



9 Clyffard Crescent
Baneswell
Newport
NP20 4GB
Fire Risk Assessment



Report undertaken and compiled by
Safety Risk Management Fire Consultancy



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REGULATORY REFORM (FIRE SAFETY) ORDER 2005 FIRE RISK ASSESSMENT

Responsible person (e.g. employer) or person having control of the premises: Elaine Randall

Address of premises: 9 Clyffard Crescent
Baneswell
Newport
NP20 4GB

Person(s) consulted: Zoe Whant

Assessor: Simon Morgan LLB(Hon's),DLP, DMS, MIFireE, NEBOSH

Date of fire risk assessment: 20th February 2025

Date of previous fire risk assessment: Not Known

Suggested date for review¹⁾: February 2026

The purpose of this report is to provide an assessment of the risk to life from fire in these premises, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. The report does not address the risk to property or business continuity from fire. Furthermore the assessment has focused upon the common areas of the property alone and, although some comment may be made, does not have any effect upon the internal arrangements of the private accommodation

Dated 24th February 2025

¹⁾ This fire risk assessment should be reviewed by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a fire occurs.

GENERAL INFORMATION

1. THE PREMISES

- 1.1 Number of floors: Ground 1st & 2nd
- 1.2 Approximate floor area: 150m² gross
- 1.3 Brief details of construction: The building is of a traditional construction with brick/stone and blocks structural walling, stud/lathe & plaster internal partition walling, lathe & plaster/plaster board ceilings, timber floors and a timber pitched roof. The building was converted into a house in multiple occupation with 5 bedrooms over the 3 floors but is now used as young person residential assisted care premises. The work was carried out in the early 80's and was compliant with Building Regulations at the time of the conversion.
- 1.4 Use of premises: Residential young persons and young refugees assisted living.

2. THE OCCUPANTS

- 2.1 Approximate maximum number: 8
- 2.2 Approximate number of employees at any one time: 2
- 2.3 Maximum number of members of public at any one time: 2

3. OCCUPANTS ESPECIALLY AT RISK FROM FIRE

- 3.1 Sleeping occupants: 5
- 3.2 Disabled occupants: None at the time of assessment
- 3.3 Occupants in remote areas and lone workers: None
- 3.4 Young persons: 4
- 3.5 Others: N/A



4. FIRE LOSS EXPERIENCE

None reported to Assessor

5. OTHER RELEVANT INFORMATION

The premise is occupied by shorter term tenants, these persons will be between the age of 16-18 and may be refugees that have a language barrier. The premises has effectively been split into two with the lower ground floor being a separate 1 bed flat and the remaining parts (ground and 1st floor) being a 4-bed shared living space.

The fire emergency strategy for this premises is an immediate and full evacuation of all parts of the premises on the actuation of the fire alarm.

The premises is part of a group of properties that are run by Centerpeace Homes Ltd

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6. RELEVANT FIRE SAFETY LEGISLATION

6.1 The following fire safety legislation applies to these premises:

Regulatory Reform (Fire Safety) Order 2005

6.2 The above legislation is enforced by:

South Wales Fire & Rescue Service

6.3 Other legislation that makes significant requirements for fire precautions in these premises (other than the Building Regulations 2000):

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6.4 The legislation to which 6.3 makes reference is enforced by:

6.5 Comments:

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

7. ELECTRICAL SOURCES OF IGNITION

7.1 Reasonable measures taken to prevent fires of electrical origin? Yes ☒ No ☐

7.2 More specifically:

Fixed installation periodically inspected and tested? Yes ☒ No ☐

Portable appliance testing carried out? N/A Yes ☒ No ☐

Suitable policy regarding the use of personal electrical appliances? N/A Yes ☒ No ☐

Suitable limitation of trailing leads and adapters? N/A Yes ☒ No ☐

7.3 Comments and hazards observed:

A record of the electrical safety certificate was not available but Assessor informed that it was current.

All appliances are PAY tested (12/2/25)

There are policies in place

8. SMOKING

8.1 Reasonable measures taken to prevent fires as a result of smoking? Yes ☒ No ☐

8.2 More specifically:

Smoking prohibited in the building? Yes ☒ No ☐

Smoking prohibited in appropriate areas? N/A ☒ Yes ☐ No ☐

Suitable arrangements for those who wish to smoke? Yes ☒ No ☐

This policy appeared to be observed at time of inspection? Yes ☒ No ☐

8.3 Comments and hazards observed:

There is a no smoking policy within premises

9. ARSON

- 9.1 Does basic security against arson by outsiders appear reasonable? ²⁾ Yes ☒ No ☐
- 9.2 Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders? Yes ☒ No ☐
- 9.3 Comments and hazards observed:
There is a storage container at the base of the staircase leading to the lower ground floor, this is locked and secure.

10. PORTABLE HEATERS AND HEATING INSTALLATIONS

- 10.1 Is the use of portable heaters avoided as far as practicable? Yes ☒ No ☐
- 10.2 If portable heaters are used:
- | | | | |
|---|---|------------------------------|-----------------------------|
| Is the use of the more hazardous type (e.g. radiant bar fires or lpg appliances) avoided? | N/A ☒ | Yes ☐ | No ☐ |
| Are suitable measures taken to minimize the hazard of ignition of combustible materials? | N/A ☒ | Yes ☐ | No ☐ |
- 10.3 Are fixed heating installations subject to regular maintenance? N/A ☐ Yes ☒ No ☐
- 10.4 Comments and hazards observed:
There is gas central heating which has been annually maintained (records to be available)

²⁾ Reasonable only in the context of this fire risk assessment. If specific advice on security (including security against arson) is required, the advice of a security specialist should be obtained.



11. COOKING

11.1 Are reasonable measures taken to prevent fires as a result of cooking? N/A ☐ Yes ☒ No ☐

11.2 More specifically:

Filters changed and ductwork cleaned regularly? N/A ☐ Yes ☒ No ☐

Suitable extinguishing appliances available? Yes ☒ No ☐

11.3 Comments and hazards observed:

There is a domestic standard kitchen sited in the lower ground floor. There is a fire blanket present. There is a sprinkler system throughout the premises

12. LIGHTNING

12.1 Does the building have a lightning protection system? Yes ☐ No ☒

12.2 Comments and deficiencies observed:

There is no lightning protection system

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13. HOUSEKEEPING

13.1 Is the standard of housekeeping adequate? Yes ☒ No ☐

13.2 More specifically:

Combustible materials appear to be separated from ignition sources? Yes ☒ No ☐

Avoidance of unnecessary accumulation of combustible materials or waste? Yes ☒ No ☐

Appropriate storage of hazardous materials? N/A ☒ Yes ☐ No ☐

Avoidance of inappropriate storage of combustible materials? Yes ☐ No ☒

13.3 Comments and hazards observed:

Housekeeping was satisfactory



14. HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS AND BUILDING WORKS

- 14.1 Are fire safety conditions imposed on outside contractors? N/A ☒ Yes ☐ No ☐
- 14.2 Is there satisfactory control over works carried out in the building by outside contractors (including "hot work") N/A ☒ Yes ☐ No ☐
- 14.3 If there are in-house maintenance personnel, are suitable precautions taken during "hot work", including use of hot work permits? N/A ☒ Yes ☐ No ☐
- 14.4 Comments:
There are no outside contractors

15. DANGEROUS SUBSTANCES

- 15.1 If dangerous substances are, or could be, used, has a risk assessment been carried out, as required by the Dangerous Substances and Explosive Atmospheres Regulations 2002? N/A ☒ Yes ☐ No ☐
- 15.2 Comments:

16. OTHER SIGNIFICANT FIRE HAZARDS THAT WARRANT CONSIDERATION INCLUDING PROCESS HAZARDS THAT IMPACT ON GENERAL FIRE PRECAUTIONS

- 16.1 Hazards:
N/A
- 16.2 Comments and deficiencies observed:

FIRE PROTECTION MEASURES

17. MEANS OF ESCAPE FROM FIRE

17.1 It is considered that the building is provided with reasonable means of escape in case of fire. Yes ☐ No ☒

17.2 More specifically:

Adequate design of escape routes? Yes ☒ No ☐

Adequate provision of exits? Yes ☒ No ☐

Exits easily and immediately openable where necessary? Yes ☒ No ☐

Fire exits open in direction of escape where necessary? Yes ☒ No ☐

Avoidance of sliding or revolving doors as fire exits where necessary? Yes ☒ No ☐

Satisfactory means for securing exits? Yes ☒ No ☐

Reasonable distances of travel:

• Where there is a single direction of travel? Yes ☒ No ☐

• Where there are alternative means of escape? Yes ☒ No ☐

Suitable protection of escape routes? Yes ☐ No ☒

Suitable fire precautions for all inner rooms? N/A X Yes ☐ No ☐

Escape routes unobstructed? Yes ☒ No ☐

17.3 It is considered that the building is provided with reasonable arrangements for means of escape for disabled people. Yes ☐ No ☒

17.4 Comments and deficiencies observed:

All doors leading onto the staircase enclosure, with the exception of doors to toilets and bath/shower rooms must be a minimum of 30min fire resistance and comply with the standard outlined in the Action Plan

The MoE is not suitable for persons with mobility impairment

18. MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT

18.1 It is considered that there is:

compartmentation of a reasonable standard³⁾.

Yes ☐ No ☒

reasonable limitation of linings that might promote fire spread.

Yes ☒ No ☐

18.2 As far as can reasonably be ascertained, fire dampers are provided as necessary to protect critical means of escape against passage of fire, smoke and combustion products in the early stages of a fire? ³⁾, ⁴⁾

N/A ☒ Yes ☐ No ☐

18.3 Comments and deficiencies observed:

There is no 1hr fire resisting compartmentation in the premises

19. EMERGENCY ESCAPE LIGHTING

19.1 Reasonable standard of emergency escape lighting system provided? ⁵⁾

Yes ☐ No ☒

19.2 Comments and deficiencies observed:

There is emergency lighting within the common area and in the lower ground floor. The emergency lighting should comply with BS5266 2016 and a certificate of compliance i

20. FIRE SAFETY SIGNS AND NOTICES

20.1 Reasonable standard of fire safety signs and notices?

Yes ☒ No ☐

20.2 Comments and deficiencies observed:

Signage is suitable for the risk.

³⁾ Based on visual inspection of readily accessible areas, with a degree of sampling where appropriate.

⁴⁾ A full investigation of the design of HVAC systems is outside the scope of this fire risk assessment.

⁵⁾ Based on visual inspection, but no test of illuminance levels or verification of full compliance with relevant British Standards carried out.



21. MEANS OF GIVING WARNING IN CASE OF FIRE

- 21.1 Reasonable manually operated electrical fire alarm system provided? ⁶⁾ Yes ☒ No ☐
- 21.2 Automatic fire detection provided? Yes ☒ (throughout building) Yes ☐ (part of building only) No ☐
- 21.3 Extent of automatic fire detection generally appropriate for the occupancy and fire risk? N/A ☐ Yes ☒ No ☐
- 21.4 Remote transmission of alarm signals? Yes ☐ No ☒
- 21.5 Comments and deficiencies observed:
The fire alarm appears to comply with BS5839 pt1 L2 2017 and is suitable for the risk. There are testing and maintenance records

22. MANUAL FIRE EXTINGUISHING APPLIANCES

- 22.1 Reasonable provision of portable fire extinguishers? N/A Yes ☐ No ☒
- 22.2 Hose reels provided? Yes ☐ No ☒
- 22.3 Are all fire extinguishing appliances readily accessible? Yes ☐ No ☒
- 22.4 Comments and deficiencies observed:
There should be a minimum of 1 x 3kg CO2 extinguisher located on each level.

⁶⁾ Based on visual inspection, but no audibility tests or verification of full compliance with relevant British Standard carried out.



23. RELEVANT⁷⁾ AUTOMATIC FIRE EXTINGUISHING SYSTEMS

23.1 Type of system:

Residential Sprinkler system

23.2 Comments:

There is a residential sprinkler system installed throughout the premises, the system appears to comply with BS9251 2021

24. OTHER RELEVANT⁷⁾ FIXED SYSTEMS AND EQUIPMENT

24.1 Type of fixed system:

N/A

24.2 Comments:

24.3 Suitable provision of fire-fighters switch(es) for high voltage luminous tube signs, etc.

N/A ☒ Yes ☐ No ☐

24.4 Comments:

⁷⁾ Relevant to life safety and this risk assessment (as opposed purely to property protection).

MANAGEMENT OF FIRE SAFETY

25. PROCEDURES AND ARRANGEMENTS

25.1 Fire safety is managed by: ⁸⁾ Elaine Randall

25.2 Competent person(s) appointed to assist in undertaking the preventive and protective measures (i.e. relevant general fire precautions)? Yes ☒ No ☐

Comments: There are three members of staff that are trained to Fire Warden standards

25.3 Is there a suitable record of the fire safety arrangements available? N/A ☐ Yes ☒ No ☐

Comments:

25.4 Appropriate fire procedures in place? Yes ☒ No ☐

More specifically:

Are procedures in the event of fire appropriate and properly documented? N/A ☐ Yes ☒ No ☐

Are there suitable arrangements for summoning the fire and rescue service? Yes ☒ No ☐

Are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to fire-fighters? N/A ☐ Yes ☒ No ☐

Are there suitable arrangements for ensuring that the premises have been evacuated? N/A ☐ Yes ☒ No ☐

Is there a suitable fire assembly point(s)? N/A ☐ Yes ☒ No ☐

Are there adequate procedures for evacuation of any disabled people who are likely to be present? N/A ☐ Yes ☒ No ☐

Comments: There is training and information provided for all staff

⁸⁾ This is not intended to represent a legal interpretation of responsibility, but merely reflects the managerial arrangement in place at the time of this risk assessment.



- 25.5 Persons nominated and trained to use fire extinguishing appliances? N/A ☐ Yes ☒ No ☐

Comments:

Three persons trained as Fire Wardens

- 25.6 Persons nominated and trained to assist with evacuation, including evacuation of disabled people? N/A ☐ Yes ☒ No ☐

Comments:

All staff are trained. No of evac drill available

- 25.7 Appropriate liaison with fire and rescue service (e.g. by fire and rescue service crews visiting for familiarization visits)? N/A ☒ Yes ☐ No ☐

Comments:

- 25.8 Routine in-house inspections of fire precautions (e.g. in the course of health and safety inspections)? N/A ☐ Yes ☒ No ☐

Comments:

H & S inspections are carried out by the Manager monthly



26. TESTING AND MAINTENANCE

26.1 Adequate maintenance of premises? Yes ☒ No ☐

Comments and deficiencies observed:

The premises appears to be in a reasonable condition for its type of usage

26.2 Weekly testing and periodic servicing of fire detection and alarm system? Yes ☒ No ☐

Comments and deficiencies observed:

The fire alarm is tested weekly and maintained every 6 months with records kept and available

26.3 Monthly and annual testing routines for emergency escape lighting? Yes ☒ No ☐

Comments and deficiencies observed:

Emergency lighting is tested monthly and maintained annually

26.4 Annual maintenance of fire extinguishing appliances? N/A Yes ☒ No ☐

Comments and deficiencies observed:

26.5 Periodic inspection of external escape staircases and gangways? N/A ☒ Yes ☐ No ☐

Comments and deficiencies observed:

26.6 Six-monthly inspection and annual testing of rising mains? N/A ☒ Yes ☐ No ☐

Comments and deficiencies observed:

26.7 Weekly and monthly testing, six monthly inspection and annual testing of fire-fighting lifts? N/A ☒ Yes ☐ No ☐

Comments and deficiencies observed:

26.8 Weekly testing and periodic inspection of sprinkler installations? N/A ☐ Yes ☒ No ☐

Comments:

The sprinkler system is to be maintained at least annually



26.9 Routine checks of final exit doors and/or security fastenings?

Yes ☒ No ☐

Comments:

The entry door to the common area is in constant use

26.10 Annual inspection and test of lightning protection system?

N/A ☒ Yes ☐ No ☐

Comments:

26.11 Other relevant inspections or tests:

N/A

Comments:

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27. RECORDS

27.1 Appropriate records of:

Fire drills?

N/A ☐ Yes ☐ No ☒

Fire safety information?

Yes ☒ No ☐

Fire alarm tests?

N/A ☐ Yes ☒ No ☐

Emergency escape lighting tests?

N/A ☐ Yes ☒ No ☐

Maintenance and testing of other fire protection systems?

N/A ☐ Yes ☐ No ☒

27.2 Comments:

The provision of information to residents is of primary importance and should be displayed throughout the common area and within the bedrooms.

FIRE RISK ASSESSMENT

The following simple risk level estimator is based on a more general health and safety risk level estimator of the type contained in BS 8800:

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

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

Low ☐ Medium ☒ High ☐

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

Low: Unusually low likelihood of fire as a result of negligible potential sources of ignition.

Medium: Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High: Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

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

Slight harm ☐ Moderate harm ☒ Extreme harm ☐

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

Slight harm: Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).

Moderate harm: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme harm: Significant potential for serious injury or death of one or more occupants.



Accordingly, it is considered that the risk to life from fire at these premises is:

Trivial ☐ Tolerable ☐ Moderate ☒ Substantial ☐ Intolerable ☐

Comments:

The premises was not in use at the time of the assessment. All records of testing and maintenance need to be available.

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

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

(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)

Action Plan

It is considered that the following recommendations should be implemented in order to reduce fire risk to, or maintain it at, the following level:

Trivial ☐

Tolerable ☒

Definition of priorities (where applicable):

Urgent: Immediate Action Required

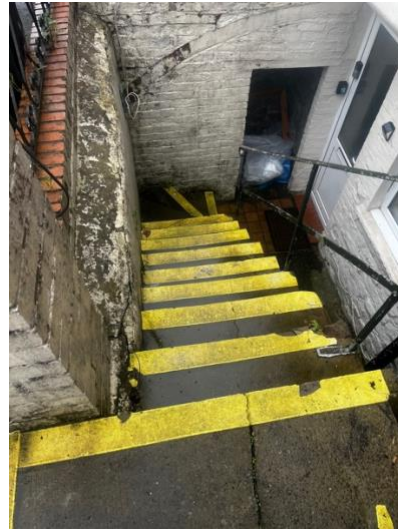
High: Within 3 months

Medium: 6 to 12 months

Low: Recommended for consideration

Area to be addressed	Priority (where applicable)	Action by whom	Date action taken
A fire door survey should be carried out by a qualified person and all doors are to comply with the requirements of the survey. A record of the condition of each door is to be kept and be available.	Urgent	Elaine Randall	survey booked and door to be replaced
All fire doors, with the exception of fire doors to cupboards, are to comply with the following specification: Fire doors are to be a minimum of 30min fire resistance, fitted with and minimum of 3 fire rated hinges, a fire rated overhead self-closing device, intumescent and smoke seals, signage 'Fire Door Keep Shut' or where there is a hold open device 'Fire Door Keep Clear', gaps between the door and the frame, door and floor and between double doors must be a minimum 2mm and a maximum of 4mm when closed, doors must close fully into the frame without assistance and latch if fitted.	Urgent	Elaine Randall	survey booked and door to be replaced
All fire doors to cupboards, are to comply with the following specification: Fire doors are to be a minimum of 30min fire resistance, fitted with and minimum of 3 fire rated hinges, intumescent seals, signage 'Fire Door Keep Locked Shut', gaps between the door and the frame, door and floor and between double doors must be a minimum 2mm and a maximum of 4mm when closed, doors must close fully into the frame and lock	Urgent	Elaine Randall	Text
1 x 3kg CO ² extinguisher to be sited on each level	High	Elaine Randall	Now in place
All of the records testing and maintenance should be available at the time of the assessment	High	Elaine Randall	Already in place - staff to make available

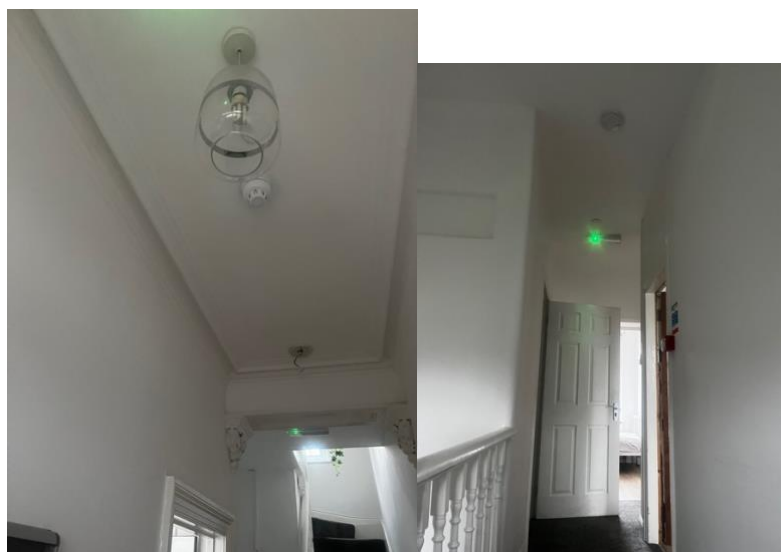
Photographs of Matters Raised in Report

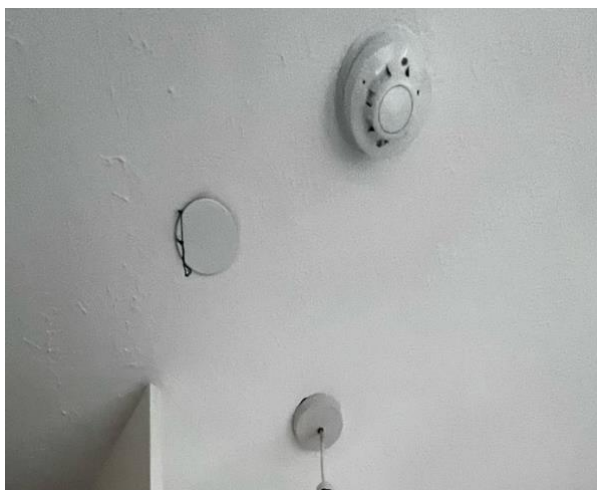
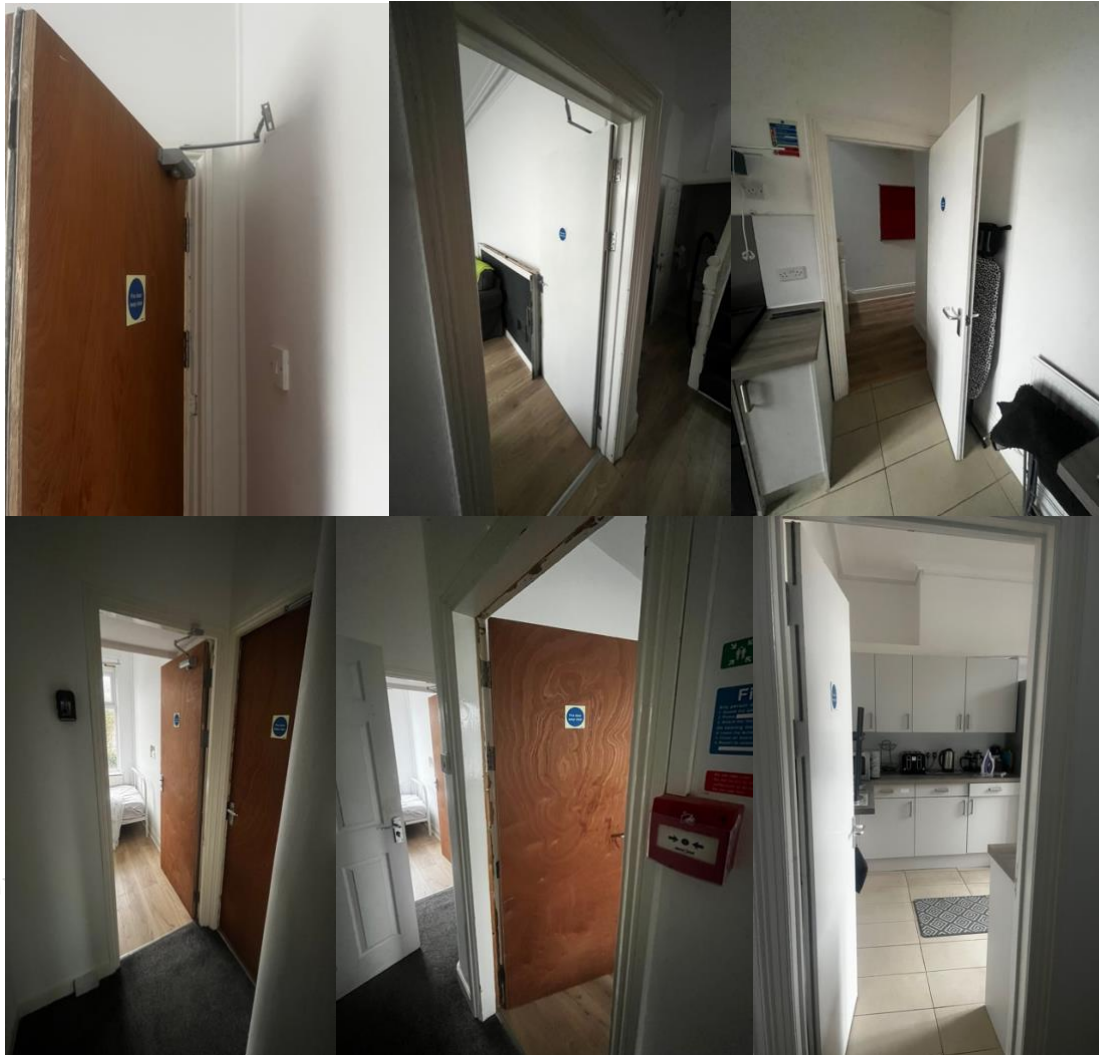


Above: View of access to lower ground floor flat.

Left: View of fire alarm & zone plan

Below: views of common area with detection and emergency lighting





Above: All fire doors require attention, and a fire door survey is to be carried out, the results of the survey are to be undertaken. Fire doors **MUST** close fully
 Left: There appears to have been something attached to the sprinkler head cover.