

Fire Risk Assessment

Braybrook House 356-422



**Moor street, West Bromwich,
B70 7AU.**

Date Completed: 6th January 2025

Review Period: 12 months.

Officer: Anthony Smith **Fire Risk Assessor**

Checked By: A. Jones **Fire Risk Assessor**

Current Risk Rating = Tolerable

Subsequent reviews

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

Contents

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

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”*.

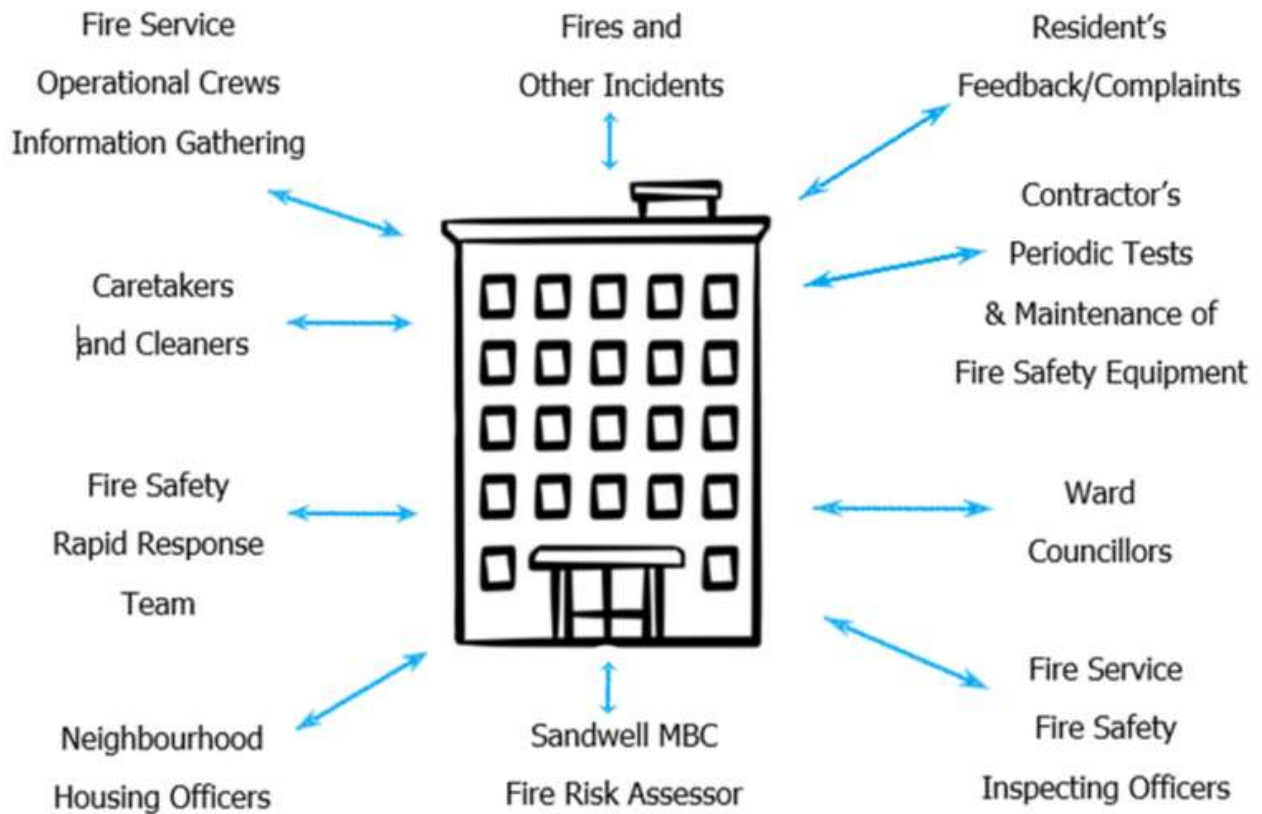
This type 1 fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>. 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, but the Council will as a minimum review:

- High Risk Residential Buildings annually
- Other Buildings every 3 years

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.

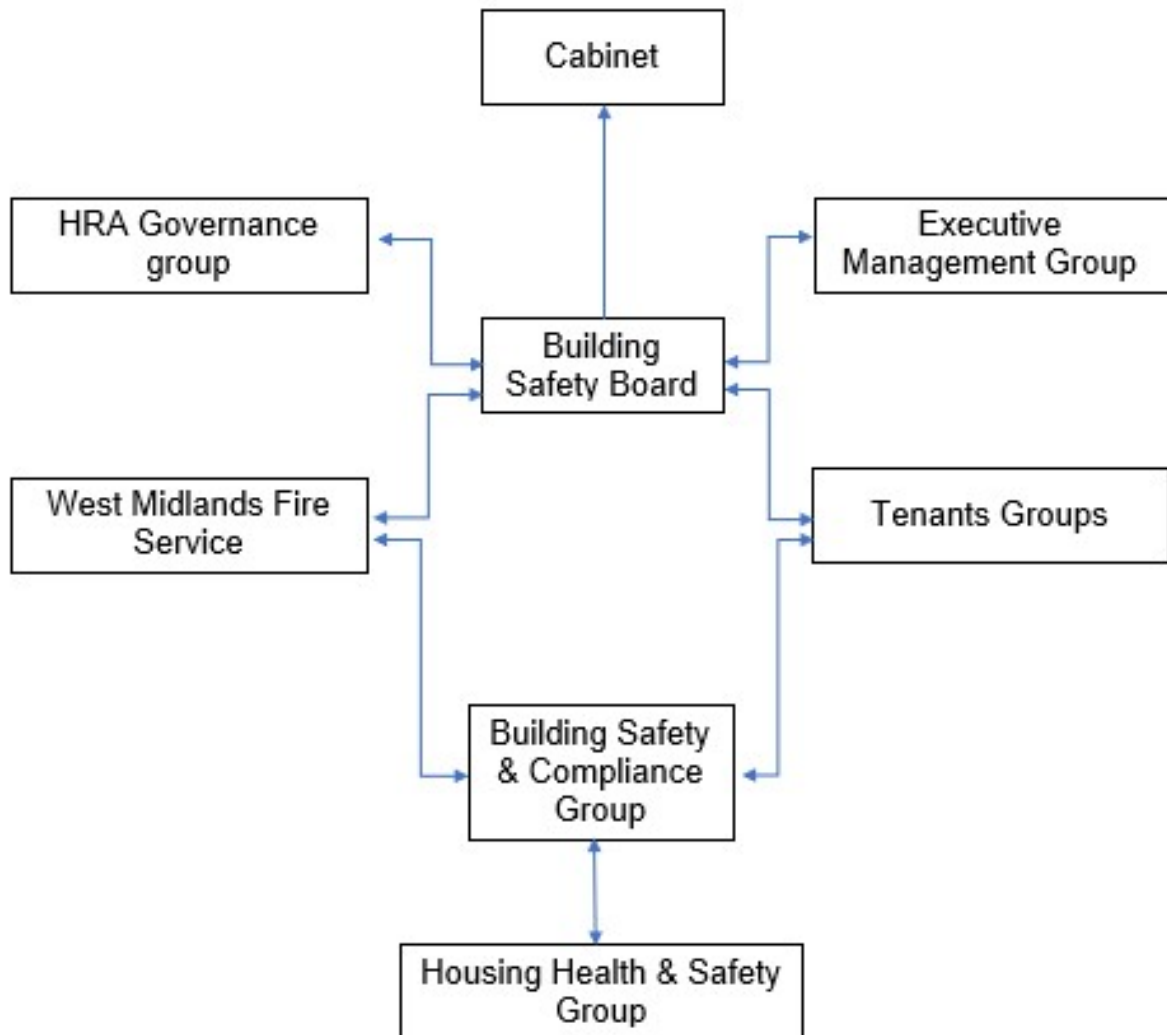
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



The above processes and procedures are overseen by the Fire Safety, Manager who reports to the Head of Building Safety

These managers attend the Building Safety and Compliance Group for scrutiny which is part of the governance structure below.

Governance Structure



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, smoke or you have been advised by the emergency services to leave.

Section number	Section Area	Individual Risk Level
Section 6	<p>External Envelope</p> <p>Brickwork. Fire classification A1.</p> <p>Aluminium panels. Fire classification A1.</p> <p>External wall assessment required. This has been sanctioned by Head of Building Safety.</p>	Trivial

<p>Section 7</p>	<p>Means of Escape from Fire</p> <p>There are two protected stairs that provides sufficient means of escape.</p> <p>Automatic opening ventilation is provided to both staircases.</p> <p>Emergency lighting is provided to communal lobby, corridors and stairs.</p> <p>The communal landings and stairs are protected by Nominal self-closing FD 30S doors.</p>	<p>Trivial</p>
<p>Section 8</p>	<p>Fire Detection and Alarm Systems</p> <p>Fire detection within sampled flats is installed to an LD3 standard. As confirmed by residents.</p> <p>A deluge system is provided to the bin store.</p>	<p>Trivial</p>
<p>Section 9</p>	<p>Emergency Lighting</p> <p>The premises have a sufficient emergency / escape lighting system.</p>	<p>Trivial</p>
<p>Section 10</p>	<p>Compartmentation</p> <p>The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts.</p> <p>Flat entrance doors are nominal 30-minute fire doors with intumescent strips & cold smoke seals, including those in 1-hour rated walls.</p>	<p>Tolerable</p>

	<p>All service / storage cupboard doors are nominal 30-minute fire doors with intumescent strips and cold smoke seals.</p> <p>All communal doors protecting the staircase are nominal 30-minute fire doors with intumescent strips and cold smoke seals.</p> <p>Window between rear stair and community room requires replacing with window achieving appropriate fire resistance.</p>	
Section 11	<p>Fire Fighting Equipment</p> <p>The dry riser outlets serve floors 1 to 8.</p> <p>Maintenance contracts are in place to service the dry riser twice yearly and the fire extinguishers annually.</p> <p>Dry riser inlet located within ground floor dry riser cupboard.</p> <p>There is a deluge system in the bin store.</p>	Trivial
Section 12	<p>Fire Signage</p> <p>Escape signage is present.</p> <p>LPG cylinder warning signs displayed in lift.</p> <p>Wayfinding signage is present.</p>	Trivial
Section 13	<p>Employee Training</p> <p>All staff receive basic fire safety awareness training.</p>	Trivial

Section 14	<p>Sources of Ignition</p> <p>The communal fixed electrical tests should be undertaken every 5 years. Next test is scheduled for 19/02/2027.</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>Contractors are controlled centrally, and hot works permits are required where necessary.</p>	<p>Trivial</p>
Section 17	<p>Arson Prevention</p> <p>A door entry system prevents unauthorised access.</p> <p>Perimeter lighting is in place.</p>	<p>Trivial</p>
Section 18	<p>Storage Arrangements</p> <p>Residents instructed not to bring L.P.G cylinders into block.</p>	<p>Trivial</p>

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 potential fire hazards that have been highlighted within the risk assessment, including the requirement for an external wall assessment and the upgrading of the fire resistance of the community wall window onto the rear staircase.

After considering the use of the premise and the occupants within the block, the consequences for life safety in the event of a fire would be slight harm. This is due to there being sufficient compartmentation to include Nominal FD30s doors to flat entrances, Nominal 30-minute fire doors upgraded with intumescent strips / cold smoke seals to lobby & stairwell. Nominal 30-minute fire doors to service cupboards also with intumescent strips and cold smoke seals. Suitable smoke detection to LD3 standard within flats, automatic smoke ventilation system to the stairwell and a Stay Put – Unless policy.

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

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

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

(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 takes the health, safety and wellbeing of its colleagues, contractors, residents and leaseholders seriously. It is our policy to exceed, where possible, the minimum health and safety requirements of the law.

Residents are responsible for letting us know whether they might need a Personal Emergency Evacuation Plan (PEEP). The Resident Engagement Officers (Fire Safety) will conduct an assessment visit upon request. Any risk-reduction measures that are found where a PEEP is necessary and completed will be documented and taken quickly. With the consent of the resident, we will make a referral for West Midlands Fire Service to conduct a Safe and Well visit.

When a PEEP is in place, the relevant information will be kept in the secure Premise Information Box (High Rise Buildings only), which is set up to help WMFS in an emergency. The data is classified as level 1, which means it complies with the General Data Protection Regulations.

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

Executive Director of Place

Alan Lunt

Assistant Director Asset Management & Improvement

Sarah Agar

Fire Safety Manager

Tony Thompson

Team Lead Fire Safety

Jason Blewitt

Fire Risk Assessor(s)

Adrian Jones

Anthony Smith

Carl Hill

Louis Conway

Resident Engagement Officer - Fire Safety

Abdul Monim Khan

Housing Office Manager

Lisa Ellis

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

Braybrook House
Moor Street
West Bromwich
B70 7AU

Description of the Property

The high-rise block was constructed in 1963. The block consists of 9 storeys (inclusive of the ground floor). Each of the floors contains 4 number dwellings apart from the ground floor which contains three dwellings and a community room. The block has a main entrance to the front elevation, with a further entrance/exit located on the rear elevation.



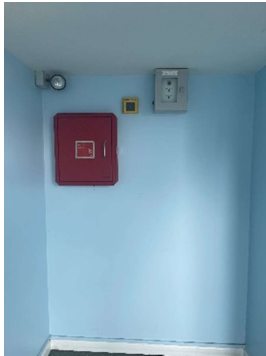
Each of the floors contains 4 number dwellings apart from the ground floor which contains 3 dwellings and a community room.



The fire fighters' white box is located above and to the right of the front entrance.

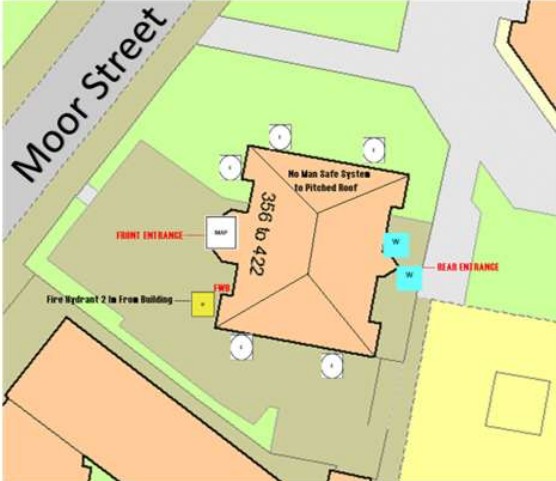


There is a Secure Premise Information Box (PIB) located in the lobby. It is a Gerda box that utilises a standard WMFS suited key. The PIB contains floor plans, vertical plans, orientation plans, information for WMFS and documents for those with vulnerabilities who may require additional consideration if there is a fire incident. Keys for WMFS will also be held within the PIB.



Orientation Plan

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

<p>Symbols</p> <ul style="list-style-type: none"> H fire hydrant E Gas stop valve MAP Main access point W Water isolation 	<p>Braybrooke House</p> 		
	<p>Address: Braybrooke House, Moor Street, West Bromwich, B70 7AU</p>	<p>Survey date last updated: 06/02/2023</p>	<p style="text-align: center;">Orientation plan</p>

On arrival Information (for WMFS)

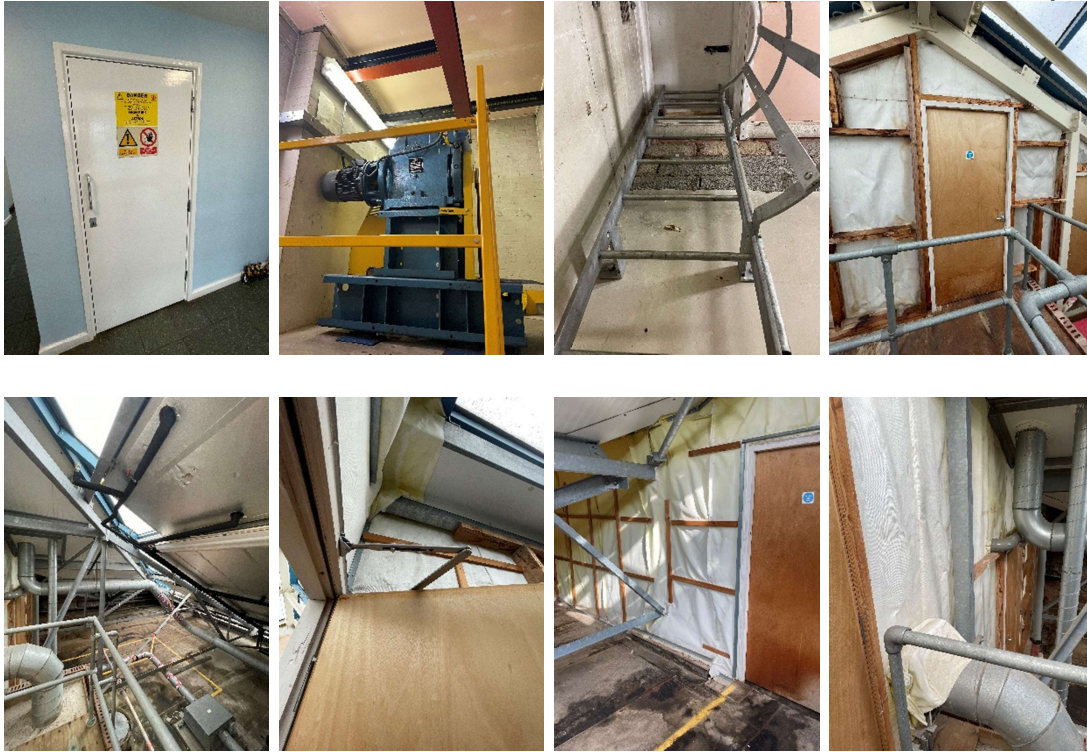
Address: 3raybrooke House, Moor street, West Bromwich, B70 7AU		Survey date: 06/02/2023	ON ARRIVAL INFORMATION
BUILDING LAYOUT			
Size: Width, breadth and height			
Construction	Concrete brick construction. The majority of the façade is brick. There are solid aluminium panels to (and around) the balcony areas		
Number of floors	9 including ground floor		
Layout	<p>The block has a main entrance/exit at the front and rear elevations of the block each floor. Access to the rear carpark via an automated barrier.</p> <p>The block consists of 9 storeys (inclusive of the ground floor) each floor containing 4 number dwellings with occupation of the ground floor that consist of 3 dwellings, consisting 35 flats.</p> <p>There are two staircases that serves all floors to the block. The lift car serves to the 7th floor access to the 8th floor via staircase.</p> <p>Lift motor room located on the 8th floor.</p> <p>there is a communal room located on the ground floor</p>		
Lifts	1		
Types of entrance doors	Flat entrances are FD30s Timber fire doors, communal landing doors are also timber FD30s doors with vision panels.		
Rubbish chutes/ bin rooms	Yes, secured behind FD30s timber doors.		
Common voids	No		
Access to roof/ service rooms	Access is obtained to the enclosed roof voids via the lift motor room on 8 th floor which is a full height timber door. A vertical hoop ladder leads to two further full height doors to each side providing access to the enclosed roof space		
Occupants	Approx. 72 based on 2 occupants per flat (36 flats) 35 flats		
Evacuation strategy	Stay Put unless- 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		
Fire alarm/ evacuation alarm	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. No communal fire alarms.		
Caretaker/ concierge	Caretaking/cleaning service that conducts regular checks of the building		
FIREFIGHTING SYSTEMS			
Water supplies	Fire hydrant is located from the front entrance of the building, fire hydrant location/ water isolation points located on the orientation plan, there is a dry riser that serves the building outlet located on the floor plans.		
Fire mains	The dry riser inlet is located within the ground floor dry riser cupboard (twin valve) secured with a type S4 suited mortice lock. This is also located on the floor plans.		
Firefighting shafts	No firefighting lifts/shafts however there is the ability to take control of the common lift. A firefighter control switch is located within the ground floor lobby		
Smoke control vents	Automatic smoke ventilation is employed. There is a master reset switch located within the foyer of the main access point towards the left-hand side on the wall		
Sprinkler system	A water suppression system is provided to the refuse chute bin store		
DANGEROUS SUBSTANCES			
Location, type, and quantity	ELECTRIC COPPERBOND FLOOR TILES ON 1ST, 4TH AND 7TH FLOORS, THERMOPLASTIC, SEALED, PRESUMED, CHRYSOTILE		
SERVICES			
Electricity	Electric cupboards are FD30s rated, secured with type 13M suited mortice locks. Residents have been provided with a key for access to their electricity meters		
Gas	Gas isolation points located on the orientation plan decommissioned		

There is one lift car that serves all floors apart from the top floor as the lift motor room is located on the 8th floor.

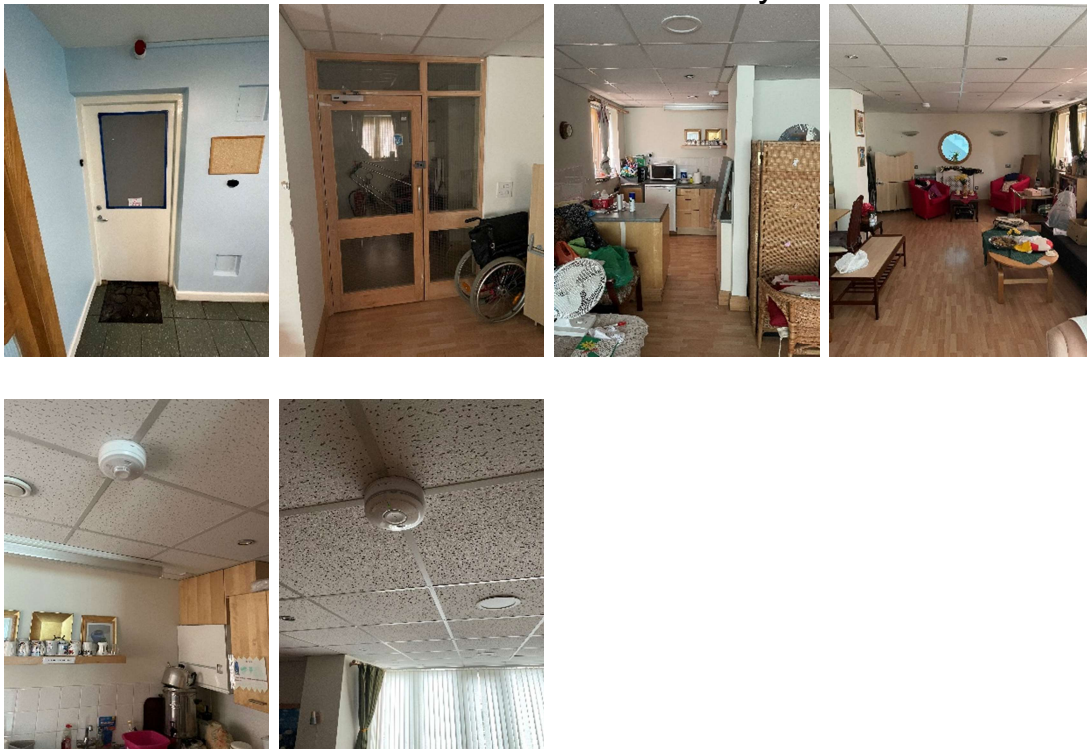


Fire Risk Assessment

The lift motor room is located on the 8th floor. Access is obtained via a nominal FD 30s fire door. Fixed ladder that leads into the roof space.



There is a community room located on the ground floor; access is obtained via the main front/rear entrance lobby.



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

The enforcing authority is West Midlands Fire Service.

High/Low Rise	High Rise
Number of Floors	9
Date of Construction	1963
Construction Type	Wates.
Last Refurbished	2000
External Cladding	Brickwork (Fire Classification A1). Aluminium panel (Fire Classification A1).
Number of Lifts	One
Number of Staircases	Two
Automatic Smoke Ventilation to communal area	Yes.
Fire Alarm System	No
Refuse Chute	Yes
Access to Roof	Access is obtained to the enclosed roof voids via the lift motor room on 8 th floor which is a full height timber door. A vertical hoop ladder leads to two further full height doors to each side providing access to the enclosed roof space.
Equipment on roof (e.g., mobile phone station etc)	Yes Solar

Persons at Risk

Residents / Occupants of 35 number of flats.

Visitors,

Sandwell MBC employees,

Contractors,

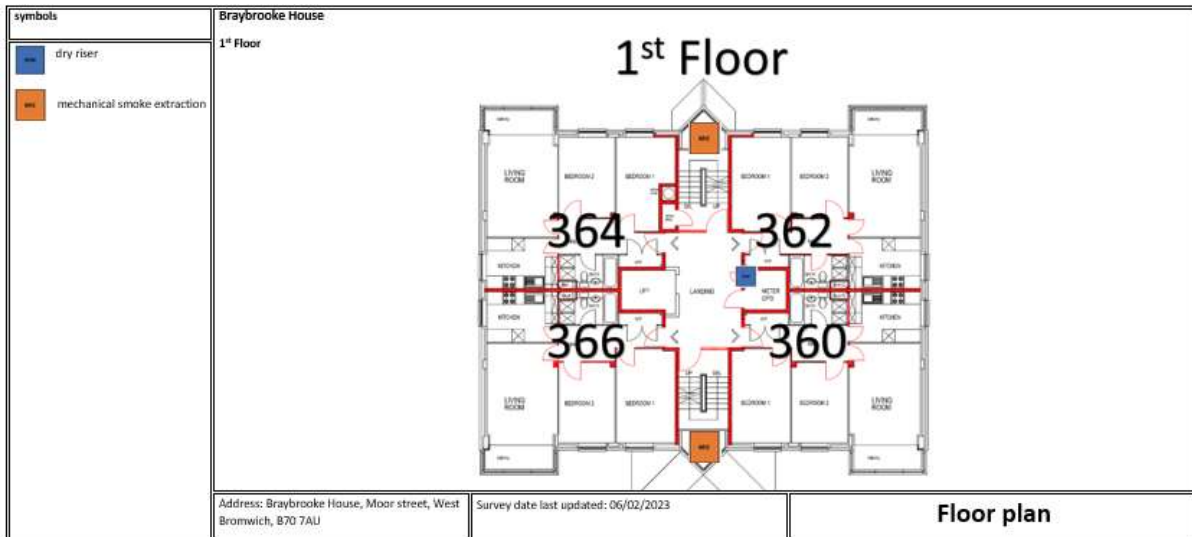
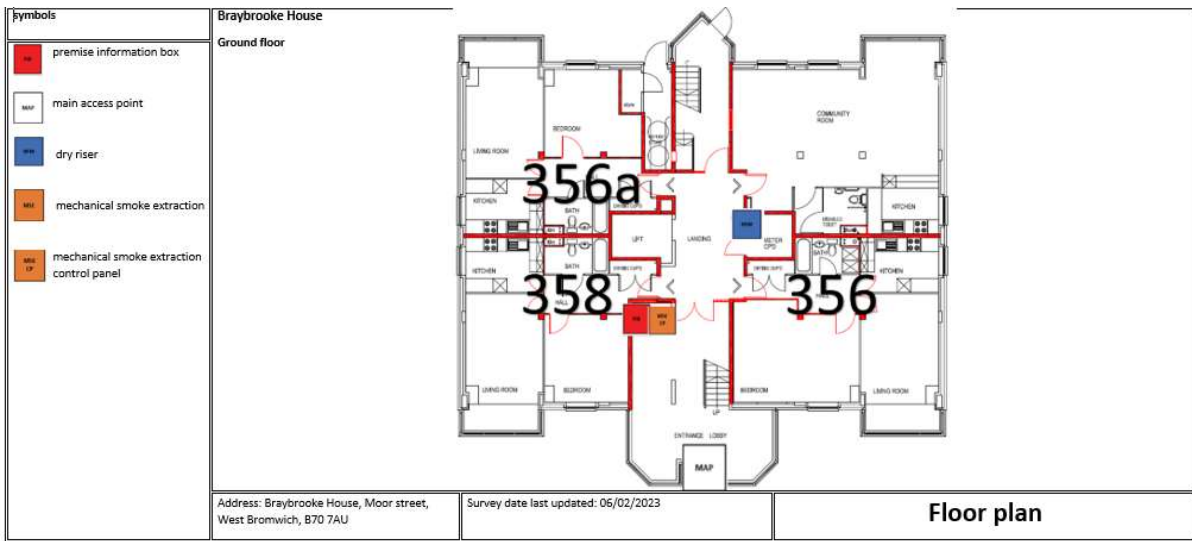
Service providers (e.g., meter readers, delivery people etc)

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

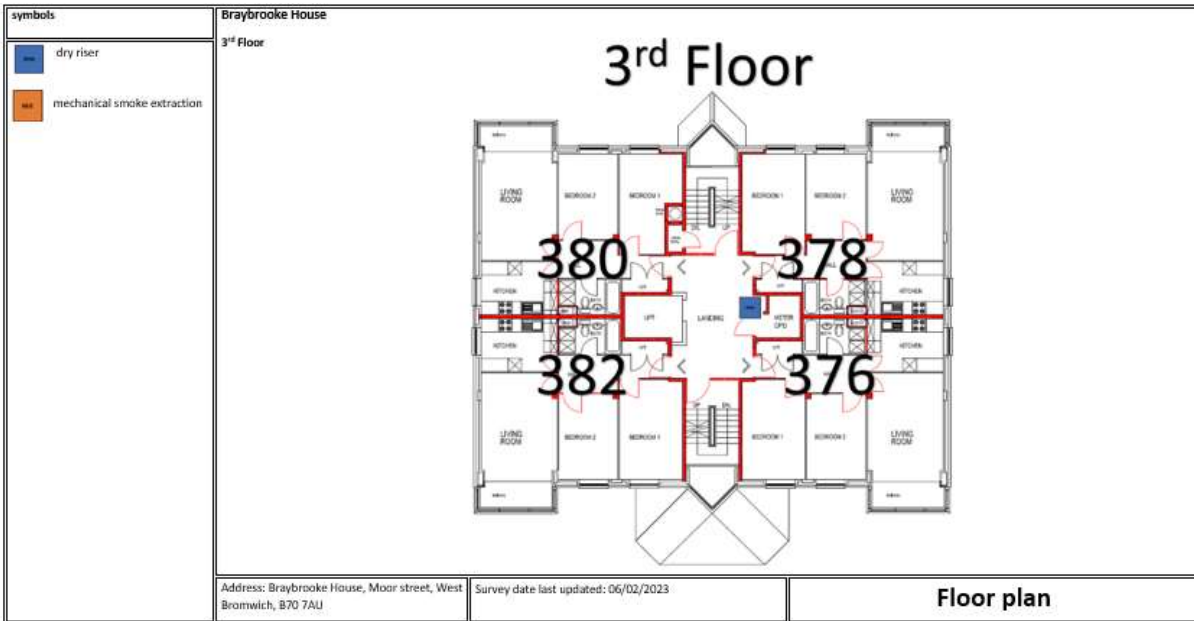
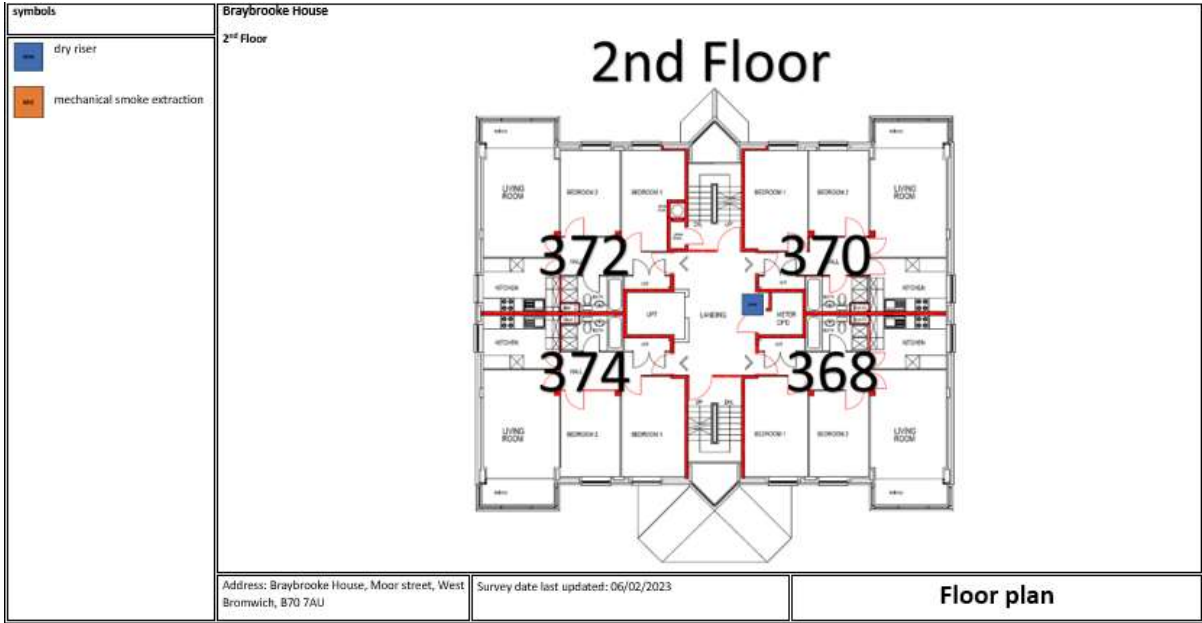
Section 5

Building Plan

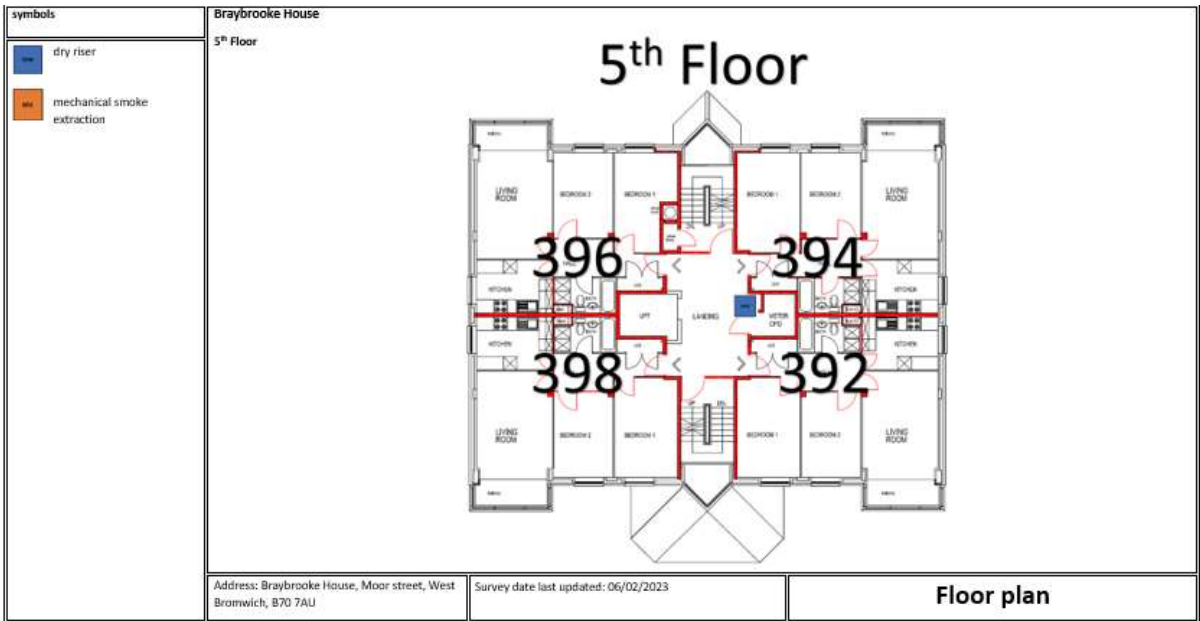
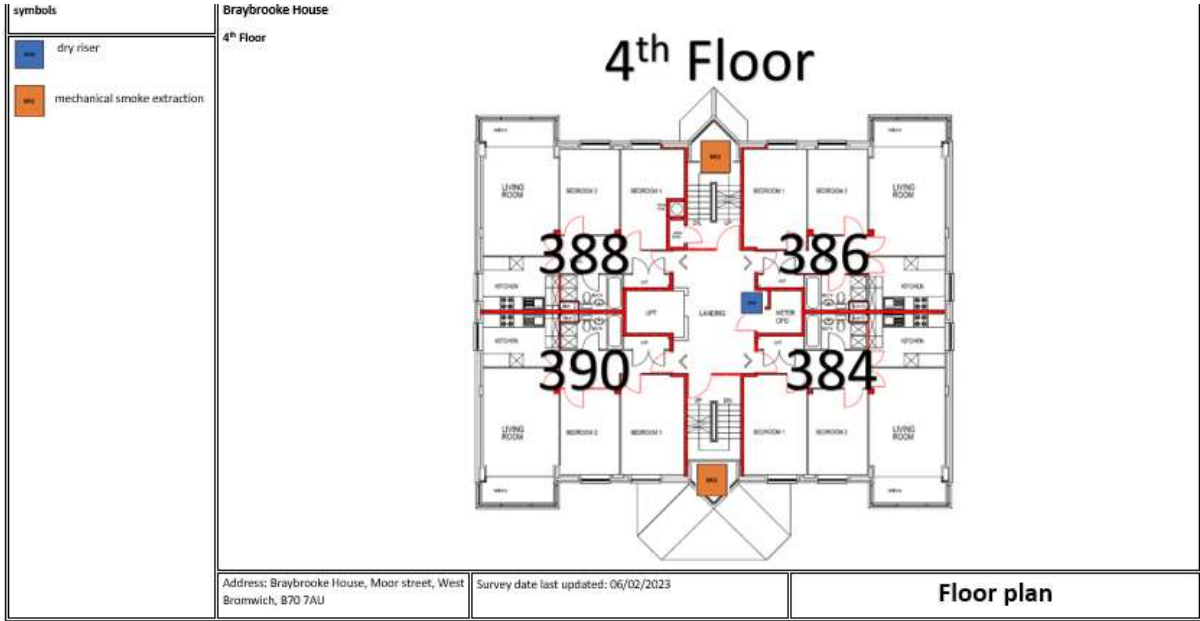
A typical floor layout showing horizontal lines of compartmentation, emergency lighting, fire detection is attached and AOVs etc. The plans have been shared with WMFS electronically via their portal.



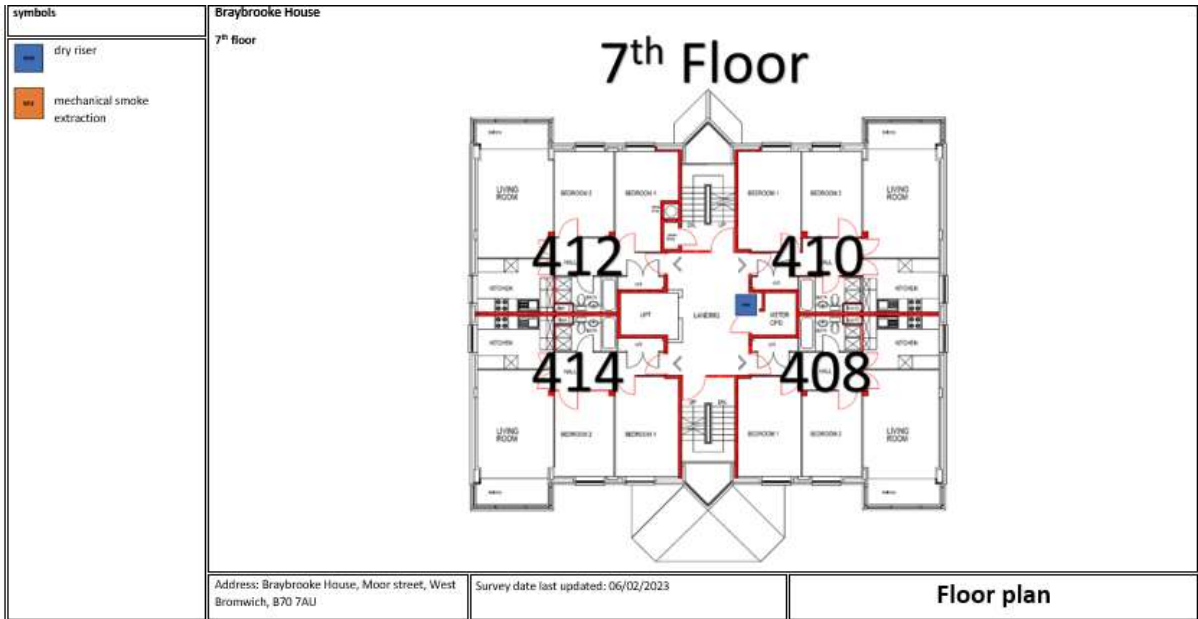
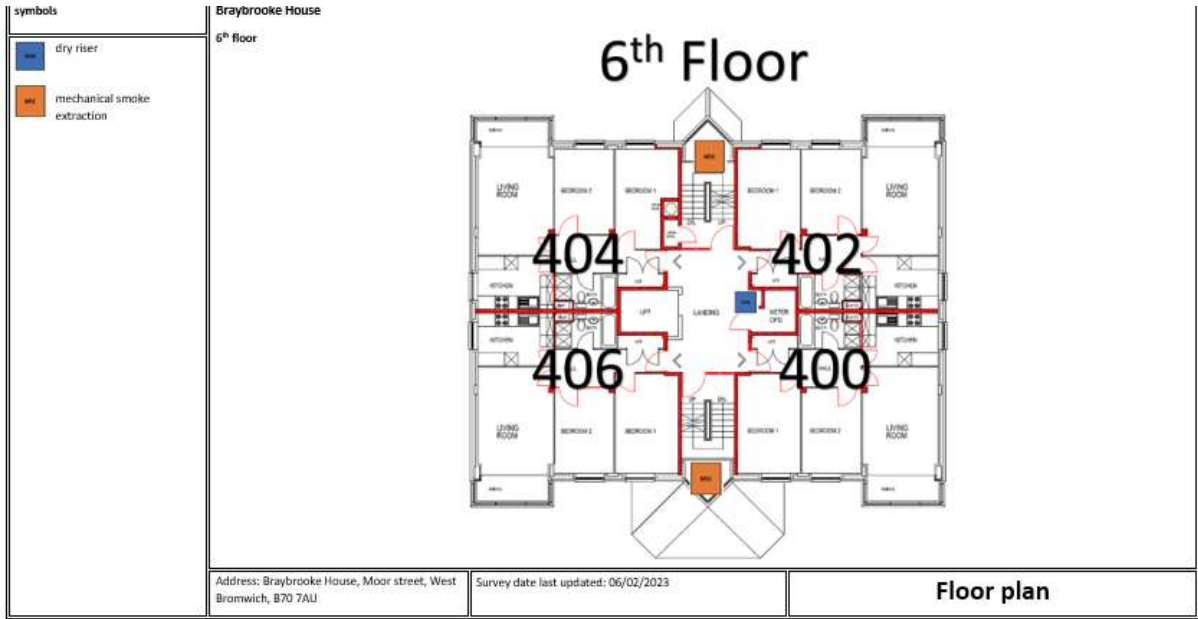
Fire Risk Assessment



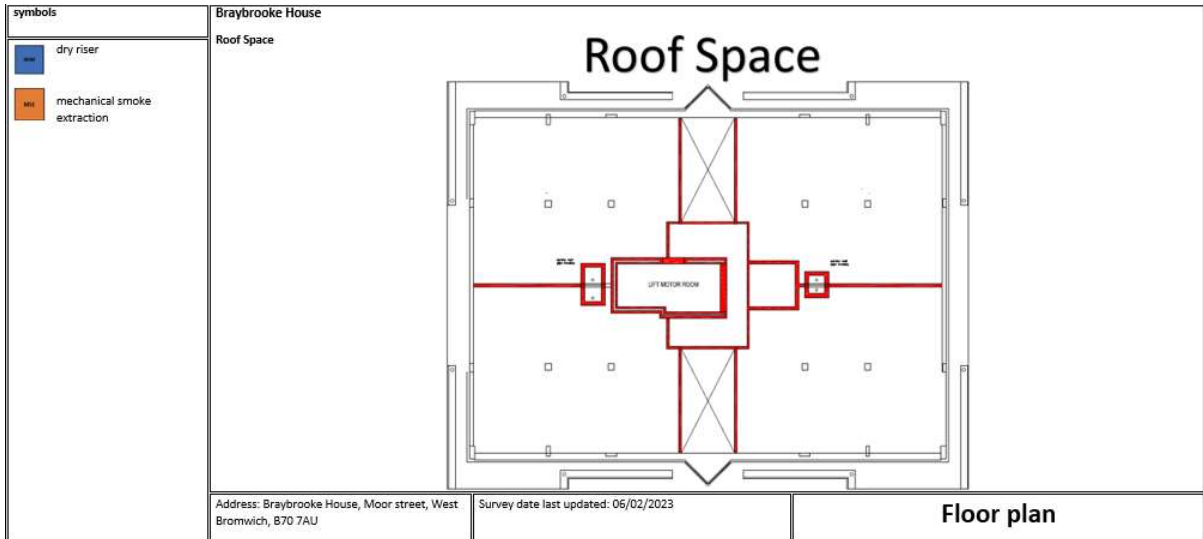
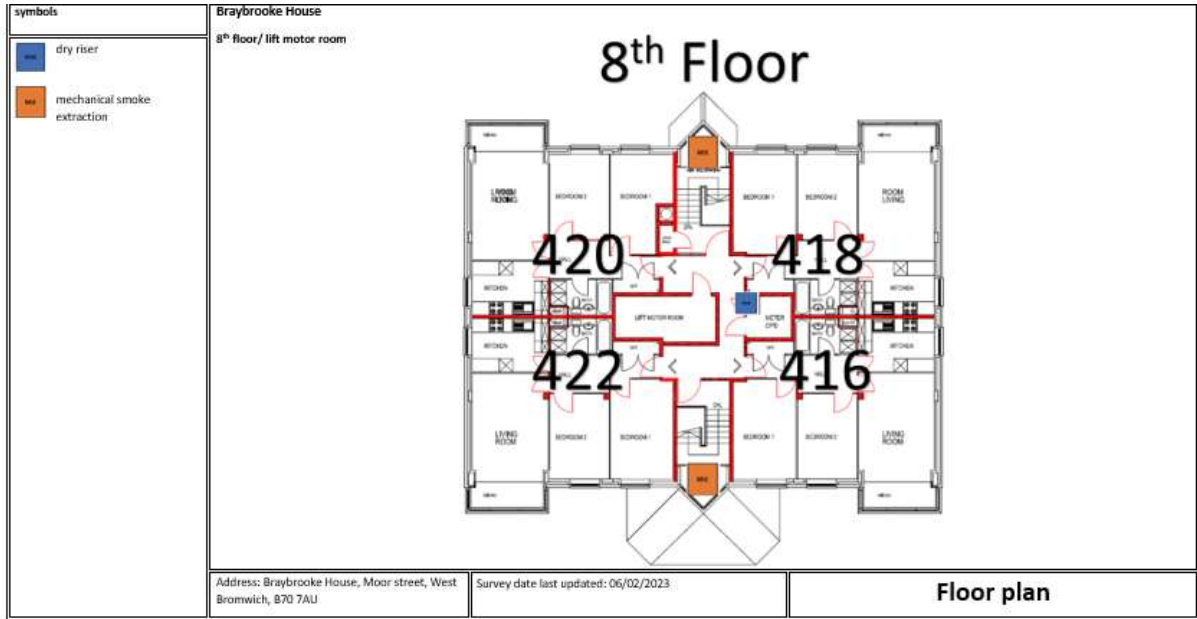
Fire Risk Assessment



Fire Risk Assessment



Fire Risk Assessment



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.

Details of the external wall construction have been provided to the fire service via the WMFS portal in line with fire safety regulations 2022.

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

Below is a breakdown of the materials used within the external envelope and, as part of the external wall system of Braybrook House.

It is deemed that the combination and application of these materials present an acceptable level of fire risk.

- 1) A specialist contractor has been appointed to carry out an external wall survey to determine the construction of the different wall constructions within this block. This should comment on the extract fan penetrations on the front and rear elevations.



Fire Risk Assessment

Brick. Fire classification A1.



Aluminium panel. Fire classification A1.

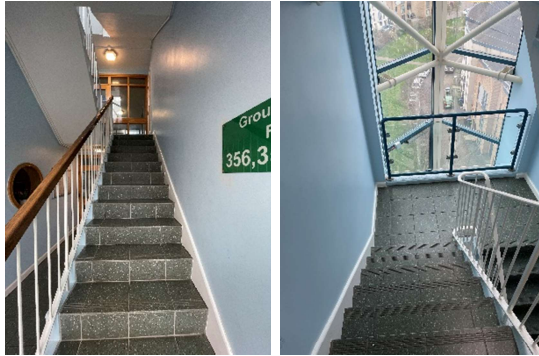
Brick. Fire classification A1.



Section 7

Means of Escape from Fire

- 1) The site has two protected stairs that provides a means of escape. Width 1 metre.



- 2) All corridors are of adequate width and will be maintained clear to that width as a minimum (1.03 metres).

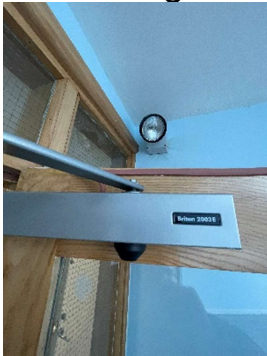


- 3) None of the corridors that form part of the means of escape are dead ends. A travel distance of 2.5m was noted from the flat entrance door to the protected stair.
 - 4) The means of escape are protected to prevent the spread of fire and smoke.
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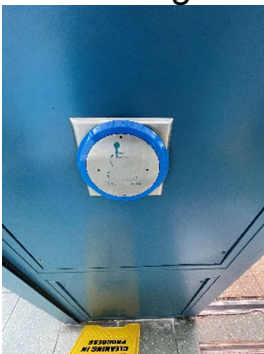
- 5) The communal landing / staircases are protected by use of Nominal FD30s fire doors with vision panels. These doors have been upgraded with a combined strip consisting of a cold smoke seal and intumescent strip.



- 6) All communal doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).



- 7) All communal fire doors are subject to a 12-week check by the Fire Safety Rapid Response Team.
- 8) 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.



- 9) Automatic smoke ventilation is employed to the staircase on floors: 8, 6, 4 and 1. This is tested, inspected, and maintained by a competent procured contractor in accordance with BS7346. The frequency for the maintenance checks is twice per year (April and October) of each calendar year.



- 10) There is a master reset key switch.

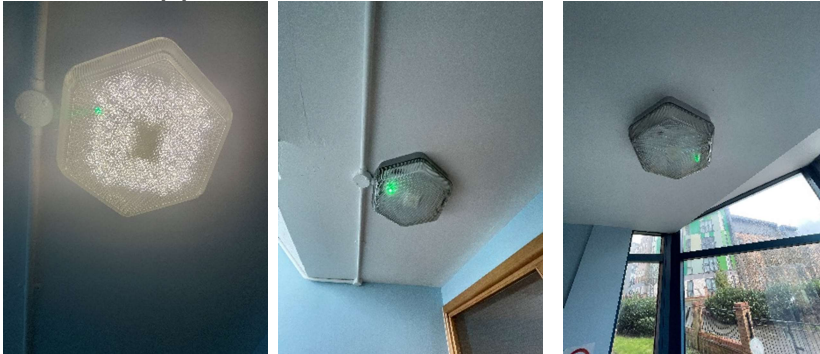


- 11) Communal windows can only be opened by operating the automatic smoke vents.



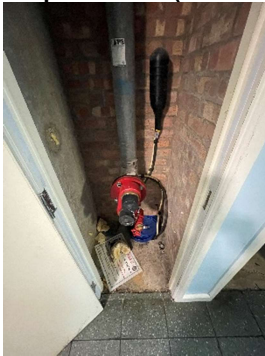
- 12) Communal areas are kept free of flammable items. The communal areas are checked on a regular basis by Caretaking / Cleaning teams 365 days per year and all items of rubbish are immediately removed. There is also an out of hour's service that allows combustible items of furniture / rubbish to be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

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

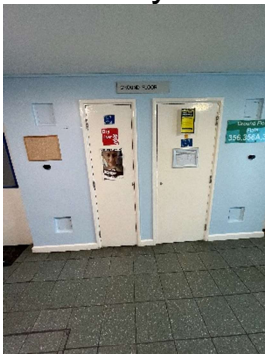


- 14) Dry riser cupboard doors are Nominal FD30s timber doors, kept locked / secured with a budget lock(s).

- 15) The dry riser inlet is located within the ground floor dry riser cupboard (twin valve) secured with a budget lock.

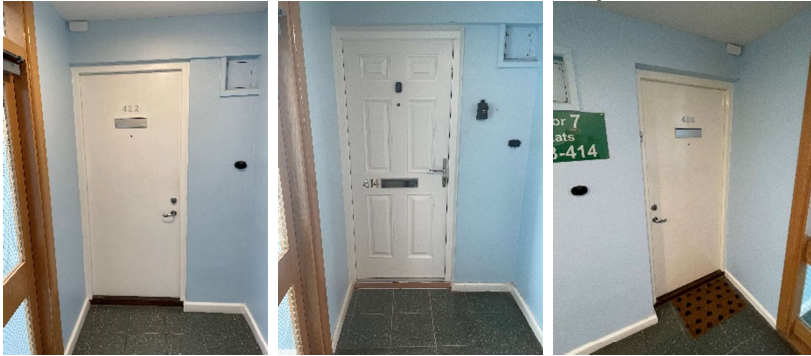


- 16) Service cupboard doors are Nominal FD30S timber doors, secured with type 138 suited mortice locks. Residents have been provided with a key for access to their electricity meters.



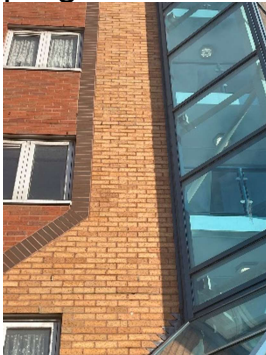
- 17) The building has sufficient passive controls that provides effective compartmentation to support a Stay Put-Unless Policy. Therefore, residents are advised to remain in their flat unless the fire directly affects them.
-

18) Individual flat entrance doors are predominately Nominal FD 30S timber fire doors. Door 414 is a composite door.



19) Access is gained to a sample of properties as part of the fire risk assessment to ensure the doors have not been tampered with. Flats accessed were: 386, 408 and 416. Residents confirmed smoke detection provision as no access gained.

20) Glazing noted within 1.8m of staircase. Sprinkler roll out programme should therefore consider these apartments.



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. The community room also has hard wired smoke detection. The travel distance within the community room is 10 metres.



- 2) Based on the sample of properties accessed during the fire risk assessment the smoke alarms within resident's flats are installed to an LD3 Standard (as confirmed by residents, no access gained).

Flat 386- Detector in Hall. (LD3)

Flat 408- Detector in Hall. (LD3)

Flat 416- 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 the residential communal areas. The reason for this is:
 - I. Such systems may get vandalised.
 - II. False alarms would occur.
 - III. A Stay Put - Unless policy is in place.
- 4) A deluge system is provided to the refuse chute bin store. An approved contractor maintains the system. The frequency for the maintenance checks is twice per year (April and October) of each calendar year.

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 corridor.



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



Section 10

Compartmentation

This section should be read in conjunction with Section 4

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are 30-minute fire resistant with cold smoke seals, including those in 1-hour rated walls.
 - 2) The premise has sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire. Whilst the existing fire stopping is fit for purpose, there is a cyclical programme to ensure fire stopping has 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 communal fire doors are subject to a 12-week check by the Fire Safety Rapid Response Team.
 - 5) All service cupboards to communal landings are lockable. Keys are held centrally unless containing resident's meters.
 - 6) The fire stopping / compartmentation is subject to a 12-week check by the Fire Safety Rapid Response Team.
 - 7) Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately by the Fire Safety Rapid Response Team.
 - 8) The corridors/staircases are protected using Nominal fire doors with vision panels. These doors have been upgraded with a combined strip consisting of a cold smoke seal and intumescent strip.
-

- 10) Access panels to stop taps are fixed to masonry and bedded on Intumescent foam.



- 11) The fixed Georgian wired window between the community room and rear staircase presents a breach of compartmentation as offers inadequate fire resistance including no insulation value. Glazing and frame to be changed for fire resisting glazing providing 60 minutes fire resistance including insulation value or alternatively “bricked up”.



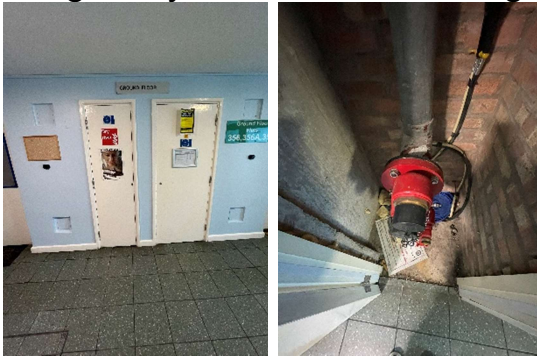
- 12) The cavity barriers (fire curtains) within the raised roof void should be checked and actioned appropriately. This has been highlighted to the Building Safety and Compliance Manager, who advises that we are seeking the services of a specialist fire engineer. The fire engineer will advise on the design and any remedial works.



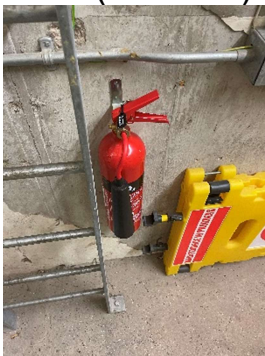
Section 11

Fire Fighting Equipment

- 1) There is a dry riser that serves the building. The dry riser inlet is located within the ground floor dry riser cupboard. Secured with a budget key. The doors have signage depicting dry riser.



- 2) The dry riser is checked regularly as part of the Caretakers duties.
- 3) 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.
- 4) Portable fire extinguishers in place, a (CO2) extinguisher is provided to the lift motor room, a water extinguisher is provided to the community room. The frequency for the maintenance checks is once (October) of each calendar year.



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



Section 12

Fire Signage

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



2) Fire Action Notices are displayed throughout the building.



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



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



- 5) Floor indicator numbers are fitted to the wall on each floor.



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



- 7) Wayfinding signage depicting floor level and flat numbers are located within both staircases and the lift lobby. This meets the requirements within the Fire Safety (England) Regulations 2022.



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) Staff undertaking fire risk assessments are qualified to Level 4 Diploma in Fire Risk Assessment.
- 4) Fire safety information has been provided as part of tenancy pack.
- 5) Building safety and evacuation notices are displayed in common areas and lift cars.
- 6) Information regarding use of fire doors is provided to residents.



- 7) Information regarding the Stay Put unless fire evacuation strategy is provided to residents.



- 8) Information regarding building safety is contained within a Building Safety Notice. This is affixed to the wall on the ground floor lift lobby of high-rise blocks.



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 next scheduled date for test is 19/02/2027.
- 5) The electrical installation i.e., risers are contained within dedicated service cupboards that are secure and protected by means of a nominal FD30S door.



- 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 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. The gas supply is internal.
-

Section
15

Waste Control

- 1) There is a regular Cleaning Service to the premises.
- 2) Refuse containers emptied regularly.
- 3) Regular checks by Caretakers minimise risk of waste accumulation.
- 4) 'Out of Hours' service in place to remove bulk items.

section
16

Control and Supervision of Contractors and Visitors

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

Section

17

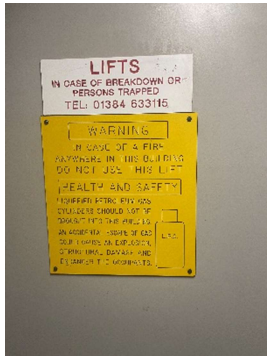
Arson Prevention

- 1) Regular checks are undertaken by Caretakers / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.
 - 2) Restricted access to the premises by means of a door entry system.
 - 3) There is no current evidence of arson.
 - 4) The perimeter of the premises is well illuminated.
 - 5) There have been no reported fire incidents since the last FRA.
-

Section 18

Storage Arrangements

- 1) Residents instructed not to bring L.P.G cylinders into block.



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



Name of Premises or Location:


Braybrook House

Date of Action Plan:

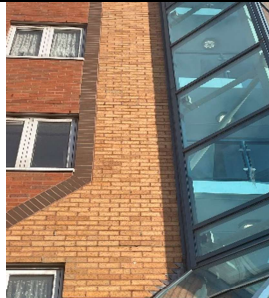

21/01/2025.

Review Date:



<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
10/11	Window glazing and frame to be replaced with glazing that provides 60 minutes fire resistance to include insulation value or alternatively "bricked up".		P3	Glazers 3-6 Months	This issue was raised on the previous fire risk assessment and awaiting completion.

When undertaking future improvement program(s), it is advised that the observations listed below should be given consideration (noting that the safety of the residents is not jeopardised by these, and all steps to reduce any known risks have been taken).

Observations		
<p>Section 07/20. Due to proximity of flat glazing to staircase glazing a sprinkler installation should be considered, to the flats as part of a future works programme.</p>		
<p>Section 10/12. The cavity barriers within the raised roof void should be further investigated by a Fire Engineer Email sent on 12/3/24 to Head of Building Safety and Compliance.</p>		

Signed

	Fire Risk Assessor.	Date: 21/01/2025
	Quality Assurance Check	Date: 24/01/2025

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


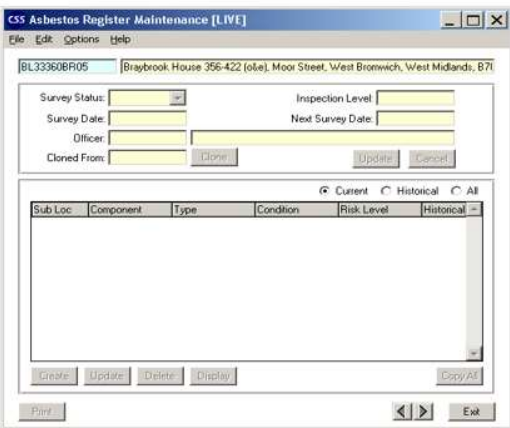

Name of property: **Braybrook House.**

Updated: **20/06/22**

Premise Tony Thompson:

Tel. No.: **0121 569 2975**

Hazard	Information/Comments
Asbestos	An asbestos survey has been undertaken of the communal areas. Survey held by Sandwell Housing (Derek Still Tel:- 0121 569 5077). <i>Include survey</i>

Asbestos Survey		Property Address	Braybrooke House, Moor Street, West Bromwich, B70 7AU.		✓ Office use					
Surveyed by	Dave Jasper	Date	05/03/2014		Checked by	DEREK STILL	Desktop Check	✓	Site Check	
Reason for request		HSG 264 - Survey Report Type		Date	13/10/2015					
Investment Void		Refurbishment Survey		9 Storey High Rise Block						
Investment Tenanted		Management Survey				✓				
R & M Void		SHAPE Interrogated.				✓				
R & M Tenanted		No Existing SHAPE Data.				✓				
Medical / Emergency - Heating Works		Existing SHAPE Data.								
Communal Areas	✓	Refurb Surveys <u>Interrogated?</u>								
						Year Built	1962			
						Notes / including details of similar property surveys completed. Full Refurbishment carried out in 2004 Revised by G. Carrington on 20/06/2022				
Building Surveyors 0121 569 5077						Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES				
										

Fire Risk Assessment

Sample Locations	Property Address	Braybrooke House, Moor Street, West Bromwich, B70 7AU.						
LOCATION	MATERIAL	QTY	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								
NO SUSPECTED ACM'S IDENTIFIED DURING SURVEY								
ELECTRIC CUPBOARD FLOOR TILES ON 1 ST , 4 TH AND 7 TH FLOORS	THERMOPLASTIC	-	SEALED	PRESUMED	CHRYSOTILE	NO	-	
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 CEILING	CONCRETE PLASTER BOARD							
STOP TAP BOX COVER TO ALL FLATS	SUPALUX							
ALL FRONT DOOR FRAME SEALANTS	SILICON							