

Fire Risk Assessment

Heronville House



**Sedgley Rd East,
Tipton, DY4 7TX**

Date Completed: 13/12/2022

Officer: C Hill Fire Risk Assessor

Checked By: J Blewitt Team Lead Fire Safety & Facilities

Current Risk Rating = Tolerable

Subsequent reviews

<u>Review date</u>	<u>Officer</u>	<u>Comments</u>

Contents

Section 0	Introduction	
Section 1	Significant Findings (executive summary)	
Section 2	People at Significant Risk of Fire	
Section 3	Contact Details	
Section 4	Description of Premises	
Section 5	Building Plan	
Section 6	External Envelope	
Section 7	Means of Escape from Fire	
Section 8	Fire Detection and Alarm Systems	
Section 9	Emergency Lighting	
Section 10	Compartmentation	
Section 11	Fire Fighting Equipment	
Section 12	Fire Signage	
Section 13	Employee Training	
Section 14	Sources of Ignition	
Section 15	Waste Control	
Section 16	Control and Supervision of Contractors and Visitors	
Section 17	Arson Prevention	
Section 18	Storage Arrangements	
Section 19	Additional Control Measures; Fire Risk Assessment – Level 2 Action Plan	
Appendix 1	Significant Hazards on Site and Information to be provided for the Fire Service	

Section

0

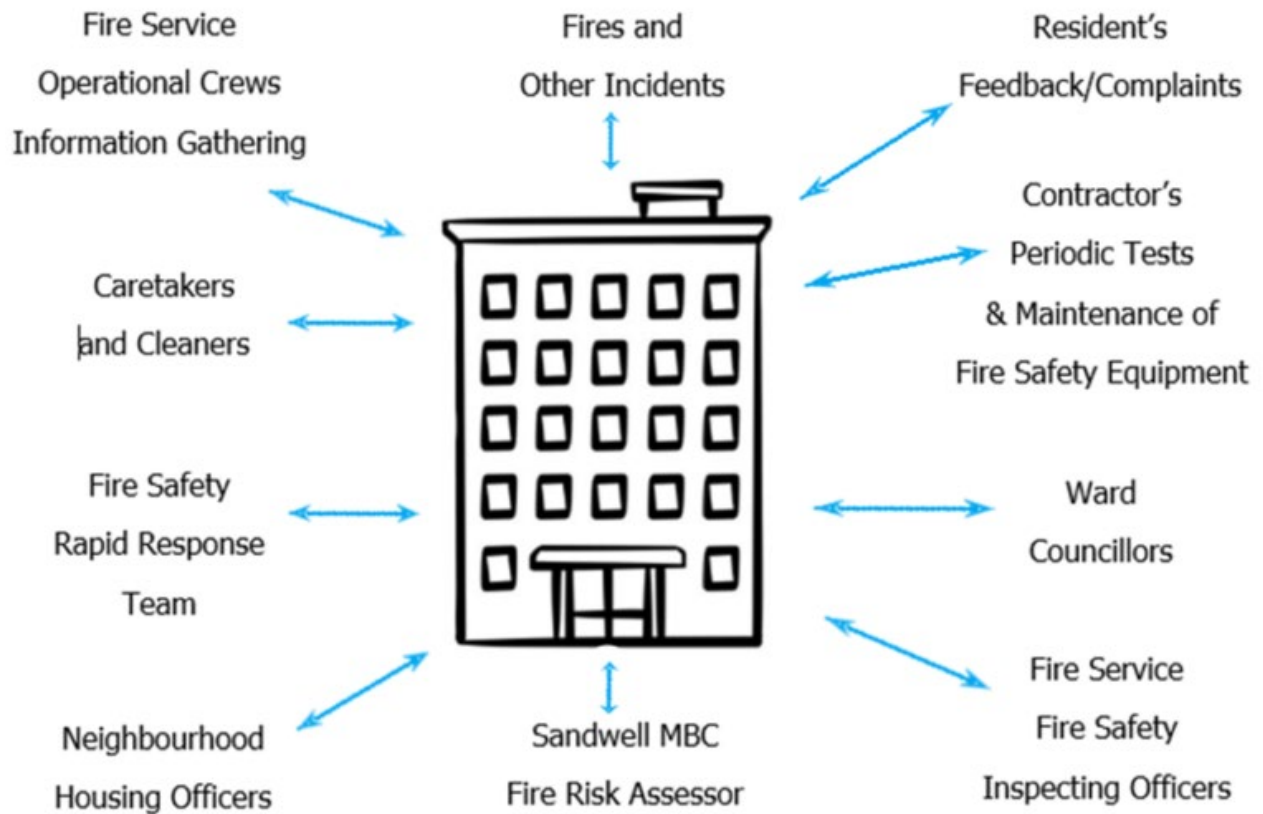
Introduction

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.

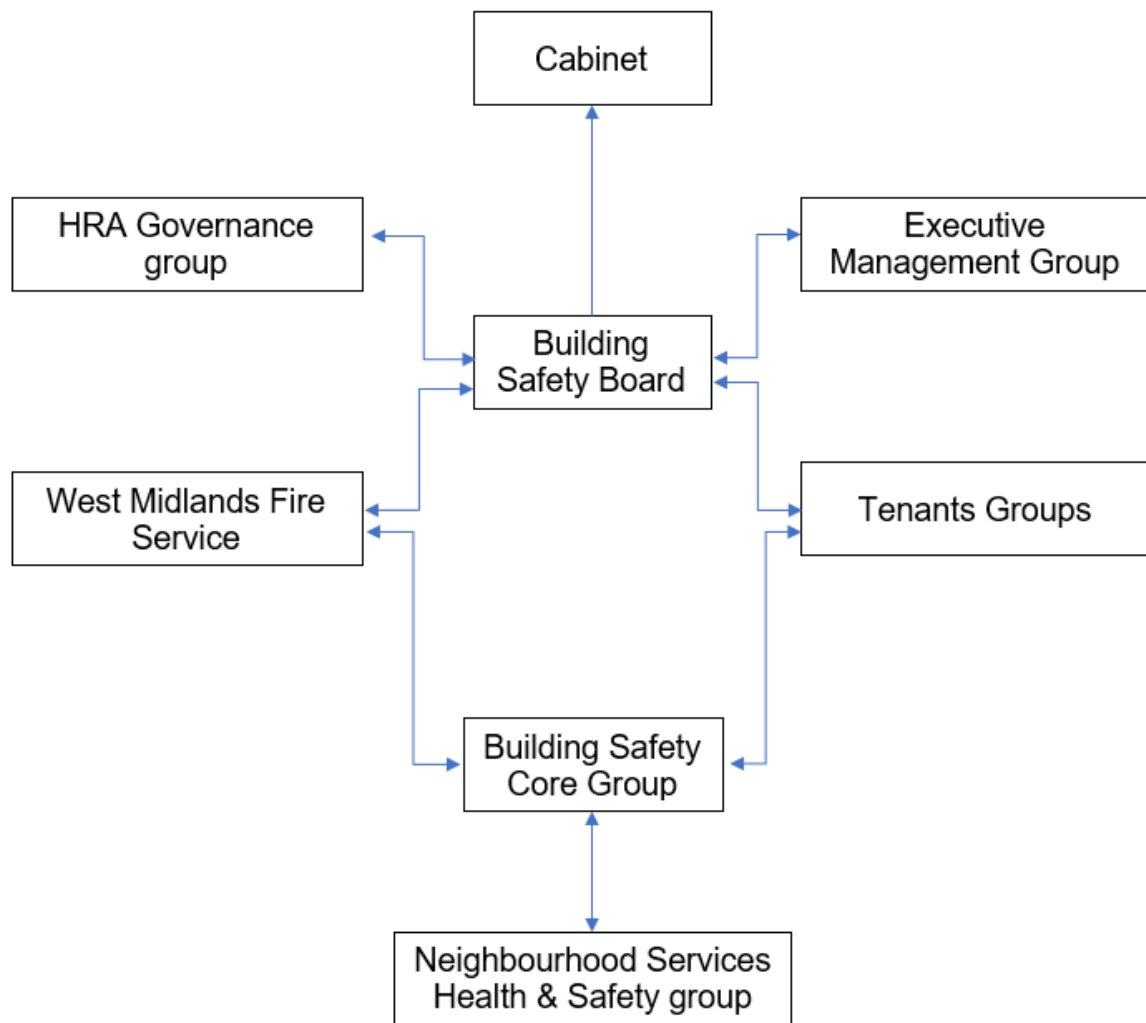
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. 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 The facias to the building comprise of traditional brick with uPVC framed windows to individual flats and communal lobbies. Those flats to the left of the main entrance have individual balconies (3 flats per floor). Flats 62, 74, 102, have installed decorative screening to balcony. Flat 106 has installed netting / mesh and has signs of excessive fire loading to balcony.	Tolerable

Section 7	<p>Means of Escape from Fire</p> <p>The block has a single staircase that provides a sufficient means of escape with 2 final exit doors at ground level.</p> <p>Service cupboard door to the 4th and 5th floor fouls on a detector head for the AOV. <i>(Resolved 02/01/23)</i></p> <p>Flat 74 entrance door requires adjustment as door doesn't reliably self-close fully into frame.</p> <p>Some communal doors have excessive gaps / require adjustment or repair.</p> <p>Exterior handle detached from roof access door.</p> <p>Mobility scooter stored in 3rd floor communal area. <i>27/02/23 Battery now stored within flat as a temporary solution.</i></p> <p>Artificial plants displayed in 1st floor lobby area.</p> <p>Intumescent strip to be replaced (loose) in 5th floor service cupboard.</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 and is linked to the automatic opening smoke ventilation system.</p> <p>Smoke / Fire detection to individual flats is to 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	Compartmentation The block has sufficient compartmentation with all doors being FD30s rated fire doors within communal areas and individual flat entrance doors.	Trivial
Section 11	Fire Fighting Equipment The dry riser inlet is located within the ground floor lobby with outlets on all floors above. Maintenance contracts are in place to service the valves twice per year. A portable fire extinguisher (CO2) is located within the lift motor room and is serviced annually.	Trivial
Section 12	Fire Signage Fire Door Keep Shut signage required for chute room doors.	Trivial
Section 13	Employee Training All staff receive basic fire safety awareness training.	Trivial
Section 14	Sources of Ignition The fixed electric tests should be done every 5 years, last test date: 09/06/21	Trivial
Section 15	Waste Control Regular checks by Caretakers minimise risk of waste accumulation. Euro bins for general waste are secured in bin room. There is a recycling bin located outside of the block.	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.	Trivial

Section 18	Storage Arrangements Residents instructed not to bring L.P.G cylinders into block. There are no storage facilities for residents within the communal areas.	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, dry riser cupboards 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 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.

(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

Shokat Lal

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

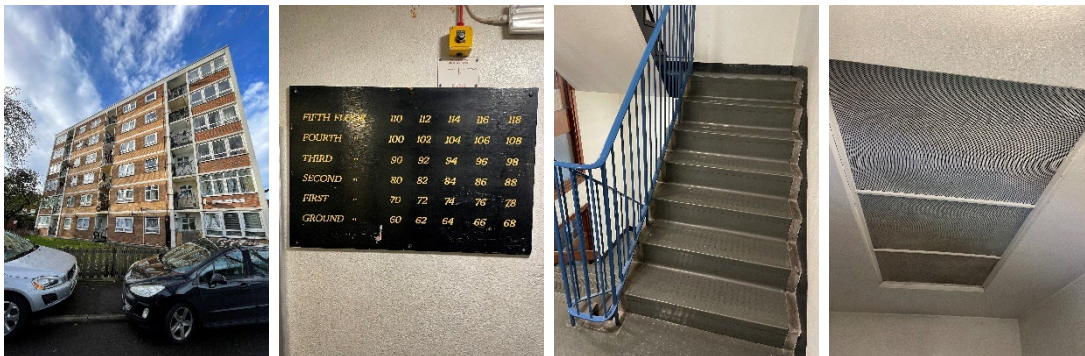
Section 4

Description of Premises

Heronville House
Sedgley Road East
Tipton
West Midlands
DY4 7TX

Description of the Property

The high-rise block was constructed in 1962 using a concrete construction with a traditional brick façade. The block consists of 6 storeys (inclusive of the ground floor). Each of the floors contains 5 number dwellings and there is a single protected staircase centrally located.



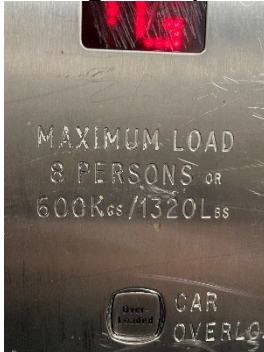
The block has a main entrance to the front elevation and an exit to the rear. Both entrances have a door entry system with fob reader access. The front entrance also has a firefighter override facility by use of a drop latch key.



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



There is a single lift that serves all floors with a maximum capacity of 600kg or 8 persons.



The lift motor room is located on the roof; access is obtained via an aluminium ladder (stored in the 5th floor dry riser cupboard)



This allows access into the motor room through a trap door on the 5th floor adjacent the lift car.



A full height door secured by 54 type mortice lock then allows access out onto the main roof.



There are no telecommunication devices installed on the main roof.

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



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	6
Date of Construction	1962
Construction Type	Wates
Last Refurbished	N/A
External Cladding	Brick
Number of Lifts	1
Number of Staircases	1
Automatic Smoke Ventilation to communal area	Yes
Fire Alarm System	No
Refuse Chute	Yes
Access to Roof	Access ladder (<i>stored in dry riser cupboard on 5th floor</i>) gives access to motor room through a trap (top floor landing). A full height door then allows access onto the main roof
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

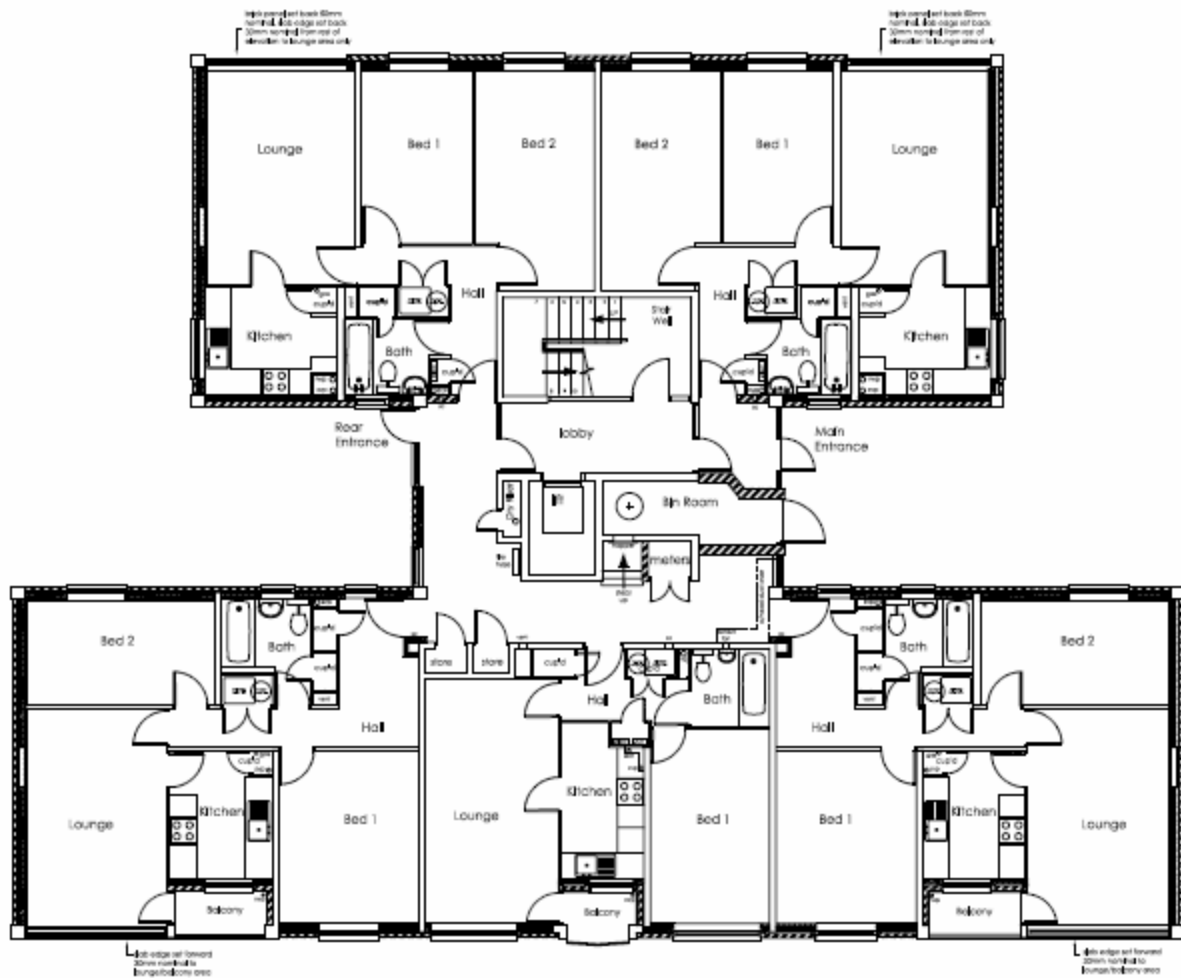
Residents / Occupants of 30 flats,
Visitors,
Sandwell MBC employees,
Contractors,
Service providers (e.g. meter readers, delivery people etc)
Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

Section 5

Building Plan

A typical floor layout showing horizontal lines of compartmentation.

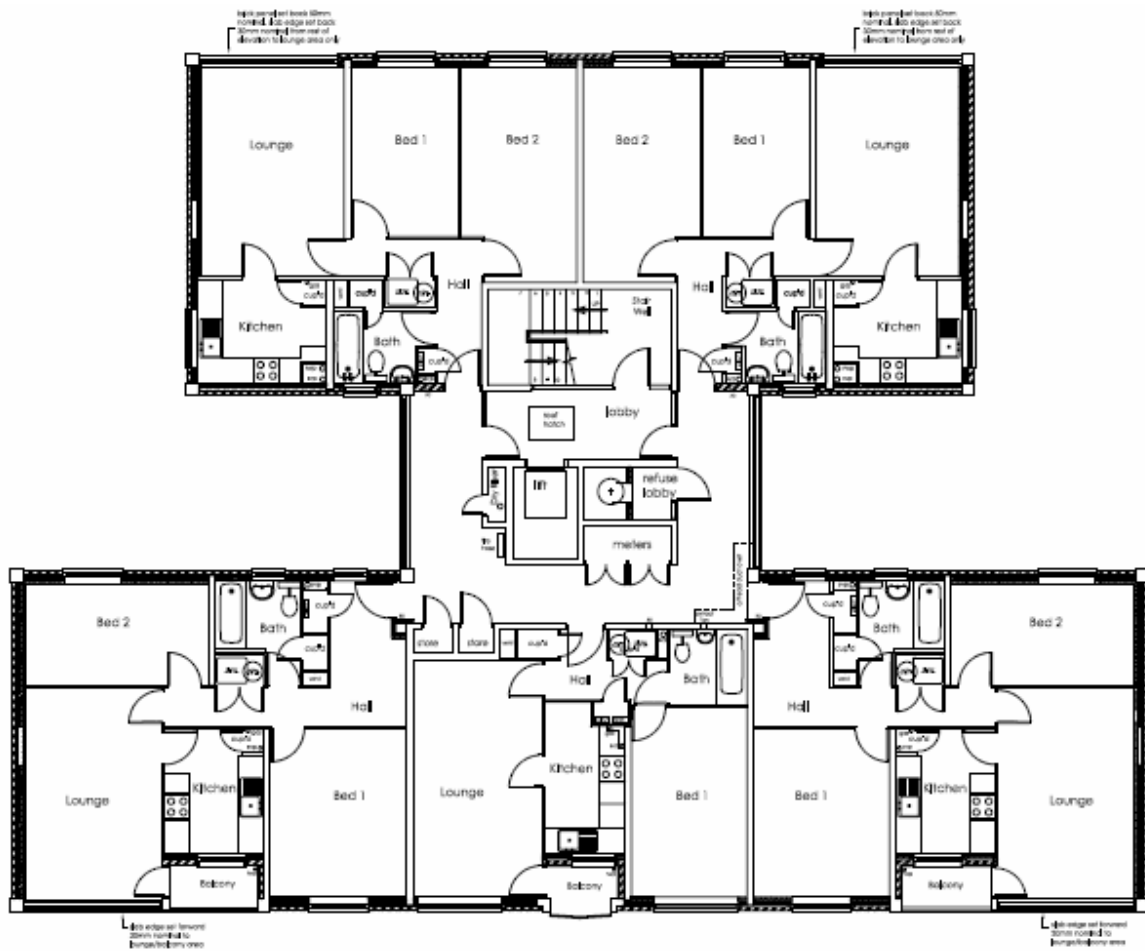
Ground Floor



Existing Ground Floor

1:50

1st to 5th Floor



Existing 5th Floor

1:50

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.

The addition of screening to some balconies and storage of combustible items on another, could potentially support the surface spread of flame in those areas which is an unnecessary risk. Once this is removed the level of risk presented by materials present to the external envelope of this building would become trivial.

1. Ground to 5th floor on all facias is traditional brick.



2. All windows are UPVC double glazed units.



3. Only those flats to the left of the main entrance (3 per floor & same side of service cupboards) have access to balconies.

A. Flat 62 (ground floor) has wicker screening to balcony which could potentially support the surface spread of fire.



B. Flat 76 (2nd floor) has enclosed balcony with UPVC patio doors.



C. Flat 74 (2nd floor) has decorative screening to balcony which could potentially support the surface spread of fire.



- D. Flat 106 (4th floor) has installed what appears to be netting or mesh to the balcony. There also appears to be a number of items that may be combustible present on the balcony such as a timber door or worktop and cardboard alongside other unknown materials, all of which could potentially support the surface spread of fire.**



- E. Flat 102 (4th floor) has installed decorative screening to the balcony which could potentially support the surface spread of fire.**



Section 7

Means of Escape from Fire

- 1) The site has a single staircase that provides a means of escape and is 1000mm in width.



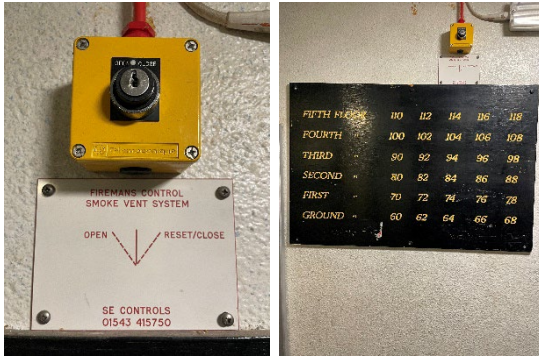
- 2) All corridors are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum.
 - 3) Within the means of escape there is a single corridor that forms a dead end and is located on the ground floor. However, the corridor is protected with fire resisting construction, has natural ventilation via a louvre vent, is a place of relative safety and leads to a final exit door. The maximum travel distance along the corridor is 13 metres (from flat 62 to the final exit) as per the guidance at the time 1962 - 71. All doors within the corridor are FD30s rated with the flat entrance doors being FD30s rated composite door sets. Flats 62, 64, 66 all have balconies that could be used as an alternative means of escape, flat 68 is immediately adjacent the final exit door (1m).
 - 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).
- 7) The final exit doors have thumb turn locks and 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) A Firefighter control switch is located within the ground floor lobby. The key for the control switch is outside within the Firefighter's White Box to the righthand side of the main entrance.



- 10) The left-hand door to the service cupboards on 4th and 5th floors foul on the automatic ventilation detector head when opened. *(Resolved 02/01/23)*



- 11) In addition to the windows controlled by the automatic smoke ventilation system, communal windows can be opened without the use of a key.



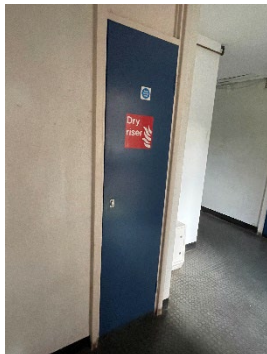
- 12) The chute room on each floor from the 1st to 5th is protected by an FD30s door.



- 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). The 5th floor cupboard also houses an aluminium ladder which is utilised for access to the lift motor room and roof via the access hatch on the 5th floor lobby.



- 16) Service cupboards consist of FD30s rated doors and are secured with suited cylinder locks. A key is stored within the Firefighters white box. Residents have been provided with a key for those service cupboards with double doors for access to their electricity meters.



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

18) The fire rating of individual door mats outside flat entrance doors is unknown.



19) 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 the fire directly affects them.

20) Individual flat doors are FD30s rated composite doors sets manufactured by IG Doors. Flat 70 has a timber flush FD30s rated entrance door.



- 21) 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.

At the time of the visit access could only be gained to flats 112, 106 & 74.

Flat 74 – entrance door doesn't reliably self-close into frame. Door binds on upper corner against frame.



- 22) 5th floor service cupboard by flat 112 – Combined intumescent strip / cold smoke seal is loose and requires fixing within R/H door.**



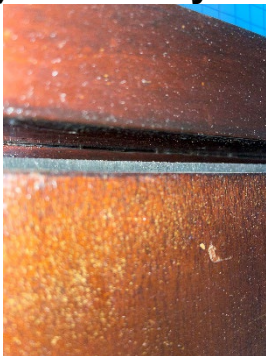
- 23) External handle to roof access door is detached from door.**



24) 5th floor by flat 118 - communal door has excessive gaps and light pass's through rebate.



25) 5th floor by flat 110 - communal door has excessive gaps.



26) 5th floor communal door to stairs has excessive gap to head.



27) 4th floor communal door to stairs has excessive gap.



28) 4th floor by flat 100 - communal door has excessive gaps and screws missing from each hinge.



29) 4th floor by flat 108 - communal door has excessive gaps.



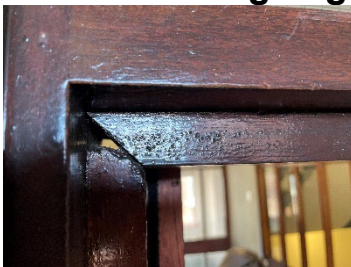
- 30) 4th floor by flat 104 – combined intumescent strip / cold smoke seal part missing from head on service cupboard head.



- 31) 3rd floor by flat 98 – communal door has excessive gaps also gap between rebate and frame.



- 32) 3rd floor by flat 90 – communal door excessive gap / gap in rebate by self-closing device. Door is also slightly bowed bottom leading edge.



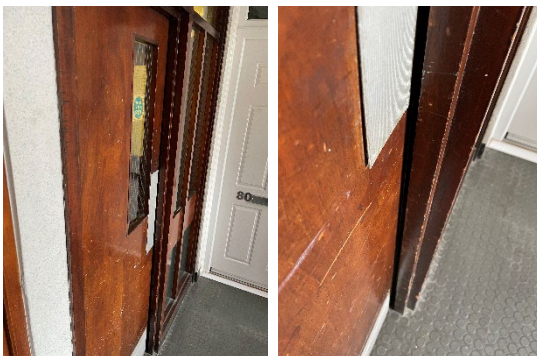
- 33) 3rd floor by flats 90, 92 & 94 – mobility scooter parked in communal lobby. 27/02/23 As a temporary solution the owner of the mobility scooter has agreed to reduce the risk by removing the battery to store within their flat whilst awaiting a permanent solution to be identified. This is a temporary measure only, if a permanent solution cannot be identified then the mobility scooter will have to be relocated from the communal lobby. A further meeting to be arranged by the housing officer.



- 34) 2nd floor communal door to stairs has excessive gaps, also noted was a split within the timber.**



- 35) 2nd floor by flat 80 – communal door doesn't fully close into frame.**



- 36) 2nd floor by flat 88 – communal door has excessive gaps.**



- 37) 1st floor – artificial plants in communal corridor outside flat 76.**
-



38) 1st floor – artificial plants in communal corridor outside flat 78.

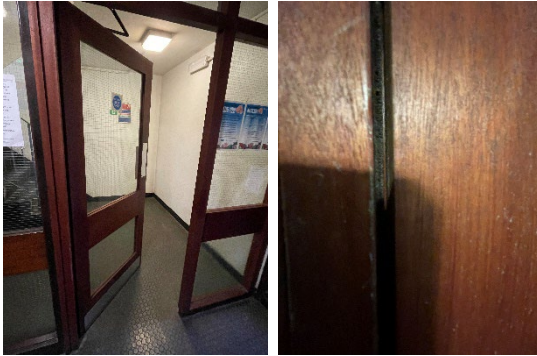


Good housekeeping is fundamental to reducing risk in blocks of flats. Controlling the presence of combustible materials and ignition sources not only reduces the potential for accidental fires to start and develop in the common parts, it also significantly reduces the scope for deliberate fires. It also ensures escape routes are free of obstructions that might hinder the evacuation of people from the building and access for fire-fighters.

39) 1st floor by flat 78 – communal door excessive gap / rebate not flush against frame (light passes through)



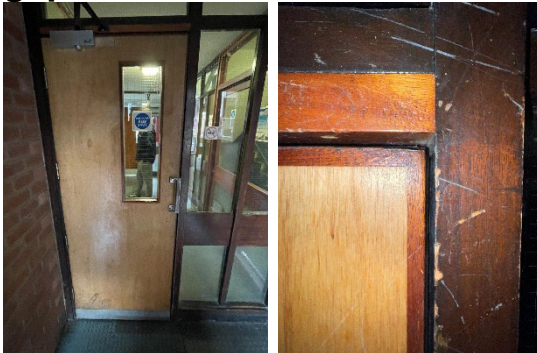
- 40) Ground floor – communal door to stairs has excessive gaps, also door binds on floor which can prevent closure.**



- 41) Ground floor by flat 68 – communal door binds on leading edge and doesn't fully close into frame. Top hinge is slightly deformed and there is a screw missing from a hinge.**



- 42) Ground floor by flat 60 – communal door has excessive gaps.**



- 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 were 74, 106 & 112. Attempts to access further flats was not successful due to occupants not being home.

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 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. The control panel is located in the ground floor service cupboard.



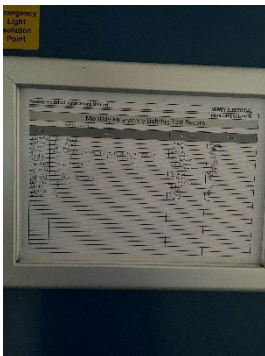
Section 9

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.

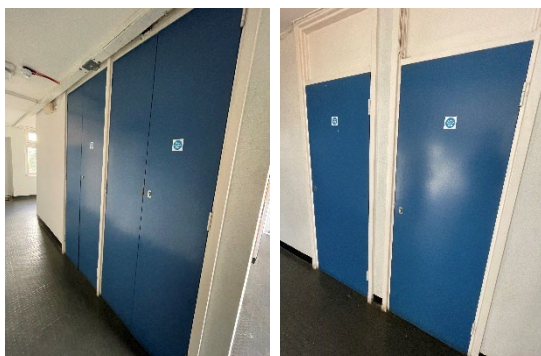


Section 10

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 and storage 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.

Electric Meter Cupboard										Dry Riser										Comms Riser																			
Floor No	Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials													
	Supalux	Intu Batt	Intu Sponge	Intu AM Mastic	Graphite Filler	Intu Pads	Intu Pillow	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AM Mastic	Graphite Filler	Intu Pads	Intu Pillow	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AM Mastic	Graphite Filler	Intu Pads	Intu Pillow	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AM Mastic	Graphite Filler	Intu Pads	Intu Pillow	Intu Wraps	Rockwool			
B																																							
G																																							
1		✓		✓										✓																									
2		✓		✓										✓																									
3		✓	✓											✓																									
4		✓	✓	✓										✓							✓																		
5				✓										✓																									
6																																							
7																																							
8																																							
9																																							
10																																							
11																																							
12																																							
13																																							
14																																							
15																																							
16																																							
Communal doors free from defects						Communal windows free from defects						Flat doors free from defects						Communal cupboards locked and secure						Communal areas free from tenants stored items						Communal areas free from repairs 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 FD30s rated composite fire door construction manufactured by IG Doors. Flat 70 has a timber FD30s door.

Heronville House 60-118 (e)	BL43000HE18	Heronville House 60-118 (e);Sedgley Road East;Tipton;West Midlar High Rise Block		
Heronville House 60-118 (E)	DW4300000001	72 Heronville House;Sedgley Road East;Tipton;West Midlands;	Leaseholder	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000005	60 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000006	62 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000007	64 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000008	66 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000009	68 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000010	70 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	Timber door Not glazed
Heronville House 60-118 (E)	DW4300000012	74 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000013	76 Heronville House;Sedgley Road East;Tipton;West Midlands;	Leaseholder	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000014	78 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000015	80 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000016	82 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000017	84 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000018	86 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000019	88 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000020	90 Heronville House;Sedgley Road East;Tipton;West Midlands;	Leaseholder	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000021	92 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000022	94 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000023	96 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000024	98 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000026	102 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000027	104 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000028	106 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000029	108 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000030	110 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000031	112 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000032	114 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000033	116 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000034	118 Heronville House;Sedgley Road East;Tipton;West Midlands;	Occupied	IG Doors Not glazed
Heronville House 60-118 (E)	DW4300000035	100 Heronville House;Sedgley Road East;Tipton;West Midlands;	Leaseholder	IG Doors Not glazed

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



- 8) Access panels to stop taps are fixed to masonry and bedded on Intumescent material.



Section 11

Fire Fighting Equipment

- 1) The dry riser inlet cabinet is located in the ground floor dry riser cupboard (twin valve) secured with a suited cylinder lock.



- 2) The outlets are contained within the dry riser cupboard on floors 1 – 5 that is secured with suited cylinder 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, [see section 8](#).

Section 12

Fire Signage

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



- 2) The doors to the chute rooms are FD30s and do not display “fire door keep shut” signage.



- 3) 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”



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



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



- 6) Signage depicting floor level is fitted to the wall opposite the lift car on each floor.



- 7) Floor indicator numbers are fitted to the wall of each floor on the communal staircase.



- 8) The fire escape routes do not use directional fire signage in accordance due to simplicity of layout.

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 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.

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 09/06/21



- 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.



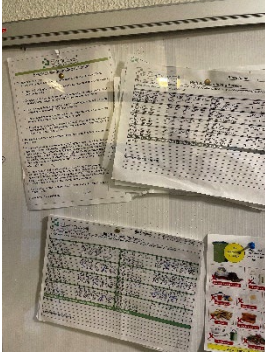
- 7) Portable heaters are not allowed in any common parts of the premises.
- 8) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team. Gas risers are external to the building.



Section 15

Waste Control

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



- 2) Refuse & recycling containers are emptied regularly. The recycling containers is located away from the building.



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



- 5) 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.
- 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) 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:

Heronville House

Date of Action Plan:




19/12/2022

Review Date:



<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
---------------------	-----------------	--------------------------	----------	--	-------------------




Fire Risk Assessment

06/03a	Flat 62 – remove installed wicker screening from balcony.		P2	Within 1 to 3 months of action plan date. Housing Manager	
06/03c	Flat 74 – remove installed decorative screening to balcony.		P2	Within 1 to 3 months of action plan date. Housing Manager	15/05/2023
06/03d	Flat 106 – remove installed netting/mesh & excessive combustible items on balcony.		P2	Within 1 to 3 months of action plan date. Housing Manager	08/03/2023


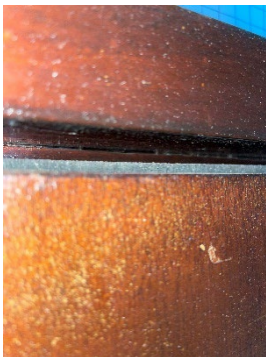

Fire Risk Assessment

06/03e	Flat 102 – remove installed decorative screening to balcony.		P2	Within 1 to 3 months of action plan date. Housing Manager	08/03/2023
07/10	4 th & 5 th floor by service cupboard, relocate detector heads to AOV to prevent fouling by service cupboard door.		P2	Within 1 to 3 months of action plan date. Electrical repairs.	02/01/2023




Fire Risk Assessment

07/21	Flat 74 – entrance door requires adjustment doesn't reliable self-close into frame. Door binds on frame.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10081185	12/01/2023
07/22	5 th floor by flat 112 – combined intumescent strip / cold smoke seal requires fixing to door / hangs loose.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10081245	11/01/2022
07/23	Reinstate external handle to roof access door.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10051801	03/01/2023



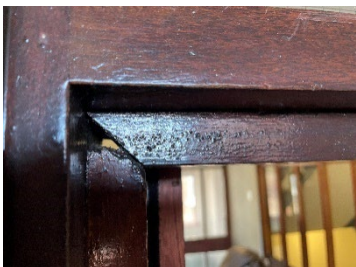
Fire Risk Assessment

07/24	5 th floor by flat 118 – communal door has excessive gaps, adjustment or possible re-lipping required.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10123331 JM:10622083	18/04/2023
07/25	5 th floor by flat 110 – communal door has excessive gaps adjustment or possible re-lipping required.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10622111	18/04/2023
07/26	5 th floor communal door to stairs excessive gap to head, adjustment or possible re-lipping required.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10622135	18/04/2023




Fire Risk Assessment

07/27	4 th floor communal door to stairs has excessive gaps adjustment or possible re-lipping required.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10622271	19/04/2023
07/28	4 th floor by flat 100 – communal door has excessive gaps adjustment or possible re-lipping required. Also replace missing screws to hinges.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10622295	19/04/2023
07/29	4 th floor by flat 108 - communal door has excessive gaps adjustment or possible re-lipping required		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10622333	19/04/2023

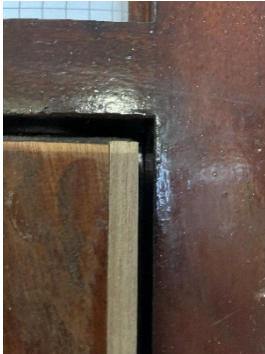

Fire Risk Assessment

07/30	4 th floor by flat 104 – service cupboard door replace missing intumescent / cold smoke strip on head of door.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10081351	12/01/2023
07/31	3 rd floor by flat 98 – communal door has excessive gaps adjustment or possible re-lipping required		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10622380	19/04/2023
07/32	3 rd floor by flat 90 - communal door has excessive gaps / door warped / gap in rebate. Adjustment / repair or possible replacement required.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10081375	12/01/2023


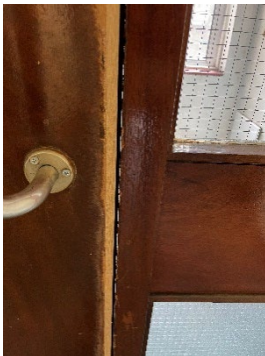
Fire Risk Assessment

07/33	Mobility scooter in 3 rd floor communal corridor adjacent flats 90, 92 & 94 to be removed.		P2	Within 1 to 3 months of action plan date. Housing Manager	14/03/2023
07/34	2 nd floor communal door to stairs has excessive gaps and split above hinge, Adjustment / repair or possible replacement required		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10081405 JM:10622425	12/01/2023
07/35	2 nd floor by flat 80 – communal door doesn't fully close into frame. Door requires adjustment / repair or replacement.		P3	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10081417	25/07/2023



Fire Risk Assessment

07/36	2 nd floor by flat 88 – communal door has excessive gaps adjustment or possible re-lipping required.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10622467	19/04/2023
07/37	All artificial plants to be removed from communal corridor outside flat 76		P2	Within 1 to 3 months of action plan date. Housing Manager	23/02/2023

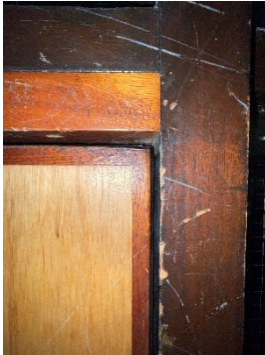

Fire Risk Assessment

07/38	All artificial plants to be removed from communal corridor outside flat 78		P2	Within 1 to 3 months of action plan date. Housing Manager	23/02/2023
07/39	1 st floor by flat 78 – communal door has excessive gaps adjustment required.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10081431 JM:10622531	23/04/2023



Fire Risk Assessment

07/40	Ground floor communal door to stairs has excessive gaps and binds on floor. Adjustment or repair required		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10081456	12/01/2023
07/41	Ground floor by flat 68 – communal door binds on leading edge / doesn't fully close into frame / adjustment required. Replace missing screw to hinge.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10081467	12/01/2023

Fire Risk Assessment

07/42	Ground floor by flat 60 – communal door has excessive gaps adjustment required.		P2	Within 1 to 3 months of action plan date. Fire Rapid Response. JM:10081473	12/01/2023
12/02	Place fire door keep shut signage to chute room doors on floors 1 to 5 at approximately 1.5 metre high.		P2	Within 1 to 3 months of action plan date. Caretakers.	07/02/2023

Signed

	Fire Risk Assessor	Date: 19/12/2022
	Premise Manager	Date: 22/12/2022

Appendix 1

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

Name of property: Heronville House

Updated: 19/12/2022

Premise Manager: Tony Thompson

Tel. No.: 0121 569 2975

An asbestos survey has been undertaken and is held by S.M.B.C. Investment Division (Derek Still [Tel:- 0121 569 5077](tel:01215695077)).

Sample Locations		Property Address Heronville House, Sedgley Road East, Tipton, DY4 7TX.						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	Labelled?	ACTION TAKEN ON CONTRACT
IF DURING THE COURSE OF WORK SUSPECTED ACM'S ARE IDENTIFIED THAT ARE NOT CONTAINED WITHIN THIS REPORT STOP WORK & SEEK ADVICE								
LIFT MOTOR ROOM	NO SUSPECT ASBESTOS CONTAINING MATERIALS FOUND DURING SURVEY							
FLOORS 3 AND 4 – COMMUNAL WALLS	TEXTURED COAT	-	SEALED-PAINT	DS 6219	NO ASBESTOS DETECTED	NO	NO	
GROUND FLOOR COMMUNAL CEILING	TEXTURED COAT	-	SEALED-PAINT	DS 6219	NO ASBESTOS DETECTED	NO	NO	
COMMUNAL AREAS ALL FLOORS – FLOOR	THERMOPLASTIC	-	SEALED	PRESUMED	CHRYSO TILE	NO	NO	
BIN ROOM	NO ASBESTOS CONTAINING MATERIALS FOUND DURING SURVEY							
DRY RISER CUPBOARD – ALL FLOORS	NO ASBESTOS CONTAINING MATERIALS FOUND DURING SURVEY							
STORE CUPBOARD X 2 – ALL FLOORS	NO ASBESTOS CONTAINING MATERIALS FOUND DURING SURVEY							
MAIN ROOF SARKING OR FLAT ROOF MINERAL FELT	BITUMINOUS	-	-	-	-	-	-	REQUEST SAMPLE IF TO BE DISTURBED
ITEMS SHOWN BELOW HAVE BEEN ASSESSED ON SITE BY THE ASBESTOS SURVEYOR & ARE CONFIRMED NOT TO BE ACM's.								
LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION		MATERIAL	LOCATION DESCRIPTION		MATERIAL	
ROOF VENTS	METAL / CONCRETE	ALL FLOORS HIGH LEVEL BOXING		SUPALUX				
MAIN ROOF VENTS	PLASTIC	ALL FLOORS BIN CHUTE HIGH LEVEL BOXING		HARD BOARD				
LIFT MOTOR ROOM – NOTICE BOARD	TIMBER	MAIN ENTRANCE CANOPY SOFFIT		SUPALUX				
DRY RISER CUPBOARD ALL FLOORS – TRANSOM PANEL	SUPALUX	MAIN ENTRANCE RAIN WATRT PIPE		PLASTIC				
STORE CUPBOARD X 2 ALL FLOORS – TRANSOM PANEL	SUPALUX	MAIN ENTRANCE ROOF CLOAKING		SUPALUX				