FIRE SAFETY

Tetra Consulting Ltd

Fire Strategy

Site Address

City Island, Gotts Road Leeds

Completed by

Jason Thelwell QFSM MBA BSc (HONS) FIFireE CMgr FCMI MIFSM IFE Nº 23101, MIFSM Nº 6081 CMI No P04658554

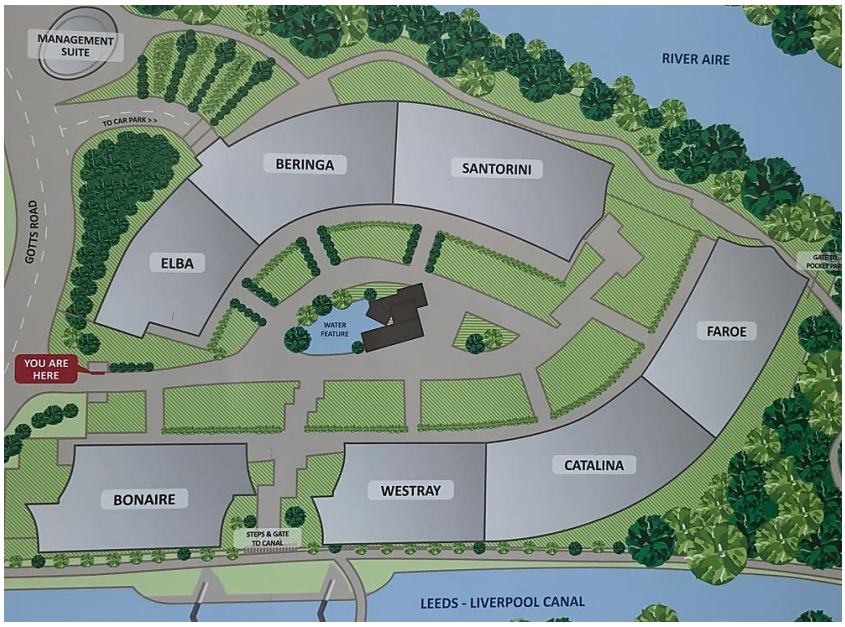
On behalf of

Inspired Property Management Ltd

Report No: FSR2-L-385377-200824

Date of assessment: **20/08/2024**


River Aire
GOTTS ROAD
Leeds and Liverpool Canal


MANAGEMENT SUITE
RIVER AIRE
TO CAR PARK >>
BERINGA
SANTORINI
GOTTS ROAD
ELBA
WATER FEATURE
FAROE
YOU ARE HERE
CATALINA
BONAIRE
WESTRAY
STEPS & GATE TO CANAL
LEEDS - LIVERPOOL CANAL

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Revision Status

Revision	Amendments	Date	Prepared by	QA by
1	Version 1	20/08/2024	JT	JW
2	Version 2		JT	

Fire Engineer	Jason Thelwell QFSM MBA BSc (HONS) FIFireE CMgr FCMI MIFSM IFE N° 23101, MIFSM N° 6081 CMI No P04658554
Fire Authority	West Yorkshire Fire and Rescue Authority
Property and Building Manager	Inspired Property Management Ltd
Local Authority	Leeds City Council

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Executive summary

This Fire Strategy details the findings from a site visit carried out on 20/08/2024 alongside a review of the FRAEW conducted on the buildings and also the Fire Risk Assessements on 14th January 2023 by a third party.

City Island consists of seven purpose built residential blocks of apartments completed in 2004, there is a shared undergound car park that occupies an area under the whole development, access to the car park is through a doorway off the main entrance of each block, this also provides a means of escape from the car park should it be needed. The blocks are built from reinforced concrete / steel frame with brick and stone render.

The development consists of the following blocks –

Bonaire – A stand alone separate block consisting of 38 apartments on floors 1 to 5, the main escape route is down a protected staircase to the entrance of the building.

3 joined blocks

Westray - 34 apartments on floors 1 to 6
Catalina - 59 apartments on floors 1 to 8
Faroe - 93 apartments on floors 1 to 13

3 joined blocks

Elba - 28 apartments on floors 1 to 6
Beringa - 59 apartments on floors 1 to 8
Santorini - 93 apartments on floors 1 to 13

Each of the joined blocks have an individual means of escape which discharges onto the front entrance, with an additional means of escape through adjoining blocks.

No previous fire strategy was available. Tetra Consulting Ltd have been appointed by Inspired Property Management Ltd to document a retrospective fire strategy for the building. This report describes the retrospective fire safety strategy. Where drawings and original design information were not available, a number of assumptions have been made.

The building was required to comply with local building codes at the time of its construction and they have undergone refurbishment works over recent years in compliance with building regulations in force at that time however retaining original features. There is no requirement for existing buildings to retrospectively comply with more recent versions of the Building Regulations. Therefore, this retrospective fire strategy is not required to comply with current regulations or associated current guidance.

Tetra has used guidance within Fire safety in residential block, Approved Document B Volume 1 and the RR(FS)O as the basis of development of this retrospective fire strategy. This is because this is the most recent, relevant guidance and would represent current good practice.

The fire safety arrangements are regulated by the Regulatory Reform (Fire Safety) Order 2005 to ensure a minimum level of safety from the effects of a fire. There is no requirement to upgrade the fire safety provisions unless required following the fire risk assessment, which is a principal duty required by the Fire Safety Order.

This review does not form a fire risk assessment but a strategic review of the provisions within the development.

The current evacuation strategy for this residential property is Stay Put. No assembly point has been identfied on the fire action notices displayed within the building, however, the assembly point should be identified as Gotts Road, Leeds.

An invasive survey was not undertaken, as such, no information on the fire resistance or performance of the elements of structure was determined. It is considered that the structural fire resistance, external fire spread and firefighting provisions are reasonable and have been taken from visual observations, discussions on site and provision of plans and drawings where provided.

The contents of the Secure Information Box, located at the main entrance to each of the blocks was not inspected.

Recommendations

There are no recommendations from this report.

1.0 Introduction

1.1 Scope of Strategy

This report lays out the Fire Strategy for City Island, Gotts Road, Leeds for the day-to-day operation of the property. This Fire Strategy comprises information regarding the fire protection systems and arrangements within the property and how these are to be managed.

This report will assist Inspired Property Management Ltd to ensure that the property continues to offer a safe environment for all those who enter the property.

The Fire Safety provisions within properties is underpinned by relevant legislation where the landlord and tenants assume responsibility for complying with this, by effectively communicating and coordinating activities accordingly to ensure the Fire Safety provisions are maintained.

The safety of persons in the property is achieved through the inclusion of facilities which have the aim of maximising the safe escape times for all persons within the building.

The size of the property means that extra attention has been paid to the provision of facilities that will assist fire-fighters if they attend an incident in the properties. Details of these facilities and how they will be maintained are set out in this document.

The development consists of 7 blocks, which contain 404 apartments, each block has a single stairwell means of escape which is enclosed with smoke ventilation system coverage. There is also smoke ventilation system coverage within the corridors on each floor.

1.2 Purpose of the Fire Strategy

This fire strategy details the fire safety design and fire safety systems incorporated within the development. The overall aim of the fire strategy is to ensure that all aspects of fire safety are documented such that at any point in the future, the fire strategy can be referred to thus providing that information. This will assist in the ongoing fire safety management of the premises and ensure that any future alterations do not negate the original fire safety objectives.

Whilst this document details the fundamental strategy for a safe building, there is an ongoing management obligation to ensure that not only the active and passive fire protection facilities are correctly maintained, but that there is appropriate information and procedures in place to facilitate a safe evacuation in the event of a fire.

This Fire Strategy document has been designed and developed to be a working tool for Inspired Property Management Ltd in aiding them with the management of the property ensuring compliance with the requirements of the Regulatory Reform (Fire Safety) Order 2005 (RRO) and meeting the functional requirements of Building Regulations at the time of construction. Further, it will assist Inspired Property Management Ltd in taking measures to mitigate and reduce the consequences of any fire, protecting property, business continuity, secondary businesses, staff jobs and the environment.

This Fire Strategy has been designed and developed at the request of the Landlord and is also the starting point for the Fire Risk Assessment process required under Article 9 of the Regulatory Reform (Fire Safety) Order 2005.

This retrospective fire strategy is designed to:

- provide a full and thorough consideration of the fire safety arrangements for life and property protection.
- assess whether the fire protection systems (design and implementation) are suitable for purpose.
- assess whether the effects of a fire will be contained to the compartment of origin.

- where possible, review the structural protection of the property against the consequences of a fire.
- review the risk to relevant persons, as defined in the Regulatory Reform (Fire Safety) Order 2005, against the effects of fire.
- review the available means of escape in the event of fire.
- review vehicular access to the site for fire fighters in the event of a fire and ensure adequate firefighting facilities are provided to support fire fighters in tackling any fire.
- assess the means to mitigate damage caused by the occurrence of fire, wherever it may be in the property.
- consider and where possible minimise the interruption to business after the occurrence of a fire in the property.

1.3 General Considerations

Fire is a significant safety issue in any property therefore it was important to consider different approaches to ensure that the fire protection measures in place meets the requirements of both the regulations and the requirements of all stakeholders.

The Fire Strategy therefore is a hybrid approach based primarily on a prescriptive based approach to compliance complemented where necessary with a fire engineered approach for specific design features where a prescriptive code approach is not practicable.

1.4 Drawings and Site Data

The Fire Safety Report is based on information provided by Inspired Property Management Ltd, and the information collected on the site visit undertaken on 20/08/2024.

1.5 Property Layout and Construction

City Island is a purpose-built development, comprising of seven blocks of flats, it was constructed in 2004, using traditional brick, block, concrete and steel materials. The development consists of a basement car park and residential floors which contain a total of 404 flats. The flats exit into protected corridors, which are protected by detection, AOV at either end of the escape corridors and escape lighting. The corridors lead to a central staircase which ultimately lead to the main entrance and out to open air. The main staircase is covered and enclosed with smoke ventilation system coverage.

There are fire-fighting lifts present in the Catalina, Faroe, Beringa and Santorini blocks. The height of the building is approximately 27 metres. A Fire Risk Appraisal of External Walls (FRAEW) has been completed and identified modifications to the balconies only

Internally (within common parts), compartment floors within the main stairwell are concrete.

Communal areas were formed of concrete/brick or drywall construction. There are service risers on each floor.

There is a communal automatic fire detection system present.

There is a dry riser present with the inlet available at the entrance to each block and outlets on each floor level.

1.6 Statutory Controls and Legislation

In the context of the Fire Strategy Report, the mandatory framework is key to achieving compliance with requirements, whether legal or regulatory to ensure organisations with authority or control over Fire Safety for the premises are satisfied with the arrangements in place.

Legislation

With few exceptions, all buildings built in England and Wales must comply with the England and Wales Building Regulations in force at the time of construction.

The Building Regulations are intended to ensure a reasonable standard of life safety in a fire. The protection of property, including the building itself, often requires additional measures. They also require reasonable standards of health and safety for persons in or about buildings, and for the conservation of energy in buildings. They cannot be applied retrospectively and make no recommendations relating to property protection, loss prevention or business continuity.

In England and Wales, the Regulations relating to fire safety are expressed in the form of five functional requirements, these being:

- Requirement B1 Means of warning and escape.
- Requirement B2 Internal fire spread (linings).
- Requirement B3 Internal fire spread (structure).
- Requirement B4 External fire spread.
- Requirement B5 Access and facilities for the fire service.

The Government has produced a number of guidance documents to assist designers in meeting the relevant requirements of the Building Regulations; these 'Approved Documents' provide guidance on different aspects of the Regulations. Approved Document B provides general design guidance on ways in which the functional fire safety requirements can be satisfied.

There is no obligation to adopt any particular solution contained in an Approved Document or British Standard if the designer prefers to meet the relevant requirement in some other way.

The Regulatory Reform (Fire Safety) Order 2005 (FSO) is the primary legislation to be complied with for the communal areas of flats in buildings of this type. The FSO applies to this building and requires those responsible for the building to take precautions to safeguard relevant persons who may be affected by a fire in the building. This legislation is based on risk-appropriate compliance and requires a fire risk assessment to be carried out once the building has been occupied. This strategy document may be used as the basis for the fire risk assessment.

The FSO will be enforced by the fire authority.

The FSO imposes a general duty to take such fire precautions as may be reasonably required to ensure that premises are safe for the occupants and those in the immediate vicinity. Responsibility for complying with the Fire Safety Order rests with the responsible person, which may be the employer, owner, landlord or management company.

The Order places responsibility for compliance on the responsible person who in respect of the buildings include:

- The Landlord – City Island Management Ltd
- The Management Company – Inspired Property Management Ltd
- The Occupiers – Residents

The articles within the Order include:

- Article 8 requires that general fire precautions are taken to ensure so far as is reasonably practicable the safety of employees and others including tenants, visitors, contractors etc.
- Article 9 requires that a Fire Risk Assessment is carried out and that any actions recommended as a result of the fire risk assessment are addressed as necessary to reduce risk to relevant persons in and around the site.
- Article 11 requires that the responsible person(s) must make and give effect to such arrangements as are appropriate, having regard to the size of his undertaking and the nature of its activities, for the effective planning, organisation, control, monitoring, and review of the preventive and protective measures.
- Article 13 requires that where necessary (whether due to the features of the premises, the activity carried on there, any hazard present or any other relevant circumstances) to safeguard the safety of relevant persons, the responsible person(s) must ensure that.
  (a) The premises are, to the extent that it is appropriate, equipped with appropriate fire-fighting equipment and with fire detectors and alarms; and
  (b) Any non-automatic fire-fighting equipment so provided is easily accessible, simple to use and indicated by signs.
- Article 14 requires that where necessary to safeguard the safety of relevant persons, the responsible person(s) must ensure that routes to emergency exits from premises and the exits themselves are kept clear always.
- Article 15 requires the responsible person(s) must.
  (a) Establish and, where necessary, give effect to appropriate procedures, including safety drills, to be followed in the event of serious and imminent danger to relevant persons.
  (b) Nominate a sufficient number of competent persons to implement those procedures in so far as they relate to the evacuation of relevant persons from the premises; and
  (c) Ensure that no relevant person has access to any area to which it is necessary to restrict access on grounds of safety unless the person concerned has received adequate safety instruction.
- Article 17 requires that where necessary, to safeguard the safety of relevant persons the responsible person(s) must ensure that the premises and any facilities, equipment and devices provided are subject to a suitable system of maintenance and are maintained in an efficient state, in efficient working order and in good repair.
- Article 21 requires that the responsible person(s) ensure that his employees are provided with adequate safety training.
- Article 22 requires that where two or more responsible persons share, or have duties in respect of, premises each such person must.
  (a) Co-operate with the other responsible person(s) concerned as far as is necessary to enable them to comply with the requirements of the Order.
  (b) (considering the nature of his activities) take all reasonable steps to co-ordinate the measures he takes to comply with the requirements and prohibitions imposed on him by or under this Order with the measures the other responsible persons are taking to comply with the requirements and prohibitions imposed on them by or under this Order; and
  (c) Take all reasonable steps to inform the other responsible persons concerned of the risks to relevant persons arising out of or in connection with the conduct by him of his undertaking.

In addition to the FSO, any new material alterations to the property will require approval under current Building Regulations.

The Fire Safety (England) Regulations 2022

The Fire Safety (England) Regulations 2022 came into force on 23 January 2023.

In high-rise residential buildings, responsible persons are required to:

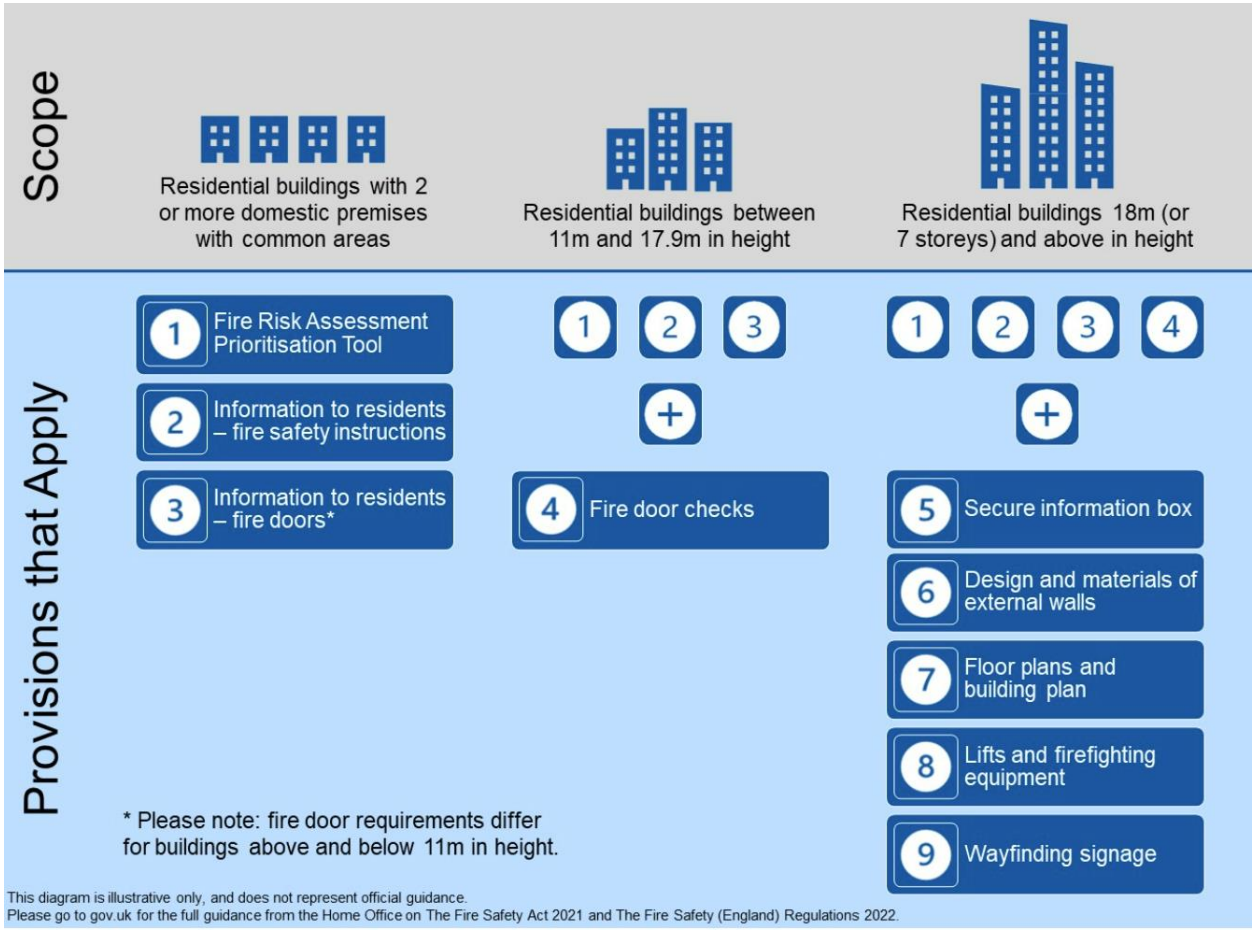
- **Building Plans**: provide their local Fire and Rescue Service with up-to-date electronic building floor plans and to place a hard copy of these plans, alongside a single page building plan which identifies key firefighting equipment, in a secure information box on site.
- **External Wall Systems:** provide to their local Fire and Rescue Service information about the design and materials of a high-rise building's external wall system and to inform the Fire and Rescue Service of any material changes to these walls. Also, they will be required to provide information in relation to the level of risk that the design and materials of the external wall structure gives rise to and any mitigating steps taken.
- **Lifts and other Key Fire-Fighting Equipment:** undertake monthly checks on the operation of lifts intended for use by firefighters, and evacuation lifts in their building and check the functionality of other key pieces of firefighting equipment. They will also be required to report any defective lifts or equipment to their local Fire and Rescue Service as soon as possible after detection if the fault cannot be fixed within 24 hours, and to record the outcome of checks and make them available to residents.
- **Information Boxes:** install and maintain a secure information box in their building. This box must contain the name and contact details of the Responsible Person and hard copies of the building floor plans.
- **Wayfinding Signage:** to install signage visible in low light or smoky conditions that identifies flat and floor numbers in the stairwells of relevant buildings.

In residential buildings with storeys over 11 metres in height, responsible persons will be required to:

- **Fire Doors:** undertake annual checks of flat entrance doors and quarterly checks of all fire doors in the common parts.

In all multi-occupied residential buildings with two or more sets of domestic premises, responsible persons will be required to:

- **Fire Safety Instructions:** provide relevant fire safety instructions to their residents, which will include instructions on how to report a fire and any other instruction which sets out what a resident must do once a fire has occurred, based on the evacuation strategy for the building.
- **Fire Door Information:** provide residents with information relating to the importance of fire doors in fire safety.



Further information and fact sheets can be found here.
https://www.gov.uk/government/publications/fire-safety-england-regulations-2022

1.7 Property Protection

Objectives for property protection will, due to the nature of the current legislative framework, be over and above the requirements of national legislation, but may be required by bodies such as insurers and by special interest groups.

Whilst the main objective is to ensure that all persons within the property are safety evacuated during a fire, the loss of the building fabric, i.e., the walls, doors, floors, ceilings and divisions, and their decorations and fittings, is not acceptable and therefore a secondary objective is to ensure that measures are in place to prevent and/or limit property loss.

In managing Fire Safety at the building and development of the Fire Strategy there are several objectives that have been considered based around:

Life Safety
Property Protection
Business Protection
Environment Protection

Life Safety

Objectives for life safety will, in practically all cases, be paramount to the Fire Strategy.

The main objective therefore is to ensure that all persons can be evacuated safely from any part of the property in the event of a single fire incident to a place of safety.

The majority of occupants are likely to be knowledgeable of the property, its layout, and its processes, although it is recognised that due to the nature of the property a significant amount of people (visitor's guests for example) will have limited understanding of these.

Considerations for the life safety of visitors and contractors and any other persons on site are also included. Where fire-fighters are required to enter any property or to assist with evacuation, or to fight fires within proximity to any property, their safety is considered by the Fire Strategy.

Property Protection

Objectives for property protection will, due to the nature of the current legislative framework, be over and above the requirements of national legislation, but may be required by bodies such as insurers and by special interest groups.

Whilst the main objective is to ensure that all persons within the property are safety evacuated during a fire the loss of the building fabric, i.e., the walls, doors, floors, ceilings and divisions, and their decorations and fittings, is not acceptable and therefore a secondary objective is to ensure that measures are in place to prevent and/or limit property loss.

Business Protection

As with property protection, objectives for business continuity will, in many cases, be over and above the requirements of national legislation, but may be required by bodies such as insurers and by special interest groups.

It is also therefore a secondary objective within the Fire Strategy to ensure that both short term and long-term access to the property and operations within the property are maintained to reduce or mitigate the effects of a fire on business operations for the owners and its Tenants.

Environment Protection

The environmental impact of a fire can be severe and could have much larger consequences than may at first be considered. As with property and business protection, objectives for environmental protection may be over and above the requirements of national legislation, but this may change with increasing national interest in environmental issues.

It is therefore a secondary objective within the Fire Strategy to reduce or mitigate the impact of a fire on both the environment within and external to the property within the local community.

2.0 B1: Means of Warning and Escape

"The building shall be designed and constructed so that there are appropriate provisions for the early warning of fire, and appropriate means of escape in case of fire from the building to a place of safety outside the building capable of being safely and effectively used at all material times."

Approved Document B (ADB) - Fire Safety

2.1 Evacuation Strategy

The building operates a Stay put strategy

BS 9991 describes a stay put strategy as a 'strategy normally adopted in blocks of flats and maisonettes whereby, when a fire occurs in a flat or maisonette, the occupants of that dwelling evacuate, but occupants of all other dwellings can safely remain in their dwellings unless directly affected by heat and smoke or directed to leave by the fire and rescue service'.

Fire action notices in residential corridors should display a stay put strategy. Residents should stay put unless the fire is in their flat, their flat is affected by fire, or they are requested to leave by the F&RS or other responsible person. However, employees working in the building and residents using the car parking area should evacuate if alerted that there is a fire.

Blocks of flats can normally adopt a stay put strategy however appropriate compartmentation between each flat and between flats and common areas needs to be provided to support a stay put strategy, as below. It was confirmed on site that a compartmentation survey had been completed for the building.

ONLINE VERSION

Blocks of flats

1.10 Each flat in a block should have alarms as set out in paragraphs 1.1 to 1.4. With effective compartmentation, a communal fire alarm system is not normally needed. In some buildings, detectors in common parts of the building may need to operate smoke control or other fire protection systems but do not usually sound an audible warning.

Persons discovering a fire should call the Fire & Rescue Service by dialling 999 from a safe location and report the exact position of the fire, if known. They should warn others in the immediate vicinity of the danger and leave the building by the nearest fire exit. Once outside they should report to the evacuation coordinator with information on the exact location of the fire and if any persons are injured or trapped and proceed to the assembly point. The assembly point identified for the building is at the main entrance on Gotts Road.

DO NOT collect personal belongings.
DO NOT re-enter the property until instructed to do so.
DO NOT use lift in the event of a fire.

2.2 Fire Detection and Alarm

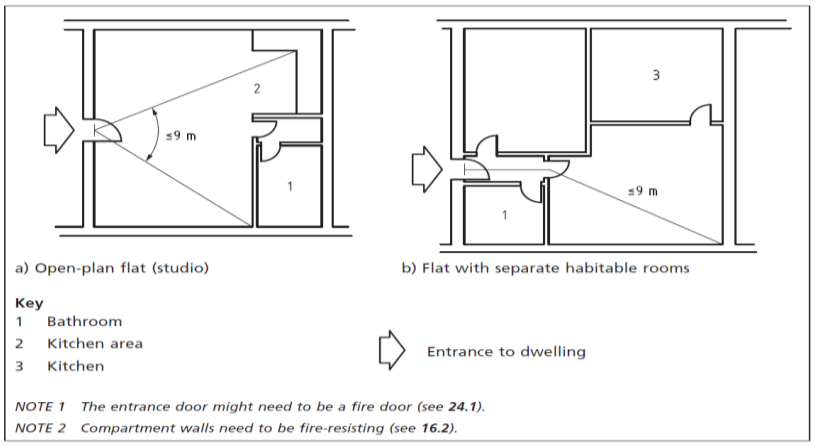
There is a communal fire detection system present, with detectors on each floor of the building, linked directly to the AOV system, upon the activation of a detector, the system operates the AOV, but does not sound a general alarm, this is consistent with the stay put policy. The main fire alarm panel is located in the management suite, with repeater panels at the entrance to each of the blocks. There are detectors on each floor of the main corridors leading to the means of escape.

If a smoke detector is activated, then the AOV will open on that floor and at the same time the AOV will activate on the escape stairs.
As this is a purpose-built block of flats with a stay put strategy, no communal fire alarm system is appropriate. A general alarm in the communal areas could conflict with the stay put strategy in place.
It was confirmed that a **minimum** provision of mains wired smoke detection with battery backup is located within the entrance lobby of each apartment complying to BS5839-6:2019 (minimum Grade D2 LD3).

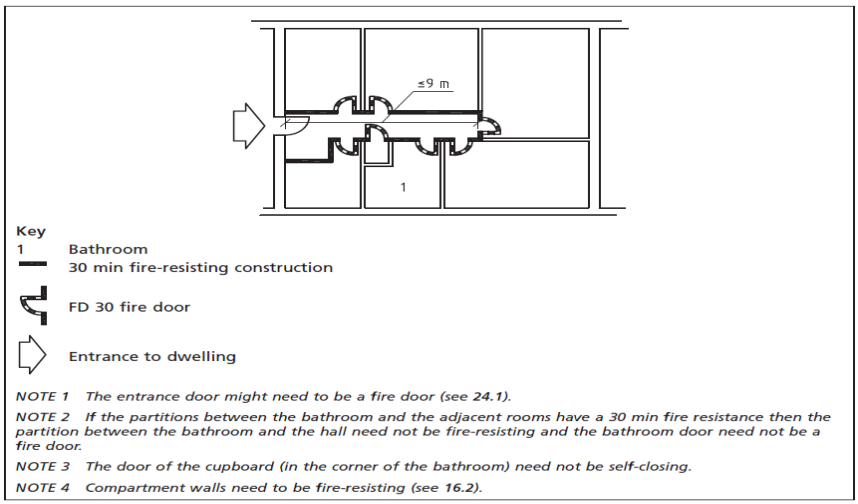
2.3 Means of Escape

2.3.1 Common Escape Route

No access was available into the apartments. Each apartment should have the total travel distance from any point of the flat to the entrance door of the flat should be limited to 9m. Alternatively, a protected internal hallway of 30 minutes fire rating should be provided that leads off to all habitable rooms having a travel distance not exceeding 9m from the flat entrance door to the door of any habitable room.



Flat with restricted travel distance

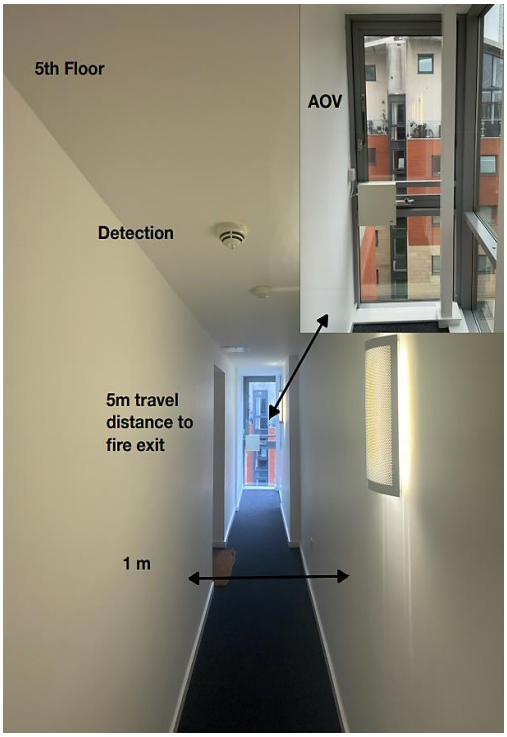


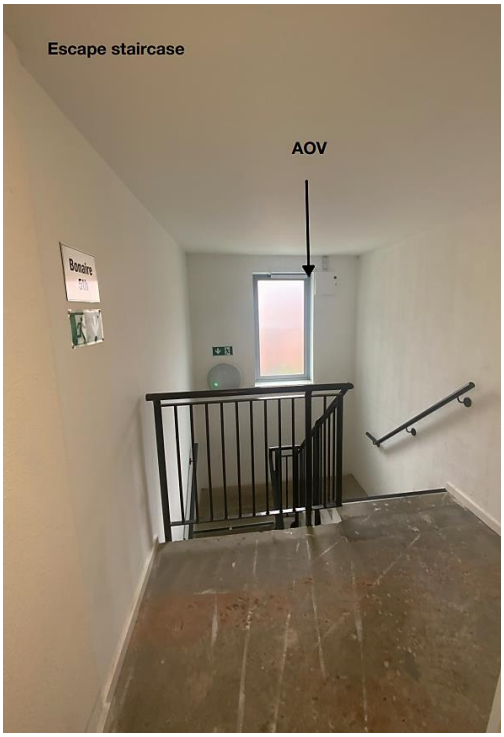
Flat with a protected entrance hall and restricted travel distance

The building was constructed in 2004 and it is only required to comply with the regulations at this time of its construction.

Means of Escape – Bonaire (Standalone) block

The means of escape for this block is through a single staircase which is available from a common corridor, the corridor is equipped with smoke detection linked to AOV at each end of the corridor. There is also a horizontal AOV at the head of the escape stairs.





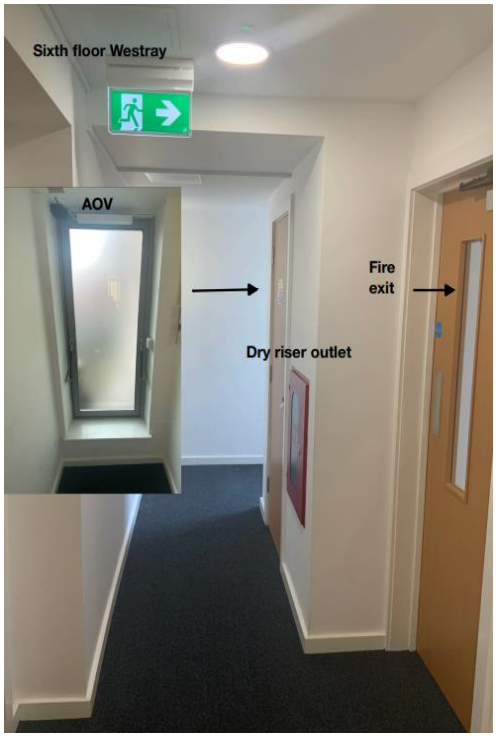
The maximum travel distance from the furthest apartment door to the escape stairs on any floor is measured to be approximately 8m.

The main stairwell width in each block was measured to be 1m. This was determined to be sufficient to allow for the discharge capacity of the residentials within the building.

Westray, Catalina & Faroe

Westray

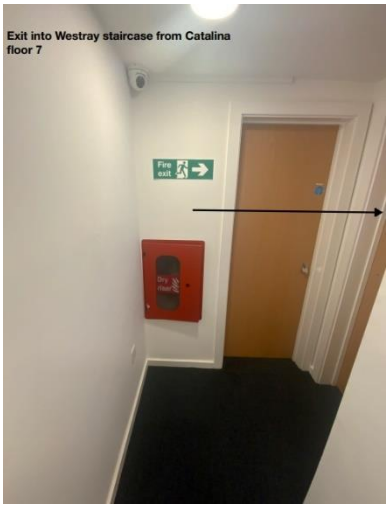
The means of escape for this block is through a single staircase which is available from a common corridor, the corridor is equipped with smoke detection linked to AOV. There is also an AOV at the head of the escape stairs. These blocks also share a common means of escape into each other, allowing two directions of travel for flats with an extended travel distance from Catalina next door. The main escape stairs from Westray are extended by 1 floor to allow an escape from floor 7 of the Catalina block. The maximum travel distance from a flat entrance to the fire escape is 7m with a corridor width of 1m, which is considered satisfactory for the means of escape.

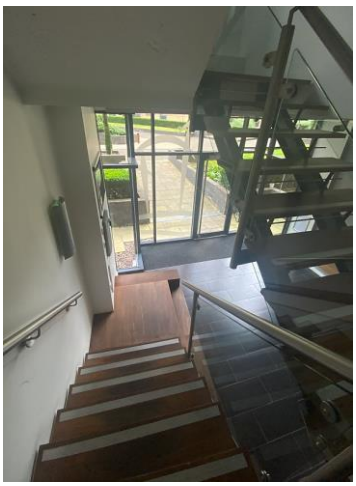


Catalina

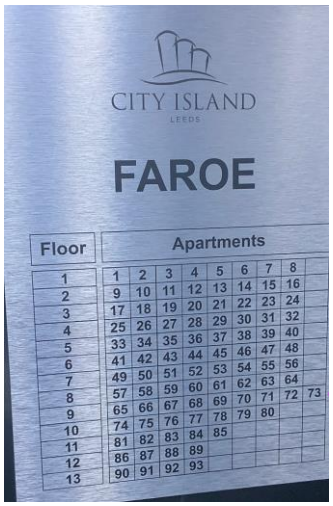
Catalina consists of floor 1 to 8 with a total of 59 flats, it has one means of escape for the floors 1 – 6 and 2 means of escape for floor 7 and one means of escape for floor 8.

Floor 7 has access to the staircase in Westray and also the main staircase for the building. The primary means of escape for this block is through a single staircase which is available from a common corridor, the corridor is equipped with smoke detection linked to AOV. There is also an AOV at the head of the escape stairs. The main escape staircase leads directly to the ground floor and out of the main entrance to the building. This main staircase also has an additional flight of stairs to allow an exit from the floor 9 of the block next door (Faroe). Catalina also has a firefighting lift installed



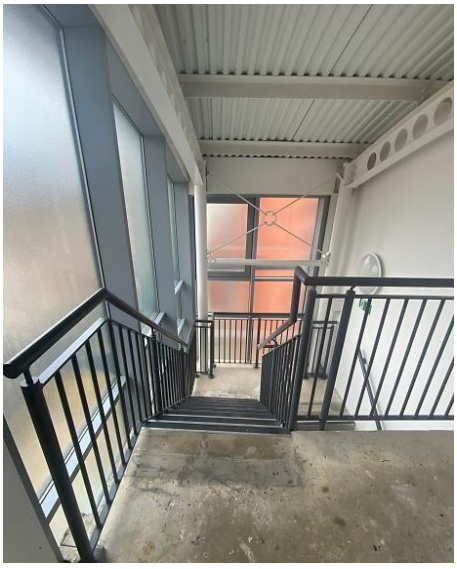


Faroe



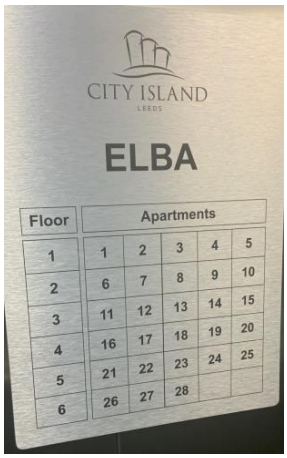
Faroe consists of floor 1 to 13 with a total of 93 flats, it has one means of escape for the floors 1 – 8 and 2 means of escape for floor 9 and one means of escape for floor 10 - 13.

Floor 9 has access to the staircase in Catalina and also the main staircase for the building. The primary means of escape for this block is through a single staircase which is available from a common corridor, the corridor is equipped with smoke detection linked to AOV. There is also an AOV at the head of the escape stairs. The main escape staircase leads directly to the ground floor and out of the main entrance to the building. Faroe also has a firefighting lift installed.



Elba, Beringa & Santorini

Elba

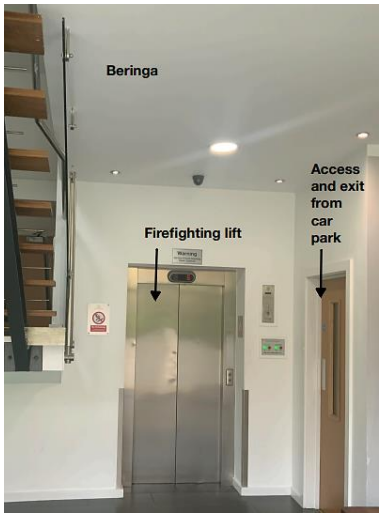


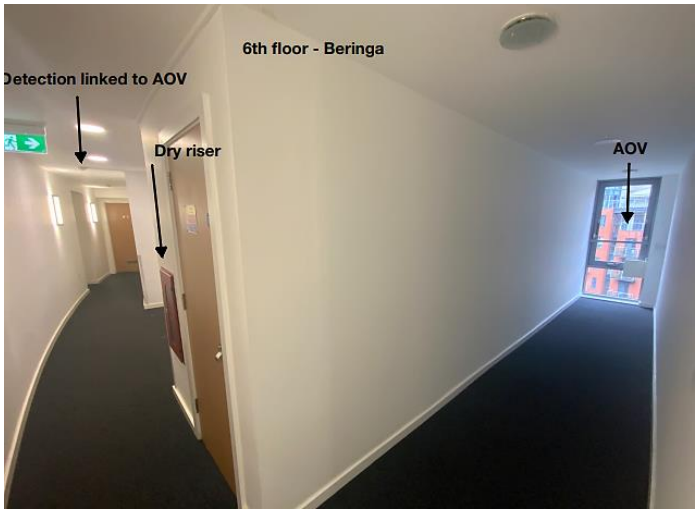
Elba consists of floor 1 to 6 with a total of 28 flats, it has one means of escape for the floors 1 – 6 and 2 means of escape for floor 7 and one means of escape for floor 8.
The primary means of escape for this block is through a single staircase which is available from a common corridor, the corridor is equipped with smoke detection linked to AOV. There is also an AOV at the head of the escape stairs. The main escape staircase leads directly to the ground floor and out of the main entrance to the building. This main staircase also has an additional flight of stairs to allow an exit from the floor 9 of the block next door (Beringa).

Beringa

Beringa consists of floor 1 to 8 with a total of 59 flats, it has one means of escape for the floors 1 – 6 and 2 means of escape for floor 7 and one means of escape for floor 8.

The primary means of escape for this block is through a single staircase which is available from a common corridor, the corridor is equipped with smoke detection linked to AOV. There is also an AOV at the head of the escape stairs. The main escape staircase leads directly to the ground floor and out of the main entrance to the building. Beringa also has a firefighting lift installed.

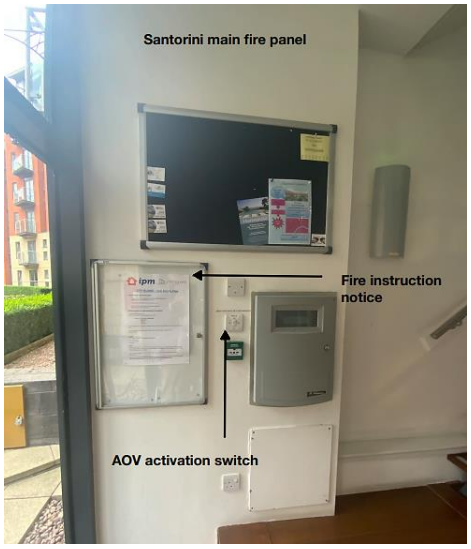




Santorini

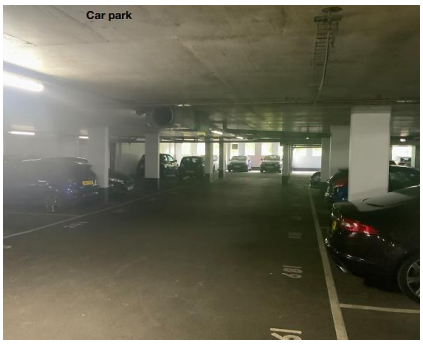
Santorini consists of floor 1 to 13 with a total of 93 flats, it has one means of escape for the floors 1 – 8 and 2 means of escape for floor 9 and one means of escape for floor 10 - 13.

Floor 9 has access to the staircase in Beringa and also the main staircase for the building. The primary means of escape for this block is through a single staircase which is available from a common corridor, the corridor is equipped with smoke detection linked to AOV. There is also an AOV at the head of the escape stairs. The main escape staircase leads directly to the ground floor and out of the main entrance to the building. Santorini also has a firefighting lift installed.



Car Park

There is an escape route from the car park at the main entrance, with exits accessing the ground floor of each block as an alternative means of escape



2.4 Smoke Ventilation

Based on the ADB Volume 1, the common corridor should be ventilated for building over 11m height. The location of the vent should comply with both of the following.

a. Be as high as possible.
b. Be positioned so the top edge is at least as high as the top of the door to the stair.

There is AOV in each of the escape staircases and AOV at each end of the access corridors on every floor of every block. The windows on the staircase are un-openable. There is an AOV activation switch available in the main entrance to every block adjacent to the main fire alarm panel.

2.5 First Aid Firefighting Equipment

The Regulatory Reform (Fire Safety) Order 2005 recommends that first aid firefighting facilities should be provided in places of work. Portable fire extinguishers designed for first aid firefighting should be provided within ancillary and plant areas within the property (i.e. lift motor room / electrical intakes areas), suitable for the class of fire expected in the locality. All portable fire extinguishers are to be designed to comply with BS5306 Part 8.

Fire extinguishers **are not required** in communal areas of flats except within plant or other risk areas.

General guidance on the provision of extinguishers is outlined below:

- 1 x 13A rated water type extinguisher per 200m² of floor space with at least 2 per floor.
- 1 x 34B rated extinguisher adjacent to any electrical apparatus presenting a risk.
- 1 x Fire blanket adjacent to any kitchen facilities with a Class F (cooking oils) fire risk.

In principle, fire points should be established adjacent to fire exits and call points such that persons will have to move towards the fire exit to obtain a fire extinguisher before tackling a fire.

Extinguishers should be located in any plant rooms only which are under the control of the Landlord, where they can be easily accessed by trained members of staff, but not in areas where equipment is open to misuse or vandalism or within tenant areas. Ideally no one should have to travel more than 30m to reach a fire extinguisher.

To comply with the requirements of the Health and Safety (Safety Signs and Signals) Regulations 1996, the locations of all firefighting equipment are indicated by suitable signboards consisting of a white graphic symbol (pictogram) on a red background in accordance with BS 5499-1. Part 1 details an acceptable standard for signboards. It is recommended that all new signage be photo luminescent.

With fire-fighting equipment nearby, and properly trained staff who are willing to use it, an incipient fire may be able to be extinguished well before any significant damage is done.

Extinguisher type	Colour	Fire classification					
		Class A General combustible materials (wood, paper etc.,)	**Class B** Flammable liquid material (paint, petrol etc.,)	**Class C** Flammable gases (methane, butane etc.,)	**Class D** Flammable metals (sodium, lithium, potassium etc.,)	**Class E** Electrical equipment (computers etc.,)	**Class F** Deep fat fryers (chip pans or cooking fats / oils etc.,)
Water		Acceptable	Unacceptable				
Foam		Acceptable		Unacceptable			
Dry powder		Acceptable					Unacceptable
CO_2		Unacceptable	Acceptable	Unacceptable		Acceptable	Unacceptable
Wet chemical		Acceptable	Unacceptable				Acceptable

2.6 Emergency Lighting

Fire escape signage and fire protection indication and warning signage shall be provided in accordance with BS 5499-1 and ISO 3864. Illuminated escape signage should be provided above all exit routes, storey, and final exit doors within the building. BS 5266 specifies the require sign measurement per max viewing distance. This is displayed in the figure below.

All escape routes appear to be covered by emergency lighting that complies with the recommendations of BS 5266. Any areas over 60m² in area and common escape routes and staircases are adequately lit and are provided with emergency escape lighting in accordance with the above stated British Standard.

The property relies on emergency lighting and directional signage as set out in guidance to occupants indicating the direction of travel in the event of an emergency.

2.7 Fire Signage

The property relies on emergency lighting directional signage as the guidance provided to occupants indicating the direction of travel in the event of an emergency.

Escape route sign	Meaning	Location examples
	Progress down to the right (change of level)	On wall / suspended at head of stairs On half landing wall or stairs Suspended at change of level
	Progress up to the right (change of level) / Progress forward and across to the right from here when suspended in open area	On wall / suspended at foot of stairs On half landing wall / stairs Suspended at change of level Suspended in open areas
	Progress down to the left (change of level)	On wall / suspended at head of stairs On half landing wall / stairs Suspended at change of level
	Progress up to the left (change of level) / Progress forward and across to the left from here when suspended in open area	On wall / suspended at foot of stairs On half landing wall / stairs Suspended at change of level Suspended in open areas
	Progress forward from here / Progress forward and through (when sited above door) / Progress forward and up from here (change of level)	Suspended in corridor leading to door Suspended in open areas Suspended in front of door Positioned above door Suspended at foot of stairs or ramp
	Progress to the right from here	On corridor walls Suspended adjacent and left of the exit Suspended at change of direction
	Progress to the left from here	On corridor walls Suspended adjacent and right of the exit Suspended at change of direction
	Progress down from here (change of level)	Suspended at head of stairs / ramp Suspended at change of level

Other Fire Safety signs indicate fire-fighting equipment and fire safety provisions where such equipment and provisions are not conspicuous. These signs can also indicate the appropriateness of certain extinguishers for certain types of fire.

Safety Sign	Signage	Location
No smoking		Stair entrance lobby
No naked flames		External communal amenity areas
Fire extinguisher		Adjacent to fire extinguishers

Key interfaces with Fire Safety, manual overrides and shut off valves should also be appropriately signed so that they may be readily identified.

Fire action notices should be located within the communal entrance lobby. These detail the action to be taken upon hearing the alarm and upon discovering a fire.

Any doors in the lines of fire resistance should be provided with appropriate fire signage. In general, doors to staircases are provided with 'Fire door keep shut' signage. Doors to cleaner's cupboards, stores, plant rooms and service risers will be provided with 'Fire door keep locked' signage.

Method of Closure	Signage	Sign Diameter/ Letter Height	Location
Self-closing device		60mm sign diameter and 5mm letter height	Fire doors in corridors, staircases, and protected lobbies
Kept locked shut			On the outside door of the riser cupboards and maintenance access cupboards
Automatic Door			Doors nominated as Automatic Opening Vents / doors

3.0 B2: Internal Fire Spread (Linings)

"To inhibit the spread of fire within the building, the internal lining shall:
a) Adequately resist the spread of fire over their surfaces; and

b) Have, if ignited, either a rate of heat release or a rate of growth, which is reasonable in the circumstances.

In this paragraph 'internal linings' means the materials or products used in lining any partition, wall, ceiling or other internal structure."

Approved Document B (ADB) - Fire Safety

The standard of performance for new linings of wall and ceilings within the property should follow the guidance in Approved Document B. Fire risk assessments should consider the prevention of fire spread via internal linings.

The spread of fire within the property is restricted through appropriate design and specification of the internal linings (to partitions, walls, ceilings and internal structures, roof lights and lighting diffusers) such that they will:

- Adequately resist the spread of flame over their surfaces.
- Restrict their release of heat and smoke in the event of a fire.

Location	Class of lining European Class[1]
Small rooms of area. • 4m² in residential accommodation • 30m² in non-residential accommodation	D-s3, d2
Other rooms (residential or non-residential)	C-s3, d2
Circulations spaces within dwellings	
Other circulation spaces including the common areas in residential block of apartments	B-s3, d2
Open-deck surface material (single direction of escape) (facing wall / balcony soffit / balustrade)	

Approved Document B defines a "room" as "an enclosed space within a building that is not used solely as a circulation space. The term includes not only conventional rooms, but also cupboards that are not fittings and large spaces such as warehouses and auditoria. The term does not include voids such as ducts, ceiling voids and roof spaces.

Furthermore, large rooms such as open plan offices need not be regarded as circulation spaces even though there are circulation routes within them.

The surface linings of partitions, walls, ceilings, and internal structures will generally be concrete and blockwork, masonry, glass, plaster, gypsum-based boards and/or concrete thus preventing the spread of fire through the property's internal linings.

Any room in the office accommodation with an area less than 30m² will have a surface lining complying with European Class D- s3. d2 resistance to fire spread when tested to BS EN 13501-1 classification.

All linings in other rooms with an area greater than this will have a minimum European Class C- s3. d2 resistance to fire spread when tested to BS EN 13501-1 classification.

All linings within the protected stairways and lobbies, corridors will be in accordance with the Approved Document B and will therefore have a B- s3. d2 resistance to fire spread when tested to BS EN 13501-1 classification.

Parts of the property are subdivided by fire-resisting construction to provide compartmentation and structural fire protection. It is passive fire compartmentation that restricts the spread of fire through the property and, therefore, the measures that are taken to achieve the appropriate level of compartmentation are extremely important.

The measures are designed to:

- Reduce the possibility of a fire starting in one area spreading to another compartment.
- Ensure that unseen spread of fire within concealed spaces will be limited to an appropriate extent.
- Prevent fire spread between parts of the property used for different purposes.
- Prevent undue fire spread between different occupiers (except where floors are shared by many Tenants).

The fire resistance of the elements of structural members at the property should be a minimum of at least 60 minutes as recommended in Approved Document B however this cannot be confirmed without an intrusive compartmentation survey.

The structure of the building should be designed and constructed such that in the event of fire, its stability will be maintained for a reasonable period. The building should be designed and constructed so that the unseen spread of fire and smoke within concealed spaces in its structure and fabric is inhibited. Concealed cavities i.e., the void between suspended ceiling to the soffit of the floor above, will require cavity barriers installed in accordance with the dimensional restrictions defined in approved document Part B (typically 20m).

4.0 B3: Internal Fire Spread (structure)

"The building shall be designed and constructed so that, in the event of fire, its stability will be maintained for a reasonable period.

A wall common to two or more buildings shall be designed and constructed so that it adequately resists the spread of fire between those buildings. For the purposes of this sub-paragraph a house in terrace and semi- detached house are each to be treated as a separate building.

Where reasonably necessary to inhibit the spread of fire within the building, measures shall be taken, to an extent appropriate to the size and intended use of the building, comprising either or both of the following:

a. Sub-division of the building with fire-resisting construction.

b. Installation of suitable automatic fire suppression systems.

The building shall be designed and constructed so that the unseen spread of fire and smoke within concealed spaces in its structure and fabric is inhibited."

Approved Document B (ADB) - Fire Safety

4.1 Structural Resistance

An invasive survey was not undertaken as part of the fire strategy. The recommended fire resistance periods recommended are outlined below.

The building is existing and therefore there is no requirement to upgrade the structural fire resistance arrangements of the building unless a compartmentation survey or Fire Risk Assessment identifies specific risks relating to the structural fire resistance. Any refurbishment or upgrade to the fire resistance however should be in accordance with the table below. The structural elements should provide 90 minutes fire resistance for building over 18m height. The building height is measured from the firefighting access level to the topmost occupied level.

Elements of Structure	As per ADB Over 18m building height
Elements of structure above ground	90
Elements of structure below ground including ground floor slab	90
Compartment floors	90

4.2 Compartmented Floors

The site survey undertaken was not invasive and therefore it was not confirmed if the floors are constructed as compartment floors however, they are concrete and likely to achieve the necessary fire resistance.

The residential floors are structural elements and should be as same as the element of structure for the buildings to provide adequate fire protection between floors and to protect the escape route. It is passive fire protection that restricts the spread of fire through the property and therefore the measures that are taken to achieve the appropriate level of protection are extremely important.

The measures are designed to:

- Reduce the possibility of a fire starting in one area spreading to another compartment.
- Ensure that unseen spread of fire within concealed spaces will be limited to an appropriate extent.
- Prevent fire spread between parts of the property used for different purposes.
- Prevent undue fire spread between different occupiers (except where floors are shared by many Residents).

Compartmentation between floors – Any new floors or upgrade should be compartmented horizontally with a minimum of 90 minutes fire resistance as the element of structure. Any services passing through are suitably fire stopped or fire separated to achieve the minimum fire rating as the element of structure.

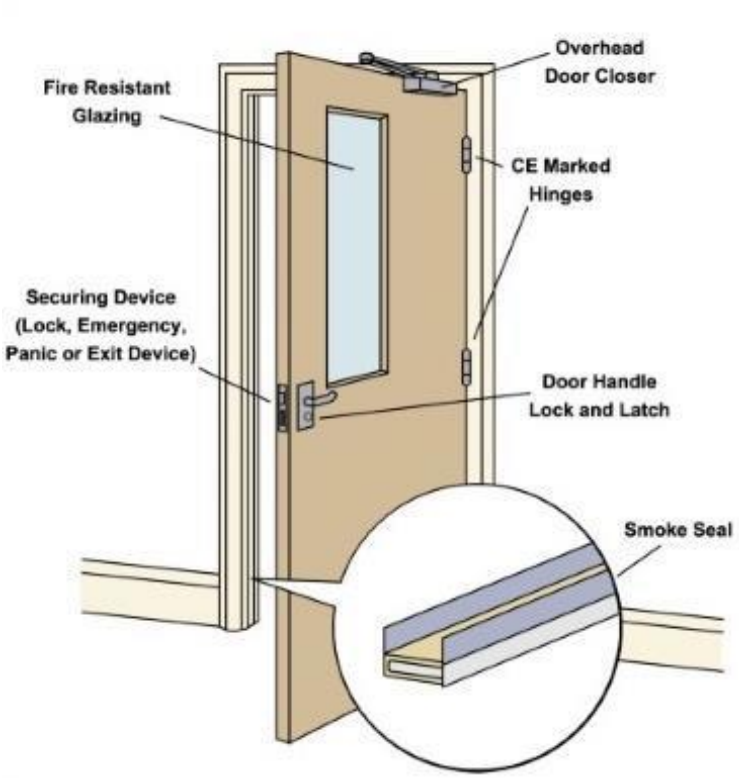
A minimum fire resistance of 60 minutes is required for all communal corridors and apartment fire separation on each floor, in the event of a fire in a room, or in an area next to a route that is used for escape. All access onto corridors will be protected by fire doors and should be fitted with door closers.

4.3 Fire Doors

Fire resistance rating for fire doors should typically be in accordance with the ADB, BS9991.

Fire doors are installed to contain fire and smoke and should be fitted with intumescent strips and cold smoke seals where necessary. The fire door at each apartment entrance should be minimum FD30S (self-closing). The fire doors to the lift motor room and electrical intake rooms should be a minimum FD30S.

For new fire doors, it is a requirement that the manufacturers are to have their fire doors assessed by subjecting them to a test procedure as specified in BS 476-22.1987 or BS EN 1634-1:2014. Tests are made on complete door assemblies: i.e., the fire door and doorframe with all the requisite hardware (e.g., locks, latches, hinges, etc). The assembly, or door set, as it is also known, is fixed in a wall representing its use in practice.



Fire Door Components (FD30S/60S)

It is acceptable to provide doors on electromagnetic door hold open devices which release on the operation of the fire alarm and detection system subject to appropriate fire risk assessment. Any smoke detectors included to assist with providing early closure of these doors will be located suitably close to the doors. Smoke seals should be provided on all new doors that form a part of an escape route.

In general, doors on escape routes (whether the door is a fire door or not) should either not be fitted with a lock, latch, or bolt fastening, or be fitted with simple fastenings that can be readily operated from the side approached by people making an escape.

4.4 Compartmentation

Joints between fire separating elements should be fire stopped. Openings through a fire resisting element for pipes, ducts, conduits, or cable should be all of the following:

- As few as possible.
- As small as practicable.
- Fire stopped (allowing thermal movement in the vase of a pipe or duct).

Fire stopping should be in accordance with the manufacturer or supplier's installation instructions. Materials used for fire stopping should be reinforced with (or supported by) materials rated class A2-s3, d2 or better to prevent displacement in both of the following cases:

- Where the unsupported span is greater than 100mm.
- Where non-rigid materials are used (unless subjected to appropriate fire resistance testing to show their suitability).

Proprietary, tested fire stopping, and sealing systems are available and may be used. Different materials suit different situations and not all are suitable in every situation. Reference should be made to any fire compartmentation survey carried out to ascertain the levels of compartmentation and areas for improvement.

New ductwork passing through compartment/fire resistant walls and floors (not in escape routes) should be either contained within fire resisting construction or provided with fire dampers.

Any new ductwork which passes into escape routes, should be provided with fire and smoke dampers activated automatically on the activation of the building fire alarm and detection system.

Fire and smoke dampers should be provided to new ductwork which are installed in any of the following areas (unless they are contained within fire resisting construction throughout their route to fresh air):

- Ductwork serving both escape routes and accommodation or.
- Ductwork passing through both stairs, stair lobbies and accommodation or.
- Ductwork passing through walls separating fire compartments.

Any openings for services breaching compartment walls or floors will be fire stopped (unless protected throughout their entire length with fire resisting material).

This is to prevent the passage of fire and to assist in retarding the movement of smoke. Joints between elements of structure that serve as barriers to fire will be fire stopped to prevent the passage of fire and smoke.

4.5 Cavity Barriers

Cavity barriers should be included in the existing building to subdivide any large cavity. The key areas that require cavitybarriers are as follows:

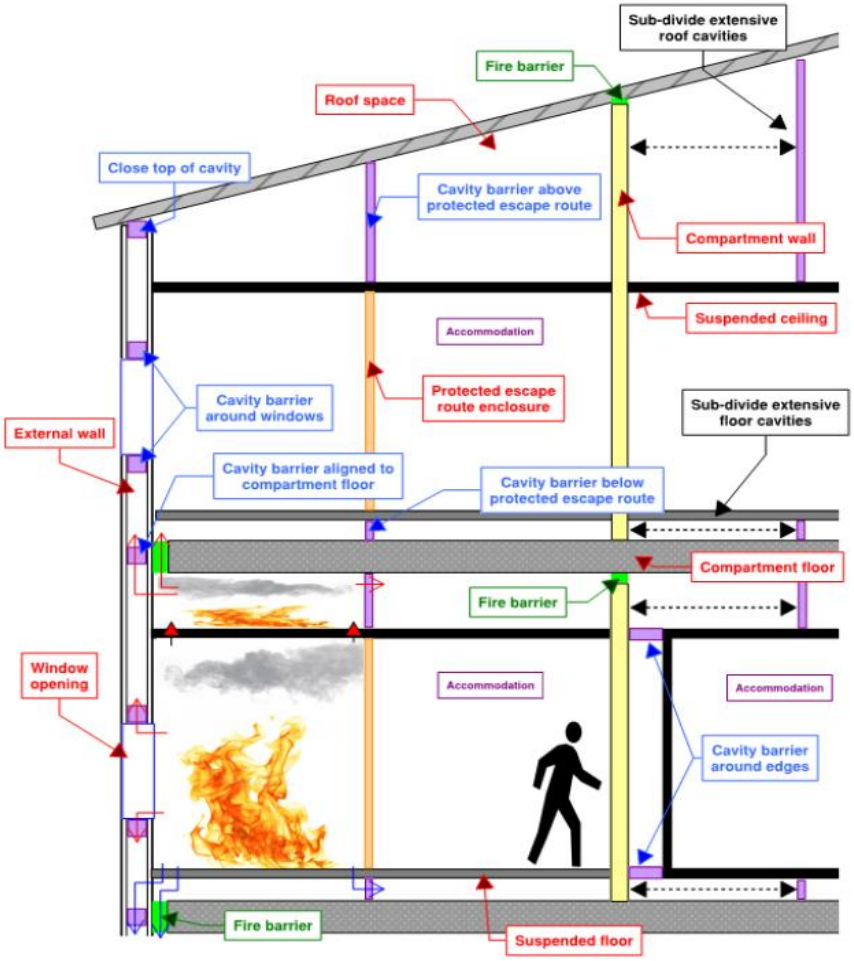
- At the junction between an external cavity wall and a compartment wall that separates buildings, and at the top of such an external cavity wall.
- At the junction between an external cavity wall and every compartment wall.
- At the junction between a cavity wall and every compartment wall, or other wall or door assembly that forms a fire-resisting barrier.
- In a protected escape route, above and below any fire-resisting construction that is not carried full storey height.
- Within the void behind the external face of rain screen cladding at every floor level, and on the line of compartmentwalls abutting the external wall of buildings
- At the edges of cavities (including around openings).

In addition to the above, cavity barriers should also be provided in cavities (including ceiling voids and under floor servicevoids) where the cavity exceeds 20m.

Cavity barriers should provide a 30-minute fire rating (i.e., 30 minutes integrity and 15 minutes insulation). Any penetrations through the cavity barriers should be either:

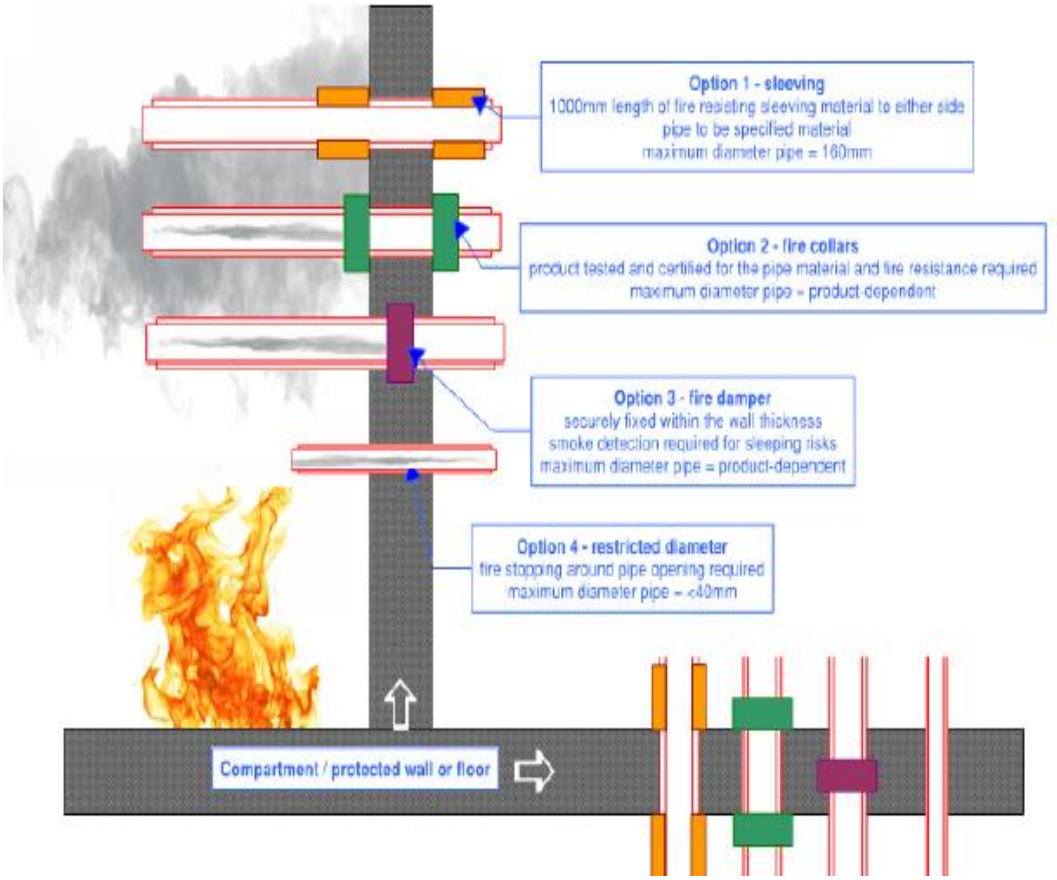
- Fitted with a proprietary sealing system.
- Pipes of limited diameters that are sealed with fire-stopping or sealed with sleeving of non-combustible pipe material.

Notwithstanding the above, the proposed works do not necessitate any modification or update to the existing cavitybarrier provisions.



New pipes which pass through a fire separating element (unless within a protected shaft) should meet the following provisions:

• **Option 1 – Sleeving**: A pipe of lead, aluminium (or alloy), uPVC or fibre-cement with a maximum nominal diameter of 160mm with fire resistant sleeving on both sides of the associated wall of not less than 1000mm. Sleeving (or non-combustible pipe) to be in contact with the service pipe.
• **Option 2 – Fire collars (proprietary sealing):** A service pipe (of any material and nominal diameter) with a specified product, certified for the application used to maintain the resistance of the compartment line.
• **Option 3 – fire dampers:** Securely fixed, automatic fire rated damper within the service opening to close in the event of a fire (thermally actuated devices). Smoke detection-actuation to be used where a sleeping risk is evident.
• **Option 4 – Restricted internal diameter:** Maintain the opening as small as practicable given the pipe material used as per Table 14 with appropriate fire stopping material around the service opening.



All fire stopping should be in accordance with the recommendations of the ASFP Red Book.

5.0 B4: External Fire Spread

"The external walls of the building shall adequately resist the spread of fire over the walls and from one building to another, having regard to the height, use and position of the building.

The roof of the building shall adequately resist the spread of fire over the roof and from one building to another, having regard to the use and position of the building."

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The building consists of cavity constructed brick, stone and render to the high-level penthouses, there are no ACM installed at the property. This was confirmed by a FRAEW conducted by WHP building and contract consultants on the 8th August 2019, the report also made a recommendation to replace all balcony floors with non-combustible materials.

6.0 B5: Access and Facilities for the Fire Service

"The building shall be designed and constructed so as to provide reasonable facilities to assist fire fighters in the protection of life.

Reasonable provision shall be made within the site of the building to enable fire appliances to gain access to the building".

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6.1 Fire and Rescue Service Vehicle Access

External firefighting from aerial platforms or ladders will provide additional assistance at lower levels. It is important that fire doors/windows are kept closed where possible to prevent fire spreading, particularly when the property is unoccupied and to protect fire fighters.

Roadways for fire appliances are a minimum of 3.7m wide, reduced to 3.1m between gates and will have a minimum carrying capacity of 12.5 tonnes. Where a roadway forms a dead-end greater than 20m, suitable turning provisions should be provided.

Typical Fire and Rescue Service vehicle access route specification						
Appliance type	Minimum width of road between kerbs (m)	Minimum width of gateways (m)	Minimum turning circle between kerbs (m)	Minimum turning circle between walls (m)	Minimum clearance height (m)	Minimum carrying capacity (tonnes)
Pump	3.7	3.1	16.8	19.2	3.7	12.5
High Reach	3.7	3.1	26.0	29.0	4.0	17.0
NOTES: 1. Fire appliances are not standardised. The building control body may, in consultation with the local fire and rescue service, use other dimensions. 2. The road base can be designed to 12.5 tonne capacity. Structures such as bridges should have the full 17-tonne capacity. The weight of high reach appliances is distributed over a number of axles, so infrequent use of a route designed to accommodate 12.5 tonnes should not cause damage.						

Fire and Rescue Service attendance is from Leeds Fire Station, which is located at 88 Kirkstall Road, Leeds, an on-site attendance can be expected within around 5-10 minutes of receiving a call.

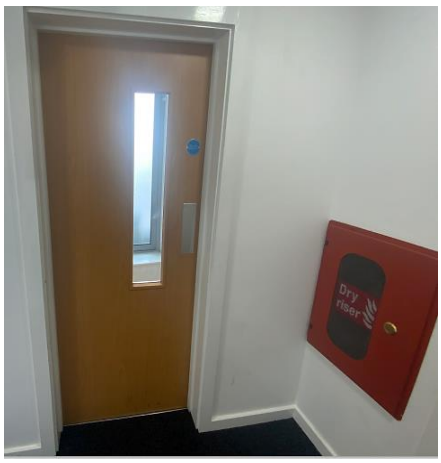
Vehicular access is provided to the front of the property via Gotts Road. Access to the lift and the internal stairwell are available to the front of the building at vehicle access level.

There is no legal requirement for the responsible person to maintain the public roads to the specifications required for the Fire and Rescue Service's vehicle access route.

6.2 Firefighting Provisions

The building is existing and there is sufficient access for the fire brigade to attend the front of the building and they have sufficient access into the property. There are secure information boxes provided at the entrance to each block of flats.

There is a dry riser available in each block with the inlet situated at the entrance, with outlets available on each floor of the blocks.



There is floor indicator signage on each floor of each block to aid firefighting operations.

6.3 Automatic Suppression System

There are no fire suppression systems provided to the residential properties which would be necessary now for new residential buildings over 11m however were not required at the time of construction.

6.4 Firefighting shaft and stair ventilation strategy

There is a firefighting lift present within the blocks, Catalina, Faroe, Beringa and Santorini.

There is automatic opening ventilation provided within the building lift lobbies and an AOV at the head of the stair. If a smoke detector is activated, then the shaft vent will open on that floor. At the same time, the stairwell roof vent will open to provide fresh air to the stairwell.

Control switches are provided for firefighters to operate the smoke ventilation system at the entrance to each block adjacent to the fire alarm panel.

6.5 Water supplies

ADB recommends suitable water supplies to be provided via a fire hydrant compliant with BS 5306-1.

Current guidance recommends that fire hydrants should be provided within 90m of an entry point of the building and not more than 90m apart. Fire hydrants were located within 90m of the entry point to the building.

7.0 Appendices

7.1 Appendix 1 Terms and definitions

For the purposes of this report the following terms and definitions apply.

ADB
Approved Document B - Fire Safety
AFD
Automatic Fire Detection
Building
Premises that are the subject of the Fire Strategy. NOTE this could also refer to a group of buildings, and specialist building types such as railway stations, airports, manufacturing, and processing plants, etc.
Cavity barrier
Construction provided to close a concealed space against penetration of smoke or flame or provided to restrict the movement of smoke or flame within such a space.
Compartmentation
Sub-division of a building by fire-resisting walls and/or floors for the purpose of limiting fire spread within the building.
Competent person
Person with enough training and experience or knowledge and other qualities, and with access to the requisite tools, equipment, and information to enable them to carry out a defined task properly.
Concealed space or cavity space
Enclosed by elements of a building (including a suspended ceiling) or contained within an element, but not a room, cupboard, circulation space, protected shaft or space within a flue, chute, duct, pipe, or conduit.
Dead end
Place from which escape is possible in one direction only, or in directions less than 45° apart that are not separated by fire-resisting construction.
Double Knock
An automatic fire detection and alarm system that can identify when two
elements of actuate simultaneously within the same zone/area.
Escape route
Route forming part of the means of escape from any point in a building to a final exit.
Final exit
Termination of a designated escape route from which there is direct access to a place of ultimate safety.
Fire damper
Mobile closure or intumescent device within a duct, which is operated automatically and is designed to prevent the passage of fire and which, together with its frame, is capable of satisfying for a stated period of time the same fire resistance criterion for integrity as the element of the building construction through which the duct passes.
Fire door
Door or shutter provided for the passage of persons, air, or objects which, together with its frame and furniture as installed in a building, is intended (when closed) to resist the passage of fire and/or gaseous products of combustion and is capable of meeting specified performance criteria to those ends.
Fire Marshal/Warden
Fire Marshal/Warden has responsibilities to make sure the working environment is safe in case of a fire. They must check that: Fire Doors and Fire Exits are closed, clear, unlocked, and ready for use. All escape routes are safe, unblocked, and clear.
Fire Management Plan
The plan describes the arrangements for effectively managing Fire Safety to prevent fire occurring and, in the event of fire, to protect people and property.

Fire Management Procedures
Fire Management Procedures are a written set of plans describing the actions to be taken in the event of a fire emergency and assigning responsibility for each action.
Fire protection
Measures design features, systems, equipment, or structural measures taken within a building to reduce danger to people and property if fire occurs NOTE Examples of such features include means of detecting, extinguishing, or containing fires.
Fire resistance
Ability of an item to fulfil for a stated period the required load-bearing capacity and/or integrity and/or thermal insulation, and/or other expected duty specified in a standard fire resistance test.
Fire Risk Assessment
Overall process of identifying hazards and evaluating the risks to people and/or property arising from them, taking account of existing risk controls and/or proposed risk controls.
Fire safety engineering
Application of scientific and engineering principles to the protection of people, property, and the environment from fire.
Fire safety policy
Documented strategy that sets the standards of Fire Safety that an organization is committed to maintaining NOTE For example, the starting point of a Fire Safety Policy is expected to be that the organization complies with all legislative requirements in respect of Fire Safety.
Fire stopping seal
Provided to close an imperfection of fit or design tolerance between elements, components, or constructions of a building, or any joint, to restrict the passage of fire or heat or smoke through the imperfection or joint.
Fire system health check
Independent verification of fire protection systems to test and investigate if they are arranged and perform as intended.
Flow rate
Number of persons passing a point over a period on a path of a specific width.
LDSA
London District Surveyors Association.
Management of Fire Safety
Tasks carried out by a defined individual or individuals with appropriate powers and resources to ensure that the Fire Safety systems, passive, active and procedural, within the building are always working properly.
Mandatory Framework
In the context of the Fire Strategy, the mandatory framework is key to achieving compliance with external requirements, whether legal and regulatory or by organisations with authority or control over Fire Safety for the premises.
Manual Call Point
A manual call point is a device which enables personnel to raise an alarm in the event of a fire incident by pressing a frangible element to activate the alarm system.
Means of escape
Structural means whereby a safe route in the event of fire is provided for persons to travel from any point in a building to a place of safety (without external assistance).
Mobility Impaired Person MIP
Mobility impairment refers to the inability of a person to use one or more of his/her extremities, or a lack of strength to walk, grasp, or lift objects. The use of a wheelchair, crutches, or a walker may be utilized to aid in mobility.
National codes
Rules, standards, and regulations pertaining to the relevant country in which the strategy is to be prepared.
Non-combustible
Not capable of undergoing combustion under specific conditions.

Personal Emergency Evacuation Plan PEEP

A PEEP is a Personal Emergency Evacuation Plan. It is a bespoke 'escape plan' for individuals who may not be able to reach an ultimate place of safety unaided or within a satisfactory period in the event of any emergency.

Phased evacuation

System of evacuation in which different parts of the building are evacuated in a controlled sequence of phases, those parts of the building expected to be at greatest risk being evacuated first.

Place of relative safety

Place in which there is no immediate danger, but in which there could be future danger, from the effects of a fire.

Place of ultimate safety

Place in which there is no immediate or future danger from fire.

Pre-movement time

Interval between the time at which a warning of fire is given and the time at which the first move is made towards an exit.

Protected route

Route designated for use as an escape route which is protected from the remainder of the building by fire resisting construction, and which leads to a place of ultimate safety.

Risk profile

Means of categorizing the risks for a range of building types or occupancies based on the building parameters, internal processes, occupancy profile and the potential rate of fire growth.

Smoke control

Measures to control the spread or movement of smoke and fire gases within a building in order to protect the structure, the contents, the means of escape, or to assist fire-fighting operations.

Smoke damper

Mechanical device which, when closed, prevents smoke passing through an aperture within a duct or structure.

Travel distance

Actual distance a person needs to travel from any point within a building to the nearest storey or final exit, having regard to the layout of walls, partitions, and fittings.

Travel time

Time needed once movement has begun, for all the occupants of a specified part of a building to reach a place of relative safety or a place of ultimate safety.

7.2 Appendix 2 References

The following referenced documents are indispensable for the application of this report. For dated references, subsequent amendments to, or revisions of, any of these publications do not apply. For undated references, the latest publication referred to applies.

HM Government. The Regulatory Reform (Fire Safety) Order 2005.
Approved Document B (ADB)
Fire Safety in Section 20 Buildings (Part 1) by LDSA, 1997
BS EN81-72:2015 Safety rules for the construction and installation of lifts. Particular applications for passenger and goods passenger lifts. Firefighter lifts.
BS EN 12101-6:2005. Smoke and heat control systems. Specification for pressure differential systems.
BS EN 12101-1:2005. Smoke and heat control systems. Specification for smoke barriers
BS EN 13501-3: 2005 + A1: 2009, Fire classification of construction products and building elements. Classification using data from fire resistance tests on products and elements used in building service installations: fire resisting ducts and fire dampers
BS EN 1366-2: 2015, Fire resistance tests for service installations. Fire dampers
BS 5266-1:2016 Emergency lighting. Code of practice for the emergency escape lighting of premises
BS 5306-3: 2017 - Fire extinguishing installations and equipment on premises. Commissioning and maintenance of portable fire extinguishers. Code of practice
BS 5588 Pt 4: 1998. Code of practice for smoke control using pressure differentials.
BS 5588: Pt. 5: 2004. Code of practice for firefighting stairs and lifts.
BS 5588: Pt. 8: 1999. Code of practice for means of escape for Mobility Impaired People.
BS 5588: Pt.11: 1997. Code of practice for shops, Office/medicals, industrial and storage and other similar buildings.
BS 5588-12: 2004, Fire precautions in the design, construction, and use of buildings: Managing Fire Safety
BS 5839-1:2017 -Fire detection and fire alarm systems for buildings. Code of practice for design, installation, commissioning, and maintenance of systems in non-domestic premises
BS 5839-6:2019 Fire detection and fire alarm systems for buildings. Code of practice for the design, installation, commissioning and maintenance of fire detection and fire alarm systems in domestic premises
BS 5839-9:2021 Fire detection and fire alarm systems for buildings - Code of practice for the design, installation, commissioning, and maintenance of emergency voice communication systems
BS 476-22 ： Fire Resistance Test to Building Material - Non-load bearing elements
BS 7346-8:2013 Components for smoke control systems. Code of practice for planning, design, installation, commissioning, and maintenance
BS 7974:2019 Application of fire safety engineering principles to the design of buildings
BS 8300-2: 2018. Design of buildings and their approaches to meet the needs of Mobility Impaired People – Code of practice.
BS 8519: 2010, Selection and installation of fire-resistant power and control cable systems fir life safety and firefighting applications. Code of practice
PAS 9980:2022, Fire risk appraisal of external wall construction and cladding of existing blocks of flats – Code of practice'.
BS 9990: 2015, Code of practice for non-automatic fire fighting systems in buildings
BS 9999:2017: Code of practice for Fire Safety in the design, management, and use of buildings
BS PAS 911:2007: Fire Strategies - guidance and framework for their formulation.
BS PAS 7: Fire Risk Management System. Specification
BS EN 81-73: 2020, Safety rules for the construction and installation of lifts. Particular applications for passenger and goods passenger lifts. Behaviour of lifts in the event of fire
BS ISO 3864-1: 2011, Graphical symbols. Safety colours and safety signs. Design principles for safety signs and safety markings.
BRE Guide 187: 2014, External fire spread: building separation and boundary distances
CIBSE Guide E: Fire Engineering 2019 ed.

7.3 Appendix 3 Fire Strategy Statements

7.3.1 Fire Policy Statement

Inspired Property Management Ltd is wholly committed to its statutory and moral obligation to comply with the requirements of The Regulatory Reform (Fire Safety) Order 2005.

The general duties conferred by the Health & Safety at Work etc. Act 1974 and the various regulations made thereunder in relation to the protection of life from fire, and, where necessary Approved Document B.

The Health and Safety Manual outlines specific roles and responsibilities for Fire Safety Management and detailed arrangements that are considered appropriate and necessary for the effective planning, organisation, control, monitoring, and review of all measures put in place to ensure adequate Fire Safety measures exist within all premises managed and occupied by Inspired Property Management Ltd.

It is widely acknowledged that the design and engineering provided within a property for life safety can only be effective if they can be managed, maintained, and tested over the whole life of the property, and if the staff, who manage the property are trained to handle incidents and operate effective and tested emergency plans. It is the policy of Inspired Property Management Ltd and its Managing Agents to fulfill these functions to maximise the effectiveness of the Fire Safety features of the property.

Good management of Fire Safety is the key element to Fire Safety for the life of the property. Effective management of Fire Safety in this property will contribute to the protection of the property occupants, the property, and the businesses therein, the contents, the jobs of the staff, the supporting industries, and the environment in the following ways:

- By working to prevent fires occurring in the first place.
- By being aware of the types of people in the property and any special risks or needs (such as Mobility Impaired People).
- By ensuring that all the Fire Safety measures in the property are kept in working order, and that the means of escape are always available.
- By training staff and organising the evacuation plan, to ensure that occupants quickly evacuate to a safe location if a fire occurs.
- By taking command in the event of a fire until the Fire and Rescue Service arrives and liaison with the Responsible Persons for the demised Tenants.

7.3.2 Fire Safety Management

The development of a management strategy for all aspects of Fire Safety is an essential feature of the property. Tetra Consulting Ltd have been instructed to produce a Fire Safety Management Plan for this building. The Fire Strategy report makes assumptions about the provision of trained staff to monitor and direct operations during an emergency. The detailed development of those initial assumptions, first with the people who will be responsible for managing the site, and then with the occupiers and residents occupying different parts of it, will be essential to meet legislative requirements for occupational safety and the Fire Safety. The Fire Strategy as described in this report is based on the following key assumptions:

Fire safety in the whole site will be under the control of the responsible person as defined within the Regulatory Reform (Fire Safety) Order 2005.

The occupiers Fire Safety management will be coordinated within the plan and obligations will be placed on occupants to comply with landlord's requirements in this respect.

The landlords' Fire Safety Plan will be the subject of discussion with the relevant Authorities; it can be expected to form part of the Fire Risk Assessment that the landlord is required to produce under current legislation.

This training and the organisation of assistance to exit by stair, will be the Landlords' responsibility. Permit to work systems will apply to maintenance and property / fit-out operations, with contractors receiving training in the relevant fire procedures.

Suitable fire safety management plans will be developed by the building management, taking into account the information contained within the final Fire Strategy Report for the building. It is expected that the building management scheme will be integrated into the existing fire safety management strategy for the site, with the relevant documentation updated accordingly.

The management should be able to identify and react to any changes as they occur, e.g., changes to the occupancy and fire growth characteristics, etc. and through a suitable fire risk assessment identify and implement any alternative protection and management measures that may be required as a result.

The management of fire safety should be integrated with other management systems for the building, and it is likely that a number of individuals and/or companies, e.g., the fire alarm contractor, etc. will be responsible for fire safety for the building. There is a requirement to ensure that the fire safety measures and responsibilities are shared between all responsible persons and organisations.

Staff should be provided with training appropriate to their role. Specific fire safety responsibilities for certain staff will include:

- Checking the building to ensure everyone has evacuated.
- Assisting in the evacuation of disabled persons.
- Guiding persons to the nearest exit.
- Using first-aid fire-fighting equipment.
- Contacting and liaising with the fire service.

It is recommended that a fire safety manual is created that contains all the design information and operational records for the building relating to fire safety. The fire safety manual should include:

- A description of the assumptions and design philosophies for the building, i.e., the fire safety strategy (this document).
- Floor plans detailing escape routes, assembly points, fire service access, etc.
- Evacuation procedure.
- Full description of all passive and active fire protection systems within the building, compartment walls, fire detection systems, etc., including all certification documents.
- Fire risk assessments.
- Maintenance and test records of fire safety systems.
- Staff training records.

The fire safety manual should be kept up to date on a routine and regular basis by the fire safety manager or a competent person nominated for the task and should also record feedback from staff and other users of the building. If any fire safety equipment is found to be unreliable, records should be kept of the problems experienced. If deemed necessary, this information should be provided to the particular manufacturer.

The fire safety manual should be reviewed, and its procedures tested annually, or whenever alterations are made to the building, in accordance with a documented procedure. The review should include:

- All plant and equipment interface controls, to ensure that equipment is all in working order and that maintenance procedures are being followed.
- All staff duties and training procedures.
- Records, as-built drawings, and specifications of the fire protection measures.
- Responses to any false alarms, "near misses" or real fires that have occurred since the previous review.

The fire safety manual should aid that those responsible in complying with the Regulatory Reform Order and should be kept on site at all times. At least one maintained identical copy should be retained in a separate location away from the premises.

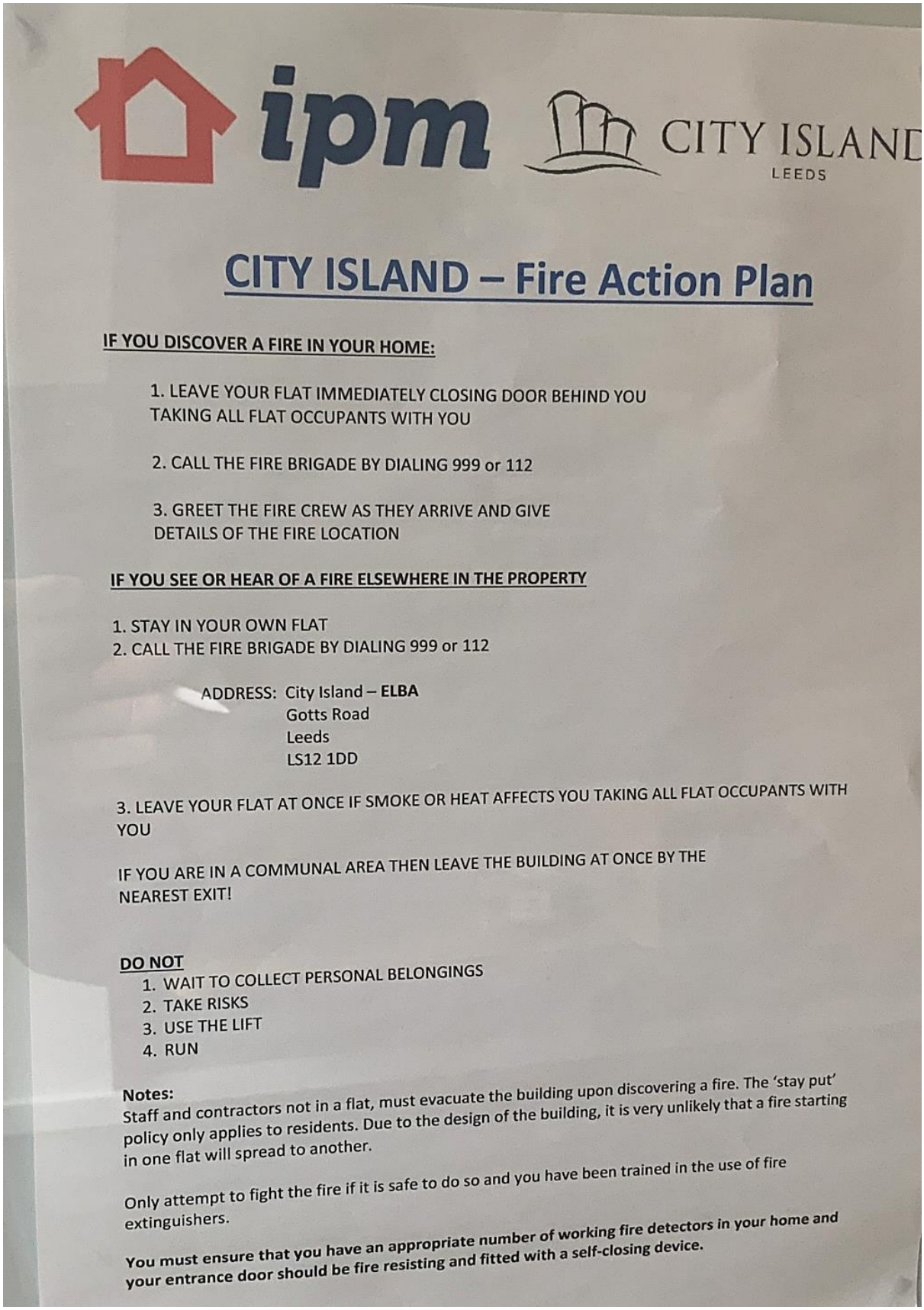
Maintenance

The fire protection measures within the building should be subject to the following maintenance arrangements.

Weekly	
Emergency lighting	Every lamp is lit if the system is maintained, and the control panel indicates normal operation;
Doors	All doors that are held open by automatic release mechanisms should be released
Fire extinguisher	Points should be inspected
Fire alarm system	Weekly bell testing on rotation
Smoke control systems for means of escape	Actuation of the system should be simulated once a week
Monthly	
Fire alarm system	Monthly visual inspections as per Fire Safety (England) Regulations 2022 – essential fire fighting equipment
Emergency lighting system	A failure of the supply to the normal lighting should be simulated once a month
Automatic opening doors	Not applicable – none present within communal areas
Hold open devices	Not applicable – none present within communal areas
Emergency and panic escape doors	The operation of all emergency and panic escape devices, especially on external doors not used for other purposes, should be checked once a month for ease of operation and opening of the door
Essential firefighting equipment (AOV)	Monthly visual inspections of essential fire fighting equipment required.
Fire-fighting lifts	Monthly checks of fire-fighting lifts required.

Three monthly	
Fire doors	All communal fire doors should be checked quarterly
Fire alarm system	Routine maintenance to be carried out, usually quarterly, by a competent contractor.
Six monthly	
Emergency lighting system Dry Risers	Six-monthly inspections and tests to be carried out by competent persons of emergency and escape lighting systems. Visual check
Yearly	
      Dry Risers	Annual inspections and performance tests to be carried out by competent persons on. -self-contained luminaires with sealed batteries, if more than 3 years old. -portable fire extinguishers. -flat entrance fire doors should be checked annually on a best endeavour basis. Annual pressure test

7.4 Fire Action Plan



ipm CITY ISLAND LEEDS

CITY ISLAND – Fire Action Plan

IF YOU DISCOVER A FIRE IN YOUR HOME:

1. LEAVE YOUR FLAT IMMEDIATELY CLOSING DOOR BEHIND YOU TAKING ALL FLAT OCCUPANTS WITH YOU

2. CALL THE FIRE BRIGADE BY DIALING 999 or 112

3. GREET THE FIRE CREW AS THEY ARRIVE AND GIVE DETAILS OF THE FIRE LOCATION

IF YOU SEE OR HEAR OF A FIRE ELSEWHERE IN THE PROPERTY

1. STAY IN YOUR OWN FLAT
2. CALL THE FIRE BRIGADE BY DIALING 999 or 112

ADDRESS: City Island – **ELBA**
Gotts Road
Leeds
LS12 1DD

3. LEAVE YOUR FLAT AT ONCE IF SMOKE OR HEAT AFFECTS YOU TAKING ALL FLAT OCCUPANTS WITH YOU

IF YOU ARE IN A COMMUNAL AREA THEN LEAVE THE BUILDING AT ONCE BY THE NEAREST EXIT!

DO NOT

1. WAIT TO COLLECT PERSONAL BELONGINGS
2. TAKE RISKS
3. USE THE LIFT
4. RUN

Notes:
Staff and contractors not in a flat, must evacuate the building upon discovering a fire. The 'stay put' policy only applies to residents. Due to the design of the building, it is very unlikely that a fire starting in one flat will spread to another.

Only attempt to fight the fire if it is safe to do so and you have been trained in the use of fire extinguishers.

You must ensure that you have an appropriate number of working fire detectors in your home and your entrance door should be fire resisting and fitted with a self-closing device.

Fire Evacuation Strategy for Mobility impaired members persons

Writing A Personal Emergency Evacuation Plan

The aim of a Personal Emergency Evacuation Plan (PEEP) is to provide people who cannot get themselves out of a building unaided with the necessary information to be able to manage their escape from the property and to give the departments concerned the necessary information to ensure that the correct level of assistance is always available.

It is the responsibility of each Occupant to talk to Mobility impaired persons to identify whether they require any assistance in the event of an emergency.

Writing the PEEP From the information gathered in the questionnaire, a Personal Emergency Evacuation Plan (PEEP) should be formulated.

Given the unique characteristics of properties and the need for a PEEP to take account of the property's capabilities, mobility impaired persons who regularly use different properties may have to have a separate PEEP for each property. If assistance with escape is required, the extent of such assistance should be identified in the PEEP i.e., the number of assistants and the methods to be used.

Evacuation in an Emergency Assisting wheelchair user's downstairs

Where Mobility impaired persons are located above the ground floor there are several considerations. In all the following cases the Building Management Team will be able to give more advice and will assist with identifying Refuges.

1. Temporary Refuges - A refuge is a designated temporary safe space where Mobility Impaired People can wait for assistance. It is an area that is both separated from a fire, by fire resisting construction and provides a safe route to final exit e.g., the head of a protected stairway - where there is sufficient space. The provision of a refuge will permit a staged evacuation to be implemented. A refuge area must be clearly signed and should be of sufficient size to accommodate both people using it as a refuge and any people passing through on their way out of the property. Refuges should only be defined after consultation with the Building Management Team as the requirements for fire separation and structure are very specific. A refuge can only be defined if there is also a specific procedure implemented to ensure that persons can be evacuated from the Refuge under safe and controlled conditions. It is the responsibility of each Occupant to ensure that persons are evacuated and not left for the Fire and Rescue Service to extract.
2. Lifts – Must not be used in an emergency.
3. Safe Routes - A PEEP should contain details of the escape route(s) the Mobility impaired person will be expected to use. Clear unobstructed gangways and floor layouts should be considered at the planning stage. The Building Management Team can advise on the extent of fire alarms and the fire separation between property's so that these routes can be better designed. It is especially important to ensure that locks, doors, and other devices are all able to be operated by the evacuating persons. It is insufficient to have a route if the door furniture is inaccessible. If changes are required, please contact the Building Management Team. It is also necessary to ensure that there are (as much as possible) alternative routes and that the routes are not excessively long. Further advice is available from the Building Management Team.
4. Evac-Chairs - Evac-Chairs, can be used to assist Mobility Impaired People downstairs. Where there are anticipated to be several wheelchair users in a property at any one time, it may be necessary to provide additional Evac-Chairs in the relevant property.

5. Deaf and Hearing-Impaired Persons Generally, most deaf people working alongside hearing colleagues will not require special equipment, providing they have been made aware of what to do in the event of a fire. They will be able to see and understand the behaviour of those around them. However, deaf, or hearing-impaired persons working alone may need an alternative method of being alerted to an emergency. For example, many alarm systems have visual indicators in the form of a flashing light, or vibrating pager systems can be used. If additional equipment is required, then please consult with the Building Management Team.
6. Blind and Partially Sighted Persons should be offered orientation training and, where applicable. This must include alternative ways out of the property. If a blind person uses a guide dog, it is important that the dog is also given ample opportunity to learn these routes.
7. Training to be effective, any egress plan depends on the ability to respond efficiently. Occupants will therefore receive instructions, practical demonstrations, and training appropriate to their responsibilities. This may include some or all the following elements:

    - Fire drills for Occupants (Contact the Fire Wardens/Marshals)
    - Specific training for Fire Wardens/Marshals.
    - Specific training in the use of Evac-Chairs, Fire Extinguishers etc. (Contact the Building Management Team)

Further advice is available in the first instance from the Building Management Team.

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