

Last updated 09.05.2025

Fire Risk Assessment Management Plan – 20 Church Street, Swindon

The below notes are to be used as general guidance only. Richard Tydeman, Tydemans Residential takes no responsibility for any inaccuracies in the below notes. These notes are taken from the FRA and the directors use them along with the actual FRA to plan actions to mitigate risks. As the responsible persons for the fire safety of the building, the directors and members of the management company, 20 Church Street must read the FRA fully and understand the requirements so they can make an informed decision about how to progress. The assessor is also happy to take a call to discuss any issues if required.

The FRA has been distributed to all leaseholders and they have been advised to update the occupiers with the contents and actions required.

No 1 – EICR

EICR is valid – has been provided to the assessor and is valid until 2027 where it must be renewed

Outcome: Complete - Diarised for 2027. This section has now been completed.

No 2 – TV System

Outcome: Aerial has been removed by Ferndale aerials. This section has now been completed.

No 3 – Combustible Materials

Outcome: Cupboard is clear. This section has been completed. (December 2024)

No 4 – Flat Doors

Outcome: Update May 2025 – both flats 3 and 4 have been replaced by the individual owners and we have been advised they are FD30 rated fire doors with all regulatory fittings.

No 5 – Metal Staircase

Update April 2025: The new stairs have been installed with the old stairs being removed. Anti slip tread with highlighted edges were also installed. This is now complete.

No 6 – External escape access, windows and doors

Outcome: Update May 2025 – both flats 3 and 4 have been replaced by the individual owners and we have been advised they are FD30 rated fire doors with all regulatory fittings.

Flats have been advised they must keep windows adjacent to the fire escape closed at all times. The directors believe though that this is a minor issue due to the huge amount of other safety works completed and they have to balance the risk of fire against mould and ventilation in flats. They are aware that occupants may open windows and this is to be monitored.

No 7 – Flat roof fire rating

Outcome: Update 10th February 2025. Fireboarding has taken place as evidenced in photos. Pink fireboard used, plastered and painted. Fireproofing of ceiling complete.

No 8 – Electrical cupboard walls

Outcome: Update May 2025 – Cupboard has been rebuilt Pink fireboard, plastered and decorated. Sealed using fire resistant products and collar fitted to pipework per FRA assessor. No concerns with services through walls, cables only. Complete.

No 9 – Escape steps

Outcome: Update April 2025: The stairs have been installed with the old stairs being removed. Anti slip tread with highlighted edges were also installed. This is now complete.

No 10 – Services passing through barriers

Outcome: Update May 2025 – Cupboard has been rebuilt Pink fireboard, plastered and decorated. Seal using fire resistant products and collar fitted to pipework per FRA assessor. No concerns with services through walls, cables only. Complete.

No 11 – Building Construction / Alarms

Update May 2025: Fire alarm system has been installed. All commissioned and also emergency lighting yearly drain down completed at the same time. Complete.

No 12 – Communication with leaseholders and residents

Outcome: May 2025: Signage erected in lobby for residents. All owners aware of the FRA and to provide to occupiers with a link of this website and document.

No 13 – Fire door communication

Outcome: Assessor confirmed if leaseholder resides in the flat that as long as they have seen FRA this is acceptable. If rented then owners must distribute this FRA to tenants yearly (specifically pointing out the fire door section 13) (December 2024). This section is deemed complete.

No 14 – Assistance with fire policies

Outcome: Assessor has agreed that as director Vicky is the named person assisting. This element is now deemed complete

No 15 – Notices

Outcome: Evacuate policy notice put on display, all owners aware of policy via directors.

No 16 – Contractors policy

Outcome: Update March 2025: Andrew Wilkinson from Secure Safety Solutions (Senior Safety Consultant) and FRA assessor has provided documents that we could amend which he confirms are legally compliant – contractors policy, hot works and hot works permit. All of which have been added to the site for this property. Complete.

No 17 – Who is responsible for fire safety

Outcome: Update May 2025: Notice added to lobby advising the directors of the management company are liable for fire safety.

No 18 – Evacuation policy

Outcome: Update May 2025: Evacuate policy notice put on display, all owners aware of policy via directors.

No 19 – Record keeping

Outcome: Update 28/02/25 – Log left on site to note when lighting checks are carried out and to record any concerns

No 20 – Emergency Lighting concerns

Outcome: Update 30.01.25 – Monthly flick tests and annual drain downs have begun.

No 21 – Overall management

Outcome: Update February 2025 - This guidance has been distributed to all leaseholders via teams call and directed to reread the FRA and these relevant sections. Complete

No 22 – Records

Outcome: Update 28/02/25 – Log left on site to note when lighting checks are carried out and to record any concerns