

# Communal Area Fire Risk Assessment

**Prepared For:** Great Cliff (Dawlish) Ltd

**Address:** Great Cliff, Marine Parade, Dawlish, EX7 9EW

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**Consultant:** Andre Van Der Merwe - AIFSM

**Date of Inspection:** 09 July 2024

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# Fire Safety Risk Assessment

If significant risks are discovered, you should consider if they can be reduced: first by removing the hazards and secondly by providing fire protection measures (e.g., automatic fire detection). These points should be addressed in the 'What needs to be done to make each situation safe?' section.

If your premises are located within a larger building and if a fire in your business could affect your neighbours, you should share the findings of your fire safety risk assessment with them. Your fire safety risk assessment must be kept up to date. It is important to update the assessment if anything changes that might affect the risk (e.g., new ignition sources, or use of flammable liquids etc.). If you identify that the likelihood of a fire occurring, or there is a risk to people, you should consider seeking further assistance.

## Emergency Plan

The findings of the fire safety risk assessment should be used to prepare an emergency plan. The plan should set out what to do in the case of fire, identify the escape routes, where to assemble and how to contact the Fire and Rescue Service. The fire safety equipment and any equipment that provides a possible ignition source (e.g., cooking, electrical appliances, etc.) should be regularly maintained to reduce the chance of fire and the risk to people.

Frequent checks should be made to make sure that the storage of materials, especially flammable materials, does not increase the risk of fire, or prevents the use of escape routes. It is important that all members of staff know how to prevent fires and what to do if a fire does occur. To make sure that the emergency plan works regular fire drills should be carried out. For further guidance on the Regulatory Reform (Fire Safety) Order 2005 please contact Atlas Safety Management Ltd.

### The 5-step guide to Fire Safety Risk Assessment

- 1. Identify the fire hazards**
- 2. Identify people at risk**
- 3. Evaluate, remove, reduce and protect from risk**
- 4. Record, plan, inform, instruct and train**
- 5. Review**

## Type 1 Fire Risk Assessment

A Type 1 fire risk assessment is the basic non-destructive FRA required for the purpose of satisfying the FSO. It will consider the arrangements for means of escape and so forth as well as the examination of at least a sample of flat entrance doors. It also considers, so far as reasonably practicable, the construction between the flats and the common parts without any opening up. However, in this type of FRA, entry to flats beyond the area of the flat entrance door, is not involved. Where there are suspended ceilings in the common parts, it may be appropriate to lift a sample of readily accessible tiles. It will be normal 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. This should not be a generic recommendation of a Type 1 fire risk assessments; the recommendation should be based on identification of issues that justify reason for doubt.

## Details

**Company Name:** Great Cliff (Dawlish) Ltd

**Premises Name:** Great Cliff

**Address:**  
Marine Parade,  
Dawlish,  
EX7 9EW

**Responsible Person:** Great Cliff (Dawlish) Ltd

**Position:** Manager

**Date of Assessment:** 09<sup>th</sup> July 2024

**Carried out by:** Andre Van Der Merwe

**Position:** Fire Risk Assessor - AIFSM

**Use of Premises:** Residential – the scope of the assessment is of the communal areas only

## Occupancy

<b>Times in Use:</b>	<b>Weekdays:</b> 24/7	<b>Weekends:</b> 24/7
<b>Total Persons Present:</b>	<b>Weekdays:</b> 23-46	<b>Weekends:</b> 23-46

## Size

<b>Total Size of Premises (M<sup>2</sup>):</b>	Unable to determine
<b>Number of Storeys:</b>	4
<b>Number of Basements:</b>	0

# Communal Area FRA Step 1: Identify fire hazards (sources of ignition)

Type	Comments	Are existing control measures suitable?		
Naked Flames	There is no evidence of naked flames within the communal areas.		YES	
Portable heaters and heating equipment	No heating system noticed in communal area.		YES	
Electrical Installation Condition Report (EICR)	The EICR for the property is in date.		YES	
Work process risk(s)	At the time of the assessment there was no evidence that any type of work was being carried out within the common areas.		YES	
Electrical items being used within the communal areas	No portable appliances in use.		YES	
Is there a No Smoking Policy in place	There is evidence of a No Smoking Policy in place.		YES	
Other sources (including contractors)	All contractors are managed and vetted by Crown Property Management.		YES	
<b>If you have answered 'No' to any of the questions above, complete the details below:</b>				
	<b>What needs to be done to make each situation safe?</b>	<b>Owner</b>	<b>Date due</b>	<b>Date complete</b>

# Communal Area FRA Step 1: Identify fire hazards (sources of fuel and oxygen)

Type	Comments	Are existing control measures suitable?		
Are there excessive amounts combustible materials	There were no signs of combustible materials anywhere within the common areas.		YES	
Furniture and fixings (Curtains, blinds etc.)	No furniture and fixings were observed anywhere within the communal area at the time of this assessment.		YES	
Flammable material (Gases, liquids, paints, thinners, glues etc.)	No flammable substances/materials were observed anywhere within the communal area at the time of this assessment.		YES	
Display materials or decorations	No display materials or decorations were observed anywhere within the communal area at the time of this assessment.		YES	
Waste materials (Refuse, packaging etc.)	No waste materials were observed anywhere within the communal area.		YES	
Oxygen Supplies (Air conditioning units, bottles, piped supply etc.)	No oxygen supplies were observed at the time of the assessment		YES	

# Communal Area FRA Step 1: Building Structure

Type	Comments	Are existing control measures suitable?		
External Cladding (make up of main structure)	The external walls of the building are of a masonry type with no added cladding or external feature that would present a risk of fire spread.		YES	
Balconies.	N/A		N/A	
Fire Stopping	<p>Unable to determine as access not gained to all areas to establish if there are areas within the building that require fire stopping to prevent the risk of fire spread</p> <p>Fire stopping is essential to maintain compartmentation. Firestops are physical barriers designed to prevent the spread of flames, deadly gases and toxic smoke through openings created during building or renovation where the installation of cables and piping have created voids and gaps through ceilings and walls.</p>		YES	
Fire Breaks between properties (inclusive of Lofts and dividing walls separating communal and residential)	Although this is not an intrusive FRA, it appears that the building has adequate fire breaks between properties. There is no damage to dividing walls and all seem to be in good order at the time of the assessment.		YES	
Fire doors (fire break doors)	Fire doors all in good working order.		YES	
Fire Doors (between residential and communal)	At the time of the assessment it was not possible to determine the fire rating of the flat entrance doors. As it was not part of this assessment scope.		YES	
Could a fire spread to a neighbouring building?	It is believed the party wall separating this building to the neighbouring building is of a masonry type and would provide adequate fire resistance.		YES	
If you have answered 'No' to any of the questions above, complete the details below:				
	What needs to be done to make each situation safe?	Owner	Date due	Date complete

## Communal Area FRA Step 2: Identifying people at risk

Type	Findings	Recommendation:
<b>Sensory &amp; mobility risk</b>	The assessment being carried out is of the communal areas only. It was not possible to ascertain the sensory or mobility needs of the occupants at the time of the assessment.	<b>No further action required</b>
<b>Familiarity risk (signage, emergency evacuation procedures)</b>	There were Fire Action Notices displayed throughout the communal areas displaying what to do in the event of a fire.	
<b>Personal Emergency Evacuation Procedure (PEEP)</b>	It was not possible to determine whether a PEEP plan is required for this building as the sensory or mobility needs for the residents was not apparent.	<b>It is advisable to identify those individuals who have sensory or mobility needs and requirements and produce a Personal Emergency Evacuation Plan, which can be supplied to the fire service in advance or on their attendance. It is important this information is reviewed on a regular basis</b>

## Communal Area FRA Step 3: Evaluate, remove, reduce and protect from risk

Type	Comments	Are existing control measures suitable?		
Are ignition sources controlled to reduce the chances of fire?	Adequate controls were in place to reduce the risk of fire from the identified ignition sources.		YES	
Are combustible materials kept away from ignition sources?	There were no signs of combustible materials within the communal areas.		YES	
Are all windows and openings closed last thing at night?	N/A		N/A	
Is your fire alarm system adequate for your premises?	The current smoke detectors are located in correct areas. .		YES	
Is escape from fire available in more than one direction?	There is one escape route available in one direction, and is deemed adequate.		YES	
Are all fire exits easily identified by the correct signs?	Yes.		YES	
Are escape routes free from obstruction and storage?	The escape routes are free from obstruction and storage.		YES	
Are all doors on escape routes easily opened without the need of a key?	The final exit door is easily opened without the need of key.		YES	
Where possible do all doors on escape routes open in the direction of escape?	Not all the doors open in the direction of travel, however this is not hindering emergency evacuation.		YES	
Does the building layout provide adequate escape routes to facilitate an escape in a reasonable time?	The layout of the building provides an escape route that would facilitate a prompt escape.		YES	
Is emergency lighting in place?	There is emergency lighting is in place along the escape route.		YES	



Is the lighting adequate to illuminate circulation routes?	Yes		YES	
Is firefighting equipment provided?	There is no fire extinguishing media present within the communal areas.		YES	
Is the firefighting equipment adequate for the risks present?	No Action Required		YES	
Are housekeeping and general waste management adequate?	The housekeeping within the communal areas is of a good standard.		YES	
Are measures adequate to prevent any incidents of arson?	There is no reason to believe that arson is a risk to this building. Adequate security measures are in place to prevent access, all areas are free from combustible materials and housekeeping to the external areas are of a high standard.		YES	
Can the fire service easily get to your premises?	There are adequate access routes leading to the building.		YES	
<b>If you have answered 'No' to any of the questions above, complete the details below:</b>				
	<b>What needs to be done to make each situation safe?</b>	<b>Owner</b>	<b>Date due</b>	<b>Date complete</b>

# Communal Area FRA Step 4: Record, plan, inform, instruct and train

Type	Comments	Are existing control measures suitable?		
Have you made an emergency plan that details a "Stay Put" or "Evacuate" Policy?	There is currently a policy in place detailing what to do in the event of a fire.		YES	
Based on the findings of this assessment is the policy sufficient?	It is believed the policy that is being implemented within this building is sufficient as a stay put policy		YES	
Has fire instruction and emergency plan procedures been provided to residents?	Yes, no further action required.		YES	
Is the emergency plan displayed throughout the premises?	At the time of the assessment there was evidence of the building's emergency plan being displayed throughout the communal areas.		YES	
Are there records of testing and maintenance of all installed systems? (Fire Alarm, Emergency Lighting etc.)	At the time of the assessment it could not be verified if the testing and maintenance of emergency lights and smoke detectors are in order. It is recommended that the property manager ensures that records are up to date.		NO	
If you have answered 'No' to any of the questions above, complete the details below:				
What needs to be done to make each situation safe?	Owner	Date due	Date complete	
At the time of the assessment it could not be verified if the testing and maintenance of emergency lights and smoke detectors are in order. It is recommended that the property manager ensures that records are up to date.	Great Cliff (Dawlish) Ltd			

# Step 5: Review

Your fire safety risk assessment **MUST** be kept up to date.

### Date of next review

It is recommended that you review your fire safety risk assessment regularly (recommended every 12 months) **OR** if you make changes to the layout of your premises, any changes to work processes, significantly increase the number of combustible materials stored or displayed or sources of ignition, change your opening hours (e.g., to include night time opening etc) or any failures in your fire safety precautions then you should review your fire safety risk assessment.

*This fire risk assessment should be reviewed by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a fire occurs.*

The purpose of this report is to provide an assessment of the risk to life from fire in these premises, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. The report does not address the risk to property or business continuity from fire.

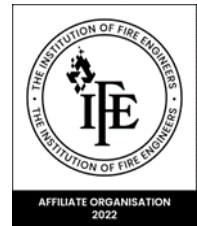
Assessors Signature:



Date: 9<sup>th</sup> July 2024

*Atlas Safety  
Management Ltd are an  
Affiliate Member of The  
Institute of Fire  
Engineers*

**July 2025**



# Fire Risk Assessment

## Level of Fire Risk

In premises where there is a likelihood of a fire starting and spreading quickly, or a fire could start and grow undetected, and affecting the escape routes before people can use them, then the level of risk should normally be regarded at 'higher'.

Such premises might include those where significant quantities of flammable materials are used or stored; ready sources of ignition are present, e.g., heat producing machinery and processes; premises where significant numbers of the people are present and might move slowly or be unable to move without assistance; and premises where the construction provides hidden voids or flues through which a fire could quickly spread.

In premises where there is a low occupancy level and all the occupants are able bodied and capable of using the means of escape without assistance; very little chance of a fire starting; few if any highly combustible or flammable materials or other fuels for a fire; fire is unlikely to spread quickly; and will be quickly detected so that all people will quickly know that a fire has occurred and can make their escape, then the risk can usually be regarded as 'lower'.

In most cases however, the risk will usually be 'normal'.

Taking into account both the active and passive fire prevention measures and general fire precautions observed at the time of this fire safety risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

LOW  NORMAL  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.
- Normal:** Normal fire hazards (e.g., potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls.
- High:** Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in the likelihood of fire.

Please note that, although the purpose of the above is to place the risk of fire in context, the approach to fire safety risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this fire safety risk assessment should be addressed by implementing all the recommendations contained in the following action plan.

The fire risk assessment should be reviewed regularly (recommended annually).

# Fire Safety Action Plan

Each item should be allocated a priority as follows:

<b>Priority 1:</b>	Needs attention immediately
<b>Priority 2:</b>	Needs attention within 1 month
<b>Priority 3:</b>	Needs attention within the next 6 months
<b>Priority 4:</b>	Needs attention within the next 12 months

#	Action Required	Priority	Action by Whom	Date Completed
1.	At the time of the assessment it could not be verified if the testing and maintenance of emergency lights and smoke detectors are in order. It is recommended that the property manager ensures that records are up to date.	1	Great Cliff (Dawlish) Ltd	