Citation

Health & Safety

Site Visit Report.

Report For:	Larksfield
Conducted By:	Karen Sweeney GRAD IOSH
Date Conducted:	11/09/2024

Prepared by **Citation Ltd** 17/9/2024

Workplace Inspection

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Harborne Parish Lands Charity

Windmill Lane
Smethwick
B66 3EU
England

17/09/2024

Dear Carolyn,

Please find enclosed the health and safety inspection report that covers matters discussed with either yourself or nominated contacts at your premises on 11/09/2024. The report may identify site-specific hazards or shortcomings in your health and safety management system. If that is the case it will include specific recommendations that will assist in you completing these.

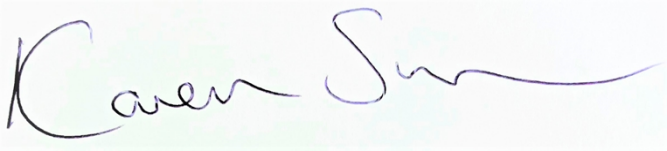
Delay in progressing these recommendations may leave the business open to further scrutiny or possible enforcement action by relevant enforcement authorities.

If there is any area in this report that is unclear or if there are any items you wish to discuss, please contact me via our head office or alternatively on my direct number 07743 975219

It is important to ensure that if you move, alter your business premises or any of your working practices, or you are visited/contacted by an Enforcement Officer, you should inform me or the Health and Safety helpline 03458 444 848 at the earliest possible time so that the appropriate advice can be given.

Finally may I take this opportunity to thank yourself and your staff for the help and co-operation extended to me during my visit.

Yours Sincerely,



Karen Sweeney GRAD IOSH

Safety and Health Practitioner

Introduction

This report is designed to assist you in managing and prioritising the health and safety risks in your workplace.

At Citation, we appreciate that all businesses will have competing demands for their time and resources and that health and safety may not always appear to be the greatest priority. However, it is very important for you to consider the recommended actions contained within this report as they are based upon the observed/stated conditions and your working practices and reflect your legal obligations under health and safety law. The priority rating is provided to assist you in planning the required actions. Whilst you should review each recommended action on its own merits, it is important to remember that all items need to be addressed.

Even the smallest change in employers' or employees' actions or behaviour could reduce (if not eliminate) the potential for an accident occurring, thus avoiding the loss of working time/productivity, and reduce the potential for Enforcement Authority action (at worst leading to a criminal prosecution or intervention costs) or civil claim, that could have a damaging effect on your trading reputation.

This report refers to the condition of the premises at the time of inspection. However, there may be areas that were not inspected and there may have been situations that have arisen since the inspection. We therefore urge you to read the contents of this report in conjunction with the relevant guidance contained within your Health and Safety Policy documentation.

When carrying out inspection visits our consultants will use their experience, skills and expertise to identify matters in respect of which you may not be complying, either totally or in part, with relevant statutory health and safety provisions. However, especially given the finite amount of time that can be allocated to the visits, our consultants may not identify every example of non-compliance and Citation gives no warranty, expressed or implied, that they will do so. Unless you draw the consultant's attention to a specific matter and request his (or our) advice, we cannot be held responsible for any instance of non-compliance that the consultant may not identify.

If you make changes to your business premises/activities/personnel which may affect health and safety, or where there has been an accident, or an Enforcement Officer has contacted you for any reason, and for any other issues or concerns, please contact your consultant or the Citation Health and Safety helpline, 03458 444 848 to ensure that the correct advice can be provided.

You should also regularly monitor and make changes, where necessary, to your health and safety management system, including risk assessments and safe systems of working, training requirements, etc. in order to ensure continued legal compliance. Particular attention should be given following any business changes or workplace related accidents/incidents or near misses.

Citation cannot accept any responsibility for any failure by the company to comply with the recommendations contained within this report, or any changes that are subsequently made in relation to the company's premises, equipment or processes that were not disclosed during the visit.

Health and Safety Inspection Report

Place of Inspection:	Larksfield	**Date of Inspection:**	11/09/2024
Name of Consultant:	Karen Sweeney	**For the Attention of:**	Carolyn Arnold

Priority Definitions:

Immediate Priority **Action must be taken NOW.**	Immediate action is required to remove an observed or stated dangerous condition/practice that is likely to cause an imminent risk of a fatality, serious personal injury or ill health. This also applies to a situation that could lead to a Prohibition Notice being issued by an Enforcing Authority and /or which may lead to legal proceedings being instigated by an Enforcing Authority. An Immediate Action Form will have been provided at the time of the visit.
High Priority **Act Now.**	Contravention of statutory requirements that could lead to fatal or serious personal injury, ill health, issuing of an Improvement Notice and / or which may lead to legal proceedings being instigated by the Enforcing Authority. These matters require urgent action.
Medium Priority **Plan Actions.**	Contravention of statutory requirements which could lead to personal injury or an ill health effect, the receipt of an Enforcement letter and / or legal proceedings being instituted by the Enforcing Authority indicating an area of non-compliance. These matters require a planned programme of action to eliminate or control the risk identified.
Low Priority **Consider Improvements.**	Recommendations for ensuring compliance with best practice or stated policy and procedures. Enforcement action is less likely, although accident or property damage is possible. The recommendations made are desired improvements, precautions or techniques consistent with good health and safety control and practice.

Executive Summary

The Executive Summary and Observations Overview below, highlight matters identified during the visit. The Observations Overview provides a list of the observations only, in order of priority. Full details, including recommended actions can be found in the report below.

Consultant comments

I would like to thank Max for his time and cooperation during the recent Citation Health & Safety visit and for gathering of and making available the necessary information to prepare this inspection report.

The following report sets out the findings based on a single visit to site. The report shows the areas where improvement is recommended but also the high level of compliance.

The safety management folders, including maintenance records and fire safety records, were well maintained and up to date at the time of the visit. A sample of further positive observations are detailed in the body of the report.

Following on from the visit it is recommended that you prioritise the following actions:

- Although it was good to see that robust window restrictors are in place, these are not subject to regular documented inspections
- Although your legionella risk assessment is reviewed internally, it is recommended that this is now reviewed by a competent person . It was carried out by a competent person in September 2020 and a review of September 2022 was suggested.
- Personal Emergency evacuation plans are recommended for disabled residents

Please be assured that the recommendations made in this report do not outweigh the many positive health and safety observations made at the time of my inspection. It was clear to see that management and staff are dedicated to managing health and safety effectively in line with current legislation and best practise. Their ability to do this is emphasised by the compliance identified within this report.

Areas highlighted in this document can be easily rectified and I am confident that quick action will be taken. However, if you require further assistance please do not hesitate to contact either myself or the Advice Line.

We can also provide face to face support through additional consultancy, including risk assessment support. If you're interested to find out more, please call **0345 241 5250** or email additionalservices@citation.co.uk and one of our team will be more than happy to help.

Thank you again for assisting me during the visit.

Karen Sweeney

Non Compliance - Immediate	0.
Non Compliance - High	1.
Non Compliance - Medium	2.
Non Compliance - Low	0.
Compliance	122.

Progress since your last inspection

There were 2 observations raised in your previous visit dated 20/09/2023.

2 of these have been marked as completed. Any outstanding tasks are included as observations in this report.

Observations Overview

High

Fire - Documentation

There was no procedure in place for evacuating disabled persons from the premises in the event of an emergency.

Medium

Legionella

Although reviewed internally, the legionella risk assessment completed by a competent person was completed in September 2020 and had a suggested review date of September 2022

Window Restrictors

Although robust window restrictors are in place on first floor windows and these are checked, these checks are not documented

Displayed Notices and Certificates

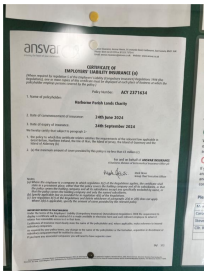
Positive observations

An up to date employers liability compulsory insurance certificate was seen on display. This is valid until 24/09/2024

There is an up to date health and safety policy on display. This has been signed by the CEO

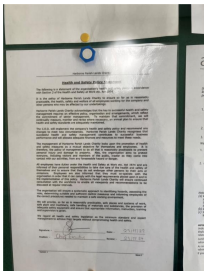
There is an up to date health and safety law poster

No smoking signs are displayed in prominent locations to indicate that the premises is classed as 'smoke-free' - This includes vaping.



Employers liability insurance valid until 24-09-2024

HS Law poster



HS Policy statement valid until 23-11-2024

No smoking or vaping

Consultation

Positive observations

There are regular Building Managers Meetings and one to one meetings are held once every 2 weeks, where health and safety matters can be raised/ discussed

Access and Egress

Positive observations

There is safe access and egress throughout

Contractors

Positive observations

Contractors are dealt with centrally by Head Office. Checks are carried out of a contractors insurance and risk assessments and method statements requested

Disabled Discrimination

Positive observations

Disabled alarms / Life line is provided. Documented checks are carried out.

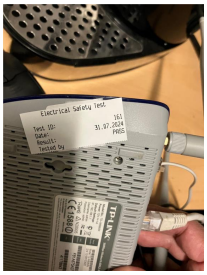
Electrical Safety

Positive observations

An up to date Electrical installation Condition Report was seen. The report is dated 27/09/2020

The Electrical Installation / fixed wiring was certified as satisfactory

Portable electrical appliances have undergone electrical safety testing. This was last undertaken on 31/07/2024. Appliances are labelled.



Electrical Safety Test 31-07-2024

Fire - Detection and Alarm

Positive observations

Fire alarm activation / call points were seen throughout the premises and are securely fastened to the structure of the building.

The fire alarm is on a service and maintenance contract and tested on a regular basis. The fire alarm system was last serviced on 22/07/2024

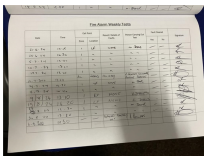
Weekly tests of the fire alarm system are carried out and recorded in the fire log book. Last undertaken 06/09/2024

The fire alarm panel was free from faults at the time of inspection.

Appropriate 'flame and finger' signs were seen in an easy to view position, close to the call/activation points to ensure that they can be spotted quickly in an emergency.

Fire Alarm panel no faults

Fire Alarm call point clearly indicated



Fire Alarm weekly test 06-09-2024

Observations and recommendations

Fire - Documentation

Observation

There was no procedure in place for evacuating disabled persons from the premises in the event of an emergency.

Recommendation

Implement a procedure for evacuating disabled members of staff and visitors in the event of an emergency.

Ensure all members of staff are familiar with this procedure.

Priority : High

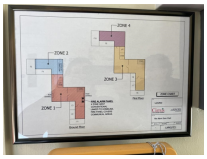
Responsible Person : Carolyn Arnold

Recommended Deadline Date : 15/10/2024

Positive observations
There is a suitable and sufficient fire risk assessment in place and is subject to regular review. The fire risk assessment is dated 29/04/2023 and was last reviewed 30/04/2024. When complete actions are signed off.

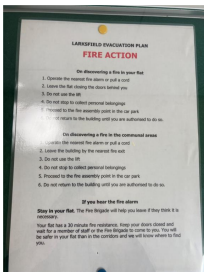
Fire Risk Assessment - dated 29-04-2024 - reviewed 30-04-2024

There is a fire floor plan which shows the fire zones on display next to the fire alarm panel.



Fire Floor plan

Documented fire procedures are on display



LARKSFIELD EVACUATION PLAN

FIRE ACTION

On discovering a fire in your flat

1. Operate the nearest fire alarm or pull a cord
2. Leave the flat closing the doors behind you
3. Do not use the lift
4. Do not stop to collect personal belongings
5. Proceed to the fire assembly point in the car park
6. Do not return to the building until you are authorised to do so.

On discovering a fire in the communal areas

1. Operate the nearest fire alarm or pull a cord
2. Leave the building by the nearest fire exit
3. Do not use the lift
4. Do not stop to collect personal belongings
5. Proceed to the fire assembly point in the car park
6. Do not return to the building until you are authorised to do so.

If you hear the fire alarm

Stay in your flat. The fire Brigade will help you leave if they think it is necessary.

Your flat has a 30 minute fire resistance. Keep your doors closed and wait for a member of staff or the fire Brigade to come to you. You will be safer in your flat than in the corridors and we will know where to find you.

Fire Evacuation procedures on display

The Building Manager has undertaken Fire Marshal training on Atlas.

Fire - Doors/Emergency Exits

Positive observations

Suitable fire doors have been installed

Fire doors had suitable signage indicating they were to be kept closed

Fire doors have self closers

It was good to see that Fire doors are not wedged or propped open

Fire doors appeared to close correctly against their frames

Fire door appropriate signage

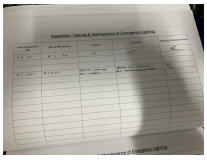
Fire Door self closers seen

Fire - Emergency Lighting

Positive observations

Emergency lighting is installed. This is serviced by a competent person. Last service took place 18/01/2024

Monthly checks of the emergency lighting are carried out and recorded in the fire log book. Last undertaken 03/09/2024



Emergency Lighting monthly check 03-09-2024

Fire - Extinguishers

Positive observations

Fire extinguishers are available throughout the premises and on a service and maintenance contract.

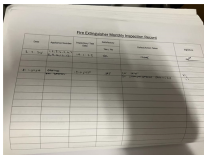
The fire extinguishers are within their annual service date (in line with BS5306:Part 3). The last service was carried out 18/01/2024

Fire extinguishers are subject to monthly inspections. Last undertaken 03/09/2024

Fire extinguishers were positioned in their allocated place. They are clearly identified with the correct fire safety signage displayed next to them so a user knows exactly what the extinguisher can be used for.

The fire extinguishers located around the premises appeared in good working order. The security tags were seen to be intact.

Fire extinguisher training is carried out on Atlas.



Fire Extinguisher Monthly check 03-09-2024

Fire Extinguishers on suitable stand

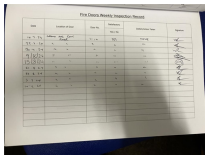
Fire extinguisher service 18-01-2024

Fire - Monitoring

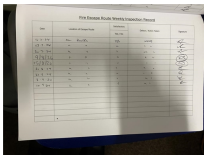
Positive observations

Fire evacuation drills are carried out on a regular basis at least once every 6 months and are recorded in the fire log book. The last drill was carried out on 02/08/2024

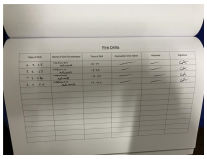
A fire log book is used to record fire safety checks. In addition to being used to record the fire evacuation drill, monthly checks to the fire extinguishers and emergency lighting, weekly fire alarm tests, fire door checks and checks of the fire escape routes are checked.



Fire door weekly check 10-09-2024



Fire escape route weekly test 10-09-2024



Fire Drill 02-08-2024

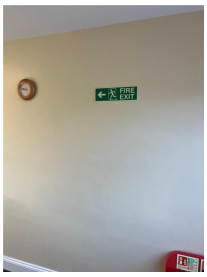
Fire - Signage

Positive observations

Fire escape routes are clearly marked and indicate the neatest escape route

The fire assembly point is indicated on fire action notices. It is located in the carpark and has clear signage. The assembly point was seen to be unobstructed.

Fire Action Notice



Fire escape route indicated

Fire Assembly point

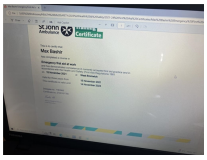
First Aid

Positive observations

A well stocked first aid kit was seen. Items appeared to be in good order.

Well stocked first aid kit and first aid notice

The building manager has undertaken first aid training. Valid certification seen. This expires in November 2024.



First Aid certificate valid until 14-11-2024

Gas / Oil / Solid Fuel Safety

Positive observations

Gas appliances are inspected annually by a registered Gas Safe engineer and there is relevant documentation available. Last undertaken 15/07/2024

Health Screening

Positive observations

A health screening questionnaire is completed on induction

Legionella

Observation

Although reviewed internally, the legionella risk assessment completed by a competent person was completed in September 2020 and had a suggested review date of September 2022

Recommendation

It is important to ensure that the Legionella risk assessment is reviewed on a regular basis or if there is a reason to believe that the original assessment may no longer be valid.

It is recommended that a review is carried out by a competent person.

Priority : Medium

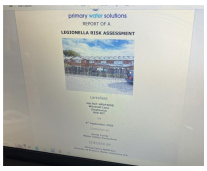
Responsible Person : Carolyn Arnold

Recommended Deadline Date : 29/10/2024

Positive observations
A legionella risk assessment has been undertaken by a competent person. This was last done 09/09/2020 and is reviewed annually internally.

Monitoring is carried out, including flushing and is recorded in the log book

Shower disinfection and cleaning is carried out



Legionella risk assessment Larksfield 09-09-2020

Risk Assessment: General, Young Person and Expectant Mothers

Positive observations

Risk assessments have been completed for each individual scheme on Atlas. These are reviewed annually and are shared with employees on Atlas

The risk assessments cover:

- Adverse weather
- Animal bites / Animal scratches
- Back injury
- Bin store / Broken glass
- carpet cleaning machine
- Carrying cash
- Challenging behaviour / Violence at work
- Cleaning activity chemical use / Skin burns/ Skin irritants / Respiratory
- contractors working close by
- COVID-19
- Decorations
- Display screen equipment use / Work Equipment (office)
- Driving at work
- Dust
- Electricity
- Fire
- Gaining personal benefit by abusing residents
- Hand tools / Sharp cutting tools / Trapping Fingers / Work Equipment (Power tools) / Wood Working machinery.
- home visits
- hot liquids/ surfaces
- Legionella
- Lone working / Call out 24 hours

Training

Positive observations

Health and Safety training is carried out on the Atlas platform. Training modules carried out include:

- Health and Safety Awareness
- Fire Safety awareness
- Fire Extinguisher Use
- Fire Marshal
- COSHH Awareness
- PPE Use
- Manual Handling
- Ladders and Step ladders
- Legionella and Legionnaires Disease awareness
- Asbestos awareness
- DSE
- Infection Control

Health and safety training is provided on induction. The induction process is documented.

Workplace Health, Safety and Welfare

Positive observations

Housekeeping is maintained to a very high standard across the site.

Toilet facilities were seen to be maintained in a clean, hygienic and orderly condition.

Asbestos

Positive observations

An asbestos survey was seen dated 17/12/2023. It was confirmed that there is no asbestos

Display Screen Equipment

Positive observations

DSE assessments are completed.

Staff have undertaken training in DSE use.

Hazardous Substances/COSHH

Positive observations

COSHH assessments have been carried out for cleaning products used. This includes:

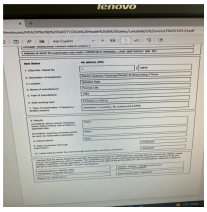
- All purpose cleaner
- Cream Cleaner
- Disinfectant
- Jeyes Fluid
- Multi-surface Cleaner
- Toilet cleaner
- Washing up liquid

These are reviewed annually. Last review 23/05/2024

Lifting Equipment

Positive observations

The passenger lift is subject to thorough examination as is required by the Lifting Operations and Lifting Equipment Regulations 1998 (LOLER). This was last undertaken 19/03/2024



LOLER 19-03-2024

Window Restrictors

Observation

Although robust window restrictors are in place on first floor windows and these are checked, these checks are not documented

Recommendation

Daily inspections should be undertaken of all opening windows / window restrictors to ensure that have not become damaged. Details of this inspection should be recorded on file for inspection by any interested party.

Priority : Medium

Responsible Person : Carolyn Arnold

Recommended Deadline Date : 29/10/2024

Window restrictors are robust - Documented inspection regime recommended

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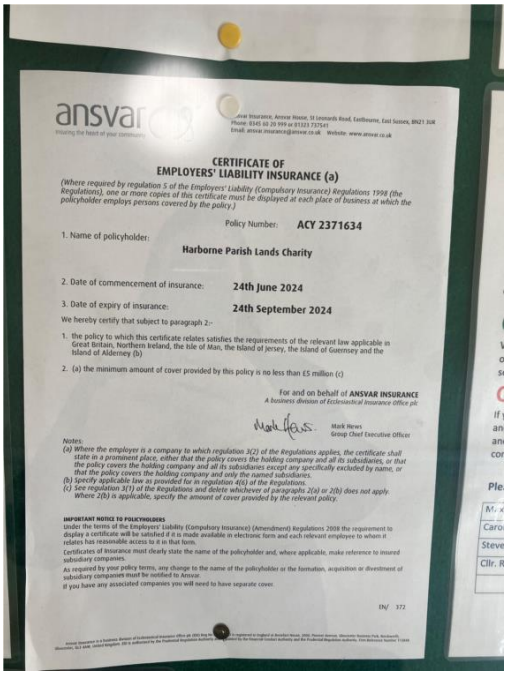
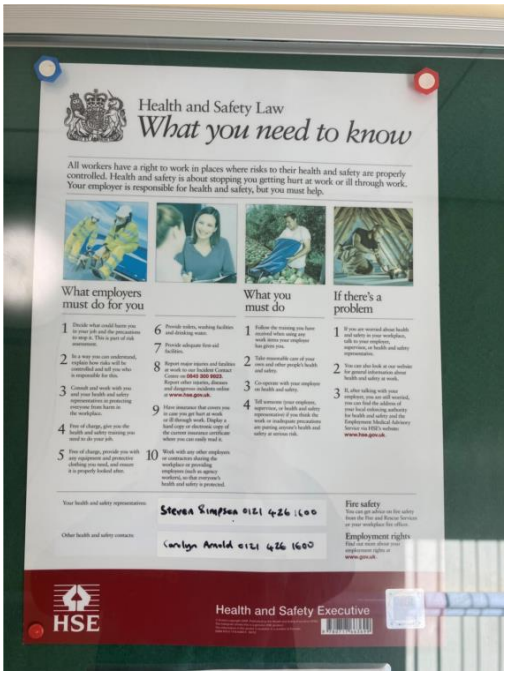
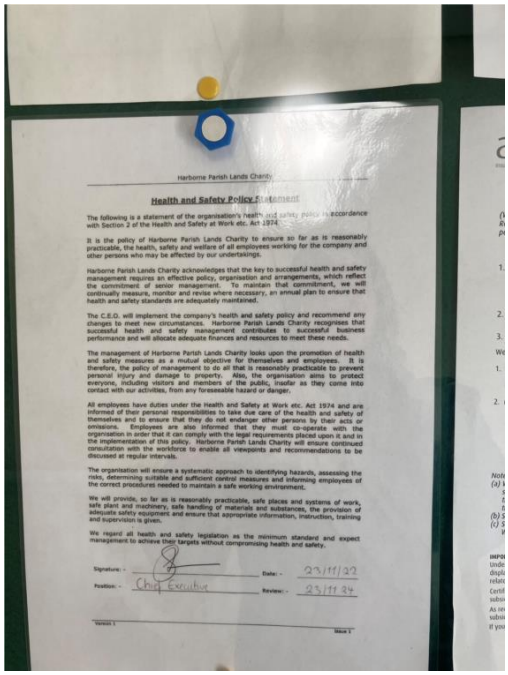
Workplace Inspection Media

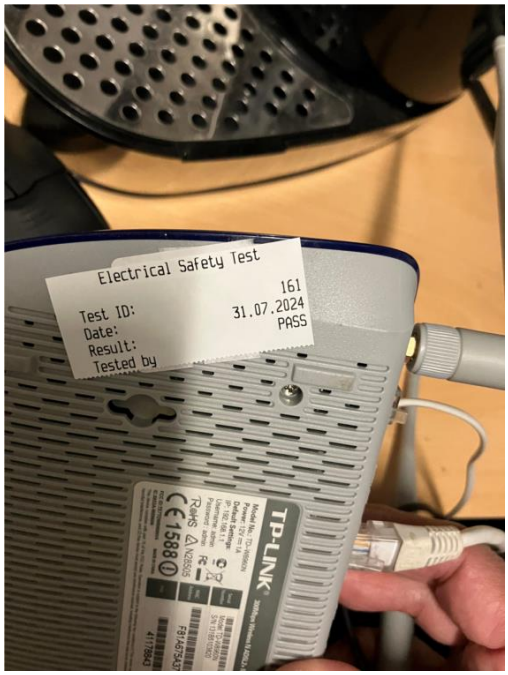
Window Restrictors
 Window restrictors are robust - Documented inspection regime recommended

Positive Observations Media

Displayed Notices and Certificates	Displayed Notices and Certificates
 ansvar Insuring the heart of your community Ansvar Insurance, Ansvar House, St Leonards Road, Eastbourne, East Sussex, BN21 3UR Phone: (0345 60 20 999 or 01323 737541) Email: ansvar.insurance@ansvar.co.uk Website: www.ansvar.co.uk CERTIFICATE OF EMPLOYERS' LIABILITY INSURANCE (a) (Where required by regulation 5 of the Employers' Liability (Compulsory Insurance) Regulations 1998 (the Regulations), one or more copies of this certificate must be displayed at each place of business at which the policyholder employs persons covered by the policy.) Policy Number: ACY 2371634 1. Name of policyholder: Harborne Parish Lands Charity 2. Date of commencement of insurance: 24th June 2024 3. Date of expiry of insurance: 24th September 2024 We hereby certify that subject to paragraph 2:- 1. the policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the Island of Jersey, the Island of Guernsey and the Island of Alderney (b) 2. (a) the minimum amount of cover provided by this policy is no less than £5 million (c) For and on behalf of ANSVAR INSURANCE A business division of Ecclesiastical Insurance Office plc Mark Hews Mark Hews Group Chief Executive Officer Notes: (a) Where the employer is a company to which regulation 3(2) of the Regulations applies, the certificate shall state in a prominent place, either that the policy covers the holding company and all its subsidiaries, or that that the policy covers the holding company and all its subsidiaries except any specifically excluded by name, or that the policy covers the holding company and only the named subsidiaries. (b) Specify applicable law as provided for in regulation 4(6) of the Regulations. (c) See regulation 3(1) of the Regulations and delete whichever of paragraphs 2(a) or 2(b) does not apply. Where 2(b) is applicable, specify the amount of cover provided by the relevant policy. IMPORTANT NOTICE TO POLICYHOLDERS Under the terms of the Employers' Liability (Compulsory Insurance) (Amendment) Regulations 2008 the requirement to display a certificate will be satisfied if it is made available in electronic form and each relevant employee to whom it relates has reasonable access to it in that form. Certificates of Insurance must clearly state the name of the policyholder and, where applicable, make reference to insured subsidiary companies. As required by your policy terms, any change to the name of the policyholder or the formation, acquisition or divestment of subsidiary companies must be notified to Ansvar. If you have any associated companies you will need to have separate cover. EN/ 372 Ansvar Insurance is a business division of Ecclesiastical Insurance Office plc (EIO plc). EIO plc is registered in England at Beaufort House, 2000 Pioneer Avenue, Gloucester Business Park, Brockworth, Gloucester, GL3 4AW, United Kingdom. EIO is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 113848. [Employers liability insurance valid until 24-09-2024]	 Health and Safety Law What you need to know All workers have a right to work in places where risks to their health and safety are properly controlled. Health and safety is about stopping you getting hurt at work or ill through work. Your employer is responsible for health and safety, but you must help. What employers must do for you 1 Decide what could harm you in your job and the precautions to stop it. This is part of risk assessment. 2 In a way you can understand, explain how risks will be controlled and tell you who is responsible for this. 3 Consult and work with you and your health and safety representatives on protecting everyone from harm in the workplace. 4 Free of charge, give you the health and safety training you need to do your job. 5 Free of charge, provide you with any equipment and protective clothing you need, and ensure it is properly looked after. 6 Provide toilets, washing facilities and drinking water. 7 Provide adequate first-aid facilities. 8 Report major injuries and fatalities at work to our Incident Contact Centre on 0845 300 9923. Report other injuries, illnesses and dangerous incidents online at www.hse.gov.uk. 9 Have insurance that covers you in case you get hurt at work or ill through work. Display a hard copy or electronic copy of the current insurance certificate where you can easily read it. 10 Work with any other employers or contractors sharing the workplace or providing temporary or agency workers, so that everyone's health and safety is protected. What you must do 1 Follow the training you have received when using any work items your employer has given you. 2 Take reasonable care of your own and other people's health and safety. 3 Co-operate with your employer on health and safety. 4 Tell someone (your employer, supervisor, or health and safety representative) if you think the work or inadequate precautions are putting anyone's health and safety at serious risk. If there's a problem 1 If you are worried about health and safety in your workplace, talk to your employer, supervisor, or health and safety representative. 2 You can also look at our website for general information about health and safety at work. 3 If, after talking with your employer, you are still worried, you can find the address of your local enforcing authority on our website and call the Employments Medical Advisory Service via HSE's website: www.hse.gov.uk. Your health and safety representatives: Steven Simpson 0121 426 1600 Other health and safety contacts: Carolyn Arnold 0121 426 1600 Fire safety You can get advice on fire safety from the Fire and Rescue Services or your workplace fire officer. Employment rights Find out more about your employment rights at www.gov.uk. HSE Health and Safety Executive [HS Law poster]

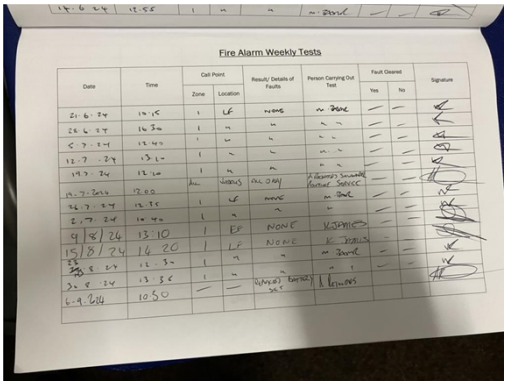
Displayed Notices and Certificates
 HS Policy statement valid until 23-11-2024

Displayed Notices and Certificates
No smoking or vaping

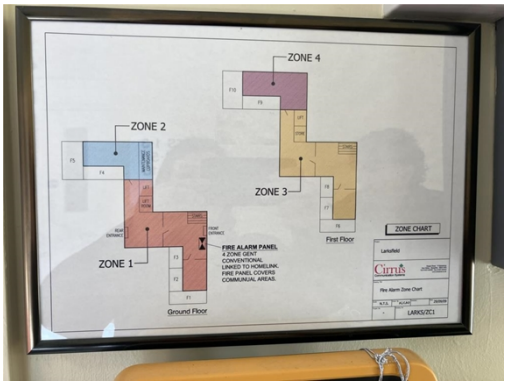
Electrical Safety
 Electrical Safety Test 31-07-2024

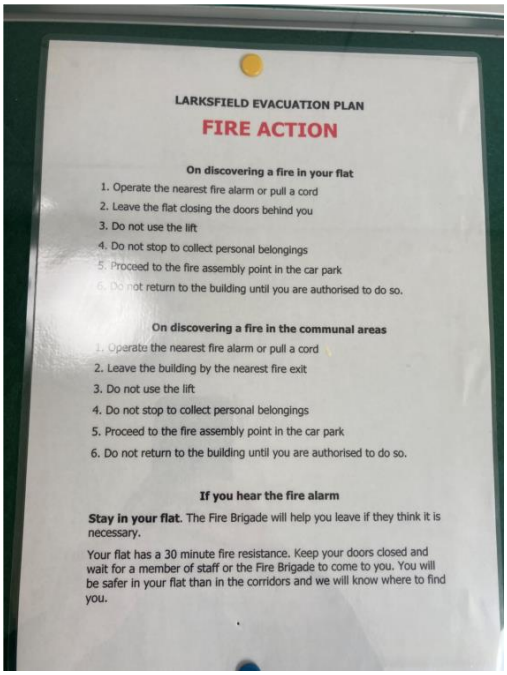
Fire - Detection and Alarm
 Fire Alarm panel no faults

Fire - Detection and Alarm
Fire Alarm call point clearly indicated

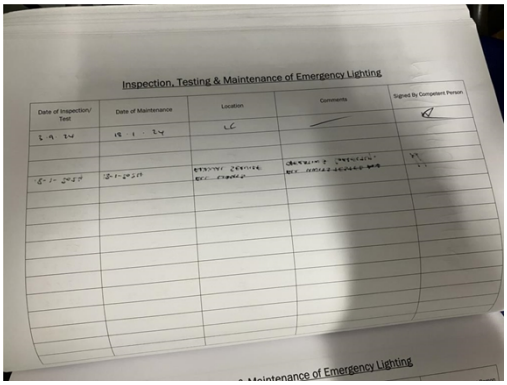
Fire - Detection and Alarm
 Fire Alarm weekly test 06-09-2024

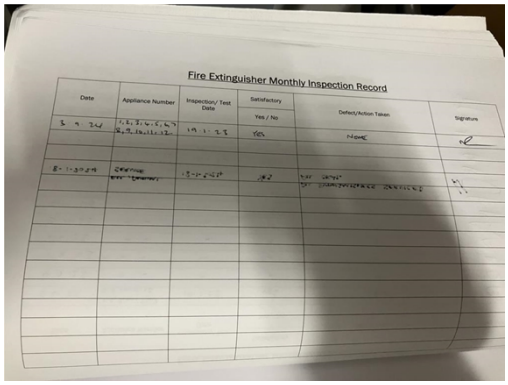
Fire - Documentation
 REGULATORY REFORM (FIRE SAFETY) ORDER 2005 Prepared By: Tim Woodfield Tech IOSH AIFSM MIFPO Fire Safety Consultant FIRE RISK ASSESSMENT FOR: salamander Larksfield Assessment Date: 29th of April 2023 Next Review Date: April 2025 Assessment By: T. Woodfield - Tech IOSH AIFSM MIFPO Reviewed 30-4-24 1/34 Fire Risk Assessment - dated 29-04-2024 - reviewed 30-04-2024

Fire - Documentation
   Fire Floor plan

Fire - Documentation	Fire - Doors/Emergency Exits
 LARKSFIELD EVACUATION PLAN FIRE ACTION **On discovering a fire in your flat** 1. Operate the nearest fire alarm or pull a cord 2. Leave the flat closing the doors behind you 3. Do not use the lift 4. Do not stop to collect personal belongings 5. Proceed to the fire assembly point in the car park 6. Do not return to the building until you are authorised to do so. **On discovering a fire in the communal areas** 1. Operate the nearest fire alarm or pull a cord 2. Leave the building by the nearest fire exit 3. Do not use the lift 4. Do not stop to collect personal belongings 5. Proceed to the fire assembly point in the car park 6. Do not return to the building until you are authorised to do so. **If you hear the fire alarm** **Stay in your flat**. The Fire Brigade will help you leave if they think it is necessary. Your flat has a 30 minute fire resistance. Keep your doors closed and wait for a member of staff or the Fire Brigade to come to you. You will be safer in your flat than in the corridors and we will know where to find you. Fire Evacuation procedures on display	 Fire door appropriate signage

Fire - Doors/Emergency Exits
Fire Door self closers seen

Fire - Emergency Lighting
 Emergency Lighting monthly check 03-09-2024

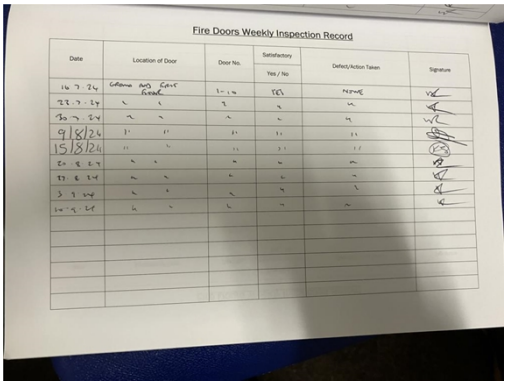
Fire - Extinguishers

[Fire Extinguisher Monthly check 03-09-2024]

Fire - Extinguishers
[Fire Extinguishers on suitable stand]

Fire - Extinguishers

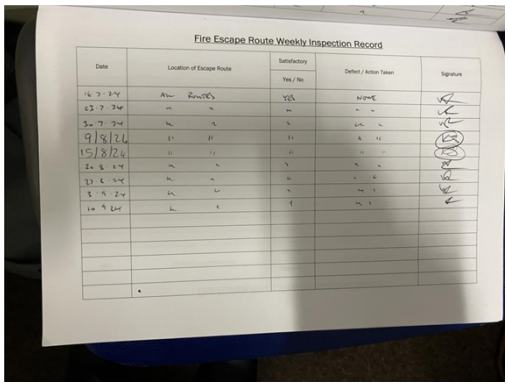
Fire extinguisher service 18-01-2024

Fire - Monitoring



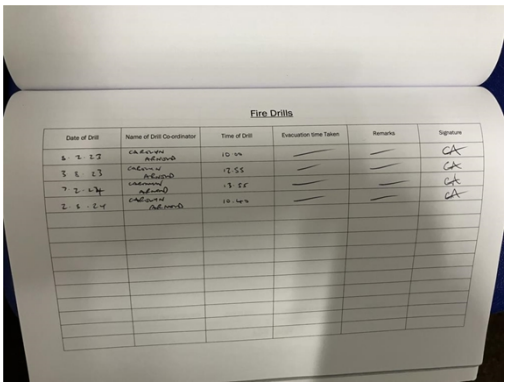
Fire door weekly check 10-09-2024

Fire - Monitoring



Fire escape route weekly test 10-09-2024

Fire - Monitoring



Fire Drill 02-08-2024

Fire - Signage	Fire - Signage
Fire Action Notice	Fire escape route indicated

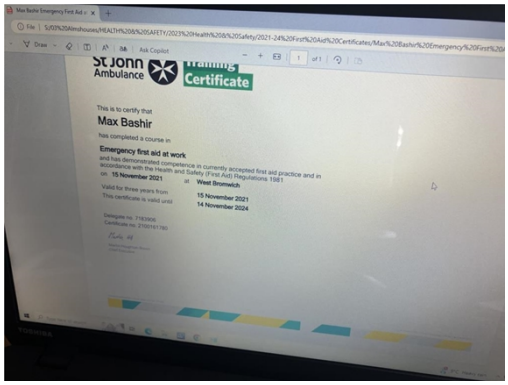
Fire - Signage

Fire Assembly point

First Aid

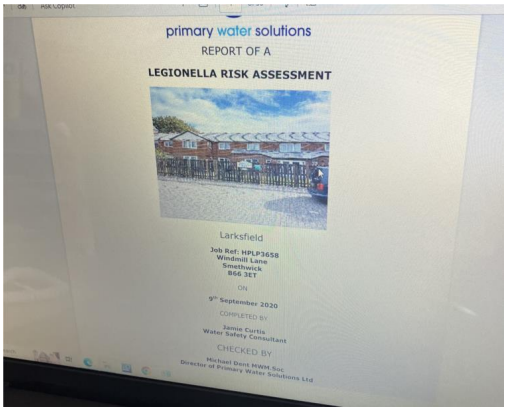
Well stocked first aid kit and first aid notice

First Aid



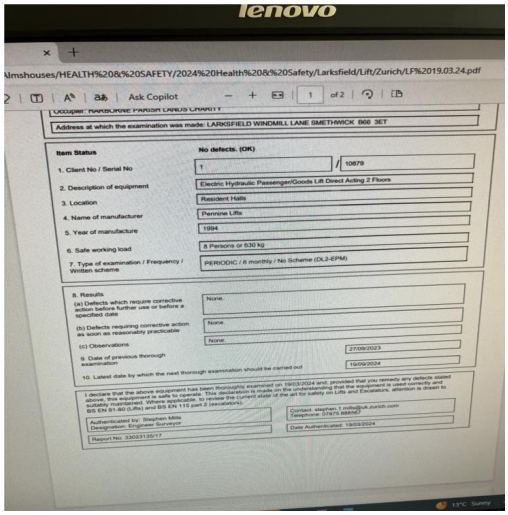
First Aid certificate valid until 14-11-2024

Legionella



Legionella risk assessment Larksfield 09-09-2020

Lifting Equipment



lenovo

almshouses/HEALTH%20&%20SAFETY/2024%20Health%20&%20Safety/Larksfield/Lift/Zurich/LF%2019.03.24.pdf

Ask Copilot

1 of 2

Address at which the examination was made: LARKSFIELD WINDMILL LANE SMETHWICK B66 3ET

Item Status	No defects. (OK)
1. Client No / Serial No	1 / 10879
2. Description of equipment	Electric Hydraulic Passenger/Goods Lift Direct Acting 2 Floors
3. Location	Resident Halls
4. Name of manufacturer	Pennine Lifts
5. Year of manufacture	1994
6. Safe working load	8 Persons or 630 kg
7. Type of examination / Frequency / Written scheme	PERIODIC / 6 monthly / No Scheme (DL2-EPM)
8. Results (a) Defects which require corrective action before further use or before a specified date	None.
(b) Defects requiring corrective action as soon as reasonably practicable	None.
(c) Observations	None.
9. Date of previous thorough examination	27/09/2023
10. Latest date by which the next thorough examination should be carried out	19/09/2024

I declare that the above equipment has been thoroughly examined on 19/03/2024 and, provided that you remedy any defects stated above, this equipment is safe to operate. This declaration is made on the understanding that the equipment is used correctly and suitably maintained. It is advisable, to review the current state of the art for safety on Lifts and Escalators, attention is drawn to: BS EN 81-80 (Lifts) and BS EN 115 part 2 (escalators).

Authenticated by: Stephen Mills
Designation: Engineer Surveyor
Report No: 3303135017

Contact: stephen.f.mills@uk.zurich.com
Telephone: 07875 888567

Date Authenticated: 19/03/2024

13°C Sunny

[LOLER 19-03-2024]

Conclusion

The assessor believes that the information contained within this inspection report to be correct at the time of printing. The report is based on matters that were observed or came to the attention of the assessor at the time of the visit and should not be relied on as an exhaustive record of all possible risks or hazards that may exist. Hazards associated with the organisation's business should be addressed during the risk assessment process.

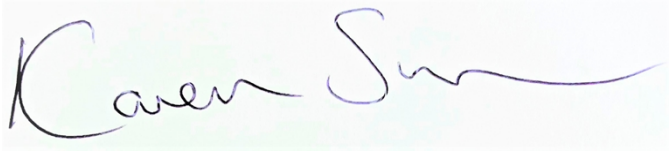
During the course of the inspection, not all areas within the premises or equipment may have been inspected, however, any issues that were apparent and visible at the time were either verbally commented upon or included in this report.

It will be important to ensure that if any new equipment is introduced into the organisation or any new work activities commence, appropriate risk assessments are compiled to comply with the Provision and Use of Work Equipment Regulations and any training that is required is completed by relevant members of staff.

In order to maintain the integrity of the inspection process and to protect all parties, the assessors will not divulge the contents of the inspection report to any unauthorised person without prior agreement or if legally obligated to do so.

Sign Off:

Client Representative: Carolyn Arnold

Consultant: 

Kings Court, Water Lane, Wilmslow, Cheshire, SK9 5AR

www.citation.co.uk

How Citation can help

For any further information please get in touch with us on **0345 844 1111**