm service engineer. A contact number should be displayed for residents to report any Fire alarm defects/faults. Client Status: Unassigned FRA Due Date: 26/02/2024	

Details	Recommendations	Photo
Question: D.2 Section: Space Heating Action ID: 1313809 Quantity - Known N/A - Potential N/A Priority Man2	Comment: No evidence was available on-site to confirm that regular inspection, testing and servicing of the system/equipment is being carried out. Gas boiler system. Recommendation: Management should confirm/ensure that the fixed gas heating system in the common area is inspected and serviced annually by a GasSafe engineer and records kept on-site or in a central database. Client Status: Unassigned FRA Due Date: 26/01/2025	

Details	Recommendations	Photo
Question: Q.14 Section: Limiting Fire Spread Action ID: 1313813 Quantity - Known 2 - Potential 2 Priority B	Comment: Other fire spread/compartimentation issues noted at the time of inspection include - two holes over the ceiling access hatch (on the stair to the tea room). Recommendation: The holes noted should be sealed up with fire-resisting construction. The minimum period of fire resistance required is 60 minutes - two holes over the ceiling access hatch (on the stair to the tea room). Client Status: Unassigned FRA Due Date: 26/07/2025	

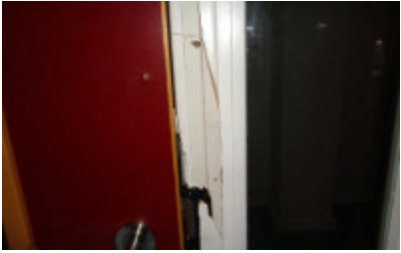


Details	Recommendations	Photo
Question: X.1 Section: Electrical Services Action ID: 1313811 Quantity - Known 1 - Potential 1 Priority R	Comment: Surface mounted wiring systems contained within plastic trunking were present within the common escape routes but it was not possible to determine if the cables within were adequately supported with fire resisting fixings to prevent premature collapse. Recommendation: The cable fixings, conduit or trunking as noted within the common escape route should be replaced with a cable support system which ensures that wiring is not liable to premature collapse in event of a fire (unless the existing clipping system can be confirmed as adequate). Client Status: Unassigned FRA Due Date: Unlimited	

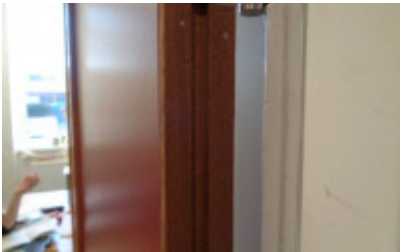
2.2 Recommendations from Previous Assessments

Details	Recommendations	Photo
Question: A.6 Section: Electrical Ignition Sources Action ID: 237412 Quantity - Known 0 - Potential 1 Priority Man2	Comment: No multi-way adaptors or extension leads were noted in use in the common areas during this inspection, however there were a number of offices which were occupied and no access was possible at time of inspection. Recommendation: Recommend management check all offices to ensure there are sufficient fixed wall sockets for the portable electrical appliances present. Client Status: Unassigned FRA Due Date: 03/12/2018	No image available



Details	Recommendations	Photo
Question: M.2 Section: Common Area Fire Doors Action ID: 760105 Quantity - Known 1 - Potential 1 Priority C	Comment: All common area fire rated fire doors appear to be in good condition except for:- Office door used by Bristol City Council staff has architrave missing. Recommendation: Minor joinery repairs are required to the frame as noted - Architrave missing to office used by Bristol City Council. Client Status: Unassigned FRA Due Date: 27/01/2024	

Details	Recommendations	Photo
Question: M.5 Section: Common Area Fire Doors Action ID: 760108 Quantity - Known 1 - Potential 1 Priority A	Comment: Not all self-closing devices fitted to common area fire doors where required are considered adequate. Double fire doors to the function room to be used as sleeping accommodation as part of the SWEP from the rear corridor do not close with a self-closing device as a selector device is required to guarantee the proper closing sequence for fire safety. The door to the office by the main entrance that leads to the Bristol City Council office and the door to the consultation room nearest the exit in the health centre are binding on the floor. Recommendation: A door selector should be fitted to the function/SWEP room doors to enable the proper closing sequence for fire safety. Client Status: Unassigned FRA Due Date: 27/07/2022	

Details	Recommendations	Photo
Question: M.6 Section: Common Area Fire Doors Action ID: 760097 Quantity - Known 1 - Potential 1 Priority C	Comment: Common area fire doors are provided with adequate intumescent strips and smoke seals except for- Office 2 in the Health Centre admin office where the strips and seals are missing from the leading edge. Recommendation: The defective intumescent strips and cold smoke seals should be replaced on the doors or frames as noted. The strips and seals to all edges should be replaced to ensure that compatibility is maintained. Client Status: Unassigned FRA Due Date: 27/01/2024	



Details	Recommendations	Photo
Question: M.7 Section: Common Area Fire Doors Action ID: 237420 Quantity - Known 2 - Potential 2 Priority A	Comment: The following issues were noted to common fire doors in the property:- The door from the staff stairs to the GP surgery reception and the door to the electrical cupboard from the rear corridor have low level vents fitted which compromise fire resistance as they will allow the passage of cold smoke. Recommendation: The common area fire doors noted should be replaced with FD30S fire doors. Self-closer required to GP surgery door and lock to cupboard. Client Status: Unassigned FRA Due Date: 03/12/2018	

Details	Recommendations	Photo
Question: O.1 Section: Fire Safety Signs and Notices Action ID: 237422 Quantity - Known 5 - Potential N/A Priority A	Comment: Some of the Fire Action Notices provided are designed for residential accommodation and are not considered adequate. Generic notices for non-residential buildings with common fire alarm system and simultaneous evacuation are suitable. Recommendation: All the fire action notices referring to residential accommodation should be replaced with fire action notices suitable for non-residential buildings with simultaneous evacuation strategy. Client Status: Unassigned FRA Due Date: 03/12/2018	

Details	Recommendations	Photo
Question: O.3 Section: Fire Safety Signs and Notices Action ID: 237423 Quantity - Known 1 - Potential N/A Priority B	Comment: Exit signage is not considered adequate. No 'Fire exit' sign displayed above final exit from rear courtyard. Recommendation: Provide adequate 'Fire exit' signage as noted. Client Status: Unassigned FRA Due Date: 03/09/2019	

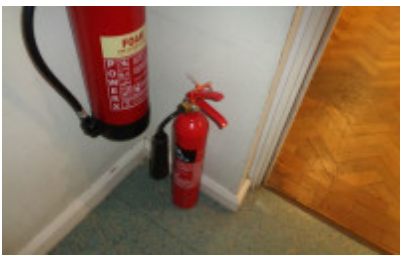


Details	Recommendations	Photo
Question: O.4 Section: Fire Safety Signs and Notices Action ID: 760102 Quantity - Known 1 - Potential 1 Priority C	Comment: Fire extinguisher signage is not considered adequate - Missing from floor standing CO2 in the rear corridor Recommendation: Fire extinguisher identification signage, relevant to the appliance type, should be provided adjacent to the extinguishers as noted. Client Status: Unassigned FRA Due Date: 27/01/2024	

Details	Recommendations	Photo
Question: Q.2 Section: Limiting Fire Spread Action ID: 760104 Quantity - Known 1 - Potential 1 Priority B	Comment: Compartmentation would not appear to be adequate. Loose mineral batt has been installed in the function suite above the partition doors but should be contained with wire to ensure permanent positioning. Recommendation: The mineral batt above the partition in the function suite should be secured with suitable fire-resistant material to remain in place. Client Status: Unassigned FRA Due Date: 27/07/2023	

Details	Recommendations	Photo
Question: Q.9 Section: Limiting Fire Spread Action ID: 760106 Quantity - Known N/A - Potential N/A Priority Man2	Comment: A ventilation system is installed in the interview rooms off the corridor to the Bristol City Council office with ventilation grills located in the ceiling. It could not be confirmed that the system was designed and installed to prevent the transfer of fire and smoke through the building. Recommendation: The ventilation system should be confirmed as being designed and installed to prevent the transfer of fire and smoke through the building. Client Status: Unassigned FRA Due Date: 27/01/2023	



Details	Recommendations	Photo
Question: R.4 Section: Fire Extinguishing Appliances Action ID: 760098 Quantity - Known 1 - Potential 1 Priority C	Comment: Not all of the fire extinguishing appliances provided are appropriately located and readily accessible. A CO2 extinguisher in the rear corridor is standing on the floor. Recommendation: The portable fire fighting appliances noted should be provided with a suitable base stand or wall mount bracket at their designated location. Client Status: Unassigned FRA Due Date: 27/01/2024	

Details	Recommendations	Photo
Question: T.10 Section: Procedures and Arrangements Action ID: 237426 Quantity - Known N/A - Potential N/A Priority Man2	Comment: From information received on-site, it would appear that liaison with the local Fire and Rescue Service does not take place. Recommendation: Management should confirm/ensure appropriate liaison takes place with the local Fire and Rescue Service and that familiarisation visits are carried out. Records of all engagement should be kept on-site or in a central database. Client Status: Unassigned FRA Due Date: 03/12/2018	No image available

Details	Recommendations	Photo
Question: T.12 Section: Procedures and Arrangements Action ID: 760109 Quantity - Known N/A - Potential N/A Priority Man2	Comment: The property has multiple agencies involved/present who share responsibility for fire safety arrangements and management Riverside are the landlords, managed by Compass Charity plus Homeless Health Centre and Bristol City Council Office. Recommendation: Management should confirm/ensure that there is a documented protocol in place for the coordination of fire safety arrangements, management and maintenance. including the sharing of relevant fire safety information such as this fire risk assessment. This protocol should take the form of a matrix clearly defining the responsibilities of the various duty holders. Client Status: Unassigned FRA Due Date: 27/01/2023	No image available



3 Introduction and Scope

3.1 Limitations of this assessment

This fire risk assessment (FRA) has been undertaken based on the Fire Risk Assessment Company's understanding of the building's current design, use, fire strategy and evacuation procedures. It provides an assessment of the risk to life from fire and does not address building or property protection, or business continuity.

This report is not an assurance against risk and is based on the best judgement of the Fire Risk Assessment Company.

This FRA may rely on information supplied by others and no liability is accepted for the accuracy of such information.

Where information has been provided (e.g. regarding corporate policies and procedures or systems maintenance) this will be considered as confirming compliance unless evidence to the contrary is found during the assessment.

Information contained in this report should not be relied upon and used by third parties without the express permission of the Fire Risk Assessment Company.

This FRA should be subject to review not later than the Recommended Reassessment Date stated in the report or when:

- a) material alterations to the premises take place;
- b) a significant change occurs in the matters taken into account when the FRA was carried out;
- c) a significant change to fire precautions occurs; or
- d) there is any other reason to suspect that the original FRA might no longer be valid (this might include the occurrence of a fire).

This FRA may identify areas to which access was not available during the inspection. In certain instances, the Fire Risk Assessment Company may have made specific recommendations for further inspection in the report, however, as general guidance it is recommended that any areas not accessed are inspected as soon as possible.

Assessment of external wall construction and building structure is required for multi-occupied residential buildings, but is a specialist area usually beyond the remit of fire risk assessors.

In addition, the level of intrusive access required for complete assessment is impossible to achieve during a non-intrusive FRA.

The Fire Risk Assessment Company will therefore usually rely on the provision (by the Client Organisation) of accurate information and assessments by experts when considering the adequacy of these elements.

In some cases, it may be appropriate for external walls to be assessed during the FRA but this is limited to low-rise buildings of traditional construction, utilising non-combustible materials, where there is minimal risk of external fire spread.

Where the FRA includes an assessment of the external walls, this is based on a non-intrusive visual inspection from ground level and should not be considered as comprehensive.

Where it is necessary to establish the height of the top storey to determine the applicability of certain regulations this information is expected to have been supplied by the responsible person. Where this is not made available an estimate will be made using a typical floor to floor height value of 3.0m.

It should be noted that this might not be accurate in non-typical buildings and may lead to the incorrect application of legislative requirements.

Where this FRA makes comments about fire safety systems these are assumed to have been designed and installed in accordance with the relevant guidance. Inspections of such systems during the FRA are limited to a visual check with no testing being carried out. Where new works, alterations or extensions are noted on-site it is assumed that all appropriate consents and approvals have been obtained.



Recommendations made in this report may propose works to be completed which are subject to consents or approvals under other legislation.

The Client Organisation should ensure that all appropriate consents and approvals are obtained prior to commencement of any such works.

It is assumed that recommendations made in this report will be progressed and carried out by persons who are qualified and competent to do so.

Where recommendations made in this report include quantities, these are estimated, indicative values which should not be relied upon without confirmation/remeasurement.

Where this report refers to technical guidance such as British Standards it should be taken to be the most recently updated version irrespective of the version cited. If in doubt about any matters relating to the guidance cited reference should be made back to the Fire Risk Assessment Company for clarification.



3.2 Legislation

This fire risk assessment has been carried out to meet the requirements of The Regulatory Reform (Fire Safety) Order 2005 [the Order]. The following is a summary description of some of the key articles listed in the Order:

Article 3	Defines the responsible person as a.) the employer, bi.) the person in control of the premises, or b.ii) the owner/landlord.
Article 4	Defines the meaning of general fire precautions
Article 5	States that the responsible person has an obligation to comply with the duties imposed by the order and any other person who has to any extent control of the premises, has an obligation in relation to maintenance, repair or safety of the premises.
Article 6	Lists exemptions, which includes domestic premises occupied as a single private dwelling.
Article 8	Requires general fire precautions are undertaken to ensure the safety of employees / relevant persons.
Article 9	Requires the responsible person to carry out a fire risk assessment. This assessment must be reviewed regularly and particularly if there is reason to suspect that it is no longer valid or there has been a significant change.
Article 11	Requires the responsible person to manage the required preventive and protective arrangements and record the arrangements where a.) five or more people are employed, b.) a licence under an enactment is in force, or c.) an alterations notice is in force.
Article 12	Requires the responsible person to eliminate or reduce risks from dangerous substances.
Article 13	Requires suitable firefighting equipment and fire detection and alarm systems are provided.
Article 14	Requires that escape routes and exits are kept clear and accessible at all times.
Article 15	Requires appropriate procedures to be established including the need for fire drills and competent persons to assist in their undertaking.
Article 17	Requires suitable maintenance of fire safety facilities and equipment.
Article 19	Requires communication with employees, including the significant findings of the fire risk assessment.
Article 20	Requires that any external employers / employees who are working (or have staff working) in premises are provided with relevant information on the risks and the preventive and protective measures in place.
Article 21	Requires that employees are provided with suitable and appropriate training.
Article 22	Requires co-operation / coordination where two or more responsible persons share duties in premises.
Article 23	Lists the general duties of employees at work.
Article 24	Allows the introduction of additional regulations.

The Fire Safety (England) Regulations 2022 were introduced under Article 24 and commenced on 23 January 2023. The regulations add additional requirements for multi-occupied residential buildings depending on building height.

The Fire Safety Act 2021 commenced on 16 May 2022 and clarified that the Fire Safety Order applies to a building's structure, external walls and any common parts of premises including all flat entrance doors for buildings containing two or more sets of domestic premises.



3.3 Risk Level

A suitable risk based control plan should involve effort and urgency that is proportional to risk. The following risk based control plan is based on one advocated by BS 8800 for general health and safety risks:

Risk Level	Action and Timetable
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures
Substantial	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

It should be noted that, although the purpose of estimating the risk level is to place the risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly and a reassessment completed by the date recommended in this report.

3.4 Recommendation Priorities

All recommendations made for remedial action as result of the fire risk assessment are assigned a priority in this report. The priorities used have an associated timescale for completion of the recommendations. These are as follows:

Recommendation Priorities:	Recommended Timescales
U	1 day
A	6 months
B	18 months
C	24 months
R	Unlimited
Man1	1 month
Man2	12 months
Man3	18 months
ManR	Unlimited

The above timescales may be altered when the action plan for the premises is collated with other properties in the stock. Please refer to the collated action plan in the Client Portal.



4 Property Details

Property Information	
UPRN	8010014831
Number Range	
Building Name	Compass Day & Health Centre
Street Number	1
Street	Jamaica Street
City/Town	Bristol
Postcode	BS2 8JP
Property Designation	Community Centre

Building Layout Information	
Total No. of Floors	5
Total No. of Floors (common area only)	1
Total No. of Storeys (ground and above)	1
Ground Floor Area (m2) (if applicable)	1200
Total Area of All Floors (m2) (if applicable)	3500
Building Layout Description	The Compass Centre is a day centre providing support for local homeless people operated by Compass Charity. The day centre occupies the ground floor of a four storey homeless hostel operated by Riverside. There is an NHS run Homeless GP surgery. Main entrance is accessed via steps or ramp through a level secure entrance into a large reception area which runs from front to back of the building. There is an enclosed courtyard at the back of the reception area with a secure final exit. access to additional offices, the basement storage area, rear corridor, the staff area and rear staff entrance, canteen area with kitchen and Health reception and consultation rooms. The rear corridor gives access to a large function room to be used as SWEP (Severe Weather Emergency Plan) accommodation, and Bristol Cty Council SUST (interview/ consultation rooms), electrical intake and storerooms, rear access to the kitchen and a final exit to the rear yard. The secure rear yard incorporates a bin store, mains gas intake room, rear access to the staff room, stepped access to the basement boiler room and side gates to the road.
Extent of Common Areas (area assessed)	All areas - except those listed below.
Areas of the building to which access was not available.	Some areas/ offices/ consulting rooms in the BCC/ NHS GP surgery.
Total number of Flats/Bedsits/Bedrooms (as applicable)	0
Number accessed off the Common Area	0
Flats/Bedsits/Bedrooms sample inspected	Non-residential
Building Use	Mixed
Details of ancillary use (if applicable)	Homeless Hostel Offices
Total No. of Common Entrances/Exits	5
Block Accessibility	Level
Total No. of Common Staircases	0



Construction Information	
Construction Type	Traditional
Other Construction Type	
Property Type	Purpose Built
Date of Construction or Conversion (year approx.)	1950
Floor Construction Type	Concrete
Other Floor Construction Type	
Stair Construction Type	Not Applicable
Other Stair Construction Type	
External Wall Construction Type	Masonry - Cavity
Other External Wall Construction Type	
External Wall Finish Type	Brick
Other External Wall Finish Type	
Roof Type	Flat
Other Roof Type	
Other Construction Information	None



External Wall Assessment

Fire Safety (England) Regulations 2022 applicable?

External Wall Assessment Details

External wall assessment details provided by?

External wall assessment type?

Wall Construction

Are structural timber systems used in the construction of the external walls?

Are the external walls constructed of materials sufficiently non-combustible/low risk to not require further consideration?



Wall Attachments and Features

Externally attached balcony construction?

External sun shading provided?

Solar panels provided?

Green wall provision?

Are the attachments or features considered likely to contribute to external fire spread?

Outline the reasons why the attachments or features are considered likely to contribute to external fire spread.

Window and Door Details

Windows and doors estimated percentage of total area?

Window frame type?

Door and frame type?

Are the windows and doors considered likely to contribute unduly to external fire spread?

Outline the reasons why the attachments or features are considered likely to contribute to external fire spread.

Spandrel and Infill Panel Details

Spandrel and/or infill panel type?

Are the spandrel and/or infill panel considered likely to contribute unduly to external fire spread?

Outline the reasons why the spandrel and/or infill panel are considered likely to contribute unduly to external fire spread.

Risk and mitigation

From this external wall assessment is it considered that a further fire risk appraisal of the external walls is required?

What is the overall level of risk of fire spread due to the design and construction of the external walls?

If considered necessary what actions have been taken/recommended to mitigate the risk relating to the external wall?

Other actions recommended



Occupant Information	
Management Extent	Managed Building (Manager or Senior Staff onsite regularly)
Details of any onsite management	Staffed 24 hrs - approx 25 staff (office hours). Night - two waking watch staff members.
Person managing fire safety in the premises	Michael O'Flaherty - Head of Building Safety
Person consulted during the FRA	Tim Day - Service Manager
Number of Residents	See comment
Comments	Non-residential
Number of Employees	Staff on site at all times - see comment
Comments	Number of staff is:- 25 day, 2 waking night + 8 staff in Homeless Health Centre
Number of members of the public (maximum estimated)	Number advised by management - see comment
-Comments	Advised that the maximum number is:- 30 + up to 20 patients in GP surgery
Identified people especially at risk	See comment
-Comments	Contractors and clients unfamiliar with premises. Clients under the influence of drugs and alcohol including those asleep. Visitors to GP surgery with medical conditions. Visitors/clients with disabilities.

Other information	
Fire loss experience (since last FRA)	No evidence of recent fire loss or damage
Any other relevant information	None

In preparing this report reference has been made to a number of key legislative and guidance documents as identified below. Other guidance documents may also be applicable to the assessment which have not been listed here. A full list of guidance documents used in the assessment is available from the risk assessment company on request.

Fire Safety Legislation	
Main fire safety legislation applying to these premises	01) Regulatory Reform (Fire Safety) Order 2005 and the Fire Safety Act (2021)
Other applicable legislation	09) No other fire safety legislation applicable.

Fire Safety Guidance	
Main fire safety guidance used in this assessment	08) DCLG - 'Fire safety risk assessment - Small and medium places of assembly' - 2006



Other key fire safety guidance referred to

PAS 79:2012 Fire risk assessment. Guidance and a recommended methodology.
BS 5839-6:2019 - 'Fire detection and alarm systems for buildings. Code of practice for domestic premises'
BS 5839-1:2017 - 'Fire detection and alarm systems for buildings. Code of practice for non-domestic premises'
BS 5499-4:2013 - 'Safety signs. Code of practice for escape route signage'
BS 5499-10:2014 - 'Guidance for the selection and use of safety signs and fire safety notices'
BS 5266-8:2004 - 'Emergency escape lighting systems'
BS 5266-1:2016 - 'Emergency Lighting - Code of practice for the emergency lighting of premises'



5 FRA Questionnaire

General

Applicability of Fire Safety (England) Regulations 2022

Question - Will the premises being assessed fall within the scope of The Fire Safety (England) Regulations 2022?	No - Legislation not applicable to Property Type
Comment: The Fire Safety (England) Regulations 2022 do not apply to this fire risk assessment as the building does not contain two or more sets of domestic premises and a common escape route.	

Assessment Type

Question - What type of fire risk assessment does this report constitute?	Re-assessment
Comment: Savills has previously completed one or more Type 1 fire risk assessments on this property. Where actions have been raised in previous reports which remain outstanding it is Savills policy not to duplicate these in this Type 1 assessment - these actions will instead be listed in Section 2.2 'Recommendations from Previous Assessments'.	



Main Property Use

Question - Which of the following categories best describes the main use of the property?	Non-Residential
Comment: Day/ Health Centre.	



Elimination or Reduction of Fire Hazards

A. Electrical Ignition Sources

Question - Was access gained to the electrical intake/meter cupboard(s) for the block?	Yes
Comment: The electrical intake/meter cupboard for the block was accessed at the time of inspection. (Main electric cupboard in basement covered in Residential FRA.)	

Question - Is the common area fixed electrical installation inspected and tested within the last five years? (State the date of the last test if available)	Yes
Comment: Riverside advises that a programme is in place to inspect common area fixed electrical installations every five years in accordance with BS 7671:2018 (as amended).	



Question - Is the common area fixed electrical installation free from visible defects? (from cursory visual inspection only)	Yes
Comment: No defects were noted in the common area fixed electrical installation (from cursory visual inspection only)	

Question - Are portable electrical appliances and other electrical equipment in the common areas, checked for damage and wear, such as under a PAT scheme?	Yes
Comment: Riverside advises that all portable electrical appliances in common areas are inspected and tested annually by TRG as part of a rolling programme.	

Question - Is there a policy in place regarding use of personal electrical appliances within the common areas which is being adhered to at the time of inspection?	Yes
Comment: Riverside advises that a policy is in place prohibiting the use of common electrical power points for personal use. No breach of this policy was noted at the time of inspection.	



Question - If occurring, is the use of multi-way plug adaptors and/or extension leads within the common areas considered acceptable?	Not Known
Comment: No multi-way adaptors or extension leads were noted in use in the common areas during this inspection, however, unable to access some rooms (sensitive areas) at the time of inspection.	



B. Smoking Policies

Question - Are there suitable arrangements in place for those who wish to smoke? (State what arrangements are in place)	Yes
Comment: A designated external smoking area is provided for use by staff and others.	

Question - Is there a policy in place to prevent or restrict smoking within the building?	Yes
Comment: Riverside advises that smoking is not permitted in communal areas in accordance with the Smoke-free (Premises and Enforcement) Regulations 2006.	



Question - Does the policy in relation to smoking appear to be observed?	Yes
Comment: No evidence of illicit smoking was seen in the common area at the time of inspection.	

Question - Is there adequate provision of at least one legible 'No Smoking' sign covering the common area?	Yes
Comment: Adequate 'No Smoking' signage is provided in the common area as required by the Smoke-free (Premises and Enforcement) Regulations 2006.	



C. Arson

Question - Are the premises secured against arson by outsiders? (Please state how)	Yes
Comment: The block entrance doors are fitted with an intercom and door release system and were locked at the time of inspection	

Question - Are bins stored in a suitable location and adequately secured against arson? (Please state bin type, location and security arrangements)	Yes
Comment: Paladin/Wheelie bins were stored in the rear open bin storage area at the time of inspection - remote from the building.	



Question - Is fire load close to the premises minimised?				No
Comment: There was an unnecessary fire load noted close to the building at the time of inspection. Bulk waste in the central rear courtyard and adjacent to the bin store.				
Recommendation: The combustible items noted should be disposed of or removed safely.				
Priority: Man1	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 1313808	



D. Space Heating

Question - Are the common areas of the building provided with any form of fixed space heating system? (State type provided)	Yes
Comment: The premises has a central gas-fired boiler providing low-temperature hot water space heating throughout the building.	

Question - Is the fixed heating system within the common areas regularly inspected and maintained in accordance with relevant guidance?	Not Known
Comment: No evidence was available on-site to confirm that regular inspection, testing and servicing of the system/equipment is being carried out. Gas boiler system.	
Recommendation: Management should confirm/ensure that the fixed gas heating system in the common area is inspected and serviced annually by a GasSafe engineer and records kept on-site or in a central database.	
Priority: Man2 Known Quantity: N/A Potential Quantity: N/A Action ID: 1313809	



Question - Are the common areas of the building provided with any form of portable space heating system? (State type provided)	Yes
Comment: There are portable electric heaters in use within the common area - main reception office.	

Question - Is the portable space heating provided within the common areas regarded as adequate and safe?	Yes
Comment: The portable space heating provided within the common areas is considered adequate and safe.	



E. Cooking

Question - Are common cooking facilities provided in the block?	Yes
Comment: There are cooking facilities provided in the commercial standard kitchen located off the reception area. Information provided indicates this kitchen is currently not in use but there are plans to begin using it again to provide hot food for clients with an outside caterer.	

Question - Are reasonable measures in place to prevent fires as a result of cooking? (e.g. Policies, Procedures, Training or Supervision)	Yes
Comment: Reasonable measures will be put in place to prevent fires as a result of cooking. Kitchen will be used by trained staff only. Correct wet chemical extinguisher available for risk.	



Question - Are kitchen extract filters changed when required and is duct work regularly cleaned? (Commercial type/scale kitchens only).	Not Applicable
Comment: Kitchen currently not in use. Information provided states all required maintenance will be undertaken once kitchen is back in use.	

Question - Are fire blankets provided in the common kitchen?	Yes
Comment: There was a fire blanket provided in the kitchen.	

Question - Is the provision of fire blankets within the common kitchen considered adequate?	Yes
Comment: The provision of a fire blanket in the kitchen is considered adequate with regards to number, location and wall mounting.	



F. Lightning

Question - Does the building have a lightning protection system installed?	Not Applicable
Comment: No lightning protection system was identified but given the height and design of the building, it is considered unlikely that one is required.	

G. House-Keeping

Question - Is the property regularly cleaned to prevent the build up of combustibles?	Yes
Comment: No cleaning rota is displayed but the common area is clean and tidy	

Question - Are combustible items kept clear from sources of ignition such as electrical equipment?	No
Comment: Combustible items were noted close to an ignition source. Old paperwork in the boiler room. This issue should be dealt with as soon as possible. Recommendation: All combustible items should be removed from the boiler room as soon as possible and the door kept locked.	
Priority: Man1	Known Quantity: N/A Potential Quantity: N/A Action ID: 1313812



Question - Are escape routes kept clear of combustible items or waste materials which constitute a fire hazard?	Yes
Comment: The common escape routes were clear of combustible materials and waste at the time of inspection.	

Question - Are escape routes kept clear of any trip hazards or obstructions?	Yes
Comment: The common escape routes were clear of any trip hazards at the time of inspection.	

Question - Are any hazardous materials noted being stored correctly?	Not Applicable
Comment: No hazardous materials were noted in the common area at the time of inspection	



Question - Are all other house-keeping issues satisfactory [1]?	Yes
Comment: All other house-keeping issues relevant to fire safety would appear to be satisfactory	

H. Contractors

Question - Are fire safety conditions, controls and restrictions (such as hot working permits etc.) in place for those carrying out work on the premises covering both contractors and in-house staff?	Yes
Comment: Riverside advises that fire safety conditions and controls are established during procurement and are ongoing throughout the contract term.	



I. Dangerous Substances

Question - Are any 'dangerous substances' stored or in use within the property?	No
Comment: No dangerous substances noted being stored or in use at the time of inspection	

J. Other Significant Hazards

Question - Are all other Fire Hazard issues considered satisfactory? [1]	Yes
Comment: No other Fire Hazard issues noted at time of inspection	



General Fire Protection Measures

K. Means of Escape

Question - Is the escape route design deemed satisfactory? (Consider current design codes)	Yes
Comment: The means of escape design is broadly in accordance with current design codes and is deemed satisfactory	

Question - Are the escape routes adequately protected? (Consider lobby protection to staircase, if needed)	Yes
Comment: The escape routes are considered to be adequately protected (subject to recommendations which may be noted elsewhere in this report)	



Question - Is there adequate provision of exits for the numbers who may be present?	Yes
Comment: The provision of exits is considered adequate for the number of people expected to be present	

Question - Is there adequate exit width for the numbers who may be present?	Yes
Comment: The exit widths provided appear adequate for the numbers expected to be present	

Question - Are doors on escape routes easily opened (and are sliding or revolving doors avoided)?	Yes
Comment: All doors on escape routes are fitted with ironmongery which is easily opened without the use of a key, and there are no sliding or revolving doors	



Question - Are doors or gates on escape routes provided with electrically operated access control systems? (Describe provision)	Yes
Comment: Doors on escape routes are provided with electrically operated access control systems	

Question - Are electrically operated access control systems fitted to doors or gates on escape routes provided with override facilities and/or designed to 'fail-safe' on power failure?	Yes
Comment: Management confirmed that the access control system fails safe (i.e. releases) if the power supply is interrupted. Otherwise, exit doors apart from the min door require a fob to exit to deter clients from using them other than in an emergency.	

Question - From visual inspection, is the access control system in good working condition? (In particular consider access controls linked to the fire alarm system in high-rise blocks).	Yes
Comment: From visual inspection, the access control system appears to be in good working condition.	



Question - Do final exits open in the direction of escape where necessary?	Yes
Comment: Mix of inward and outward opening doors - inward doors are not on the main escape routes.	

Question - Are travel distances satisfactory? (consider single direction and more than one direction)	Yes
Comment: Travel distances appear to be in line with that allowed in DCLG - 'Fire safety risk assessment - Small and medium places of assembly' - 2006. Within guidance recommendation. Offices less than 10m - Reception area 15m.	

Question - Are the precautions for all inner rooms suitable?	Yes
Comment: There are suitable precautions for all inner rooms. Vision panels and smoke detection in access room.	



Question - Are escape routes adequately separated from each other, with fire resisting construction where required?	Yes
Comment: All escape routes are separated by fire resisting construction.	

Question - Are corridors sub-divided with a cross-corridor fire resisting door where required?	Not Applicable
Comment: No corridors requiring cross-corridor fire doors were noted in the property.	

Question - Do escape routes lead to a place of safety?	Yes
Comment: Escape routes lead to a place of safety. Outside and away from the building.	



Question - Are the stairs and/or lobbies provided with adequate permanent or manually operated ventilation openings for control of smoke? (State provision)	Yes
Comment: The building is provided with adequate permanent or manually operated ventilation openings for the control of smoke. Single-storey centre with multiple escape routes and windows within rooms to ventilate.	

Question - Are the stairs and/or lobbies provided with an automatic or remotely operated smoke ventilation system? (Provide details of system)	Not Applicable
Comment: The building is provided with adequate permanent or manual smoke ventilation - See K.14 for details.	

Question - Are there suitable arrangements in the building for means of escape for people with disabilities? (Consider information for residents, PEEPs PCFRAs etc.)	Yes
Comment: There are suitable arrangements in the building for means of escape for people with disabilities. 24hr staffing. All clients register at reception and policy is in place for evacuation of persons with a disability. Sleeping occupants will be assisted by staff in the event of a fire. Ground floor level exits. The NFCC Specialised Housing Guide advocates that a Person-Centred Fire Risk Assessment be completed for vulnerable residents and appropriate additional fire safety measures be put in place depending on the findings.	



Question - Are all other means of escape issues satisfactory? [1]	Yes
Comment: All other 'means of escape' issues are satisfactory	

Question - What is the current evacuation strategy for the property?	Simultaneous Evacuation
Comment: The current evacuation strategy is Simultaneous Evacuation as denoted by the fire action notices displayed in the common area and the presence of a common fire detection and alarm system to support it. See O1.	

Question - Is the current evacuation strategy for the property considered appropriate?	Yes
Comment: The current evacuation strategy for the building is considered appropriate. When sleeping is provided as part of the SWEPP programme 24/7 staffing is provided.	



Question - What is the recommended evacuation strategy for the property?	Simultaneous Evacuation
Comment:	

L. Flat Entrance/Residents' Bedroom/Bedsit Doors

Question - Are all flat entrance (or residents' bedroom/bedsit) doors and frames appropriately fire rated? (State type and standard of doors)	Not Applicable
Comment: There are no residential flats/rooms in the Compass Centre.	



M. Common Area Fire Doors

Question - Are all common area doors and frames requiring fire resistance appropriately fire rated?	Yes
Comment: All common area fire doors and/or frames appear to be appropriately fire rated. FD30S timber fire doors. (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed).	

Question - Are all common area fire rated fire door sets in good condition - and not in need of repair?	No
Comment: All common area fire rated fire doors appear to be in good condition except for:- Office door used by Bristol City Council staff has architrave missing (no access)	



Question - Is all glazing to common area fire doors appropriately fire rated?	Yes
Comment: All glazing to common area fire doors appears to be appropriately fire rated. Recent survey and programme of replacement carried out to all glazing that could not be confirmed as fire rated.	

Question - Are fanlights/side panels to common area fire doors appropriately fire rated?	Yes
Comment: Fanlights/side panels to common area fire doors appear to be appropriately fire rated. Recent survey and programme of replacement carried out to all glazing that could not be confirmed as fire rated.	

Question - Are common area fire door sets fitted with adequate self-closing devices where required?	Yes
Comment: Common area fire doors are fitted with adequate self-closing devices or are kept locked shut.	



Question - Are adequate intumescent strips and smoke seals provided to common area fire doors where required?	No
Comment: Common area fire doors are provided with adequate intumescent strips and smoke seals except for- Office 2 in the Health Centre admin office where the strips and seals are missing from the leading edge (no access to check).	

Question - Is the ironmongery fitted to common area fire doors considered satisfactory? (consider locks, hinges, hold open devices, leaf selectors etc.)	No
Comment: The following issues were noted to common fire doors in the property:- The door from the staff stairs to the GP surgery reception and the door to the electrical cupboard from the rear corridor have low-level vents fitted which compromise fire resistance as they will allow the passage of cold smoke. The previous action was consequently marked as 'Unresolved'.	

Question - Are common area fire door sets adequate otherwise? [1]	Yes
Comment: No other common area fire door issues noted at the time of inspection.	



N. Emergency Lighting

Question - Is emergency lighting provided to the common areas of the block? (if 'Yes' then describe provision)	Yes
Comment: Charging indicators to lighting units and test switches were noted confirming that emergency lighting is provided to the common areas of the premises.	

Question - From visual inspection, does the emergency lighting system appear to be in good working order?	Yes
Comment: The emergency lighting provided appears to be in good working order from visual inspection (System not tested at time of inspection).	



Question - From visual inspection, does the coverage of the emergency lighting system provided appear to be adequate? (Internal and external)	Yes
Comment: The coverage of the emergency lighting provided is adequate	



O. Fire Safety Signs, Notices, Plans and Information to Residents

Question - Is there adequate provision of appropriate Fire Action Notices, clearly displayed within the common areas, which include instructions on how to report a fire, the evacuation strategy in place and what to do if a fire occurs?	No
Comment: Some of the Fire Action Notices provided are designed for residential accommodation and refer to flats so are not considered adequate. Generic notices for non-residential buildings with a common fire alarm system and simultaneous evacuation are suitable. The previous action was consequently marked as 'Unresolved'.	

Question - Is fire door signage adequate? (Consider 'Fire door keep shut', 'Fire door keep locked shut' and 'Automatic Fire Door Keep Clear' signage. Exclude doors recommended for replacement)	Yes
Comment: Fire door signage is considered adequate.	



Question - If required, is directional/exit signage adequate?	No
Comment: Exit signage is not considered adequate. No 'Fire exit' sign displayed above the final exit from the rear courtyard.	

Question - Are all other fire safety signs issues satisfactory? [1] (Consider lift signage, and escape door signs. 'No Smoking' signage is covered in the Smoking Policies section.)	Yes
Comment: No other fire safety signs issues were noted at the time of inspection.	

P. Means of Giving Warning in Case of Fire

Question - Has the building got a BS5839 electrical fire detection and alarm (or detection only) system comprising manual call points and/or automatic detection? (Provide details)	Yes
Comment: There is a Grade A automatic fire alarm system within the common areas of the building comprising of a fire alarm panel, smoke detectors and sounders and manual call points at strategic positions. This system covers the entire building including the GP surgery as well as the day centre.	

Question - From visual inspection, does the common area fire detection/alarm system appear to be in good working condition?	No
Comment: The fire detection/alarm panel was showing a fault indicator light. Recommendation: Management should arrange to have the fault light showing on the fire alarm panel checked and cleared by the fire alarm service engineer. A contact number should be displayed for residents to report any Fire alarm defects/faults.	
Priority: Man1	Known Quantity: N/A Potential Quantity: N/A Action ID: 1313810



Question - Is the Grade and Category of the common area fire detection/alarm system appropriate for the building type, occupancy and fire risk?	Yes
Comment: The Grade A fire detection/alarm system appears to be installed to L2 standard and is appropriate for the building.	

Question - Are sampled flats provided with adequate individual smoke alarm systems to Grade D LD3 minimum standard (from visual inspection)?	Not Applicable
Comment: Not applicable to these premises at the time of this assessment.	

Question - Is the common fire detection and alarm system provided with a remote monitoring facility such as a connection to an Alarm Receiving Centre?	Not Applicable
Comment: There is no requirement for the common fire alarm system installed in this property to be connected to an alarm receiving centre.	



Question - Are all other fire detection and alarm system issues satisfactory? [1]	Yes
Comment: There are no other issues relating to detection and alarm systems.	



Q. Limiting Fire Spread

Question - In general, from a limited visual inspection of the areas accessed during this Type 1 FRA, is the level of compartmentation considered adequate for the use and evacuation strategy for the property? (Consider conversions and non-traditional construction).	Yes
Comment: Compartmentation appears to be adequate (subject to recommendations which may be noted elsewhere in this report)	

Question - Are any hidden voids identified during the inspection appropriately enclosed and/or fire-stopped? (consider above suspended ceilings and behind casings)	No
Comment: Compartmentation would not appear to be adequate. Loose mineral batt has been installed in the function suite above the partition doors but should be contained with wire to ensure permanent positioning.	



Question - Are services risers, shafts, ducts and cupboards in the common area appropriately enclosed with fire resisting construction and adequately fire-stopped?	Yes
Comment: From sample inspection, services risers/cupboards appear to be adequately fire-resisting and firestopped.	

Question - Are pipes and other services provided with adequate fire-stopping measures as required where they pass through fire resisting construction? (Consider fire collars etc)	Yes
Comment: Firestopping around services exiting the risers/cupboards sampled would appear to be adequate.	

Question - Is the building provided with refuse chute facilities for the disposal of rubbish by residents?	No
Comment: No refuse chute is provided in the property.	



Question - Are any roof space voids present above the common areas provided with adequate compartmentation to support the evacuation strategy for the building?	Not Applicable
Comment: There were no roof voids in this part of the building.	

Question - Are electrical installations/intakes enclosed in fire rated construction? (Where necessary)	Yes
Comment: The electrical intake/meter cupboards appear to be adequately fire resisting and firestopped.	

Question - Is compartmentation maintained behind electrical meter cabinets recessed into flat walls and/or between the meter cabinet and the common area?	Not Applicable
Comment: There are no electrical meter cabinets recessed into compartment walls in this property.	



Question - If present, are common ventilation systems, ventilation ducts and grills adequate to limit fire spread/growth? (Consider dampers etc.)	Not Known
Comment: A ventilation system is installed in the interview rooms off the corridor to the Bristol City Council office with ventilation grills located in the ceiling. It could not be confirmed that the system was designed and installed to prevent the transfer of fire and smoke through the building.	

Question - Are wall and ceiling linings appropriate to limit fire spread? (Surface spread of flame classification)	Yes
Comment: The wall and ceiling linings would appear to be appropriate to limit fire spread.	

Question - If provided, are soft furnishings in common areas appropriate to limit fire spread/growth?	Yes
Comment: From sample inspection, soft furnishings in the common areas are appropriately labelled as conforming to BS 7176 for medium hazard premises.	



Question - If provided, are curtains or drapes within common areas appropriate to limit fire spread/growth?	Not Applicable
Comment: There were no curtains or drapes noted within the common areas at the time of inspection.	

Question - Are the external walls of the building satisfactory with regard to fire spread? (Consider combustibility of cladding, external insulation systems, spandrel panels and balconies etc. if provided).	Yes
Comment: The height of the building is estimated to be less than 18m, and materials used in the external walls appear to be adequate with regard to combustibility and fire spread. Brick-faced external walls. This is based on a limited visual inspection from the ground only and should therefore not be considered as conclusive evidence of compliance.	

Question - Are all other fire spread/compartmentation issues satisfactory? [1]	No
Comment: Other fire spread/compartmentation issues noted at the time of inspection include - two holes over the ceiling access hatch (on the stair to the tea room).	
Recommendation: The holes noted should be sealed up with fire-resisting construction. The minimum period of fire resistance required is 60 minutes - two holes over the ceiling access hatch (on the stair to the tea room).	
Priority: B Known Quantity: 2 Potential Quantity: 2 Action ID: 1313813	



Question - Are all other fire spread/compartmentation issues satisfactory? [2]	Yes
Comment: There were no other fire spread/compartmentation issues noted at the time of inspection.	



R. Fire Extinguishing Appliances

Question - Are portable fire extinguishers provided in the building? (Give details of any provision)	Yes
Comment: Extinguishers were provided in staff/contractor areas only as follows:- 1 x water and 2 x CO2 extinguishers in the GP surgery. Wet chemical extinguisher in the kitchen, 2 x foam and 1 x CO2 extinguishers in the rear corridor, 1 x foam extinguisher in the staff & plant rooms.	

Question - Is it considered appropriate to provide portable fire extinguishers in the areas noted given the building occupancy?	Yes
Comment: The provision of portable fire extinguishers is considered appropriate for this property as staff/occupants are trained in their safe usage.	



Question - Is the existing provision of portable fire extinguishers considered adequate for the building (type, number, location etc.)?	Yes
Comment: The provision of portable extinguishers is considered adequate for the risks present.	

Question - Are all fire extinguishing appliances unobstructed and readily accessible?	Yes
Comment: Not all of the fire extinguishing appliances provided are appropriately located and readily accessible. A CO2 extinguisher in the rear corridor is standing on the floor.	



S. Other Fire Safety Systems and Equipment

Question - Is the building provided with drop key override switch facilities for Fire and Rescue Service access?	No
Comment: No drop key override switch facility is provided	

Question - Is the building provided with a fire mains system? (Dry or wet riser etc.)	No
Comment: The building is not provided with a fire mains.	



Question - Is the building provided with a firefighting lift, an evacuation lift or an old-standard 'fireman's' lift?	No
Comment: The building is not provided with a lift	

Question - Is the building provided with disabled evacuation aids? (Evacuation chairs, sheets, mats or sledges etc.)	No
Comment: The building has no apparatus for the evacuation of people with disabilities.	

Question - Is a sprinkler system provided within the building? (provide details of type and extent)	No
Comment: No sprinkler system is provided within the building.	



Question - Are hose reels provided within the building?	No
Comment: Hose reels are not provided within the building.	

Question - Is the building provided with a BS 8629:2019 Evacuation Alert System?	No
Comment: A BS 8629:2019 Evacuation Alert System is not provided in the building and is not required to be retrofitted.	

Question - Are fire doors in the building fitted with automatic hold open or free-swing devices? (Electromagnetic, Dorgards etc.)	No
Comment: Fire doors in the building are not fitted with automatic hold-open or free-swing devices.	



Question - Is any other relevant fire safety system or equipment installed? [1] (state type of system and comment as necessary)	No
Comment: There are no other relevant fire safety systems or equipment installed.	



Fire Safety Management

T. Procedures and Arrangements

Question - Is completion of the Management Section questions required for this Property Designation? (Required for all Property Designations other than General Needs (5 Storeys and under))	Management Section Required
Comment: The Property Designation is Community & Health Day Centre. Completion of the Management Section questions is required for this property type.	

Question - Has a competent person(s) been appointed within the organisation to assist in undertaking preventative and protective fire safety measures?	Yes
Comment: Riverside advises that a competent person has been appointed within the organisation to assist with undertaking preventative and protective fire safety measures. Savills is engaged to provide risk assessment and other fire safety advice.	



Question - Is there a suitable record of the fire safety arrangements?	Yes
Comment: A suitable record of the fire safety arrangements are maintained in the Riverside office on the 1st floor.	

Question - Are there appropriate procedures in place in the event of fire and are these documented?	Yes
Comment: Documented fire safety procedures for both centre users and staff were made available during the inspection, and are displayed in the Fire Action Notices.	

Question - Are there suitable arrangements for calling the Fire Service, meeting them on arrival and providing relevant information?	Yes
Comment: There are suitable arrangements in place for calling the Fire Service, meeting them on arrival and providing relevant information. Staff will call fire service and meet them on arrival.	



Question - Are there suitable fire assembly points away from any risk?	Yes
Comment: The assembly point identified are considered suitable. Kings Square next to building.	

Question - Are there adequate procedures in place for the evacuation of people with a disability who are likely to be present?	Yes
Comment: There are suitable arrangements in the building for means of escape for people with disabilities. 24hr staffing. All clients register at reception and policy is in place for evacuation of persons with a disability. Sleeping occupants will be assisted by staff in the event of a fire. Ground floor level exits.	

Question - Are staff nominated to use fire extinguishing appliances in the event of fire?	Yes
Comment: Management advises that staff have been nominated to use fire extinguishing appliances in the event of a fire.	



Question - Are staff nominated to assist with evacuations in the event of fire?	Yes
Comment: From information received on-site, it would appear that staff have been nominated to assist with evacuation in the event of a fire.	

Question - Is there appropriate liaison with the local Fire and Rescue Service?	No
Comment: From information received on-site, it would appear that liaison with the local Fire and Rescue Service does not take place.	

Question - Are routine in-house fire safety checks carried out? (Including control and indicating equipment normal, extinguishers in place and visible, lighting working, fire doors (frames/seals/closing), fastenings, final exits and escape routes clear)	Yes
Comment: Management advises that routine in-house fire safety checks are being carried out by staff.	



Question - Are all other fire safety management issues satisfactory?	No
Comment: The property has multiple agencies involved/present who share responsibility for fire safety arrangements and management Riverside are the landlords, managed by Compass Charity plus Homeless Health Centre and Bristol City Council Office.	



U. Training and Drills

Question - Do staff receive adequate induction and annual refresher fire safety training (to include fire risks in the premises, fire safety measures in the building, action in the event of fire and on hearing alarm)?	Yes
Comment: Management has advised that staff are appropriately and adequately trained on relevant aspects of fire safety.	

Question - Are the staff nominated to assist with evacuations, in event of fire, given appropriate additional training?	Yes
Comment: Management has advised that staff nominated to help with fire evacuations receive appropriate additional training.	



Question - Are the staff nominated to use fire extinguishing appliances, in the event of fire, given appropriate additional training?	Yes
Comment: Management has advised that staff nominated to use fire extinguishing appliances receive appropriate additional training.	

Question - Are fire drills carried out at appropriate intervals?	Yes
Comment: There was no information available to confirm that fire drills are carried out at appropriate intervals - six monthly (the last drill for the whole building was on 20/12/2023).	



V. Testing and Maintenance

Question - Is the common area fire detection/alarm system tested and serviced in accordance with relevant guidance, with appropriate records kept up to date?	Yes
Comment: Riverside advises that the system/equipment is inspected, tested and serviced in accordance with relevant guidance.	

Question - Is the common area emergency lighting system tested and serviced in accordance with relevant guidance, with appropriate records kept up to date?	Yes
Comment: Riverside advises that the system/equipment is inspected, tested and serviced in accordance with relevant guidance.	



Question - Are all fire extinguishers tested and serviced in accordance with relevant guidance, with appropriate records kept up to date?	Yes
Comment: Riverside advises that the system/equipment is inspected, tested and serviced in accordance with relevant guidance, with records held centrally - last service date: 03/02023.	

Question - Are fire blankets inspected and serviced in accordance with relevant guidance, with appropriate records kept up to date?	Yes
Comment: Riverside advises that the system/equipment is inspected, tested and serviced in accordance with relevant guidance, with records held centrally.	

Question - Are access control systems inspected, tested and serviced in accordance with relevant guidance, with appropriate records kept up to date?	Yes
Comment: Riverside advises that the system/equipment is inspected, tested and serviced in accordance with relevant guidance.	



W. Records

Question - Is there a logbook available for inspection on-site, either in paper or online digital format?	Yes
Comment: An online digital logbook was available on-site for inspection during the fire risk assessment.	

Question - Are details of fire drills recorded in the log book or digital log book system?	Yes
Comment: There were records of fire drills undertaken available on site.	



Question - Are details of fire safety training recorded in the log book or digital log book system?	Yes
Comment: Records of training undertaken were available on site during the inspection.	

Question - Are routine in-house fire safety checks recorded in the log book or digital log book system?	Yes
Comment: There were up to date records of routine in-house fire safety checks available on-site at the time of inspection.	

Question - Is there a manual or digital system in place, locally or centrally, to record all relevant information regarding testing, servicing and maintenance of all fire safety systems and equipment?	Yes
Comment: Riverside advises that records of inspection, testing and/or servicing are held electronically on a central database.	

Additional Issues

X. Electrical Services

Question - Are any wiring systems visible within the common escape route(s) supported in accordance with BS 7671:2018 (as amended) such that they will not be liable to premature collapse in the event of fire? (Consider the use of non-metallic cable clips, ties etc.)				Not Known	
Comment: Surface mounted wiring systems contained within plastic trunking were present within the common escape routes but it was not possible to determine if the cables within were adequately supported with fire resisting fixings to prevent premature collapse.					
Recommendation: The cable fixings, conduit or trunking as noted within the common escape route should be replaced with a cable support system which ensures that wiring is not liable to premature collapse in event of a fire (unless the existing clipping system can be confirmed as adequate).					
Priority: R	Known Quantity: 1	Potential Quantity: 1	Action ID: 1313811		

Y. Gas Services

Question - Are there any fixed gas installations present within the common parts of the building? (Consider gas pipework and meters)				No	
Comment: There were no gas installations noted within the common parts of the building					



Z. Other Issues

Question - Are all other issues deemed satisfactory? [1]	Yes
Comment: All other issues were deemed satisfactory.	

Question - Confirm that contemporaneous notes have been made of this assessment and photographs of them have been attached to the comments.	Notes confirmed and photos added
Comment: It is confirmed that contemporaneous notes have been taken of this assessment and that photographs have been attached to the commentary, as evidence required for BAFE Certification.	



Assessment Risk Rating

Assessment Risk Rating

Question - Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at this property is:	Medium
Comment:	

Question - Taking into account the nature of the property and occupants, as well as fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:	Moderate Harm
Comment:	



Question - The derived assessment risk rating of the property is:	Moderate
Comment:	

Question - On satisfactory completion of all remedial works the risk rating of this property may be reduced to:	Tolerable
Comment:	



BAFE Certificate

Part 1a	Name & Address of Certificated Organisation: Savills (UK) Ltd 33 Margaret Street, London W1G 0JD
Part1b	BAFE registration number of issuing Certificated Organisation: NSI00539
Part 2	Name of client: Riverside
Part 3a	Address of premises for which the fire risk assessment was carried out: Compass Day & Health Centre, 1, Jamaica Street, Bristol, BS2 8JP
Part 3b	Part or parts of the premises to which the fire risk assessment applies: Common Parts only (not dwellings, where applicable)
Part 4	Brief description of the scope and purpose of the fire risk assessment: Life Safety (as per agreed Specification)
Part 5	Effective date of the fire risk assessment: 26 January 2024
Part 6	Recommended date for reassessment of the premises: 26 January 2026
Part 7	Unique reference number of this certificate: Refer to Master Property List

This certificate is issued by the organisation named in Part 1 of the schedule in respect of 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.

We, being currently a 'Certificated Organisation' in respect of fire risk assessment identified in the schedule, certify that the fire risk assessment referred to in the schedule complies with the Specification identified in the schedule and with all other requirements as currently laid down within the BAFE SP205 Scheme in respect of such fire risk assessment.

Signed for and on behalf of the issuing Certificated Organisation:

John Herbison FCABE MIFireE (Director)



Date of Issue: 26 January 2024