

# Fire Risk Assessment

## Brookview



**Stanhope Road,  
Smethwick, B67 6HG**

**Date Completed: 17/07/2023**

**Review Period: 12 months**

**Officer: C. Hill**

**Checked By: T.Thompson (Fire Safety Manager)**

**Current Risk Rating = Tolerable**

**Subsequent reviews**

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

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## Section

# 0

## Introduction

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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.

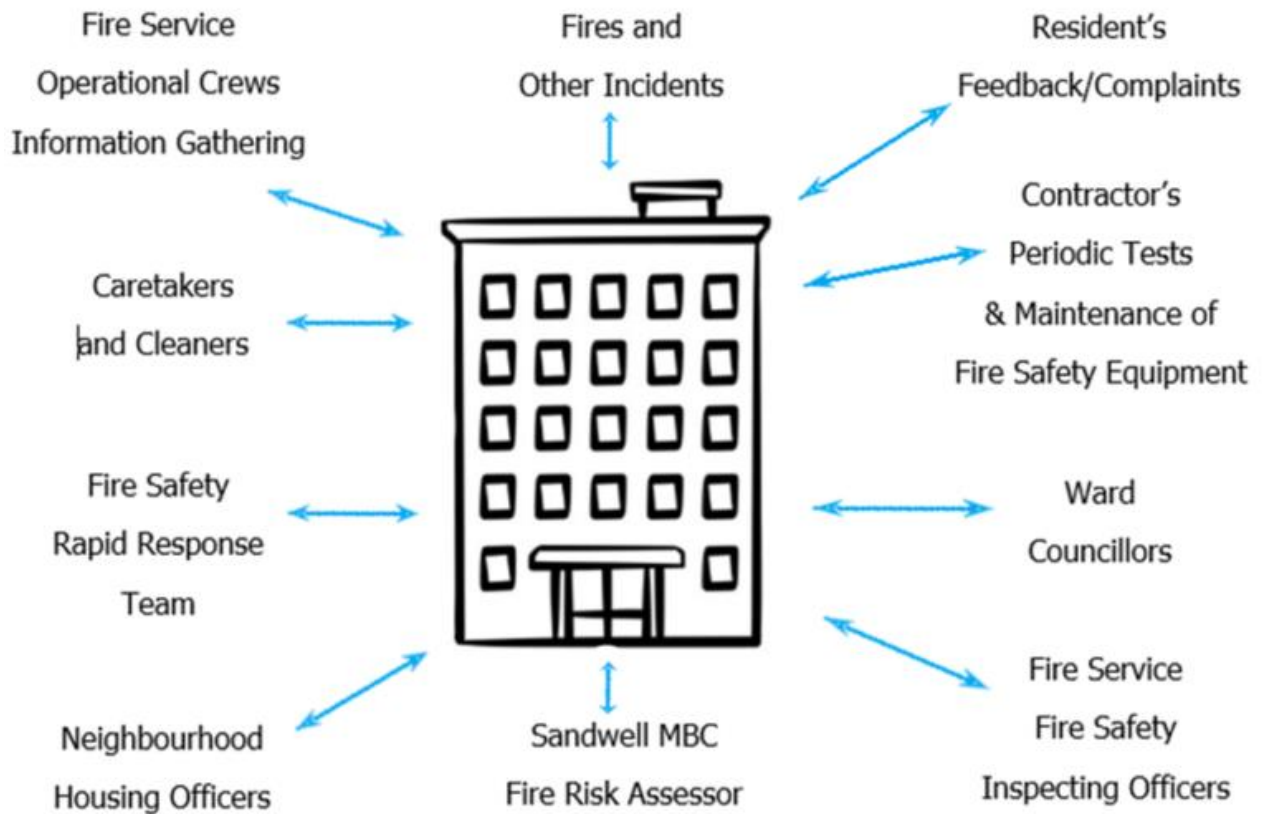
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation, but the Council will as a minimum review:

- 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.

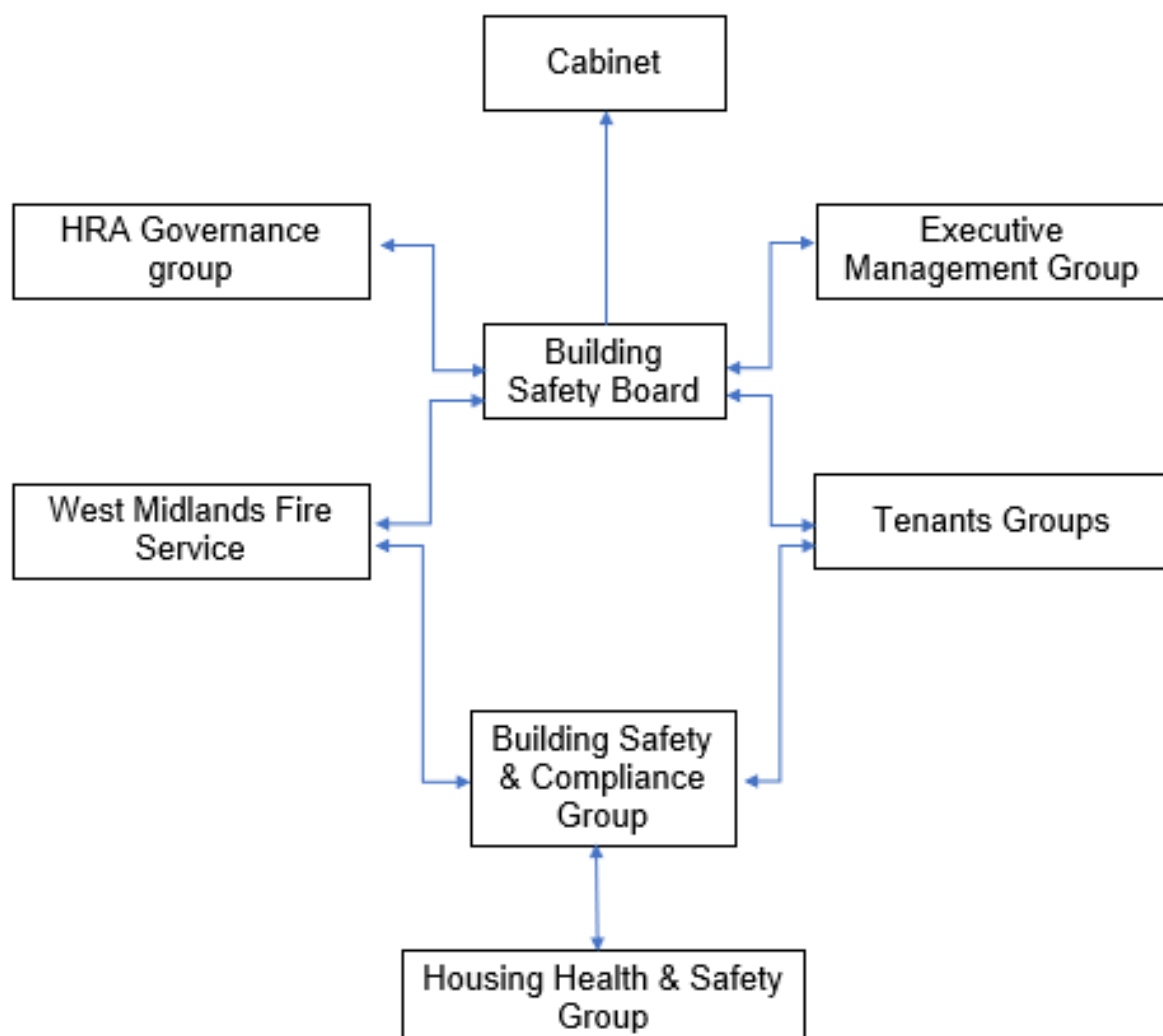
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The above processes and procedures are overseen by the Fire Safety, Manager who reports to the Head of Building Safety

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.

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## 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
<a href="#">Section 6</a>	<p><b>External Envelope</b> Rockwool insulated blockwork ground to 1<sup>st</sup> floor.</p> <p>Rockwool insulated render system 2<sup>nd</sup> to 11<sup>th</sup> floor.</p> <p>Individual balconies to flats are cantilevered concrete with a steel and glass balustrade.</p> <p>Combustible screening has been installed to flats 4, 6 &amp; 12 balconies.</p>	Tolerable

	Telecommunication equipment installed to roof.	
<a href="#">Section 7</a>	<p><b>Means of Escape from Fire</b></p> <p>There are 2 protected staircase's that provide a sufficient means of escape.</p> <p>All communal doors along the means of escape are self-closing nominal fire doors with combined intumescent strips / cold smoke seals &amp; vision panels.</p> <p>There are 2 final exit doors.</p> <p>No cold smoke seal to flat 3 entrance door.</p> <p>Flats 36, 50 &amp; 52 entrance doors were missing a self-closing device.</p> <p>Combustible wreath installed to flat 33 entrance door</p>	Tolerable
<a href="#">Section 8</a>	<p><b>Fire Detection and Alarm Systems</b></p> <p>Fire detection within flats is installed to LD2 standard with smoke detectors to the hall / lounge and a heat detector within the kitchen.</p> <p>Automatic opening vents are installed to the stairwell on floors B, G, L, M &amp; on all floor lobbies B to M.</p> <p>A deluge system is provided to the bin store.</p>	Trivial.
<a href="#">Section 9</a>	<p><b>Emergency Lighting</b></p> <p>The premises have a sufficient emergency / escape lighting system.</p>	Trivial



<p><a href="#">Section 10</a></p>	<p><b>Compartmentation</b></p> <p>The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts.</p> <p>All doors are minimum 30-minute nominal fire doors with intumescent strips &amp; cold smoke seals, including those in 1-hour rated walls.</p> <p>Some communal doors require adjustment to correct excessive gaps.</p> <p>Some communal doors require replacement due to warping.</p>	<p>Tolerable</p>
<p><a href="#">Section 11</a></p>	<p><b>Fire Fighting Equipment</b></p> <p>There is a fire hydrant adjacent the front main entrance.</p> <p>The dry riser serves all floors from B to M.</p> <p>There is a C02 fire extinguisher within the lift motor room.</p> <p>There is a deluge system in the bin store.</p> <p>Maintenance contracts are in place to service the dry riser twice yearly and the fire extinguisher annually.</p>	<p>Trivial</p>
<p><a href="#">Section 12</a></p>	<p><b>Fire Signage</b></p> <p>Sufficient signage is displayed throughout the building.</p>	<p>Trivial</p>
<p><a href="#">Section 13</a></p>	<p><b>Employee Training</b></p> <p>All staff receive basic fire safety awareness training.</p>	<p>Trivial</p>

<a href="#">Section 14</a>	<p><b>Sources of Ignition</b></p> <p>The fixed electric tests should be done every 5 years, last test date: 10/01/2019</p>	Trivial
<a href="#">Section 15</a>	<p><b>Waste Control</b></p> <p>Regular checks by Caretakers minimise risk of waste accumulation.</p> <p>Refuse containers are secured within the bin store.</p>	Trivial
<a href="#">Section 16</a>	<p><b>Control and Supervision of Contractors and Visitors</b></p> <p>Contractors are controlled centrally, and hot works permits are required where necessary.</p>	Trivial
<a href="#">Section 17</a>	<p><b>Arson Prevention</b></p> <p>A door entry system prevents unauthorised access.</p> <p>Perimeter lighting is in place.</p> <p>CCTV is in operation.</p>	Trivial
<a href="#">Section 18</a>	<p><b>Storage Arrangements</b></p> <p>There is a cleaner's store in located in the entrance lobby.</p> <p>Residents instructed not to bring L.P.G cylinders into block.</p>	Trivial

### Risk Level Indicator

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

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

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

Low  Medium  High

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

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

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

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

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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:

<b>Slight harm</b>	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).
<b>Moderate harm</b>	Outbreak of fire could foreseeably result in injury including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
<b>Extreme harm</b>	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

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## 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 installation of combustible screening to some balconies and the re-fitting of a self-closing device to some flat entrance doors.

After considering the use of the premise and the occupants within the block, the consequences for life safety in the event of a fire would be slight harm. This is due to there being sufficient compartmentation to include nominal 30 minute fire doors with intumescent strips and cold smoke seals to flat entrances, communal doors and service cupboards, combined with suitable smoke detection to LD2 standard within flats, automatic smoke ventilation system to each floor and a Stay Put – Unless policy.

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

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

<b>Risk level</b>	<b>Action and timescale</b>
<b>Trivial</b>	No action is required, and no detailed records need to be kept.
<b>Tolerable</b>	No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
<b>Moderate</b>	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.
<b>Substantial</b>	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.
<b>Intolerable</b>	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.)***

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**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	Referral date	Date completed	Review date	Additional observations
Flat 52	21/07/2023	tbc		

**Section**

**3**

**Contact Details**

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The Chief Executive of Sandwell Metropolitan Borough Council has ultimate responsibility for the site as the responsible person identified by the RR(FS)O 2005.

The Chief Executive has put a structure in place to support the management of the site.

This includes the role of Building Safety Manager who has duties as defined within the Regulatory Reform (Fire Safety) Order 2005.

The contact names to support the management of the site are as follows:

**Chief Executive**

Shokat Lal

**Director of Housing**

Gillian Douglas

**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**

Susan Geddes

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

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# Section 4

## Description of Premises

Brookview  
Stanhope Road  
Smethwick  
B67 6HG

### Description of the Property

This high-rise block was constructed in 1961 of Waite's concrete / brick construction with a flat roof construction. The façade to all elevations was clad with rockwool insulated blockwork to 1<sup>st</sup> floor level and a rockwool insulated render system to 2<sup>nd</sup> to 11<sup>th</sup> floor levels during a refurbishment in 2009.



The block consists of 12 storeys (inclusive of the ground floor) with 5 number dwellings to the ground floor and 6 to each floor above.

A floor plan diagram for the Brookview apartment block. It shows a list of floors from A to M, with corresponding unit numbers for each floor. The ground floor (A) has 5 units, and floors B through M have 6 units each.

Brookview	
Floor M	63 - 68
Floor L	57 - 62
Floor K	51 - 56
Floor J	45 - 50
Floor H	39 - 44
Floor G	33 - 38
Floor F	27 - 32
Floor E	21 - 26
Floor D	15 - 20
Floor C	9 - 14
Floor B	3 - 8
Floor A	1 - 2 - 69 - 70 - 71

The block has a main entrance/exit to the front elevation and a further entrance/exit located on the rear elevation.



The main entrance to the front elevation has a door entry system with a fob reader installed. The entrance to the rear elevation is accessed by the installed fob reader. The front entrance only, has a firefighter override by use of a drop latch key.



There is a firefighter's white box externally to the left-hand side of the main entrance to the front of the building. The box contains keys for the building and is secured with a bridge-door padlock.

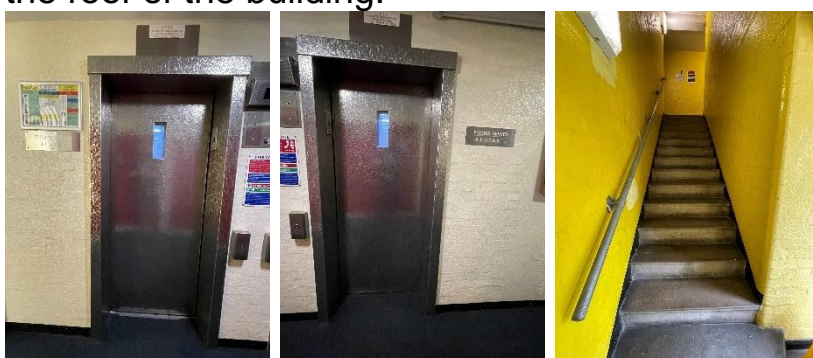


There is a Secure Premise Information Box (PIB) located in the ground lobby front entrance lobby. It is a Gerda box that utilises a standard WMFS suited key. The PIB contains floor plans, vertical plans, orientation plans, information for WMFS and documents for those with vulnerabilities who may require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

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All floors are served with one of two lift cars and two centrally located staircases. The lift motor room is within brick masonry construction on the roof of the building.



Access to the lift motor room is obtained via a ceiling hatch from 12<sup>th</sup> floor lobby. The hatch & ladder are electrically operated via a control box utilising a key (Same key as AOV).



Access to the exposed roof area is gained via doors from the lift motor room.



Telecommunication devices have been installed throughout the exposed flat roof area.



There are two cleaner's store cupboards located on the ground floor lobby. One is to the right-hand side of the main entrance and the other is adjacent the door to the stairwell. Both doors are secured with a suited 54 mortice lock.



There is also a pump room located on the ground floor lobby adjacent the Premise Information Box. The key to this door is in the firefighter's white box.



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.

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## Orientation Plan

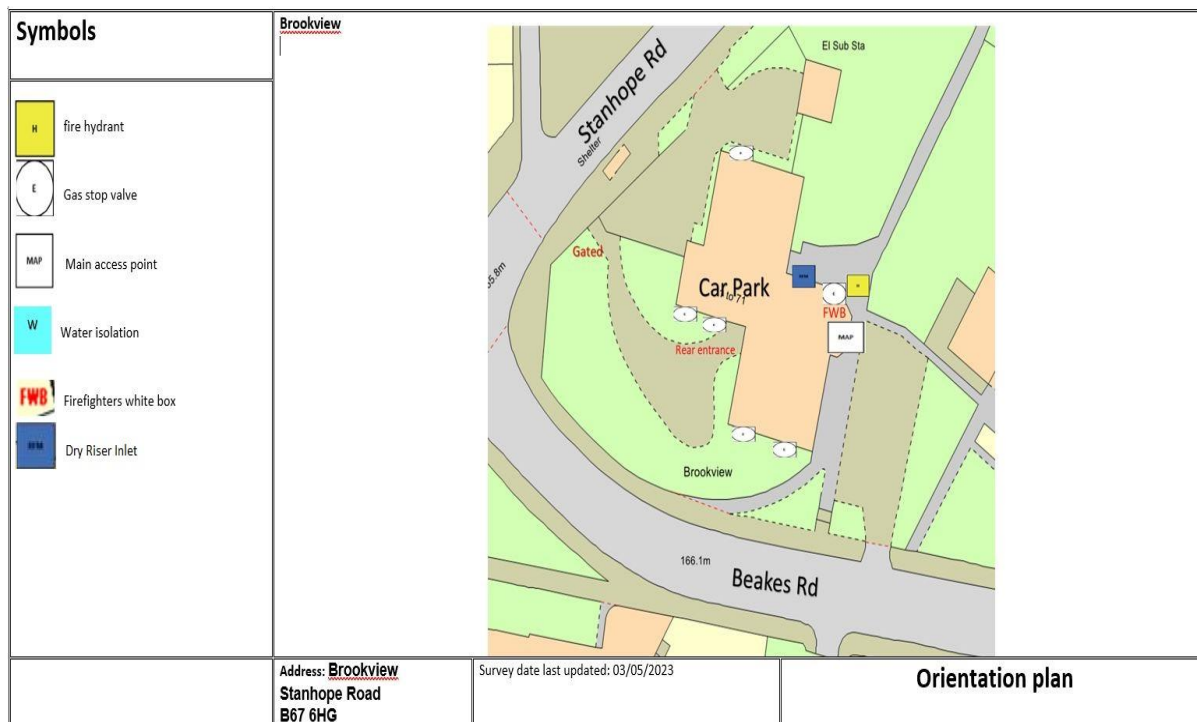


## Fire Risk Assessment

### On arrival Information (for WMFS)

Address: Brookview Stanhope Road B67 6HG	Survey date: 03/05/2023	ON ARRIVAL INFORMATION
<b>BUILDING LAYOUT</b>		
Size: Width, breadth and height		
Construction	Waites. Concrete/ Brick construction. The façade to all elevations consists of block work to first floor level. There is a Rockwool insulation and an insulated render system. In addition, the block has aluminium windows with flats having access to balcony's	
Number of floors	12 including ground floor	
Layout	<p>The block consists of 12 storeys (inclusive of the ground floor) Each of the floors contains 6 number dwellings accept the ground floor which consists of 5.</p> <p>The ground floor consists of an entrance lobby, 5 flatted accommodation, water booster pump room, toilet, and caretaker's cupboard / storage room.</p> <p>The block has 2 exits. Main access point at the front elevation and a further entrance/ exit to the rear elevation</p> <p>There are two lift cars that serve all floors</p> <p>2 staircases that serve all floors located centrally within the building; Stairwell is protected with good compartmentation.</p> <p>3 dwellings each side of the lift lobby area</p>	
Lifts	2 lifts that serve all floors. Both lifts can be accessed from the ground floor lift lobby.	
Types of entrance doors	Flat entrance doors are predominantly FD30s Permadoor construction.	
Rubbish chutes/ bin rooms	Yes, secured behind FD30s timber doors	
Common voids	No	
Access to roof/ service rooms	From lift motor room which is accessed via key controlled motorised hatch on floor 'M' landing. A full height timber door from the lift motor room secured with a bolt provides access to the roof.	
Occupants	Approx. 142 based on an average of 2 occupants per flat (71)	
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	N/A	
Caretaker/ concierge	Caretaking/cleaning service that conducts regular checks of the building	
<b>FIREFIGHTING SYSTEMS</b>		
Water supplies	Fire hydrant is located at the MAP (Main Access Point) to the building, fire hydrant / water isolation points located on the orientation plan, there is a dry riser that serves the building outlet located on the floor plans provided. There is a water booster pump on the ground floor secured behind an FD30s door.	
Fire mains	The dry riser inlet (twin valve) is located on the nearest the MAP (Main Access Point) of the building near the bin storeroom. This can be located on the orientation plan for the block.	
Firefighting shafts	No firefighting lifts/shafts however there are two lifts serving all floors of the block.	
Smoke control vents	Automatic smoke control vents are located on every floor of the block, the control panel can be accessed on the ground floor nearest the MAP (Main Access Point). This can be located via the floor plans.	
Sprinkler system	A drenching system is provided to the refuse chute bin store	
<b>DANGEROUS SUBSTANCES</b>		
Location, type, and quantity	N/A	
<b>SERVICES</b>		
Electricity	Electric meter cupboards located on each floor of the block	
Gas	Gas isolation points located on the orientation plan	

## Fire Risk Assessment



High/Low Rise	High
Number of Floors	12
Date of Construction	1961
Construction Type	Concrete / Brick
Last Refurbished	2009
External Cladding	Rockwool insulated blockwork up to 1 <sup>st</sup> floor then Rockwool insulated render system to the 11 <sup>th</sup> .
Number of Lifts	Two
Number of Staircases	Two
Automatic Smoke Ventilation to communal area	Yes
Fire Alarm System	No
Refuse Chute	Yes
Access to Roof	From lift motor room which is accessed via key controlled motorised hatch on floor `M` landing.
Equipment on roof (e.g. mobile phone station etc)	Yes

## Persons at Risk






Residents / Occupants of 71 flats,  
Visitors,  
Sandwell MBC employees,  
Contractors,  
Service providers (e.g. meter readers, delivery people etc)  
Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

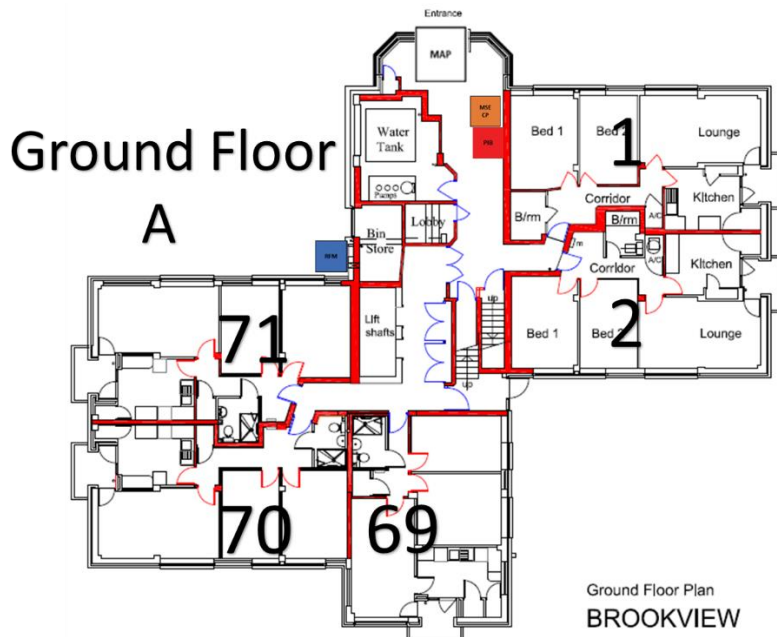
# Section 5

## Building Plan

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

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

-  premise information box
-  main access point
-  dry riser
-  mechanical smoke extraction
-  mechanical smoke extraction control panel





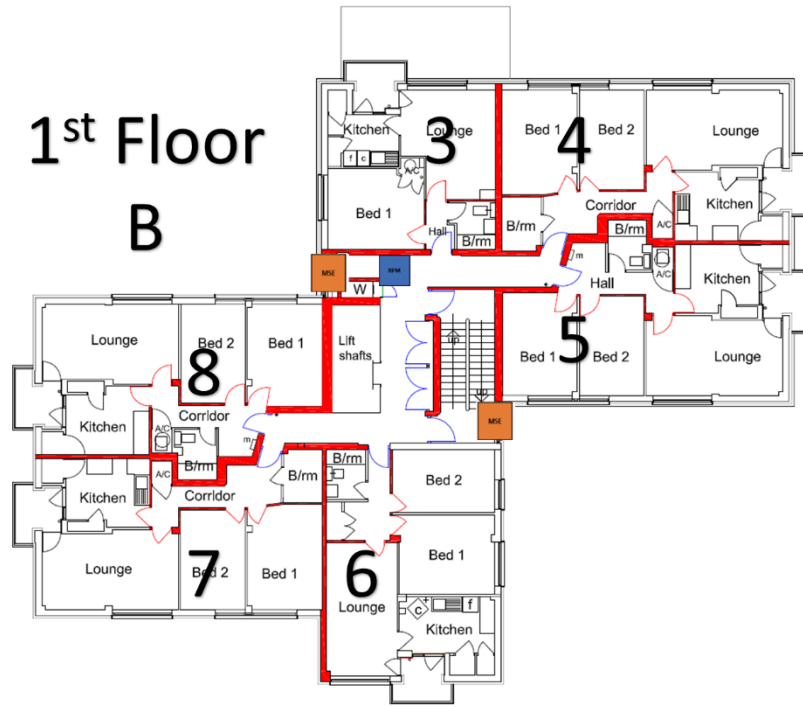
# Fire Risk Assessment



dry riser



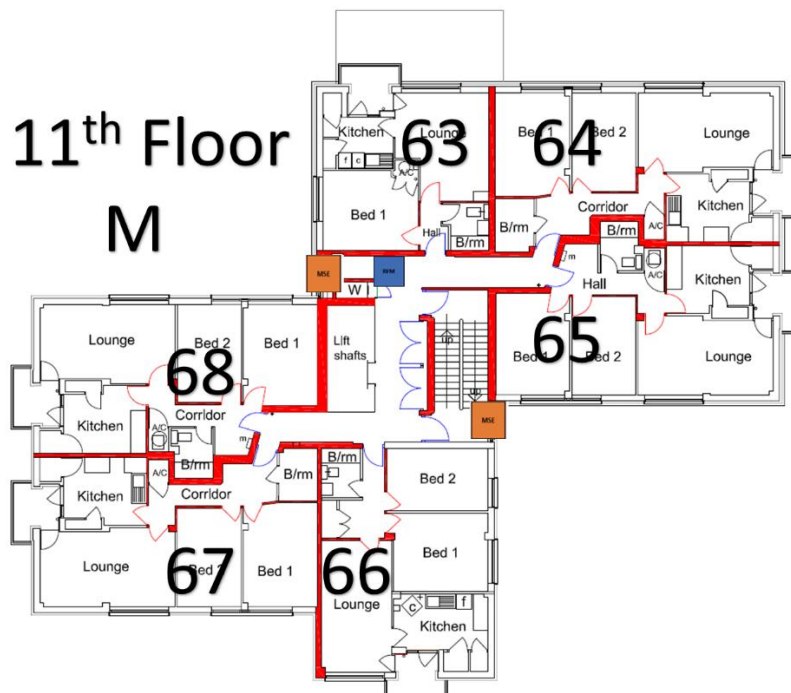
mechanical smoke extraction



dry riser



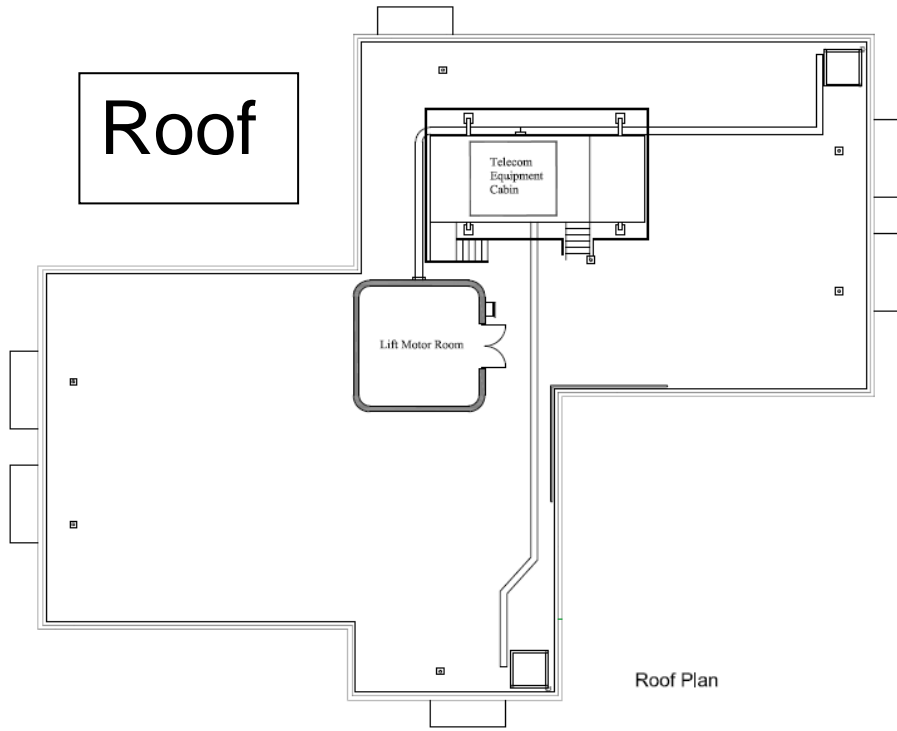
mechanical smoke extraction



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# Fire Risk Assessment

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**Section**

**6**

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**External envelope**

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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

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

The addition of screening to some balconies could potentially support the surface spread of flame in those areas which is an unnecessary risk. Once this is removed the level of risk presented by materials present to the external envelope of this building would become trivial.

1) Brookview has 2 separate areas of cladding consisting of;

- Rockwool (non-combustible) insulated blockwork ground to first floor.



- Rockwool (non-combustible) insulated render system to the 11<sup>th</sup> floor.



- 2) Telecommunication devices are located on the roof of the building.



- 3) Each flat within the block has access to an individual balcony. These are cantilevered concrete with a steel and glass balustrade.



- 4) It was noted that balconies to the following flats have been modified with decorative screening / mesh.

- a) 1<sup>st</sup> floor flat 4 - decorative mesh screening.



b) 1<sup>st</sup> floor flat 6 – willow screening.



c) 2<sup>nd</sup> floor flat 12 – decorative screening.



5) All windows are double glazed units housed in timber frames with an external powder coated aluminium face.



## Section

# 7

## Means of Escape from Fire

- 1) The site has 2 protected staircases that provide a means of escape. Each staircase in width is 940mm from hand rail to wall & 1040mm from wall to wall. Ventilation is provided via a shaft on the 12<sup>th</sup> floor.



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



- 3) The means of escape from flats are dead ends. As a ventilated corridor 7 metres in length, they comply with the 7.5m maximum.



- 4) The means of escape are protected to prevent the spread of fire and smoke.
- 5) The communal landing / staircases are protected by use of self-closing 44mm nominal timber 30 minute fire doors with vision panels & 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.
-

- 10) Automatic opening vents have been installed to the stairwell on floors B, G, L, M and on all lobby landings floors B to M.



- 11) The chute room doors on each floor are 44mm nominal 30 minute fire doors with combined intumescent strips & cold smoke seals and overhead self-closing devices.



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



- 13) 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.
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- 14) Individual floor mats were noted outside some flats. Fire rating of the mats is unknown but deemed to be of low risk.



- 15) 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.

- 16) Dry riser outlets on lobbies are not housed in service cupboards but deliveries are secured by cable tie.



- 17) Service cupboards are 44mm nominal fire doors with intumescent strips and cold smoke seals, secured with type 138 suited mortice locks to allow residents access to their electricity meters. The service cupboard to the ground floor is 54mm and lined with Superlux fire resistant board. The service cupboard to floor E is also lined with Superlux.



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

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 self-closing nominal 30-minute composite fire door sets with intumescent strips, cold smoke seals and self-closing devices. Doors are manufactured by Permadoor or Nationwide. Flat 3 is a self-closing 44mm nominal 30-minute timber door with intumescent strips and an overhead self-closing device.



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.

**a) Flat 3 – Nominal timber fire door that requires a cold smoke seal.**



- b) Flat 36 – Overhead self-closing device missing from door.**



- c) Flat 44 – Door found to be correct.

- d) Flat 50 – Overhead self-closing device missing from door.**



- e) Flat 52 - Overhead self-closing device missing from door.**



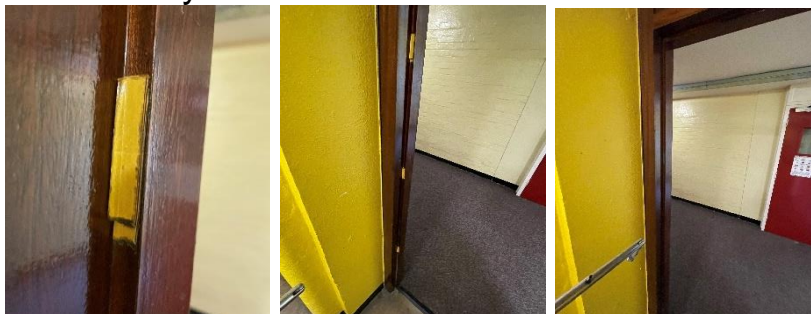
- f) Flat 57 – Door found to be correct.

- g) Flat 63 – Door found to be correct.

- 22) Flat 33 entrance door has a wreath with artificial flowers fixed to the common side which should be removed. There was no answer at the time of the visit.



- 23) Floor L communal door to stairwell opposite the chute room had a sticky pad attached to the stop within the door frame. This prevented the door from fully closing therefore was immediately removed by the assessor.



- 24) A plastic tub has been placed in the communal lobby adjacent flat 70 entrance door for the purpose of receiving parcels. The tub is combustible and therefore should be removed from the common area.



*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 & LD3 Standard.

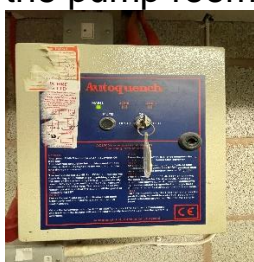
Flat 3 - Detectors hall, lounge, kitchen (Heat) LD2  
Flat 36 – Single detector to hall LD3  
Flat 44 - Detectors hall, lounge, kitchen (Heat) LD2  
Flat 50 - Detectors hall, lounge, kitchen (Heat) LD2  
Flat 52 - Detectors hall, lounge, kitchen (Heat) LD2  
Flat 57 - Detectors hall, lounge, kitchen (Heat) LD2  
Flat 63 - Detectors hall, lounge, kitchen (Heat) LD2

*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 for the system is located in the pump room / ground floor lobby.



## Section 9

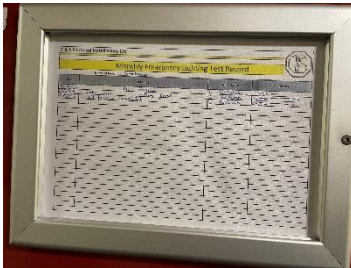
# Emergency Lighting

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- 1) The premises has a sufficient emergency / escape lighting system in accordance with BS 5266 and has test points strategically located.



- 2) The self-contained units are provided to the communal landings, stairs and lift motor room.
- 3) All installed equipment is checked and tested on a monthly basis by Sandwell MBC in house electrical team or approved contractor, in accordance with current standards.

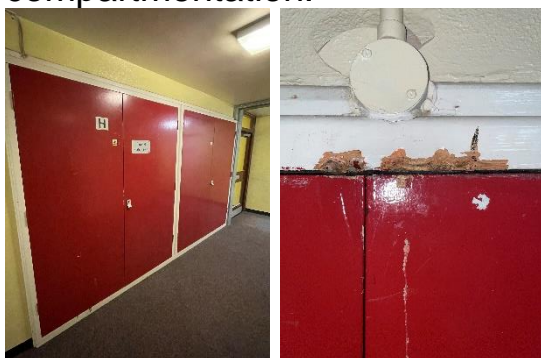


## Section 10

# Compartmentation

*This section should be read in conjunction with Section 4*

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are 30-minute fire resistant with cold smoke seals, including those in 1-hour rated walls.
- 2) The premise has sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire. Whilst the existing fire stopping is fit for purpose, there is a cyclical programme to ensure fire stopping 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 locked with suited 138 mortice locks. Residents have been provided with a key for access to their electricity metres. Superficial damage was noted to the architrave above the left-hand doors to the ground floor service cupboard however this does not adversely affect compartmentation.



- 6) A variety of methods / materials have been used to achieve fire-stopping including Rockwool, fire rated sponge and intumescent pillows.
- 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 nominal 44mm self-closing fire doors of composite construction with intumescent strips, cold smoke seals and self-closing devices. These doors are manufactured by Permadoor or Nationwide (flats 17, 24, 28, 38). Flat 3 currently has a self-closing 44mm 30 minute nominal timber fire resistant door ([refer to section 7/21a](#)).

Refer to door sheet below

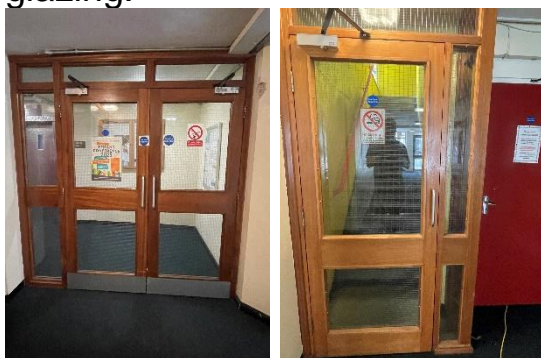
1 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
2 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
3 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Timber door	Not glazed
4 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
5 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
6 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
7 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
8 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
9 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
10 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
11 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
12 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
13 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
14 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
15 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
16 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
17 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Nationwide	Glazed
18 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
19 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
20 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
21 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
22 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
23 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
24 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Nationwide	Not glazed
25 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
26 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
27 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
28 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Nationwide	Glazed
29 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
30 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
31 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
32 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
33 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
34 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
35 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
36 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
37 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
38 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Nationwide	Not glazed



## Fire Risk Assessment

39 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
40 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
41 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
42 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
43 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
44 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
45 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
46 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
47 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
48 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
49 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
50 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
51 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
52 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
53 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
54 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
55 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
56 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
57 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
58 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
59 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
60 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
61 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
62 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
63 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
64 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
65 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
66 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
67 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
68 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
69 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
70 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed
71 Brookview; Stanhope Road; Smethwick; West Midlands;	Occupied	Permadoor	Not glazed

- 10) The corridors / staircases are protected by use of self-closing nominal 44mm fire doors with combined intumescent strips / cold smoke seals and vision panels consisting of Georgian wired glazing.



- 11) Floor L – communal door opposite flat 60, excessive gap to leading edge however smoke seals remain in contact with opposite edge.



- 12) Floor J – communal door opposite flat 43, excessive gap to head. Smoke seals still meet opposite surface.



- 13) Floor H – communal door by flat 42 doesn't fully close against stop at the top of the door creating a gap of around 8mm. Door is warped.



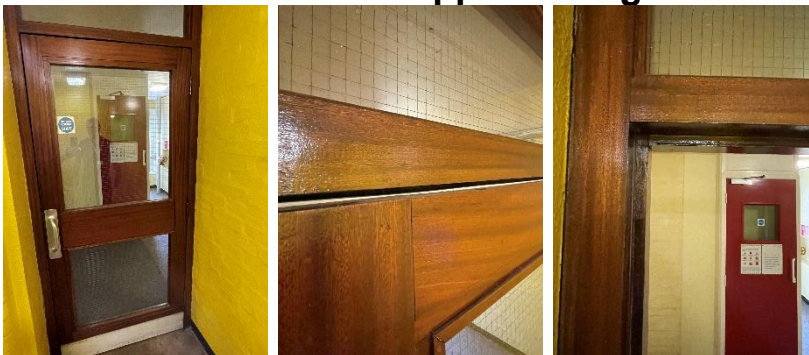
- 14) Floor G – communal door opposite chute room has excessive gap along the head. Cold smoke seal not touching the opposite surface.**



- 15) Floor F – communal stairwell door opposite flat 30 doesn't close fully against the stop because it is warped. There is a gap of around 8mm between the stop and the door.**



- 16) Floor F – communal door to stairs opposite chute room, excessive gap to head and leading edge. Cold smoke seals are not in contact with opposite edge.**



- 17) Floor E – communal door to stairs opposite chute room, door not closing fully against stop also has an excessive gap to head.



- 18) Floor D – communal door to stairs opposite chute room, excessive gap of approximately 8mm. Smoke seals remain in contact with opposite edge.



- 19) Floor D – communal door to stairs opposite flat 18 is warped along bottom edge creating a gap of around 10mm between the door and frame.



**20) Floor C – communal door to stairs opposite chute room has excessive gap to head.**



**21) Floor B - communal door to stairs opposite chute room excessive gap to head, cold smoke seal does meet opposite edge.**



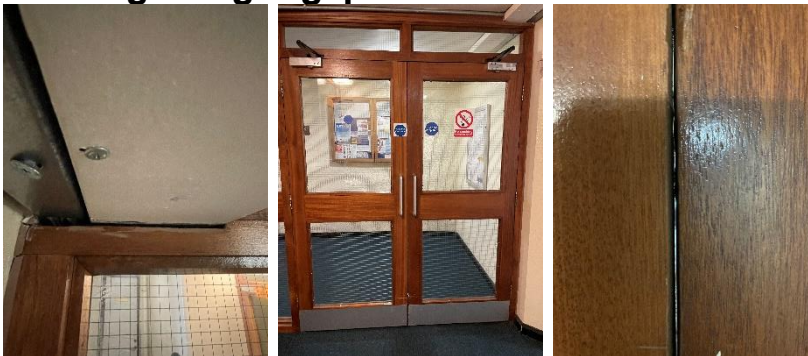
**22) Floor B – communal door to stairs by flat 6 is significantly warped and fails to shut fully against stop.**



- 23) There is a small hole approximately 3 x 2 cm within the corner of the combination frame to the ground floor communal door to the protected stairs adjacent the cleaners store.



- 24) There is a small gap to the top of the combination frame above communal doors from lift lobby to entrance lobby. Also, the cold smoke seal is worn in parts along leading edge creating a slight gap between the doors.



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



## Section

# 11

## Fire Fighting Equipment

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- 1) The dry riser inlet cabinet is located to the side elevation to the right-hand side of the front main entrance adjacent the bin room. The cabinet is secured with a budget lock.



- 2) There is a dry riser that serves the building. The outlets are exposed and located on the communal lobby of each floor. Each exposed valve is secured with a cable tie. The caretakers check the cable tie is intact as part of their weekday inspections.



- 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) The CO<sub>2</sub> fire extinguisher within the lift motor room is not easily accessible because the user would have to step across an open floor hatch to gain access. The extinguisher should be mounted on a suitable stand and re-located as per the image below.



- 7) Bin room is protected by Deluge/sprinkler system and serviced 6-monthly. The control panel is in the pump room accessed via the ground floor lobby.





# Section 12

## Fire Signage

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



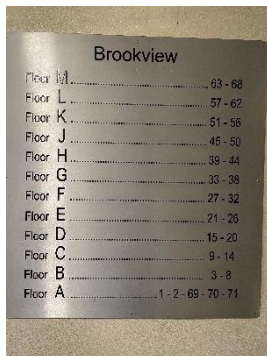
- 2) Fire Action Notices are displayed throughout the building.



- 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 service cupboard doors adjacent the lift.



- 6) Wayfinding Signage depicting floor level and flat numbers are fitted to wall of each floor on the communal staircase(s).



- 7) The fire escape routes generally do not use directional fire signage in accordance due to simplicity of layout.

*Please note that the Wayfinding signage will be replaced with Photoluminescent signage that meets the requirement of ADB and Fire Safety (England) Regulations 2022. The provision for the signage has been procured and we are awaiting delivery of the signage)*

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## 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 are 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.

<b>BUILDING SAFETY INFORMATION</b>	 <b>Sandwell</b> Metropolitan Borough Council <b>BROOKVIEW HOUSE</b>	<b>FIRE SAFETY INFORMATION</b>
TO KEEP YOU SAFE WE DO THIS <small>(green background)</small>	TO KEEP YOURSELF AND OTHERS SAFE, DO THIS <small>(blue background)</small>	SAVE LIVES, DON'T DO THIS <small>(red background)</small>
 Mains electrical system is tested every 5 years	<b>FIRE ALARMS DO NOT CONNECT TO THE FIRE SERVICE, IN AN EMERGENCY DIAL 999 OR 112 AND ASK FOR POLICE, AMBULANCE OR FIRE SERVICE</b>	 Fire Risk Assessments (FRAs) are undertaken in line with the Regulatory Reform (Fire Safety) Order 2005
 Gas supply tested annually		 Stairs and corridors are escape routes and <b>must</b> be kept clear
 Water supplies checked in line with water hygiene regulations		 Emergency lighting comes on in the event of power failure and is checked monthly
 There is 4 yearly check of the structural condition		 Walls, floors and ceilings around flats provide a minimum of 60 minutes fire resistance
 An asbestos survey has been completed and available on request		Flat doors are fire rated to protect the escape route. <b>DO NOT REMOVE THE DOOR CLOSERS</b>
 This building has protection against lightning strikes. The system is checked annually		 Smoke and heat detector/alarms are in resident's flats only
 There is a 'dry riser' to assist fire-fighters in getting water to a floor level. This is checked 6 monthly.	<b>THIS BUILDING IS DESIGNED TO SUPPORT A <i>STAY PUT</i> POLICY. IN THE EVENT OF A FIRE ELSEWHERE, STAY IN YOUR FLAT <i>UNLESS</i> AFFECTED BY FIRE OR SMOKE.</b>	 Smoke detectors in stairs are to open automatic vents and not to raise the alarm.
 The external façade is brickwork, with mineral wool insulated render. All materials are class A1 limited combustibility. Class A & A1 are the accepted standards following Grenfell.	 Fire safety advice Further information available at <a href="http://www.Sandwell.gov.uk">www.Sandwell.gov.uk</a> , your My Sandwell account or the Fire Safety Liaison Officer on 0121 569 6000 <a href="mailto:lee_milio@sandwell.gov.uk">lee_milio@sandwell.gov.uk</a> <a href="mailto:Abdulmonim.Khan@sandwell.gov.uk">Abdulmonim.Khan@sandwell.gov.uk</a>	 Sandwell FRAs  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 10/01/19.



- 5) The electrical installation i.e. risers are contained within dedicated service cupboards that are secure and protected by means of a nominal 44mm timber fire door with intumescent strip & cold smoke seal.

- 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 supply pipework is external to the building.



**Section  
15**

**Waste Control**

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



- 2) Refuse containers are located in the bin store to the side elevation which is the right-hand side of the main entrance. Access is via a motorised roller shutter, key is stored in the firefighter's white box. All refuse containers are emptied regularly.



- 3) Regular checks by Caretakers minimise risk of waste accumulation.
  - 4) 'Out of Hours' service in place to remove bulk items.
-



**Section  
16**

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## **Control and Supervision of Contractors and Visitors**

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- 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**

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## Arson Prevention

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- 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) CCTV has been installed to the front main entrance.
  - 4) There is no current evidence of arson.
  - 5) The perimeter of the premises is well illuminated.
  - 6) There have been no reported fire incidents since the last FRA.
-

## Section 18

## Storage Arrangements

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



- 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**

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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

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# Fire Risk Assessment Level 2 Action Plan



Name of Premises or Location:

Brookview

Date of Action Plan:

03/08/23

Review Date:

<Insert date>

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).



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



6/4a	Flat 4 – remove decorative mesh screening from balcony.		P2	Within 1-3 months. Housing Manager	
6/4b	Flat 6 – remove willow screening from balcony		P2	Within 1-3 months. Housing Manager	
6/4c	Flat 12 – remove decorative screening from balcony.		P2	Within 1 - 3 months. Housing Manager	

Fire Risk Assessment

<p>7/21a</p>	<p>Flat 3 – Install combined intumescent strip / cold smoke seal to flat entrance door.</p>		<p>P2</p>	<p>Within 1 - 3 months. Rapid Fire Response JM:11975483 JM:11994974</p>	<p>Carded 06/10/2023</p>
<p>7/21b</p>	<p>Flat 36 – install overhead self-closing device to flat entrance door.</p>		<p>P2</p>	<p>Within 1 - 3 months. Rapid Fire Response JM:11975593  JM12018186</p>	<p>Carded  Carded</p>

Fire Risk Assessment




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7/21d	Flat 50 - install overhead self-closing device to flat entrance door.		P2	Within 1 - 3 months. Rapid Fire Response JM:11975647 JM:12035189	Carded
7/21e	Flat 52 - install overhead self-closing device to flat entrance door. ( <i>PEEP referral at this address</i> )		P2	Within 1 - 3 months. Rapid Fire Response JM:11975666	Job not completed.

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Fire Risk Assessment

7/22	Flat 33 – Remove wreath from flat entrance door.		P2	Within 1 - 3 months. Housing Manager	
10/11	Floor L opposite flat 60 – Re-hang communal door to stairs to correct excessive gap to handle side edge.		P2	Within 1 - 3 months. Rapid Fire Response JM:11975702	10/10/2023
10/12	Floor J opposite flat 43 Re-hang communal door to stairs to correct excessive gap to head.		P2	Within 1 - 3 months. Rapid Fire Response JM:11975890	10/10/2023



Fire Risk Assessment

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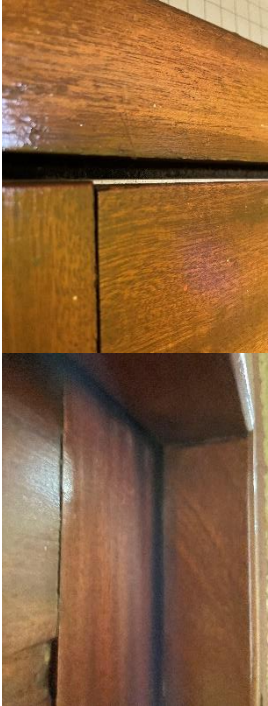

10/13	Floor H opposite flat 42 - Replace warped door to stairwell with FD30s certified door set with 30 minute fire resistant vision panels & transom window.		P3	Within 3 - 6 months. Repairs	
10/14	Floor G opposite chute room. Re-hang communal door to stairs to correct excessive gap to head.		P2	Within 1 - 3 months. Rapid Fire Response JM:11976000	10/10/2023

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Fire Risk Assessment

10/15	Floor F – communal door to stairwell opposite flat 30 – - Replace warped door to stairwell with FD30s certified door set with 30 minute fire resistant vision panels & transom window.		P3	Within 3 - 6 months. Repairs	
10/16	Floor F – communal door to stairwell opposite chute room – Re-hang door to correct excessive gap to head & handle side		P2	Within 1 - 3 months. Rapid Fire Response JM:11976049	10/10/2023



Fire Risk Assessment

10/17	Floor E – communal door to stairwell opposite chute room - Re-hang door to correct excessive gap to head and ensure closes fully against stop.		P2	Within 1 - 3 months. Rapid Fire Response JM:11976091	10/10/2023
10/18	Floor D – communal door to stairwell opposite chute room - Re-hang door to correct excessive gap to head.		P2	Within 1 - 3 months. Rapid Fire Response JM:11976132	10/10/2023

Fire Risk Assessment

10/19	Floor D - communal door to stairwell opposite flat 18 –  - Replace warped door to stairwell with FD30s certified door set with 30 minute fire resistant vision panels & transom window.		P3	Within 3 - 6 months. Repairs	
10/20	Floor C – communal door to stairwell opposite chute room - Re-hang door to correct excessive gap to head.		P2	Within 1 - 3 months. Rapid Fire Response JM:11976151	04/10/2023

Fire Risk Assessment


10/21	Floor B – communal door to stairwell opposite chute room - Re-hang door to correct excessive gap to head		P2	Within 1 - 3 months. Rapid Fire Response JM:11976194	04/10/2023
10/22	Floor B – communal door to stairwell by flat 6 - - Replace warped door to stairwell with FD30s certified door set with 30 minute fire resistant vision panels & transom window.		P3	Within 3 - 6 months. Repairs	

Fire Risk Assessment

10/23	Ground floor communal door to stairs adjacent cleaners store – Fill small hole in corner of combination frame with suitable product.		P2	Within 1 - 3 months. Rapid Fire Response JM:11976254	04/10/2023
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Fire Risk Assessment

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10/24	Ground communal doors / lift lobby – Replace worn combined cold smoke seal to reduce gap between doors & apply intumescent mastic to gap beneath trunking.		P2	Within 1 - 3 months. Rapid Fire Response JM:11976343	04/10/2023
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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).

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**Observations**

Upgrade flat 3 entrance door to an FD30s rated composite door set as part of door replacement programme.



**Signed**

<i>Chill</i>	Fire Risk Assessor	Date: 03/08/2023
<i>Thompson.</i>	Quality Assurance Check	Date: 23/08/2023

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

Name of property: Brookview

Updated: 02/08/2023

Premise Manager: Tony Thompson

Tel. No.: 0121 569 2975

Hazard	Information/Comments
PEEPS	Refer to Secure Premise Information Box
Asbestos	An asbestos survey has been undertaken of the communal areas. Survey held by Sandwell Housing (Derek Still <a href="tel:01215695077">Tel:- 0121 569 5077</a> ). <i>Include survey</i>

<b>Asbestos Survey</b>		Property Address	1-72 Brookview, Stanhope Road, Smethwick, B67 6HG		✓ Office use
Prepared by	JOHN DAVIS	Date	27/06/11	Checked by	Derek Still
Sampled by		Date		Date	09/11/2011
Type of Work to be undertaken		HSG 264 - Survey Report Type		Property Description	
For Purpose of Lift Maintenance Contract	<input checked="" type="checkbox"/>	Refurbishment Survey	<input type="checkbox"/>	12 STOREY HIGH RISE BLOCK	
		Management Survey	<input checked="" type="checkbox"/>		
Void Property	<input type="checkbox"/>	SHAPE Interrogated?	<input checked="" type="checkbox"/>		
R & M Property	<input type="checkbox"/>				
SHAPE – ASBESTOS REGISTER EXTRACT				YEAR BUILT	1961
				Notes	
<p>Building Surveyors 0121 569 5077</p> <p style="text-align: right;">Asset Team – Investment Division 5 – 14 South Road Smethwick B67 7BN</p>					

