

Fire Risk Assessment

Boulton House



**Spon Lane, West Bromwich,
B70 6BJ**

Date Completed: 06/12/2023

Review Period: 12 months

Officer: L. Conway Trainee Fire Risk Assessor

Checked By: T. Thompson Fire Safety Manager

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”*.

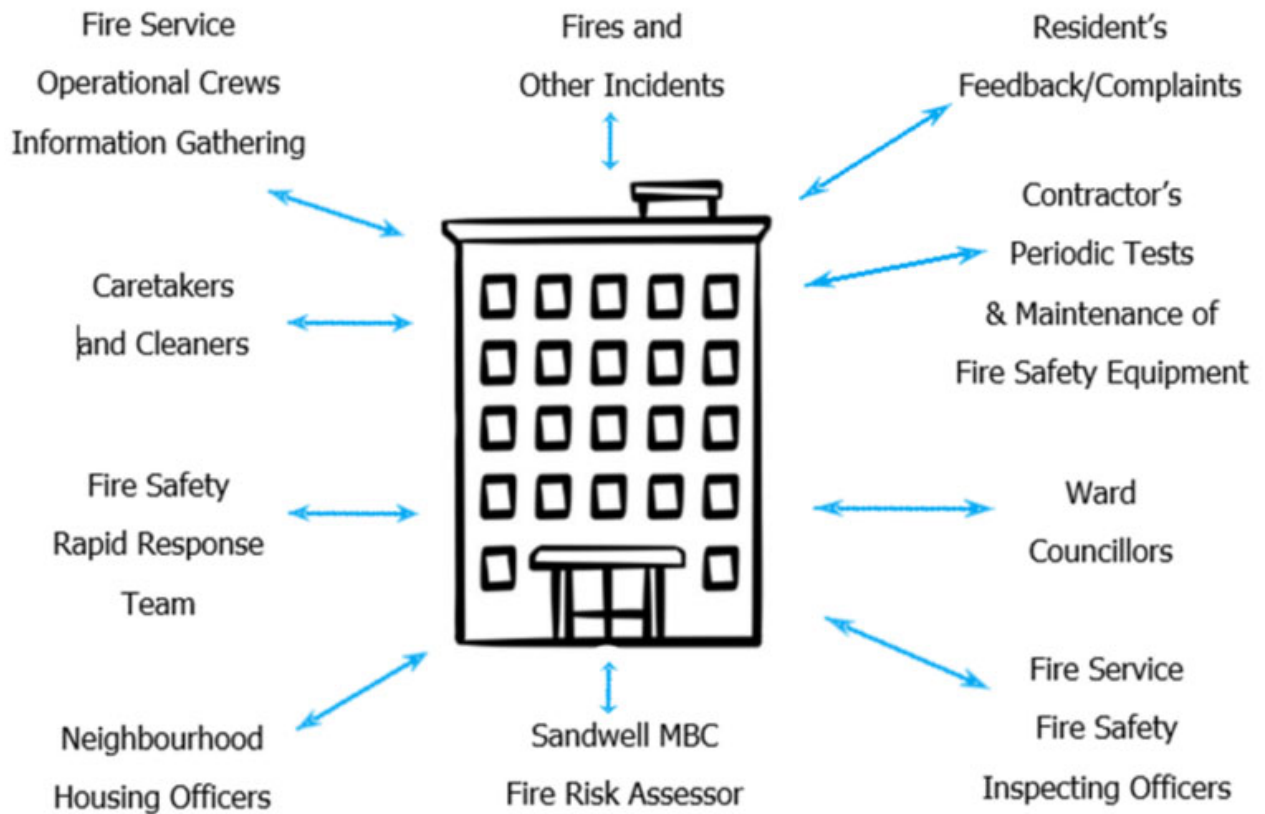
This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>.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

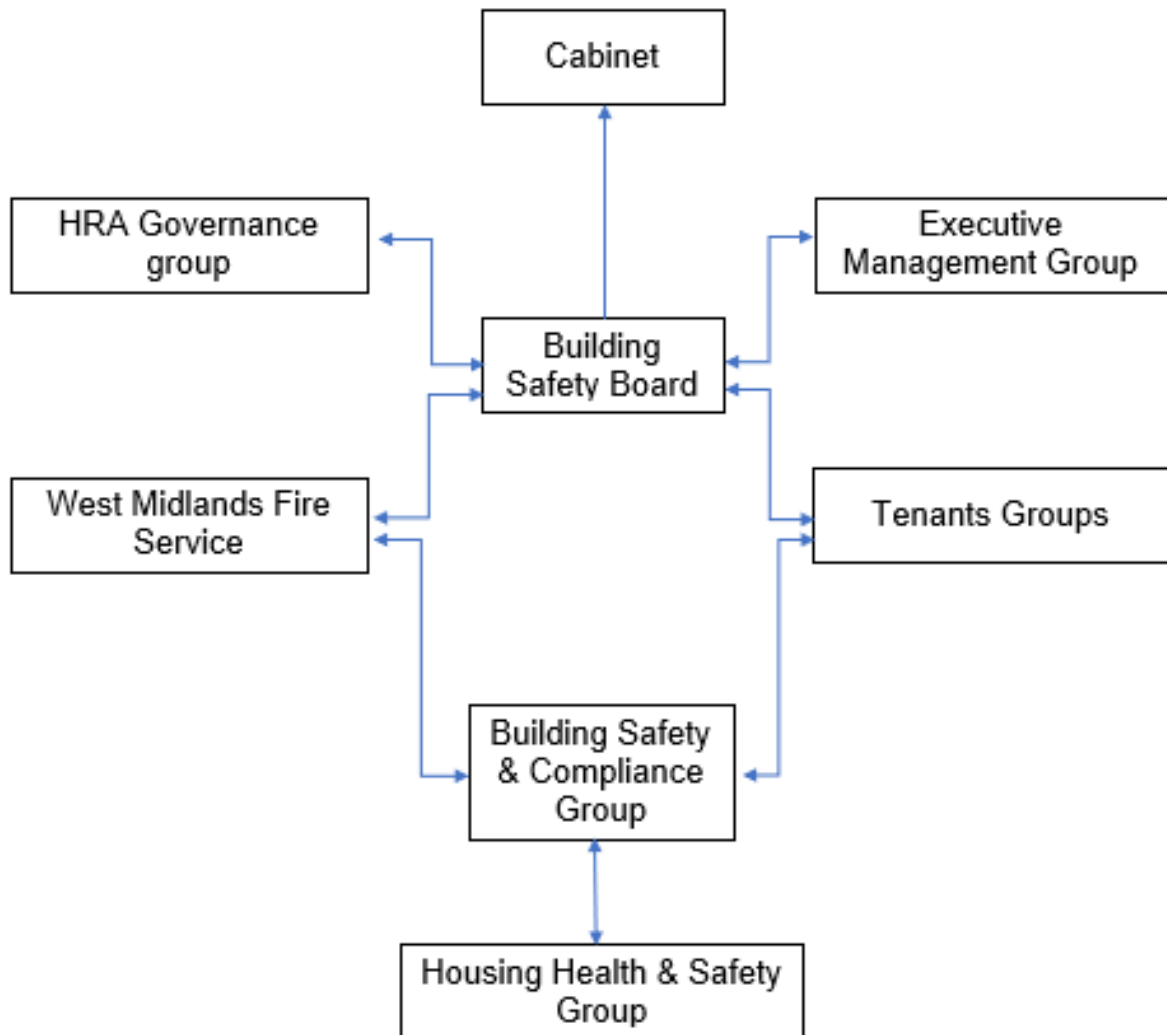
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



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 external façade of the building consists predominantly of traditional concrete masonry construction, last refurbished 2008. balconies are constructed using a cantilevered concrete slab as a base with a steel and Georgian wired glass balustrade. Window units are double glazed with a UPVc frame.</p> <p>Flat 8- wicker screening attached to the balcony</p> <p>Flat 19- screening attached that the balcony, combustibility con is not determined.</p>	Tolerable

<p>Section 7</p>	<p>Means of Escape from Fire The site has two sets of staircases that provides a means of escape located at the front and the rear of the building The means of escape are protected to prevent the spread of fire and smoke by means of nominal fire doors and good compartmentation between lobby areas, staircases, and dwellings. ventilation by the means of a natural louver vent in the rear elevation staircase and AOV's within the front elevation staircase.</p> <p>Damaged stop tap boxing on the 8th floor near flat 33 that exposes the space behind</p>	<p>Tolerable</p>
<p>Section 8</p>	<p>Fire Detection and Alarm Systems 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.</p>	<p>Trivial</p>
<p>Section 9</p>	<p>Emergency Lighting The premises have a sufficient emergency lighting system in accordance with BS 5266.</p>	<p>Trivial</p>
<p>Section 10</p>	<p>Compartmentation 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 a minimum nominal/notional 30-minute fire resistant with intumescent strips & cold smoke seals, including those in 1-hour rated walls, the premise has sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire.</p> <p>Ground floor communal door does not self close correctly and door rubs along the bottom of the floor, also missing intumescent strip from top right hinge side.</p>	<p>Tolerable</p>

<p>Section 11</p>	<p>Fire Fighting Equipment The dry riser inlet cupboard is located in the ground floor lift lobby and is appropriately signed, riser outlets are available on each floor of the block, Portable fire extinguisher (CO2) is provided to the lift motor room, hydrant can be located at the front of the building with adequate signage, bin room is protected by a deluge/sprinkler system.</p>	<p>Trivial</p>
<p>Section 12</p>	<p>Fire Signage Appropriate signage has been placed within the block including fire action notices, 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>	<p>Trivial</p>
<p>Section 13</p>	<p>Employee Training all employees are encouraged to complete 'In the line of fire' training on an annual basis</p>	<p>Trivial</p>
<p>Section 14</p>	<p>Sources of Ignition The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection was 18/12/2021, gas is installed within the block, smoking is prohibited in any communal areas.</p>	<p>Trivial</p>
<p>Section 15</p>	<p>Waste Control There is a regular Cleaning Service to the premise, refuse hoppers are 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>

Section 17	Arson Prevention Restricted access to the premises by means of a door entry system, there has been no reported fire incidents since the last FRA	Trivial
Section 18	Storage Arrangements There are no storage facilities for residents other than in their own flats within the block.	Trivial

Risk Level Indicator

The following simple risk level estimator is based on commonly used risk level estimator:

Likelihood of fire	Potential consequences of fire		
	Slight harm	Moderate harm	Extreme harm
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

Considering the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Low Medium High

In this context, a definition of the above terms is as follows:

Low Unusually low likelihood of fire because of negligible potential sources of ignition.

Medium Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Considering the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Slight Harm Moderate Harm Extreme Harm

In this context, a definition of the above terms is as follows:

Slight harm	Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).
Moderate harm	Outbreak of fire could foreseeably result in injury including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
Extreme harm	Significant potential for serious injury or death of one or more occupants.

Accordingly, it is considered that the risk to life from fire at these premises is:

Trivial Tolerable Moderate Substantial Intolerable

Comments

In conclusion, the likelihood of a fire is at a medium level of risk prior to the implementation of the action plan because of the 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 front elevation staircase and natural louver vents at the rear staircase 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.

Property No	Date completed	Review date	Additional Observations

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

Boulton House
Spon Lane
West Bromwich
B70 6BJ

Description of the Property

The high-rise block was constructed in 1945 out of concrete with masonry infill cladding materials consisting of concrete brick and glass, the block consists of 9 storeys including the ground floor with each floor containing 4 number dwellings coming off a lift lobby.



There is an entrance/ exit to the front elevation to the block with an additional rear entrance/exit to the rear elevation. Front entrance acts as the main access point to the block.



(Front)



(Rear)

Front and rear entrances have a fob reader installed giving access to the block with the front entrance also utilising a override switch in the form of a drop latch giving access to the fire service.



There residents at the block have access to an external car park at the rear of the building, garages and outhouses are on the premise but not attached to the block and not covered in this risk assessment.



Bin store is located to the right of the rear entrance/exit to the block and is secured using a bin store padlock with natural ventilation in the form of louver vents.



The block has 2 protected staircases that can be accessed from the ground floor to the 8th sperated from the lift/flat lobby areas.



The block has a lift car that serves 7 floors from ground to 7th with the 8th accessed via the staircase. Lift car can hold up to 1200lbs.



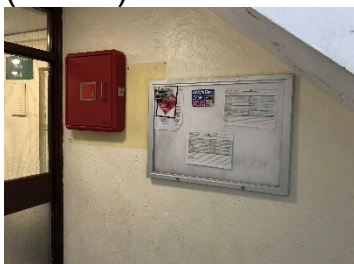
Lift motor room is located on the 8th floor behind a nominal fire door.



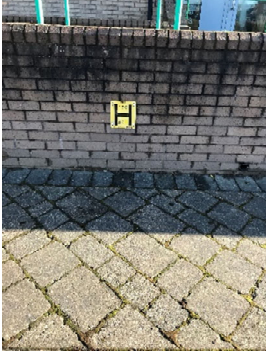
Firefighters white box is located to the left of the main access point of the building.



There is a Secure Premise Information Box (PIB) located in the ground floor front entrance lobby under the staircase. It is a Gerda box that utilises a standard WMFS suited key held on each fire appliance. The PIB contains floor plans, vertical plans, orientation plans, information for WMFS and a plan to indicate the location of those with vulnerabilities who may require additional consideration if there is a fire incident (PEEP).



Fire hydrant can be located at the front of the building with adequate signage.



The dry riser inlet cupboard is in the ground floor lift lobby. It is accessed utilising a suited 54 key and has adequate signage.



Dry riser outlets are available on each floor lobby (1st – 8th) also secured within cupboards by suited 54 key & mortice locks.



Automatic opening vents are installed to the front staircase only. The information panel is located on the ground floor main entrance lobby.



The lift car has an override facility located on the ground floor opposite the lift opening doors.



The building has a flat roof with access via the lift motor room access was not granted at the time of the risk assessment.



Fire Risk Assessment – Boulton House

Address: Boulton House, Spon Lane, West Bromwich, B70 6BJ		Survey date: 01/03/2023	ON ARRIVAL INFORMATION
BUILDING LAYOUT			
Size: Width, breadth and height			
Construction	Wates, refurbished 2007/2008, concrete brick construction to all 4 elevations of the block.		
Number of floors	9 including ground floor		
Layout	<p>The block consists of 9 storeys (inclusive of the ground floor). Each of the floors contains 4 number dwellings, Lift granting access up to the 7th floor then use staircase to access the 8th floor and the lift motor room that is also located on this floor.</p> <p>2 sets of staircases granting access to all 8 floors of the block located at the front and rear of the block.</p> <p>3 smoke extraction vents located on both staircases on floors 1, 4 and 7 with the control panel located within the lobby area nearest the main access point.</p>		
Lifts	1		
Types of entrance doors	Individual flat doors are FD30s rated Premdors of composite construction. Communal doors within the block are timber FD30s		
Rubbish chutes/ bin rooms	Yes		
Common voids	No		
Access to roof/ service rooms	The motor room is located on the 8th floor; access to motor room via full height door (secured with a suited 54 mortice lock) from 8th floor landing, with further fixed steel ladder's leading up to the FD30s rated fire door into the roof area.		
Occupants	Approx. 72 based on an average of 2 occupants per flats (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 limited to hard wire or battery smoke alarms within each of the resident's flats.		
Caretaker/ concierge	Caretaking/cleaning service that conducts regular checks of the building		
FIREFIGHTING SYSTEMS			
Water supplies	Fire hydrant is located at the 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 54 suited mortice lock.		
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 on both sets of staircases on floors 1, 4 and 7 with the control panel located within the lobby area nearest the main access point. Lower vents located atop the staircase on the 8 th floor		
Sprinkler system	A water suppression system is provided to the refuse chute bin store		
DANGEROUS SUBSTANCES			
Location, type, and quantity	<p>D.P.C. TO FRONT ELEVATION – BITUMEN – SEALED – CHRYSOTILE</p> <p>FLOORS TO ALL LANDINGS - THERMOPLASTIC TILES – SEALED – PRESUMED – CHRYSOTILE</p>		
SERVICES			
Electricity	Electric meter cupboards located on each floor of the block		
Gas	Gas isolation points located at nearest the main access point of the block and also 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 Including ground floor
Date of Construction	1945
Construction Type	Wates
Last Refurbished	2007/2008
External Cladding	None
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 via the lift motor room on 8 th floor. A vertical ladder leads to a full height door out on to the roof
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

Residents / Occupants of 36 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)

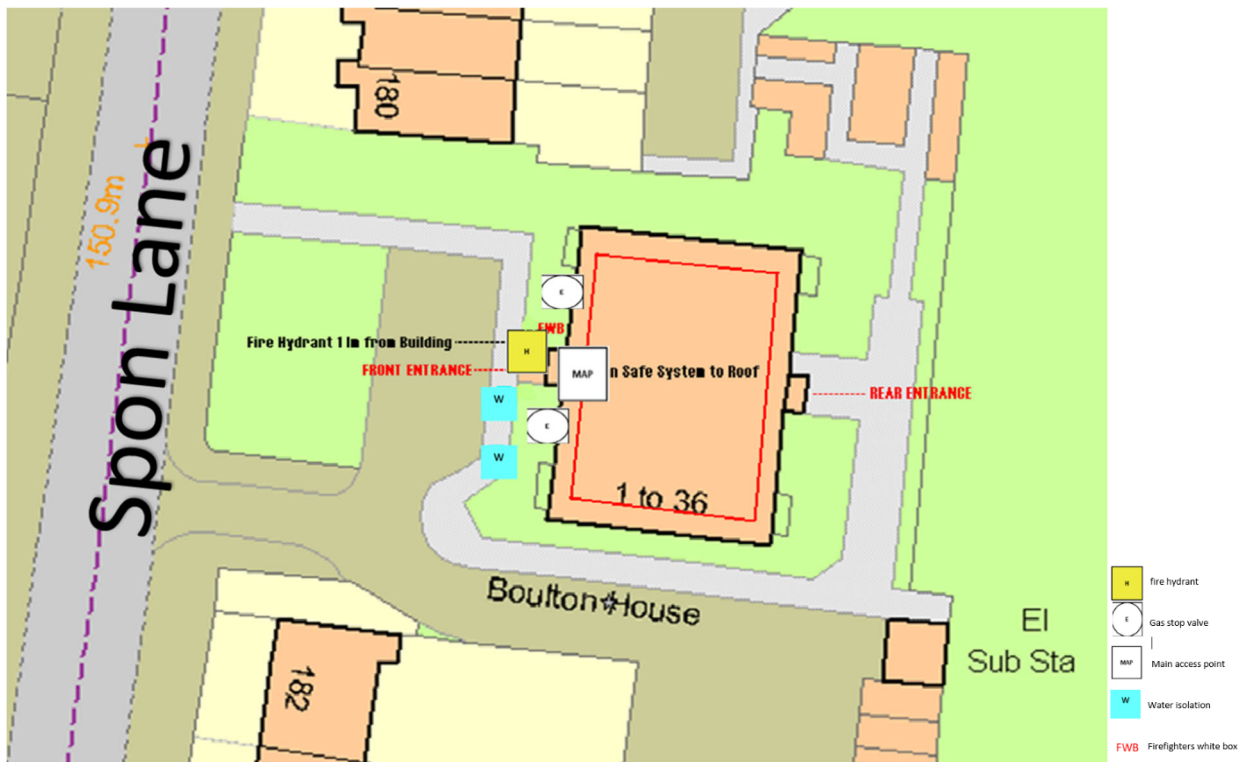
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Building Plan

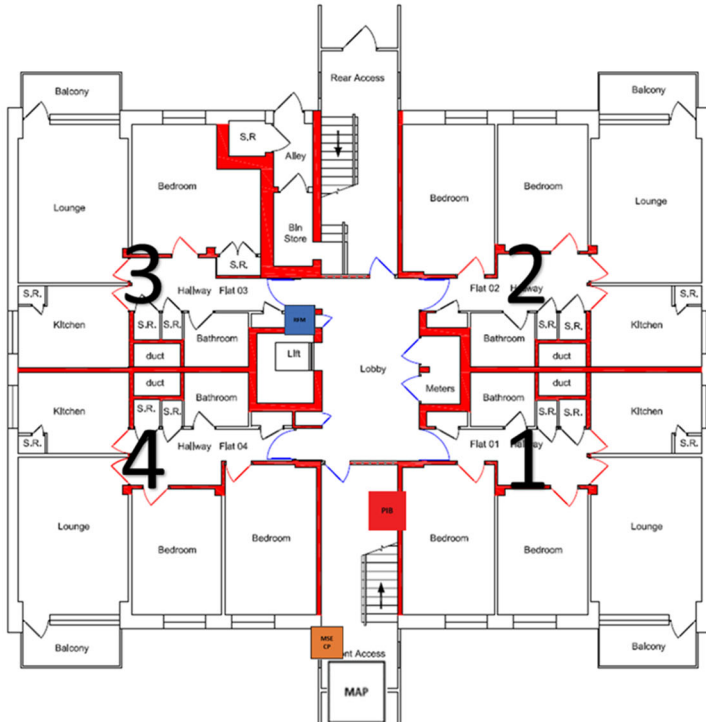
An orientation plan of the outside of the block and its surrounding areas.

A typical floor layout showing horizontal lines of compartmentation, lift shafts, dry riser installation and AOVs etc.

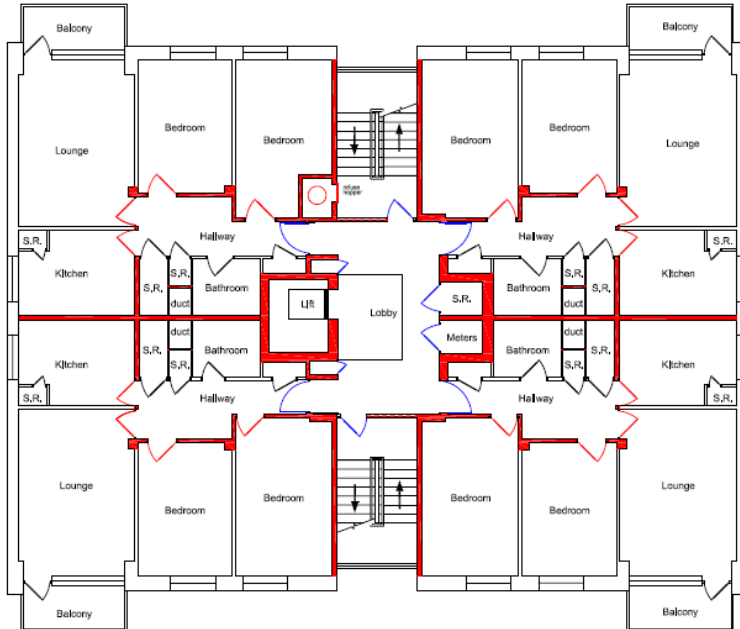
The plans have been shared with WMFS electronically via their portal.



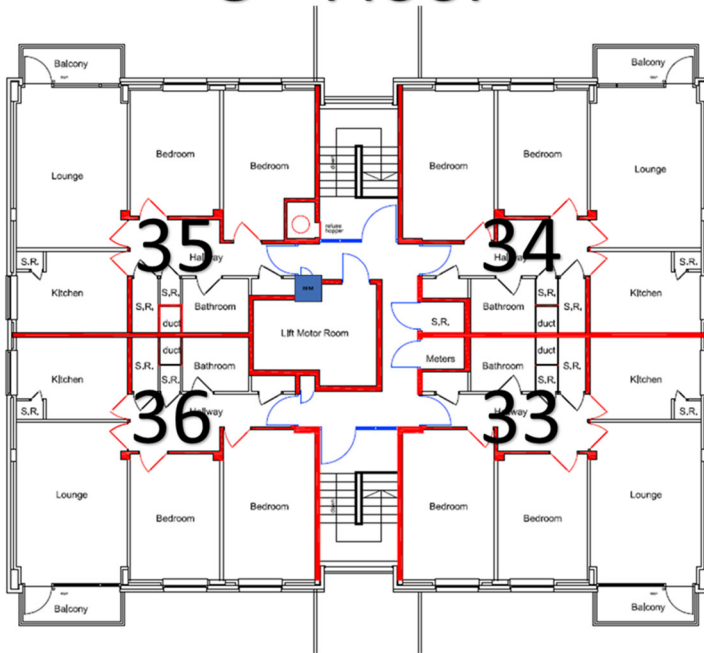
Ground Floor



Bellow is the typical floor plan for floors 1-7



8th 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.

- 1) The building is predominantly a traditional concrete masonry construction, last refurbished 2008.



External facade is made up of four materials, concrete 2%, Brick 63%, Glass(main Building) 25%, and Glass to balconies 25% these materials are to an A1 rating.

- 2) There is a ramp leading to the main entrance of the building



- 3) Front and rear entrance/exit is constructed of an aluminium door and frame with double glazing.



(front)



(Rear)

- 4) Bin store is located to the right of the rear entrance/exit to the block and is secured using a bin store padlock with natural ventilation in the form of louver vents.



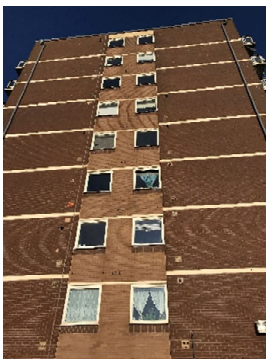
- 5) Residents have access to balconies; balconies are constructed using a cantilevered concrete slab as a base with a steel and Georgian wired glass balustrade.



- 6) Residents individual flat windows and balcony doors are double glazed units within a UPVc frame.
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- 7) Communal windows are double glazed units within a UPVC frame and louver vents at the rear.



- 8) **Flat 8 – wicker screening attached to balcony**



- 9) **Flat 19 – screening has been attached to the balcony and the combustibility cannot be determined from ground floor however it is believed that the construction is not approved and should be removed.**



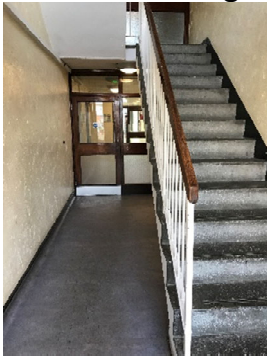
- 10) It was noted that some balconies may have had combustible materials in the form of hanging washing this is deemed acceptable risk due to the likelihood of a fire starting in this area being low and combined with the temporary nature of the activity.
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Section

7

Means of Escape from Fire

- 1) The site has two sets of staircases that provides a means of escape located at the front and the rear of the building with stairwells ranging from 980mm - 1000mm



- 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 that form a part of the means of escape that are a dead end.
- 4) The means of escape are protected to prevent the spread of fire and smoke by means of nominal fire doors and good compartmentation between lobby areas, staircases, and dwellings.
- 5) 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.



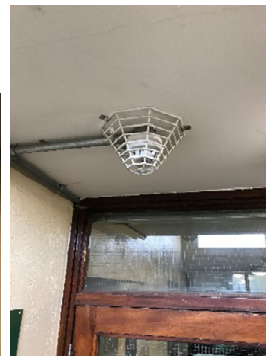
- 6) All communal doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).



- 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. AOV's are located on the 1st, 4th, and 7th floor front staircase. Detection for the AOV's within the communal areas.



- 10) There is ventilation to the block by the means natural louvre vent / screens. Along the rear communal windows within the rear staircase of the building,



- 11) Communal windows can only be opened with the use of a key or by operating the automatic smoke vents.



- 12) Communal areas should be 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 cupboards are nominal 44mm, 30-minute fire doors with combined intumescent strips & cold smoke seals through the block.



- 15) Service/electrical cupboards with lobby areas are nominal 44mm 30-minute fire doors, secured with type 54 suited mortice locks through the majority of the block however service cupboards on the ground floor are nominal 54mm 60-minute doors.

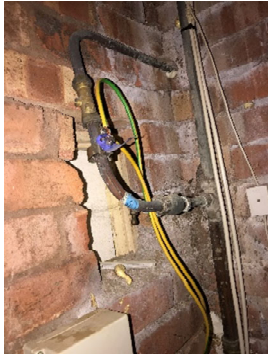


- 16) Lift motor room is located on the 8th floor of the block and is protected with a nominal 54mm 60-minute door secured with a type 54 suited mortice lock.



- 17) The surface coatings to the communal areas are Class 0 rated.
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- 18) Noted that there are service cupboards housing some stop taps for individual flats protected behind are nominal 44mm 30-minute fire doors, secured with type 54 suited mortice locks



- 19) 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, or they are asked to leave by the emergency services.

- 20) Individual flat doors are predominantly nominal 44mm timber fire door sets with intumescent strips, cold smoke seals and self-closing devices.



- 21) 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.

Access was granted to flats 32,22 and 14 and shown no signs of being tampered with.

- 22) Noted that due to the time of the year that some festive decorations had been displayed on front entrance doors e.g. Christmas Reefs, on the basis that these decorations remain minimal and do not obstruct the means of escape as this is the case during the FRA, they can remain on a temporary basis. Due to the presence of daily cleaning and caretaking staff to the block the risk of these types of decorations is tolerable, Note these are
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temporary and should be removed in sufficient time once the festive period is over.



- 23) Noted fire door keep shut signs had been placed on the final exit doors of the block. These doors are not fire doors and are not needed on final exit doors. email sent to BL to have these removed.



- 24) The refuse chute hoppers are fitted with intumescent strips and smoke seals along the means of escape within the rear stairwell.



- 25) Smoke control systems kept inside riser cupboards protected by 44mm 30-minute fire doors in the lobby areas of floors 1,4 and 7.



- 26) Wayfinding signage has been introduced on all floors within the block including lift lobby and each stair landing area.



- 27) **Damaged/loose stop tap boxing on the 8th floor next to flat 33 exposing space behind.**



good housekeeping is fundamental to reducing risk in blocks of flats. Controlling the presence of combustible materials and ignition sources not only reduces the potential for accidental fires to start and develop in the common parts, it also significantly reduces the scope for deliberate fires. It also ensures escape routes are free of obstructions that might hinder the evacuation of people from the building and access for fire-fighters.

Section

8

Fire Detection and Alarm Systems

- 1) Early warning is limited to hard wire or battery smoke alarms within each of the resident's flats. The equipment is subjected to a cyclical test.
- 2) Based on the sample of properties accessed during the fire risk assessment the smoke alarms within resident's flats are installed to an LD2 Standard.

Flat 32 – Hallway, lounge, kitchen LD2

Flat 22 – Hallway, lounge, kitchen LD2

Flat 14 – Hallway, lounge, kitchen LD2

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.



Section

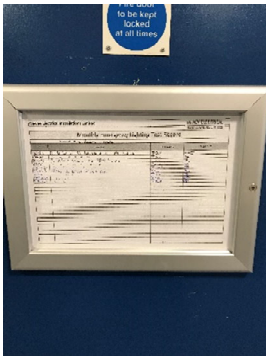
9

Emergency Lighting

- 1) The premises has a sufficient emergency system in accordance with BS 5266 and has test points strategically located.
- 2) The self-contained units are provided to the communal landings, stairs and lift motor room.



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



Section 10

Compartmentation

This section should be read in conjunction with Section 4

The high degree of fire separation between flats and the common parts is achieved by making each flat a fire-resisting enclosure. This is known as compartmentation. A compartment is simply a part of a building bounded by walls and floors that will resist the passage of fire for a specified period of time. The fire resistance of this construction is such that, normally, a fire will burn itself out before spreading to other parts of the building

- 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 a minimum nominal 30-minute fire resistant with intumescent strips & 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 nominal fire doors with a minimum of 30 minutes fire resistance, locked with suited cylinder or mortice locks.
-

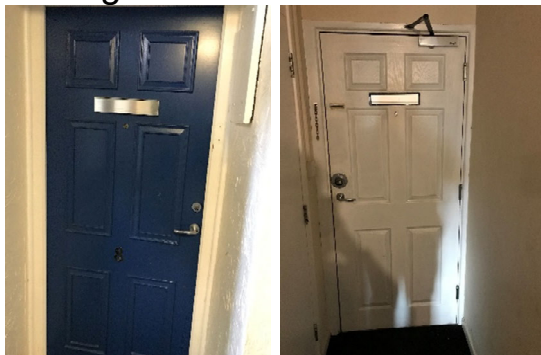
- 6) A variety of methods / materials have been used to achieve fire-stopping including Rockwool, fire rated sponge and intumescent pillows.

Floor No	Dry Riser						Electrical Riser Left Side						Electrical Riser Right Side						Comms Riser						Lift Motor Room						Floor No																																			
	Fire Stopping Materials						Fire Stopping Materials						Fire Stopping Materials						Fire Stopping Materials						Fire Stopping Materials																																									
	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge		Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool																													
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Communal doors free from defects	✓						Communal windows free from defects						✓						Flat doors free from defects						✓						Communal cupboards locked and secure						✓						Communal areas free from tenants stored items						✓						Communal areas free from repairs materials						✓					
Foam Removal & Enhancement Record																		Foam, Enhancements & Other Comments:																																																
Foam Present But Not Removed This Visit																		✓																																																
Foam Present & Partailly Removed This Visit																																																																		
Foam Present & Fully Removed This Visit																																																																		
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- 7) The fire stopping / compartmentation is subject to a 12-week check by the Fire Safety Rapid Response Team

- 8) Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately by the Fire Safety Rapid Response Team.

- 9) Individual flat doors are predominantly nominal 44mm timber fire door sets with intumescent strips, cold smoke seals and self-closing devices.



It is accepted that, in older blocks, fire doors, particularly flat entrance doors, do not meet current test standards for FD30S doors. However, these doors may still be acceptable if the doors remain in good condition, and they met the relevant standards at the time of construction of the block.

- 10) The communal landing & staircases are protected by use of notional self-closing 44mm 30-minute timber fire doors with vision panels & 25mm stops.



- 11) Access panels to stop taps are fixed to masonry and bedded on Intumescent material. However, in some cases stop taps are housed behind 44mm, 30-minute nominal doors.



- 12) It was noted that metal trunking had been used within the communal areas to house cabling.

- 13) Ground floor communal door nearest flat 4 does not self-close correctly and door rubs along the bottom of the floor, also missing intumescent strip from top right hinge side.**



Section

11

Fire Fighting Equipment

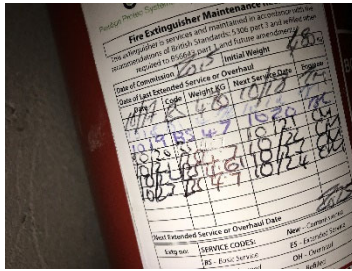
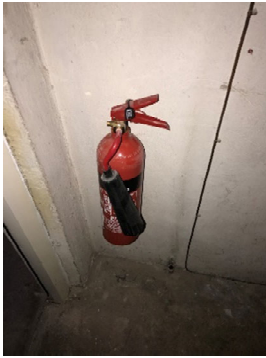
- 1) The dry riser inlet cupboard is located in the ground floor lift lobby and is appropriately signed. Access is granted utilising a suited 54 key.



- 2) The riser outlets are available on each floor lobby (1st – 8th) also secured within cupboards 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 (October) of each calendar year.
-



- 6) Fire hydrant can be located at the front of the building with adequate signage.



- 7) Bin room is protected by Deluge/sprinkler system and serviced 6-monthly,



Section 12

Fire Signage

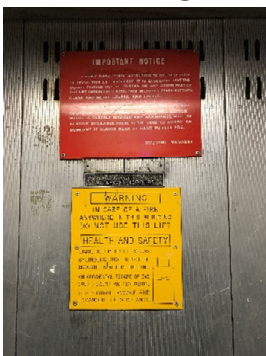
- 1) All fire doors display “Fire Door Keep Shut” where appropriate.



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



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



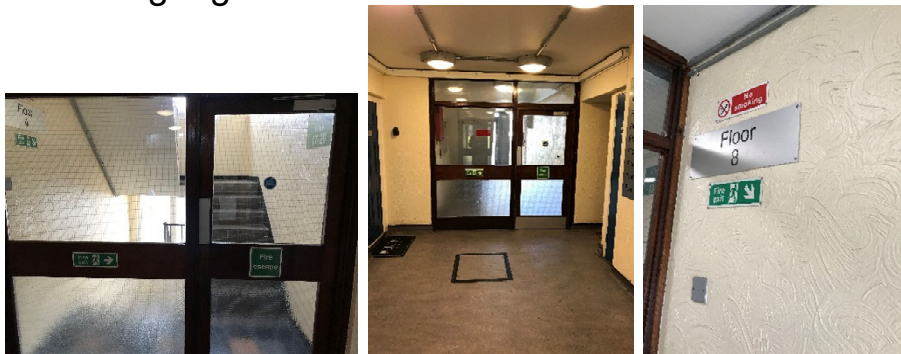
- 4) Signage depicting the floor location of each flat is fitted to the ground floor lobby wall.



- 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) The fire escape routes have directional signage placed within the block, noted that the incorrect signage has been used to certain areas within the block however due to the simplicity, layout and its occupancy this signage should not create confusion and can be deemed acceptable. although considerations should still be made for the signage to be corrected when future works takes place.



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

BUILDING SAFETY INFORMATION	Sandwell BOULTON HOUSE	FIRE SAFETY INFORMATION
<p>TO KEEP YOU SAFE WE DO THIS (see below)</p> <ul style="list-style-type: none"> Mains electrical system is tested every 5 years Gas supply tested annually Water supplies checked in line with water hygiene regulations There is 4 yearly check of the structural condition An asbestos survey has been completed and available on request This building has protection against lightning strikes. The system is checked annually There is a 'dry riser' to assist fire-fighters in getting water to a floor level. This is checked 6 monthly. The external façade is traditional brick. All materials are class A1 limited combustibility. Class A & A1 are the accepted standards following Grenfell. 	<p>TO KEEP YOURSELF AND OTHERS SAFE, DO THIS (see below)</p> <p>FIRE ALARMS DO NOT CONNECT TO THE FIRE SERVICE. IN AN EMERGENCY DIAL 999 OR 112 AND ASK FOR POLICE, AMBULANCE OR FIRE SERVICE.</p> <p>THIS BUILDING IS DESIGNED TO SUPPORT A STAY PUT POLICY. IN THE EVENT OF A FIRE ELSEWHERE, STAY IN YOUR FLAT UNLESS AFFECTED BY FIRE OR SMOKE.</p> <p>Further information available at www.sandwell.gov.uk, your My Sandwell account or the Fire Safety Officer on 0121 569 6000. fire@sandwell.gov.uk or Abdulmonim_Jhan@Sandwell.gov.uk</p>	<p>SAVE LIVES, DON'T DO THIS (see below)</p> <ul style="list-style-type: none"> Fire Risk Assessments (FRAs) are undertaken in line with the Regulatory Reform (Fire Safety) Order 2005 Stairs and corridors are escape routes and must be kept clear Emergency lighting comes on in the event of power failure and is checked monthly Walls, floors and ceilings around flats provide a minimum of 30 minutes fire resistance Flat doors are a fire rated to protect the escape route. DON'T REMOVE THE DOOR CLOSERS Smoke and heat detector/alarms are in resident's flats only Smoke detectors in stairs are to open automatic vents and not to raise the alarm. Bin rooms have sprinkler protection activated by smoke alarms

Section 14

Sources of Ignition

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

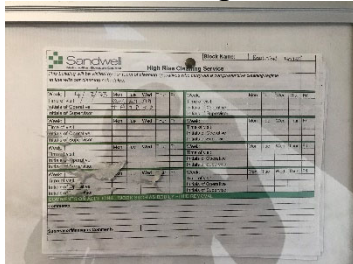


- 2) Hot working is not normally carried out. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.
 - 3) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager Bryan Low.
 - 4) The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection was 18/12/2021
 - 5) The electrical installation i.e. risers are contained within dedicated service cupboards that are secure and protected by means of a nominal 44mm 30-minute door to majority of the building apart from the ground floor which utilises 55mm 60-minute nominal 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 is installed within the block**
-

**Section
15**

Waste Control

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



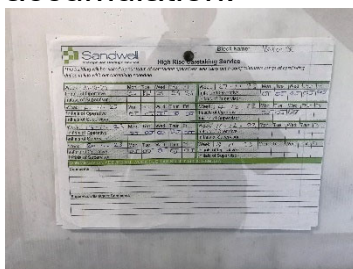
- 2) Refuse hoppers are accessed on each floor of the rear staircase.



- 3) Refuse containers regularly emptied bin store located at the rear elevation of the block.



- 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 are no provisions for CCTV within the block.
- 4) There is no current evidence of arson within the block. Noted slight damage to a viewing pane on the 6th floor front elevation stairwell.



- 5) The perimeter of the premises is well illuminated with external lighting and street lighting.
 - 6) There has 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)

 - 2) The tenancy conditions, Section 7 – Condition 5.6 stipulates “If you live in a flat or maisonette, you, people living with you and any visitors to your property must not keep or use paraffin oil, petrol, bottled gas appliances or any other explosive, FLAMMABLE or dangerous material in the property. This restriction also applies to any storage facility situated in or attached to the block, which has been provided for your use.”

 - 3) No Flammable liquids stored on site by Caretakers / cleaners.

 - 4) All store cupboards are kept locked.

 - 5) There are no flammable liquids or gas cylinders stored on site.
-

**Section
19**

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

Significant Findings

Action Plan

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

Trivial Tolerable

Definition of priorities (where applicable):

P1 Arrange and complete as urgent – Within 10 days

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

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

P4 Arrange and complete exceeding 6 months under programmed work



Fire Risk Assessment Level 2 Action Plan



Name of Premises or Location:

Boulton House

Date of Action Plan:




11/12/2023

Review Date:

<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
06/08	flat 8 -Removal of wicker screening attached to balcony of flat 8		P2	1-3 months Housing manager	

Fire Risk Assessment – Boulton House

06/09	Flat 19 – Removal of screening attached to balcony		P2	1-3 months Housing Manager	
07/27	Replace/ repair damaged/loose stop tap boxing on the 8 th floor near flat 33		P2	1-3 months Fire Rapid Response	
10/13	Ground floor communal door nearest main entrance, Make good door so it self-closes correctly and replace missing piece of intumescent strip from top right hand hinge side of door.		P2	1-3 months Fire Rapid Response	

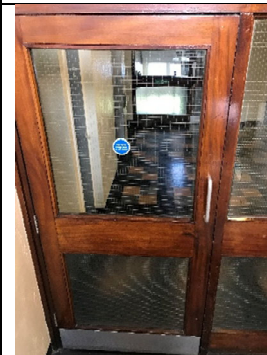
When undertaking future improvement program(s), it is advised that the observations listed below should be given consideration (noting that the safety of the residents is not jeopardised by these, and all steps to reduce any known risks have been taken).

Observations

The fire escape routes have directional signage placed within the block, noted that the incorrect signage has been used to certain areas within the block however due to the simplicity, layout and its occupancy this signage should not create confusion and can be deemed acceptable. Considerations should still be made for the signage to be corrected when future works takes place.



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.



Signed

	Trainee Fire Risk Assessor	Date: 11/12/23
	Quality Assurance Check	Date: 11/12/23

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

Name of property: Boulton House

Updated: 20/10/2023

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	1-36 Boulton House, Spon Lane, West Bromwich						
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								
8 TH FLOOR COMMUNAL WALLS	TEXTURED COATING	-	PAINT SEALED	PA 451 / 002	NONE DETECTED	NO	NO	
4 TH FLOOR COMMUNAL WALLS	TEXTURED COATING	-	PAINT SEALED	PA 451 / 003	NONE DETECTED	NO	NO	
1 ST FLOOR COMMUNAL WALLS	TEXTURED COATING	-	PAINT SEALED	PA 451 / 004	NONE DETECTED	NO	NO	
D.P.C. TO FRONT ELEVATION	BITUMEN	-	SEALED	PA 451 / 005	CHRYSOTILE	NO	NO	
FLOORS TO ALL LANDINGS	THERMOPLASTIC TILES	-	SEALED	PRESUMED	CHRYSOTILE	NO	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 EXTERNAL SOFFIT	PLASTIC	8 TH FLOOR LANDING CEILING PANELS	SUPALUX	EXTERNAL PANELS ABOVE FRONT AND REAR ENTRANCE DOORS	MAN MADE MINERAL FIBRE			
PANEL BELOW ROOF ACCESS DOOR	SUPALUX	8 TH FLOOR ELECTRIC CUPBOARDS CEILINGS	SUPALUX	MAIN ROOF PARAPET	STEEL			
LIFT MOTOR ROOM CEILING PANELS	MAN MADE MINERAL FIBRE	ELECTRIC CUPBOARDS WALL BLANKING PLATES	SUPALUX	ALL FRONT DOOR SEALANTS	SILICON			
LIFT MOTOR ROOM FLOOR TRAP PANEL	SUPALUX	ELECTRIC CUPBOARDS CEILING BLANKING PLATES	SUPALUX					
LIFT MOTOR ROOM COVERING	MINERAL FELT	GROUND FLOOR REAR ENTRANCE CEILING	SUPALUX					
STOP TAP COVER PANELS TO LANDING WALLS BY FLAT FRONT DOORS	SUPALUX	GROUND FLOOR FRONT ENTRANCE CEILING	SUPALUX					