

Fire Risk Assessment

Darley House Wallace Close, Oldbury, B69 1HS

Date Completed: 15th July 2021

Review Date:

Officer: N. Lacey Fire Risk Assessor

Checked by: T.Thompson Fire Safety Manager



Fires are the most destructive, disruptive and costly causes of damage to property, that also present risks to the safety and lives of occupants and fire fighters. It is therefore, important to ensure that measures are put into place to prevent fire from occurring.

Current Risk Rating 3 = Medium

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Section

1

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

David Stevens

Director of Neighbourhoods

Gillian Douglas

Business Manager Surveying and Fire Safety (Building Safety Manager)

Phil Deery

Fire Safety, Facilities and Premise Manager

Tony Thompson

Team Lead Fire Safety and Facilities

Jason Blewitt

Fire Risk Assessor(s)

Nick Lacey

Vacancy

Resident Engagement Officer - Fire Safety

Lee Mlilo

Site Manager (Senior Neighbourhood Office Manager)

Prabha Patel

0121 569 0221

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

Section 2

Description of Premises

Darley House
Wallace Close,
Oldbury,
B69 1HS

Description of the Property

This high-rise block was constructed in 1969.
The block consists of 19 storeys (inclusive of the ground floor).

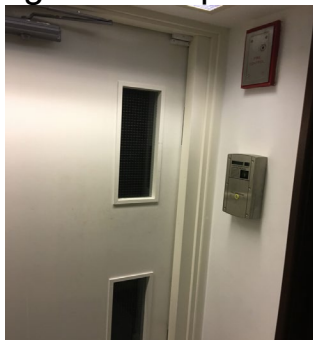
Each of the floors contains 6 number dwellings.



The block has a main entrance to the front elevation and a further three exit only doors located on the side, front and rear elevations.



The ground floor has a former CCTV room that is now utilised by the Caretaking / Cleaning team as their office. This room contains the CCTV server room. Access is controlled to the CCTV server room is via a fire-fighter's drop latch override switch. (see photo)



There is a corridor to the right on the ground floor entrance foyer. The door from the foyer to the corridor is kept secured with a suited (54) mortice lock.

There are community rooms / kitchen and toilets located off this corridor. These rooms are utilised by a youth club. Currently the Youth Club utilise the space on:

Tuesdays 17:30 to 20.00 (Youth Cub)

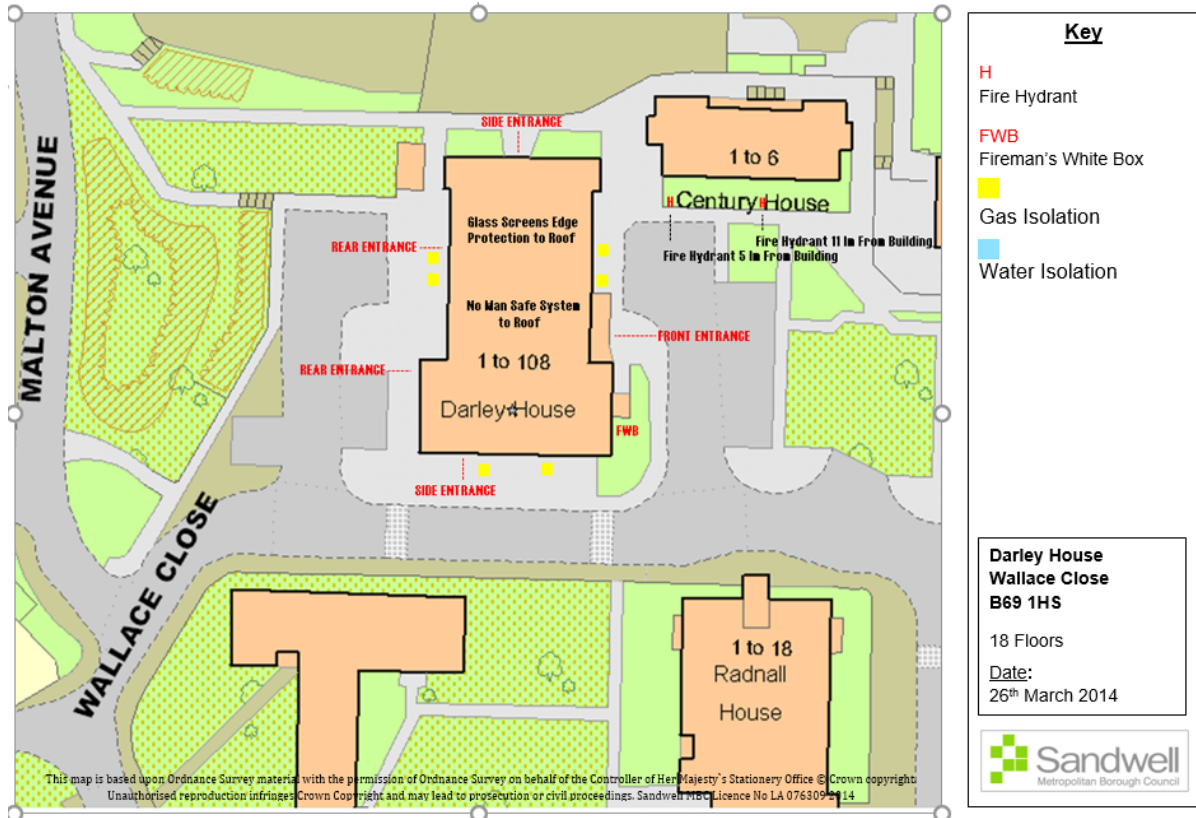
Saturdays 17:00 to 18:00 (Community Diet Club)

Summer Holidays 3 days per week 10:00 to 15:00

Access is gained via the side entrance door.

The fire-fighter's white box is located to the left-hand side of the front main entrance. The location of service isolation points for gas, electricity and water are detailed on a plan located in the fire-fighters white box.

Fire Risk Assessment – Darley House



There are two separate lift cars that serve alternate floors, however both lifts serve the ground floor and the 17th floor.

Access to the motor room is obtained via a metal gate leading from 17th floor then up stairs through a full height metal door out on to the roof.

The motor room is situated in its own housing on the roof with an internal small metal staircase for access.

The communal areas are subject to the Regulatory Reform (Fire Safety) Order 2005.

High/Low Rise	High Rise
Number of Floors	19
Date of Construction	1969
Construction Type	WM Kenrick
Last Refurbished	N/a
External Cladding	Brick
Number of Lifts	Two
Number of Staircases	Two
Automatic Smoke Ventilation to communal area	Yes
Fire Alarm System	Yes (localised to CCTV server room only on the ground floor)
Refuse Chute	Yes
Access to Roof	Access to motor room via metal gate leading from 17 th floor then through a full height metal door out on to the roof.
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

Residents / Occupants of 72 number of 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

3

Building Plan

A typical floor layout showing horizontal lines of compartmentation is attached

Awaiting plans

Section

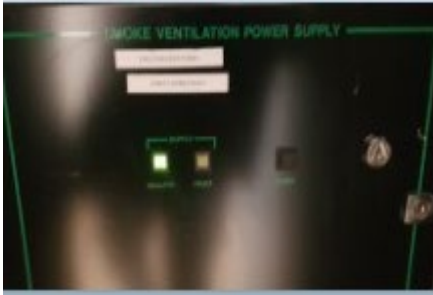
4

Means of Escape from Fire

Significant Findings

- 1) The premise has two staircases that provides a means of escape.
 - 2) All corridors are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum.
 - 3) **There is a dead-end corridor forming the lift lobby that is 9.5 metres in length. Although ventilated this is in excess of the current standard of 7.5 metres. A solution will need to be found for the refurbishment.**
 - 4) The means of escape are protected to prevent the spread of fire and smoke.
 - 5) The corridors / staircases are protected by use of FD30 fire doors with vision panels. These doors are the original squared edged doors and as such have not been upgraded to include intumescent seals. - *a major refurbishment is planned for 2021/22*
 - 6) All communal doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their regular 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 being locked in or out of the building.
-

- 8) Automatic smoke ventilation is employed to the flat lift lobby area.

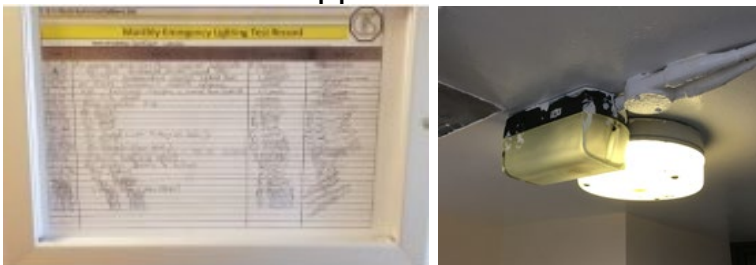


- 9) The staircases do not have automatic smoke ventilation. The UPVC windows do have opening lights, however the handles have been removed, possibly to reduce ASB and items being thrown from the windows. These windows can be opened with a square budget key or screwdriver.

- 10) Communal areas are kept free of flammable items. The communal areas are checked regularly 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 electrical contractor.



- 12) Service cupboard doors are FD30s rated, kept locked / secured with type 54 suited mortice lock(s).

- 13) Surface coatings to the communal areas are Class 0 rated.
-

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

15) Individual flat doors are generally of flush panel timber construction and are FD30s fire rated.

It was noted that a few doors have been replaced with a composite type FD30s fire door, for more information please refer to section 7

16) The remains of a two-seater settee had been left in the lift lobby of the 10th floor. This was reported immediately to the caretaker manager for removal.



17) Flat 44 on 7th floor has left a child's bicycle and scooter in the corridor.



- 18) There is a trip hazard outside flat 61 in the form of a section of additional laminate floor. This presents a hazard as it is not obviously a raised section of floor which projects into the corridor close to the door. The mat *is* acceptable as it is more obviously above the floor and is confined to the area of the front door.



- 19) Flat 59 on 9th floor has footwear left outside in the corridor causing a potential trip hazard by the stair fire door.



Section

5

Fire Detection and Alarm Systems

Significant Findings

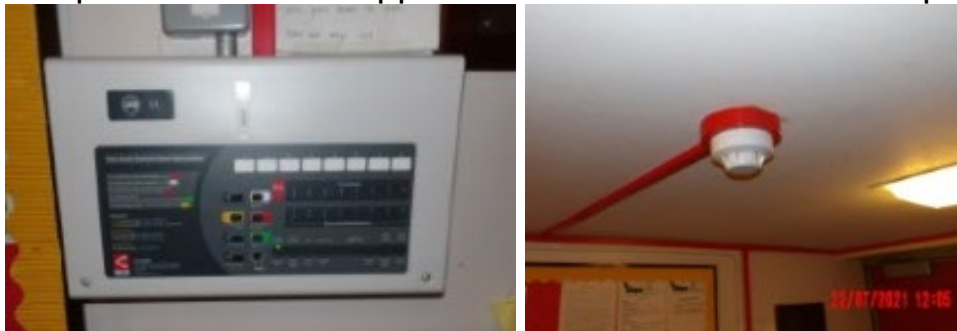
- 1) Early warning is achieved via a hard wire or battery smoke alarms within each of the resident's flats. Each of the flats has a heat detector with a sounder / hush button installed which is located by the front door. The equipment is subjected to a cyclical test.
- 2) Based upon the previous sample of properties accessed during the fire risk assessment the smoke alarms within resident's flats are installed to an LD2 Standard. Access was not gained on this occasion due to COVID19
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
- 4) There is a fire alarm panel located within the CCTV server room adjacent to the Caretakers office on the ground floor which only protects the server room and the caretaker's office.



- 5) A water drenching 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



- 6) There is a detection system in the Warley playcentre which is separate from the rest of the building by structural compartmentation. It appears to be L4 with manual call points.



Section 6

Emergency Lighting

Significant Findings

- 1) The premises has a sufficient emergency / escapes lighting system in accordance with BS 5266 and test points strategically located.
- 2) **The units are centrally powered from a unit on the first floor. luminaires are provided to communal landings, stairs and lift motor room. The lighting is dated and currently sufficient but will be upgraded when the block is next refurbished.**



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



- 4) **There is no emergency lighting in the lift motor room. It will be upgraded when the block is next refurbished**
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6) Individual flat doors are generally of flush panel timber construction and are FD30s fire rated. It was noted that a few doors have been replaced with a composite type FD30s fire door.

Refer to door list below



Darley House 1-108 (o&e);Wallace Close;Oldbury;West Midlands;

1 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
2 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
3 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
4 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
5 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
6 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
7 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
8 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
9 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
10 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
11 Darley House;Wallace Close;Oldbury;West Midlands;	Nationwide	Not glazed
12 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
13 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
14 Darley House;Wallace Close;Oldbury;West Midlands;	IG Doors	Not glazed
15 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
16 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
17 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
18 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
19 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
20 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
21 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
22 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
23 Darley House;Wallace Close;Oldbury;West Midlands;	Permadoor	Not glazed
24 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
25 Darley House;Wallace Close;Oldbury;West Midlands;	IG Doors	Glazed
26 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
27 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
28 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed

77 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
78 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
79 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
80 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
81 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
82 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
83 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
84 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
85 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
86 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
87 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
88 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
89 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
90 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
91 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
92 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
93 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
94 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
95 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
96 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
97 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
98 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
99 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
100 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
101 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
102 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
103 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
104 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
105 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
106 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
107 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed
108 Darley House;Wallace Close;Oldbury;West Midlands;	Timber door	Not glazed

7) The corridors / staircases are protected by use of FD30 fire doors with vision panels. These doors are the original squared edged doors and as such have not been upgraded to include intumescent seals. The block is due to be refurbished very shortly and these will all be replaced.

- 8) The fire door to the 17th floor bin chute room has a missing centre hinge and the pin is coming out of the top hinge. Also the door does not close into the rebate.



- 9) Bin chute hoppers are missing seals on the following floors, G to 3rd, 5th, 6th, 8th to 11th, 14th, 16th and 17th. The chute hoppers are in a room protected by a nominal FD30 door and the bin room itself is protected by a water deluge system. It is therefore acceptable that this work can wait for the major refurbishment due shortly.

- 10) The service cupboard door on 17th floor opposite flat 103 has an excessive gap on the lock edge. This cupboard is not a shaft and holds minimal wiring. This can therefore wait until the refurbishment.



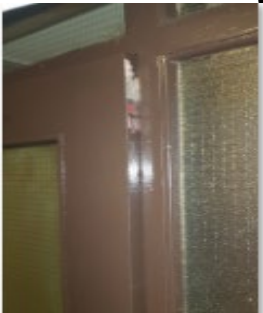
- 11) The fire door on 16th floor by flat 97 requires reglazing to provide a seal and secure the glass.



- 12) The 14th floor fire door adjacent to flat 89 is warped and requires attention. It may be possible to adjust the door stop as a satisfactory solution prior to the refurbishment.
- 13) The fire door by the lift on 13th floor has warped and requires attention. It may be possible to adjust the door stop as a satisfactory solution prior to the refurbishment.
- 14) The front door to flat 67 on the 11th floor is missing its letterplate.
- 15) The fire door on the 10th floor by flat 66 has warped and requires attention. It may be possible to adjust the door stop as a satisfactory solution prior to the refurbishment.
- 16) The fire door on the 9th floor by flat 60 is missing two screws from the top hinge and two loose screws in the centre hinge. This could be the cause of the door not closing into the rebate.
- 17) The fire door by flat 57 on 9th floor has a loose top hinge. This is likely the cause of the door failing to close into the rebate and catching on the floor.
- 18) The fire door by flat 55 on 9th floor requires reglazing to provide a seal and secure the glass.



- 19) The fire door by flat 51 on 8th floor is binding on the lock edge.



- 20) Flat 52 on 8th floor has a broken transom window and requires replacing.



- 21) The stop tap covers are missing between flats 43 & 44 on 7th floor.
- 22) The fire door on 5th floor by flat 33 requires reglazing to provide a seal and secure the glass.
- 23) The bin chute hopper on the 4th floor is misaligned and not closing properly.



- 24) The bin room fire door on 4th floor requires adjustment to the door closer as it is too aggressive on closing.
- 25) The fire door on 4th floor by flat 27 is excessively warped. It may be possible to recut the rebate to accommodate the warped door as a temporary measure as the door will be replaced shortly as part of the planned major refurbishment works



- 26) The fire door on 3rd floor by flat 24 is excessively warped. It may be possible to recut the rebate to accommodate the warped door as a temporary measure as the door will be replaced shortly as part of the planned major refurbishment works



- 27) The fire door on the 3rd floor bin room requires adjustment to the door closer as it is too aggressive on closing.

- 28) The fire door on the 3rd floor by flat 19 is excessively warped. It may be possible to recut the rebate to accommodate the warped door as a temporary measure as the door will be replaced shortly as part of the planned major refurbishment works.

- 29) The 2nd floor fire door by flat 15 requires adjustment to the door closer as it is too aggressive on closing.

- 30) Flat 18 on the 2nd floor is missing its letterplate.



31) The fire door on the 1st floor by flat 9 requires adjustment to the door closer as it is too aggressive on closing and stiff to open.

32) The fire door by flat 7 on 1st floor is excessively warped. It may be possible to recut the rebate to accommodate the warped door as a temporary measure as the door will be replaced shortly as part of the planned major refurbishment works and requires replacement.

33) The door to the resident's lounge is not closing.



34) The door to the dry riser at the bottom of the staircase is binding at the top of the lock edge and requires easing.



35) There is a 110mm pvc waste pipe in the bin room that requires an intumescent collar.



Section 8

Fire Fighting Equipment

Significant Findings

- 1) There is an inlet riser located on the external façade of the front elevation (left hand side of main entrance). The inlet door is of metal construction that has a suited cylinder lock installed to keep it secure.
- 2) There is a dry riser that serves the building. The outlets are located on the stairwell on each floor. The outlet is contained within a purpose-built metal dry riser cabinet that has a suited cylinder lock installed to keep them secure.



- 3) The dry riser dry risers are checked for vandalism etc 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.
-

Section 9

Fire Signage

Significant Findings

- 1) All fire doors display “Fire Door Keep Shut” where appropriate.
- 2) Direction fire escape signage is not installed. This is not an issue as the building is not of a complex layout thus the means of escape of self-evident.
- 3) It was noted that the ground floor has the fire exits signed.
- 4) Fire Action Notices are displayed throughout the building.



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



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



- 7) Signage depicting floor level is fitted to the landings and stairs.



Section

10

Employee Training

Significant Findings

- 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) Employees within Neighbourhoods Directorate assigned to undertake Fire Safety Inspections / Risk Assessment have received IFE approved training via West Midlands Fire Service.

Section

11

Sources of Ignition

Significant Findings

- 1) Smoking is prohibited within any communal parts of the building. There are “no smoking” signage on the entrances to the block to meeting the legislative requirements under “Smoke Free England”.
- 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 not detailed. There is a contract in place that will capture this test
- 5) **The tenant’s own electricity meters are located on the landing area. A number of the meter boxes were found to be damaged. These will be replaced in the forthcoming refurbishment.**



- 6) There is lightning 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 premise

Section 12

Waste Control

Significant Findings

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



- 2) Refuse containers emptied regularly.

- 3) Regular checks by Caretakers / Cleaners minimises risk of waste accumulation.



- 4) 'Out of Hours' service in place to remove fly tipped combustible items.
-

Section 13

Control and Supervision of Contractors and Visitors

Significant Findings

- 1) Owing to the nature of High Rise flatted accommodation. It is difficult to manage / control individual contractors / utility companies. However, where employed as part of a refurbishment scheme, Urban Design 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.
 - 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 have to request and collect maintenance keys from 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.
-

Section

14

Arson Prevention

Significant Findings

- 1) Regular checks are undertaken by Caretaking / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.
- 2) Restricted access to the premises by means of a door entry system.



- 3) CCTV is in operation.
 - 4) There is no current evidence of arson.
 - 5) The perimeter of the premise is well illuminated
 - 6) There have been no reported fire incidents since the last FRA
-

Section
15

Storage Arrangements

Significant Findings

- 1) Residents instructed not to bring L.P.G cylinders into block. (Notice displayed in lifts)
 - 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
16**

**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:

Darley House


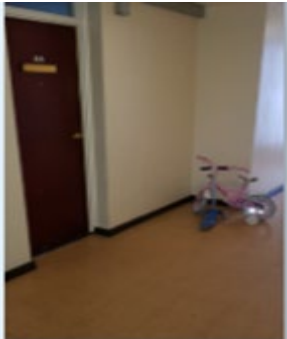

Date of Action Plan:

15th July 2021


Review Date:

Question/ Ref No	Required Action	Photograph	Risk Rating	Timescale and Person Responsible	Date Completed
04/03	There is a dead-end corridor forming the lift lobby that is 9.5 metres in length. Although ventilated this is in excess of the current standard of 7.5 metres. A solution will need to be found for the refurbishment.	No picture	3	Future Programme	N/a



Fire Risk Assessment – Darley House

04/16	The remains of a two-seater settee had been left in the lift lobby of the 10 th floor. This was reported immediately to the caretaker manager for removal.		3	Caretaker Manager July 2021	15/07/2021
04/17	Flat 44 on 7 th floor has left a child's bicycle and scooter in the corridor.		2	Housing Manager August 2021	14/09/2021
04/18	There is a trip hazard outside flat 61 in the form of a section of additional laminate floor. This presents a hazard as it is not obviously a raised section of floor which projects into the corridor close to the door. The mat is acceptable as it is more obviously above the floor and is confined to the area of the front door.		2	Housing Manager August 2021	14/09/2021


Fire Risk Assessment – Darley House

04/19	Flat 59 on 9 th floor has footwear left outside in the corridor causing a potential trip hazard by the stair fire door.		2	Housing Manager August 2021	14/09/2021
06/02	The units are centrally powered from a unit on the first floor. luminaires are provided to communal landings, stairs and lift motor room. The lighting is dated and currently sufficient but will be upgraded when the block is next refurbished.	No picture	2	Future Programme	N/a
06/04	There is no emergency lighting in the lift motor room.	No picture	2	Future Programme	N/a
07/07	The corridors / staircases are protected by use of FD30 fire doors with vision panels. These doors are the original squared edged doors and as such have not been upgraded to include intumescent seals. The block is due to be refurbished very shortly and these will all be replaced.	No picture	3	Future Programme	N/a

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07/08	Replace top and centre hinge to the fire door to the 17 th floor bin chute room and rehang door (not closing into the rebate)		3	Fire Rapid Response August 2021 JM7100330	18/08/2021
07/09	Bin chute hoppers are missing seals on the following floors, G to 3 rd , 5 th , 6 th , 8 th to 11 th , 14 th , 16 th and 17 th . The chute hoppers are in a room protected by a nominal FD30 door and the bin room itself is protected by a water deluge system. It is therefore acceptable that this work can wait for the major refurbishment due shortly.	No picture	2	Future Programme	N/a
07/10	The service cupboard door on 17 th floor opposite flat 103 has an excessive gap on the lock edge. This cupboard is not a shaft and holds minimal wiring. This can therefore wait until the refurbishment.		2	Future Programme	N/a


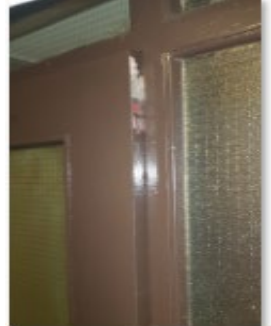

Fire Risk Assessment – Darley House

07/11	The fire door on 16 th floor by flat 97 requires reglazing using intumescent glazing tape to provide a seal and secure the glass.		3	Repairs (Glazing) August 2021 JM7330303	23/09/2021
07/12	Remove and refit rebates and rehang door to 14 th floor fire door adjacent to flat 89 is warped and requires attention. (It may be possible to adjust the door stop as a satisfactory solution prior to the refurbishment).	No picture	3	Fire Rapid Response August 2021 JM7101685	19/08/2021 Future Programme
07/13	The fire door by the lift on 13 th floor has warped and requires attention. It may be possible to adjust the door stop as a satisfactory solution prior to the refurbishment.	No picture	3	Fire Rapid Response August 2021 JM7105047	19/08/2021 Future Programme
07/14	Renew intumescent letter plate to flat 67 on the 11 th floor	No picture	3	Fire Rapid Response August 2021 JM7105066	Pass Back No Access 19/08/2021



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07/15	The fire door on the 10 th floor by flat 66 has warped and requires attention. It may be possible to adjust the door stop as a satisfactory solution prior to the refurbishment.	No picture	3	Fire Rapid Response August 2021 JM7105129	Pass Back 19/08/2021 Future Programme
07/16	The fire door on the 9 th floor by flat 60 is missing two screws from the top hinge and two loose screws in the centre hinge. This could be the cause of the door not closing into the rebate.	No picture	3	Fire Rapid Response August 2021 JM7105133	19/08/2021
07/17	The fire door by flat 57 on 9 th floor has a loose top hinge. This is likely the cause of the door failing to close into the rebate and catching on the floor.	No picture	3	Fire Rapid Response August 2021 JM7105170	19/08/2021


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07/18	The fire door by flat 55 on 9 th floor requires reglazing to provide a seal and secure the glass.		3	Repairs (Glazing) August 2021 JM7329706	Completed 23/09/2021
07/19	Ease fire door by flat 51 on 8 th floor due to binding on the lock edge.		3	Fire Rapid Response August 2021 JM7105190	19/08/2021
07/20	Flat 52 on 8 th floor has a broken transom window and requires replacing		3	Repairs (Glazing) August 2021 JM7330543	Passback no access
07/21	The stop tap covers are missing between flats 43 & 44 on 7 th floor.	No picture	2	Fire Rapid Response August 2021 JM7105208	19/08/2021


Fire Risk Assessment – Darley House

07/22	The fire door on 5 th floor by flat 33 requires reglazing to provide a seal and secure the glass.	No picture	3	Repairs (Glazing) August 2021 JM7330223	Completed 23/09/2021
07/23	The bin chute hopper on the 4 th floor is misaligned and not closing properly.		2	Repairs (Metal Fitters) August 2021 JM7201058	07/09/2021
07/24	The bin room fire door on 4 th floor requires adjustment to the door closer as it is too aggressive on closing.	No picture	2	Fire Rapid Response August 2021 JM7105226	19/08/2021
07/25	The fire door on 4 th floor by flat 27 is excessively warped. It may be possible to recut the rebate to accommodate the warped door as a temporary measure as the door will be replaced shortly as part of the planned major refurbishment works.		3	Fire Rapid Response August 2021 JM7105273	19/08/2021 Pass Back Future Programme




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07/26	The fire door on 3 rd floor by flat 24 is excessively warped It may be possible to recut the rebate to accommodate the warped door as a temporary measure as the door will be replaced shortly as part of the planned major refurbishment works.		3	Fire Rapid Response August 2021 JM7105357	19/08/2021 Pass Back Future Programme
07/27	The fire door on the 3 rd floor bin room requires adjustment to the door closer as it is too aggressive on closing.	No picture	2	Fire Rapid Response August 2021 JM7105386	19/08/2021
07/28	The fire door on the 3 rd floor by flat 19 is excessively warped. It may be possible to recut the rebate to accommodate the warped door as a temporary measure as the door will be replaced shortly as part of the planned major refurbishment works	No picture	3	Fire Rapid Response August 2021 JM7105390	19/08/2021 Pass Back Future Programme
07/29	The 2 nd floor fire door by flat 15 requires adjustment to the door closer as it is too aggressive on closing.	No picture	2	Fire Rapid Response August 2021 JM7105406	19/08/2021 Pass Back


Fire Risk Assessment – Darley House

07/30	Renew intumescent letter plate to Flat 18 on the 2 nd floor		3	Fire Rapid Response August 2021 JM7105428	Already been renewed as per tenant. 24/08/2021
07/31	The fire door on the 1 st floor by flat 9 requires adjustment to the door closer as it is too aggressive on closing and stiff to open.	No picture	3	Fire Rapid Response August 2021 JM7110786	19/08/2021
07/32	The fire door by flat 7 on 1 st floor is excessively warped It may be possible to recut the rebate to accommodate the warped door as a temporary measure as the door will be replaced shortly as part of the planned major refurbishment works	No picture	3	Fire Rapid Response August 2021 JM7110847	19/08/2021 Pass Back Future Programme



Fire Risk Assessment – Darley House

07/33	Fit new door closer to door to the resident's lounge		3	Fire Rapid Response August 2021 JM7111016	19/08/2021
07/34	Ease door to the dry riser at the bottom of the staircase is binding at the top of the lock edge		2	Fire Rapid Response August 2021 JM7111070	19/08/2021
07/35	There is a 110mm pvc waste pipe in the bin room that requires an intumescent collar		3	Fire Rapid Response August 2021 JM7111113	19/10/2021

Fire Risk Assessment – Darley House

11/05	The tenant's own electricity meters are located on the landing area. A number of the meter boxes were found to be damaged. These will be replaced during refurbishment.		2	Future Programme	N/a
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Signed

	Fire Risk Assessor	Date: 15 th July 2021
	Premise Manager	Date: 6 th August 2021

Risk Rating of Block

Current Ranking (out of 54)	Block	Standard & Condition of existing fire protection to communal areas.	No of floors	Number of Staircases	Security in the block	ASB & arson threat within block	Void Rates	Risk Score	No of Flats	Number of voids over 12 months	Percentage flat to void ratio
		Weightings									
		5	1	4	3	5	2				
5	Darley House	5	5	1	3	5	3	74	108	31	28.7

NOTES FOR RISK ASSESSMENT SCORES

These notes are for guidance when scoring for the level of risk associated with the above matrix.

STANDARD AND CONDITION OF EXISTING FIRE PROTECTION TO COMMUNAL AREAS

- SCORE1 The block received full renovation to the communal areas within the last 5 years and condition is known to be excellent.
 2 The block received full renovation to the communal areas within the last 5 years but condition is known to be adequate.
 3 The block received renovation to the communal areas within the last 10 years and condition is known to be reasonable.
 4 The block received full renovation to the communal areas within the last 15 years but condition is known to be poor.
 5 The block received renovation to the communal areas over 15 years ago but condition is known to be poor.

STANDARD AND CONDITION OF EXISTING FIRE PROTECTION TO FLATS

- SCORE1 Property received renovation in the last 5 years and fire protection works signed off.
 2 Property received renovation in the last 5 years and fire protection works NOT signed off
 3 Property renovated in the last 10 years.
 4 Property renovated in the last 15 years.
 5 Property not received renovation/fire works where possible issues could be apparent

NUMBER OF FLOORS

SCORE1	6 to 8 stories
2	9 to 11 stories
3	12 to 14 stories
4	15 to 17 stories
5	18 stories or more

NUMBER OF STAIRCASES

SCORE1	Two staircases
2	No score
3	No score
4	No score
5	One staircase

SECURITY IN THE BLOCK

SCORE1	Door entry with CCTV to concierge
2	No score
3	Door entry with CCTV to flats
4	No score
5	Door entry without CCTV

ASB AND ARSON THREAT WITHIN THE BLOCK (local office and asset team involvement)

SCORE1	zero incidents in last 12 months
2	1 - 3 incidents in last 12 months
3	4 - 6 incidents in last 12 months
4	7 - 9 incidents in last 12 months
5	10+ incidents in last 12 months

VOID RATES (Number of flats in block/number of voids over 12 month period)

SCORE1	0 - 10%
2	11 - 20%
3	21 - 30%
4	31 - 40%
5	41% +

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

Name of property: Darley House

Updated: 15th July 2021

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

Hazard	Location	Information/Comments
Asbestos	Various locations	Asbestos Survey report displayed in the motor room