

Brenley Park Management Limited

Fire Risk Assessment 2024

Fire Risk Assessment (FRA) - summary

A Fire Risk Assessment is a legal requirement. Every year a Fire Risk Assessment (FRA) is undertaken at Brenley Park by a fire safety expert.

Therefore please read the entire presentation to familiarise yourself with the Fire Safety recommendations for Brenley Park.

If you have any questions please refer to your Housing Officer in the first instance.

Important Building's Insurance reminder

The building's insurance has policy conditions of **no smoking or barbecues on balconies or roof terraces.**

Stay Put Fire Action Plan

All apartments operate on a stay put plan, this means that:

If a fire breaks out in your flat: Leave the room where the fire is straight away, then close the door. Tell everyone in your flat and get them to leave. Close the flat entrance door behind you. Do not stay behind to put the fire out. Wait outside, away from the building. Call the fire service - dial 999 or 112.

If you see or hear a fire in another part of the building: The building is designed to contain a fire in the flat where it starts. This means it will usually be safe for you to stay in your own flat if the fire is elsewhere. You must also leave immediately if smoke or heat affects your home, or you are told to leave by the fire service. If you are in doubt - get out.

To call the fire service: Dial 999 or 112. When the operator answers, give your telephone number and ask for fire. When the fire service reply, give the address where the fire is. Do not end the call until the fire service has repeated the address correctly.

Fire Doors

What is a fire door?

- ▶ Front door to your flat
- ▶ Communal front door to your block
- ▶ Service cupboard door

Important Fire Door Information

- ▶ Keep all fire doors closed.
- ▶ Doors with self-closing devices must not be tampered with.
- ▶ Any faults or damage to doors should be raised immediately.

Report any issues with Fire doors

If you feel you have an issue with your own flat front door please contact your Housing Officer for further advice.

Report any issues with the communal front door or service cupboard doors as soon as possible via your Housing Officer.

E-Scooters & E-Bikes

Fires involving lithium batteries are the fastest growing fire risk in London. The Fire Brigade have issued the following advice:

Please do not keep E-Scooters & E-Bikes in the following areas.

- ▶ Communal hallways/ under stairs.
- ▶ Outside your flat front door.
- ▶ On a balcony or roof terrace (if applicable).
- ▶ In your allocated bike store.

Further information can be found on the [London Fire Brigade website](#)

Balconies/ Roof Terraces- do not

- ❑ Smoke/vape
- ❑ Use any patio heaters/sources of heat
- ❑ Cook/use barbeques of any description
- ❑ Hang fairy lights/solar lights (on or near the building)
- ❑ Use candles/ open flames

It is imperative that there is no smoking or BBQs of any type on balconies or roof terraces, due to the conditions within our buildings insurance.

Gardens & Patios - do not

- ❑ Cook/use barbeques of any description
- ❑ Smoke/Vape near the building or any flammable material such as bamboo screening
- ❑ Use any patio heaters/ sources of heat near the building or any flammable material.
- ❑ Use candles/ open flames
- ❑ Hang any fairy lights/solar lights/ or similar product (on or near the building)

Communal Areas- do not

- ❑ Smoke/vape
- ❑ Leave any personal items (including doormats and shoes outside your flat front door)
- ❑ Leave any item under the stairs
- ❑ Hang any decorative object on flat front doors including Christmas wreaths/ribbons/fairy lights.
- ❑ Leave any building materials or household waste.
- ❑ Place items in the service cupboards

Advice for inside your apartment

- ❑ Regularly check your fire alarm system in your apartment **(most units normally have a 10 year expiry and should be replaced every 10 years)**
- ❑ Have a fire blanket in your kitchen
- ❑ Regularly clean any ductwork/cooking filters/ extractor hoods
- ❑ Keep windows closed when you go out or are going to sleep
- ❑ DO NOT undertake any hot works likely to create a spark like soldering/welding/cutting

Additional safety advice

- ❑ Know where your visitors are in case of an emergency
- ❑ Only park vehicles in designated bays
- ❑ If you work from home, undertake your own Fire Risk Assessment

Additional Information

If you suspect a fire has been started deliberately this is known as arson. Report the fire and your suspicions to the London Fire Brigade immediately on 999 or 112.

Also advise Treehouse of your suspicions when it is safe to do so

treehouse@brenleypark.co.uk

London Fire Brigade

<https://www.london-fire.gov.uk/>

For further guidance contact your Housing Officer or

treehouse@brenleypark.co.uk