



Design House Manchester

Fire Risk Assessment

Site Address: Design House, 108 High St, Manchester, M4
1HS
Date: 04.12.2023
Revision: 1
Issued to: Mr Gareth Brister



Record of Site Documentation Amendments/Revisions

[illegible]

Fire Risk Assessment

Project/Site Information

Company name	Novo Facades	Contract no.	07936 935524
Site contact	Gareth Brister	Position	Contracts Manager
Site address	Design House, 108 High St, Manchester, M4 1HS		
Project description	Cladding and associated remedial works to an Eight storey (21.7m) residential building with four commercial units at ground level.		

Fire Risk Assessment

Persons at risk from fire	Employees/contractors/visitors/tenants.	Max. occupancy	TBC
Persons with disability	N/A	Day/time of building use	08:00 – 18:00
Floor area	N/A	No. stairs	External scaffold ladders and Haki.
Height of floors	N/A	No. floors	Number of scaffold levels 8

Project Risk Summary

Week no.	Start date	End date	Activity	Risk rating
01	08/01/2024	08/11/2024	Site Compound set up and the removal of existing cladding and ancillaries from phase one area located at the inner courtyard of Design House.	Med

Identification of Hazards

If yes is selected, Risk Reduction Control Measures must be completed and reflected in the project fire plan.

Combustible materials					
ID	Description	Yes	No	N/A	Risk reduction control measures
1.1	Are highly flammable materials stored on site?	☐	☒	☐	No flammable materials are currently stored on site.
1.2	Can combustible waste accumulate? (i.e. packaging, wood, paper etc.)	☒	☐	☐	Accumulation of packaging materials resulting from incoming deliveries is a potential issue. The site management are to proactively and routinely monitor the situation to maintain a tidy and organised workspace.
1.3	Are there suitable waste disposal programmes in place?	☒	☐	☐	Adequate provisions will be made to ensure that there is a sufficient supply of empty bins readily available on-site. Waste management will be efficiently handled with regular collections from the site.
1.4	Will there be any flammable goods stored on site? (i.e. gas, LPG, liquids etc.)	☐	☒	☐	None currently stored. If required a lockable gas storage cage will be provided at roof level.
1.5	If 1.4 was answered yes has a DSEAR Risk Assessment been completed which deals with safe storage and use?	☐	☐	☒	
1.6	Are chemicals stored on site?	☐	☒	☐	No chemicals are currently stored on site. Everyday products such as cleaning chemicals will be secured in a suitable storage area.
1.7	Have the siting of plant and vehicles been suitably considered?	☒	☐	☐	A small car park will be established near the site compound. No Plant anticipated to be parked on site.
Actions required:					
<p>1.2 Ensure any packaging from deliveries does not build up and is removed. To be monitored regularly by site management.</p>					

Sources of ignition					
ID	Description	Yes	No	N/A	Risk reduction control measures
2.1	Do work activities involve any processes which develop heat / sparks?	☐	☒	☐	
2.2	Are hot works permits required?	☐	☒	☐	No hot works are thought to take place for this project. In the event that hot works become necessary, they will only be conducted under the authorisation of a permit with suitable control measures in place.
2.3	Does the workplace have gas/acetylene, or gas cutting equipment / requirement?	☐	☐	☒	
2.4	Are there (or will there be) other sources of heat in the workplace?	☐	☒	☐	
2.5	Are temporary electrical supplies used?	☐	☒	☐	At present, there is no temporary electrical system on-site. The power supply for the welfare area will be exclusively provided by a generator.
2.6	Will electrical equipment used generate heat? (i.e. extension leads, multi point adapters, lights, halogen etc.)	☐	☒	☐	
2.7	Is PA testing of all portable electrical appliances completed at regular intervals?	☒	☐	☐	PA Testing is to be place for electrical equipment within both the welfare and office areas. Sub-contractors are to use battery-operated electrical tools.
2.8	Are there temporary heaters?	☐	☒	☐	
2.9	Are there cooking facilities?	☒	☐	☐	Microwave only. To be PA Tested annually.
2.10	Are there boiler, engines, generators, plant or machinery?	☒	☐	☐	A generator will be used to power the welfare area.
2.11	Have measures been implemented to reduce the likelihood of arson	☒	☐	☐	The threat of arson is a constant concern, and as a precautionary measure, routine security checks are conducted to maintain the site's integrity and safety. Waste is also removed on a regular basis.
Actions required:					
<p>2.7 - Site manager to ensure that PA Tests for all office and welfare electrical equipment are in date prior to commencing on site.</p>					

Work processes					
ID	Description	Yes	No	N/A	Risk reduction control measures
3.1	Have any work processes been identified which could / can be changed or replaced by operations with a lower fire potential?	☐	☒	☐	
Actions required:					
N/A					

Emergency procedures					
ID	Description	Yes	No	N/A	Risk reduction control measures
4.1	Has an adequate fire alarm system been installed on the project?	☐	☒	☐	Not currently. Recommend wireless interconnected alarms system be installed. Likely to be Air Horn or Rotary Bell for initial set up.
4.2	Are written emergency procedures / plans displayed in prominent locations across the site?	☐	☒	☐	A fire action notice and emergency response plan is located within the Construction Phase Plan. This includes key contacts, local fire department and general fire precautions. Please display on all fire points.
4.3	Has a fire safety coordinator been appointed on the project and are they suitably trained?	☐	☒	☐	The Site Manager will be the appointed fire warden for this project.
4.4	Is there provision in place to ensure that a headcount can be completed to ensure that the site is clear in an emergency?	☒	☐	☐	A sign in/out register will be maintained on a daily basis.
4.5	Is a fire drill completed once every 6 months and are records made?	☐	☒	☐	Ensure that a full fire drill is carried out every 6 months. This is to be recorded each time.
4.6	Are regular inspections completed internally of fire safety measures on site?	☒	☐	☐	Weekly site managers H&S inspections include fire point inspections. To include fire alarm testing weekly.
4.7	Are all operatives on site inducted onto the site which details fire safety procedures?	☒	☐	☐	Fire and emergency procedure for site will be fully explained at site induction.
Actions required:					
<p>4.2 - Ensure Fire action notices and emergency response procedure is displayed at ALL fire points. Monitor regularly.</p> <p>4.5 - Ensure that a full fire drill is carried out every 6 months. This is to be recorded each time.</p> <p>4.7 – Ensure fire and emergency procedure for site fully explained at site induction.</p>					

Fire protection					
ID	Description	Yes	No	N/A	Risk reduction control measures
5.1	Are two means of escape available from the structure at all times?	☐	☒	☐	Unknown at this time. Recommend Haki Staircase installed to scaffold and ladder access hatches used as a secondary means of escape.
5.2	Where dead-end situations exist have they been subject to special attention?	☐	☐	☒	
5.3	Have travel distances for means of escape been considered and reduced to as low as reasonably practicable?	☐	☐	☒	
5.4	Where external escape stairs have been constructed do these comply with the requirements of HSG168?	☐	☐	☒	
5.5	Has an assembly point been identified and made known to all site occupants?	☒	☐	☐	A designated fire assembly point will be allocated when works enabling works commence. This will be clearly marked by signage.
5.6	Is there clear fire signage located throughout the building?	☒	☐	☐	Fire exit signage will be displayed on all levels of the scaffold.
5.7	If applicable have water supplied for firefighting been considered for installation as early as possible?	☐	☐	☒	
5.8	Has emergency lighting provision been considered within staircases etc?	☐	☒	☐	Lighting to be installed during enabling works.
Actions required:					
<p>5.1 - Ensure that exits on the scaffold remain clear allowing for quick egress in the event of an emergency. Recommend Haki Staircase installed to scaffold and ladder access hatches used as a secondary means of escape.</p> <p>5.5 – Ensure that Fire Assembly signage is displayed.</p> <p>5.6 – Ensure Fire Exit Signage is displayed throughout the scaffold and site.</p> <p>5.8 – Install Lighting during enabling works.</p>					

Temporary protective covering materials					
ID	Description	Yes	No	N/A	Risk reduction control measures
6.1	Where flexible protective coverings are used, do these conform to the requirements of LPS1207 or equivalent?	☐	☒	☐	Ensure that all combustible materials are adequately protected by fire-rated coverings.
6.2	Where flexible materials are used to clad scaffolding, do these confirm to the requirements of LPS1215 or equivalent?	☒	☐	☐	The scaffold netting/monarflex to be used will be fire-rated and compliant with the LPS1215 standard.
Actions required:					
6.1 – Ensure that all combustible materials are adequately protected by fire-rated coverings.					

Portable fire extinguishers					
ID	Description	Yes	No	N/A	Risk reduction control measures
7.1	Are there adequate numbers of extinguishers located on site?	☒	☐	☐	Fire Points will be located throughout the site and comprise of at least two fire extinguishers.
7.2	Are the extinguishers to be placed on fire stands or trolleys?	☒	☐	☐	All fire extinguishers are to be placed on red fire point stands. Fire points comprise of a minimum of two fire extinguishers.
7.3	Are the extinguishers located in conspicuous positions near exits on each floor no more than 30m apart?	☒	☐	☐	
7.4	Are extinguishers serviced annually in line with BS5306-3 requirements?	☒	☐	☐	All fire extinguishers used on site will be in date with an annual service or if brand new, will have been commissioned for use on site by a competent fire extinguisher engineer.
7.5	Are persons suitably trained in the safe use and selection of extinguishers?	☒	☐	☐	The Site Manager will have received suitable training.
Actions required:					
7.1 – Ensure that suitable Fire Points are located throughout the site and comprise of at least two fire extinguishers.					
7.4 - Ensure fire extinguishers are commissioned by a qualified technician and serviced every 12 months thereafter.					

Site security against arson					
ID	Description	Yes	No	N/A	Risk reduction control measures
8.1	Is the site suitably secured to prevent unauthorised access?	☒	☐	☐	The site compound will be secured by Hoarding and Hears fencing. Scaffold access will be restricted in the quite hours with access ladders removed and haki staircase closed off.
8.2	Are flammable liquid stores, LPG and combustible material stores fenced or suitably protected?	☐	☐	☒	
Actions required:					

Temporary buildings & temporary accommodation					
ID	Description	Yes	No	N/A	Risk reduction control measures
9.1	Are temporary buildings separated from the building under construction or refurbishment to provide as wide firebreak as possible?	☒	☐	☐	The welfare cabins will be more than 6m away from the construction area.
9.2	Where it is not possible to create a firebreak at least 6m wide have temporary buildings been constructed of materials which do not significantly contribute to the growth of fire or propagation of smoke?	☐	☐	☒	
9.3	Where the floor of temporary buildings is raised above ground, is the space beneath enclosed to prevent accumulation of rubbish.	☐	☐	☒	
9.4	Is temporary accommodation constructed from materials which do not significantly contribute to the growth of fire or the propagation of smoke?	☒	☐	☐	Welfare and office units will be provided by double stacked containers.
9.5	Do fire exits from temporary buildings / accommodation lead directly to the open air and away from the structure?	☒	☐	☐	There will be a single exit from the welfare units, directly leading outdoors.
9.6	Where temporary buildings and accommodation are installed within the building under construction, are these in locations easy to access to fire and rescue services?	☐	☐	☒	
9.7	Have temporary buildings / temporary accommodation been fitted with a suitable automatic fire detection system.	☐	☒	☐	Unknow at this stage
Actions required:					

Smoking					
ID	Description	Yes	No	N/A	Risk reduction control measures
10.1	Is the designated smoking area situated in a suitable area?	☒	☐	☐	A designated smoking area will be established within the site compound. This is to contain a metal sand bucket/ashtray and a suitable fire extinguisher.
10.2	Is the smoking area / shelter constructed of suitable materials?	☐	☐	☒	
10.3	Is the smoking area clear of combustible materials and equipped with fire-fighting equipment?	☒	☐	☐	Site manager to regularly check the smoking area for combustible waste.
Actions required:					
<p>10.1 – Ensure smoking area is to contain a metal sand bucket/ashtray and a suitable fire extinguisher.</p> <p>10.3 - Site manager to regularly check the smoking area for combustible waste.</p>					

External risks and hazards					
ID	Description	Yes	No	N/A	Risk reduction control measures
11.1	Does the project pose any significant fire risk to existing occupiers, adjacent properties and / or 3rd parties?	☒	☐	☐	The building is currently occupied by residential tenants, and in the event of a fire on the scaffold, they would be at risk.
11.2	Do existing occupiers; adjacent properties and or 3rd parties pose a significant fire risk to the project?	☒	☐	☐	In the event of a fire originating inside the building, there is a potential risk to the safety of the operatives working on the scaffold.
11.3	If 'YES' to either (a) or (b) above have the parties been communicated with and details of potential risks exchanged?	☒	☐	☐	<p>Effective communication will be established with the building occupiers, and they will be duly informed that, upon hearing the site alarm, they should promptly evacuate the building. Additionally, the Site Manager will activate the building fire alarm if necessary.</p> <p>In the event of a fire incident within the building, site operatives will be instructed to proceed to the designated fire assembly point upon hearing the building fire alarm.</p> <p>To ensure seamless coordination, ongoing communication and collaboration between Site Management and the building managers/occupiers will be maintained.</p>
Actions required:					
<p>11.3 - Suitable liaison is to be maintained by the site management and the building managers / occupiers.</p>					

Action Plan

Section	Risk rating	Action required	Actioned by	Date
1.2	Med	Ensure any packaging from deliveries does not build up and is removed. To be monitored regularly by site management.		
2.7	Low	Site Manager to ensure that PA Tests for all office and welfare electrical equipment is in date and maintained.		
4.2	Low	Ensure Fire action notices and emergency response procedure is displayed at ALL fire points. Monitor regularly.		
4.5	Med	Ensure that a full fire drill is carried out every 6 months. This is to be recorded each time.		
4.7	Low	Fire and emergency procedure for site to be fully explained at site induction.		
5.1	High	Ensure that exits on the scaffold levels are not blocked allowing for a quick exit in the event of an emergency.		
5.5	Low	Ensure that Fire Assembly signage is displayed.		
5.6	Low	Ensure Fire Exit Signage is displayed throughout the scaffold and site.		
5.8	Low	Install Lighting during enabling works.		
6.1	Med	Ensure that all combustible materials are adequately protected by fire-rated coverings.		
7.5	Low	Ensure fire extinguishers are commissioned by a qualified technician and serviced every 12 months thereafter.		
10.1	Med	Ensure smoking area is to contain a metal sand bucket/ashtray and a suitable fire extinguisher.		
10.3	Med	Site manager to regularly check the smoking area for combustible waste.		
11.3	High	Suitable liaison is to be maintained by the site management and the building managers / occupiers.		

Assessment Details

Assessed By	Samuel Arthey	Position	External HSE Consultant
Company	Potter Raper Ltd	Signature	<i>S. Arthey</i>
Date	04.12.2023	Date of next review	08.01.2024



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