

Fire Risk Assessment

Compton Grange



**Whitehall Road,
Cradley Heath, B64 5BG**

Date Completed: 16th February 2023

Officer: C Hill Fire Risk Assessor

Checked By: J Blewitt Team Lead Fire Safety & Facilities

Current Risk Rating = Trivial

Subsequent reviews

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

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Section

0

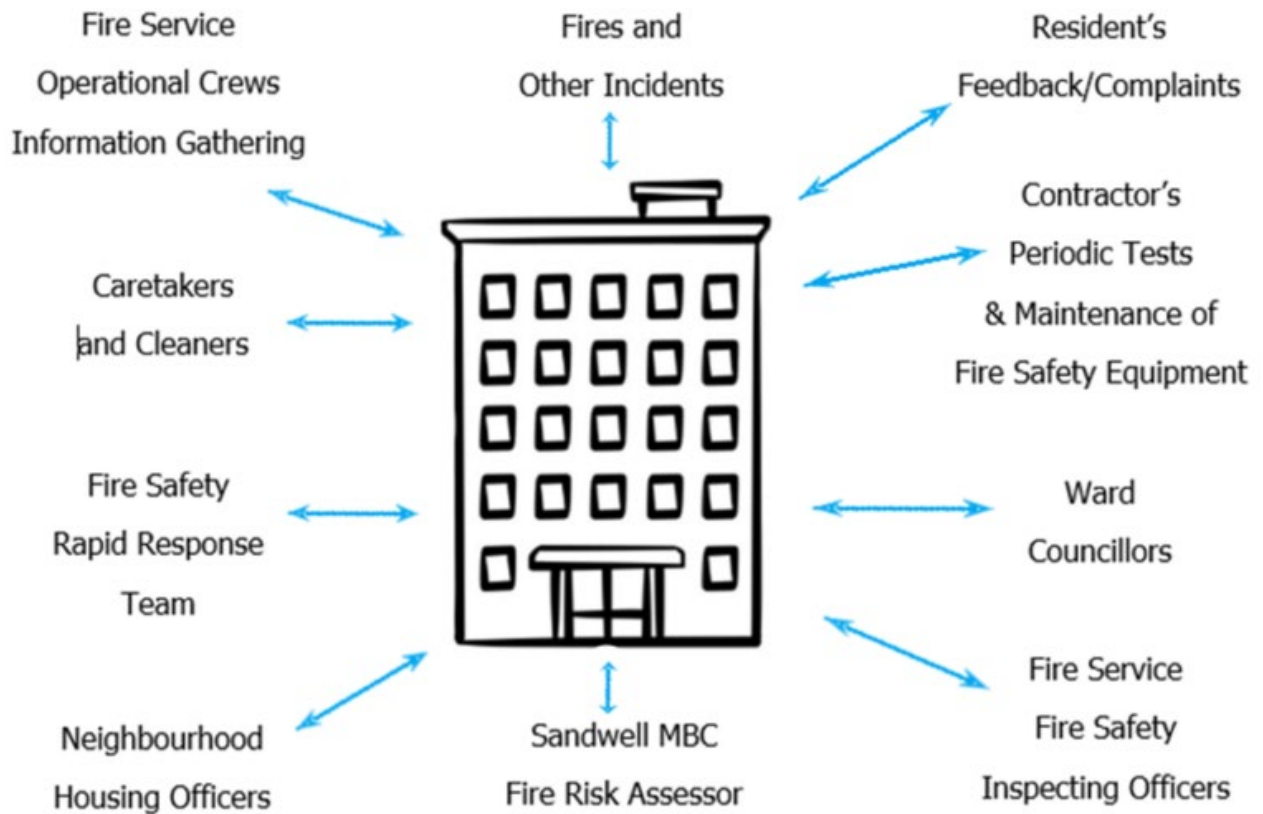
Introduction

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/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.

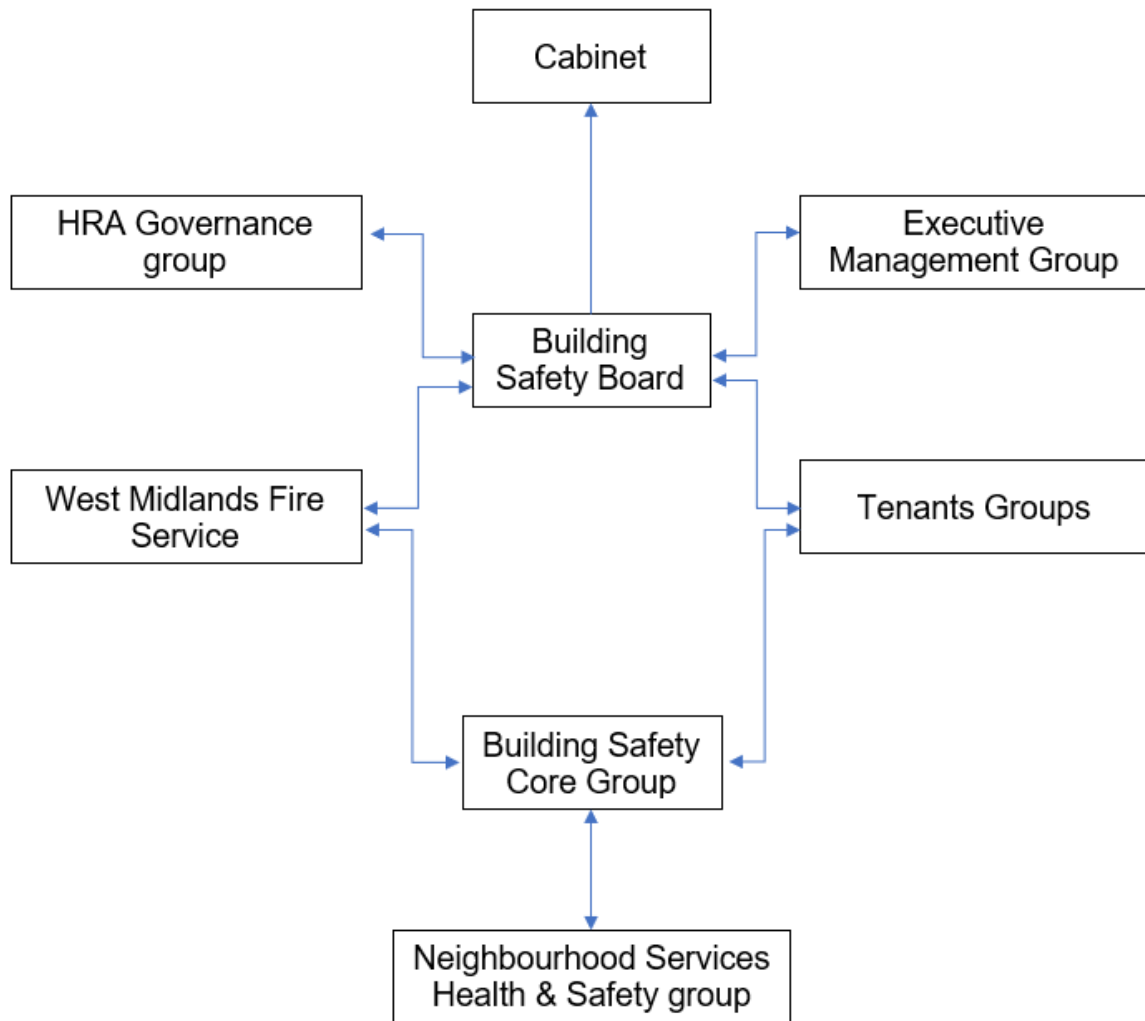
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. 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>Each facia of the building comprises of traditional brick masonry.</p> <p>All communal and individual flat windows are UPVC double glazed units.</p> <p>Exterior doors to exits, service rooms, bin stores and flats are a combination of UPVC and timber.</p> <p>Fascia boards to the roof line are timber.</p>	<p>Trivial</p>

<p>Section 7</p>	<p>Means of Escape from Fire</p> <p>The block has four staircases and five final exits doors.</p> <p>All exit doors have either a push pad or bar to open.</p> <p>Communal doors to corridors are FD30s rated and are held open by a magnetic hold / release system which is linked to the fire alarm.</p> <p>Excessive gap to former office door to be corrected and smoke seal to be fitted.</p> <p>Smoke seal to be fitted to electrical service room door.</p>	<p>Trivial</p>
<p>Section 8</p>	<p>Fire Detection and Alarm Systems</p> <p>L4 fire alarm system installed to building with LD1 detection to flats.</p>	<p>Trivial</p>
<p>Section 9</p>	<p>Emergency Lighting</p> <p>The premise has sufficient emergency/ escape lighting system in accordance with BS 5266</p>	<p>Trivial</p>
<p>Section 10</p>	<p>Compartmentation</p> <p>The block has sufficient compartmentation with all doors to communal corridors being FD30s rated fire doors.</p> <p>Flat entrance doors are FD30s</p> <p>Flat 19 entrance door damaged / replacement approved and being manufactured - JM Number 10167683</p>	<p>Trivial</p>

Section 11	<p>Fire Fighting Equipment</p> <p>Fire extinguishers are located where appropriate within the building.</p> <p>There is a fire blanket in the kitchenette.</p>	<p>Trivial</p>
Section 12	<p>Fire Signage</p> <p>Appropriate signage is in place.</p> <p>Some corridor doors have conflicting signage which should be removed. <i>Resolved 21/02/23</i></p>	<p>Trivial</p>
Section 13	<p>Employee Training</p> <p>All staff receive basic fire safety awareness training.</p>	<p>Trivial</p>
Section 14	<p>Sources of Ignition</p> <p>The fixed electric tests should be done every 5 years, last test date could not be identified. <i>Resolved – Electrical test conducted 10/03/23</i></p>	<p>Trivial</p>
Section 15	<p>Waste Control</p> <p>Regular checks by Caretakers minimise risk of waste accumulation.</p>	<p>Trivial</p>
Section 16	<p>Control and Supervision of Contractors and Visitors</p>	<p>Trivial</p>

	<p>Contractors are controlled centrally, and hot works permits are required where necessary.</p> <p>There is a signing in book in reception.</p>	
Section 17	<p>Arson Prevention</p> <p>A door entry system prevents unauthorised access & perimeter lighting is in place.</p>	Trivial
Section 18	<p>Storage Arrangements</p> <p>Residents instructed not to bring L.P.G cylinders into block.</p> <p>There are no storage facilities for residents within the communal areas.</p>	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 normal fire 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 a Stay Put Unless policy and sufficient compartmentation to include FD30s rated fire doors to flat entrances & communal doors, combined with suitable smoke detection to LD2 standard within flats and an L4 fire alarm system. The service cupboards doors are FD30s and FD60 to the electrical installation room.

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, and no detailed records need be
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)

Anthony Smith

Resident Engagement Officer - Fire Safety

Lee Mlilo

Housing Office Manager

Prabha Patel

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

Compton Grange
Whitehall Road
Cradley
B64 5BG

Description of the Property

The premise was constructed in 1983 of traditional brick masonry and consists of two storeys.



The premise was originally a warden controlled sheltered care scheme, however the scheme had the warden service removed in 2016 and as such it is now classified as an elderly residential scheme.

The block has a main entrance to the front elevation and a further three exits located to the rear and both side elevations. In addition, there is a further exit from the communal lounge, which also leads to ultimate safety.





Communal lounge exit.

The main front entrance has a door entry system with a fob reader installed which includes a firefighter's override switch. The final exit from the communal lounge has a push bar system, the remaining three exits all have push pads and fob access.



There is a key safe on the wall within the reception lobby.



The fire alarm panel is in a room accessed from the reception lobby. There is also a repeater panel in the main entrance.

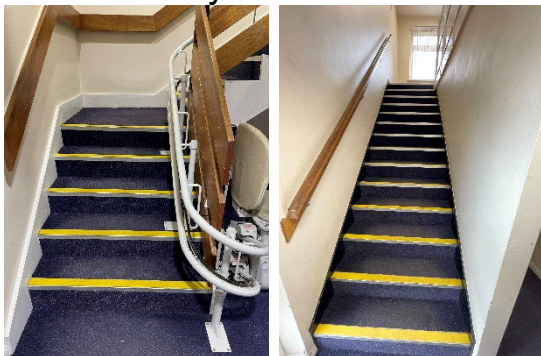


The ground floor consists of 18 number dwellings, with flats 6, 33 & 34 all with external flat entrance doors. Flat 6 is the only two-story dwelling within the building. Flats 2, 4, 6, 7, 8 & 9 also have rear entrance doors.

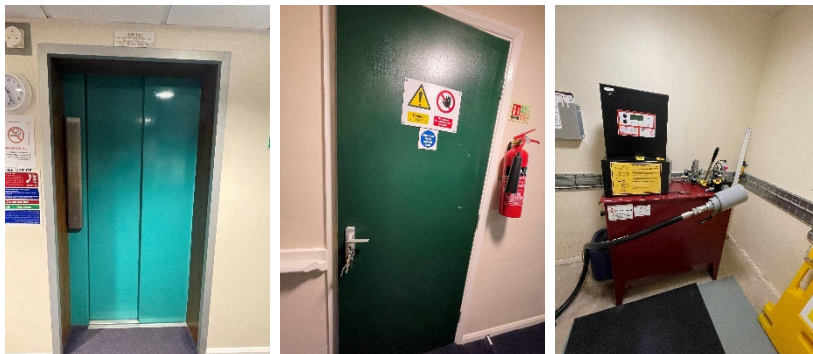


The ground floor also consists of a former office, a room / former office containing the fire alarm panel, cleaners store cupboards, communal toilet, lift motor room (hydraulic), laundry room, communal lounge, kitchenette & service cupboard (electrical).

There are 4 staircases which serve the 1st floor, two of which have a stairlift facility.



There is also a single lift adjacent the main entrance lobby with a maximum capacity of 600kg or 8 persons. The lift machinery is hydraulic and is located to the right-hand side of the ground floor lift car. The door is secured & FD60s rated.



The 1st floor consists of 17 number dwellings with flats 32 & 35 accessed via external front doors to the ground floor.



The 1st floor also consists of a guest room, communal toilet & bathrooms, hobby room, former telephone room and a reading room with balustrade wall with a view down over the lounge below.

Accessed via the carpark is a Boiler room & Gas isolation room. Both are secured by suited 54 key mortice locks.



The fire assembly point is located within the carpark to the building.



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	2
Date of Construction	1983
Construction Type	Traditional Brick
Last Refurbished	2015
External Cladding	None
Number of Lifts	1 (Hydraulic)
Number of Staircases	4
Automatic Smoke Ventilation to communal area	No
Fire Alarm System	Yes
Refuse Chute	No
Access to Roof	Access to roof space via lofts hatches in communal areas and 1 st floor flats.
Equipment on roof (e.g. mobile phone station etc)	No

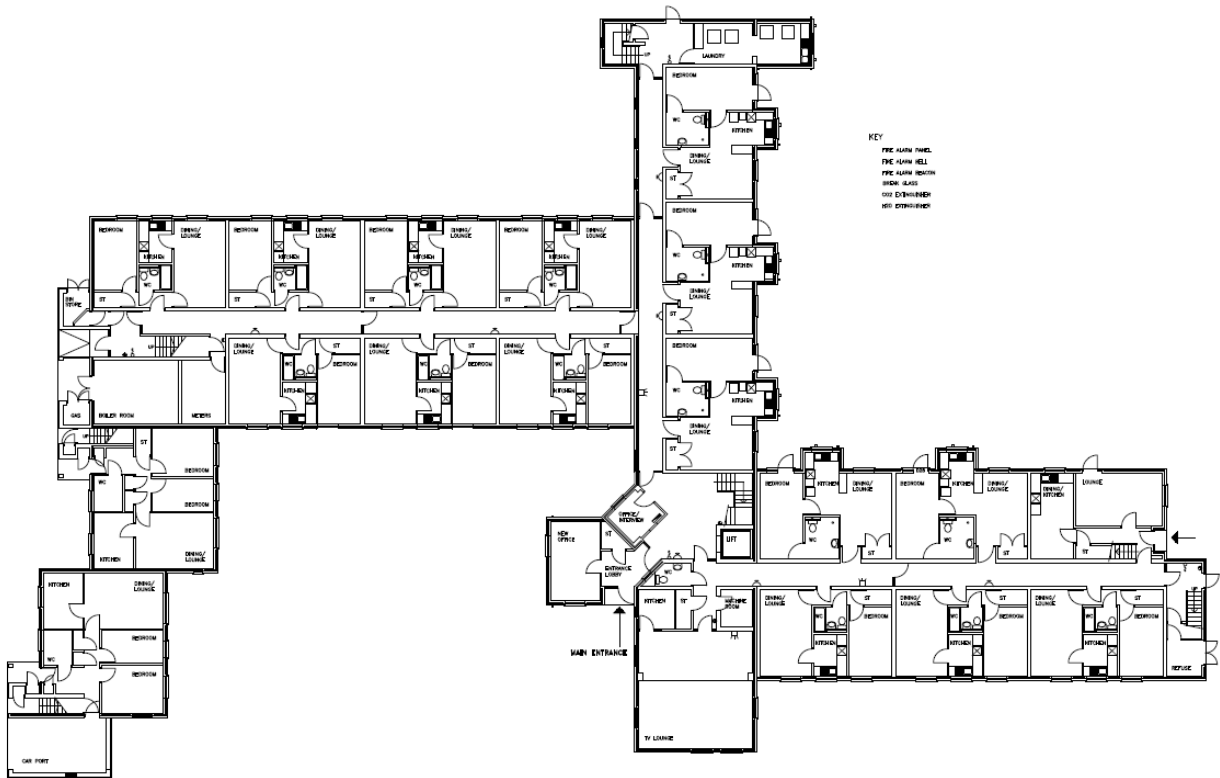
Persons at Risk

Residents / Occupants of 35 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)

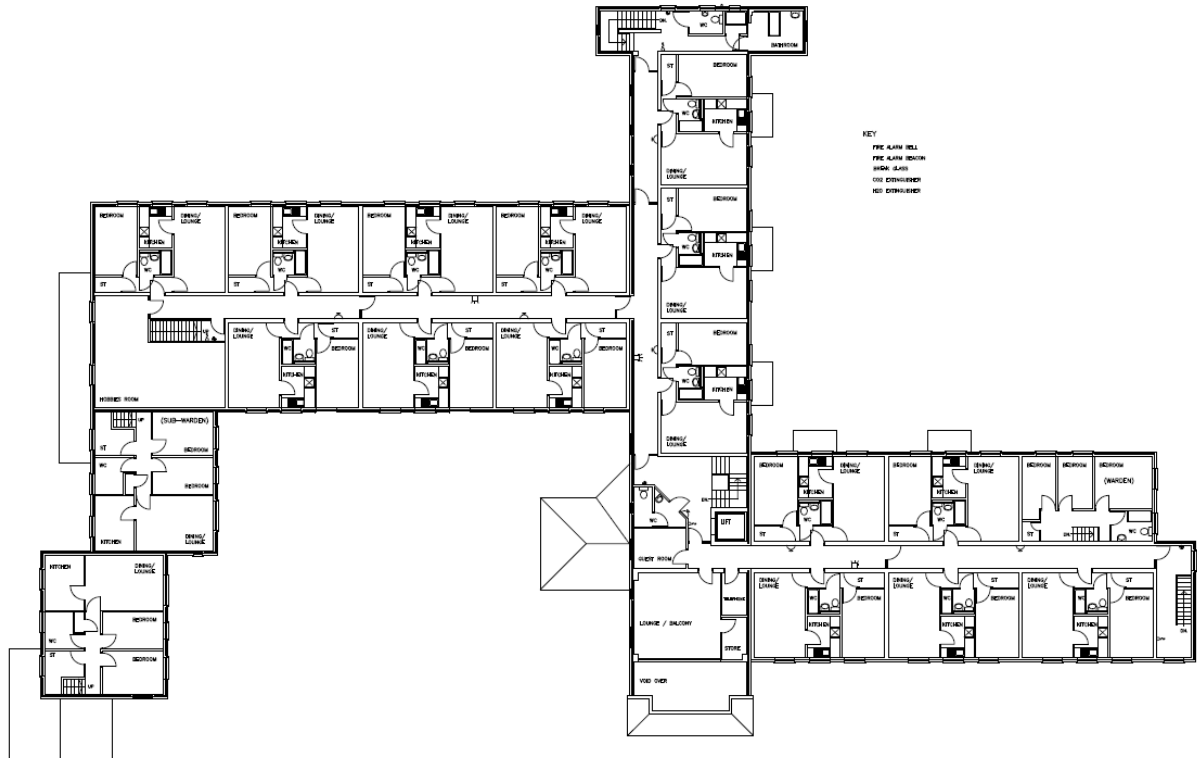
Section
5

Building Plan

Ground Floor



1st Floor



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.

The materials used within the external construction at Compton Grange present an acceptable level of risk to fire.

1. The exterior of the building predominantly tradition brick masonry.



2. All communal & individual windows are UPVC double glazed units.



3. Exterior doors to exits, service rooms, bin stores & flats are a combination of UPVC and timber type doors.



4. Fascia boards to the roof line and canopies are timber construction.

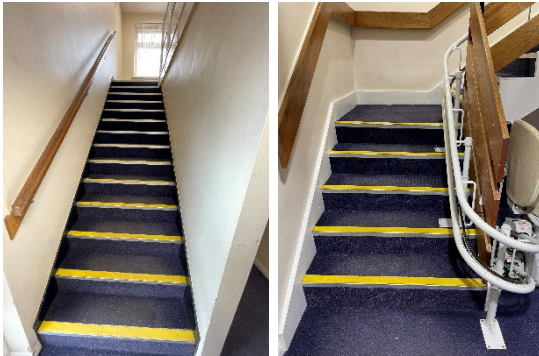


Section

7

Means of Escape from Fire

- 1) The site has four staircase's that provide a means of escape, all are 1030mm in width. The width of two staircase's is slightly reduced due to the installation of a stairlift.

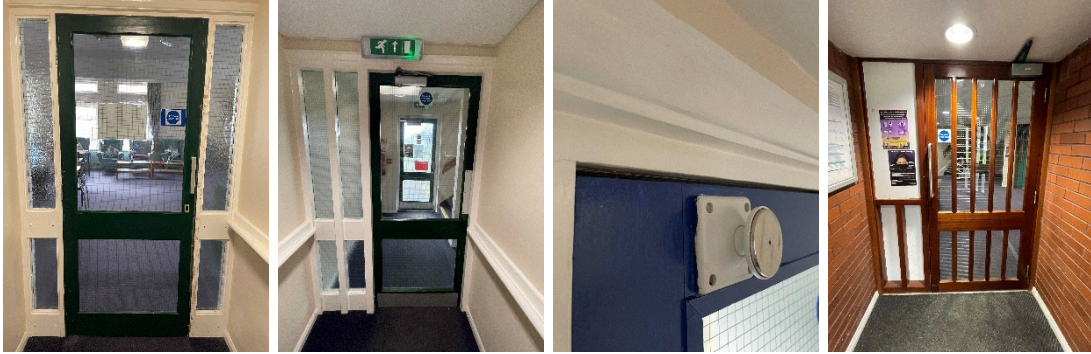


- 2) All corridors are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum.

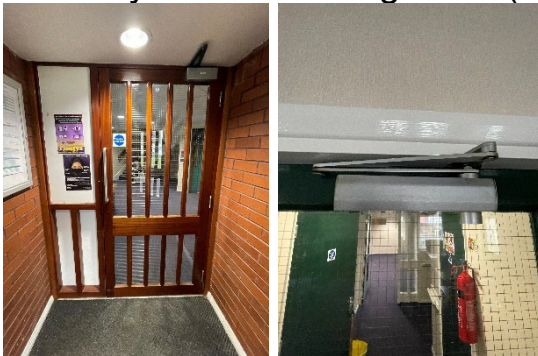


- 3) None of the corridors that form part of the means of escape are dead ends.
 - 4) The means of escape are protected to prevent the spread of fire and smoke.
-

- 5) The communal corridors & landings / staircases are protected by use of FD30s fire doors with vision panels. The doors can be held open by magnetic devices which are linked to & will be released by the fire alarm panel in the event of an alarm activation. The door through to the reception area adjacent the main entrance is a notional fire door with 25mm stop.



- 6) All communal doors are fitted with automatic closing devices. These doors 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 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 from being locked out of the building.
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- 8) The final exit doors also have push pads or push bars installed to the internal side. This is to allow a safe and effective exit from the building in the event of an emergency.



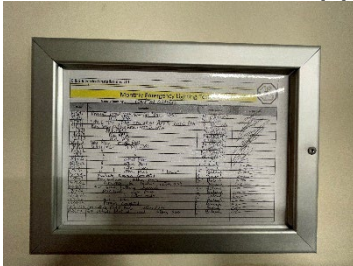
- 9) Automatic smoke ventilation is not employed. Communal windows can be opened without the use of a key.



- 10) 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



- 11) 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.



- 12) **The electrical service cupboard is FD60 rated and shuts on to a 25mm stop however would benefit from a combined intumescent strip / cold smoke seal.** The room contains resident's meters and therefore the door is secured with type 138 suited mortice locks to allow access for residents.



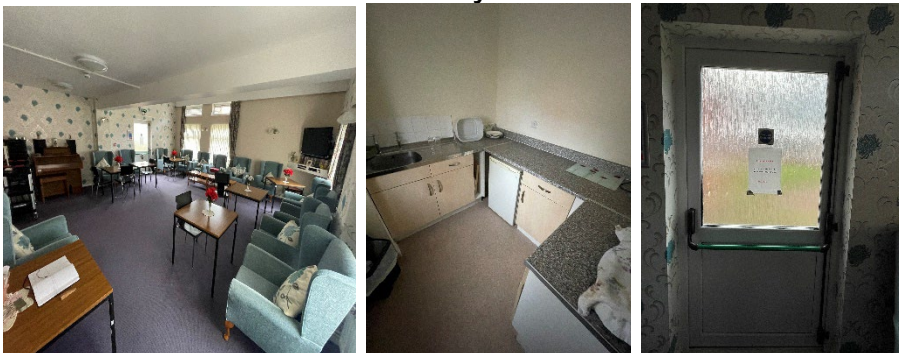
- 13) The surface coatings to the communal areas are Class 0 rated.
- 14) All floors have S.M.B.C fitted carpet. Due to the fact S.M.B.C specified and managed the installation of the carpets it has been presumed that it is class 0 fire rated.
- 15) The building has sufficient passive controls that provide 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.
- 16) Individual flat doors are FD30s rated composite doors sets manufactured by Permadoor. As confirmed following an enquiry with the manufacturer ([refer to section 10](#)).
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- 17) 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 5, 15, 18, 25 & 31 were all sampled and had not been tampered with.



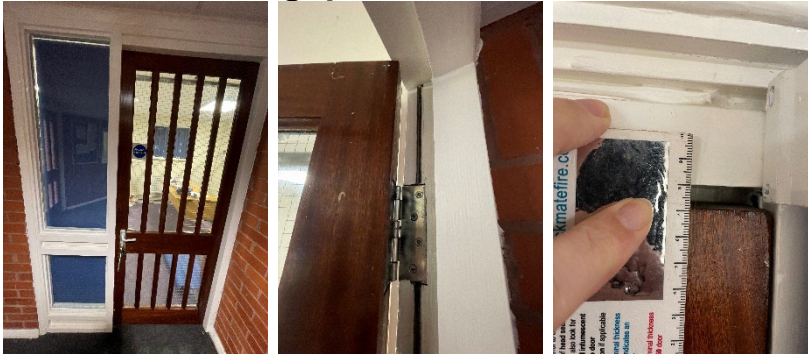
- 18) There is a ground floor communal lounge with seating for 19 persons accessed via an FD30s door from the corridor. The lounge has a small kitchenette (no cooking facilities) separated by an FD30 door. There is an emergency exit door within the lounge which leads to ultimate safety.



- 19) There is a laundry room located on the ground floor to the rear of the building adjacent the final exit door. This has an FD30s rated door secured by suited 138 mortice lock. There is a link to community alarms within this room.



- 20) Office door adjacent the main entrance has an intumescent strip / combined cold smoke seal to the sides but not to head, Also excessive gap to head.



- 21) There is evidence of historic burning to insulation covering pipework within the boiler room. It was confirmed following an inspection by a heating engineer who attended the property that this was due to scorching when previously removing a fitting using a blowtorch.



- 22) Decorative artificial flowers have been placed in some alcoves within some communal corridors. There is a building entry system in place and all corridors have smoke detectors therefor the risk is considered minimum.



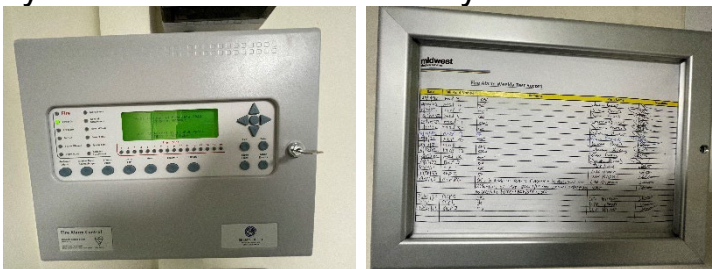
Section

8

Fire Detection and Alarm Systems

- 1) The fire alarm system installed is categorised as an L4 system as per BS5839-1. The fire alarm system is installed to the corridors and the circulation areas to the communal areas. Additionally, detection has been installed in potential risk areas such as the kitchenette, lounge, hobby room, first floor ceiling voids, bin rooms and the plant room.

The alarm panel has a direct link to community care team, so that any activations are monitored by the team. In the event of an activation Community Care Team will contact the fire service. The system is tested on a weekly basis.



- 2) **The fire alarm test record states 3 x detectors didn't activate on test. There is no record of the defects being resolved.** 23/02/23 email sent to contractor for confirmation of corrective works.

19/12/22	MCP 13	OK	John Dore
26/12/22	MCP 3	OK	John Dore
03/01/23	MCP 1	OK	John Luke
10/01/23	MCP 2	OK	Luke Hillman
17/01/23	MCP 4	OK, 6 monthly service completed 3x detectors not activating on test. ground/1st floor communal areas tested. no access to lounge/plant/gas rooms.	Luke Hillman
24/01/23	MCP 5	OK	Luke Hillman
31/01/23	MCP 6	OK	Luke Hillman
07/02/23	MCP 7	OK	Luke Hillman

- 3) There is a repeater fire alarm panel within the entrance lobby along with a zone plan.



- 4) The main fire alarm panel is located within a locked room / office adjacent the ground floor lift. The key to the room is a suited 54 type and can be found in the break glass box or alternatively in the secured key cabinet also adjacent the ground floor lift. The access code to the key cabinet can be gained by calling community alarms.



- 5) There are fire alarm call points strategically located throughout the building.



- 6) The type of warning devices is by means of sounders (102db output), with strobe lights.



- 7) Hard wired smoke or heat detections are interlinked with the alarm system and are located on both floors.



- 8) Each detector located within the roof space is linked to an LED indicator which will light during an activation.



- 9) All installed equipment is checked and tested on a monthly basis by Sandwell MBC in house electrical team or procured contractor.
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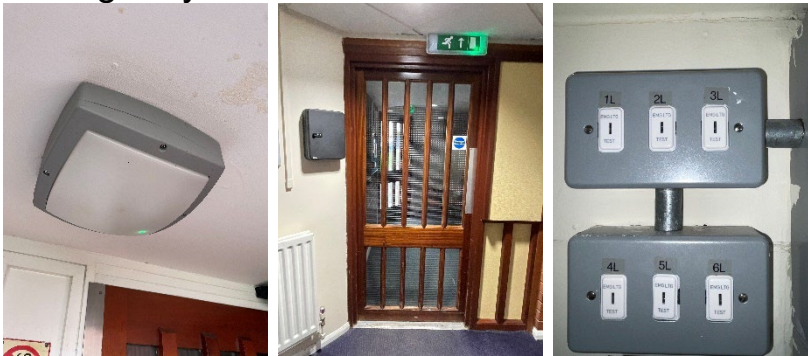
10) In addition, each individual flat has hard wired Aico detectors to the hallway, lounge & kitchen installed. Properties sampled during the fire risk assessment were flats, 5, 15, 18, 25 & 31 (LD1).



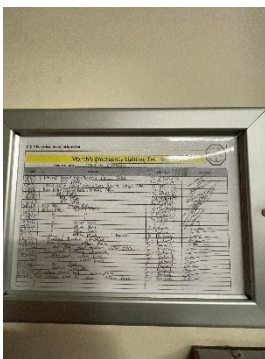
Section 9

Emergency Lighting

- 1) The premises have 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 30 minutes horizontal fire resistance.
- 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 / rooms to communal areas are lockable. Keys are held centrally unless containing resident's meters.
- 5) A variety of methods / materials have been used to achieve fire-stopping, refer to table below.

Floor No	Dry Riser					Electrical Riser					Gas Riser					BT Riser					Bin Room					Fire Stopping Materials																														
	Supalux	Fire Batt	Intumescent Sponge	Fire Foam	Fire Mastic	Rockwool	Fire Pillars	Supalux	Fire Batt	Intumescent Sponge	Fire Foam	Fire Mastic	Rockwool	Fire Pillars	Supalux	Fire Batt	Intumescent Sponge	Fire Foam	Fire Mastic	Rockwool	Fire Pillars	Supalux	Fire Batt	Intumescent Sponge	Fire Foam	Fire Mastic	Rockwool	Fire Pillars	Supalux	Fire Batt	Intumescent Sponge	Fire Foam	Fire Mastic	Rockwool	Fire Pillars																					
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Communal doors free from defects						X	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					X				

Comments : Kitchen door wedge removed - communal room wedge removed. Flat 9 - Corridor door twisted (measured). Paint tins stored in cupboard, opposite flat 16. Flat 24 - corridor door severely twisted. No smoke seals - Kitchen, cleaners cupboard. Guest room no access. Flat 5 corridor door excessive gap. Toilet door by guest room excessive gap. In progress.

6) Individual flat doors were originally specified to be FD30s rated composite fire door construction, manufactured by Permadoor. However, some doors have labels that would suggest the doors are FD30 rated. C.H queried this with the manufacturer who confirmed that the doors are in fact FD30s rated after detailing the affected serial numbers.



Refer to door sheet below

Compton Grange 1-35 (O&I-35 Compton Grange;Rowley Regis;West Midlands;;	Intentionally Blank	
Compton Grange 1-35 (O&I 1 Compton Grange;Whitehall Road;Cradley Heath;West I	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 2 Compton Grange;Whitehall Road;Cradley Heath;West I	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 3 Compton Grange;Whitehall Road;Cradley Heath;West I	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 4 Compton Grange;Whitehall Road;Cradley Heath;West I	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 5 Compton Grange;Whitehall Road;Cradley Heath;West I	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 7 Compton Grange;Whitehall Road;Cradley Heath;West I	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 8 Compton Grange;Whitehall Road;Cradley Heath;West I	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 9 Compton Grange;Whitehall Road;Cradley Heath;West I	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 10 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 11 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 12 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 13 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 14 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 15 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 16 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 17 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 18 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 19 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 20 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 21 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 22 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 23 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 24 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 25 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 26 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 27 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 28 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 29 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 30 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 31 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 32 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 33 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 34 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed
Compton Grange 1-35 (O&I 35 Compton Grange;Whitehall Road;Cradley Heath;West	Timber Door FD30s	Cradley Heath and Old Hill Not Glazed

- 7) Flat 19 entrance door has been damaged following forced entry by the Fire Service, resulting in slight gap to head. Urgent renewal of front door has been approved – *JM Number 10165985 Door replaced 11/04/23*



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



Section

11

Fire Fighting Equipment

1) The premise has portable firefighting equipment as detailed below.

Description	Location
1 x Fire Blanket	Kitchen
1 x 2KG CO2 Extinguisher	Outside Common Room
1 x 6Ltr Water Extinguisher	Entrance
1 x 6Ltr Water Extinguisher	Outside Bin Room
1 x 6Ltr Water Extinguisher	1st Floor Lift
1 x 6Ltr Foam Extinguisher	Outside Flat 31
1 x 6Ltr Water Extinguisher	Outside Flat 24
1 x 6Ltr Water Extinguisher	Outside Hobbies
1 x 2KG CO2 Extinguisher	Outside Laundry
1 x 6Ltr Foam Extinguisher	Outside Laundry
1 x 2KG CO2 Extinguisher	Outside Switch Room
1 x 6Ltr Foam Extinguisher	Outside Flat 16
1 x 2KG CO2 Extinguisher	Boiler Room



2) The Co2 fire extinguisher located in the boiler room appeared to be overdue its annual inspection at the time of the FRA. *This was referred to the contractor to rectify, work completed 21/02/23.*



- 3) Maintenance contracts are in place for maintenance of the extinguishers & fire blanket. The frequency for the maintenance checks are once (October) of each calendar year.

Section 12

Fire Signage

- 1) All fire doors display mandatory signage where appropriate.
- 2) 8 x Communal doors on the ground floor have conflicting signage. Fire Door Keep Shut signage should be removed from doors as doors have electromagnetic holders in place (Automatic Fire Door Keep Clear should remain). *Resolved 21/02/23*



- 3) Fire Action Notices are displayed throughout the building.
-



- 4) Photo-luminescent directional signage showing the flat numbers are fitted throughout the building.



- 5) The fire escape routes are clearly defined by the use of directional fire signage in accordance with BS 5499.



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) Fire safety has been provided as part of tenancy pack.
-

Section 14

Sources of Ignition

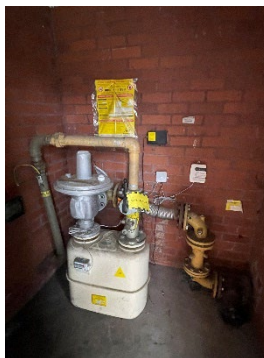
- 1) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation.



- 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) Other portable electrical equipment as used by residents in communal areas is also subject to annual PAT testing.
-



- 5) **The fixed electrical installation shall be tested every 5 years. The date of the last test could not be identified.** *Notification received 20/04/23 that the system was tested 10/03/23*
- 6) The electrical installation i.e. risers are contained within dedicated service cupboards that are secure and protected by means of a FD60 door.
- 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 supplies are internal and the isolation valve to the building is in a room accessed via the carpark.



**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 is in place to remove bulk items.

Section 16

Control and Supervision of Contractors and Visitors

- 1) All visitors must sign in and out at reception.
 - 2) 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.
 - 3) Hot works are not permitted unless authorisation is given via the approved officer. The hot works procedure is to be followed.
 - 4) 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.
 - 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 two reported fire incidents since the last FRA.

- A. 7th September 2021 – FS incident number 56712 False Alarm Equipment - pan left on cooker / occupier out at the time. Detectors actuated & community alarms called the fire service. There was no damage as a result of the incident. Incident was investigated by SMBC.
- B. 1st February 2023 – FS incident number 6773 Fire Damage Report – incident involved smoke logging to flat following cooker fire. Occupier was out at the time. FS forced entry to the flat. Incident is being investigated by SMBC

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) 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



Fire Risk Assessment Level 2 Action Plan



Name of Premises or Location:

Compton Grange

Date of Action Plan:



21/02/23

Review Date:

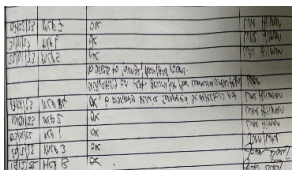
<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
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Fire Risk Assessment

07/12	Install cold smoke seals to electrical service room door.		P2	Within 1 – 3 months Rapid Fire Response Team JM:11412382	27/07/2023
0720	Office door left of main entrance, excessive gap to head requires adjustment / install cold smoke seal to head.		P2	Within 1 – 3 months Rapid Fire Response Team JM:11412464	27/07/2023

Fire Risk Assessment

08/02	Confirmation required that defects to 3 x smoke detectors have been corrected.		P2	Within 1 – 3 months Electrical repairs <i>23/2/23 enquiry sent to contractor</i>	08/08/2023
14/05	Confirm date of last fixed electrical test and complete if necessary.	No Photo	P2	Within 1-3 months Electrical Repairs	20/04/2023

Signed

	Fire Risk Assessor	Date: 20/04/2023
	Premise Manager	Date: 20/04/2023



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

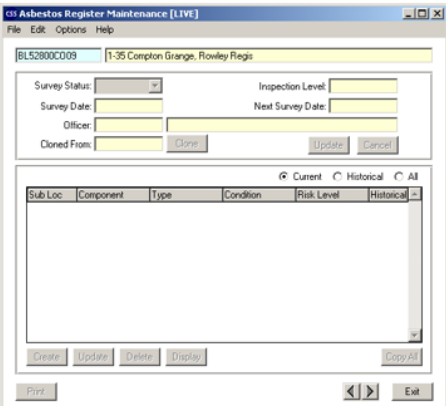

Name of property: Compton Grange

Updated: 24/01/201

Premise Manager:

Tel. No.: 0121 569 2975

Hazard	Location	Information/Comments
An asbestos survey has been undertaken and is held by S.M.B.C. Investment Division (Derek Still Tel:- 0121 569 5077).		

Asbestos Survey		Property Address	Compton Grange, Whitehall Road, Cradley Heath, B64 5BG		✓ Office use
Prepared by	John Davis	Date	25/07/11	Checked by	Derek Still
Sampled by		Date		Date	09/11/2011
Type of Work to be undertaken		HSG 264 - Survey Report Type		Property Description	
For Purpose of Lift Maintenance Contract	✓	Refurbishment Survey		TWO STOREY SHELTERED BLOCK	
		Management Survey	✓		
Void Property		SHAPE Interrogated?	✓		
R & M Property					
SHAPE – ASBESTOS REGISTER EXTRACT				YEAR BUILT	1983
				Notes	
				Building Surveyors 0121 569 5077	Asset Team – Investment Division 5 – 14 South Road Smethwick B67 7BN
					

Fire Risk Assessment

Sample Locations	Property Address	Compton Grange, Whitehall Road, Cradley Heath, B64 5BG						✓
LOCATION	MATERIAL	S P	EXTENT (approx)	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	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 SUSPECTED A.C.M.'S							
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			
LIFT MOTOR ROOM FLOOR	CONCRETE							
LIFT MOTOR ROOM DOOR	TIMBER							
LIFT MOTOR ROOM WALLS AND CEILING	PLASTER							