Recd 6.6.19.

14 Slatey Rd
13.5.19.

14 Slatey Road

Fire Risk Assessment

Address: 14 Slatey Road
Birkenhead
Wirral
Merseyside
CH43 1US

Assessor: Mr. T Graham BSc (Hons) Fire Safety

Date: 13th May 2019

Office Tel: 0151 651 2594
www.wirralfire.co.uk |
tgraham@wirralfireconsultancy.com

Working Copy D+G.

14 Slatey Rd

1 - SUMMARY

On 13th May 2019, a Type 1 Fire Risk Assessment was carried out at on the common parts of 14 Slatey Road, Birkenhead, Wirral, CH43 1US, which is the responsibility of 'Macmaster Properties Ltd'. This report has been produced in order to ensure compliance with the Regulatory Reform (Fire Safety) Order 2005.

Building Description

The building is a converted end terrace five storey (lower ground - 3rd floor) residential, HMO type, building comprising eight flats. Flat 1 is located on the lower ground floor and is accessed direct from outside with no internal access to the common areas. Flats 2 and 3 are accessed from the entrance lobby, flats 4 and 5 from the first floor, flats 6 and 7 from the second floor and flat 8 from the third floor.

The entrance lobby, first floor and second floor are separated by fire rated construction and fire doors on each storey. Flat 8 on the third floor occupies all of the top floor.

There is a single internal staircase which serves ground to third floor. There is also an escape staircase located to the rear of the building which is accessed from the second floor and third floor only. This leads persons into the secure rear yard area.

The main issues noted at the time of inspection relate to the following;

- Unverified alterations to flat entrance doors where locks have been replaced thus affecting the integrity of the doors.
- Due to excessive damage and non-conformances flat entrance doors / frames require replacing with new FD30s door sets. *(Flat 2 not closing flush against its frame. Flat 4 gaps from door to frame, gaps around lock and no smoke seal. Flat 6 door not self-closing effectively, has non fire rated hinges and has gaps. Flat 7 entrance door not holding shut flush against the door frame. Flat 8 entrance door was twisted and had large gaps at bottom of the door).*
- ✓ Final exit gate from rear yard was padlocked 24.6.19 Padlock removed + gate cleared at ground
- Fire stopping where alarm cables penetrate the walls from the flats to the common areas
- Main electrical intake cupboard in the entrance hall has not been fully enclosed in materials providing a minimum of 30 minutes fire resistance.
- Ground floor entrance lobby door sticking on the carpet and also opens towards Flat 2 restricting the escape of occupants from Flat 2 *(door closer requires adjusting and door requires re-hanging to open on the other side so as to not restrict evacuees from Flat 2).*
- Second floor lobby door had part of the smoke seal missing.
- Ceiling above void hatch in flat 4 was damaged exposing the underside of the flat above - fire stopping required.
- Unclear if flat roof section of external escape route is suitably protected to achieve minimum of thirty minutes fire resistance
- Windows within 1.8m of external escape stair from flats are not fire rated or sealed shut
- Slide bolts fitted to exit door leading to external route from second floor.
- Inadequate zoning of the fire alarm to provide quick indication of the location of a fire

✓ Fire extinguishers provided have not been serviced in the past twelve months *(recommend removing extinguishers)* All extinguishers were serviced Aug 2018 see invoice.

WORKS SCHEDULE. FIRE RISK ASSESSMENT

ADDRESS: 14 SLATEY ROAD

DATE: 11.06.19

	WORK DETAILS	COMPLETED	YES/NO
1.	Rear gate + side gate - Padlocks removed	24.06.19	YES
	Rear gates cleared of plant growth - now accessible	24.6.19	YES.
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
IO.			

ADDITIONAL INFO:

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CLAUGHTON FIRE PROTECTION

18 EASTBOURNE ROAD, BIRKENHEAD, WIRRAL, CH41 4DT
Telephone: 0151-652 6366 Fax: 0151-670 0284
E-mail: info@claughtonfire.co.uk www.claughtonfire.co.uk

No: MC 5023

MAINTENANCE REPORT	MONTH	12 Monthly inspection of the Fire Fighting Equipment
MACMASTER PROPERTIES LTD 14 & 16 SLATEY ROAD BIRKENHEAD	AUGUST	

Type and Capacity	Basic service	Extended service	Recharged	Non Maintained	10 yearly pressure test	Condemned	PARTS Description	PARTS Qty
6L Foam	5						New 6L Foam	
2kg CO2	2					1	extinguisher supplied to replace from	
							entrance of No 16	x1
						5		
						5		
						5		
						5		
						5		
						Nil		
							1024974.	
						5		

Description of other work done	Code	Qty

This is to certify that the Fire Equipment listed has been inspected to BS5306 Part 3 and any non-conforming equipment and recommendations listed on Recommendation Report No: N/A

CERTIFICATE TO BE ISSUED ON COMPLETION ON PAYMENT **SERVICING TO BRITISH STANDARD No. 5306 PART 3**

Customer Signature:	CL22121 (14) CL22122 (16)	Engineer's Signature:
NAME (BLOCK CAPITALS):	Date: 7/8/2018	Engineer's Name: ANN WOOD

Inspection is made to BS5306 Part 3 which also advises users to check monthly that extinguishers are in position and serviceable.

Please note all accounts beyond our credit terms will be passed to our debt collection agency, Sinclair Goldberg Price Ltd. All accounts, without exception, will be subject to a surcharge of 15% plus VAT to cover our costs in recovery. These accounts will also be subject to any legal costs incurred in obtaining settlement.

MN-B

CONTENTS

1 - SUMMARY

On 13th May 2019, a Type 1 Fire Risk Assessment was carried out at on the common parts of 14 Slatey Road, Birkenhead, Wirral, CH43 1US, which is the responsibility of 'Macmaster Properties Ltd'. This report has been produced in order to ensure compliance with the Regulatory Reform (Fire Safety) Order 2005.

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The standard of compliance and fire safety management could be improved with a number of matters which require attention in order to comply with statutory requirements or current practices.

This Risk Assessment is intended to be a working document that can be used to guide future action aimed at improving compliance with legislation and ongoing "General" fire precautions. In order to facilitate this, a Fire Risk Control Plan is provided, within which the additional measures are prioritised, to assist implementation and allocation of resources.

Arrangements should now be made to carry out the preventative and protective control measures to ensure ongoing compliance and reduce the risk from fire. The arrangements should include procedures to ensure that the protective measures are planned, organised, monitored and reviewed.

NOTE: This fire risk assessment represents an assessment of the risk to **'Life Safety'** only and does not necessarily address property protection or business continuity. However in some cases a measure primarily intended for life safety, such as the provision of a new fire door, could inadvertently enhance the degree of property protection offered. The report is not an assurance against risk and is based on the best judgment of the consultant involved.

The assessment may rely on information given by others and no liability is accepted for the accuracy of such information. Should there be any significant change in the premises layout, occupancy profile, or use including operations being undertaken by the client or other user, the risk assessment should be reviewed and updated accordingly. Should this not be the case, it is generally recommended that this fire risk assessment is reviewed by a competent person at least annually.

2 – COMPETENT PERSONS

In accordance with **'Article 18'** of the Regulatory Reform (Fire Safety) Order 2005, the client, have instructed Wirral Fire Consultancy & Training Ltd to assist them in the carrying out of their legal duties, specifically in the undertaking of a Fire Safety Risk Assessment in accordance with **'Article 9'** of the FSO in relation to 14 Slatey Road, Birkenhead, Wirral.

Mr. T Graham BSc (Hons) Fire Safety of 'Wirral Fire Consultancy & Training' has been appointed as the competent person to assist the responsible person in the carrying out his duties under fire safety legislation, specifically in carrying out a Fire Safety Risk Assessment in accordance with the Regulatory Reform (Fire Safety) Order 2005 hereafter referred to as the "Fire Safety Order" or FSO.

3 – INTRODUCTION

On 13th May, 2019 a Fire Risk Assessment was carried out at 14 Slatey Road, Birkenhead, Wirral, for which the client has responsibility, and a report prepared. The aims of the Fire Risk Assessment are:

- To assist the "Responsible Person" as defined in the Fire Safety Order to identify general fire precautions, which are to be taken "so far as is reasonably practicable" to ensure the safety of his employees, the safety of relevant persons and to ensure the premises are safe.
- To assist the Responsible Person in meeting the general fire precautions requirements for the building/area under their control.
- To identify any practices or conditions that could pose a significant risk from fire, to persons occupying the building.
- To identify any practices or conditions that could pose significant risks to the building, the environment and persons in the immediate vicinity of the building.
- To assist the client in meeting their requirements to ensure compliance with the Fire Safety Order and other fire related issues throughout the building.
- To assess the adequacy of current fire safety measures against the risks posed, using current standards, legislation and recognised codes of practice and to recommend improvements where required.

The Fire Risk Assessment must be reviewed by the Responsible Person regularly so as to keep it up to date and accurate and particularly if: -

- There is reason to believe a significant change in the structure or use of the building.
- There is a significant change in relation to the special, technical or organisational measures.
- Changes have taken place that have not been notified and approved by the relevant enforcing body or Fire Authority where an "Alterations" notice is in force.
- There is reason to believe that an occupant is operating in breach of Fire Safety legislation.
- Where changes to an assessment are required as a result of any such review, the Responsible Person must make them.
- As soon as practicable after the assessment is made or reviewed, the Responsible Person must record the information prescribed where;
    1) Five or more employees are employed;
    2) A license is in force in relation to the premises; or
    3) An alteration notice is in force.

The information to be recorded must include the significant findings of the assessment, including the measures, which will or have been taken by the Responsible Person pursuant to the Fire Safety Order and any group of persons identified by the assessment as being especially at risk.

4 – TERMS AND DEFINITIONS

4.1 FIRE SAFETY ORDER

The Regulatory Reform (Fire Safety) Order 2005 came into force on 1st October 2006 and extends to England and Wales only.

The Fire Safety Order specifies: -

- The requirement for the nomination of a Responsible Person with regard to fire safety;
- The general fire precautions needed to be taken;
- The fire risk assessment requirements;
- Principles of fire prevention to be applied;
- Fire safety arrangements;
- The need to eliminate or reduce the risks from dangerous substances;
- Fire fighting and detection requirements;
- The requirements for emergency routes and exits;
- Procedures for serious and imminent danger and danger areas;
- Additional emergency measures in respect of dangerous substances;
- The fire protection maintenance requirements;
- Safety assistance and competency of persons used by the responsible person to carry out preventive and protective measures;
- Provision of information to employees;
- Training requirements for employees
- The need for cooperation and coordination between responsible persons;
- Employees general duties at work;
- Enforcement notices and offences.

4.2 FIRE SAFETY ARRANGEMENTS

Make and give effect to such arrangements as are appropriate, having regard to the size, nature of activities for the effective planning, organisation, control, monitoring and review of preventative and protective measures.

Planning; Adopting a systematic approach that identifies priorities and sets objectives. This assessment facilitates this process and wherever possible risks should be eliminated by the careful design and selection of facilities, equipment and processes or minimised by the use of physical control measures.

Organisation; Putting in place the necessary structure with the aim of ensuring that there is a progressive improvement in Fire Safety performance.

Control; Ensuring that the decisions for promoting Fire Safety are being implemented as planned.

Monitoring and review; Like quality, progressive improvement in Fire Safety can only be achieved through the constant development of policies, approaches to implementation and techniques of risk control.

Preventative and protective measures; Measures, which have been identified by the Responsible Person in consequence of a risk assessment as the general precautions he needs to take to comply with the requirements of the Order.

4.3 STANDARDS/APPROVED CODES OF PRACTICE AND EUROPEAN NORMS

In this report reference may be made to the category of Automatic Fire Detection (AFD) installed or recommended to be installed in premises. The categories in this section of the report are taken from BS 5839-1: 2017 and the coverage they entail is summarised below.

System documentation, including any purchase specification, tender document, design proposal, submission to enforcing authorities or insurers for approval and the certificate issued by the designers, installers or commissioners, should clearly identify the system category as well as, where appropriate, the areas to be protected and any specific proposals for the type(s) of detector to be used.

Category M: requires manual call points on all exits as well as corridors where persons are not expected to walk more than 45m to operate one.

Category L5: is designed for buildings that have a particular risk identified which warrants some special attention. For example if there is an area of high risk which is considered worthy of having some automatic detection but a manual system is also needed, then it will be termed as L5/M

Category L4: provides detection within the escape routes only; all escape stairways, all corridors and any other areas that form part of the common escape routes. NOTE - Main access and egress stairways normally form part of escape routes, and should be treated as escape stairways.

Category L3: covers the same areas as an L4 category and in addition all rooms leading onto the escape route. The reasoning behind this is to alert people of the danger prior to full smoke logging of the corridor so they can escape safely.

Category L2: is a further enhancement of protection with all the areas covered by an L3 category as well as all high risk areas such as boiler rooms etc.

Category L1: provides the highest possible enhancement of life safety. In an L1 system automatic fire detectors protect all areas of the building. An L1 system might be appropriate where there are a significant number of occupants at risk in the event of fire (e.g. hospitals and certain residential care premises) or in which throughout the building structural fire precautions are not of as high a standard as normally required for that type of building.

For greater detail in the type, exact location and positioning of detectors as part of these systems reference must be made to BS 5839-1: 2017.

The categories below are taken from BS 5839-6: 2019 and the coverage they entail is summarised below.

Grade A: A fire detection and fire alarm system, which incorporates control and indicating equipment conforming to BS EN 54-2, and power supply equipment conforming to BS EN 54-4, and which is designed and installed in accordance with all the recommendations of sections 1 to 4 inclusive of BS 5839-1: 2013.

Grade B: A fire detection and fire alarm system comprising fire detectors (other than smoke alarms and heat alarms), fire alarm sounders, and control and indicating equipment that either conforms to BS EN 54-2 (and power supply complying with BS EN 54-4) or to Annex C of BS 5839.

Grade C: A system of fire detectors and alarm sounders (which may be combined in the form of smoke alarms) connected to a common power supply, comprising the normal mains and a standby supply, with central control equipment.

Grade D: A system of one or more mains-powered smoke alarms, each with an integral standby supply. (The system may, in addition, incorporate one or more mains-powered heat alarms, each with an integral standby supply.)

Grade E: A system of one or more mains-powered smoke alarms with no standby supply. (The system may, in addition, incorporate one or more heat alarms, with or without standby supplies.)

Grade F: A system of one or more battery-powered smoke alarms. (The system may, in addition, also incorporate one or more battery-powered heat alarms.)
In the case of Grade D, Grade E and Grade F systems, where more than one smoke alarm is installed the smoke alarms normally need to be interlinked. Any heat alarms also need to be interlinked with the smoke alarms.

Guidance documents supporting legislation, and written requirements produced by enforcing authorities, often specify only a minimum level of system engineering, rather than a particular form of system.

For greater detail in the type, exact location and positioning of detectors as part of these systems reference must be made to BS 5839-1: 2017 or BS 5839-6: 2019.

5 – PREMISES DETAILS

5.1 CLIENT'S REPRESENTATIVES CONTACTED

Mr Graham Macmaster – Responsible Person

5.2 RESPONSIBLE & COMPETENT PERSON/S

Mr Graham Macmaster – Macmaster Properties Ltd (Responsible Person)

Mr Terry Graham – Fire Risk Assessor (Competent Person)

5.3 LOCATION OF PREMISES

14 Slatey Road
Birkenhead
Wirral
Merseyside
CH43 1US

5.4 DESCRIPTION OF UNDERTAKINGS

Building Description

The building is a converted end terrace five storey (lower ground - 3rd floor) residential, HMO type, building comprising eight flats. Flat 1 is located on the lower ground floor and is accessed direct from outside with no internal access to the common areas. Flats 2 and 3 are accessed from the entrance lobby, flats 4 and 5 from the first floor, flats 6 and 7 from the second floor and flat 8 from the third floor.

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There is a single internal staircase which serves ground to third floor. There is also an escape staircase located to the rear of the building which is accessed from the second floor and third floor only. This leads persons into the secure rear yard area.

The main electrical intake cupboard is located in the entrance hall.

Construction Details

The building itself is of traditional brick construction with a pitched tiled roof. Due to the building being a conversion it is assumed that floors are of timber joist construction. Internally walls appear to be of double stud plasterboard construction with a skim finish. Ceilings appear to be a mix of dropped plasterboard ceilings with original lath and plaster ceilings located above the voids (based on inspection of void in Flat 4).

It should also be noted that the responsible persons at 'Macmaster Properties Ltd' have been very proactive in ensuring the life safety of occupants in the building in relation to fire safety. Prior, during and post inspection the responsible person has been continually communicating with the assessor to ensure all responsibilities imposed on him from the Regulatory Reform (Fire Safety) Order 2005 have been met.

5.5 UTILITIES

The main electrical distribution point is located in the entrance hall.

There is no water provided for fire-fighting purposes

Gas is supplied to the building.

5.6 ENFORCEMENT

The local fire authority has not visited the building in the recent past. No enforcement notices have been issued.

5.8 PERSONS AT RISK

The persons at risk are the relevant persons, as described within the Regulatory Reform [Fire Safety Order] 2005. The relevant persons are described as any person who is or may be lawfully on the premises, and persons within the immediate vicinity, who may be at risk from a fire on the premises. It is considered that the following persons meet this criterion.

- There are no children employed at the premises that are the responsibility of the client.
- Due to the nature of the premise (sleeping risk) there is the possibility that there are person/s or groups at high risk of fire within the building.
- The risk to relevant persons in the building is moderate.
- The risk to relevant persons in the vicinity of the building is low.
- Persons at risk within the building include visiting employees of the client, tenants, visiting contractors, and visitors to the tenanted areas.

5.9 PERSONS ESPECIALLY AT RISK

Due to the nature of the building being of a residential type there is a risk of old/young and vulnerable persons being on site.

5.10 HISTORY OF FIRES

There are no reports of any fires having occurred in the building.

6 – DUTY OF CARE

(FOR ALL AREAS THAT DO NOT FORM PART OF THIS ASSESSMENT)

Much of the following information is taken from the latest Governments Guide, 'Fire Safety in Purpose-Built Blocks of Flats', by Colin Todd & Associates. We provide this information to our client in the hope that it is relayed to the residents providing them with clear and bespoke advice and guidance to ensure that;

a) the risk of fire throughout the development is reduced to an absolute minimum
b) should such an incident occur, the residents are aware of the correct actions to take to ensure as far as reasonably practicable they are not exposed to any unnecessary risk
c) a fire is not afforded the opportunity to spread beyond an apartment or its area of origin.

6.1 ARSON

The nature of deliberate fires experienced in blocks of flats varies, but can range from people setting fire to rubbish and storage left within the common parts, to igniting flammable liquid poured through letter boxes of front doors. The profile of those carrying out such acts clearly varies. Anti-social behaviour can be a factor in accounting for such fires and basic security measures or residents exercising due diligence can often be very effective in countering such fires.

To reduce the risk of arson, we would recommend that **all** rubbish and waste materials are kept within the refuse containers provided and not stored on the floor or outside the bins. The bin lids must always be in the closed position when not in use, and the refuse receptacles should (where possible) be kept within securely constructed compounds positioned well away from the building's vulnerable points, i.e. the windows and doors etc.

Vigilance by residents, along with visiting staff and contractors, will continue to be key to any programme of arson prevention.

6.2 CORRECT ACTION TO TAKE SHOULD A FIRE AFFECT THE PREMISES

Make sure you are familiar with this critical information to ensure you or others are not placed at unnecessary risk.

AT ALL TIMES

- Make sure that your apartment is fitted with smoke alarms and that they are working.
- Do not store anything in your hall or corridor, especially anything that will burn easily.

- Use the fixed heating system fitted in your home. If this is not possible, only use a convector heater in your hall or corridor. Do not use any form of radiant heater there, especially one with either a flame (gas or paraffin) or a radiant element (electric bar fire).
- Do not store things in the cupboard(s) where your gas and electricity meters are fitted.
- Do not block access roads to the building.

IF A FIRE BREAKS OUT IN YOUR APARTMENT

- If you are in the room where the fire is, leave straight away, together with anybody else, then close the door.
- Do not stay behind to try to put the fire out.
- Tell everybody else in your home about the fire and get everybody to leave. Close the front door and leave the building.
- Do not use a balcony unless it is part of the escape route from the building.
- CALL THE FIRE SERVICE.

IF YOU SEE OR HEAR OF A FIRE IN ANOTHER PART OF THE BUILDING

- If possible without putting yourself or anyone else in any danger you must evacuate the building using the nearest/safest available escape route.

CALLING THE FIRE SERVICE

The fire service should always be called to a fire, even if it only seems a small fire. This should be done straight away.

The way to call the fire service is by telephone as follows.

1. Dial 999.
2. When the operator answers, give the telephone number you are ringing from and ask for FIRE.
3. When the fire service reply tell them clearly the address where the fire is.
4. Do not end the call until the Fire Service have repeated the address to you and you are sure they have got it right. The Fire service cannot help if they do not have the full address.
5.

6.3 FIRE ACCELERANTS/HAZARDS

Residents should be aware that any **significant** amount of flammable liquids/gases or dangerous substances **must not** be kept or stored on the premises. Pressure vessels can also be highly volatile if involved in a fire and for this reason must be stored safely and in accordance with the manufacturer's instructions and signed accordingly ensuring any responding emergency personnel are aware of the danger.

Deep fat frying in kitchens has caused a significant number of domestic fires throughout the UK, some of which have lead to persons paying the ultimate price. As such, this method of cooking warrants careful management and deep fat fryers should never be left unattended. Consideration should be given to opting for an alternative cooking option.

6.4 PASSIVE FIRE PROTECTION / FIRE RESISTING DOORS

The front door to your apartment should be the approved type, i.e. of solid construction (fire resistant for at least 30 minutes). These form an integral part of the fire safety features in these types of premises and all occupants should be aware of their significance.

When this door is closed, as it always should be when not in use, it protects the common areas from fire and its effects (smoke/toxic gases) for a minimum of thirty minutes providing the opportunity for a fire to burn itself out in the flat affected, or ensuring the escape routes remain tenable for use by evacuees or other persons, including fire fighters.

Residents wishing to replace or modify these doors in any way that may affect the integrity of the doors, must first gain approval from the Building Manager.

Doors fitted to higher fire risk rooms within apartments such as kitchens, boiler rooms, electric cupboards etc. should also provide a minimum of thirty minutes fire resistance and be kept shut when not in use as this may allow any developing fire to burn itself out, or stop the effects of a fire (smoke, heat, toxic gases) from entering critical escape routes for a minimum period, facilitating a safe evacuation from the apartment.

6.6 SECURITY LOCKS AND ACCESS SYSTEMS

Ideally, any security locks fitted to flat entrance doors (or any alternative exit doors from flats) should be easily operable by the residents from the inside and without the use of a removable key. It is of course appreciated, that the risk of residents accidentally locking themselves out of their own flats, does exist.

As well as being a general nuisance for residents who may lock themselves out, there is also of course another risk. In the event of a fire within their flat and ensuing distressing situation, a resident could evacuate, whilst inadvertently leaving dependent family members inside. The danger in these circumstances is that residents may resort to removing or disconnecting the self-closing device.

Where possible, flat entrance doors should be fitted with a suitable lock that can only be locked on the outside by the use of a key operated deadlock, but that can still be opened from the inside by a handle or lever without the use of a key.

Residents sometimes also take their own security measures and fit additional locks, and, in some cases, external security grilles and gates to entrance doors and secondary exits. In these situations, residents should be advised of the risks these may present to their safety in the event of a fire within their own flat. Any security locks, grilles or gates should be easily openable without the use of a key at all times. The fitting of these should not impair the effective self-closing of flat entrance doors.

7.0 – HOUSEKEEPING/STORAGE IN THE COMMON PARTS

This section should assist any duty holders with the very common and often contentious issue of management of the common areas within apartment blocks.

Unrestricted use of common parts is clearly not acceptable. It will, therefore, be necessary to adopt one of the following alternatives:

a) 'zero tolerance'
b) 'managed use'

A **'zero tolerance'** approach is one in which residents are not permitted to use the common parts to store or dispose of their belongings or rubbish. No exceptions would apply. It would ensure that the common parts are effectively 'sterile' i.e. free of all combustible material, ignition sources and obstructions. This may even include floor coverings, pictures and ornaments e.t.c.

The benefits of this approach are:

- it is the simplest policy to adopt
- it removes not only the risk from accidental fires involving items in the common parts, but also denies fuel for the arsonist
- there is no ambiguity regarding what is allowed and therefore residents know exactly where they stand
- it is easier for dutyholders to 'police' when carrying out inspections -- enforcing authorities usually favour this approach
- it is simpler to audit by those carrying out fire risk assessments
- it arguably reduces the liability on dutyholders.

There are, however, disadvantages including:

- by not taking into account the specific circumstances, this policy might not be risk proportionate
- it unduly penalises those who could manage their common parts effectively
- it denies residents an opportunity to personalise and improve their living environment.

A 'zero tolerance' policy should:

- be adopted by way of 'default'
- always apply when there is doubt over the ability of residents to apply a 'managed use' policy
- be adopted where flats open directly onto stairways unless 'managed use' is considered acceptable by the fire risk assessment
- always apply where the escape stairway is of combustible construction
- always apply where the building needs to be evacuated immediately i.e. where the standard of fire protection does not support a 'stay put' policy.

The alternative is **'managed use'**. This approach allows strictly defined use of common parts and limits the items allowed, to control fire load and ease of ignition. It includes strict conditions on where such items can be kept. For example, a 'managed use' policy might permit residents to:

- place pot plants and door mats outside their front doors
- have framed pictures and notice boards on walls
- store bicycles, prams and mobility scooters in places that are out of the way and not likely to cause obstruction.

This approach also has advantages and disadvantages. The benefits include:

- by making the common areas 'homely', it fosters a sense of pride and value in the block, which can impact positively on anti-social behaviour
- it benefits older and disabled people in particular, by allowing them to store mobility aids at the point of access
- it allows the specific risk factors in the building to be taken into account.

The disadvantages include:

- it is more difficult to adopt as it requires a clearly defined policy with a list of 'dos and don'ts'

When adopting a 'managed use' policy:

Carry out a specific risk assessment taking into account the particular circumstances in the building and consider whether residents are disposed towards keeping 'rules', and avoid 'managed use'. Where this is not the case:

- ensure that there are clearly defined 'dos and don'ts' that residents can easily follow
- only apply it where there is a suitable standard of fire protection – particular care should be taken when applying it to situations such as single stairway buildings and 'dead end' corridors
- limit it to buildings in which the main elements of structure are made of concrete, brick and other non-combustible materials
- there is more scope for misunderstanding, requiring more education of, and communication with, residents
- while it might be possible to minimise accidental fires with an appropriate 'managed use' policy, deliberate ignition may still be a significant concern
- by allowing valuables to be left on view, it can encourage crime and subsequently increase the risk of deliberate ignition
- it is more difficult for the dutyholders to 'police', and for enforcing authorities and fire risk assessors to audit
- it is likely to require more frequent inspections by dutyholders
- failure to adopt the policy effectively could result in liability for dutyholders should a situation occur that places residents at risk of serious injury or death in the event of fire.

The most appropriate approach will depend on the specific circumstances and whatever approach is taken should be considered within the overall context of the fire safety measures in the building. It

should be considered as part of the fire risk assessment for the block. A managed use and its constraints can often be agreed by consultation with residents.

While it may be easier for dutyholders to take the 'zero tolerance' approach, it should be recognised that residents may be put at significant inconvenience and resort to infringements of the policy through frustration. Consideration of the needs of residents in ways that encourage them to follow the constraints of such an approach can contribute significantly to fire safety. Providing suitable communal storage facilities and, for example, charging rooms for mobility scooters, can greatly assist.

Take notice of instances of anti-social behaviour and avoid 'managed use' where there is particular concern regarding the potential for deliberate ignition.

a) generally only apply it to buildings which have effective security, e.g. access control
b) never allow storage of combustible material – where appropriate, make arrangements for residents to have communal facilities for storage
c) never allow items to be left awaiting disposal, not even in chute rooms – even short term presence poses a risk
d) only allow basic furniture and not upholstered seating
e) never allow motorcycles, mowers and other gardening equipment containing petrol and other fuels
f) never allow charging of mobility scooters, batteries or other electrical equipment in common parts – consider providing dedicated rooms for charging, suitably fire separated from the rest of the block
g) if storage cabinets are appropriate, only permit lockable metal cabinets to be used and never timber or plastic sheds or lockers
h) never allow residents to store hazardous chemicals, gas containers or flammable liquids in storage cabinets or dedicated storerooms and cupboards
i) only allow scooters, bicycles, prams e.t.c. to be stored in areas that are deemed to be suitable, for example, where they will not pose an obstruction.

Regular inspection is a key component of maintaining good housekeeping. Dutyholders should ensure that every opportunity is taken to monitor the situation in a block and ensure that there is compliance with the policy adopted. This should apply to the common parts, including stairways, lobbies, corridors, escape balconies and chute rooms. It should also apply to plant rooms, landlords' stores, riser cupboards, Tenant and Resident Association (TRA) lounges and facilities and other communal rooms.

8 – LIMITATION OF REPORT

The purpose of this assessment is to address the requirements of the Fire Safety Order and identify the measures required to comply to ensure persons in or around the building are not exposed to any unnecessary risk. The assessment covers all areas which to any degree are under the control of the client.

The assessment is based on the combination of a non-destructive inspection of the premises by an experienced assessor, the information provided by the client's representatives on site together with the evidence gathered by the assessor. All information given is accepted in good faith as being factual, accurate and a valid representation of the client's views. Any major changes to the occupancy, layout or use of the building will render this document invalid and a review must be carried out. It will be based on a holistic approach and where possible attempt to utilize a higher standard in one area to offset against a short fall that may be discovered elsewhere.

The checking of the integrity of fire compartmentation within lift shafts, ventilation/extraction ducting, or floor and ceiling voids is outside the scope of this report. Compartmentation will be visually assessed, as far as is possible, in all other accessible areas of the premises.

The electrical and mechanical worthiness of any specialist plant, machinery, instrumentation, etc., within the premises, is also outside the scope of this report. However the servicing and maintenance, (as well as the design and coverage) of any fire safety equipment or systems installed within the premises, may be commented upon.

Ensuring that floor coverings such as carpets etc., window dressings such as curtains, blind etc. and furniture coverings including beds and bedding, comply with the relevant British Standards/Codes of Practice, is also outside the scope of this report however any readily apparent damages may be commented upon within the fire risk control plan.

Furthermore it is recommended that this assessment is updated at least annually and supplemented by regular general fire precautions.

Whilst our Fire Safety Consultants make every reasonable effort to access all areas of the premises, there may be some areas that are inaccessible or are difficult to access due to the fabric of the building, or to do so may cause unnecessary damage. Should there be any such areas; they will be clearly identified in the fire risk control plan as areas for future inspection by a competent person.

No access was available to the following areas at the time of inspection;

- **All flats apart from flat 4 and 6**

9 – RESUME OF BRIEF

A Fire Risk Assessment is to be performed on the premises in order to identify any failure to comply with relevant statutory provisions and to relay any inappropriate fire safety practices to the attention of the responsible person/s.

Having considered the potential risks in terms of the most likely outcome, the persons likely to be affected and the probability of an incident occurring; and taking account of the existing control measures, the report identifies any significant findings and the actions required to be taken to reduce such risks to a reasonable level.

The report identifies any failures to comply with legislative requirements and gives brief, but specific, advice on the action to be taken. All statutory provisions relevant to the client and their undertaking are considered. Codes of Practice, Guidance Notes, British Standards and best practice are also considered and recommendations made.

All recommendations within the fire risk control plan have been colour coded in accordance with the table in 7.1 to indicate the hazard/risk level rating. This is having considered the potential risks which are essentially the product of probability and consequence of an incident occurring, the existing means of control and the ease (or otherwise) in which the hazard may be addressed.

The end (blank) column within the fire risk control plan is 'For Client Use Only' and must be completed by the responsible or competent person/s to provide evidence of progression of works and compliance with the Fire Safety Order. This will be required by the Fire Authority and will assist in the provision of evidence that efforts are being made by the responsible person/s.

It should be appreciated that this report does not give an exhaustive list of solutions to rectify any fire safety compliance shortfalls or improvement measures identified within the report. Where an opinion is expressed with regard to any particular course of corrective action, it should be accepted that there may be alternative solutions.

10 – FIRE RISK CATEGORY

THE CURRENT OVERALL RISK TO **LIFE** IS DEEMED TO BE: **MODERATE**

THIS COULD BE REDUCED TO 'TOLERABLE' UPON ADDRESSING THE MATTERS MARKED IN BLUE & YELLOW WITHIN THE ACTION PLAN

The fire risk category has been determined using the risk level estimator below which is based on a more general health and safety risk level estimator of the type contained in BS 8800:

Potential consequences of fire → / Likelihood of fire ↓	Slight harm	Moderate harm	Extreme harm
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

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

Low ☐ **Medium** ☑ **High** ☐

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

Low: Unusually low likelihood of fire as a result of negligible potential sources of ignition.
Medium: Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).
High: Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

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

Slight harm ☐ **Moderate harm** ☑ **Extreme harm** ☐

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

Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).
Moderate harm: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
Extreme harm: Significant potential for serious injury or death of one or more occupants.

10.1 PRIORITY INDICATION TABLE

ITEMS OF MAJOR CONCERN	A serious breach or short fall in fire safety arrangements/measures/procedures required under the Fire Safety Order which, if not rectified leaves persons exposed to considerable and imminent risk from fire and its effects. Items marked in the red section also expose the Responsible Person/s to fire safety litigation. **Corrective actions/control measures must be implemented IMMEDIATELY.**
HIGH RISK	A significant breach/shortfall in the fire safety arrangements/procedures required under the Fire Safety Order with moderate and imminent risk to life safety. Issues within this section include risks/hazards which may result in legal action being brought against the responsible person/s. The significant findings within this category may also be issues of a medium to high importance, but because the corrective is considered to be; simple, inexpensive or non-disruptive for the client to implement, it is the consultant's view that they warrant urgent or immediate consideration. **Corrective actions/control measures are required within 0 to 3 months.**
MEDIUM RISK	A lesser shortfall in fire safety measures or procedures with a relatively low risk to life safety. These may still however represent a breach of Fire Safety legislation which may result in legal action being brought against the responsible person/s. **To be completed within 0-6 Months**
LOW RISK	Items marked in green may represent poor management controls/practices or could be recommendations which if implemented would lower the potential or reduce the risk/threat of fire. These are 'not always' necessarily legal requirements and do not pose any serious life safety concerns. Items within this category are **unlikely** to result in legal action being brought against the responsible person/s. Such findings may be completed within a timescale of up to 12 MONTHS or perhaps if/when sufficient funds become available (or during the next major refurbishment).
ADVISORY ONLY	Matters in this category can be advisory only and do not necessarily require a corrective action; i.e. the existing measures are adequate however an improvement opportunity exists.

THE COLOURS AND ASSOCIATED MEANINGS USED IN THE TABLE ABOVE ARE ALSO USED TO INDICATE THE PRIORITY OF EACH OF THE INDIVIDUAL SIGNIFICANT FINDINGS WITHIN THE ACTION PLAN.

11 – VARIOUS TYPES OF FIRE RISK ASSESSMENT

The scope of a fire risk assessment needs to be relevant to the nature of the premises and the amount known in respect of the structural protection. There are, in principle, four different types of fire risk assessment that can be carried out for a purpose-built block of flats. They differ in the extent to which the building is inspected.

Type 1 – Common parts only (non-destructive)

A Type 1 fire risk assessment is the basic fire risk assessment required for the purpose of satisfying the FSO.

The inspection of the building is non-destructive. But, as well as considering the arrangements for means of escape and so forth, the fire risk assessment includes examination of at least a sample of flat entrance doors. It also considers, so far as reasonably practicable, the separating construction between the flats and the common parts without any opening up of construction. However, in this Type of fire risk assessment, entry to flats beyond the area of the flat entrance door is not involved.

Where there are demountable false ceilings in the common parts, it may be appropriate to lift a sample of readily accessible false ceiling tiles. In addition, it will normally be appropriate to open a sample of service risers, provided access is practicable at the time of inspection.

Unless there is reason to expect serious deficiencies in structural fire protection – such as inadequate compartmentation, or poor fire stopping – a Type 1 inspection will normally be sufficient for most blocks of purpose-built flats. Where doubt exists in relation to these matters, the action plan of a Type 1 fire risk assessment may recommend that one of the other types of fire risk assessment be carried out or that further investigation be carried out by specialists. (However, this should not be a generic recommendation of all Type 1 fire risk assessments; the recommendation should be based on identification of issues that justify reason for doubt).

Type 2 – Common parts only (destructive)

The scope and objectives of a Type 2 fire risk assessment are generally similar to those of a Type 1 fire risk assessment, except that there is a degree of destructive inspection carried out on a sampling basis. This will usually necessitate the presence of a contractor for the purpose of opening up construction and making good after the inspection.

In order to check the integrity of separating construction, the areas in which destructive inspection is carried out might sometimes include a sample of flats. However, because of the nature of the work, this can often only be carried out in vacant flats.

A Type 2 fire risk assessment is usually a one-off exercise, which is carried out only if there is good reason to suspect serious structural deficiencies that could lead to spread of fire beyond the flat of fire origin. The age of the block alone is not generally sufficient to warrant a Type 2 inspection. The need for a Type 2 fire risk assessment may sometimes be identified in a Type 1 fire risk assessment, but should not simply be recommended as a matter of course.

Type 3 – Common parts and flats (non-destructive)

A Type 3 fire risk assessment includes the work involved in a Type 1 fire risk assessment, but goes beyond the scope of the FSO (though not the scope of the Housing Act). This risk assessment considers the arrangements for means of escape and fire detection (i.e. smoke alarms) within at least a sample of the flats. Within the flats, the inspection is non-destructive, but the fire resistance of doors to rooms is considered.

Measures to prevent fire are not considered unless (e.g. in the case of maintenance of the electrical and heating installations) the measures are within the control of, for example, the landlord.

A Type 3 fire risk assessment may sometimes be appropriate for rented flats if there is reason to suspect serious risk to residents in the event of a fire in their flats. (This might be, for example, because of the age of the block or reason for suspicion of widespread, unauthorised material alterations). This type of fire risk assessment will not be possible in the case of long leasehold flats, as there is normally no right of access for freeholders

Type 4 – Common parts and flats (destructive)

A Type 4 fire risk assessment has the same scope of work as a Type 3 fire risk assessment, except that there is a degree of destructive inspection, in both the common parts and the flats, carried out on a sampling basis. This will usually necessitate the presence of a contractor for the purpose of opening up construction and making good after the inspection. However, the nature of the work is such that, often, destructive inspection within flats can only be carried out in those that are vacant.

This is the most comprehensive fire risk assessment, but will only be appropriate in limited circumstances – such as when a new landlord takes over a block of flats in which the history of works carried out is unknown and there is reason to suspect serious risk to residents from both a fire in their own flats and a fire in neighbours' flats.

Note: Before destructive inspection is to be carried out, the risk of disturbing asbestos should be considered (e.g. by examination of the asbestos register).

12 – PHOTOGRAPHS

Fig 1: Non fire rated electrical cupboard (non fire rated hinges and only partial upgrade of cupboard)

Fig 2: Small amount of waste items in base of electrical intake cupboard

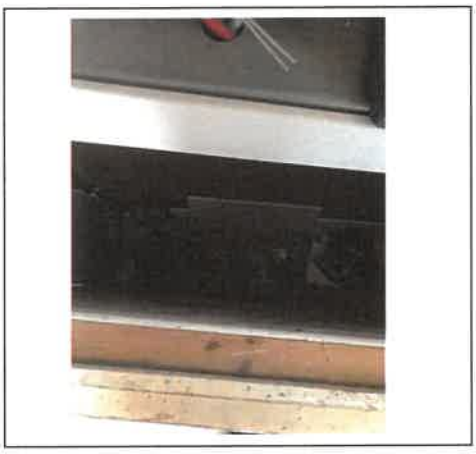

Fig 3: Unverified repairs to flat entrance and second floor lobby doors where new locks have been fitted which in turn has compromised the integrity of the doors. Furthermore, number of flat entrance doors, most notably Flats 6, 7 & 8 on the second floor were in a state of disrepair with large gaps from the door to the frames and at the base of the door to the floor being noted - recommended replacement of flat entrance doors with modern FD30s door sets

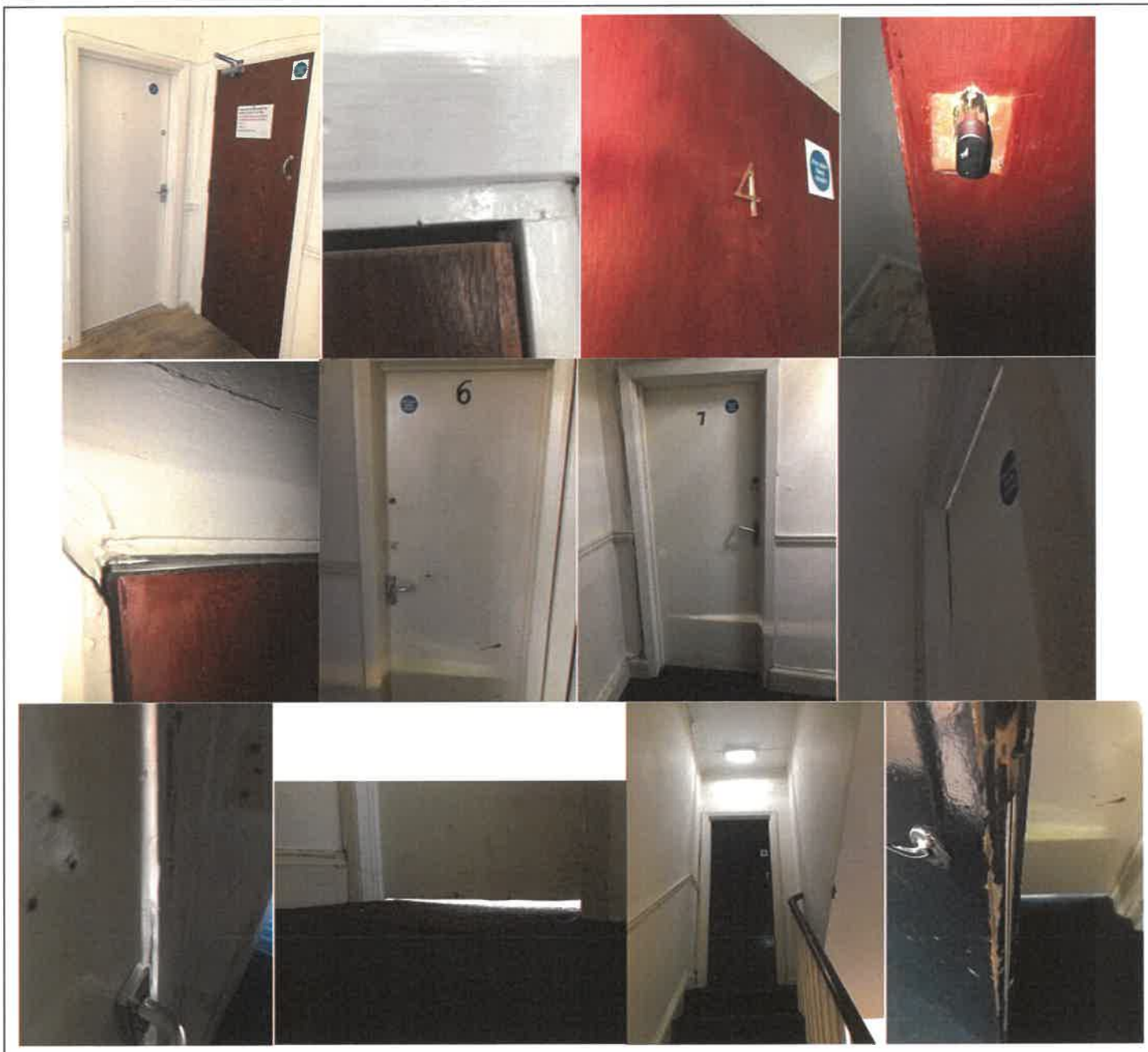

Fig 4: Build up of combustibles to side of external concrete staircase to main entrance door.

Fig 5: Ground floor lobby door not self-closing due to it sticking on the floor and also opens towards Flat 2 - door requires re-hanging so it opens away from Flat 2.

Fig 6: Fire stopping issues throughout where electrical / alarm cables have not been sealed at penetrations between floors and into flats. Further fire stopping issue noted in lower ground store at base of staircase.

Fig 7: External escape route available from second floor landing and direct from third floor Flat 8. Issues noted relate to lack of fire resistant sealed shut windows, boiler flues within 1.8m of stair. Unable to confirm thirty minutes fire resistance of underside of flat roof section of external escape route and the presence of slide bolts to exit door from second floor.

14 Slatey Road

Fire Risk Control Plan

This section of the report identifies the necessary steps to be taken to reduce specific or inherent risks to a minimum and comply with the duties under the relevant; fire safety legislation, Regulation, Approved Code of Practice, British Standard or best practice. This may involve, drafting of Safe Working Procedures, Training of staff, installation and/or maintenance of equipment or systems etc.

ABBREVIATIONS USED: ***ACoP:*** *Approved Code of Practice,* ***AFD:*** *Automatic Fire Detection,* ***BS:*** *British Standard,* ***MCP;*** *Manual Call Point,* ***SC:*** *Self Closing,* ***ELs:*** *Emergency lights,* ***FAN*** *Fire Action Notice,* ***HaSaW Act 1974:*** *Health and Safety at Work Act etc 1974,* ***MHSW Regs:*** *The Management of Health and Safety at Work Regulations 1999,* ***FSO*** *Fire Safety Order 2005,* ***SSaS Regs:*** *Safety Signs and Signals Regs 1996.*

Item	Existing Control Measures	Observation	Action Required	Priority	Completed & Comments
1) FIRE SAFETY MANAGEMENT	This Fire Risk Assessment was carried out on 13th May 2019. This assessment should be reviewed at regular intervals throughout the year or following significant changes and should be reviewed in full annually. Terry Graham, the fire risk assessor, is nominated as the competent person to assist the responsible person 'Graham Macmaster' of 'Macmaster Properties Ltd' in relation to fire safety duties, specifically in the carrying out of a fire risk assessment of the premises. **Note -** The responsible persons at 'Macmaster Properties Ltd' have been very proactive in ensuring the life safety of occupants in the building in relation to fire safety. Prior, during and post inspection the responsible person has been continually communicating with the assessor to ensure all responsibilities imposed on them from the Regulatory Reform (Fire Safety) Order 2005 have been met. Fire risks are to be communicated to residents, contractors and other responsible persons associated with the building. No structural alterations are understood as having been made	Small amount of waste items were seen in the base of the main electrical intake cupboard in the entrance lobby.	Ensure all waste items in the base of the main electrical intake cupboard are removed and ensure the cupboard is maintained secure and tenants are informed that no waste is to be left in the cupboard at any times.		
		Large unsecure waste bins were seen outside the main entrance to the building. Due to the bins being unsecure this poses a risk of arson. **Note -** *It is appreciated that all other properties on the road have unsecure standard wheelie bins and therefore the is always a risk of arson and flame transfer from bins in the area.*	It is recommended that the waste bins are either relocated to a secure are or a replaced with bins with securable lids so as to reduce the risk of arson and reduce the risk of spread of flame to the building.		

	to the premises in the recent past. There were no reports of the local fire service having visited the building in the recent past. No enforcement notices are understood as having been issued. The findings of the fire risk assessment will be passed to all relevant persons. A no smoking policy has been implemented within the common areas of the premises. Hot works are not routinely carried out on site and there is no evidence of any uncontrolled introduction of heat or ignition sources on site. Regular inspections of the common areas are carried out by 'Macmaster Properties Ltd'. Waste is stored large unsecure waste bins to the front of the property - see action plan. No build up of waste was noted around the external areas of the building at the time of inspection. Waste is collected weekly.				

2) SECURITY	The main entrance door is access controlled by a standard buzzer / intercom system There is no intruder alarm installed in the common areas. The areas around the building are suitably lit via natural light and from street lighting located close by. Due to the nature of the premises it is considered that the risk of deliberate or malicious ignition is low, however if and when arson attacks do occur in such developments, it is the refuse compound that are more prone to attacks. There were no reports of trespass or vandalism at the time of inspection. Therefore, the level of security is deemed adequate.		No Action Required At Present		
3) GAS	Gas is supplied to the building. The gas meters are located externally to the side of the building. All flats are subject to an annual gas safety check. All records are held in the head office.	A number of covers were missing to the gas meters located to the side of the building, thus increasing the risk of malicious tampering.	It is recommended that all gas meters are enclosed in securable boxes so as to reduce the risk of malicious tampering.		

4) ELECTRICAL	The main electrical intake for the building is located in the entrance hall next to the main entrance door on the ground floor. There are no portable electrical appliances that are the clients responsibility provided on site. The last five yearly inspection and test of the electrical installations in the common area was carried out 30th March 2016.	The main electrical intake cupboard in the entrance hall is not suitably enclosed in a lockable cupboard providing a minimum of 30 minutes fire resistance. **Note** – *It is appreciated that the client has made efforts to upgrade the doors to the cupboards in fire resistant materials. However, the cables have since penetrated the upgrade works thus compromising the fire resistance of the cupboard.*	Ensure the main electrical intake cupboard in the entrance is suitably enclosed in a lockable cupboard providing a minimum of 30 minutes fire resistance. All doors to the cupboard must be to a FD30s standard.		
5) TRAINING	No staff are based on site, therefore no training required.		No action required at present		

6) FIRE PROTECTION SYSTEMS – FIRE ALARMS	At present there is a full Grade A fire detection and warning system installed similar to that of an LD2 coverage system. The common fire detection and warning system comprises smoke detectors on each level of the common area. In addition to the common detection from a sample inspection of flats 4 and 6 additional smoke detectors are installed in the room / lobbies directly behind the flat entrance doors and heat detection in the kitchens. **Note -** From discussions with residents there are no issues with persistent false alarms. **Further Note –** *In situations where there are continual false alarms occupants would be more likely to ignore the alarm and not evacuate. It is therefore, more effective to come up with solutions to reduce the risk of false alarms so as to ensure that when there is a real fire and the alarm sounds that occupants respond quickly and begin to evacuate. On this point there is a standard recommended specification of type of fire detection and warning system to be installed in a building of this type which is noted below;*	The fire panel has only utilised three zones. Furthermore, zone three indicates a fire in all flats, entrance hall and stairs. This is inadequate and does not provide an early indication of the location of a fire.	Ensure the zoning of the fire detection and warning system is reconfigured to provide each floor with a separate zone as a minimum in accordance with BS5839 Pt 1 : 2017.		
		There is some concern over the competency of the fire alarm service engineer. The engineer states the system is an L1 system, which it is not. From looking on A R Electrical Ltd website there is no indication of their competence to install fire detection and warning systems.	**It is strongly recommended that the competency of the alarm engineer is questioned. Failure to appoint competent persons will result in the responsible persons as well as the alarm engineer of falling foul of the requirement of the Regulatory Reform Fire Safety Order 2005.** **The responsible persons must take due diligence in appointing competent persons to ensure the safety of persons in the building.**		

	A mixed system comprising a minimum of a Grade A: LD2 fire detection and warning system. Coverage should comprise smoke detectors in the common areas with interlinked heat detectors in each flat in the room/lobby opening on to the escape (e.g. behind flat entrance door) **&** **A Grade D: LD3 category system should also be installed in each flat comprising hardwired smoke alarms in each flat entrance hall as a minimum *(It is recommended additional heat alarms, which are interlinked to the smoke alarms, are installed in the kitchen/lounge areas).*** However, although this mixed system is the recommended system this is not the only solution. Rather than having a mixed system there is a full common Grade A fire detection and warning system which continues into the flats by providing smoke detectors in the room / lobby behind the flat entrance doors with additional heat detectors in each kitchen. There are no separate Grade D hardwired smoke alarms located in the flats. However, the smoke detectors linked to the common system installed in the flats will still provide the same early warning to the occupants in the				

	flat of detection as well as the whole building. The fire panel is a conventional eight zone panel which is located above the electrical cupboard in the main entrance hall. Zone descriptions are provided on the panel which indicate the following; Zone 1 - Break Glass units Zone 2 - Flat 1 Zone 3 – Stairwell & hall and flats Zone 4 - Spare Electronic sounders are installed throughout. There were no reports from tenants stating poor audibility in the building during the weekly alarm test. The fire detection and warning system was seen to be serviced six monthly. The last service was seen to be carried out 14th February 2019.				
7) SMOKE CONTROL SYSTEMS	There are no smoke control systems installed in the building. The lobby doors on the ground and second floors and the manual openable windows on the first floor and openable door to the external stair on the second floor are the only smoke controls in the building.		No action required at present		

8) PASSIVE FIRE PROTECTION (PFP) – COMPARTMENTATION	Due to the building being a converted building comprehensive levels of compartmentation cannot be guaranteed. Flats 3, 4 and 5 all appear to be replacement doors which are of a more modern standard than those fitted to flats 2, 6, 7 & 8. However, from a sample inspection of flat 4 there were no identification stickers or plugs on the door to confirm their fire rating. Furthermore, due to the lack of fire rated hinges fitted to Flat 4 and the gaps around the deadlock from an unverified repair the doors cannot be confirmed as being able to provide the required thirty minutes fire resistance, even on a notional basis - see action plan. However, the ground floor entrance lobby door is a new replacement FD30s door set. It was reported by the client that they have taken steps to implement systematic fire door checks with formal inspection worksheets to ensure all fire doors are maintained in good condition.	The second floor lobby door frame is incorrectly fitted and does not sit flush up against the wall.	Ensure the second floor lobby door frame is re-set by a competent person so it sits flush with the wall.		
		Flats 3, 4 and 5 all appear to be replacement doors which are of a more modern standard than those fitted to flats 2, 6, 7 & 8. However, from a sample inspection of flat 4 there were no identification stickers or plugs on the door to confirm their fire rating. Furthermore, due to the lack of fire rated hinges fitted to Flat 4 and the gaps around the door and deadlock from an unverified repair the doors cannot be confirmed as being able to provide the required thirty minutes fire resistance, even on a notional basis. Entrance doors to flats 6, 7 and 8 were in a state of disrepair with no amount of repairs being possible to bring the doors back up to a suitable standard. These doors were seen to have large gaps around the doors, were not closing flush against the frame or in the case of Flat 8 were seen to have become twisted.	Ensure entrance doors to flats 2-8 are replaced with modern FD30s door sets. Priority for these works should start with the entrance doors for flats 6, 7 & 8 which were in particular poor condition at the time of inspection. **Note** - All certification for the doors and identifying stickers on the doors should be kept as proof of their fire resistance rating. All flat entrance doors must be self-closing, fitted with three fire rated hinges, smoke seals / intumescent strips and must not have any gaps in excess of 3mm from the door to the frame. Furthermore, all doors sets should only be installed by competent persons.		

	Due to the building being a conversion it is assumed that floors are of timber joist construction. The ceilings of the common area and were of solid construction. Furthermore, the lowered ceiling of flat 4 was also seen to be of solid construction. However, within the entrance lobby of flat 4 there is a void hatch which revealed a lath and plaster ceiling which appears to be part of the original construction. However, sections of the original lath and plaster ceiling were seen to be in disrepair - see action plan. Other than cable penetrations from visual inspection the walls in the common area appear to be solid stud plasterboard walls (*This is based on a visual inspection only).* The staircase is of timber construction which is typical for a conversion of this type.	The ground floor lobby door from the entrance hall was sticking on the floor and not self-closing. Furthermore, this lobby door open towards Flat 2 entrance door which will restrict the escape of persons from this flat.	Re-hang the ground floor lobby door so it opens away from Flat 2 and ensure the door is able to self-close from all angles without sticking on the floor. **Note -** *Only a maximum gaps of 8mm is allowable to the base of the door. The top of the door is not to be planed where possible.*		
		The second floor lobby door was in a state of disrepair no longer providing thirty minutes fire resistance. The door was damaged on the internal meet of the door and the old lock had been removed leaving a void in the core of the door itself.	It is recommended that the second floor lobby door is replaced with a self-closing FD30s door.		
		The kitchen door in Flat 4 was not self-closing fully.	Ensure the self-closer fitted to the kitchen door in flat 4 is adjusted so the door is able to self-close fully from all angles, thus protecting the sleeping risk in the room directly outside the kitchen.		

		Within the entrance lobby of flat 4 there is a void hatch, which revealed a lath and plaster ceiling which appears to be part of the original construction. However, sections of the original lath and plaster ceiling were seen to be in disrepair **See Fig:6**	Ensure the ceiling from Flat 4 to the flat above is fire stopped / compartmented by a competent person providing a minimum of thirty minutes fire resistance. This may be achievable by providing a thirty minutes fire rated hatch and frame from the entrance lobby to the ceiling void in Flat 4. It is recommended that as part of a rolling programme of works that all other flats are inspected for similar issues and where ceiling voids are identified from a flat to another flat above similar steps to provide thirty minutes fire resistance are carried out.		
		Minor fire stopping required to wall of vacant store room at base of staircase on lower ground floor level. **See Fig:6**	Ensure a competent person using materials and methods providing a minimum of thirty minutes fire resistance seal the minor breach of compartmentations from the small store cupboard on the lower ground floor level of the common staircase.		

		Minor issues with fire stopping noted where alarm cables which penetrate into the flats from the common areas have not been sealed.	Ensure a competent person using materials methods providing a minimum of thirty minutes fire resistance are used to seal all penetrations from alarm cabling from the common areas into flats. **Note -** *The use of pink intumescent foam is not a one size fits all solution and care should be taken to ensure the correct product and method are used to provide thirty minutes fire resistance.*		
		The underside of the section of flat roof, which forms part of the means of escape from the second floor external means of escape, could not be confirmed as providing a minimum of thirty minutes fire resistance. **See Fig:7**	Ensure the underside of the section of flat roof, which forms part of the means of escape from the second floor external means of escape, is fire stopped by a competent person using materials and methods providing a minimum of thirty minutes fire resistance.		
9) FIRE FIGHTING EQUIPMENT – FIRE HOSE REELS	No fire hose reels were installed within the premises.		No action required at present		

10) FIRE FIGHTING EQUIPMENT – FIRE EXTINGUISHERS	A foam and CO2 extinguisher was provided on the ground floor and a foam extinguisher on the first and second floor storey landings. Extinguishers were last seen to be serviced 08/2018.	Fire extinguishers provided in the common areas despite residents not being trained in the safe use of the appliances.	Consider the requirement for extinguishers in a building of this type as well as the requirement for testing and servicing of extinguishers. It is therefore recommended that the fire extinguishers are removed ***Note** – The recommendation for removal of extinguishers comes after informal discussions with the Local Fire Service.*		
11) FIRE FIGHTING EQUIPMENT – WET/DRY RISER	There is no dry or wet riser located on site		No action required at present		
12) FIRE FIGHTING EQUIPMENT – SPRINKLER SYSTEM	A sprinkler system is not installed within the premises.		No action required at present.		
13) GASEOUS SUPPRESSION SYSTEMS	There are no such systems on the premises.		No action required at present.		
14) FIRE FIGHTING EQUIPMENT - HYDRANTS	The location of the nearest fire hydrant was not located at the time of inspection, however it is suspected as being located on Slatey Road. The client is not responsible for the servicing of the fire hydrant.		No action required at present.		

15) EMERGENCY PROCEDURES	A 'Total Evacuation' policy has been adopted which is suitable for this building provided the recommendations of this report are completed. Fire Action Notices bespoke for the building have been provided in the common main entrance hall. Additional information on who else to call in event of fire (Macmaster Properties Ltd) is also provided. When it is out of hours all calls are redirected. The fire assembly point is to be located on Slatey opposite the building. Access for the emergency services is available on site and is unlikely to be affected by vehicles and other obstructions.	There are no Fire Action Notices provided on the first or second floors.	It is recommended that Fire Action Notices stating the Total Evacuation Policy are provided next to the rear exit doors to the external staircase on the first and second floors.		

16) MEANS OF ESCAPE	The means of escape from the building is simple in its layout with a single stair with reasonable travel distances serving the four common floors in the building direct to outside to a place of safety via the main entrance door. An additional point of exit is available to the rear of the building from the second floor via an external escape stair. The main entrance / exit door is openable via the standard Yale type lock fitted. Rear exit door from the second floor lobby to the external staircase is fitted with an easy opening thumb turn device. The carpet in the common areas was tight fitting to the stair cases. There were no slip / trip hazards located in the building at the time of inspection With the exception of the ground floor the common areas were clear of combustible materials. Escape directional signage provided throughout. From a visual inspection all wall linings appear to be single layered painted walls with good adhesion.	Openable non fire rated windows and boiler flues were noted as being located within 1.8m of the external escape stair. A fire in a flat could potentially compromise the external escape route.	It is recommended as a minimum that the windows from flats leading direct onto the means of escape route are replaced with fixed shut thirty minutes fire rated windows and frames. It is also recommended that any boiler flues are repositioned to an area at least 1.8m away from the staircase. **Note -** It is appreciated that this risk is negligible provided the fire detection and warning system is suitably tested and maintained by competent persons and provided recommendations in this report relating to fitting new FD30s door sets are carried out.		
		The final exit gate from the rear yard to the side of 14 Slatey Road was padlocked thus restricting evacuees from reaching a place of ultimate safety. **Note -** It is appreciated that there were issues with trespass in the past hence the need to secure the rear yard area.	Ensure the padlock is removed from the side gate in the rear yard. Should the gate be required to be secured considerations to installing a different gate, which would allow for the installation of an easy opening device without compromising security should be made.		
		There is no escape directional signage from the second floor lobby to the external staircase.	Ensure escape directional signage is provided to the exit door to the external stair from the second floor lobby.		

	From a sample inspection of flat 4 there is no easy opening device fitted to the key lock on the entrance door. It is assumed easy opening devices will be fitted to all new FD30s door sets as recommended in the 'Passive Fire Protection' section of this action plan.	There were no records available to indicate that the external escape stair had been subject to a structural survey in the past five years.	Ensure the steel escape staircase is subject to structural survey. Any remedial items noted during the survey must be completed as soon as possible.		
		Rear exit door from the second floor lobby to the external escape stair is fitted with a top and bottom slide bolts.	Remove the slide bolts fitted to the rear exit door to the external escape stair from the second floor. Final exit doors should be openable by a single action (i.e. push bar or thumb turn).		
		There is no escape directional signage provided in the rear yard directing persons to the side gate next to 14 Slatey Road.	Ensure escape directional signage is provided in the rear yard on the wall next to the side gate so as to quickly direct evacuees to the point of exit to a place of ultimate safety.		
17) EMERGENCY LIGHTING	Emergency lighting is fitted throughout the common area. Additional standard artificial lighting is installed throughout the common area. It was reported that the emergency lighting is 'flick' tested monthly. Records are understood as being held in main office. The emergency lights are 'drain tested' annually. All records are to be held in the main office and indicate the last service was carried out 06/07/2018.		No action required at present		

18) HIGHLY FLAMMABLE LIQUIDS AND LPG	No highly flammable liquids or LPG seen on site at the time of inspection.				
19) IGNITION RISKS	Housekeeping standards on site are generally maintained to a good standard. Regular inspections of the communal areas are understood as being made by the client.		No action required at present		
20) LIFTS	There are no lifts in the building		No action required at present		

End of Report

Remember to keep your fire risk assessment up to date

7.8.18
14/16 Slatey.
12 monthly.

CLAUGHTON FIRE PROTECTION

18 EASTBOURNE ROAD, BIRKENHEAD, WIRRAL, CH41 4DT
Telephone: 0151-652 6366 Fax: 0151-670 0284
E-mail: info@claughtonfire.co.uk www.claughtonfire.co.uk

No: MC 5023

MAINTENANCE REPORT	MONTH	12 Monthly inspection of the Fire Fighting Equipment
Mainmaster Properties Ltd 14 & 16 Slatey Road Birkenhead	August	

Type and Capacity	Basic service	Extended service	Recharged	Non Maintained	10 yearly pressure test	Condemned	PARTS Description	Qty
6L Foam	5						New 6L Foam	
4½ CO2	2						extinguisher - supplied	
							to replace from	
							entrance at No 16	x1
							1024974.	

Description of other work done	Code	Qty

This is to certify that the Fire Equipment listed has been inspected to BS5306 Part 3 and any non-conforming equipment and recommendations listed on Recommendation Report No: N/A

CERTIFICATE TO BE ISSUED ON COMPLETION ON PAYMENT **SERVICING TO BRITISH STANDARD No. 5306 PART 3**

Customer Signature:	CL 22121 (14) CL 22122 (16)	Engineer's Signature:
NAME (BLOCK CAPITALS):	Date: 7/8/2018	Engineer's Name: Alan Lwood.

Inspection is made to BS5306 Part 3 which also advises users to check monthly that extinguishers are in position and serviceable.

Please note all accounts beyond our credit terms will be passed to our debt collection agency, Sinclair Goldberg Price Ltd. All accounts, without exception, will be subject to a surcharge of 15% plus VAT to cover our costs in recovery. These accounts will also be subject to any legal costs incurred in obtaining settlement.

MN-B

HOWDENS

640/0270584SL1000054559

ADVICE SUMMARY

Date: 09/08/2019 09:59
Account: MACMASTER PROPERTIES LTD

Customer/Delivery Address:
MACMASTER PROPERTIES LTD

Document No:	640/0160398
Estimate No:	640/0270584
Required Date:	09/08/2019
Our Operator:	Lesley Kenny
Sales Consultant:	Lesley Kenny
Your Contact:	
Your Reference:	14 slatey road

Qty	Product	
	SUPPLIED LINES ARE DETAILED BELOW	
1	DIF1460 Spey Plywood Lipped FD30 2'6" Internal Flush Door	F
3	HNG0025 H Satin S/Steel Ball Bearing Grade 11 Butt Hinge 4"	

Only products marked F (FSC) or P (PEFC) above
are certified as follows: : :
FSC Mix 70%, SA-COC-001813
70% PEFC Certified, SA-PEFC/COC-001813

This is NOT a valid VAT receipt
Related Invoice No: 640/0160398

Weight	27.08 KGS
Volume	0.0690 M3
Total Quantity	4.0000

Depot: HJ Birkenhead Manager: Tony Lawrence
Address: Royal Standard Way, Expressway Business Park , BIRKENHEAD, CH42 1NB

Tel: 0151 641 9512 Fax: 0151 641 9513
E-mail: birkenhead@howdens.com

HOWDENS

14 Slatey Rd
12-8-19

640/0270705SL1000054559

ADVICE SUMMARY

Date: 12/08/2019 10:58
Account: MACMASTER PROPERTIES LTD

Customer/Delivery Address:
MACMASTER PROPERTIES LTD

Document No: 640/0160458
Estimate No: 640/0270705
Required Date: 12/08/2019
Our Operator: Sean Garritty
Sales Consultant: Sean Garritty

Your Contact:

Your Reference: 14 Slatey rd

Qty	Product
	SUPPLIED LINES ARE DETAILED BELOW
4	DFU1023 H Budget Round Bar Aluminium Euro Profile Lock Handle
1	DIF1460 Spey Plywood Lipped FD30 2'6" Internal Flush Door P
3	HNG0025 H Satin S/Steel Ball Bearing Grade 11 Butt Hinge 4"
5	ITS0012 H White Intumescent Fire and Smoke Strip 15 x 2100mm
1	LAL0226 H Euro Satin Chrome Euro Profile Cylinder and Thumbturn

Only products marked F (FSC) or P (PEFC) above
are certified as follows: : :
FSC Mix 70%, SA-COC-001813
70% PEFC Certified, SA-PEFC/COC-001813

This is NOT a valid VAT receipt
Related Invoice No: 640/0160458

Weight	28.83 KGS
Volume	0.0760 M3
Total Quantity	11.0000

Depot: HJ Birkenhead Manager: Tony Lawrence
Address: Royal Standard Way, Expressway Business Park , BIRKENHEAD, CH42 1NB

Tel: 0151 641 9512 Fax: 0151 641 9513
E-mail: birkenhead@howdens.com

HOWDENS

14 Slatey Road.

640/0270868SL1000054559

ADVICE SUMMARY

Date: 14/08/2019 10:29.
Account: MACMASTER PROPERTIES LTD

Customer/Delivery Address:
MACMASTER PROPERTIES LTD

Document No: 640/0160538
Estimate No: 640/0270868
Required Date: 14/08/2019
Our Operator: Lesley Kenny
Sales Consultant: Lesley Kenny

Your Contact:

Your Reference: 14 slatey road

Qty	Product	
	SUPPLIED LINES ARE DETAILED BELOW	
1	DIF1460 Spey Plywood Lipped FD30 2'6" Internal Flush Door	F
3	HNG0025 H Satin S/Steel Ball Bearing Grade 11 Butt Hinge 4"	
5	ITS0012 H White Intumescent Fire and Smoke Strip 15 x 2100mm	
1	LAL0226 H Euro Satin Chrome Euro Profile Cylinder and Thumbturn	

Only products marked F (FSC) or P (PEFC) above
are certified as follows: : :
FSC Mix 70%, SA-COC-001813
70% PEFC Certified, SA-PEFC/COC-001813

This is NOT a valid VAT receipt
Related Invoice No: 640/0160538

Weight	28.20 KGS
Volume	0.0750 M3
Total Quantity	10.0000

Depot: HJ Birkenhead Manager: Tony Lawrence
Address: Royal Standard Way, Expressway Business Park , BIRKENHEAD, CH42 1NB

Tel: 0151 641 9512 Fax: 0151 641 9513
E-mail: birkenhead@howdens.com

14 Slatey

BEESLEY & FILDES LTD
Builders, Plumbers, Roofing & Timber Merchants
Head Office:
Wilson Road, Huyton, Merseyside, L36 6AF
Tel: 0151 480 8304 Fax: 0151 480 4970
Web Site: www.beesleyandfildes.co.uk
Email: headoffice@beesleyandfildes.co.uk

Collection Note

Branch
Birkenhead Depot
470 Borough Road
Birkenhead
Merseyside
CH42 9NA
Tel: 0151 652 2693

Invoice Address
Macmaster Property Company
Exchange House
80 Balls Road
Prenton
Wirral
CH43 1US

Order processed by:	aredfern
Order No	62964230
Order Date	13/08/2019
Customer	MA005
Your Ref	14 Slatey
Delivery	On 13/08/2019
Sale Type	Collected
Our Ref	

FAO

Special Instructions	Notes
	351716

Item	Description	Qty	Weight
1	8701CAS085 - Redwood 63x100mm Cert Fire Door Casings Sets [p] 125574	1.00	0.000 1 pcs
2	7300DAL362 - SAA 305 x76mm Finger Plate - Pre-Packed Ref DP005850	2.00	0.000

Only items marked [f] are FSC Mix 70%, unless otherwise stated, SA-COC-001871.
Only items marked [p] are 70% PEFC certified, unless otherwise stated, SA-PEFC/COC-001871.

Received on behalf of Macmaster Property Company

Signature ..... Name ..... Date .....

14 Slatley

BEESLEY & FILDES LTD
Builders, Plumbers, Roofing & Timber Merchants
Head Office:
Wilson Road, Huyton, Merseyside, L36 6AF
Tel: 0151 480 8304 Fax: 0151 480 4970
Web Site: www.beesleyandfildes.co.uk
Email: headoffice@beesleyandfildes.co.uk

Collection Note

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Birkenhead Depot
470 Borough Road
Birkenhead
Merseyside
CH42 9NA
Tel: 0151 652 2693

Invoice Address
Macmaster Property Company
Exchange House
80 Balls Road
Prenton
Wirral
CH43 1US

Order processed by:	aredfern
Order No	62948650
Order Date	12/08/2019
Customer	MA005
Your Ref	14 Slatley
Delivery	On 12/08/2019
Sale Type	Collected
Our Ref	

FAO

Special Instructions	Notes
	350396

Item	Description	Qty	Weight
1	8701CAS085 - Redwood 63x100mm Cert Fire Door Casings Sets [p] 125574	1.00	0.000 1 pcs

Only items marked [f] are FSC Mix 70%, unless otherwise stated, SA-COC-001871.
Only items marked [p] are 70% PEFC certified, unless otherwise stated, SA-PEFC/COC-001871.

Received on behalf of Macmaster Property Company

Signature ..... Name ..... Date .....

14 Slatey

BEESLEY & FILDES LTD
Builders, Plumbers, Roofing & Timber Merchants
Head Office:
Wilson Road, Huyton, Merseyside, L36 6AF
Tel: 0151 480 8304 Fax: 0151 480 4970
Web Site: www.beesleyandfildes.co.uk
Email: headoffice@beesleyandfildes.co.uk

Collection Note

Branch
Birkenhead Depot
470 Borough Road
Birkenhead
Merseyside
CH42 9NA
Tel: 0151 652 2693

Invoice Address
Macmaster Property Company
Exchange House
80 Balls Road
Prenton
Wirral
CH43 1US

Order processed by:	aredfern
Order No	62991580
Order Date	15/08/2019
Customer	MA005
Your Ref	14 Slatey
Delivery	On 15/08/2019
Sale Type	Collected
Our Ref	

FAO

Special Instructions	Notes
	350504

Item	Description	Qty	Weight
1	5402FOA011 - Hand Held B2 Fire Rated Expanding Foam Filler 750Ml Ref B2FIREHAND	1.00	0.000
2	8701CAS085 - Redwood 63x100mm Cert Fire Door Casings Sets [p] 125574	1.00	0.000
			1 pcs

Only items marked [f] are FSC Mix 70%, unless otherwise stated, SA-COC-001871.
Only items marked [p] are 70% PEFC certified, unless otherwise stated, SA-PEFC/COC-001871.

Received on behalf of Macmaster Property Company

Signature ..... Name ..... Date .....

Subject to our terms and conditions of sale. Further copies available on request.

19.8.19 14 Slatey

HOWDENS JOINERY CO.

640/0271110SL1000054559

ADVICE SUMMARY

Date: 19/08/2019 09:47
Account: MACMASTER PROPERTIES LTD

Customer/Delivery Address:
MACMASTER PROPERTIES LTD

Document No:	640/0160671
Estimate No:	640/0271110
Required Date:	19/08/2019
Our Operator:	Lesley Kenny
Sales Consultant:	Lesley Kenny
Your Contact:	
Your Reference:	14 slatey

Qty	Product	
	SUPPLIED LINES ARE DETAILED BELOW	
1	DIF1460 Spey Plywood Lipped FD30 2'6" Internal Flush Door	P

Only products marked F (FSC) or P (PEFC) above
are certified as follows: : :
FSC Mix 70%, SA-COC-001813
70% PEFC Certified, SA-PEFC/COC-001813

This is NOT a valid VAT receipt
Related Invoice No: 640/0160671

Weight	26.30 KGS
Volume	0.0660 M3
Total Quantity	1.0000

Depot: HJ Birkenhead Manager: Tony Lawrence
Address: Royal Standard Way, Expressway Business Park , BIRKENHEAD, CH42 1NB

Tel: 0151 641 9512 Fax: 0151 641 9513
E-mail: birkenhead@howdens.com

HOWDENS JOINERY CO.

640/0271109SL1000054559

ADVICE SUMMARY

Date: 19/08/2019 09:42
Account: MACMASTER PROPERTIES LTD

Customer/Delivery Address:
MACMASTER PROPERTIES LTD

Document No:	640/0160670
Estimate No:	640/0271109
Required Date:	19/08/2019
Our Operator:	Lesley Kenny
Sales Consultant:	Lesley Kenny
Your Contact:	
Your Reference:	14 slatey

Qty	Product
	SUPPLIED LINES ARE DETAILED BELOW
1	DIC1360 Spey Plywood Lipped 2'6" Internal Flush Door F
3	HNG0025 H Satin S/Steel Ball Bearing Grade 11 Butt Hinge 4"
1	ITS0012 H White Intumescent Fire and Smoke Strip 15 x 2100mm

Only products marked F (FSC) or P (PEFC) above
are certified as follows: : :
FSC Mix 70%, SA-COC-001813
70% PEFC Certified, SA-PEFC/COC-001813

This is NOT a valid VAT receipt
Related Invoice No: 640/0160670

Weight	11.62 KGS
Volume	0.0570 M3
Total Quantity	5.0000

Depot: HJ Birkenhead Manager: Tony Lawrence
Address: Royal Standard Way, Expressway Business Park , BIRKENHEAD, CH42 1NB

Tel: 0151 641 9512 Fax: 0151 641 9513
E-mail: birkenhead@howdens.com

Page 1 of 1

HOWDENS JOINERY CO.

640/0271111CR1000054559

RETURNS / PUT AWAY LIST

Date: 19/08/2019 09:48
Account: 1000054559

Credit To:
MACMASTER PROPERTIES LTD
Exchange House
80 Balls Road
Prenton
CH43 1US

Credit No:	640/0160672
Estimate No:	640/0271111
Our Operator:	Lesley Kenny
Your Contact:	
Contact No:	
Your Reference:	14 slatey

Returned Qty	Product
1	DIC1360 Spey Plywood Lipped 2'6" Internal Flush Door

This is NOT a valid VAT receipt
Credit No: 640/0160672

Weight	10.68 KGS
Volume	0.0530 M3
Total Quantity	1.0000

Depot: HJ Birkenhead Manager: Tony Lawrence
Address: Royal Standard Way, Expressway Business Park , BIRKENHEAD, CH42 1NB

Tel: 0151 641 9512 Fax: 0151 641 9513
E-mail: birkenhead@howdens.com

Registered Office 40 Portman Square London W1H 6LT Registered in England No 526923 VAT Reg: GB 379 5785 77

BEESLEY & FILDES LTD
Builders, Plumbers, Roofing & Timber Merchants
Head Office:
Wilson Road, Huyton, Merseyside, L36 6AF
Tel: 0151 480 8304 Fax: 0151 480 4970
Web Site: www.beesleyandfildes.co.uk
Email: headoffice@beesleyandfildes.co.uk

Sales Invoice

Invoice No:	6243031
Invoice Date:	12/08/2019
Customer:	MA005
Our Ref:	Birkenhead Depot - 62948650
Your Ref:	14 Slatley

Macmaster Property Company
Exchange House
80 Balls Road
Prenton
WIRRAL
CH43 1US

6519

FAO

Collected Sale

Item	Description	Qty	Price	Per	Total	VAT	Rate
1	Redwood 63x100mm Cert Fire Door Casings Sets [p] 125574	1	25.47	ea -15.38%	21.55	4.31	20.00

Did you know? You can now shop safely online at www.beesleyandfildes.co.uk

Terms: Payment is due by 30/09/2019
Only items marked [f] are FSC Mix 70%,
unless otherwise stated, SA-COC-001871.
Only items marked [p] are 70% PEFC certified,
unless otherwise stated, SA-PEFC/COC-001871.

Total Amount	£ 21.55
Total VAT	£ 4.31
Invoice Total	**£ 25.86**

BEESLEY & FILDES LTD
Builders, Plumbers, Roofing & Timber Merchants
Head Office:
Wilson Road, Huyton, Merseyside, L36 6AF
Tel: 0151 480 8304 Fax: 0151 480 4970
Web Site: www.beesleyandfildes.co.uk
Email: headoffice@beesleyandfildes.co.uk

Sales Invoice

Invoice No:	6246990
Invoice Date:	15/08/2019
Customer:	MA005
Our Ref:	Birkenhead Depot - 62991580
Your Ref:	14 Slatey

Macmaster Property Company
Exchange House
80 Balls Road
Prenton
WIRRAL
CH43 1US

6519

FAO

Collected Sale

Item	Description	Qty	Price	Per	Total	VAT	Rate
1	Hand Held B2 Fire Rated Expanding Foam Filler 750Ml Ref B2FIREHAND	1	9.59	ea	9.59	1.92	20.00
2	Redwood 63x100mm Cert Fire Door Casings Sets [p] 125574	1	25.47	ea -15.38%	21.55	4.31	20.00

Did you know? You can now shop safely online at www.beesleyandfildes.co.uk

Terms: Payment is due by 30/09/2019
Only items marked [f] are FSC Mix 70%,
unless otherwise stated, SA-COC-001871.
Only items marked [p] are 70% PEFC certified,
unless otherwise stated, SA-PEFC/COC-001871.

Total Amount	£ 31.14
Total VAT	£ 6.23
Invoice Total	**£ 37.37**

BEESLEY & FILDES LTD
Builders, Plumbers, Roofing & Timber Merchants
Head Office:
Wilson Road, Huyton, Merseyside, L36 6AF
Tel: 0151 480 8304 Fax: 0151 480 4970
Web Site: www.beesleyandfildes.co.uk
Email: headoffice@beesleyandfildes.co.uk

Sales Invoice

Invoice No:	6244611
Invoice Date:	13/08/2019
Customer:	MA005
Our Ref:	Birkenhead Depot - 62968550
Your Ref:	14 slatey

Macmaster Property Company
Exchange House
80 Balls Road
Prenton
WIRRAL
CH43 1US

6519

FAO

Collected Sale

Item	Description	Qty	Price	Per	Total	VAT	Rate
1	Intucrylic Intumescent Sealant White 310Ml Ref FIRE	1	3.83	ea	3.83	0.77	20.00
2	Super Grip Gloves Ref GGDE	2	1.65	pair	3.30	0.66	20.00

Terms: Payment is due by 30/09/2019
Only items marked [f] are FSC Mix 70%,
unless otherwise stated, SA-COC-001871.
Only items marked [p] are 70% PEFC certified,
unless otherwise stated, SA-PEFC/COC-001871.

Total Amount	£ 7.13
Total VAT	£ 1.43
Invoice Total	**£ 8.56**

BEESLEY & FILDES LTD
Builders, Plumbers, Roofing & Timber Merchants
Head Office:
Wilson Road, Huyton, Merseyside, L36 6AF
Tel: 0151 480 8304 Fax: 0151 480 4970
Web Site: www.beesleyandfildes.co.uk
Email: headoffice@beesleyandfildes.co.uk

Sales Invoice

Invoice No:	6244454
Invoice Date:	13/08/2019
Customer:	MA005
Our Ref:	Birkenhead Depot - 62964230
Your Ref:	14 Slatey

Macmaster Property Company
Exchange House
80 Balls Road
Prenton
WIRRAL
CH43 1US

6519

FAO

Collected Sale

Item	Description	Qty	Price	Per	Total	VAT	Rate
1	Redwood 63x100mm Cert Fire Door Casings Sets [p] 125574	1	25.47	ea -15.38%	21.55	4.31	20.00
2	SAA 305 x76mm Finger Plate - Pre-Packed Ref DP005850	2	2.93	ea	5.86	1.17	20.00

Did you know? You can now shop safely online at www.beesleyandfildes.co.uk

Terms: Payment is due by 30/09/2019
Only items marked [f] are FSC Mix 70%,
unless otherwise stated, SA-COC-001871.
Only items marked [p] are 70% PEFC certified,
unless otherwise stated, SA-PEFC/COC-001871.

Total Amount	£ 27.41
Total VAT	£ 5.48
Invoice Total	**£ 32.89**

20-8-19. 14 Slatey Rd

BEESLEY & FILDES LTD
Builders, Plumbers, Roofing & Timber Merchants
Head Office:
Wilson Road, Huyton, Merseyside, L36 6AF
Tel: 0151 480 8304 Fax: 0151 480 4970
Web Site: www.beesleyandfildes.co.uk
Email: headoffice@beesleyandfildes.co.uk

Collection Note

Branch
Birkenhead Depot
470 Borough Road
Birkenhead
Merseyside
CH42 9NA
Tel: 0151 652 2693

Invoice Address
Macmaster Property Company
Exchange House
80 Balls Road
Prenton
Wirral
CH43 1US

Order processed by:	aredfern
Order No	63038290
Order Date	20/08/2019
Customer	MA005
Your Ref	14 Slatey
Delivery	On 20/08/2019
Sale Type	Collected
Our Ref	

This is a reprint

FAO

Special Instructions	Notes
	350584

Item	Description	Qty	Weight
1	5502BRU100 - Stiff 12" Sweeping Brush Head Ref PMST1201	1.00	0.000
2	5502BRU020 - Bass Broom Handle 1.1/8" x 55" Ref PMHD002	1.00	0.000
3	5504SHO010 - Household Shovel 9" Wooden Handle Ref 80074	1.00	0.000
4	8701CAS085 - Redwood 63x100mm Cert Fire Door Casings Sets [p] 125574	1.00	0.000
			1 pcs

Only items marked [f] are FSC Mix 70%, unless otherwise stated, SA-COC-001871.
Only items marked [p] are 70% PEFC certified, unless otherwise stated, SA-PEFC/COC-001871.

Received on behalf of Macmaster Property Company

Signature ..... Name ..... Date .....

Subject to our terms and conditions of sale. Further copies available on request.

14 Slatey Rd

BEESLEY & FILDES LTD
Builders, Plumbers, Roofing & Timber Merchants
Head Office:
Wilson Road, Huyton, Merseyside, L36 6AF
Tel: 0151 480 8304 Fax: 0151 480 4970
Web Site: www.beesleyandfildes.co.uk
Email: creditcontrol@beesleyandfildes.co.uk

Collection Note

Branch
Birkenhead Depot
470 Borough Road
Birkenhead
Merseyside
CH42 9NA
Tel: 0151 652 2693

Invoice Address
Macmaster Property Company
Exchange House
80 Balls Road
Prenton
Wirral
CH43 1US

Order processed by:	aredfern
Order No	63205270
Order Date	04/09/2019
Customer	MA005
Your Ref	14 Slatey
Delivery	On 04/09/2019
Sale Type	Collected
Our Ref	

FAO

Special Instructions	Notes

Item	Description	Qty	Weight
1	5407MAS100 - Intucrylic Intumescent Sealant White 310Ml Ref FIRE	2.00	0.000

Received on behalf of Macmaster Property Company

Signature ..... Name ..... Date .....

14 Slatey

BEESLEY & FILDES LTD

Builders, Plumbers, Roofing & Timber Merchants
Head Office:
Wilson Road, Huyton, Merseyside, L36 6AF
Tel: 0151 480 8304 Fax: 0151 480 4970
Web Site: www.beesleyandfildes.co.uk
Email: creditcontrol@beesleyandfildes.co.uk

Sales Invoice

Invoice No:	6267929
Invoice Date:	04/09/2019
Customer:	MA005
Our Ref:	Birkenhead Depot - 63205270
Your Ref:	14 Slatey

Macmaster Property Company
Exchange House
80 Balls Road
Prenton
WIRRAL
CH43 1US

6519

FAO

Collected Sale

Item	Description	Qty	Price	Per	Total	VAT	Rate
1	Intucrylic Intumescent Sealant White 310Ml Ref FIRE	2	3.83	ea	7.66	1.53	20.00

Did you know? You can now shop safely online at www.beesleyandfildes.co.uk

Terms: Payment is due by 31/10/2019
Only items marked [f] are FSC Mix 70%,
unless otherwise stated, SA-COC-001871.
Only items marked [p] are 70% PEFC certified,
unless otherwise stated, SA-PEFC/COC-001871.

Total Amount	£ 7.66
Total VAT	£ 1.53
Invoice Total	£ 9.19

Subject to our terms and conditions of sale. Further copies available on request.

Bank: HSBC
Sort Code: 40 29 08
Account No: 44317114