

Fire Risk Assessment

1-9 Bowness House



**Lovett Avenue,
Oldbury,
B69 1DS**

Date Completed: 16th August 2022

Officer: Carl Hill Fire Risk Assessor

Checked By: Tony Thompson Fire Safety Manager

Current Risk Rating 0 = Low

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

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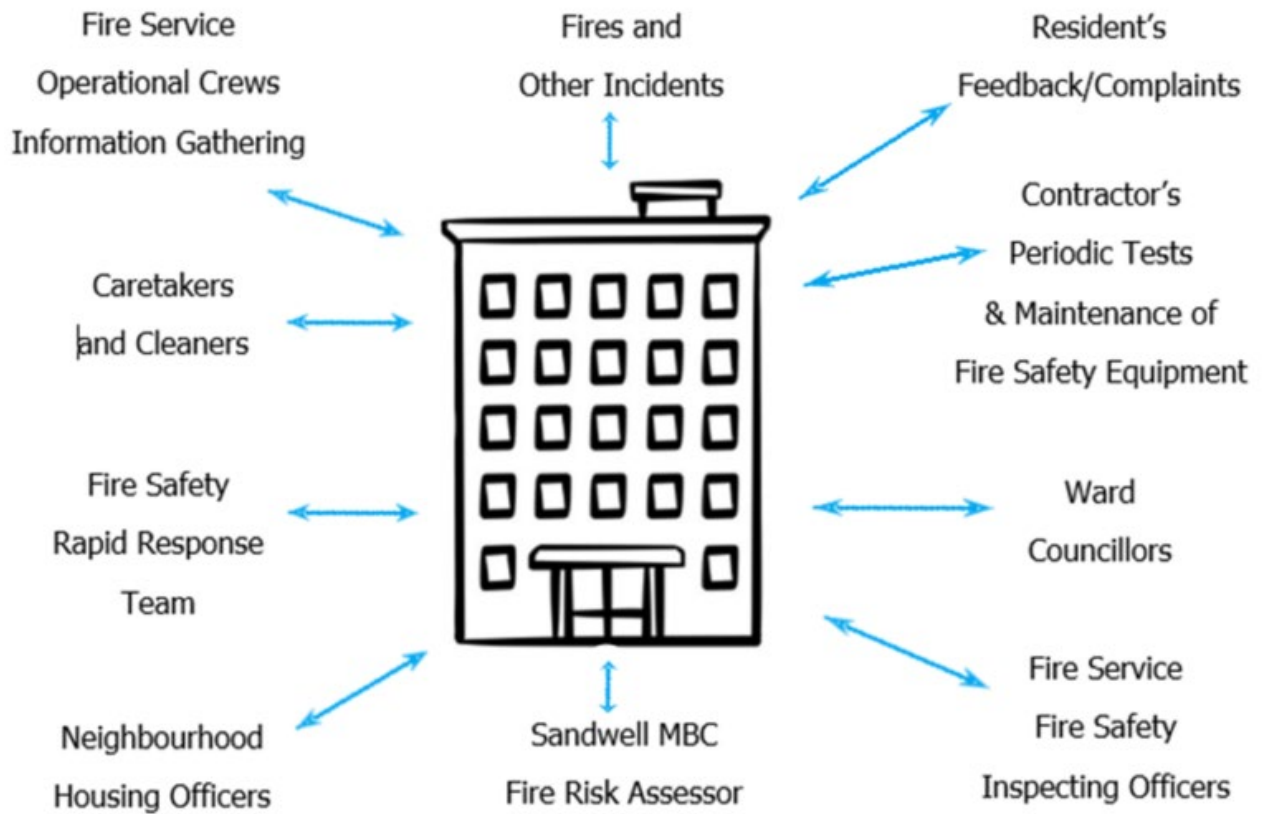
Introduction

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/feedb ack_and_complaints](https://www.sandwell.gov.uk/info/200195/contact_the_council/283/feedback_and_complaints) or by phone on 0121 569 6000.

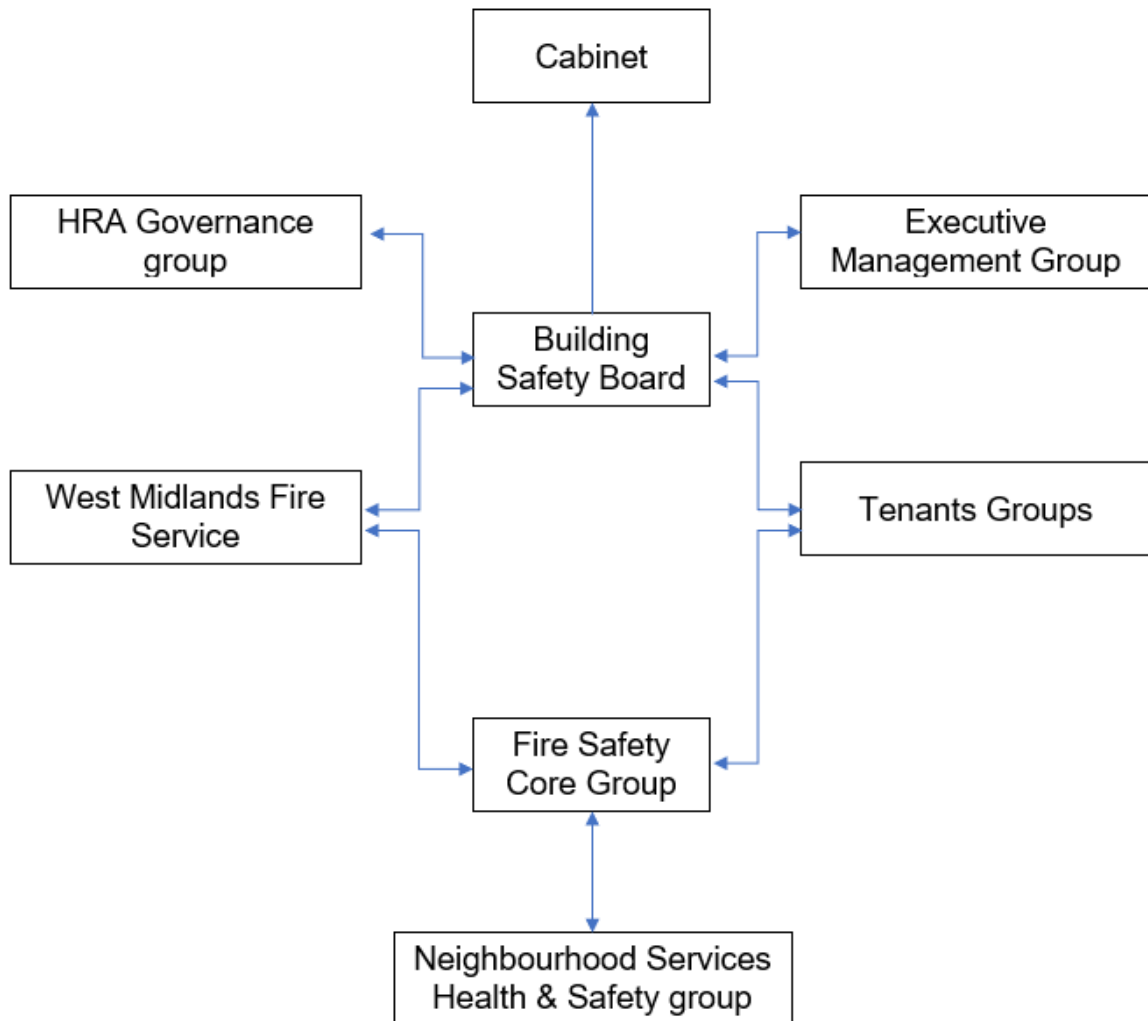
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. 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	<p>External Envelope</p> <p>The building is of traditional brick construction with PVC fascia boards to the roof line. Windows are UPVC double glazed units with aluminium frame units to the communal stairwell.</p> <p>Each flat has an individual balcony.</p> <p>Excessive fire loading to flat 4 balcony.</p>	0

<p>Section 7</p>	<p>Means of Escape from Fire The block has a single staircase and 2 final exits that provide a sufficient means of escape.</p> <p>Defective handle to communal window.</p> <p>Flat 6 – Defective self-closer</p> <p>Flat 7 – Viewing lens to FD30s door missing</p> <p>Remove discarded items to 1st floor stairwell</p>	<p>0</p>
<p>Section 8</p>	<p>Fire Detection and Alarm Systems The flats have a fire detection system fitted to an LD2 & LD3 standard.</p>	<p>0</p>
<p>Section 9</p>	<p>Emergency Lighting The premises have a sufficient emergency / escape lighting system in accordance with BS 5266.</p>	<p>0</p>
<p>Section 10</p>	<p>Compartmentation Individual flat doors and service cupboard doors are FD30s rated.</p> <p>Small hole in fire stopping above ground floor service cupboard.</p> <p>Hole in brickwork around cable penetration above flat 7 entrance door.</p> <p>Damaged door frame / door doesn't secure 1st floor service cupboard.</p>	<p>0</p>
<p>Section 11</p>	<p>Fire Fighting Equipment The premises have no provision for firefighting equipment.</p>	<p>0</p>
<p>Section 12</p>	<p>Fire Signage Fire door keep shut & no smoking signs have</p>	<p>0</p>

	<p>been installed.</p> <p>No Smoking sign missing from front entrance. Work completed 4/11/22</p>	
Section 13	<p>Employee Training All staff receive basic fire safety awareness training.</p>	0
Section 14	<p>Sources of Ignition The fixed electrical tests were last completed 04/08/22 and recorded as failed.</p> <p>Extension power lead not suitable for outdoor use is in use in rear outside enclosed area.</p> <p>Evidence of braziers / open fires in rear enclosed yard.</p>	0
Section 15	<p>Waste Control Caretakers undertake regular checks and bins are stored away from the building.</p>	0
Section 16	<p>Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.</p>	0
Section 17	<p>Arson Prevention There is external lighting and a door entry system prevents unauthorised access.</p> <p>Firewood & storage box with firelighters stored outside against the rear of the block.</p>	0
Section 18	<p>Storage Arrangements Each flat has access to a storage cupboard adjacent the flat entrance door and within the rear yard.</p>	0

Risk Categories	
Risk Rating	Description
5	Presents a serious risk to life safety. This matter requires immediate action and must be given a high priority.
4	A significant safety issue.
3	A safety issue, but where the level of risk is reduced by a combination of compensatory factors; or where there is a risk to property only.
2	A desirable improvement to increase protection from fire.
1	A minor improvement to safety.
0	No risks identified

The highest risk rating selected shall be transferred to the front page of the risk assessment using a RAG rating as follows

Current Risk Rating 4-5 = HIGH

Current Risk Rating 1-3 = MEDIUM

Current Risk Rating 0 = Low

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

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

1–9 Bowness House
Lovett Avenue
Oldbury
B69 1DS

Description of the Property

The low-rise block was constructed in 1966 using a traditional brick cavity build.



The block consists of 3 storeys (inclusive of the ground floor) with a single central staircase. Each of the floors contains 3 number dwellings.

There is a single central stairwell within the block.

The block has a main entrance to the front elevation and a further exit located on the rear elevation. Front entrance has a door entry system with a fob reader installed and a firefighter override switch, the rear entrance also has a fob reader.



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	Low Rise
Number of Floors	3
Date of Construction	1966
Construction Type	Traditional Brick
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	None
Number of Staircases	1
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	None
Refuse Chute	None
Access to Roof	Flat Roof – No Internal Access
Equipment on roof (e.g. mobile phone station etc)	None

Persons at Risk

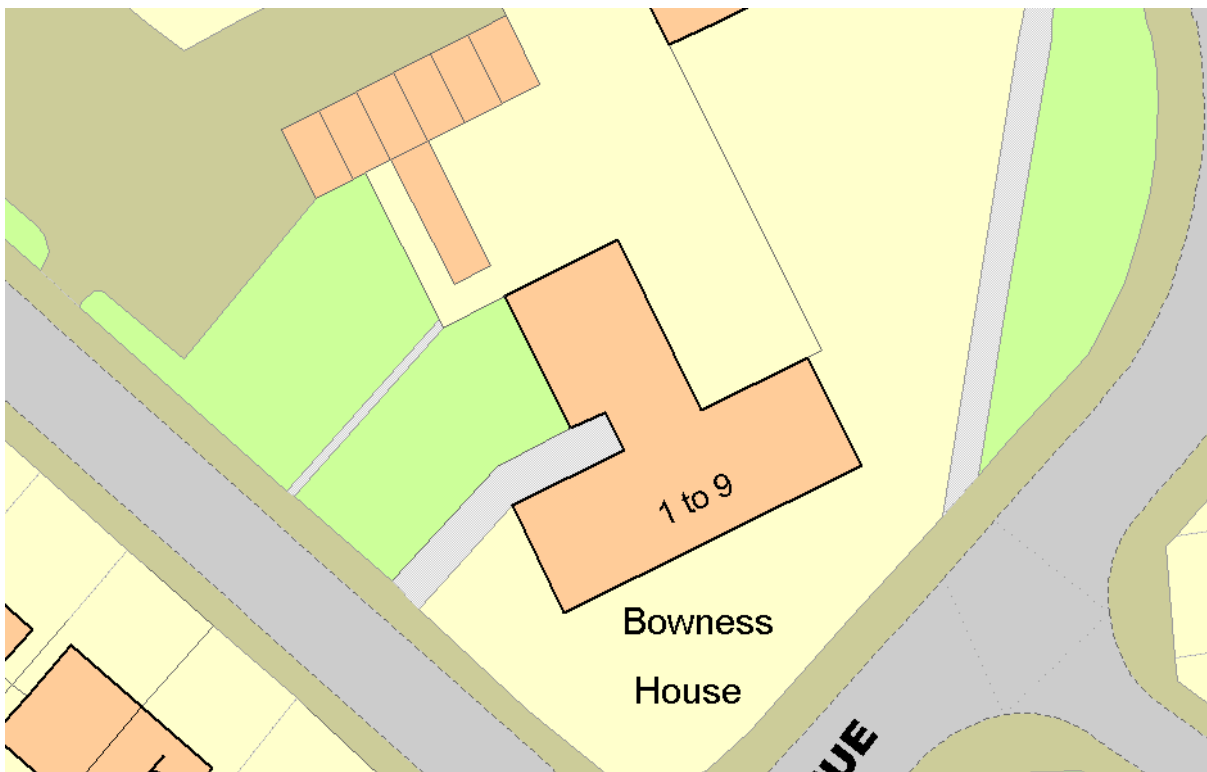
Residents / Occupants of 9 flats,

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 general plan of the building.



Section 6

External envelope

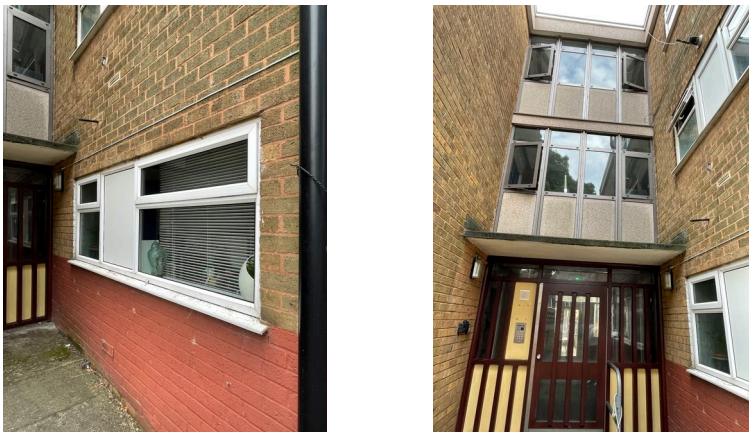
Following the introduction of the Fire Safety Act 2021, consideration needs to be given to the external envelope of the building for any fire risk. This predominantly means the external wall construction including any insulation filler. It also includes balconies and any other fixtures as well as doors 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) The external surface of the building is predominantly brick structure with UPVC fascia boards to the roof line.



- 2) UPVC double glazed units have been installed to each flat. Aluminium framed units to the communal stairwell.



- 3) Each flat has an individual balcony with steel railings.



- 4) Flat 4 has excessive fire loading on balcony (Bed, Mattress, headboard)



Section

7

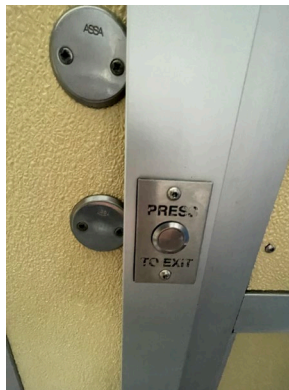
Means of Escape from Fire

- 1) The site has a single staircase that provides a means of escape and is 875mm 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 only communal doors within the block are the final exit doors, which 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).
-

- 6) 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.



- 7) Communal windows can only be opened without the use of a key. **There is a broken handle to the window adjacent flat 4.**



- 8) 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
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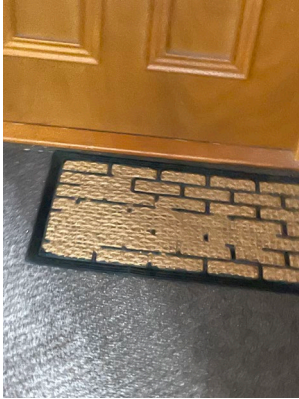
removed. There is also an out of hour's service that allows combustible items of furniture / rubbish to be removed.



- 9) 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. ([Refer to section 9](#))
- 10) Service cupboards are FD30s rated, secured with budget locks. Residents have been provided with a key for access to their electricity meters.



- 11) The surface coatings to the communal areas are Class 0 rated.
- 12) All floors have S.M.B.C fitted carpet. Due to the fact that S.M.B.C specified and managed the installation of the carpets it has been presumed that it is class 0 fire rated.
- 13) The fire rating of individual floor mats to the communal areas is unknown.



- 14) 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.
- 15) Individual flat entrance doors are FD30s rated. Secondary non fire rated doors have been installed in front of FD30s by occupants ([Refer to section 10](#)).
- 16) 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.

A. Flat 6 – Defective self-closing device.



B. Flat 7 – Viewing lens has been removed.



17) Discarded table on communal stairwell adjacent flat 6.



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 & LD3 Standard.

Flat 6 – 1 x Smoke detector in Hall, Lounge & Heat detector in kitchen - 2

Flat 7 – 1 x Smoke detector in hall – LD3

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 reasons for this are:
- I. Such systems may get vandalised.
 - II. False alarms would occur.
 - III. A Stay Put - Unless policy is in place

Section

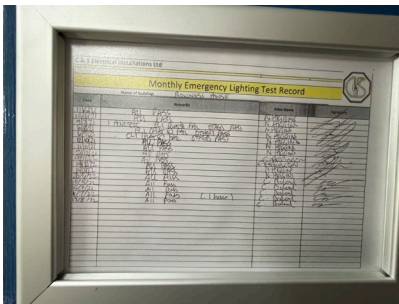
9

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.
-



- 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 30 minutes horizontal fire resistance.
-

- 2) The premise does not have sufficient compartmentation to limit the travel and effect of smoke and flame in the event of a fire in communal areas due to the open plan stairwell.
- 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) A variety of methods / materials have been used to achieve fire-stopping including Rockwool, foam and intumescent pillows.

Floor No		Electric Meter Cupboard										Fire Stopping Materials										Fire Stopping Materials										Fire Stopping Materials										Fire Stopping Materials										Floor No				
		Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials																																		
		Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wipps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wipps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wipps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wipps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wipps	Rockwool										
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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																																																								

- 5) Individual flat doors are FD30s rated fire doors.

Refer to door sheet below

Fire Risk Assessment

Block Name	Address	Front Door Type	Glazed
Bowness house 1-9 (O&E)	Bowness House 1-9 (o&e);Lovett Avenue;Oldbury;West	Intentionally Blank	
Bowness house 1-9 (O&E)	1 Bowness House;Lovett Avenue;Oldbury;West Midland	Timber Door FD30s	Glazed
Bowness house 1-9 (O&E)	2 Bowness House;Lovett Avenue;Oldbury;West Midland	Timber Door FD30s	Glazed
Bowness house 1-9 (O&E)	3 Bowness House;Lovett Avenue;Oldbury;West Midland	Timber Door FD30s	Glazed
Bowness house 1-9 (O&E)	4 Bowness House;Lovett Avenue;Oldbury;West Midland	Timber Door FD30s	Glazed
Bowness house 1-9 (O&E)	5 Bowness House;Lovett Avenue;Oldbury;West Midland	Timber Door FD30s	Glazed
Bowness house 1-9 (O&E)	6 Bowness House;Lovett Avenue;Oldbury;West Midland	Timber Door FD30s	Glazed
Bowness house 1-9 (O&E)	7 Bowness House;Lovett Avenue;Oldbury;West Midland	Timber Door FD30s	Glazed
Bowness house 1-9 (O&E)	8 Bowness House;Lovett Avenue;Oldbury;West Midland	Timber Door FD30s	Glazed
Bowness house 1-9 (O&E)	9 Bowness House;Lovett Avenue;Oldbury;West Midland	Timber Door FD30s	Glazed



6) Flats 1 - 7 all have additional a non-fire rated door, fitted by occupants to alcove in front of S.M.B.C FD30s flat entrance door.





7) Flat 7 - hole in brickwork above the top left-hand corner of entrance door requires firestopping.



8) Hole above ground floor service cupboard requires firestopping.



- 9) 1st floor service cupboard frame damaged around budget lock resulting in excessive gap & door will not secure.



Section 11

Fire Fighting Equipment

- 1) The premise has no provision for firefighting equipment.

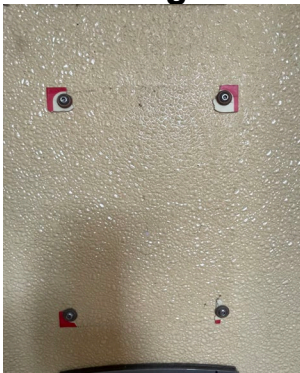
Section 12

Fire Signage

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



- 2) Fire Action Notices are not displayed throughout the building. The signs are not necessary due to the building not having a complex layout.
- 3) Yellow LPG warning signs are not displayed. ([refer to section 18](#))
- 4) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation. Signs are displayed throughout building. **The No Smoking sign to the main entrance is missing.**



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.
- 4) Neighbourhood Directorate employees assigned to undertake Fire Safety Inspections have received IFE approved training via West Midlands Fire Service.
- 5) Fire safety has been provided as part of tenancy pack.

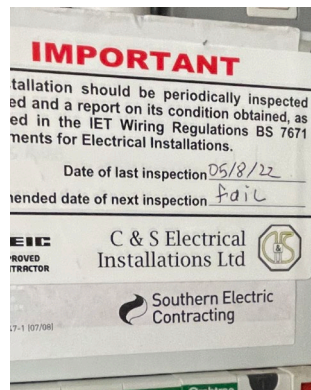
Section
14

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 05/08/22. **Evidence within the service cupboard suggests the recent test result was recorded as fail.**



- 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) Portable heaters are not allowed in any common parts of the premises.
- 7) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team. It was noted that gas supply pipework was internal.
- 8) At the rear of the block there is an outdoor paddling pool with mains powered filter and speaker system. The filter and speaker are powered by an extension lead that sits beneath a plastic box and runs to a 2nd floor window / flat 7. There is no evidence to suggest that the extension lead is suitably rated for outdoor use.**



- 9) There are 2 braziers and a solid fuel BBQ within the rear enclosed yard to the block. It is evident that one of the braziers has recently been used for controlled burning. Although each device was located away from the building at the time of the visit, residents should be reminded of the associated hazards of lighting open fires within shared areas.



Section
15

Waste Control

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



2) Refuse containers are stored away from the block and 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) Owing to the nature of Low Rise flatted accommodation, it is difficult to manage / control individual contractors / utility companies.
 - 4) However, utility companies are not allowed to access any service cupboard or secure area. They must request and collect
-

maintenance keys from the local housing office. This allows scrutiny of what is the scope of any works such as installation of tenant's broadband / phone line etc.

- 5) 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.
- 6) **There is a small wooden storage box against the rear of the building & fence which contains an open pack of firelighters and what appears to be firewood.**



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) Residents have access to lockable storage cupboards adjacent flat entrance doors. Doors are not fire rated but are listed to be upgraded as part of a future upgrade programme.



- 5) Residents also have access to external storage cupboards which are lockable and located at the rear of the block.



- 6) 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

Risk Rating of Additional Control Measures

Risk Categories	
Risk Rating	Description
5	Presents a serious risk to life safety. This matter requires immediate action and must be given a high priority.
4	A significant safety issue.
3	A safety issue, but where the level of risk is reduced by a combination of compensatory factors; or where there is a risk to property only.
2	A desirable improvement to increase protection from fire.
1	A minor improvement to safety.

The highest risk rating selected shall be transferred to the front page of the risk assessment using a RAG rating as follows

Current Risk Rating 4-5 = HIGH

Current Risk Rating 1-3 = MEDIUM

Current Risk Rating 0 = Low



Fire Risk Assessment Level 2 Action Plan



Name of Premises or Location:

1 – 9 Bowness House

Date of Action Plan:




17th August 2022

Review Date:




<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Risk Rating	Timescale and Person Responsible	Date Completed
06/04	Flat 4 – Remove bed / mattress / headboard from balcony		3	August 2022 Housing Manager.	03/10/2022




Fire Risk Assessment

07/07	Replace defective handle to 1 st floor communal window adjacent flat 4.		1	August 2022 Fire Rapid Response JM9398335	30/08/2022
07/16/A	Flat 6 – Replace defective closer.		2	August 2022 Fire Rapid Response Team JM9398362	31/08/2022
07/16/B	Flat 7 – Replace missing viewing lens to FD30s door.		2	August 2022 Fire Rapid Response Team JM9398375	30/08/2022


Fire Risk Assessment

07/17	Remove discarded table adjacent flat 6.		1	August 2022 Caretakers	30/08/2022
10/07	Flat 7 – Apply suitable fire stopping to hole around cable penetration above flat entrance door.		2	August 2022 Fire Rapid Response Team JM9398394	30/08/2022
10/08	Hole in firestopping above ground floor service cupboard to be filled.		1	August 2022 Fire Rapid Response Team JM9398435	30/08/2022




Fire Risk Assessment

<p>10/09</p>	<p>1st floor service cupboard door / frame requires adjustment / repair to ensure door locks and excessive gap reduced.</p>		<p>2</p>	<p>August 2022 Fire Rapid Response Team JM9398495</p>	<p>30/09/2022</p>
<p>12/04</p>	<p>Replace missing No Smoking sign to main entrance.</p>		<p>1</p>	<p>August 2022 Caretakers</p>	<p>4/11/2022</p>
<p>14/04</p>	<p>Fixed electrical installation recently failed a test, Complete necessary works for re-testing.</p>		<p>3</p>	<p>August 2022 Electrical Repairs</p>	<p>13/10/2022</p>


Fire Risk Assessment

14/08	Request occupier of flat 7 removes extension lead to pool filter & speaker or replaces with one suitably rated for prolonged outdoor use.		2	August 2022 Housing Manager	03/10/2022
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Fire Risk Assessment

14/09	Remind residents of responsibilities not to create a fire hazard within shared areas.	 	2	August 2022 Housing Manager	03/10/2022
17/06	Remove firewood to a suitable distance away from the building & secure firelighters.		2	August 2022 Housing Manager	03/10/2022

Fire Risk Assessment

					
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Signed

	Fire Risk Assessor	Date: 17/08/2022
	Premise Manager	Date: 26/08/2022

Name of property: Bowness House

Updated: 17th August 2022

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

Hazard	Location	Information/Comments
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).		