

Fire Risk Assessment

Harry Price House



**Hartlebury Road, Oldbury
B69 1EQ**

Date Completed: 23rd September 2022

Officer: C Hill

Checked By: T.Thompson

Current Risk Rating = Trivial

Subsequent reviews

<u>Review date</u>	<u>Officer</u>	<u>Comments</u>
23/02/23	C Hill	Section 10/12 – Installation of new refuse chute hoppers and conformity.

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Section

0

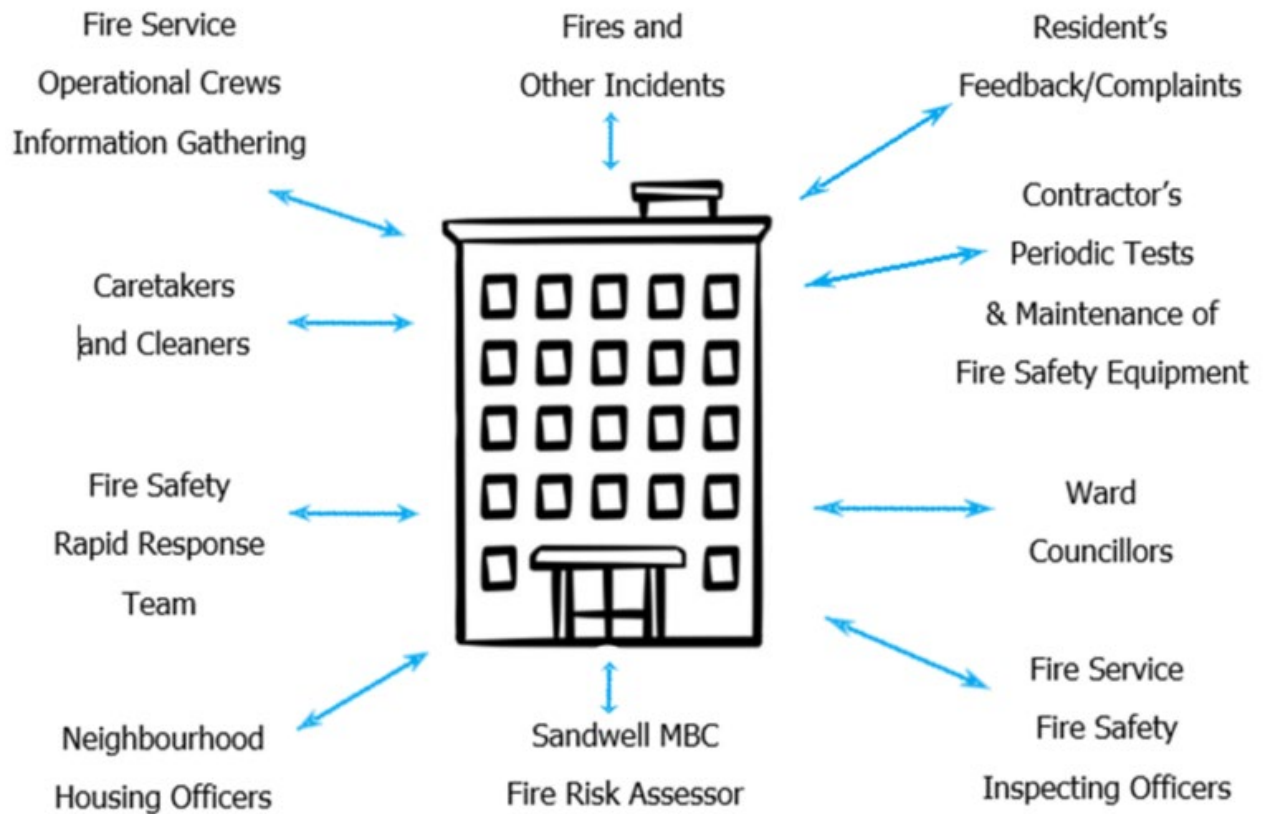
Introduction

The [Regulatory Reform \(Fire Safety\) Order 2005 \(RR\(FS\)O\)](#) places a legal duty on landlords to complete a fire risk assessment (FRA). Specifically, RR(FS)O article 9. — (1) *“The responsible person must make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions he needs to take to comply with the requirements and prohibitions imposed on him by or under this Order”*.

This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>. In the first instance however, we would be grateful if you could contact us directly via https://www.sandwell.gov.uk/info/200195/contact_the_council/283/feedback_and_complaints or by phone on 0121 569 6000.

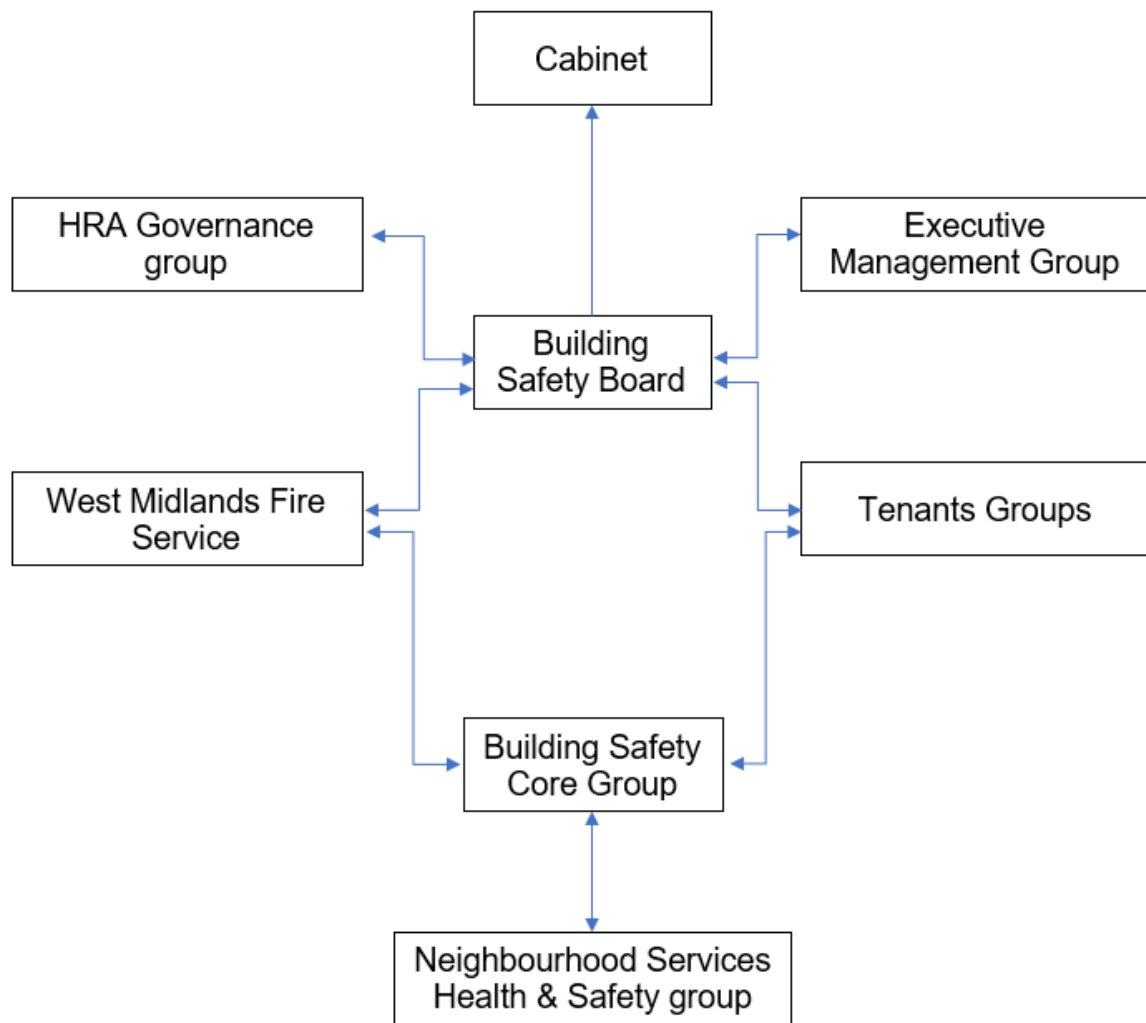
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. If the review suggests the fire risk assessment is not currently suitable and sufficient, then a new fire risk assessment will be undertaken and become the current fire risk assessment. The previous fire risk assessment will be retained in the building safety case for that building.

The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



The above processes and procedures are overseen by the Fire Safety, Facilities and Premises Manager who reports to the Business Manager - Surveying and Fire Safety.

These managers attend the Fire Safety Core Group for scrutiny which is part of the governance structure below.



To summarise the fire risk assessment, in this scenario the RR(FS)O requires the prescribed information to be recorded. The prescribed information is the significant findings of the fire risk assessment and those groups or persons especially at risk from fire. This is recorded here in [section 1](#). Also required to be recorded under article 11, are the fire safety arrangements for the planning, organisation, control, monitoring and review of the preventative and protective measures. The information shown above is part of this requirement.

Section**1****Significant findings**

The significant findings (executive summary) of the fire risk assessment include those measures that have been or will be undertaken by the responsible person in order to comply with the RR(FS)O 2005.

Groups of people especially at risk of fire include such people as remote or lone workers, at risk due to layout of the building, visitors and contractors unfamiliar with the building layout as well as those with physical, sensory or mental health issues.

A third requirement that under the order must be recorded is the fire safety arrangements. This is the effective planning, organisation, control, monitoring and review of the preventive and protective measures. These are shown in the introduction.

Significant findings

Include a brief summary of protective and preventative measures where relevant along with any issues found;

The escape strategy is '**Stay Put Unless**'. This means in the event of a fire in your flat you should evacuate. If there is a fire elsewhere in the building you should stay put unless you are affected by fire or smoke.

Section number	Section Area	Individual Risk Level
Section 6	External Envelope Brickwork up to 1 st floor – Ibstock Rocksheild brick slips Above 1 st floor mixture of insulated Abecco mineral wool render (Fire Classification A2) and high density Rockpanel laminate board panels (Fire Classification A1) Each flat within the block has access to a balcony.	Trivial

Section 7	<p>Means of Escape from Fire</p> <p>The block has a single staircase that provides a sufficient means of escape to 3 final exit doors. Communal areas along the means of escape are protected by FD30s rated fire doors</p> <p>Some communal doors require adjustment to correct excessive gaps and to tighten loose door handles.</p> <p>Some dry riser cupboard doors require adjustment to correct excessive gap.</p> <p>Automatic smoke control to 1st & 2nd floor displays fault. (<i>fault resolved 07/12/2022</i>)</p> <p>Flat 16 has minor damage to FD30s composite entrance door & frame around lock and handle.</p> <p>1st floor service cupboard door requires intumescent strip.</p>	<p>Trivial</p>
Section 8	<p>Fire Detection and Alarm Systems</p> <p>Smoke detection within the block has been installed to the communal corridors adjacent flat entrance doors and is linked to the automatic smoke ventilation system. Further sampling identified smoke detection inside flats are to an LD2 standard.</p>	<p>Trivial</p>
Section 9	<p>Emergency Lighting</p> <p>The premise has sufficient emergency/escape lighting system in accordance with BS 5266</p>	<p>Trivial</p>

Section 10	<p>Compartmentation</p> <p>The block has sufficient compartmentation with doors being FD30s rated fire doors within communal areas and FD30s rated composite as individual flat doors.</p> <p>Timber flush FD30s doors fitted to flats 11, 25, 56, 64, 66.</p> <p>FD30s composite permadoor fitted to flats 24 & 30.</p> <p>Minor fire stopping required to gaps in caretakers office. <i>Completed 14/10/23</i></p> <p>23/02/23 – installation of new refuse hoppers to all floors</p>	Trivial
Section 11	<p>Fire Fighting Equipment</p> <p>Dry risers are present have sufficient signage and are checked as part of the caretaker's duties. Maintenance contracts in place to service the valves twice per year. Portable fire extinguisher (CO2) is provided to the lift motor room and maintenance checks are conducted annually. Bin room is protected by a deluge sprinkler system and checked 6-monthly.</p>	Trivial
Section 12	<p>Fire Signage</p> <p>Signage is displayed throughout the building.</p> <p>The Fire Action Notices are currently under review.</p>	Trivial
Section 13	<p>Employee Training</p> <p>All staff receive basic fire safety awareness training</p>	Trivial
Section 14	<p>Sources of Ignition</p> <p>The fixed electric tests should be done every 5 years, last test date: 16th February 2021</p>	Trivial

Section 15	Waste Control Regular checks by Caretakers minimise risk of waste accumulation.	Trivial
Section 16	Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.	Trivial
Section 17	Arson Prevention A door entry system prevents unauthorised access. Perimeter lighting is in place and CCTV is in operation.	Trivial
Section 18	Storage Arrangements Cupboard doors are FD30s rated fire doors and are kept locked. Residents instructed not to bring L.P.G cylinders into block.	Trivial

Risk Level Indicator

The following simple risk level estimator is based on commonly used risk level estimator:

Likelihood of fire	Potential consequences of fire		
	Slight harm	Moderate harm	Extreme harm
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

Considering the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Low ☐ Medium ☒ High ☐

In this context, a definition of the above terms is as follows:

Low Unusually low likelihood of fire because of negligible potential sources of ignition.

Medium Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Considering the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Slight Harm ☒ Moderate Harm ☐ Extreme Harm ☐

In this context, a definition of the above terms is as follows:

Slight harm	Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).
Moderate harm	Outbreak of fire could foreseeably result in injury including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
Extreme harm	Significant potential for serious injury or death of one or more occupants.

Accordingly, it is considered that the risk to life from fire at these premises is:

Trivial ☐ Tolerable ☒ Moderate ☐ Substantial ☐ Intolerable ☐

Comments.

In conclusion, the likelihood of a fire is at a medium level of risk prior to the implementation of the action plan because of the hazards that have been highlighted within the risk assessment.

After considering the use of the premise and the occupants within the block, the consequences for life safety in the event of a fire would be slight harm. This is due to there being sufficient compartmentation to include FD30s rated fire doors to flat entrances, communal doors and service cupboards, combined with suitable smoke detection to LD2 standard within flats, automatic smoke ventilation system to each floor and a Stay Put – Unless policy.

Overall the level of risk at the time of this FRA is tolerable, this will be lowered to trivial once recommended actions have been completed.

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk- based control plan is based on one that has been advocated for general health and safety risks:

Risk level	Action and timescale
Trivial	No action is required, no detailed records need to be kept.
Tolerable	No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources might have to be allocated to reduce the risk. If the premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.

Intolerable	Premises (or relevant area) should not be occupied until the risk is reduced.
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(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)

Section

2

People at Significant Risk of Fire

Persons at significant risk of fire does not just refer to those people with physical, sensory or mental health issues. It also includes those at risk due to the layout or features of the building such as inner rooms or dead-end conditions. Persons may also be at risk due to remote or lone working.

The RR(FS)O requires that these people are identified in any fire risk assessment.

Sandwell Council is currently writing a policy and procedures for Personal Emergency Evacuation Plans (PEEPs). This is based on tenants identifying themselves as requiring a PEEP. This will be reliant on the outcomes of the government consultation which is yet to be published.

Where this is known and PEEPs have been completed, it will be captured in this fire risk assessment along with any building layout or working practices placing people at significant risk of fire.

Section 3

Contact Details

The Chief Executive of Sandwell Metropolitan Borough Council has ultimate responsibility for the site as the responsible person identified by the RR(FS)O 2005.

The Chief Executive has put a structure in place to support the management of the site.

This includes the role of Building Safety Manager who has duties as defined within the Regulatory Reform (Fire Safety) Order 2005.

The contact names to support the management of the site are as follows:

Chief Executive

Kim Bromley Derry (Interim Director)

Director of Housing

Gillian Douglas

**Business Manager Surveying and Fire Safety
(Building Safety Manager)**

Phil Deery

Fire Safety, Facilities and Premises Manager

Tony Thompson

Team Lead Fire Safety and Facilities

Jason Blewitt

Fire Risk Assessor(s)

Pardeep Raw

Carl Hill

Louis Conway (trainee)

Resident Engagement Officer - Fire Safety

Lee Mlilo

Neighbourhood Office Manager

Rachel Price

Please note, the above details are correct at the time of the production of the risk assessment and may be subject to change

Section 4

Description of Premises

Harry Price House
Hartlebury Rd
Oldbury
B69 1EG

Description of the Property

This 13 storey high-rise block was constructed in 1965 of concrete and brick construction.



The block benefited from refurbishment in 2018/19 to include cladding to the external envelope. This consists of brickwork to the 1st floor (Ibstock Rockshield Brick Slips). Above 1st floor there is a mixture of insulated Abecco mineral wool render and high density Rockpanel laminate panels (fire classification A1).



There is a total of 73 number dwellings.

Harry Price House		
12th Floor	69 - 70
11th Floor	63 - 68
10th Floor	57 - 62
9th Floor	51 - 56
8th Floor	45 - 50
7th Floor	39 - 44
6th Floor	33 - 38
5th Floor	27 - 32
4th Floor	21 - 26
3rd Floor	15 - 20
2nd Floor	9 - 14
1st Floor	3 - 8
Ground Floor	1, 2, 71 - 73

The ground floor has a total of five number dwellings all of which are incomplete and unoccupied.



Each of the floors from the 1st to 11th floors inclusive contain 6 number dwellings (3 each side). The 12th floor has 2 number dwellings and provides access to the roof.

There is a caretakers / cleaner's welfare office located on the ground floor, access is obtained utilising the suited 54 lock key.



There is a server room which is accessed externally from the side elevation (left of main entrance). There is a second entrance door within the caretaker's office (as shown on ground floor plan). This door has been sealed shut with access not possible. The door appears to be the same type used throughout the building and is therefore presumed to be FD30s rated.



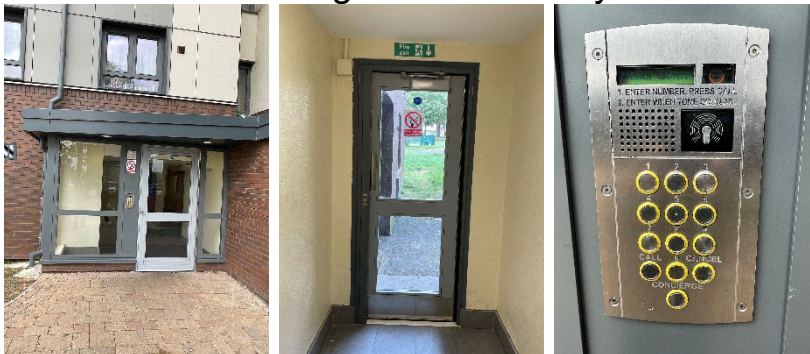
There is a single stairwell plus two lift cars, both of which serve alternate floors but travel is limited to floor 11. The 12th floor is accessed via the internal staircase. The capacity for each lift is 8 persons or 600kg.



The lift motor room is located on the 12th floor; access is obtained via a full height door (secured with a suited mortice lock) from the communal landing.



The block has a main entrance to the front elevation and a further two entrances / exits located on the rear elevations. Both front and rear entrances have door entry system with a fob reader installed. The front entrance has a firefighter override by use of a drop latch key.



The fire fighters white box is located on the left-hand side of the main front entrance.



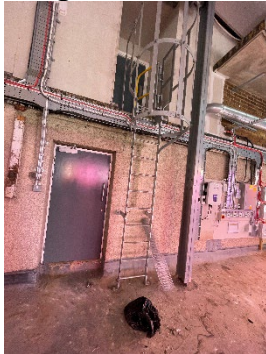
The location of service isolation points for gas, electricity and water are detailed on a plan located in the fire fighters white box.



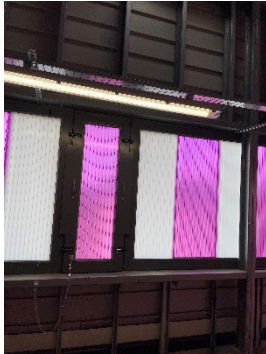
Access to the roof is gained (from either wing) via a full height FD30s timber door secured with a suited 54 mortice lock.



The wing adjacent to the lift motor room facilitates access via a looped ladder up to the elevated roof section. Access is restricted by a full height FD30s timber door secured with a suited 54 mortice lock.

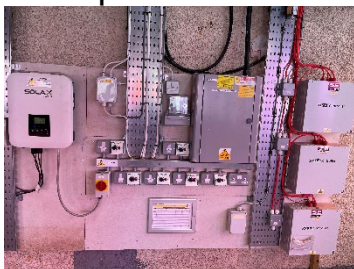


There are access panels (secured with tower bolts) in the glazed section of the roof loft cladding to facilitate access to the abseil points.



Access can be gained to the external of the main roof utilising the glazed loft hatches.

The main roof has Solar PV panels installed and the inverters are in the roof space.



The communal, any workplace areas and the external envelope of the building are subject to the Regulatory Reform (Fire Safety) Order 2005 as confirmed by the Fire Safety Act 2021.

The enforcing authority is West Midlands Fire Service.

High/Low Rise	High Rise
Number of Floors	13
Date of Construction	1965
Construction Type	Wates
Last Refurbished	2018/19
External Cladding	Brickwork up to 1 st floor – Ibstock Rocksheild brick slips Above 1 st floor mixture of insulated Abecco mineral wool render (Fire Classification A2) and high density Rockpanel laminate board panels (Fire Classification A1)
Number of Lifts	2
Number of Staircases	1
Automatic Smoke Ventilation to communal area	Yes
Fire Alarm System	No
Refuse Chute	1
Access to Roof	Access to roof is via full height timber doors secured with suited 54 lock on the 12th floor leading out on to the roof. The roof is split into two halves with a separate door to each. The upper roof can be accessed via the vertical looped ladder and through full height timber door secured with a suited 54 mortice lock
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

Residents / Occupants of 73 flats,

Visitors,

Sandwell MBC employees,

Contractors,

Service providers (e.g. meter readers, delivery people etc)

Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

The floor plan shows a symmetrical three-story building with a central corridor and staircase. The layout includes living rooms, bedrooms, bathrooms, and kitchens. Red lines indicate the building's perimeter and window locations. Blue lines show suggested post-vent routes. Annotations specify materials and construction details for various elements.

Annotations:

- Bakery balcony, waterproof coating and concrete deck all refurbished as AR-150
- Insulated render/masonry cladding all as detailed on drawing AR151+AR-153
- Replacement double-glazed composite windows as detailed on drawing AR-154
- Replacement double-glazed aluminium windows as detailed on drawing AR-155
- Roof, waterproof coating and all refurbished as AR-150
- Masonry cladding all drawing AR151+AR-153
- Double-glazed composite all on drawing AR-154
- Replacement double-glazed aluminium windows as detailed on drawing AR-155

Legend:

- Suggested post-vent routes
- * contractor to check post-vent
- all with window post and concrete columns in this location

12th Floor / Penthouse

Section 6

External envelope

Following the introduction of the Fire Safety Act 2021, consideration needs to be given to the external envelope of the building for any fire risk. This predominantly means the external wall construction including any insulation filler. It also includes balconies and any other fixtures as well as doors and windows.

Provide a breakdown of the materials used and whether these or their combination or application present an acceptable level of fire risk.

- 1) Brickwork up to 1st floor – Ibstock Rocksheild brick slips



- 2) Above 1st floor mixture of insulated Abecco mineral wool render (Fire Classification A2) and high density Rockpanel laminate board panels (Fire Classification A1)
 - 3) Each flat within the block has access to an individual balcony.
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Section 7

Means of Escape from Fire

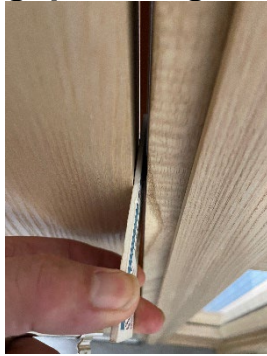
- 1) The site has a single staircase that provides a means of escape and is 1030mm in width.



- 2) All corridors are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum.
- 3) None of the corridors that form part of the means of escape are dead ends.
- 4) The means of escape are protected to prevent the spread of fire and smoke.
- 5) The communal landing / staircases are protected by use of FD30s fire doors with vision panels.
- 6) All communal doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).



A. 11th floor - Communal door adjacent flat 66 excessive gap to hinge side.



B. 9th floor - Handle to communal door adjacent flat 54 is loose.



C. 8th floor - Communal door to stairwell excessive gap to handle side.



D. 8th floor – Handle to communal door adjacent flat 48 is loose.



E. 6th floor – communal door to stairwell glazing to bottom panel is loose and moves behind beading.



F. 5th floor – Communal door adjacent flat 27 has excessive gap upper hinge side and lower handle side.



G. 2nd floor - Handle to stairwell door adjacent is loose.



- 7) The final exit doors have door entry systems installed. These systems are designed to fail safe i.e. door unlocked in the event of a power failure. This prevents residents being locked in or out of the building.



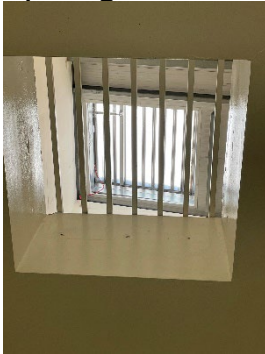
- 8) Automatic smoke ventilation is employed. This is tested, inspected and maintained by a competent procured contractor in accordance with BS7346. The frequency for the maintenance checks are twice per year (April and October) of each calendar year.
- 9) The controls are located in the service cupboard (single door secured with a 54 lock) on each floor. The controls allow for manual testing of the smoke vents. It should be noted that the system installed is fully automated and each vent is independently controlled by a localised smoke detector. Once smoke has cleared the system will automatically reset. **The controls in the 1st & 2nd floor service cupboards display fault.** *Fault reported to contractor 23/09/22*



- 10) There is a repeater indicator panel located on the wall of the ground floor lobby that shows the status of the system. The smoke vent master reset control is adjacent this.



- 11) The head of the staircase is naturally ventilated by means of an open grill that leads into the roof ventilation shaft.



- 12) The fire rating of individual floor mats to flat entrance doors is unknown.



- 13) Communal areas are kept free of flammable items. The communal areas are checked on a regular basis by Caretaking / Cleaning teams 365 days per year and all items of rubbish are immediately removed. There is also an out of hour's service that allows combustible items of furniture / rubbish to be removed

14) Emergency lighting is provided to communal landings and stairs. Checks are done on a monthly basis by Sandwell MBC in house electrical team or approved contractor.

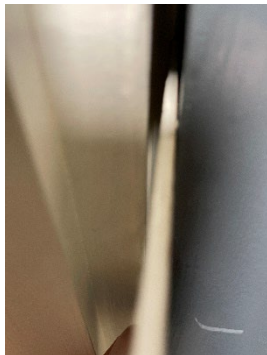
15) Dry riser cupboard doors are FD30s rated, kept locked / secured with type 54 suited mortice lock(s).



A. 12th floor riser cupboard – lock cover to be secured.



B. 10th floor riser cupboard excessive gap on hinge side.



C. 7th floor riser cupboard excessive gap on hinge side.



D. 1st floor riser cupboard has signs of forced entry however damage is minimum and is limited to the architrave. Door secures and provides sufficient compartmentation.



16) Service cupboard doors are FD30s rated, secured with type 54 suited mortice locks. 1st floor service cupboard with double doors is missing an intumescent strip.



- 17) The lift motor room FD60s rated door is missing an intumescent strip on lock side.



- 18) The surface coatings to the communal areas are Class 0 rated.

- 19) Either side of the roof space can be accessed via 1 of 2 FD30s doors on the 12th floor which are both secured with a suited 54 type mortice lock.



- 20) The upper section of the roof is accessed via a hooped ladder And FD30s door secured with a type 54 mortice lock.



- 21) The building has sufficient passive controls that provide effective compartmentation in order to support a Stay Put-Unless Policy. Therefore, residents are advised to remain in their flat unless fire directly affects them.

22) Individual flat doors are predominantly FD30s rated composite doors sets. Flats 11, 25, 56, 64, 66 are timber flush FD30s.

[\(Refer to section 10\)](#)

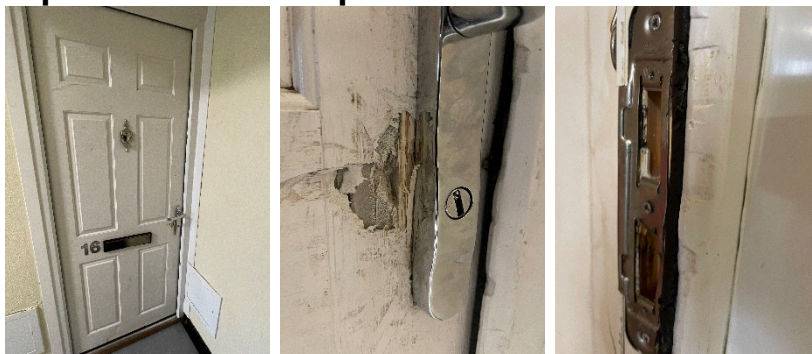


23) Access is gained to a sample of properties as part of the fire risk assessment to ensure the doors have not been tampered with by residents etc.

Flats accessed 64, 53, 34, 30, 32, 17, 16, 11, 5.

A. Flat 30 (permadoor) requires cold smoke seal on lock side.

B. Flat 16 has signs of forced entry resulting in damage to door and frame around lock. Door does appear to form appropriate compartmentation however would recommend repairs to damaged surface or full door replacement if not possible.



C. Flat 11 requires intumescent strip / cold smoke seal to hinge side.



24) Flat 34 – Occupier has stated that their entrance door is difficult to open due to resistance of the self-closing device. Explore possibility of adjustment to self-closer.

25) Chute rooms have FD30s fire rated doors with a louvred vent with intumescent baffle to ensure full compartmentation.

26) Access panels to stop taps are facilitated by specifically designed Envirograf panel to achieve 30 minutes fire compartmentation.



Section 8

Fire Detection and Alarm Systems

- 1) Early warning is limited to hard wire or battery smoke alarms within each of the resident's flats. The equipment is subjected to a cyclical test.
- 2) Based on the sample of properties accessed during the fire risk assessment the smoke alarms within resident's flats are installed to an LD2 Standard.

Flats accessed - 64, 53, 34, 30, 32, 17, 16, 11, 5.

For information

LD1 all rooms except wet rooms

LD2 all-risk rooms e.g. Living Room, Kitchens and Hallway.

LD3 Hallway only

- 3) There is no effective means for detecting an outbreak of fire to communal areas. The reason for this are:
 - I. Such systems may get vandalised.
 - II. False alarms would occur.
 - III. A Stay Put - Unless policy is in place
 - 4) A sprinkler or deluge system is provided to the refuse chute bin store. An approved contractor maintains the system. The frequency for the maintenance checks are twice per year (April and October) of each calendar year.
 - 5) The control panel is located within the bin store and can accessed via the roller shutter that has a suited cylinder key.
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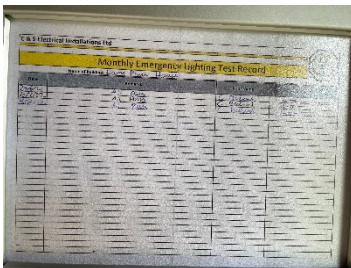
Section 9

Emergency Lighting

- 1) The premises has a sufficient emergency / escape lighting system in accordance with BS 5266 and has test points strategically located.
- 2) The self-contained units are provided to the communal landings, stairs and lift motor room.



- 3) All installed equipment is checked and tested on a monthly basis by Sandwell MBC in house electrical team or approved contractor, in accordance with current standards.



- 4) Illuminated fire escape signage is not installed to the premise.

Section 10

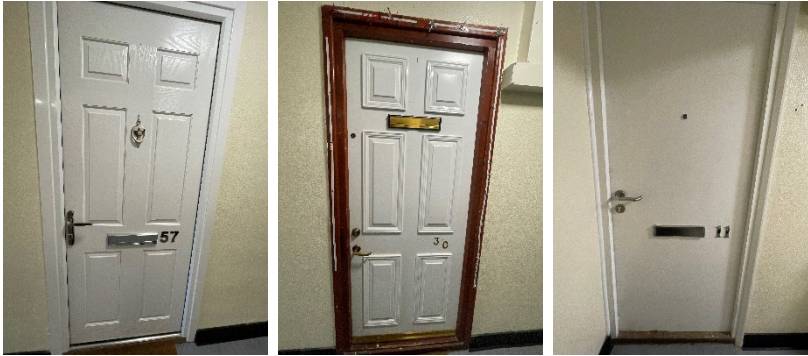
Compartmentation

This section should be read in conjunction with Section 4

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are 30-minute fire resistant with cold smoke seals, including those in 1-hour rated walls.
- 2) The premise has sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire. Whilst the existing fire stopping is fit for purpose, there is a cyclical programme to ensure fire stopping as not been compromised by third parties and where applicable enhance the fire stopping.
- 3) All communal doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).
- 4) All service cupboards to communal landings are lockable. Keys are held centrally unless containing resident's meters.
- 5) A variety of methods / materials have been used to achieve fire-stopping including Rockwool and intumescent pillows.

Flat No	Electrical Cupboard Left Side					Electrical Cupboard Right Side					Dry Riser					Communal Areas					Flat No														
	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials	Fire Stopping Materials																				
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Communal door free from defects					✓	Communal unit door free from defects					✓	Flat door free from defects					✓	Communal cupboard locked and secure					✓	Communal area free from hazardous items					✓	Communal area free from repair materials					✓
Foam Removal & Enhancement Record																					Foam, Enhancements & Other Comments:														
Foam Present But Not Removed This Visit																																			
Foam Present & Partially Removed This Visit																																			
Foam Present & Fully Removed This Visit																																			
No Foam Present																																			
No Enhancement Carried Out This Visit																																			
Enhancement Carried Out This Visit																																			

- 6) Individual flat doors are predominantly FD30s rated composite fire doors manufactured by IG Doors. Flats 12, 24 & 30 are manufactured by Permadoor & flats 11, 25, 56, 64, 66 are timber flush FD30s fire rated door sets.



- 7) The corridors / staircases are protected by use of FD30s fire doors with vision panels.



- 8) 11th Floor service cupboard for smoke control requires fire stopping to redundant tube coming from ceiling.



- 9) Caretakers office / ground floor 3 small holes at ceiling level on wall that adjoins server room to be fire stopped with intumescent mastic.



- 10) Caretakers office / ground floor – Fire stop gaps to “stack A” around top of boxing and where waste pipe enters from sink. Boxing removed 14/10/22 to reveal the internals were appropriately fire stopped.**



- 11) Corridor from WC to caretaker office / ground floor – apply suitable fire stopping material to cavity formed between block work. Draught can be felt coming from gap.**



12) 23/02/23 - Refuse hoppers to all floors have been replaced with Dartford Metalcrafts Type LC – Conforming to BS1703: 2005

4 ¼ Hours fire rated to BS476 part 22: 1987.

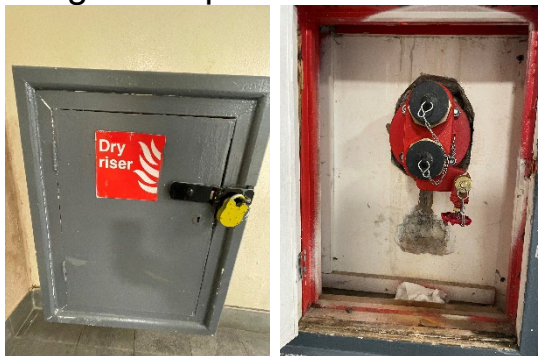
Smoke containment to BS476 part 31.1: 1983.



Section 11

Fire Fighting Equipment

1) The dry riser dry riser inlet is located within the ground floor lobby, inside a dry riser cupboard and is secured with a firefighters suited bridge door padlock.



2) There is a dry riser that serves the building. The outlets are contained within dry riser cupboards that are secured with a type 54 suited mortice lock.



- 3) The dry riser is checked regularly as part of the Caretakers duties.
- 4) Maintenance contracts in place to service the valves twice per year (April and October) with a hydraulic test undertaken annually (October) to comply with the requirements of BS9990.
- 5) Portable fire extinguisher (CO2) is provided to the lift motor room. Maintenance contracts in place for maintenance of the extinguisher. The frequency for the maintenance checks are once (October) of each calendar year.



- 6) Bin room is protected by Deluge/sprinkler system and serviced 6-monthly.
-



Section 12

Fire Signage

- 1) All fire doors display “Fire Door Keep Shut” where appropriate.
-



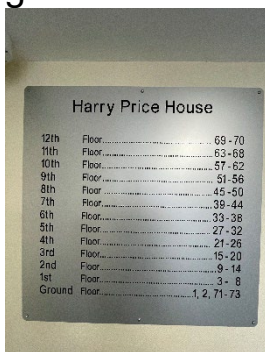
- 2) Fire Action Notices are displayed throughout the building. However, these are currently under review to align with S.M.B.C current guidance of “stay put unless”



- 3) Yellow LPG warning signs are displayed within the lift cars.



- 4) Signage depicting the floor location of each flat is fitted to the ground floor lobby wall.



- 5) Signage depicting floor level and flat numbers fitted to wall adjacent to lift. Floor indicator numbers have also been cut directly into the flooring outside the lift.



- 6) Floor indicator numbers are fitted to the wall of each floor on the communal staircase(s)



- 7) The fire escape directional signage has been installed.



Section 13

Employee & Resident Training/Provision of Information

- 1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke 'Fire Safety in High / Low Rise Flatted Accommodation' Video.
-

- 2) All employees are encouraged to complete 'In the line of fire' training on an annual basis.
- 3) Caretaking Teams are not currently trained in the effective use of fire extinguishers. The only extinguishers are located within the lift motor room. Caretaking Teams are not expected to tackle fires in this area.
- 4) Fire safety has been provided as part of tenancy pack.
- 5) Building safety and evacuation notices are displayed in common areas and lift cars.

Section 14

Sources of Ignition

- 1) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation.
-



- 2) Hot working is not normally carried out. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.
- 3) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager Bryan Low.
- 4) The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection was 16th February 2021.



- 5) The electrical installation i.e. risers are contained within dedicated service cupboards that are secure and protected by means of a FD30S door.
- 6) There is lightening protection installed to the block. Maintenance contracts are in place for lightning conductor testing in accordance with BS 6651.
- 7) Portable heaters are not allowed in any common parts of the premises.
- 8) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team. Gas service risers are external to the building.



Section 15

Waste Control

- 1) There is a regular Cleaning Service to the premises.



- 2) Refuse containers emptied regularly.
- 3) Regular checks by Caretakers minimise risk of waste accumulation.



- 4) 'Out of Hours' service in place to remove bulk items.

Section 16

Control and Supervision of Contractors and Visitors

- 1) Responsive Repairs service delivered by Sandwell MBC necessitates the production of an order via the computerised repairs system. Details of any known risks are documented on the repair order.
- 2) Hot works are not permitted unless authorisation is given via the approved officer. The hot works procedure is to be followed.
- 3) Utility companies are not allowed to access any service cupboard or secure area. They must request and collect maintenance keys from the Investments office @ Roway Lane. This allows scrutiny of what is the scope of any works such as installation of tenant's broadband / phone line etc.
- 4) Where contractors are appointed to undertake major refurbishment works, Sandwell MBC Urban Design team will put control measures in place. Such Measures include: -
 - a) Pre-Contract Meetings – where contractor is made aware of all working arrangements and safe systems of work to be adopted. Issues covered in this meeting will include:
 - Health and Safety.
 - Site security.
 - Safety of working and impact on children/school business.
 - Fire risk, if any.
 - Site Emergency Plan.
 - b) Monthly Site Meetings – in order to monitor, review and share any new information including any new risks.
 - c) Site monitored daily whilst work is in progress by Clerk of Works / Health and Safety Officers.
 - d) Final Contractor review on completion of works undertaken.

Section 17

Arson Prevention

- 1) Regular checks are undertaken by Caretakers / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.
- 2) Restricted access to the premises by means of a door entry system.
- 3) CCTV is in operation covering the ground floors, lifts and external areas and surrounding areas. The system is monitored 365 days per year by the centralised CCTV control room located at the Sandwell MBC Operations and Development Centre, Roway Lane, Oldbury, B693ES.



- 4) There is no current evidence of arson.
- 5) The perimeter of the premises is well illuminated.



- 6) There have been no reported fire incidents since the last FRA.

Section
18

Storage Arrangements

- 1) Residents instructed not to bring L.P.G cylinders into block.
(Notice displayed in lifts see point 9-3)



- 2) The tenancy conditions, Section 7 – Condition 5.6 stipulates “If you live in a flat or maisonette, you, people living with you and any visitors to your property must not keep or use paraffin oil, petrol, bottled gas appliances or any other explosive, FLAMMABLE or dangerous material in the property. This restriction also applies to any storage facility situated in or attached to the block, which has been provided for your use.”
- 3) No Flammable liquids stored on site by Caretakers / cleaners.
- 4) All store cupboards are kept locked.
- 5) There are no flammable liquids or gas cylinders stored on site.

Section 19

Additional Control Measures; Fire Risk Assessment - Level 2 Action Plan

Significant Findings

Action Plan

It is considered that the following recommendations should be implemented to reduce fire risk to, or maintain it at, the following level:

Trivial ☒ Tolerable ☐

Definition of priorities (where applicable):

P1 Arrange and complete as urgent – Within 10 days

P2 Arrange and complete within 1-3 Months of assessment date

P3 Arrange and complete within 3-6 Months of assessment date

P4 Arrange and complete exceeding 6 months under programmed work



Fire Risk Assessment

Level 2 Action Plan



Name of Premises or Location:

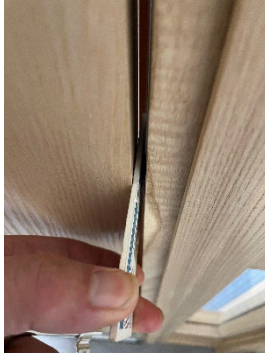
Harry Price House

Date of Action Plan:



03/10/22

Review Date:



<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
07/6a	11 th floor - Communal door adjacent flat 66 correct excessive gap hinge side.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9636275	06/10/2022


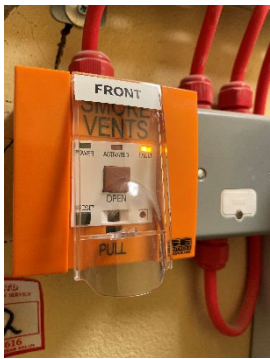

Fire Risk Assessment

07/6b	9 th floor – communal door adjacent flat 54, tighten loose door handle.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9636287	06/10/2022
07/6c	8 th floor – communal door to stairwell correct excessive gap to handle side.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9636295	06/10/2022
07/6d	8 th floor - communal door adjacent flat 48, tighten door handle.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9636314	13/10/2022

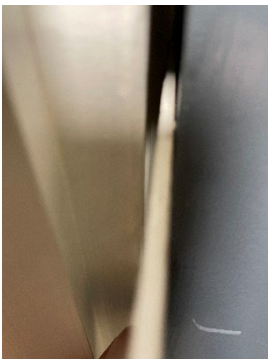


Fire Risk Assessment

07/6e	6 th floor – communal door to stairwell secure loose glazing within lower panel.		P2	Within 1-3 months of assessment date. Glazing Repairs JM9638075	07/10/2022
07/6f	5 th floor – communal door adjacent flat 27 correct excessive gap upper hinge side and lower handle side.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9636334	11/10/2022

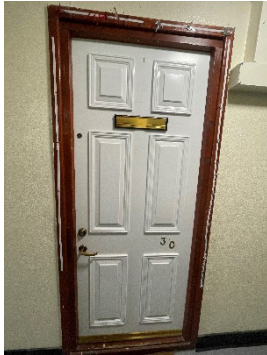

Fire Risk Assessment

07/6g	2 nd floor – tighten loose handle to stairwell door.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9636360	06/10/2022
07/09	Rectify faults to smoke control systems in 1 st & 1nd floor service cupboards.		P1	Within 10 days of assessment date. Asset Management Team.	07/12/2022
07/15a	12 th floor dry riser cupboard, secure lock plate.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM 9660113	12/10/2022



Fire Risk Assessment

07/15b	10 th floor dry riser cupboard correct excessive gap on hinge side.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9660214	11/10/2022
07/15c	7 th floor dry riser cupboard correct excessive gap on hinge side.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9660254	11/10/2022
07/16	1 st floor service cupboard, replace missing intumescent strip to double door.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9660317	13/10/2022


Fire Risk Assessment

07/23a	Flat 30 entrance door (permadoor) requires cold smoke seal on lock edge.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9660380	11/10/2022
07/23b	Flat 16 entrance door repair surface with intumescent filler, should repair fail replace door.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9660427	11/10/2022



Fire Risk Assessment

07/23c	Flat 11 entrance door requires intumescent strip / cold smoke seal to hinge side.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9660462	11/10/2022
07/24	Flat 34 entrance door is heavy for occupier, adjust resistance to self - closer.	No photo	P2	P2 Within 1-3 months of assessment date. Fire Rapid Response JM9660494	11/10/2022
10/08	11 th floor service cupboard (smoke control) apply intumescent mastic to redundant tube.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9660520	12/10/2022



Fire Risk Assessment

10/09	Caretakers office – fire stop 3 x small holes to wall that borders server room.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9692322	13/10/2022
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Fire Risk Assessment

10/10	Caretakers office – fire stop gaps to stack A		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9692334	14/10/2022
10/11	Caretakers office – fire stop gap to cavity in corridor to caretakers office.		P2	Within 1-3 months of assessment date. Fire Rapid Response JM9692338	13/10/2022

Signed

	Fire Risk Assessor	Date: 03/10/2022
	Premise Manager	Date: 05/10/2022

Appendix 1

Significant Hazards on Site and Information to be Provided for the Fire Service

Name of property: Harry Price House

Updated: 3rd October 2022

Premise Manager: Anthony Thompson Tel. No.: 0121 569 2975

Hazard	Location	Information/Comments
Asbestos	Various locations	Asbestos has been labelled and Asbestos Survey undertaken and reports placed in motor room
An asbestos survey has been undertaken and no suspected A.C.M.'s were found to any of the communal areas. Survey held by S.M.B.C. Investment Division (Derek Still Tel:- 0121 569 5077).		