



Health Safety & Fire Risk Assessment

4

Feltham Court Management Ltd

Undertaken at

Feltham Court

19-23 Hanworth Road

Feltham

TW13 5AF

Care of

MCR Homes



Report Compiled By

Gary Hendry

4site Consulting Limited

Report reference No: HSF64370/0022/300925/1

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4site Consulting Ltd, Unit 4 Exchange Court, London Road, Feering CO5 9FB
Office@4siteconsulting.co.uk www.4siteconsulting.co.uk Tel: 01376 572 936
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1.0 Introduction

1.1 Health, Safety & Fire Combined Risk Assessment

4site Consulting Limited has been instructed to undertake a Health, Safety & Fire risk assessment of the facilities at Feltham Court.

This combined Health, Safety & Fire risk assessment report addresses the requirement to carry out a risk assessment.

The risk assessment carried out was a Type 1 common parts only (non-destructive) risk assessment, and consideration was given to PAS 79-1:2020/BS 9792:2025 Fire Risk Assessment Guidance, Methodology & Codes of Practice, BAFE SP205 Appendix D (Fire Risk Assessment Contents) and relevant British Standards, Building Regulations. The assessment considers general health & safety and the following significant fire risk areas:

- Means for detecting fire and giving warning to occupants
- Means of escape from the premises (including provisions for disabled persons)
- Fire Safety Signs and Notices
- Emergency Escape Lighting
- Means to limit fire spread and development of fire (e.g. Compartmentation)
- Means for fighting fire
- Other relevant firefighting systems and equipment; if provided
- Maintenance of facilities to assist fire-fighters
- Emergency Action Plan
- Staff training and Fire Drills
- Testing and maintenance of Fire Protection Measures
- Record keeping
- Cooperation & coordination with other premises occupiers, neighbouring premises, emergency services and other authorities

An appropriate overall premises Fire Risk Rating has been assessed and recorded, taking into account likelihood and consequence of fires arising. The report includes recommendations for required remedial actions and ongoing monitoring and control measures. The regulations also require the responsible person to devise and implement safety measures as identified in the risk assessment report.

The non-domestic part of the property is the area where the landlord, his employees, representatives & contractors can access without the permission of the occupiers of the dwelling, such as lofts, roof spaces, internal lobbies & stairs, electricity & gas cupboards, lift motor and plant rooms, and external areas including for example paths, cupboards and garden areas. The domestic property is any part of the building which is used as a residence and where the occupiers have sole use.

The assessments, observations and recommendations made are only pertinent to the conditions at the time of the assessment. Regular inspections and review risk assessments are required to ensure the current standards are maintained. The report includes overview assessments for relevant legal requirements indicating whether the client is complying with health, safety & fire legislation.

Gary Hendry undertook this assessment on 30/09/2025. This report was then checked for quality and verified by Eva Lelkesova MIFSM, L4FireDip on 10/10/2025. The content of this report is based on the information and access provided to the consultants at the time of this assessment. Any recommendations or advice in this report is based upon evidence seen. No guarantee can be given that any subsequent visit by inspectors with statutory powers may result in other breaches of legislation being found. While every care is taken to interpret the current Acts, Regulations and Approved Codes of Practices, these can only be authoritatively interpreted by Courts of Law.

How to Manage this Report
This Report is to be Managed by the Responsible Person

Determine how many legal Non-compliances and Hazards identified by referring to Introduction Section 1 which details these and what actions are required with the priority status of each hazard. Property Information is also detailed within this section.

View a summary of each assessment results by referring to Section 2 for the Report Summary (for details of the assessment results, compliance categories and hazard categories).

For specific details of each non-compliance and hazards refer to Section 3
Always deal with Non-Compliance and Priority 1 Hazard actions identified immediately.
Plan to deal with priority 2 and 3 actions as required and determine a time scale for completion.

Ensure that any contractor used has the correct information by referring to Section 3 for the page per action sheets which can be copied and sent to the contractor for action.

When work has been completed
the responsible person is to record, signing and dating, all actions taken in the action taken box. Use the legislation and addresses within appendices A Section 4 to assist you with your Health & Safety Management. The integrity of the report must remain intact with all completed sheets kept within the report file.

Access to electronic copies of reports
Using your unique Username and Password, you can log onto the "client login" section on the 4Site Consulting website www.4siteconsulting.co.uk. Our website enables you to view your risk assessment online, review and update action plans and print off further copies if required.

**Please Consider the Following When Dealing
With Actions in this Report**

To assist the responsible person to manage the actions within this report the following HSE guidance term should be considered when addressing the actions required:

"So Far As Is Reasonably Practicable" (SFAIRP)

In a perfect world, all risks are to be eliminated, or as a minimum reduced as far as possible.

However, it is recognised that not all risks can be completely removed. In most instances the law allows the responsible person to take into account any budget or legal constraints.

For example, if it is considered that it would cost an unreasonable amount of money to comply with a recommended action while taking into account the established level of risk, then to comply with the recommendation may not be considered as

"Reasonably Practicable".

When an action is recommended for an improvement that may attract a significant cost, the risk advisor will not be aware of any budget constraints that the responsible person may have. The SFAIRP allows the responsible person to weigh up the cost against the risk and then justify why a recommendation is not carried out.

We recommend that whatever the course of action taken the details are noted on the individual Action Plans for any Legal non-compliances and Hazards identified along with any alternative measures that have been put in place.

**This risk assessment will be reviewed in 12 months,
24 months or 36 months (as required)**

1.2 Property Information

Site Address	Client		
Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Feltham Court Management Ltd		
	Management		
	MCR Homes		
	Type of Business		
	Property management		
Responsible Person/Body	Contact		
Feltham Court Management Ltd	Karim Jahangiri		
Contact Number (if available)	01612740472		
Local Authority	Areas Inspected		
LB of Hounslow, London FB	All communal areas including but not limited to, stairwells, circulation routes, service risers/cupboards and all ancillary areas.		
Type of Property	Areas Excluded		
Purpose built & converted residential	Residential tenants demise		
Tenants & Vacant Areas	Location	Contact / Wardens	Fire Risk Assessment
Tenants & Vacant Areas	N/A	N/A	N/A
Property Summary			
Property Usage	Sleeping accommodation		
Total No. of Floors (including basement)	3&4, ground to 2nd floor, basement to 2nd floor		
Approx Size (Flats or Units)	27 flats		
Total No. of Lifts	2, 1 each block		
Total No. of Exits	5, 4 in block 1, 1 in block 2		
Manned Reception	N/A		
Total No. of Stairways	2, 1 in each block		
Security Measures	Intercom and key access, security gate		
External Areas (if to be included)	Access and egress routes, rear courtyard & parking		
Approx No. of Employees	N/A		
Roof Access	Via secured skylights		
Access Restrictions	N/A		
Buildings Drawings	N/A		
No. of People on Premises	Approximately 54-62 residents		
Approximate year of construction	c.2022 conversion/build		
Car Park Facilities	Rear courtyard		

1.2 Property Information (Cont.)

Persons at Special Risk	Sleeping occupants		
Property Risk Assessment/Audit	Location	Last Update	Issued By
Asbestos Survey/Re inspection	Not Known	Not Known	Not Known
Disabled Access Audit	N/A		N/A
Fire Risk Assessment	Not Known	Not Known	Not Known
Health and Safety Risk Assessment	Not Known	Not Known	Not Known
Fire Strategy	N/A		
Water Hygiene Risk Assessment	With managing agents	22/06/2024	C&S Water treatment
General Plant & Equipment	Location	Quantity	Last Service
Air Handling Units	N/A		
Boilers	N/A		
Calorifiers	N/A		
Chillers	N/A		
Circulation Pumps	N/A		
Cold Water Storage Tanks	Basement tank room, block A	1	Not Known
Electrical Distribution	Upper floor riser cupboards		Not Known
Electrical Intake	Ground floor		23rd January 2023
Gas Intake	N/A		
Generators	N/A		
Lightning Conductors	N/A		
Passenger/Goods/Fire Lifts	Ground to first / second floors	2	Not Known
Plant Control Panels	N/A		
Pressurisation Units	N/A		
Water Booster Pumps	N/A		
Fall Protection Equipment	Location	Quantity	Last Service
Edge Protection	Roof		Not known
Eye Bolt Systems	N/A		
Fixed Ladders	N/A		
Horizontal Life Line	N/A		
Man Anchors	N/A		
Other	N/A		
Vertical Life Line	N/A		
Windows Cleaning Cradle	N/A		

1.2 Property Information (Cont.)

Fire Protection Equipment	Type	Last Service / Check
Automatic Fire Doors	N/A	
Dry/Wet Rising Main	N/A	
Emergency Lighting	Non maintained	05/12/2024 Annual
Fire Alarm System	N/A	
Fire Doors	30&60minute fire rating	Not Known
Fire Extinguishers	N/A	
Fire Hose Reel Pump Room	N/A	
Fire Hose Reels	N/A	
Fire Shutters	N/A	
Heat Detectors	N/A	
Intumescent Strips/Smoke Seals	30&60minute intumescent strips and smoke seals	Not Known
Smoke Dampers	N/A	
Smoke Detectors	L5, linked to AOV systems	05/12/2024 Service
Smoke Ventilation System	Automatic with manual override, linked to SD units	05/12/2024 Service
Sprinkler Room	N/A	
Fire Blankets	N/A	
External Fire Escapes	N/A	
Evacuation Alert System	N/A	
Car Park Smoke / Heat & Exhaust Ventilation system	N/A	
Sprinkler System	N/A	

Fire Loss Experience & The Cause Where Known

Arson	No information provided, none observed on site
Electrical Faults	
Smoking	
Portable heaters, etc.	
Cooking	
Lightning	
Hot works	
Housekeeping	
Other significant ignition sources or process hazards	

Additional Information

Property description

Feltham Court 19-23 Hanworth Road offers two separate low rise buildings (Block A - No.21 Magistrates Court & Block B - No.23 Novus Court) housing 27 flats. No.1 Cromwell Road is a private house that shares the rear communal parking area.

The Magistrates Court block offers a converted property with flats on the ground to second floor and water tank on the lower ground floor.

The Novus Court block offers a purpose built property with flats on the ground to second floor and roof top terrace to the third floor.

Additional Information

Each of the buildings offers three occupied floors from the ground to second floor with an approximate height of 6m, calculated at 3m per floor (as per Building Regulations Approved document A – Structure), measured from the ground floor to the floor level of the upper most occupied floor. This measurement is an approximation and not a defined height of the building, for a more accurate height, its recommended that the buildings height is professionally measured. The requirement to determine the buildings height is detailed within the Building Safety Act 2022.

Built / converted circa 2022, the blocks offer a primary construction of brick walls, wooden floors and wooden stairwell (Magistrates Court), Metal stairwell and wooden floors (Novus block) with secondary materials of skimmed plasterboard on metal stud work ceilings and walls on the internal wall linings of the access and escape routes.

The external of the property offers a pitched tile roof (Magistrates Court), flat roof (Novus Block) and an exposed brick facade.

Magistrates Court:

The main communal entrance opens into a hallway housing the mail box areas and access through to the ground floor circulation corridor housing the lift access / egress point, the entry doors to the ground floor flats (1-7), electrical intake cupboard, service riser cupboards, access to the basement tank room access lobby and stairwell (secured) and access to the stairs that rise to provide access to the tenant's demise main entry doors on the first floor (Flats 8-10, 11-15, 16&17), service riser cupboards and lift access & egress points. Internally, some of the flats will offer their own private stairwells that give rise to a second floor.

Novus Block:

The main communal entrance opens into a landing housing the lift access / egress points, stairwell that gives rise to the first and second floors and access through to the ground floor lobbies housing the entry doors to the ground floor flats (1-3) and service riser cupboards.

Stairwell landings offer the lift access / egress point and further access through to the lobbies housing the entry doors to the first and second floor flats (4-6 & 7-9) and service riser cupboards. The stairwell continues to rise providing access onto a third floor roof terrace.

External Wall, Balconies and attachments

The external envelope of the building was visually inspected only from ground level. This does not constitute an invasive or technical appraisal of the external wall system / envelope of the building. It should not therefore be relied upon to indicate the overall fire resistance of the envelope or any attachments to it.

Based on the non-intrusive observations made by the advisor, the external of the block appear to be non-combustible with no obvious external fire spread issues identified e.g. combustible attachments therefore risk of external fire spread is deemed low. A Fire Risk Appraisal of External Walls (FRAEW) is therefore not considered necessary at this time.

Should any information in regards the external walls and their subsequent installation and material within come to light, a further assessment may be required and thus your attention is drawn to PAS 9980:2022, Fire risk appraisal of external wall construction and cladding of existing blocks of flats – Code of practice.

Occupancy Characteristics:

The property is primarily occupied by those who sleep within the property and who have use 24 hours per day, 7 days per week. The residents will be familiar with its layout and relevant access / escape routes.

Visitors – These can be overnight guests of the residents and are unlikely to be familiar with the access / escape routes however they would be expected to be in attendance with those who do.

Additional Information

Contractors – Regular contractors will be familiar with the access / escape routes and evacuation procedures of both plant room areas and communal areas. Those who are not familiar with the property are expected to liaise with the building/property manager to undertake an induction before commencing any works.

Staff – The site is not staffed however is visited by the managing agents who are familiar with the access / escape routes and evacuation procedures.

There may be additional person/s or groups at high risk of fire within the building. No information was available at the time of the visit to determine the demographics of the residents; however, it should be considered that there may be persons within the building with mobility impairments, hearing impairments etc affecting their ability to evacuate the premises or provide alarm in the event of fire.

Fire safety arrangements**Passive Fire Protection:**

The property was converted c.2022 using modern day fire construction methods and materials and as such, should offer suitable compartmentation / fire separation between the residential dwellings and the circulation routes / means of escape using fire.

No fire strategy document or building fire drawings were made available before or during the assessment with all assumptions on building compartmentation / fire separation taken on the basis of the visual inspection

Fire doors are installed on stairwell landings / circulation routes and service riser cupboards.

Fire doors across the blocks appear to offer a combination of nominal 30 & 60 minute 30minute fire rating incorporating intumescent strips and smoke seals, x3 grade 13 fire rated hinges, overhead self-closing devices, fire rated safety glass with intumescent beading, signed fire doors keep shut / locked with inspection tags installed.

No evidence of fire door inspections were provided prior to the assessment.

This risk assessment was undertaken on the common areas only; the tenants' demises were not assessed during this assessment and do not fall within the scope of this report. Each tenant's demise should be fitted with a fire-resistant entry door. In conducting a visual survey of the tenants doors from the communal / circulation routes, the tenant's doors appear to be original from build, uniform in design, in good condition and fit within their frames.

Providing the integrity of the entrance door to each flat is maintained and not compromised in any way, and has a self-closing device attached, any fire and impacts from smoke and heat that originates from within would reasonably be expected to be contained.

It is the responsibility of the landlord / owner of each unit to ensure that the main entry fire doors to each demise are fully functional and meet the required standard of fire / smoke protection.

Fire stopping – Fire stopping materials are installed within electrical intake cupboards, ceiling voids and service riser cupboards and consist of mechanical fitted fire batt with an ablative coating and intumescent seal around vertical pipe penetration.

The purpose of passive fire protection is to slow or prevent the spread of fire within the building using fire rated materials. Passive fire protection systems work by using fire resistant doors, walls, and floors to contain fire, heat, and smoke, with the aim of limiting fire spread to a single compartment within the building.

Active Fire Protection:

Active detection systems incorporating smoke detection are installed within circulation lobbies, stairwell landings, vertical riser cupboards and basement tank room (Magistrates Court) and are linked silently to smoke ventilation systems.

Additional Information

It should be noted that the assessor did not activate the detection systems on site to ascertain their extent and functionality. The information below is based solely on the visual observations made by the assessor at the time.

A detection and warning system designed and installed in accordance with BS 5839-6 should be provided in all residential dwellings to warn occupants of fire within, providing them with time to evacuate their individual dwellings and the property itself and to call the fire and rescue service.

Arrangements for fire and rescue service

The fire and rescue services can access the front aspect of the property via the local authority access roadway and rear of the blocks via the rear parking courtyard with suitable hardstanding areas available for fire fighting appliances.

Escape routes and travel distances:**Magistrates Court:**

Residential tenants escape into circulation corridors leading to a single means of escape stairwell that enters into the ground floor corridor leading to four final exit doors.

Novus Block:

Residential tenants escape into fire lobbies before entering onto stairwell landings leading down to ground floor and out to the rear courtyard.

Travel distances are within the expected parameters with the means of escape free from obstructions or stored items and are considered simple and straightforward with suitable escape route signage displayed.

Measures to aid evacuation:

Non-maintained emergency lighting are installed throughout to assist in the event of an evacuation.

Smoke ventilation riser shaft is installed to Magistrates court and a smoke ventilation skylight is installed to Novus block.

Management controls

Fire policy / strategy or a Fire safety management plan is not considered a requirement for this low rise low risk residential block.

Areas of observation – health and safety**Asbestos**

Building is of recent construction however no records of asbestos surveys (removal & demolition survey) for the Magistrates block have been provided (Refer to Non-compliance code 4.2.16).

Chemicals and hazardous substances:

There were no substances hazardous to health observed in the areas inspected

Electricity:

Electrical installations and/or appliances observed in area inspected including: lighting / power; electrical intake; distribution board(s); tenant meter(s); LV switch room(s).

Evidence of fixed electrical wire testing have been provided.

Falls and falling objects – External elevations, building fabric, roof areas and stairwell / handrails have been assessed.

First aid and accident reporting – Property managers contact information were not detailed within each communal entrance. Property managers are responsible for accident escalation and investigation once reported.

Additional Information

Legionella:

A Cold water tank is located within the basement level of Magistrates Court. Evidence of a legionella risk assessment, has been provided.

Lifts and lifting equipment:

A single passenger lift within each block offers access from the ground to first / second floors. No records of lift servicing or statutory inspections were made available.

Plant and work equipment:

No plant / equipment observed in the areas inspected

Slips and trips:

Floor surfaces, weather mats, changes in floor level, access / egress routes, traffic routes were assessed for condition.

Traffic management:

Traffic movements take place in areas inspected. Incorporating Cars; Delivery Vans; Motorcycles; Tenants domestic vehicles. Traffic areas were assessed for condition, signage, road markings and pedestrian access.

Winter weather:

Slip and trip accidents increase during the Autumn and Winter season for several reasons: leaves fall onto paths and roads and become wet and slippery and cold weather spells cause ice and snow to build up. Ensure a grounds maintenance programme is introduced. Gritting should be carried out when frost, ice or snow is forecast or when walkways/stairwells are likely to be damp or wet and the floor temperatures are at, or below freezing.

Windows and glazing – Windows are installed on the communal stairwells and main entrance lobbies. Each were assessed for condition, locking mechanisms, ease of access, safety glass / film and manifestations.

Documentation

All information in regards to the site equipment's service records, inspection sheets etc. were requested as part of the original email correspondence when confirming the works. All documents loaded into the client's online portal were also reviewed prior to the completion of the report.

Any gaps in information are due to the paperwork not being available at the time of the request.

Accurate and up-to-date records of all inspections, servicing, and maintenance must be maintained and readily available for review by enforcing authorities. This not only demonstrates compliance but also supports a proactive approach to risk management, ensuring the continued safety of all building occupants. Failure to maintain fire safety systems and proper record keeping can potentially lead to enforcement action, increased liability, and heightened risk to life safety.

Future assessments:

A risk assessment re-inspection programme of two years has been applied until the hazards and non-compliances identified within this property have been actioned with suitable records kept and continuously maintained.

1.3 Fire Policy & Risk Rating

Fire Emergency Policy For Feltham Court

In the event of a Fire Emergency the policy for occupants of this property is to 'Stay Put'

Fire Policy Reasoning	Fire Policy Limitations
<p>In the event of a Fire Emergency the policy for occupants of this property is to 'Stay Put'. The property appears to be constructed to the Building Regulations extant at the time, using fire rated materials for fire doors, floors, walls and ceilings that will inhibit the spread of fire, heat and smoke between compartments.</p> <p>Whilst there is a smoke detection system installed, this is linked silently to the smoke ventilation skylight allowing for any smoke and heat to be safely dispersed away from the means of escape allowing those who need to escape to safely do so and allowing for safe entry from the fire and rescue services.</p> <p>Those tenants who are directly affected by smoke or fire or feel unsafe should evacuate their premises and immediately inform the fire services.</p>	<p>The 'Stay Put Policy' is based upon the likelihood that the building meets Building Regulations on the basis of its age and construction, and that there will be no hidden fire separation breaches in compartmentation within the communal and non-communal areas. Should there be any future fire separation breaches in compartmentation anywhere in the property, a change in the 'Stay Put' policy to 'Evacuate' may be required.</p> <p>To ensure the 'Stay Put' policy remains suitable, it is strongly advised that robust communication and cooperation controls are established between all persons in control of any part of the property, and that a Fire Safety Plan be produced and regular Fire Risk Assessments are carried out, ensuring that any actions are completed as required.</p>

Fire Risk Rating

Low

Fire Risk Rating Reasoning

In order to determine the overall fire risk rating for this property a number of factors were considered, including but not limited to; The age and height of the building and whether it is purpose-built or converted, the likelihood of a fire occurring and its likely severity, the number of hazards and non-compliances identified, the level of housekeeping, the presence of a fire detection system, the presence of external wall systems, any known history of fire, and whether there are high risk commercial premises below or adjacent to the building.

2.0 Report Summary

On 30/09/2025 4site Consulting Limited on behalf of MCR Homes carried out a Health, Safety & Fire Risk Assessment and have detailed any risks and legal non compliances in Section 3.0 of this report. Recommendations to reduce, remove and resolve any risks and legal non compliances are included.

Assessment Results

Compliance Issue	Legal Compliance		Hazards		
	Non-Compliant	Compliant	1	2	3
Health & Safety	11	6	0	7	4
Fire Risk	3	1	0	6	2

2.1 Compliance Categories

Compliance Categories	Action Required
Non-Compliances	Non-compliances require immediate action.
Compliances	Items which are currently in compliance with legislative requirements, requiring no action at this time.

2.2 Hazard Categories

Hazard Categories	Action Required
Priority One	Immediate action required to reduce imminent risk to health, safety and welfare of employees and/or others or action required to ensure compliance with statutory requirements
Priority Two	Action required within 1 to 3 Months to reduce serious risks which do not present imminent danger
Priority Three	Action required within 3 to 6 Months minimising risks to the health, safety and welfare of employees and/or others.

3.0 Action Plan

The action plan is designed to enable you to prioritise allocation of time and resources when scheduling the remedial actions required. It also highlights areas where legal compliance has been achieved.

The plan is divided into eight sections:

3.1 Legal Non-Compliances

3.2 Legal Compliances Achieved

3.3 Hazard Assessment & Observation Process

3.4 Priority 1 – Health, Safety & Fire Risks / Hazards

3.5 Priority 2 – Health, Safety & Fire Risks / Hazards

3.6 Priority 3 – Health, Safety & Fire Risks / Hazards

3.7 Condensed Summary of Non-Compliances

3.8 Condensed Summary of Hazards

To use the action plan effectively, a competent person should be nominated who will maintain overall responsibility for implementation of each action. The responsible person must date and sign against each action upon completion.

An independent review of this risk assessment should be undertaken regularly (normally annually) to keep it up to date.

Regular reviews will ensure that:

- The details of the assessment remain valid.
- Any material change to the property is accounted for.
- The property remains compliant

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.10
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Safety Communication for Contractors.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health & Safety at Work Act 1974.
Management of Health & Safety at Work Regulations 1999.
Construction (Design & Management) Regulations 2015.

Assessment Observations

No information or records in regards safety communication for contractors has been made available prior to or at the time of the inspection.

Action Required/Recommendations

Ensure records are made available to confirm that the managing agent does have in place a policy and procedure which has been reviewed, to ensure that site safety rules and requirements along with relevant risk assessments for Health & Safety, Fire, Asbestos and Legionella are issued to contractors prior to any work being carried out.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.11
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Contractor Vetting	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health & Safety at Work Act 1974.
Management of Health & Safety at Work Regulations 1999.
Construction (Design & Management) Regulations 2015.

Assessment Observations

No information or records in regards contractor vetting have been made available prior to or at the time of the inspection.

Action Required/Recommendations

Ensure that records are made available to confirm that all contractors employed to work on site have been vetted for Health & Safety competency, such as seeing Risk Assessments and Method Statements for any work to be carried out, Third Party Accreditation, Third Party Liability Insurance etc.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.16
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Asbestos Register	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health and Safety at Work Act 1974.
Management of Health & Safety at Work Regulations 1999.
Control of Asbestos Regulations 2012 R3

Assessment Observations

No records in regards asbestos surveys have been made available prior to or at the time of the inspection.

Action Required/Recommendations

Obtain written confirmation from the property developer/contractor confirming that the property redevelopments construction materials do not contain asbestos (Block A)

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.22
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Management of Working at Height equipment - Edge protection guard rails on roof	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health and Safety at Work Act 1974. Management of Health & Safety at Work Regulations 1999.
Workplace (Health, Safety & Welfare) Regulations 1992.
The Work at Height Regulations 2005.

Assessment Observations

No information or records in regards the management of working at height equipment have been made available prior to or at the time of the inspection.

Action Required/Recommendations

Employ a competent person to carry out inspections of the Working at Height equipment and maintain records.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.38
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Smoke Ventilation System. Management of testing & servicing.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005.
BS 7346 Pt 8.

Assessment Observations

Smoke Ventilation System is not tested monthly and serviced 6 monthly as required.

Action Required/Recommendations

Employ a competent person to undertake 6 monthly servicing and monthly testing of the smoke ventilation systems. Main suitable records.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.40
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Lifting Equipment; Management of maintenance & inspection.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Lifting Operations & Lifting Equipment Regulations 1998. Health & Safety at Work Act 1974

Assessment Observations

No information or records regarding routine servicing and maintenance of lifts have been made available prior to or at the time of the inspection.

Action Required/Recommendations

Ensure that the records of routine servicing and maintenance of lifts are made available.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.40a
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Lifting Equipment; LOLER Statutory inspection of lifting equipment.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Lifting Operations & Lifting Equipment Regulations 1998. Health & Safety at Work Act 1974

Assessment Observations

No information or records relating to the LOLER 6 monthly statutory engineering inspection of lifting equipment for lifting persons has been made available for review prior to or at the time of the assessment.

Action Required/Recommendations

Ensure all LOLER statutory engineering inspection of lifts records are made available.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.48b
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Photovoltaic Solar Panels annual cleaning and maintenance.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

BS EN 61730-2. BS EN 62446-2.
The Regulatory Reform (Fire Safety) Order 2005.
The Health & Safety at Work Regulations 1974.

Assessment Observations

The Photovoltaic Solar Panels are not cleaned and inspected on an annual basis.

Action Required/Recommendations

Ensure that records of the annual cleaning and inspection of the Photovoltaic Solar Panels are made available.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.52
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Emergency Lighting; Management of maintenance & inspection.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. The Fire (Scotland) Act 2005, Workplace (Health, Safety & Welfare) Regulations 1992. Health & Safety (Safety Signs & Signals) Regulations 1996. BS5266-1:2016

Assessment Observations

Annual discharge tests are carried out as required, however there were no records observed relating to monthly functional testing of the emergency lighting present.

Action Required/Recommendations

Ensure that a monthly functional (flick) test or visual inspection of emergency lighting is carried out in addition to the routine discharge tests in accordance with BS 5266-8.

Maintain up to date records of all tests carried out

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.63
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Accident book/Accident Reporting Procedure including RIDDOR.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health & Safety at Work Act 1974. The Management of Health & Safety at Work Regulations 1999. RIDDOR, The Reporting of Injuries, Diseases & Dangerous Occurrences Regulations 2013.

Assessment Observations

No information or records in regards Accident book / accident reporting have been made available prior to or at the time of the inspection

Action Required/Recommendations

Ensure records of an accident book/accident reporting procedure which has been reviewed is made available.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.70
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Car park powered security gate	No picture required
Management of maintenance & inspection.	

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health and Safety at Work Act 1974. Provision and Use of Workplace Equipment Regulations 1998. Workplace (Health, Safety & Welfare) Regulations 1992.

Assessment Observations

No information or records in regards the maintenance and inspection of the car park powered security gate have been made available prior to or at the time of the inspection

Action Required/Recommendations

Ensure that relevant testing records for the car park powered security gate are held on site and available for inspection.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.73
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Engagement and communication in regards fire safety matters (Fire safety measures in own flat and communal areas, Maintaining flat entry doors, importance of security, storage of dangerous substances in flat and balconies, charging of rechargeable equipment, action in the event of fire, means of escape from the flats, fire strategy for the premises, housekeeping in common parts, alterations to fire compartmentation within flats, testing of smoke alarms, avoidance of block fire fighting equipment, defect reporting.	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005.
Building Safety Act 2022, Section 156
BS9792:2025

Assessment Observations

No information or records in regards an engagement and communication policy have been made available prior to or at the time of the inspection.

Action Required/Recommendations

The property manager/responsible person must make available for inspection records to confirm that they have in place an engagement and communication policy which has been reviewed, whereby the responsible person or duty holder are written to in regards fire safety matters within non-communal areas.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.74
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Communal fire door inspections	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

The Regulatory Reform (Fire Safety) Order 2005. BS476-22:1987. BS EN 1634-1:2014. BS8214:2014.

Assessment Observations

No information or records in regards communal fire door inspections have been made available prior to or at the time of the inspection

Action Required/Recommendations

Ensure that records of regular inspections of the communal fire doors by a competent person are made available.

Action Carried Out By:

Date:

Action Taken:

3.1 Action Plan- Health & Safety - Legal Non Compliance

3.1 Legal Non Compliances - Immediate Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Ref No	4.2.76
		Assessor	Gary Hendry
		Date	30/09/2025
		Responsible Person/Body	Feltham Court Management Ltd

Requirement	Example
Property Inspections	No picture required

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health & Safety at Work Act 1974. Management of Health & Safety at Work Regulations 1999. Regulatory Reform (Fire Safety) Order 2005. Workplace (Health, Safety & Welfare) Regs 1992.

Assessment Observations

No information in regards property inspections have been made available prior to or at the time of the assessment.

Action Required/Recommendations

Ensure that records are made available to confirm that the property manager has in place a policy and procedure which has been reviewed, whereby property inspections are carried out on a regular basis, and representative examples of relevant documentation for a sample of managed properties have been seen.

Action Carried Out By:

Date:

Action Taken:

3.2 Action Plan – Health, Safety & Fire – Legal Compliance Achieved

3.2 Legal Compliance Achieved – No Action Required			
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Type	Legal Compliances
		Date	
		Assessor	
		Responsible Person/Body	
			Feltham Court Management Ltd
Ref No.	Requirement	Legislation	Observation
4.2.13	Health & Safety Risk Management	The Health & Safety at Work Act 1974 S2&3 Management of Health & Safety at Work Regulations 1999 R3	A Health & Safety Risk Assessment has been carried out at this property and a number of hazards and legal non-compliances were identified, which the Responsible Person has a duty to manage and attend to as per the Action Plan in Sections 3.1 and 3.5 of the report. Risk assessments are required to be periodically reviewed.
4.2.23	Fire Risk Assessment	Regulatory Reform (Fire Safety) Order 2005. Management of Health and Safety at Work Regulations 1999, Regulation 3.	A Fire Risk Assessment has been carried out at this property and a number of hazards and legal non-compliances were identified, which the Responsible Person has a duty to manage and attend to as per Sections 3.1 and 3.5 of the report. Risk assessments are required to be periodically reviewed.
4.2.41	Lift Car Emergency Communication/ Gain Assistance Procedure	Management of Health & Safety at Work Regulations 1998. The Lifting Operations and Lifting Equipment Regulations 1998. Provision and Use of Work Equipment Regulations 1998. BS 7255.	Lift Car emergency passenger communication/gain assistance procedure in place and prominently displayed in the lift.
4.2.48	Fixed Electrical Installation Inspections	Electricity at Work Regulations 1989. R4 IEE Regulations 18th Edition. The Institute of Electrical Engineers, Guidance Note 3 Inspection & Testing.	Current, fixed electrical installation test certificates and records of remedial work are available.
4.2.49	Electrical Equipment Testing (EET).	The Health & Safety at Work Act 1974, Electricity at Work Regulations 1989, The provision and Use of Work Equipment Regulations 1998, The Management of Health & Safety at Work Regulations 1999. IET Code of Practice 5th Edition.	Electrical equipment has been tested, labelled and a register retained. Last inspection undertaken by BES group 09/2025
4.2.57	Waste Management	Management of Health & Safety at Work Regulations 1999. Workplace (Health, Safety & Welfare Regulations 1992. Environmental Protection (Duty of Care) Regulations 1991. Environmental Protection Act 1990.	There are suitable Waste Management systems in place.
4.2.61	Control of Legionellosis Risk Assessment	Legionnaires Disease The Control of legionella bacteria in water systems, ACOP L8. Control of Substances Hazardous to Health Regulations 2002. BS8580-1:2019.	A Legionella Risk Assessment has been carried out and there is a suitable Water Hygiene Management System in place.

3.3 Hazard Assessment & Observation Process

The objective of risk assessing systematically and numerically is to evaluate the potential of a risk causing harm.

Hazard	Is something which potentially can cause harm.
Risk	Is the <u>likelihood</u> of injury arising from the hazard.
Risk Rating	Is the <u>severity</u> of the harm the hazard can cause multiplied by the likelihood that the hazard will be realised.

The formula therefore is ***Risk Rating = Severity x Likelihood.***

(The likelihood may also be referred to as the frequency, i.e. how often are people exposed to the potential hazard)

Each assessment produces a numerical overall risk rating which can then be applied to categorising risks into order of priority for required action.

Severity	
4	Single or multiple death
3	Major injury (as defined by RIDDOR)
2	Minor injury (more than 7 days off work)
1	Trivial injury (less than 7 days off work)
0	Advisory

Likelihood / Frequency	
3	Certain harm will occur / high or frequent exposure
2	Near certain harm will occur / medium or regular exposure
1	Harm seldom occur / low or irregular exposure
0	Advisory

Risk Rating		
9-12	1	Immediate
4-8	2	2 to 3 Months
1-3	3	3 to 6 Months
0	0	Advisory

3.3 Hazard Assessment & Observation Process (Cont.)

Please note the following:

Presently there are no Priority 1 Hazards

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	E03	H&S
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

Electrical intake cupboards

Hazard Description

No electrical safety matting installed beneath electrical equipment.

Potential for electric shock.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	1	4	2

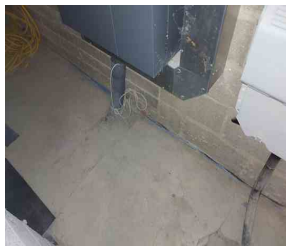
Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Workplace (Health, Safety & Welfare) Regulations 1992. Electricity at Work Regulations 1989. HSE INDG354 "Safety in Electrical Testing at Work". NFPA70.250.174.

Action Required and Further Control Measure

Relevant guidance/best practice recommends that a form of insulation/protection against electric shock is provided below electrical equipment, so ensure that any electrical contractor who carries out work on the system provides their own suitable matting.

Action Carried Out By:**Action Taken:****Date:**

Hazard Pictures	
	

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	EL01	H&S
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

Block 1, Basement tank room and access stairwell.

Hazard Description

No emergency lighting with insufficient borrowed lighting available.

Potential to cause serious injury and to hinder an evacuation from the building in the event of an emergency situation or failure of the main electrical power supply.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	1	4	2


Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. The Management of Health & Safety at Work Regulations 1999. BS5266-1:2016

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to install emergency lighting.

Action Carried Out By:**Action Taken:****Date:**

Hazard Pictures	
	

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	EL03	H&S
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

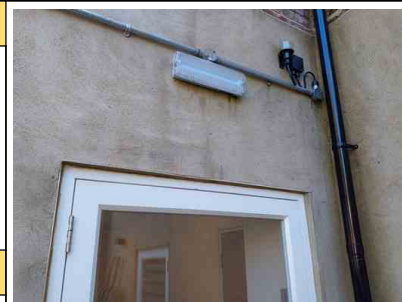
Hazard Location

Rear exit doors, block 1

Hazard Description

Emergency light inoperative i.e. LED not armed.

Potential to cause serious injury and to hinder an evacuation from the building in the event of an emergency situation or failure of the main electrical power supply.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	1	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

The Regulatory Reform (Fire Safety) Order 2005. Management of Health & Safety at Work Regulations 1999. BS 5266-1:2016

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to repair / replace the emergency light unit.

Ensure that the emergency lighting system is included on the building's maintenance schedule.

Action Carried Out By:**Action Taken:****Date:**

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	EVC01	H&S
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

1st floor stairwell landing, block 1

Hazard Description

No EVC system at refuge points.

Potential to delay/hinder the safe evacuation of disabled persons in the event of an emergency.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	2	8	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

The Regulatory Reform (Fire Safety) Order 2005.
The Equality Act 2010.
BS 5839-9:2011.

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to install a suitable EVC system at all refuge points.

Ensure that the EVC system is tested and maintained on a regular basis according to the manufacturer's instructions.

Action Carried Out By:**Action Taken:****Date:**

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	FBS02	Fire
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

Circulation corridor ceilings, block 1

Hazard Description

The ceiling inspection hatches installed are unlikely to offer the minimum ½ hour standard of fire resistance.

Potential for smoke, heat & fire to spread throughout the property.



People at Risk

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	1	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. Management of Health & Safety at Work Regulations 1999.

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to carry out a survey of this partitioning & to carry out the required remedial works to upgrade or replace the hatches so that they provide a minimum ½ hour standard of fire resistance.

Maintain partitions in good repair.

Action Carried Out By:

Action Taken:

Date:

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	FBS03g	Fire
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

Block 2, 1st, 2nd floor vertical riser cupboard

Hazard Description

Fire door frame has not been suitably fire stopped to the structural opening.

Potential for fire, heat and smoke to spread through the property.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	2	4	2

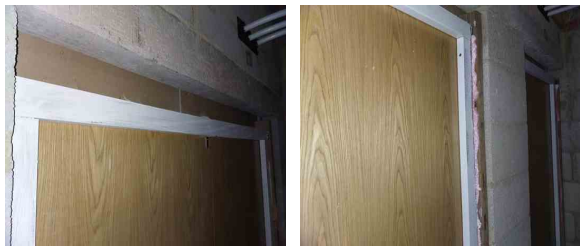
Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

The Regulatory Reform (Fire Safety) Order 2005. BS EN 1634-1:2014+A1:2018.

Action Required and Further Control Measure

Employ a qualified and competent third party accredited contractor to install suitable fire stopping around the door frame. Fire stopping works should be subject to regular inspections (no longer than annual) to monitor condition with suitable records maintained.

Action Carried Out By:**Action Taken:****Date:**

Hazard Pictures	
	

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	FD16	Fire
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

Residential tenants demise main entry doors

Hazard Description

Residential tenants demise main entry doors not seen / inspected. Unable to determine if the entry door to the tenants demise meets the minimum half hour standard of fire resistance.

Potential for fire, heat and smoke to spread into the communal area and compromise the escape route.

People at Risk

Employees/Contractors/Visitors/Public/Tenants

**Hazard Evaluation**

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	2	8	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. Management of Health & Safety at Work Regulations 1999. BS EN1634-1:2014+A1:2018
Fire Safety Act 2021
PAS 79-1:2020/PAS 79-2:2020

Action Required and Further Control Measure

Front doors to flats should be rated to a minimum of half hour fire resistance. As responsibility for this issue usually rests with each individual tenant, the managing agent should write to all tenants / leaseholders at the property and advise them of the need to ensure their front door is rated to a minimum of half hour fire resistance. Fire authorities are increasingly enforcing compliance on this matter due to the importance of maintaining a safe means of escape. A fully compliant half hour rated fire door is of suitable construction and has a self-closing mechanism installed, with cold smoke seals/intumescent strips around the door/frame. Self-closing mechanisms should be installed as a minimum requirement in the short term.

Action Carried Out By:	Action Taken:
Date:	

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	FEX08	Fire
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

Block 1, Tank room ground floor access landing

Hazard Description

Obsolete fire extinguishers incorrectly stored.

Potential for confusion that could lead to this equipment being mistaken for suitably serviced units.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	1	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. Management of Health & Safety at Work Regulations 1999. Workplace (Health, Safety & Welfare) Regulations 1992. B.S. 5306 -8:2017. BS 5499.

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to remove the extinguishers if they are no longer serviceable. If any such extinguishers are to be stored on site they are to be separated from serviceable units and clearly identified as not suitable for use and awaiting servicing/collection.

Action Carried Out By:**Action Taken:****Date:**

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	FMES01	Fire
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

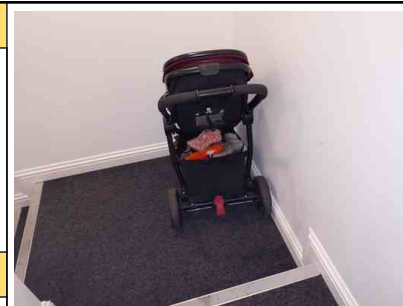
Hazard Location

Block 1, Circulation lobby of flats 8-10

Hazard Description

Fire exit/escape route partially blocked by stored items.

Potential to hinder evacuation of the building in the event of an emergency.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
4	1	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. Management of Health & Safety at Work Regulations 1999.

Action Required and Further Control Measure

Remove all stored items from fire exit/escape route.

Inform all tenants in writing that it is a legal requirement to keep all fire exits and escape routes free from obstructions at all times.

Include fire exits and escape routes in regular property inspections.

Action Carried Out By:**Action Taken:****Date:**

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	FSD06	Fire
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

Block 1-9, 2nd floor vertical riser cupboard

Hazard Description

The smoke detector installed is poorly positioned away from recessed ceiling area. Potential for delay in raising the alarm as smoke would need to completely fill the recessed area of ceiling before the detector was activated and alarm was raised.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	2	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. BS5839-1:2025.

Action Required and Further Control Measure

Employ a competent fire alarm engineer to re-locate the smoke detector in recessed ceiling area to ensure that it will operate correctly.

Ensure smoke detectors are tested and maintained as per the manufacturer's instructions.

Action Carried Out By:**Action Taken:****Date:**

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	G03	H&S
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

Rear exit doors Block 1

Hazard Description

No form of manifestation on glazing.

Potential for persons to walk into glazing and sustain cuts/puncture injury.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	2	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health and Safety at Work Act 1974. Management of Health & Safety at Work Regulations 1999. Workplace (Health, Safety & Welfare) Regulations 1992. Building Regulations Document M.

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to apply manifestations at the two required levels of 850-1000 mm & 1400-1600 mm above floor level.

Ensure manifestations are inspected as part of the building's maintenance schedule.

Action Carried Out By:**Action Taken:****Date:**

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	G03 (1)	H&S
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

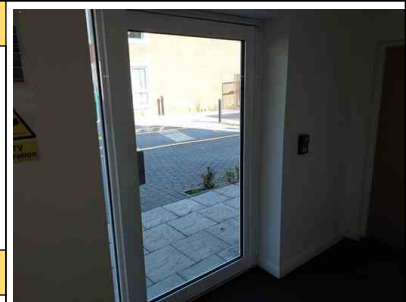
Hazard Location

Block 2, main entrance door

Hazard Description

No form of manifestation on glazing.

Potential for persons to walk into glazing and sustain cuts/puncture injury.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	2	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health and Safety at Work Act 1974. Management of Health & Safety at Work Regulations 1999. Workplace (Health, Safety & Welfare) Regulations 1992. Building Regulations Document M.

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to apply manifestations at the two required levels of 850-1000 mm & 1400-1600 mm above floor level.

Ensure manifestations are inspected as part of the building's maintenance schedule.

Action Carried Out By:**Action Taken:****Date:**

3.5 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Two

3.5 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	Legion01	H&S
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

General

Hazard Description

The legionella risk assessment undertaken by C&S Water Treatment Ltd 12th June 2024 highlighted a number of issues which require remedial actions with no evidence of completion provided.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	2	4	2

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

The Health & Safety at Work Act 1974
The Control of Substances Hazardous to Health Regulations 2002. Approved Code of Practice and guidance
The Control of Legionella Bacteria in Water Systems L8 Approved Code of Practice and guidance on regulations
The Water Supply (Water Fittings) Regulations 1999.

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to undertake the remedial works as highlighted within the legionella risk assessment. Monitor the condition of the water systems and ensure all works and inspections undertaken are formally recorded.

Action Carried Out By:**Action Taken:****Date:**

3.6 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Three

3.6 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	E02	H&S
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

Block 1-9, vertical service riser cupboards

Hazard Description

Electric intake cupboard doors.

No electrical hazard information/voltage signage displayed on the electrical intake cupboard doors.

Potential electric shock.

People at Risk

Employees/Contractors/Visitors/Public/Tenants

**Hazard Evaluation**

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
1	1	1	3

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Workplace (Health, Safety & Welfare) Regulations 1992. Electricity at Work Regulations 1989. Health and Safety (Safety Signs and Signals) Regulations 1996. IEE Regulations 18th Edition

Action Required and Further Control Measure

Purchase electric hazard signs & if required, employ a qualified, competent and 3rd party accredited contractor to install them on the electrical intake cupboard doors, as required.

Ensure signage is included in the regular property inspections.

Action Carried Out By:**Action Taken:****Date:**

3.6 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Three

3.6 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	E05	H&S
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

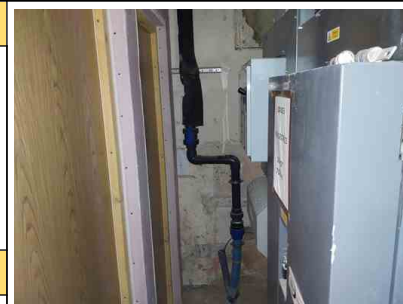
Hazard Location

Electrical intake cupboards

Hazard Description

No electric shock poster.

Potential to delay the treatment of medical aid.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	1	2	3

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Workplace (Health, Safety & Welfare) Regulations 1992. Electricity at Work Regulations 1989.
Health and Safety (Safety Signs and Signals) Regulations 1996.

Action Required and Further Control Measure

Purchase and install a current electric shock poster and if required complete the telephone numbers, addresses of the nearest doctor, ambulance & the location of first aiders.

Monitor the warning signage to ensure that they are clearly displayed, legible & when required, replaced as part of the building maintenance schedule.

Update if required in line with any legislative changes.

Action Carried Out By:**Action Taken:****Date:**

Hazard Pictures



3.6 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Three

3.6 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	FD07	Fire
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

1st floor lobby fire door, flats 8-10 16&17

Hazard Description

Inside of fire Doors not labelled "Fire Door Keep Closed". Incorrect fire door keep locked signage has been installed.

Potential for fire door to be left open and for fire & smoke to spread through the property.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
1	1	1	3

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Regulatory Reform (Fire Safety) Order 2005. Management of Health & Safety at Work Regulations 1999. BS 5499 - Health & Safety (Safety Signs & Signals) Regulations 1996.

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to install signage stating "Fire Door Keep Closed" on all relevant fire doors.

Monitor the signage to ensure that it is clearly displayed & legible. When required, replace as part of the building maintenance schedule.

Action Carried Out By:**Action Taken:****Date:**

3.6 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Three

3.6 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	FD12	Fire
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

Rear exit doors block 1-17

Hazard Description

External side of final fire exit door does not display "Fire Exit Keep Clear" signage.

Potential to hinder evacuation of building in the event of an emergency.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
1	1	1	3

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks


Regulatory Reform (Fire Safety) Order 2005. Management of Health & Safety at Work Regulations 1999. BS 5499 Health & Safety (Safety Signs & Signals) Regulations 1996.

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to install signage stating "Fire Exit Keep Clear" on the external side of all final fire exit doors.

Ensure signage remains legible & unobstructed.

Action Carried Out By:**Action Taken:****Date:**

Hazard Pictures	
	

3.6 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Three

3.6 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	PE01	H&S
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

Basement tank room

Hazard Description

Low-level building structure.

Potential for head injury.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	1	2	3

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks


Health and Safety at Work Act 1974. Management of Health & Safety at Work Regulations 1999.
Health & Safety (Safety Signs & Signals) Regs 1996.

Action Required and Further Control Measure

Employ a qualified, competent and 3rd party accredited contractor to highlight any low level building structure with high visibility tape or paint, and install suitable warning signage.

Ensure that the tape, paint and signage are inspected on a regular basis.

Action Carried Out By:**Action Taken:****Date:**

Hazard Pictures	
	

3.6 Action Plan - Health, Safety & Fire Risk/Hazards - Priority Three

3.6 Action Plan - Health, Safety & Fire Risk/Hazards Risk/Hazard				
Site Address	Feltham Court 19-23 Hanworth Road Feltham TW13 5AF	Risk No/Type	PE11a	H&S
		Assessor	Gary Hendry	
		Date	30/09/2025	
		Responsible Person	Feltham Court Management Ltd	

Hazard Location

Ground floor plant room access door

Hazard Description

No prohibition sign displayed on plant room door.

Potential for unauthorised access to area with electrical/mechanical hazards present.

**People at Risk**

Employees/Contractors/Visitors/Public/Tenants

Hazard Evaluation

Severity:	Likelihood/Frequency:	Risk Rating:	Priority:
2	1	2	3

Useful Legislation and Guidance - The Regulatory Reform (Fire safety) Order 2005 takes precedence in fire related risks

Health and Safety at Work Act 1974. Management of Health & Safety at Work Regulations 1999. Health & Safety (Safety Signs & Signals) Regs 1996.

Action Required and Further Control Measure

Purchase and display prohibition sign on plant room door stating "No unauthorised access" or similar.

Action Carried Out By:**Action Taken:****Date:**

3.7 Condensed Summary of Non-Compliances

The table below contains abridged information from each of the Non-Compliances highlighted in section 3.1. This section is provided with the intent to be utilised as an onsite check sheet, to be extracted from this report where required and taken to the property as part of a routine visit.

Legal Non-Compliances – Action Required (Please tick end column to indicate completion of each action)			
Ref No.	Observations	Action Required	✓
4.2.10	No information or records in regards safety communication for contractors has been made available prior to or at the time of the inspection.	Ensure records are made available to confirm that the managing agent does have in place a policy and procedure which has been reviewed, to ensure that site safety rules and requirements along with relevant risk assessments for Health & Safety, Fire, Asbestos and Legionella are issued to contractors prior to any work being carried out.	
4.2.11	No information or records in regards contractor vetting have been made available prior to or at the time of the inspection.	Ensure that records are made available to confirm that all contractors employed to work on site have been vetted for Health & Safety competency, such as seeing Risk Assessments and Method Statements for any work to be carried out, Third Party Accreditation, Third Party Liability Insurance etc.	
4.2.16	No records in regards asbestos surveys have been made available prior to or at the time of the inspection.	Obtain written confirmation from the property developer/contractor confirming that the property redevelopments construction materials do not contain asbestos (Block A)	
4.2.22	No information or records in regards the management of working at height equipment have been made available prior to or at the time of the inspection.	Employ a competent person to carry out inspections of the Working at Height equipment and maintain records.	
4.2.38	Smoke Ventilation System is not tested monthly and serviced 6 monthly as required.	Employ a competent person to undertake 6 monthly servicing and monthly testing of the smoke ventilation systems. Main suitable records.	
4.2.40	No information or records regarding routine servicing and maintenance of lifts have been made available prior to or at the time of the inspection.	Ensure that the records of routine servicing and maintenance of lifts are made available.	
4.2.40a	No information or records relating to the LOLER 6 monthly statutory engineering inspection of lifting equipment for lifting persons has been made available for review prior to or at the time of the assessment.	Ensure all LOLER statutory engineering inspection of lifts records are made available.	
4.2.48b	The Photovoltaic Solar Panels are not cleaned and inspected on an annual basis.	Ensure that records of the annual cleaning and inspection of the Photovoltaic Solar Panels are made available.	
4.2.52	Annual discharge tests are carried out as required, however there were no records observed relating to monthly functional testing of the emergency lighting present.	Ensure that a monthly functional (flick) test or visual inspection of emergency lighting is carried out in addition to the routine discharge tests in accordance with BS 5266-8. Maintain up to date records of all tests carried out	

Legal Non-Compliances – Action Required			
(Please tick end column to indicate completion of each action)			
Ref No.	Observations	Action Required	✓
4.2.63	No information or records in regards Accident book / accident reporting have been made available prior to or at the time of the inspection	Ensure records of an accident book/accident reporting procedure which has been reviewed is made available.	
4.2.70	No information or records in regards the maintenance and inspection of the car park powered security gate have been made available prior to or at the time of the inspection	Ensure that relevant testing records for the car park powered security gate are held on site and available for inspection.	
4.2.73	No information or records in regards an engagement and communication policy have been made available prior to or at the time of the inspection.	The property manager/responsible person must make available for inspection records to confirm that they have in place an engagement and communication policy which has been reviewed, whereby the responsible person or duty holder are written to in regards fire safety matters within non-communal areas.	
4.2.74	No information or records in regards communal fire door inspections have been made available prior to or at the time of the inspection	Ensure that records of regular inspections of the communal fire doors by a competent person are made available.	
4.2.76	No information in regards property inspections have been made available prior to or at the time of the assessment.	Ensure that records are made available to confirm that the property manager has in place a policy and procedure which has been reviewed, whereby property inspections are carried out on a regular basis, and representative examples of relevant documentation for a sample of managed properties have been seen.	

3.8 Condensed Summary of Hazards

The table below contains abridged information from each of the Hazards highlighted in sections 3.4, 3.5 and 3.6. This section is provided with the intent to be utilised as an onsite check sheet, to be extracted from this report where required and taken to the property as part of a routine visit.

Hazard Summary				
(Please tick end column to indicate completion of each action, these can be found in section 3 of this report)				
Ref No.	Location	Hazard	Priority	a
E03	Electrical intake cupboards	No electrical safety matting installed beneath electrical equipment. Potential for electric shock.	2	
EL01	Block 1, Basement tank room and access stairwell.	No emergency lighting with insufficient borrowed lighting available. Potential to cause serious injury and to hinder an evacuation from the building in the event of an emergency situation or failure of the main electrical power supply.	2	
EL03	Rear exit doors, block 1	Emergency light inoperative i.e. LED not armed. Potential to cause serious injury and to hinder an evacuation from the building in the event of an emergency situation or failure of the main electrical power supply.	2	
EVC01	1st floor stairwell landing, block 1	No EVC system at refuge points. Potential to delay/hinder the safe evacuation of disabled persons in the event of an emergency.	2	
FBS02	Circulation corridor ceilings, block 1	The ceiling inspection hatches installed are unlikely to offer the minimum ½ hour standard of fire resistance. Potential for smoke, heat & fire to spread throughout the property.	2	
FBS03g	Block 2, 1st, 2nd floor vertical riser cupboard	Fire door frame has not been suitably fire stopped to the structural opening. Potential for fire, heat and smoke to spread through the property.	2	
FD16	Residential tenants demise main entry doors	Residential tenants demise main entry doors not seen / inspected. Unable to determine if the entry door to the tenants demise meets the minimum half hour standard of fire resistance. Potential for fire, heat and smoke to spread into the communal area and compromise the escape route.	2	
FEX08	Block 1, Tank room ground floor access landing	Obsolete fire extinguishers incorrectly stored. Potential for confusion that could lead to this equipment being mistaken for suitably serviced units.	2	
FMES01	Block 1, Circulation lobby of flats 8-10	Fire exit/escape route partially blocked by stored items. Potential to hinder evacuation of the building in the event of an emergency.	2	

Hazard Summary				
(Please tick end column to indicate completion of each action, these can be found in section 3 of this report)				
Ref No.	Location	Hazard	Priority	a
FSD06	Block 1-9, 2nd floor vertical riser cupboard	The smoke detector installed is poorly positioned away from recessed ceiling area. Potential for delay in raising the alarm as smoke would need to completely fill the recessed area of ceiling before the detector was activated and alarm was raised.	2	
G03	Rear exit doors Block 1	No form of manifestation on glazing. Potential for persons to walk into glazing and sustain cuts/puncture injury.	2	
G03	Block 2, main entrance door	No form of manifestation on glazing. Potential for persons to walk into glazing and sustain cuts/puncture injury.	2	
Legion01	General	The legionella risk assessment undertaken by C&S Water Treatment Ltd 12th June 2024 highlighted a number of issues which require remedial actions with no evidence of completion provided.	2	
E02	Block 1-9, vertical service riser cupboards	Electric intake cupboard doors. No electrical hazard information/voltage signage displayed on the electrical intake cupboard doors. Potential electric shock.	3	
E05	Electrical intake cupboards	No electric shock poster. Potential to delay the treatment of medical aid.	3	
FD07	1st floor lobby fire door, flats 8-10 16&17	Inside of fire Doors not labelled "Fire Door Keep Closed". Incorrect fire door keep locked signage has been installed. Potential for fire door to be left open and for fire & smoke to spread through the property.	3	
FD12	Rear exit doors block 1-17	External side of final fire exit door does not display "Fire Exit Keep Clear" signage. Potential to hinder evacuation of building in the event of an emergency.	3	
PE01	Basement tank room	Low-level building structure. Potential for head injury.	3	
PE11a	Ground floor plant room access door	No prohibition signage displayed on plant room door. Potential for unauthorised access to area with electrical/mechanical hazards present.	3	

4.0 Report Caveats & Disclaimers

4site Consulting's deliverables reflect unbiased statement of fact reporting and confirms verification and inspection services to one or more internationally recognised codes, standards, design specifications and specific technical project requirements.

Comments are only made in the Report where the Advisor / Surveyor believes it to be helpful and constructive. If a part of a particular property that is normally examined is found to be not accessible during the inspection, this is normally noted. Any problems, irregularities or defects in the building and/or services which were apparent from the inspection are normally noted. It is important to remember that this is a Report following a visual non-invasive inspection only, and if any problems, irregularities or defects are suspected, then they are noted where the Advisor / Surveyor judges them to be urgent, significant or helpful.

The inspections do not include any areas or components which were concealed or closed in behind finished surfaces (such as flooring, walls, ceiling, framing, plumbing and drainage, heating and ventilation, and wiring etc. or which required the moving of anything which impeded access or limited visibility (such as floor coverings, furniture, appliances, personal property, vehicles, vegetation, debris or soil). Nor are the Advisor / Surveyor able to report or make assumptions on areas where defects were not visible at the time of inspection some components and conditions which by the nature of their location are concealed, deliberately hidden, camouflaged or difficult to inspect are excluded from the report. (This statement does not apply when a demolition and refurbishment asbestos survey is undertaken at which time, all areas will be inspected).

Some services are externally inspected but 4site Consulting Limited does not test or assess the efficiency of electrical, gas, plumbing, heating and drainage, lifts and security systems, or their compliance with current regulations, or the internal condition of any chimney, boiler or other flue.

4site Consulting Limited is not responsible if access to any part of the building or services of a property is not reasonably available to carry out a visual inspection. Reasonable access means access is safe, unobstructed or the minimum clearance is not available, the area is within the Advisor / Surveyors unobstructed line of vision or if in conflict with UK and EU Occupational Health & Safety Regulations.

The Report is solely for the Clients use, and no liability to anyone else is accepted. Should you not act upon specific, reasonable matters contained in the Report then no responsibility is accepted for the consequences.

Any suggestions or recommendations contained in the report are suggestion only and it shall be the responsibility of the person or persons carrying out the work to ensure the most appropriate remedy is carried out in conjunction with any further discoveries, warranty's or manufacturers recommendation and warranty's any and necessary local authority consents obtained prior to proceeding with remedial work.

During this assessment, every effort will be made to identify the presence and location of all plant & equipment installed at the property; however, where plant & equipment has not been highlighted by the client prior to the assessment and its presence is not immediately evident (e.g. plant and equipment located within an area falling outside the scope of this survey or that is located within an identified inaccessible area), then any such equipment will not be included within this report or our assessment of risk to the property. Any equipment falling within this paragraph's aforementioned criteria should be risk assessed accordingly and serviced & inspected in line with current regulation and manufacturers guidelines.

While all care and effort is taken to discover and record irregularities non-conformities and defects of the building at the time of the inspection, it is important to note that reports are based on a visual above the ground inspection only. Due to the size, complexity and hidden nature of construction, irregularities and defects may not always be viewed. The inspection and report are not intended to be technically exhaustive, or to imply that every component was inspected, or that every possible defect was discovered. 4site Consulting Limited accepts no responsibility or liability for the absences of any information, inaccuracy or omission.

At 4site Consulting Limited our professional health & safety advisors and asbestos surveyors are fully qualified and have expert knowledge of all current legislation to ensure as far as is practical that your company is compliant and not at risk of legal actions.

5.0 Appendices

5.1 Legislation

The following list is included to assist in identifying relevant regulations. It is not exhaustive and should serve as a reference only:

Housing Act 2004

Health and Safety at Work etc. Act 1974

Management of Health and Safety at Work Regulations 1999

The Regulatory Reform (Fire Safety) Order 2005

Construction (Design and Management) Regulations 2015

Control of Substances Hazardous to Health Regulations 2002

Control of Noise at Work Regulations 2005

Control of Asbestos Regulations 2012

Electricity at Work Regulations 1989

Employers Liability (Compulsory Insurance) Act 1998

Gas Safety (Installation and Use) Regulations 1998

Health and Safety (Consultation with Employees) Regulations 1996

Health and Safety (Display Screen Equipment) Regulations 1992*

Health and Safety (First Aid) Regulations 1981*

Health and Safety (Information for Employees) Regulations 1989

Health and Safety (Signs and Signals) Regulations 1996

Health and Safety (Young Persons) Regulations 1997

Lifting Operations and Lifting Equipment Regulations 1998*

Manual Handling Operations Regulations 1992*

Personal Protective Equipment Regulations 1992*

Provision and Use of Work Equipment Regulations 1998*

Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013

Workplace (Health, Safety and Welfare) Regulations 1992*

Work at Height Regulations 2005

Fire Safety (Employees' Capabilities) (England) Regulations 2010

*** As amended by the Health and Safety (Miscellaneous Amendments) Regulations 2002.**

5.2 Fire Related Issues Considered During The Assessment

In compiling this report, consideration was given to the following fire related issues;

1. Identifying all hazards including ignition sources, fuel sources and potential sources of oxygen.
2. Occupancy levels, including Identifying those people who are at risk from fire and why.
3. The construction of the property including the fire resistance of walls, floors and ceilings, and the adequacy of the fire compartmentation.
4. Active fire detection and warning systems, including smoke detectors, fire alarm sounders and smoke vent systems.
5. Firefighting equipment such as fire extinguishers, hose reels and fire blankets, including their type, suitability and location.
6. Equipment that is inter-faced with any fire detection systems such as lifts, fire shutters, automatic fire doors and plant shut-downs.
7. Access for Fire Brigade appliances, and equipment for use by the Fire Brigade such as fire lifts, dry/wet risers.
8. Escape routes, including their location, length, number and availability.
9. Final exit doors.
10. Emergency lighting, and its testing and maintenance.
11. Fire doors and associated signage.
12. Fire exit signage and notices, fire assembly points,
13. Testing and maintenance of equipment including fire detection and warning systems, fire extinguishers and smoke vent systems.
14. Fire emergency procedures and relevant notices.
15. Fire safety training records for employees (Where applicable)

For a full list of the fire arrangements considered in the formulation of this report, please visit:
<https://docs.4siteconsulting.co.uk/downloads/FireQuestionSet.pdf>

For a full list of the health & safety arrangements considered in the formulation of this report, please visit: <https://docs.4siteconsulting.co.uk/downloads/HSQuestionSet.pdf>

5.3 Useful Contact Addresses

4site Consulting Limited

Unit 4
Exchange Court
London Road
Feering
Essex
CO5 9FB

Tel: 01376 572936
Fax: 01376 571857
E Mail: office@4siteconsulting.co.uk
Web: www.4siteconsulting.co.uk

HSE Books & Publications

PO Box 29
Norwich
NR3 1GN

Tel: +44 (0)333 202 5070
Fax: +44 (0)333 202 5080
Web: books.hse.gov.uk

British Standards

BSI - Standards Sales & Customer Services
389 Chiswick High Road
London
W4 4AL

Tel: +44 345 086 9001
Web: www.bsigroup.com

Health & Safety Executive

Head Office
Redgrave Court
Merton Road
Bootle Merseyside
L20 7HS

To find your local HSE office, visit:
www.hse.gov.uk

The Stationery Office (formerly HMSO) (For copies of Acts & Regulations)

TSO Customer Services
PO Box 29
Norwich
NR3 1GN

Telephone orders: +44 (0)333 200 2425
Fax orders: +44 (0)333 202 5080
General enquiries: +44 (0)333 202 5070
Fax enquiries: +44 (0)333 202 5080
Web: www.tsoshop.co.uk

Fire Protection Association

London Road
Moreton in Marsh
Gloucestershire
GL56 0RH

Tel: +44 (0)1608 812 500
Web: www.thefpa.co.uk

The Institution of Fire Engineers

IFE House
64-66 Cygnet Court
Timothy's Bridge Road
Stratford-upon-Avon
CV37 9NW

Tel: +44 (0) 1789 261463
Web: www.ife.org.uk

5.4 Certificate of Conformity

Verify at ssaib.org

Life Safety Fire Risk Assessment Certificate of Conformity

This certificate is issued by the organisation named in Part 1 of the schedule in respect of the fire risk assessment provided for the person(s) or organisation named in Part 2 of the schedule at the premises and / or part of the premises identified in Part 3 of the schedule.

Schedule

Part 1a Name of issuing Certificated Organisation: 4site Consulting Ltd

Part 1b BAFE registration number of issuing Certificated Organisation: ESSX241

Part 2 Name of client: Feltham Court Management Ltd

Part 3a Address of premises for which the fire risk assessment was carried out:

Feltham Court - 19-23 Hanworth Road - Feltham - - TW13 5AF

Part 3b Part or parts of the premises to which the fire risk assessment applies: All communal areas including but not limited to, stairwells, circulation routes, service risers/cupboards and all ancillary areas.

Part 4 Brief description of the scope and purpose of the fire risk assessment: This risk assessment report is limited to the areas identified in Part 3 of this schedule and aims to identify significant risks to life from fire.

Part 5 Effective date of the fire risk assessment: 30/09/2025

Part 6 Recommended date for review of the fire risk assessment: 29/09/2027

Part 7 Unique reference number of this certificate: HSF64370/0022/300925/1

We, being currently a 'Certificated Organisation' in respect of fire risk assessment identified in the above schedule, certify that the fire risk assessment referred to in the above schedule complies with the Specification identified in the above schedule and with all other requirements as currently laid down within the BAFE SP205 Scheme in respect of such fire risk assessment. This certificate and scheme only relate to the elements of this report concerning life safety fire risk assessment.

Signed for and on behalf of the issuing Certificated Organisation:

Eva LeikesovaMIFSM, L4FireDip

Date of issue: 10/10/2025

Name and address of Third-Party Certification Body: SSAIB, 7-11 Earsdon Road, West Monkseaton, Whitley Bay, Tyne & Wear, NE25 9SX

BAFE, The Fire Service College, London Road, Moreton-in-Marsh, Gloucestershire, GL56 0RH
www.bafe.org.uk

N.B.: If this report covers more than one building or premises, it has been determined that one certificate is sufficient to cover all buildings/premises involved in the assessment as the risk assessment has been conducted as a single, coherent, documented exercise.

EMERGENCY PROCEDURES

IF FIRE BREAKS OUT IN YOUR APARTMENT

Inform others present, if possible close doors and windows to contain the fire and exit the apartment.

DO NOT attempt to try to tackle the fire.

Residents of the apartment where the fire started should make their way in an orderly fashion, via the nearest emergency escape route to a place of safety.
Any disabled or elderly persons in the apartment may need help to escape.

DO NOT use any lifts

DO NOT use a balcony, unless it is a designated escape route from the building.

Residents of the apartment should then carry out a form of "roll call" to ensure that everybody is accounted for.

Call Fire Services.

Dial **999** and ask for the Fire Service.

Give the operator the telephone number you are calling from.

State clearly the full address where the fire exists

DO NOT replace the receiver until the address has been repeated back to you by the Fire Service

Once safely out **DO NOT** re-enter the property

IF YOU ARE CUT OFF BY FIRE

Try to remain calm

Close the door nearest to the fire and use towels, sheets, or other suitable materials to block any gaps around the door. This will help stop smoke from entering the room. If possible go to the window, open it and shout for help.

If the room becomes smoke filled, go down to floor level. It will be easier to breathe as the smoke will rise upwards.

If you are in immediate danger from fire and are not higher than the first floor of a building, it may be possible to drop to the ground without injury providing you can get out of the window feet first and lower yourself to the full extent of your arms before dropping. Soft furnishings dropped first from the window may break your fall and limit the danger of injury.

<Name & Address>

<Date>

Dear < Resident >,

RE: FIRE SAFETY IN YOUR RESIDENCE — YOUR RESPONSIBILITIES

Under current legislation <Property Management Company> are responsible for fire-safety within the communal areas of the building. As a tenant however, you are responsible for managing fire safety within your residence. This means that in line with the Regulatory Reform (Fire Safety) Order 2005, we collectively have a duty to ensure the fire safety of the building, and we must therefore co-operate and communicate with each other accordingly.

As part of this duty we would like to draw your attention to the following:-

- ❖ If you are aware of any previous alterations within your residence, or if you have planned any that may affect the fire integrity of the building (e.g. compartmentation breached by pipework or electrical trunking) please inform us immediately.
- ❖ Ensure that the main entry door to your residence meets the requirements of BS EN 1634-1:2014/BS 8214:2016, and is half hour fire rated, and is fitted with a self-closing device and intumescent strips & cold smoke seals.
- ❖ Ensure that you are aware of the emergency plan guidance for the property.

For further useful advice of how to prevent fire in your residence please contact your local fire authority for the leaflet 'Fire Safety in The Home'.

It is in everybody's interest to do all we can to reduce the risks to health, possible loss of life and property damage posed by fire. With your continued cooperation and general fire awareness we can keep any potential risk as low as possible.

Your on-going cooperation is appreciated.

Should you require further clarification please contact <Property Management Company> on <tel No.>

Yours sincerely
Property Manager

Attached — 'Emergency Procedures — If Fire Breaks Out in Your Flat'