

Fire Risk Assessment

Broome House



**Beaconview Road, West Bromwich ,
B71 3PN**

Date Completed: 26/01/2024

Review Period: 12 months

Officer: L. Conway Trainee Fire Risk Assessor

Checked By: J Blewitt Team Lead Fire Safety & Facilities

Current Risk Rating = Tolerable

Subsequent reviews

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

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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”*.

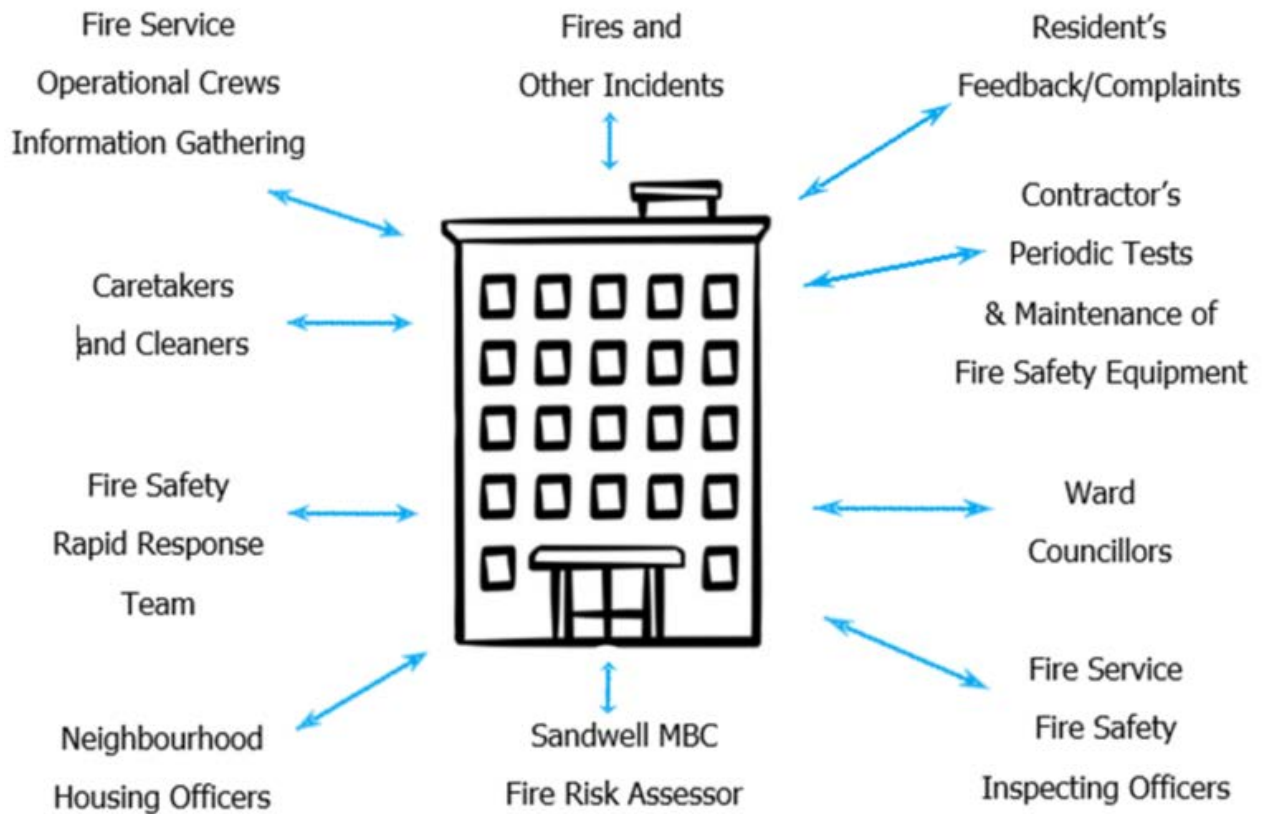
This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>.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

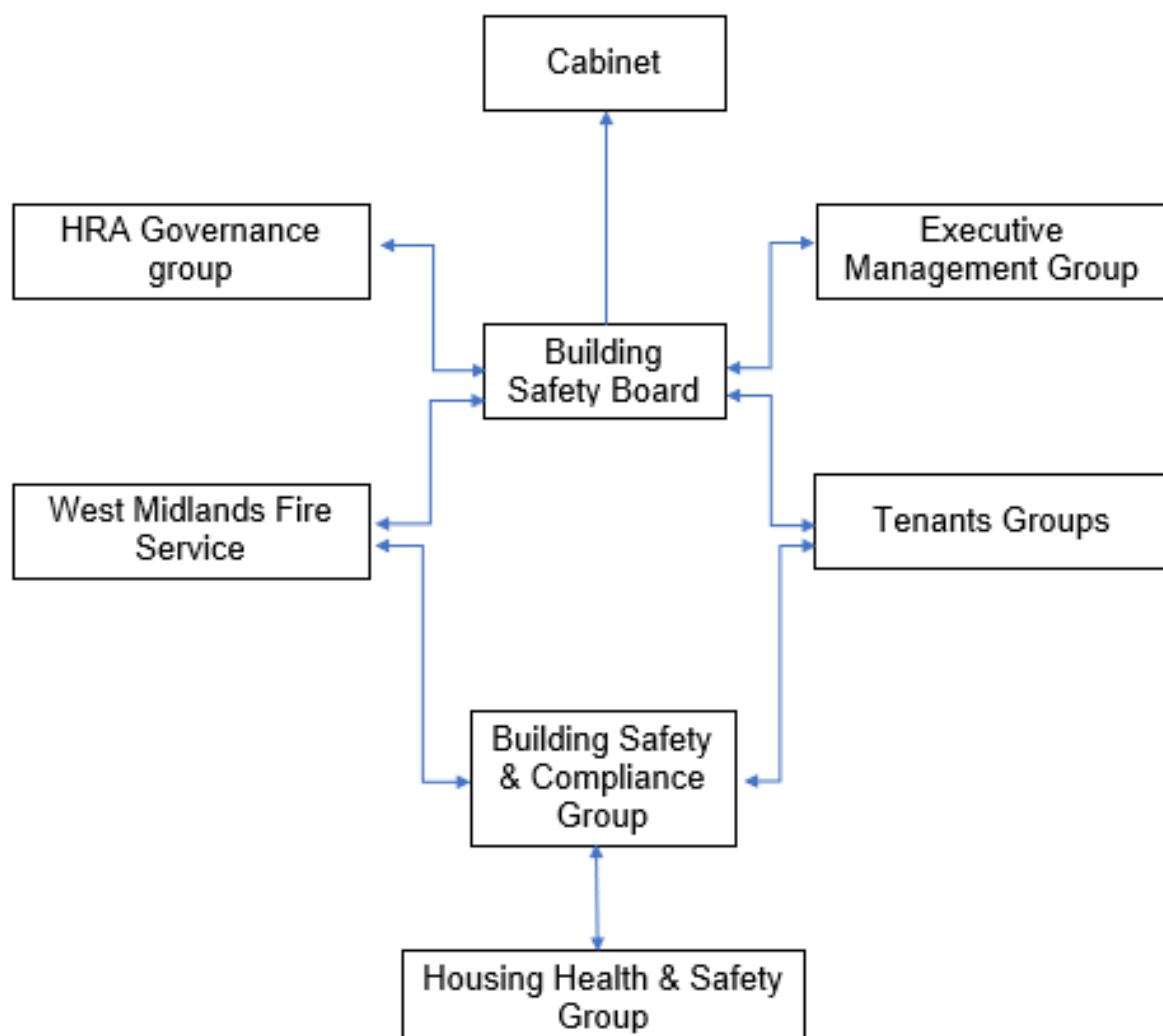
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



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 The block was constructed of concrete frame with masonry infill (Wates) last refurbished in 2015 with the addition of an external wall system the external facade consists of high-density laminate board, rockwool insulated render.</p> <p>AOV,s serves all floor of the block within the communal staircase and lobby areas.</p> <p>Chute rooms are naturally ventilated with louver vents</p>	Tolerable

	<p>Noted a damaged glass pane replaced with temporary timber panel</p> <p>Screening was found on a balcony on the 6th floor.</p>	
Section 7	<p>Means of Escape from Fire</p> <p>the site has a single protected stair that serves all floors of the block.</p> <p>The communal landing / staircases are protected by use of self-closing 44mm notional 30-minute timber fire doors with vision panels. All doors have been upgraded with combined intumescent strips / cold smoke seals.</p> <p>Automatic smoke ventilation is employed to the staircase and lobby areas with natural ventilation within bin chute areas.</p> <p>Fire exit signage has been implemented on all floors of the block</p>	Trivial
Section 8	<p>Fire Detection and Alarm Systems</p> <p>Early warning is limited to hard wire or battery smoke alarms within each of the resident's flats to an LD2 standard. The equipment is subjected to a cyclical test.</p> <p>Smoke detection present within communal areas although this is used for the operation of AOV's</p>	Trivial
Section 9	<p>Emergency Lighting</p> <p>The premises have a sufficient emergency lighting system in accordance with BS 5266.</p>	Trivial
Section 10	<p>Compartmentation</p> <p>The building is designed to provide as a minimum 1-hour vertical fire resistance and 30-minute horizontal fire resistance around flats stairwells and lift shafts. All doors are a minimum nominal/notional 30-minute fire</p>	Tolerable

	<p>resistant with intumescent strips & cold smoke seals, including those in 1-hour rated walls</p> <p>the premise has sufficient. compartmentation to limit the travel and effect of smoke and flame in event of a fire</p> <p>Missing cold smoke seal from 6th floor bin chute door</p>	
Section 11	<p>Fire Fighting Equipment</p> <p>Fire hydrant located at the main access point of the block</p> <p>Dry riser inlet located on the ground floor with a riser that serves every floor of the block</p> <p>CO2 extinguisher within the lift motor room</p> <p>Deluge system located in the bin store</p> <p>Maintenance contracts are in place to service the dry riser twice yearly and the fire extinguisher annually.</p>	Trivial
Section 12	<p>Fire Signage</p> <p>Appropriate signage has been placed within the block including fire action notices, emergency escape signs and fire door keep shut signs. The block has Wayfinding Signage depicting floor level and flat numbers are fitted to the wall adjacent to lift, Signage depicting the floor location of each flat is fitted to the ground floor lobby wall</p>	Trivial
Section 13	<p>Employee Training</p> <p>all employees are encouraged to complete 'In the line of fire' training on an annual basis</p>	Trivial
Section 14	<p>Sources of Ignition</p> <p>gas is installed within the block, smoking is prohibited in any communal areas. Next inspection date for the electrical installations was noted to be December 2024</p>	Trivial

<p>Section 15</p>	<p>Waste Control There is a regular Cleaning Service to the premise, refuse hoppers are enclosed behind a nominal fire door and accessed on each floor of the rear staircase, regular checks by Caretakers minimise risk of waste accumulation</p>	<p>Trivial</p>
<p>Section 16</p>	<p>Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.</p>	<p>Trivial</p>
<p>Section 17</p>	<p>Arson Prevention Restricted access to the premises by means of a door entry system, CCTV is in operation within the ground floor communal areas. there has been no reported fire incidents since the last FRA</p>	<p>Trivial</p>
<p>Section 18</p>	<p>Storage Arrangements Residents have no access to storage cupboards within communal areas of the building. cleaning cupboard are located on the first floor and kept locked with no flammable liquids are to be stored on site.</p>	<p>Trivial</p>

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 risks associated with combustibles on balconies

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 30-minute nominal fire doors to flat entrances & communal corridors / landings, and service cupboards alongside suitable smoke detection to a minimum of LD2 standard within flats, automatic smoke ventilation on the staircase and lobby areas accompanied with a stay put unless policy for the premise.

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

Interim Director of Housing

Dean Epton

Assistant Director Building Compliance

Phil Deery

Fire Safety Manager

Tony Thompson

Team Lead Fire Safety

Jason Blewitt

Fire Risk Assessor(s)

Carl Hill

Louis Conway (Trainee)

Anthony Smith

Resident Engagement Officer - Fire Safety

Lee Mlilo

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

Broome House (1-36)
Beaconview Road
West Bromwich
B71 3PN

Description of the Property

The High-rise residential block was constructed in 1964 out of a concrete brick construction and was last refurbished in 2015 with the installation of an external wall system. The block consists of 9 stories inclusive of the ground floor with each floor containing 4 number dwellings coming off a lift lobby.



There is an entrance/ exit to the left side elevation to the block with an additional entrance/exit to the right side elevation (from the main road). The left side elevations entrance acts as the main access point to the block.



(Left side MAP)



(Right side)

Both entrances utilise fob access in order to gain entry to the block with the main access point also having access to a firefighters override system in the form of a drop latch switch. Both entry/exit points use a push to exit button.



The fire fighters white box is located to the right-hand side of the left side elevation (MAP) The location of service isolation points for gas, electricity and water are detailed on a plan located in the PIB



The block has a single protected staircase serving all floors of the block with floor identification numbers on the wall of each floor. The staircase is protected using notional 44mm FD30s doors with combined intumescent and smoke seals.



The block has lift access that serves from the ground to the 7th floor with the lift motor room being accessed via a full height nominal timber 54mm FD60s door secured with a pad lock and a suited lock.



Lift has a fire fighter control switch located on the ground floor near the lift cart in the form of a drop latch system.



Residents have access to a bin chute system that serves every floor of the block secured behind notional 44mm FD30s doors with combined intumescent and smoke seals and is naturally ventilated



The bin chute leads to a bin store located on the ground floor accessed externally on the right side elevation near the additional entrance/exit to the block.



The fire hydrant can be located to the left hand side of the main access point of the block and can be found on the orientation plan located in the premise information box.



There is a dry riser that serves all floors of the block with a dry riser inlet cupboard located on the ground floor door that is adequately signed and secured, each floor of the block contains a dry riser protected via notional 44mm FD30s doors with combined intumescent strip and smoke seals.



AOV's are in operation on all floors within the corridor nearest the bin chute and within the protected staircase with the control panel on the ground floor nearest the main entrance



There is a “viewing pod” located on the 1st for that acts as a viewing pod/ waiting room, this is secured with the use of notional 44mm timber FD30s doors secured with a suited key.



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.



Surrounding the block is a car park located on the front and rear elevation, a green space at the rear and Beaconview road that is located on the front elevation.

Fire Risk Assessment

On arrival Information (for WMFS)

Address: Broome House, Beaconview Road, west Bromwich, B71 3PN		Survey date: 08/02/2023	ON ARRIVAL INFORMATION
BUILDING LAYOUT			
Size: Width, breadth and height			
Construction	Concrete construction, Brick to 1 st floor level. The two gable elevations have predominantly Rockwool insulated render. The front and rear elevations have high density laminate board façade.		
Number of floors	9 floors inclusive of the ground floor		
Layout	<p>Each of the floors contains 4 number dwellings apart from the ground floor which has 2 number dwellings due to there being a Janitorial Office facility / store and also a server room for the CCTV equipment.</p> <p>On the first floor there is a communal area that is secured with a type 138 suited mortice lock.</p> <p>The block has a main entrance to the front elevation and a further exit located on the rear elevation.</p> <p>There is a lift car that serves up to floor 7 with the lift motor room located on the 8th floor</p>		
Lifts	1		
Types of entrance doors	Individual flat doors are FD30s rated Manse Masterdoor of composite construction.		
Rubbish chutes/ bin rooms	Yes secured behind FD30s rated timber fire doors		
Common voids	No		
Access to roof/ service rooms	access is obtained via full height timber door on the 8 th floor with a fixed steel ladder providing access to the upper level. Then a further fixed vertical steel ladder provides access up to a further upper level through a timber door leading in to the roof space. There is a vertical ladder and sky light leading out on the roof.		
Occupants	Approx. 72 based on 2 occupants per flat (36 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 ground floor and can also be found on the floor plans.		
Fire mains	There is a dry riser that serves the building. The outlets are contained within the dry riser cupboard that is secured with a type 54 suited mortice lock. The door has signage depicting dry riser.		
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 lobby nearest the main access point to the building on the wall.		
Sprinkler system	A water suppression system is provided to the refuse chute bin store		
DANGEROUS SUBSTANCES			
Location, type, and quantity	COWLS/PIPES ON MAIN ROOF CEMENT UNSEALED PRESUMED CHRYSOTILE		
SERVICES			
Electricity	Electric cupboards are FD30s rated, secured with type 138 suited mortice locks. Residents have been provided with a key for access to their electricity meters		
Gas	4 gas risers Gas isolation points located on the orientation plan		

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	1964
Construction Type	Wates
Last Refurbished	2015
External Cladding	Brick to 1 st floor level. The two gable elevations have predominantly Rockwool insulated render. The front and rear elevations have high density laminate board façade.
Number of Lifts	One
Number of Staircases	One
Automatic Smoke Ventilation to communal area	Yes
Fire Alarm System	No
Refuse Chute	Yes
Access to Roof	Access to motor room via full height door from 8 th floor landing, with a further fixed steel ladder through a timber door leading in to the roof space. There is a vertical ladder and sky light leading out on the roof.
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

Residents / Occupants of 36 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)

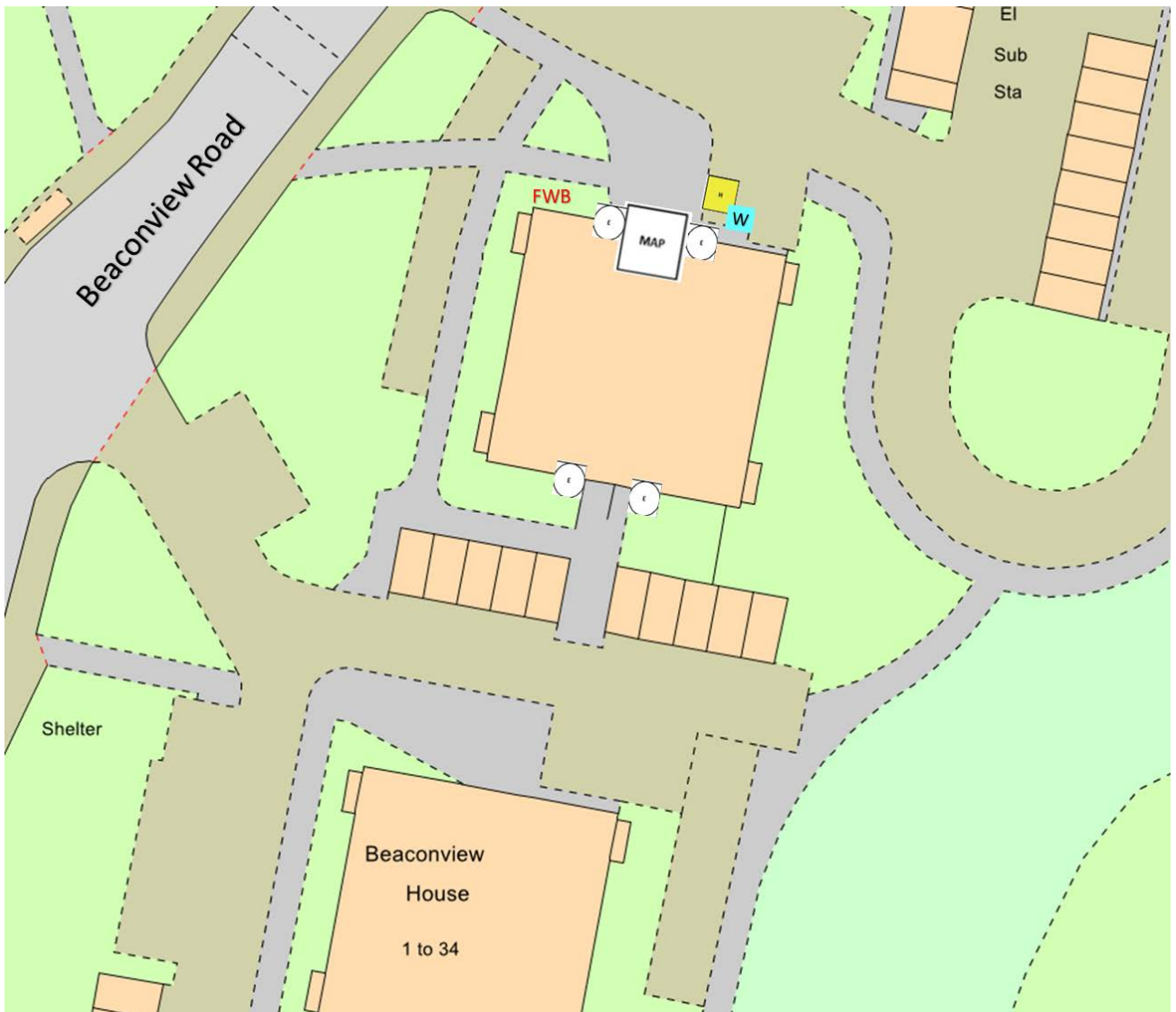
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

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Building Plan

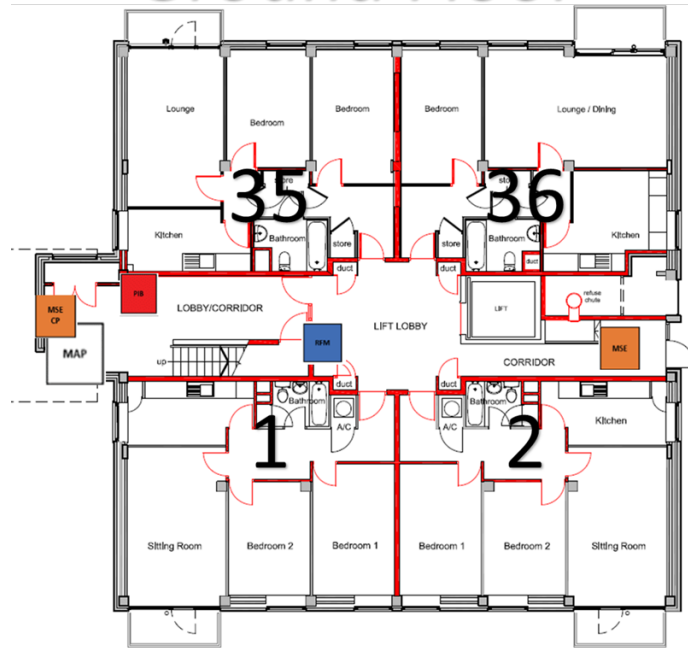
A typical floor layout showing horizontal lines of compartmentation, and AOVs and orientation plan is attached.

The plans have been shared with WMFS electronically via their portal.

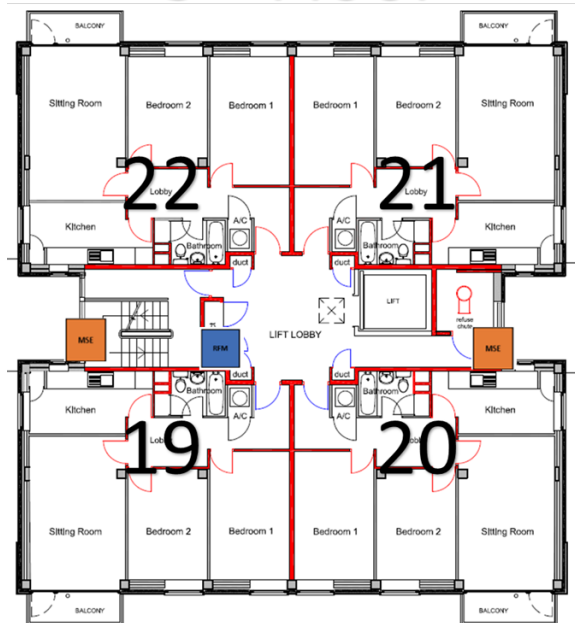


-  fire hydrant
-  Gas stop valve
-  Main access point
-  Water isolation
-  Firefighters white Box

Ground Floor



5th Floor



Section

6

External envelope

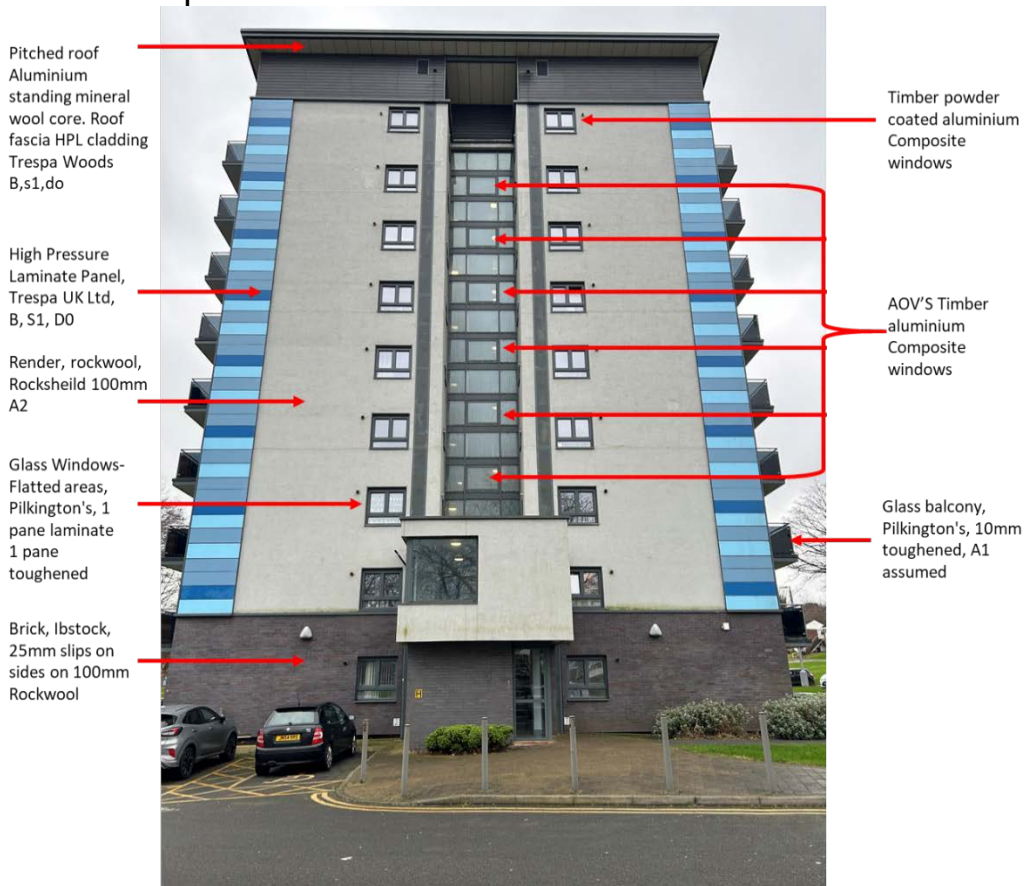
Following the introduction of the Fire Safety Act 2021, consideration needs to be given to the external envelope of the building for any fire risk. This predominantly means the external wall construction including any insulation filler. It also includes balconies and any other fixtures as well as doors and windows.

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 Broome House .

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



- 1) The block was constructed of concrete frame with masonry infill (Wates) last refurbished in 2015 with the addition of an external wall system the external facade consists of high-density laminate board, rockwool insulated render.



- 2) The external wall system/ façade consist of 6% Brick, 33% Render, 35% Glass (windows and balconies), 7% Brick slips. 19% High pressure laminate.
- 3) Front and rear entrance/exit is constructed of an aluminium door and frame with double glazing.



- 4) Residents have balcony access coming from their individual flats on the front and rear elevations of the block



- 5) Bin store located at the side elevation to the block near the secondary entrance/ exit to the building, this is secured with a steal shutter.



- 6) It was noted that some balconies may have had combustible materials in the form of hanging washing this is deemed acceptable risk due to the likelihood of a fire starting in this area being low and combined with the temporary nature of the activity
- 7) Aluminium faced timber composite windows to residents flat windows/balcony doors and communal windows



- 8) Natural ventilating to the bin chutes in the form of louver vents



- 9) AOV's serving all floors run along the side elevations of the building.



- 10) Gas was noted to be external, secured behind corrugated panelling, with gas isolation points located on the orientation plan.



- 11) Noted there is a communal viewing Pod on the first floor above the Main access point to the block



- 12) Noted that the 7th floor had a temporary timber fixture replacing damaged glass screen to balcony.



- 13) **6th floor flat 24 plastic screen attached to balcony**
-

Under no circumstances should netting or screening be attached to balconies as they can support fire spread across the external of the building. Other options should be explored.

Section

7

Means of Escape from Fire

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



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



- 3) There are no corridors exceeding travel distances that form part of a dead end within the means of escape.
 - 4) The means of escape are protected to prevent the spread of fire and smoke by means of nominal/notional fire doors and good compartmentation between lobby areas, staircases, and dwellings.
-

- 5) The communal landing / staircases are protected by use of nominal/ notional timber 44mm timber FD30s fire doors with vision panels.



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



- 7) 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. This is tested, inspected and maintained by a competent procured contractor in accordance with BS7346. The frequency for the maintenance checks are twice per year (April and October) of each calendar year.



- 10) The chute room has natural louvre vent / screen allowing ventilation to the chute rooms. These areas are secured behind a 44mm notional FD30s timber door with vision panels intumescent strips and cold smoke seals.



- 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 on a monthly basis by Sandwell MBC in house electrical team or approved contractor.



- 14) Dry riser cupboard doors are timber 44mm nominal FD30s with intumescent strips and cold smoke seals, kept locked / secured with type 54 suited mortice lock(s).



- 15) Service cupboards are nominal timber 54mm double FD60s doors, secured with type 54 suited mortice locks.



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

- 17) 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.
-

- 18) Individual flat doors are predominantly nominal 44mm FD30s composite doors sets with intumescent strips and cold smoke seals.



- 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 by residents etc.

Flats accessed: Flat 35, Flat 6, flat 8 and report no defects.

- 20) Communal viewing pod located on the first floor secured with a 44mm timber nominal door with intumescent strips, cold smoke seals and vision panels is secured with a type 34 mortice lock that residents have access this room remains relatively sterile with the cleaners cupboard also being within this area.



- 21) Noted superficial damage to flat entrance door of flat 36 on the ground floor could not gain access to flat.



Section

8

Fire Detection and Alarm Systems

- 1) Early warning is limited to hard wire or battery smoke alarms within each of the resident's flats the equipment is subjected to a cyclical test.
- 2) Based on the sample of properties accessed during the fire risk assessment the smoke alarms within resident's flats are installed to an LD3 Standard.

Flat 35 – LD2, Hallway, Kitchen, and Lounge

Flat 22 – LD2, Hallway, Kitchen, and Lounge

Flat 8 – LD2 Hallway, Kitchen, and Lounge

Flat 6 – LD2, Hallway, Kitchen, and Lounge

For information

LD1 all rooms except wet rooms

LD2 all-risk rooms e.g. Living Room, Kitchens and Hallway.

LD3 Hallway only

- 3) There is no effective means for detecting an outbreak of fire to communal areas. The reason for this are:
 - I. Such systems may get vandalised.
 - II. False alarms would occur.
 - III. A Stay Put - Unless policy is in place
 - 4) A sprinkler or deluge system is provided to the refuse chute bin store. An approved contractor maintains the system. The frequency for the maintenance checks are twice per year (April and October) of each calendar year. The control panel can be found in the cupboard under the stairs.
-

Section

9

Emergency Lighting

- 1) The premises has a sufficient emergency lighting in accordance with BS 5266 and has test points strategically located.
- 2) The 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 minuet horizontal fire resistance around flats stairwells and lift shafts. All doors are 30-minute fire resistant with cold smoke seals, including those in 1-hour rated walls.
 - 2) The premise has sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire. Whilst the existing fire stopping is fit for purpose, there is a cyclical programme to ensure fire stopping as not been compromised by third parties and where applicable enhance the fire stopping.
 - 3) All communal doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).
 - 4) All 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.
-

- 11) Cupboard doors within the communal areas such as residents meter cupboards/ electrical risers cupboards are notional 54mm FD60 timber fire door sets with intumescent strips, cold smoke seals.



- 12) Noted the use of expanding foam was present within the communal cupboards around cabling as part of the fire stopping knowing that intumescent pads and a concrete slab is present and this foam is only used as an enhancement it is deemed tolerable. This should be enhanced as part of future works to the building and replaced with intumescent mastic to improve fire stopping



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



- 14) It was noted that metal trunking had been utilised to house cabling in communal areas



- 15) Missing cold smoke seal from 6th floor bin chute door on hinge side



Section

11

Fire Fighting Equipment

- 1) The dry riser inlet cupboard is located in the ground floor lift lobby and is appropriately signed



- 2) The riser outlets are available on each floor lobby (ground – 8th) these are protected via nominal 44mm 30-minute fire doors secured by suited 54 key & mortice locks.



- 3) The dry riser is checked regularly as part of the Caretakers duties.
 - 4) Maintenance contracts in place to service the valves twice per year (April and October) with a hydraulic test undertaken annually (October) to comply with the requirements of BS9990.
-

- 5) Portable fire extinguisher (CO2) is provided to the lift motor room. Maintenance contracts in place for maintenance of the extinguisher. The frequency for the maintenance checks are once of each calendar year last check was conducted October 2023



- 6) Bin room is protected by Deluge/sprinkler system and serviced 6-monthly, the control panel is stored under the stairs



- 7) Fire hydrant can be located at the side elevation nearest the main access point to the building



Section 12

Fire Signage

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



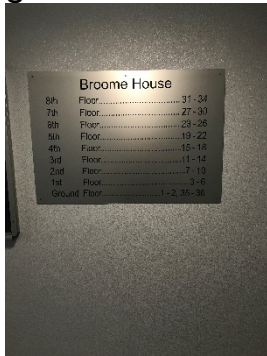
- 2) Fire Action Notices are displayed throughout the building.



- 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) Wayfinding Signage depicting floor level and flat numbers are fitted to the wall adjacent to lift. They meet the requirements set out in the Fire Safety (England) Regulations 2022



- 6) Wayfinding Signage depicting floor level and flat numbers are fitted to wall of each floor on the communal staircase(s). They meet the requirements set out in the Fire Safety (England) Regulations 2022



- 7) The fire escape routes use directional fire signage



- 8) Premise information box is signed appropriately



Section 13

Employee & Resident Training/Provision of Information

- 1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke 'Fire Safety in High / Low Rise Flatted Accommodation' Video.
 - 2) All employees are encouraged to complete 'In the line of fire' training on an annual basis.
 - 3) Caretaking Teams are not currently trained in the effective use of fire extinguishers. The only extinguishers located within the lift motor room. Caretaking Teams are not expected to tackle fires in this area.
 - 4) Housing Directorate employees assigned to undertake Fire Safety Inspections have received IFE approved training via West Midlands Fire Service.
 - 5) Staff undertaking fire risk assessments are qualified to or working towards Level 4 Diploma in Fire Safety.
 - 6) Fire safety information has been provided as part of tenancy pack.
 - 7) Building safety and evacuation notices are displayed in common areas and lift cars.
-

8) Information regarding use of fire doors is provided to residents



9) Information regarding the Stay Put unless fire evacuation strategy is provided to residents



10) 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 inspection date is due December 2024
 - 5) The electrical installation i.e. risers are contained within dedicated service cupboards that are secure and protected by means of a FD60S doors.
 - 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. **Gas supplies are external secured behind corrugated panels.**



Section 15

Waste Control

- 1) There is a regular Cleaning Service to the premises.
- 2) Refuse hoppers are accessed on each floor secured behind its own dedicated nominal 44mm 30-minute door with combined intumescent and cold smoke seals.



- 3) Refuse containers regularly emptied, bin store located at the side elevation near the additional exit/entrance to the building.
 - 4) Regular checks by Caretakers minimise risk of waste accumulation.
 - 5) '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 CCTV system in place that covers the external perimeter, ground floor and lift car



- 4) There is no current evidence of arson within the block.
- 5) The perimeter of the premises is well illuminated with external lighting and street lighting.
- 6) 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.
(Notice displayed in lifts see point 9-3)
 - 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.
 - 6) Cleaners cupboard located within the viewing pod on the first floor secured with a suited 54 lock
-

Section

19

**Additional Control Measures;
Fire Risk Assessment - Level 2
Action Plan**

Significant Findings

Action Plan

It is considered that the following recommendations should be implemented to reduce fire risk to, or maintain it at, the following level:

Trivial Tolerable

Definition of priorities (where applicable):

P1 Arrange and complete as urgent – Within 10 days

P2 Arrange and complete within 1-3 Months of assessment date

P3 Arrange and complete within 3-6 Months of assessment date

P4 Arrange and complete exceeding 6 months under programmed work



Fire Risk Assessment Level 2 Action Plan



Name of Premises or Location:

Broome House


Date of Action Plan:

31/01/2024

Review Date:

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
06/13	6 th floor flat 24 removal of plastic screening attached to balcony	N/A	P2	Housing Manager 1-3 months	

Fire Risk Assessment

10/15	6 th floor bin chute door replacement of missing cold smoke seals to hinge side of door		P2	Fire Rapid Response 1-3 months	
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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	
Noted that a temporary timber panel has been attached to one of the balconies to replace damaged glazing.	
Some notional communal landing doors are starting to show signs of general wear and tear due to age. Consideration should be given to upgrade with certified FD30s door sets & combination frames with future improvement works.	

Fire Risk Assessment

<p>Noted the use of expanding foam was present within the communal cupboards around cabling as part of the fire stopping knowing that intumecent pads and a concrete slabe is present and this foam is only used as a enhancment it is deemed tolerable. This should be enhanced as part of future works to the building and replaced with intumecent mastic to imporve fire stopping.</p>	
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Signed

	Trainee Fire Risk Assessor	Date: 31/01/2024
	Quality Assurance Check	Date: 01/02/2024



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

Name of property: **Broome House**

Updated: **31st January 2024**

Premise Manager: **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>

Sample Locations	Property Address	1-34 Broome House, Beaconview Road, West Bromwich. B71 3PN.						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	Labelled ?	ACTION TAKEN ON CONTRACT
IF DURING THE COURSE OF WORK SUSPECTED ACM'S ARE IDENTIFIED THAT ARE NOT CONTAINED WITHIN THIS REPORT STOP WORK & SEEK ADVICE								
EXTERNAL PANEL TO COMBINATION FRAME ON BALCONY	BOARD	-	SEALED-PAINT	PRESUMED	AMOSITE	YES	NO	REMOVED
ALL FLOORS – COMMUNAL WALLS	TEXTURED COAT	-	SEALED-PAINT	DS 2889	NO ASBESTOS DETECTED	NO	NO	
ALL FLOORS – COMMUNAL FLOOR	THERMOPLASTIC	-	SEALED	PRESUMED	CHRYSOTILE	NO	NO	REMOVED
GROUND FLOOR COMMUNAL CEILING	TEXTURED COAT	-	SEALED-PAINT	DS2889	NO ASBESTOS DETECTED	NO	NO	
COWLS/PIPES ON MAIN ROOF	CEMENT	-	UNSEALED	PRESUMED	CHRYSOTILE	NO	NO	
FLOOR 5, 3 AND 1 REFUSE ROOM INCINERATOR UNIT	BOARD	-	UNSEALED	PRESUMED	AMOSITE	YES	NO	REMOVED
FLOOR 5, 3 AND 1 REFUSE ROOM INCINERATOR FLUE PIPE	CEMENT	-	SEALED-PAINT	PRESUMED	CHRYSOTILE	NO	NO	REMOVED
BALCONY FLOOR SURFACE	ASPHALT	3M ²	SEALED	JD 102 / 001	NO ASBESTOS DETECTED	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			
MAIN ROOF	MINERAL FELT							
LIFT MOTOR ROOM ROOF	MINERAL FELT							
FRONT ENTRANCE CANOPY ROOF	MINERAL FELT							

Fire Risk Assessment

All Survey Methodology is based upon HSE document HSG 264 - Asbestos: The Survey Guide. All surveyors are experienced British Occupational Hygiene Society (BOHS) P402 qualified surveyors with extensive Surveying & Refurbishment Project experience specific to Sandwell MBC's managed housing stock.

The person or persons using this report to programme refurbishment work on site are assumed to be competent & experienced in the field of domestic refurbishment projects & have suitable & sufficient asbestos awareness to understand the scope of this report & apply it to the project. All trade operatives working on site are also expected to have relevant asbestos awareness training & experience. IF IN DOUBT STOP & ASK! Please ensure the report covers the areas that you need to work on.

SHAPE: Sandwell MBC's Integrated ICT solution holds the Company Asbestos Register. The Asbestos Register is interrogated when completing the asbestos survey report to ensure that ACM's in similar properties are considered where relevant. The Register holds details of all suspected or confirmed ACM's identified during Refurbishment & Demolition programmes as well as Repairs activities for the past 11 years. If potential ACM's have been identified within difficult to survey areas such as Cavity Walls, Floor Voids etc these will be highlighted within the report. The interrogation of the Company Asbestos Register compliments the survey & report process it does not substitute the Refurbishment & Demolition Survey.

Void Properties – The Building Surveying team who undertake Refurbishment & Demolition Asbestos Surveys also undertake Domestic Energy Assessment Surveys, Boroscope Surveys for Thermal Insulation & Fire Integrity Assessments to a representative percentage of the void turn over.

Site Overview Page 2 – This section is included to aid surveying & to ensure comprehensive survey information is detailed.

Term	Explanation
Property Address	Specific Property to which survey relates.
Surveyed by	Relates to P402 trained surveyor.
Action taken on Project	Record what action may have been undertaken to the Asbestos in question. E.g. Nothing, Repair, replace, Manage.
Type of Work to be undertaken	Relates to the envisaged type of work that the Asbestos Survey Report will be used to aid. This assists the asbestos surveyor to guide his survey methodology & will help the users of this report decide if it is suitable for the work activity being undertaken.
ACM	Asbestos Containing Material.
HSE Notify	This highlights if a material normally requires notification to the Health & Safety Executive prior to removal. GUIDANCE ONLY.
Bulk Sample	Sample of potential ACM that is representative of the whole.
Request Sample	The item described has not been tested for Asbestos content. The item must be presumed to contain asbestos until sampling confirms. If work is going to be undertaken in this area sample should be requested prior to work starting.
Awaiting Results	If no results have been detailed then you must not work on these items until you receive further confirmation.
Extent	An estimate of quantity will be given where possible to aid work planning & valuation.
Labels	Materials will be labelled where practical. Labelling will be not be undertaken to low risk materials e.g. floor tiles, Textured Coatings etc or where labelling could easily be removed or would cause potential exposure if removed. All presumed ACM's will be labelled as "Asbestos" where practical. All sampled materials will be labelled with an "Asbestos Sampled" label.

Term	Explanation
Photo's	These will usually be provided for the front elevation of the property to aid identification.
Sampled by	P402 trained surveyor.
Checked by	P402 trained surveyor who checks report prior to issuing.
Survey Report Type	Report type is determined by the type of work to be undertaken. The reader of this report must satisfy themselves that the scope of the survey is sufficient for the purpose of work being undertaken.
Refurbishment Survey	HSG 264 – Refurbishment & Demolition Survey. Surveying undertaken to all parts of the property presuming full decent homes refurbishment, which may include New Kitchen, New Bathroom, Electrical Rewire, Re-roof, Full Heating System. Taking account of the complete structure of the property & archetype information available. This survey has been carried out without detailed knowledge of the works to be undertaken during refurbishment. Anyone using this report to support building works being undertaken to the property should ensure that the report is sufficient for the purposes of the building work being undertaken. The reader should be confident that the areas that are to be disturbed by the proposed work are included.
Management Survey	A management survey is the standard survey. Its purpose is to locate, as far as reasonably practicable, the presence and extent of any suspect ACM's in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation, and to assess their condition.
Refurb & Management Survey	Both Survey Report Types are ticked! due to works identified at survey stage the surveyor has completed Refurbishment Survey for the works required & may have undertaken a management survey on remaining areas of the property. The report should not be used for works outside the scope stated, unless the reader assures themselves that it is suitable & sufficient.
Cavity Walls / Floor Voids or similar.	Will be assessed at survey stage & desktop assessment of similar archetypes.
Photo's	Where practical & to aid the identification of ambiguous material locations photos will be included within the report to ensure that materials are identified on-site correctly. Photos will be annotated where necessary.