

Customer Details

North Northamptonshire Council
New Shire Hall, Emery Crescent, Enterprise Campus,
Alconbury Weald,
Huntingdon
Cambridgeshire
PE28 4YE

Site Details

Kettering Municipal Offices
Bowling Green Road
Kettering
Northamptonshire, England
NN15 7QX

Job Details

Job Number: PM0000895/001

Job Type: Servicing

Date Logged: 01/06/2024 00:00

Order Number: 31200077813

Contact Name:

Date Complete: 08/08/2024 12:02



Description

Kettering Municipal Offices up to 97x Fire Door Inspections

Limitations, Notes & Scope of Work

All reasonable attempts have been made to undertake a thorough inspection to the fire resisting doors of the premise, in line with applicable guidance, legislation and manufacturer's instructions (if available). Our assessment does not include removal of architrave, hinges, closers or other decorative features of the fire door assembly (unless by prior agreement with the client). We also have not allowed for testing of fire door closing/holding from third-party equipment (such as those linked to fire alarm systems, or battery-powered acoustic devices) - unless where stated. If asbestos is suspected within, or surrounding the door set, we will undertake a visual inspection of the door in situ only. This is an assessment of the door's likelihood to resist fire and smoke, not a compliance check to certify doors installed by others - this is only possible when a new door set (including frame, ironmongery & certificates) are supplied and installed by a competent person from a single manufacturer. E&OE. Other limitations are listed above in the notes section.

Visits				
Visit Date	Engineer	Customer	Status	Visit Complete
08:30	202 - Steve Davis	North Northamptonshire Council	Cancelled	16:30
		Customer Signature	Engineer Signature	
Print Name:			202 - Steve Davis	
Visit Date	Engineer	Customer	Status	Visit Complete
08:30	202 - Steve Davis	North Northamptonshire Council	Cancelled	16:30
		Customer Signature	Engineer Signature	
Print Name:			202 - Steve Davis	
Visit Date	Engineer	Customer	Status	Visit Complete
08:34	202 - Steve Davis	North Northamptonshire Council	Complete	07:46
		Customer Signature	Engineer Signature	
Print Name:			202 - Steve Davis	

Visit Date	Engineer	Customer	Status	Visit Complete
08:40	202 - Steve Davis	North Northamptonshire Council	Complete	12:02
Print Name:	Customer Signature		Engineer Signature	
	North Northants Council		202 - Steve Davis	

A list of assets, their status, and any remedial work required can be seen overleaf ../

Assets Inspected					
Asset #	Description	Location	Notes / Action Required	Visit Status	Condition
FDR013	Fire Door Metal Double Leaf Glazed Automatic sliding doors	Main Entrance Ground Floor	N/A	Completed	Fire Exit Door(s) - PASS
FDR014	Fire Door Timber Door + Slave Leaf Glazed, latched and lock certification mark seen FD30	Phlebotomy Unit KGH Entrance Ground Floor	Daylight visible between leafs, smoke seals worn Signs of wear to hinges Doors wedged open (acoustic hold open device required)	Completed	FAIL (Major defect)
FDR015	Fire Door Timber Single Leaf glazed Keypad lock	Radio Room Ground Floor	Confirm fire rating of glazing	Completed	PASS (with minor defect)
FDR016	Fire Door Timber Single Leaf Glazed No latch No certification label seen. Electronic lock fitted.	Facilities office from corridor Ground Floor	Air transfer grille not fire/smoke rated. For the door to be FD30S automatic smoke seals and intumescent grille should be installed.	Completed	FAIL (Other defect)
FDR018	Fire Door Timber Single Leaf Glazed No latch No certification label seen	Corridor outside Gents Toilets Ground Floor	Fire rating of glazing and surrounding infill panels should be confirmed	Completed	FAIL (Major defect)
FDR019	Fire Door Timber Single Leaf Unglazed Latched no certification label seen	Mayors Parlour from corridor Ground Floor	Non compliant hold open device fitted. If door is to be held open an approved acoustic hold open device should be fitted.	Completed	PASS (with minor defect)
FDR020	Fire Door Timber Single Leaf Glazed No latch No certification label seen. Door retainers fitted.	Corridor outside Ladies Toilets Ground Floor	Glazing loose, confirm fire rating of glazing and intumescent beading installed . Automatic Fire Door signage required	Completed	FAIL (Other defect)
FDR021	Fire Door Timber Single Leaf Glazed Coded lock fitted. certification label seen on leaf	Members Room from corridor Ground Floor	Does not self latch, leaf hits frame	Completed	FAIL (Major defect)
FDR023	Fire Door	Exit outside Members Room	Signage required for override of exit door	Completed	PASS (with

	Timber Double Leaf Glazed Unlatched Push Bar	Ground Floor			minor defect)
FDR024	Fire Door Timber Single Leaf Glazed Unlatched no certification label seen electronic lock fitted	Cleaning Cupboard opposite Members Room Ground Floor	Leaf does not sit flush with frame (approx 10mm) Excessive gap between leaf and frame at head. Air transfer grille not smoke rated.	Completed	FAIL (Major defect)
FDR026	Fire Door Timber Double Leaf Glazed Unlatched, retainers fitted. No certification label seen	Corridor outside members room Ground Floor	Confirm fire rating of glazing Automatic fire door signage required	Completed	PASS (with minor defect)
FDR027	Fire Door Timber Double Leaf Glazed No latch. Electronic lock fitted. No certification label seen	Stairway from Members Room side Ground Floor	Excessive gaps top of both leafs. Confirm fire rating of glazing Excessive gaps bottom of both leafs (15-20)mm	Completed	FAIL (Major defect)
FDR028	Fire Door Timber Double Leaf Glazed No latch. Electronic lock fitted. No certification label seen	Stairway from IT Office side Ground Floor	Daylight visible between leafs gap ok, smoke seals worn? Slight damage to leaf Hinges worn / wearing	Completed	FAIL (Major defect)
FDR029	Fire Door Timber Single Leaf Glazed Locked no certification label seen	IT Manager Ground Floor	Slight wear to hinges	Completed	PASS (with minor defect)
FDR030	Fire Door Timber Door + Slave Leaf Glazed Latched, locked. No certification label seen	IT Equipment Room Ground Floor	Section of smoke seal missing latching edge	Completed	FAIL (Major defect)
FDR031	Fire Door Timber Single Leaf Glazed Coded lock fitted. No certification label seen	Town Council Room Ground Floor	Signs of wear to hinges	Completed	PASS (with minor defect)
FDR032	Fire Door Timber Single Leaf Glazed No latch. Electronic lock fitted.certification mark seen FD30	Locker room behind customer service Ground Floor	Leaf does not sit flush in frame bottom of latching edge, stop incorrectly sited.	Completed	FAIL (Other defect)

FDR033	Fire Door Timber Single Leaf Glazed Mortice lock, FD30S certification label seen	Entrance from Public Wating Area Ground Floor	Signs of wear to hinges Excessive gap Latching edge (6-8mm)	Completed	FAIL (Major defect)
FDR034	Fire Door Timber Double Leaf Glazed No latch no certification label seen	Corridor outside Town Council Ground Floor	Glazing and beading non compliant Excessive gaps between frame and leaf and leafs at centre. Damage to leafs Smoke seals contaminated with paint	Completed	FAIL (Major defect)
FDR035	Fire Door Timber Single Leaf Glazed Latched. No certification label seen	Council Chambers entrance left Ground Floor	Confirm fire rating of glazing and beading	Completed	PASS (with minor defect)
FDR036	Fire Door Timber Single Leaf Unglazed No latch. No certification label seen	Cupboard opposite entrance to Council Chambers Ground Floor	N/A	Completed	PASS (no minor defects)
FDR037	Fire Door Timber Double Leaf Glazed No latch no certification label seen	Corridor next to Goods Lift Ground Floor	Excessive gap between leafs daylight visible Non compliant glazing and beading Signs of wear to hinges Excessive gap top of leafs	Completed	FAIL (Major defect)
FDR038	Fire Door Timber Double Leaf Glazed No latch. Electronic lock fitted. No certification label seen	Corridor outside Dev. Serv. Archives Ground Floor	Daylight visible between leafs, gap ok, smoke seal worn? Signs of wear to hinges	Completed	FAIL (Major defect)
FDR039	Fire Door Timber Double Leaf Glazed No latch. Electronic lock fitted. No certification label seen	Staff Stairs, Reception entrance Ground Floor	Confirm fire rating of glazing	Completed	PASS (with minor defect)
FDR040	Fire Door Timber Single Leaf Unglazed Keypad lock. No certification label seen	Basement door next to stairwell Ground Floor	N/A	Completed	PASS (no minor defects)
FDR041	Fire Door Timber Single Leaf Unglazed	Exit next to Police G18 Ground Floor	Difficult to open, possibly catching on floor	Completed	Fire Exit Door(s) - FAIL

	Latched Push Bar no certification label seen				
FDR042	Fire Door Timber Single Leaf Glazed Latched no certification label seen	Citizens Advice Office link Ground Floor	Signage on glazing to be removed Confirm fire rating of glazing Door wedged open consider automatic acoustic hold open device	Completed	PASS (with minor defect)
FDR043	Fire Door Timber Single Leaf Glazed Latched no certification label seen	Customer Services Rest Room Ground Floor	Air transfer grille should be fitted with automatic smoke seals to conform to FD30S Signs of slight wear to hinges . Confirm fire rating of glazing	Completed	FAIL (Other defect)
FDR044	Fire Door Timber Double Leaf Glazed Latched No certification label seen	Council Chambers entrance right Ground Floor	Confirm fire rating of glazing	Completed	PASS (with minor defect)
FDR045	Fire Door Timber Double Leaf Unglazed Latched Push Pad	Exit from Council Chambers Ground Floor	N/A	Completed	Fire Exit Door(s) - PASS
FDR046	Fire Door Timber Single Leaf Glazed Unlatched. Electronic lock fitted. No certification label seen	Post Room Ground Floor	Smoke seals worn hinge edge Air transfer grille should be fitted with automatic smoke seal to conform to FD30S	Completed	FAIL (Major defect)
FDR047	Fire Door Timber Single Leaf Glazed Latched no certification label seen	Committee Room Ground Floor	Excessive gap top of leaf (6-8mm) Glazing not fire rated	Completed	FAIL (Major defect)
FDR048	Fire Door Timber Double Leaf Glazed No latch no certification label seen	Corridor outside lift Ground Floor Ground Floor	Smoke seals contaminated with paint Leafs do not close flush Damage to leafs Non compliant glazing	Completed	FAIL (Major defect)
FDR049	Fire Door Timber Single Leaf Glazed Mortice lock and key pad certification label seen FD30	Police entrance opposite Citizens Advice Ground Floor	Signs of wear to hinges	Completed	PASS (with minor defect)
FDR050	Fire Door	Citizens Advice entrance	Excessive gaps between frame and leaf (6-8mm)	Completed	FAIL (Major

	Timber Single Leaf Glazed No latch. No certification label seen	Ground Floor	Signs of wear to hinges		defect)
FDR051	Fire Door Timber Single Leaf Unglazed No latch. No certification label seen	CAB WC entrance Ground Floor	N/A	Completed	PASS (no minor defects)
FDR053	Fire Door Timber Double Leaf Glazed Magnet locks no certification label seen	Corridor outside toilets Ground Floor	Signs of wear to hinges	Completed	PASS (with minor defect)
FDR054	Fire Door Timber Double Leaf Glazed No latch. No certification label seen	Development Services G7 entrance Ground Floor	Damage to leaf (G7) top hinge/ screw missing Closer loose on same leaf. Confirm fire rating of glazing	Completed	FAIL (Major defect)
FDR055	Fire Door Timber Single Leaf Unglazed Latched Push Pad	Exit from Development Services G10 Ground Floor	Push pad to open signage required	Completed	Fire Exit Door(s) - PASS (signage required)
FDR056	Fire Door Timber Double Leaf Glazed No latch. No certification label seen	Corridor next to stairs Ground Floor	N/A	Completed	PASS (no minor defects)
FDR057	Fire Door Timber Single Leaf Glazed No latch certification label seen FD30	Kitchen next to double doors Ground Floor	N/A	Completed	PASS (no minor defects)
FDR059	Fire Door Timber Double Leaf Glazed Latched Push Bar	Exit from Development Services side Ground Floor	Signage required for override button	Completed	Fire Exit Door(s) - PASS
FDR060	Fire Door Timber double Leaf Unglazed No certification label seen draw bolt	Goods Lift Ground Floor Ground Floor	Nosing becoming detached from leaf	Completed	FAIL (Other defect)
FDR091	Fire Door Timber Single Leaf Unglazed No latch no certification label seen	Stairway Basement Basement	Does not self close to stop	Completed	FAIL (Major defect)

FDR092	Fire Door Timber Single Leaf Unglazed (appears to be new leaf and frame) No latch no certification label seen	Boiler Room Basement	N/A	Completed	PASS (no minor defects)
FDR093	Fire Door Timber Double Leaf Unglazed No latch. No certification label seen	Goods Lift Basement Basement	N/A	Completed	PASS (no minor defects)
FDR094	Fire Door Timber Single Leaf Unglazed Locked. No certification label seen	Planning Archives Basement	N/A	Completed	PASS (no minor defects)
FDR095	Fire Door Timber Single Leaf Glazed Coded lock. No certification label seen	Electric Switchroom Basement	Confirm fire rating of glazing	Completed	PASS (with minor defect)
FDR096	Fire door Metal single with push bar	Rear exit from basement	N/A	Completed	Fire Exit Door(s) - PASS
FDR101 a&b	Fire Door Timber Single Leaf Glazed No latch. No certification label seen	Stairway entrance left First Floor	Glazing loose and non compliant Signs of wear to hinges	Completed	FAIL (Other defect)
FDR102 a&b	Fire Door Timber Single Leaf Glazed No latch. No certification label seen	Stairway entrance right First Floor	Excessive gap top of leaf A Bottom glazing panels loose leaf A&B Confirm fire rating of glazing	Completed	FAIL (Major defect)
FDR103	Fire Door Timber Double Leaf Glazed No latch. No certification label seen	Corridor outside Economy Director First Floor	Leafs do not close flush (possibly twisted) Signs of wear to hinges Confirm fire rating of glazing Excessive gap between leaf and frame	Completed	FAIL (Major defect)
FDR104	Fire Door Timber Double Leaf Glazed No latch. No certification label seen. Acoustic retainer fitted.	Corridor outside Housing First Floor	Confirm fire rating of glazing	Completed	PASS (with minor defect)
FDR106	Fire Door Timber Single Leaf Glazed	Photocopy room First Floor	Confirm fire rating of glazing	Completed	PASS (with minor defect)

	No latch. No certification label seen. Acoustic door retainer fitted.				
FDR107	Fire Door Timber Single Leaf Glazed Latched no certification label seen	Housing F13 entrance left First Floor	Signs of wear to hinges	Completed	PASS (with minor defect)
FDR108	Fire Door Timber Double Leaf Glazed No latch. No certification label seen	Corridor outside lift First Floor First Floor	Excessive gaps between frame and leaf Excessive gap between leafs Smoke seals contaminated Non compliant glazing	Completed	FAIL (Major defect)
FDR109	Fire Door Timber Single Leaf Glazed Latched no certification label seen	Housing F14 entrance right First Floor	Signs of wear to hinges	Completed	PASS (with minor defect)
FDR110	Fire Door Timber Double Leaf Unglazed No latch. certification label seen FD30	Goods Lift First Floor First Floor	N/A	Completed	PASS (no minor defects)
FDR111	Fire Door Timber Single Leaf Glazed No latch. No certification label seen. Electronic locked fitted	Corridor outside Labour Group Office First Floor	Confirm fire rating of glazing	Completed	PASS (with minor defect)
FDR112	Fire Door Timber Single Leaf Glazed No latch. No certification label seen	Entrance to middle stairwell First Floor	N/A	Completed	PASS (no minor defects)
FDR113	Fire Door Timber Single Leaf Glazed No latch. No certification label seen	Democratic Services First Floor	Signs of slight wear to hinges	Completed	PASS (with minor defect)
FDR114	Fire Door Timber Single Leaf Glazed Latched. certification label seen	Housing F14 entrance left First Floor	Signs of wear to hinges	Completed	PASS (with minor defect)
FDR115	Fire Door Timber Double Leaf Glazed No latch, No certification label seen	Corridor outside Head of Housing First Floor	Excessive gap between leaf and frame Excessive gap between leafs Smoke seals contaminated Non compliant glazing and beading	Completed	FAIL (Major defect)

			Leafs do not close flush		
FDR116	Fire Door Timber Single Leaf Glazed No latch. No certification label seen	Head of Housing First Floor	Signage on glazing to be removed Slight wear to centre hinge	Completed	PASS (with minor defect)
FDR117	Fire Door Timber Double Leaf Glazed No latch no certification label seen	Corridor outside toilets first floor First Floor	All smoke seals worn/contaminated. Glazing loose top panel slave leaf Confirm fire rating of glazing	Completed	FAIL (Major defect)
FDR118	Fire Door Timber Single Leaf Unglazed No latch. No certification label seen	Gents entrance first floor First Floor	N/A	Completed	PASS (no minor defects)
FDR119	Fire Door Timber Single Leaf Glazed No latch. No certification label seen. Door retainer fitted.	Sink Area First Floor	Excessive gap between leaf and stop Confirm fire rating of glazing	Completed	FAIL (Other defect)
FDR120	Fire Door Timber Single Leaf Glazed No latch. No certification label seen. Door retainer installed.	Corridor opposite cleaning cupboard First Floor	Signs of wear to hinges Confirm fire rating of glazing	Completed	PASS (with minor defect)
FDR121	Fire Door Timber Double Leaf Glazed No latch. No certification label seen. Door retainer fitted to one door	Corridor outside stairwell left First Floor	Daylight visible between leafs (gap ok) smoke seal worn? Confirm fire rating of glazing	Completed	FAIL (Major defect)
FDR201	Fire Door Timber Single Leaf Glazed No latch. No certification label seen	Stairwell entrance left Second Floor	Confirm fire rating of glazing	Completed	PASS (with minor defect)
FDR202	Fire Door Timber Single Leaf Glazed Keypad lock . No certification label seen	Store Cupboard next to stairwell left Second Floor	N/A	Completed	PASS (no minor defects)
FDR203	Fire Door Timber Double Leaf Glazed No latch no certification label seen	Corridor entrance to print room lobby Second Floor	Daylight visible between leafs, (gap ok). Smoke seal worn? Confirm fire rating of glazing	Completed	FAIL (Major defect)

FDR205	Fire Door Timber Double Leaf Glazed No latch no certification label seen	Corridor opposite Gents Toilets Second Floor	Daylight visible between leafs, (gap ok) smoke seal worn? Slight signs of wear to hinges Leafs do not close flush, bottom half, twisted? Confirm fire rating of glazing	Completed	FAIL (Major defect)
FDR207	Fire Door Timber Single Leaf Glazed No latch. No certification label seen	Housing Strategy entrance right Second Floor	Slight signs of wear to hinges Confirm fire rating of glazing	Completed	PASS (with minor defect)
FDR208	Fire Door Timber Single Leaf Glazed Latched, Retainer installed. No certification label seen	Finance Dept entrance left Second Floor	Smoke seal not contacting frame Latching edge Excessive gap top of leaf Confirm fire rating of glazing	Completed	FAIL (Major defect)
FDR209	Fire Door Timber Double Leaf Glazed No latch no certification label seen	Corridor outside Goods Lift Second Floor	Leafs do not centre Excessive gaps between frame and leafs Excessive gap between leaf and floor Smoke seals worn/ contaminated Confirm fire rating of glazing Excessive closing speed leaf with hold open device 2 non-compliant hinges	Completed	FAIL (Major defect)
FDR210	Fire Door Timber Double Leaf Unglazed No latch certification label seen FD30	Goods Lift Second Floor Second Floor	Gaps between frame and stop require filling with fire rated product	Completed	FAIL (Other defect)
FDR212	Fire Door Timber Single Leaf Glazed Latched. Coded lock fitted. No certification label seen	Probation Service Second Floor	Closer arm loose on frame Signage on glazing to be removed Door wedged open consider automatic acoustic hold open device Leaf does not self close to stop Signs of slight wear to hinges	Completed	FAIL (Major defect)
FDR213	Fire Door Timber Single Leaf Glazed No latch. No certification label seen	Council Tax Office entrance Second Floor	Excessive gap between leaf and stop both edges Excessive gap between leaf and frame top of leaf Slight wear to hinges Non-compliant hinges	Completed	FAIL (Major defect)
FDR214	Fire Door Timber Single Leaf Glazed	Stairwell, middle, entrance from Council Tax Office	Daylight visible between leaf and frame both sides gaps on	Completed	FAIL (Major defect)

	No latch, electronic lock. No certification label seen	Second Floor	Non-compliant glazing and beading Excessive gap between leaf and floor Signs of wear to top hinge		
FDR215	Fire Door Timber Single Leaf Glazed Latched. No certification label seen	Stairwell, middle, entrance from Response Centre Second Floor	Excessive gap between leaf and frame bottom of Latching edge Non-compliant glazing and beading Slight sign of wear to top hinges Hole in frame requires filling	Completed	FAIL (Major defect)
FDR216	Fire Door Timber Single Leaf Glazed No latch. No certification label seen	Entrance to Corporate Development corridor Second Floor	Smoke seals contaminated with paint/ worn Confirm fire rating of glazing and mastic.	Completed	FAIL (Major defect)
FDR217	Fire Door Timber Single Leaf Glazed Latched. No certification label seen	Fraud Office Second Floor	Daylight visible between leaf and frame latching edge, gap ok smoke seal worn? Non-compliant glazing/ beading Slight signs of wear to hinges	Completed	FAIL (Major defect)
FDR219	Fire Door Timber Double Leaf Glazed No latch. No certification label seen. Acoustic retainer fitted.	Corridor next to Audit Office Second Floor	Daylight visible between leafs, gap ok Signs of wear to hinges Excessive gap top of leafs Confirm fire rating of glazing	Completed	FAIL (Major defect)
FDR221	Fire Door Timber Double Leaf Glazed No latch. certification label seen FD30	Corridor next to Store Cupboard right Second Floor	Confirm fire rating of glazing	Completed	PASS (with minor defect)
FDR222	Fire Door Timber Single Leaf Unglazed Latched. No certification label seen. Coded lock fitted	Cleaning Cupboard next to stairwell right Second Floor	N/A	Completed	PASS (no minor defects)
FDR223	Fire Door Timber Single Leaf Glazed No latch. No certification label seen	Stairwell entrance right Second Floor	Smoke seal not contacting frame latching edge, gap ok, smoke seal worn? Non-compliant glazing and beading	Completed	FAIL (Major defect)

Photos of the assets, their condition and historical data can be seen in your client hub, along with the above information.

If you don't have access to your client hub, please contact the office on 01536 526138 / info@folgatesafety.co.uk

Notes

09/08/2024 09:31

Wired glazing without a suitable etching mark cannot be considered as providing adequate fire protection. Where hinges have been noted as showing signs of wear, they should be monitored for further wear / deterioration and replaced as required.

09/08/2024 09:24

Where roller/venetian blinds have been fitted to fire resisting doors to provide privacy, the fire rating of the material used should be confirmed. Only materials of the equivalent fire rating to the door should be installed.