Fire Risk Assessment

Neale House

Glover Street,
West Bromwich, B70 6DZ

Date Completed: 6th December 2024
Review Period: 12 months
Officer: C. Hill **Fire Risk Assessor**
Checked By: A. Jones **Fire Safety Manager**

Current Risk Rating = Tolerable

Sandwell
Metropolitan Borough Council

Subsequent reviews

Review date	Officer	Comments

Contents

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*".

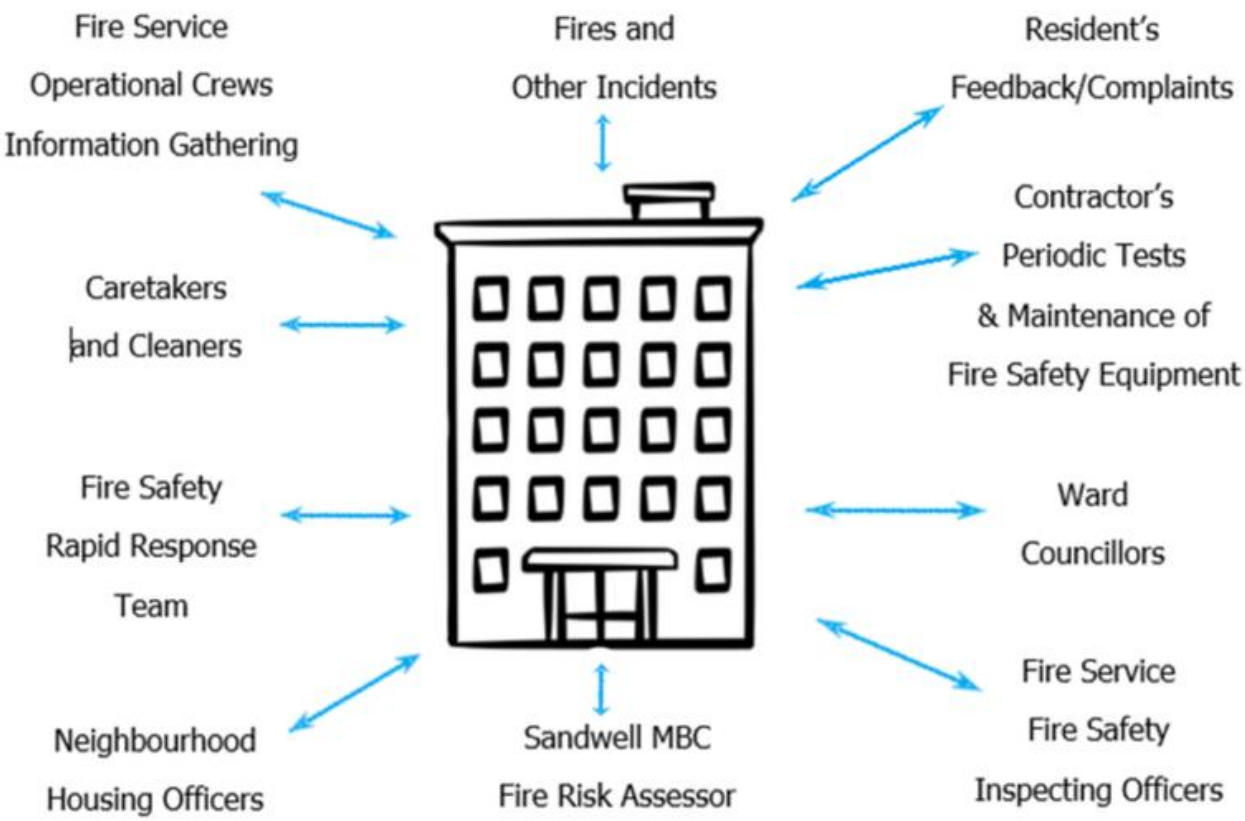
This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on https://www.wmfs.net/our-services/fire-safety/#reportfiresafety.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

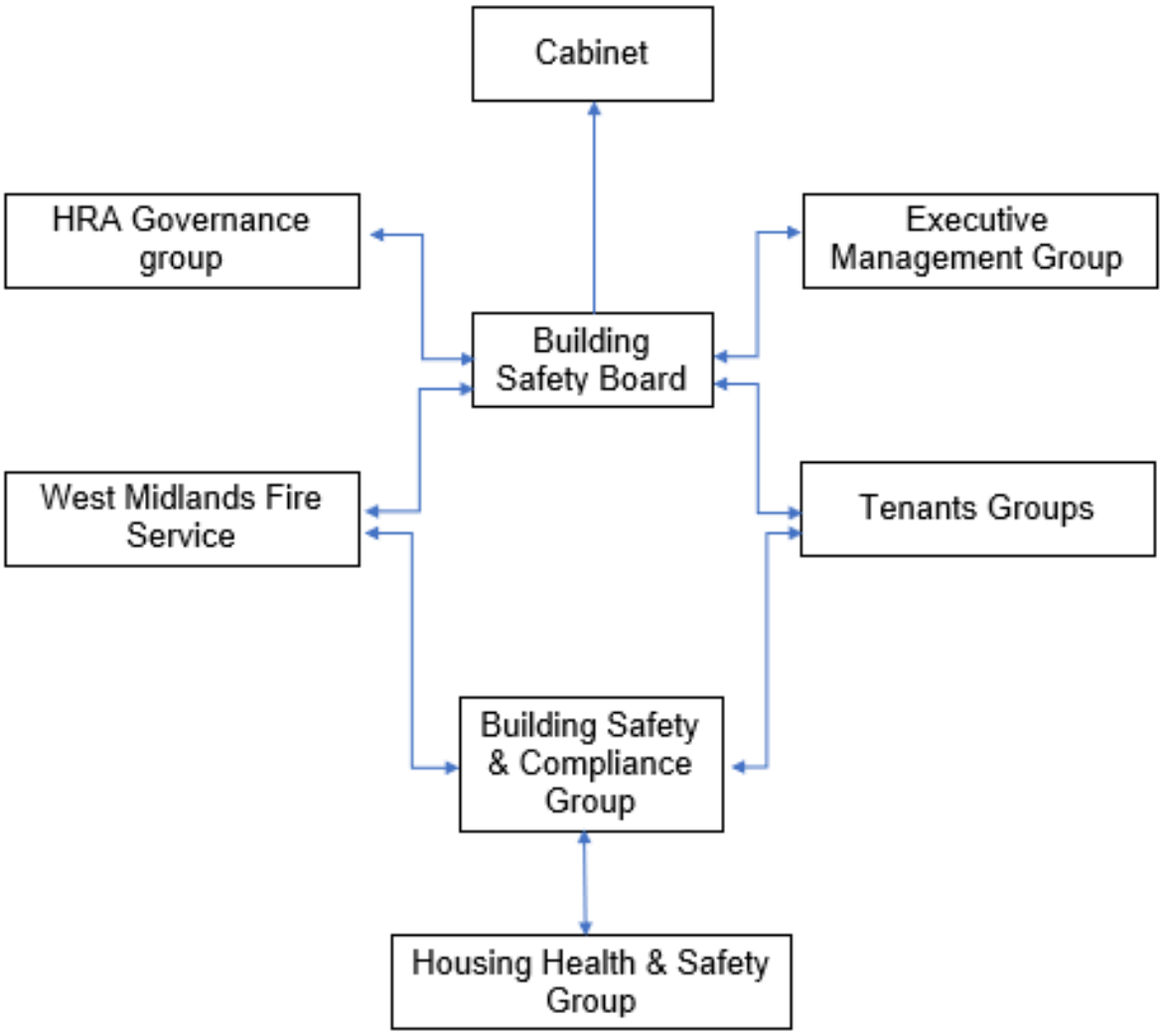
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



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	**External Envelope** Brickwork to 1st floor level. Above 1st floor mixture of insulated Wetherby mineral wool render (Fire Classification A2) Aluminium Panels. Fire Classification A1. LockClad Ceramic Tiling. Fire Classification A1.	Trivial

Section 7	**Means of Escape from Fire** There is 1 protected staircase that provides a suitable means of escape. All communal doors along the means of escape are self-closing fire doors with combined intumescent strips / cold smoke seals & vision panels. There are 2 final exit doors. Automatic smoke ventilation to corridors and stairs. Emergency lighting has been installed.	Trivial
Section 8	**Fire Detection and Alarm Systems** Fire detection within flats is installed to LD2 or LD1 standard. A deluge system is provided to the bin store.	Trivial.
Section 9	**Emergency Lighting** The premises have a sufficient emergency / escape lighting system.	Trivial
Section 10	**Compartmentation** The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance. All doors are minimum 30-minute fire doors with intumescent strips & cold smoke seals, including those in 1-hour rated walls. Fire rated glass blocks between flats and extended landing.	Tolerable

	4th floor landing door requires adjustment. Fire stopping around 2 x cable penetrations.	
Section 11	**Fire Fighting Equipment** The dry riser serves all floors from Ground to the 8th Floor. There is a C02 fire extinguisher within the lift motor room. There is a deluge system in the bin store. Maintenance contracts are in place to service the dry riser twice yearly and the fire extinguisher annually.	Trivial
Section 12	**Fire Signage** Sufficient signage is displayed throughout the building.	Trivial
Section 13	**Employee Training** All staff receive basic fire safety awareness training.	Trivial
Section 14	**Sources of Ignition** The fixed electric tests should be done every 5 years, last test date 21/01/2022.	Trivial
Section 15	**Waste Control** Regular checks by Caretakers minimise risk of waste accumulation.	Trivial
Section 16	**Control and Supervision of Contractors and Visitors**	Trivial

	Contractors are controlled centrally**,** and hot works permits are required where necessary.	
Section 17	**Arson Prevention** A door entry system prevents unauthorised access. Perimeter lighting is in place. CCTV is in operation.	Trivial
Section 18	**Storage Arrangements** Residents instructed not to bring L.P.G cylinders into 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 some enhancement to fire stopping around 2 x fibre optic cable penetrations and adjustment to a communal door which isn't reliably self-closing fully.

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, combined with suitable smoke detection to LD1 or LD2 standard within flats, automatic smoke ventilation system to the corridors & stairs plus a Stay Put – Unless policy.

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

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

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

(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)

Section 2

People at Significant Risk of Fire

Persons at significant risk of fire does not just refer to those people with physical, sensory or mental health issues. It also includes those at risk due to the layout or features of the building such as inner rooms or dead-end conditions. Persons may also be at risk due to remote or lone working.

The RR(FS)O requires that these people are identified in any fire risk assessment.

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

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

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

Section 3

Contact Details

The Chief Executive of Sandwell Metropolitan Borough Council has ultimate responsibility for the site as the responsible person identified by the RR(FS)O 2005.
The Chief Executive has put a structure in place to support the management of the site.
This includes the role of Building Safety Manager who has duties as defined within the Regulatory Reform (Fire Safety) Order 2005.

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

Chief Executive
Shokat Lal

Directorate of Place
Alan Lunt

Assistant Director Asset Management & Improvement
Sarah Ager

Fire Safety Manager
Tony Thompson

Team Lead Fire Safety
Jason Blewitt

Fire Risk Assessor(s)
Carl Hill
Louis Conway
Anthony Smith
Adrian Jones

Resident Engagement Officer - Fire Safety
Abdul Monim Khan

Housing Office Manager
Lisa Ellis

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

Section 4

Description of Premises

Neale House
Glover Street
West Bromwich
B70 6DZ

Description of the Property

This high-rise block was constructed in 1964 of Waites concrete / brick construction. The external wall system to all elevations was installed during a refurbishment in 2007. ACM cladding (Cellotex core) was subsequently removed and replaced with H&H Aluminium panels (Classification A1) in 2017/18 (historic image below). A steel frame pitched roof with Aluminium standing seam and mineral wool core panels was installed over the original flat roof construction also during the 2007 refurbishment.

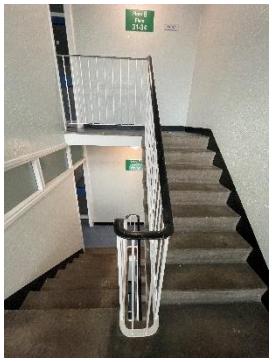
(right – 2017 historic image showing removal of ACM)

The block consists of 9 stories (inclusive of the ground floor) with 4 number dwellings to each floor above, total of 36 flats.

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.


All floors are served with a single protected staircase with automatic opening vents to the 2nd and 8th floors.

A single lift serves up to the 7th floor. The lift motor room is on the 8th.


There’s an electrical service cupboard to the ground floor lobby area.


There’s a refuse chute installed to the building with access to a hopper on each floor in a dedicated chute room. There’s an openable window in each chute room.

The refuse chute connects to a bin store adjacent the rear exit to the building. The bin stored is secured with a motorised roller shutter door.

There is an external service cupboard adjacent the front entrance (electrical installation)


On arrival Information (for WMFS)

There's 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 firefighter's bridge-door padlock.

Access is gained via the firefighter's door override switch utilising the drop latch key from the white box.

There's a Secure Premise Information Box (PIB) located in the ground floor front entrance lobby. 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 documents for those with vulnerabilities who may require additional consideration if there is a fire incident (PEEP).

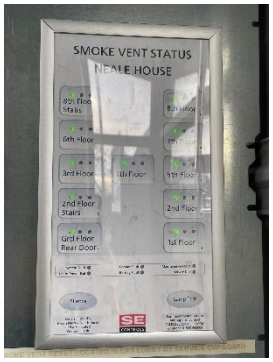


The fire hydrant is adjacent the front entrance.

The dry riser inlet is internal and adjacent the ground floor lift car. It is accessed utilising a suited 54 key mortice lock.


Dry riser outlets are available on each floor in the lift lobby. Each outlet is within a riser cupboard accessed with a suited 54 key.


Automatic opening vents are installed on all floors from the ground (lobby door & rear door) to 8th in dead end corridors and, the 2nd & 8th floors in the stairwell. The information panel is in the front entrance foyer and there's a reset switch next to the ground floor service cupboard in the lift lobby. Smoke detectors for the system are throughout the building.




There's a firefighter's lift override switch for the lift. The switch is external to the left hand side of the rear entrance.


The lift motor room is accessed on the 8th floor. The door is secured with suited 54 key mortice lock.

The roof void can be accessed via a half door from the lift motor. The external roof can be accessed via a full height metal door also from the lift motor room.


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

The enforcing authority is West Midlands Fire Service.

Address: Neale House, Glover Street B70 6DZ	Survey date: 10/12/2024	ON ARRIVAL INFORMATION
BUILDING LAYOUT		
Height	21.6 metres	
Construction	Wates - Concrete Brick construction - Brickwork to 1st floor, mixture of mineral wool insulated silicone render, mineral wool insulated tiled façade panels and mineral wool insulated solid aluminium cladding to enclosed balconies and window areas	
Number of floors	9 floors including the ground floor with a loft space.	
Layout	The block consists of 9 storeys (inclusive of the ground floor) Each of the floors contains 4 number dwellings with the top floor granting access to a loft space. Protected stairwell serving all floors of the building. The block has 2 final exit/entrances. 1 lift that serves up to the 7th floor that is located in the centre of the block. Stairs must be taken to access the 8th floor and loft space. Good compartmentation between dwellings with a protected staircase separate from the lobby areas on each floor. Each floor has a landing area separated from the entrance lobby's via an FD30s doors. Smoke vents panel located in the main entrance / stairwell to the right-hand side. The reset switch is in the lift lobby next to the ground floor service cupboard.	
Lifts	1 lift that serves up to the 7th floor.	
Types of entrance doors	Flat entrance doors are Permadoor FD30s construction.	
Rubbish chutes/ bin rooms	Yes, secured behind FD30s timber doors.	
Common voids	No	
Access to roof/ service rooms	Access via full height timber door through lift motor room. A steel ladder to upper level leads to a half size door to roof void and a further metal ladder through a full height steel door then allows access onto the main roof.	
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	The building consists of early warning 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 1m from the front entrance/exit of the building.	
Fire mains	The dry riser inlet (twin valve) can be found within the lobby's areas secured behind an FD30s timber door.	
Firefighting shafts	No firefighting lifts/shafts however there is a lift with an override switch and a lift motor room in the loft space of the block.	
Smoke control vents	Automatic smoke ventilation is employed to each floor of the block . There is a reset switch in the ground floor lift lobby next to the service cupboard. The information panel is inside in the front main entrance stairwell.	
Sprinkler system	A drenching system is provided to the refuse chute bin store	
DANGEROUS SUBSTANCES		
Location, type, and quantity	N/A	
SERVICES		
Electricity	Electric meter cupboards located on each floor of the block	
Gas	Gas isolation points located on the orientation plan	

Symbols			
H fire hydrant E Gas stop valve MAP Main access point FWB Firefighters white box Dry Riser PIB Premise Information Box W Water Isolation			
Orientation Plan	**Neale House Glover Street B70 6DZ**	**Survey date last updated: 13/03/2023**	**UPRN – 000032109234 BSR Registration Number - HRB04673V6B1**

High/Low Rise	High Rise
Number of Floors	9
Date of Construction	1964
Construction Type	Wates
Last Refurbished	2007 / 2008 (2017/18 ACM replaced)
External Cladding	Brickwork to 1st floor, mixture of mineral wool insulated Wetherby render (Fire Classification A2), mineral wool insulated tiled façade (Ceramic tiling- Lockclad) (Fire Classification A1) and mineral wool insulated solid aluminium cladding to balconies and window areas. (Fire Classification A1)
Number of Lifts	1
Number of Staircases	1
Automatic Smoke Ventilation to communal area	Yes
Fire Alarm System	No
Refuse Chute	Yes
Access to Roof	Access via full height timber door through lift motor room. A steel ladder to upper level leads to a half size door to roof void and a further metal ladder through a full height steel door then allows access onto the main roof.
Equipment on roof (e.g. mobile phone station etc)	No.

Persons at Risk

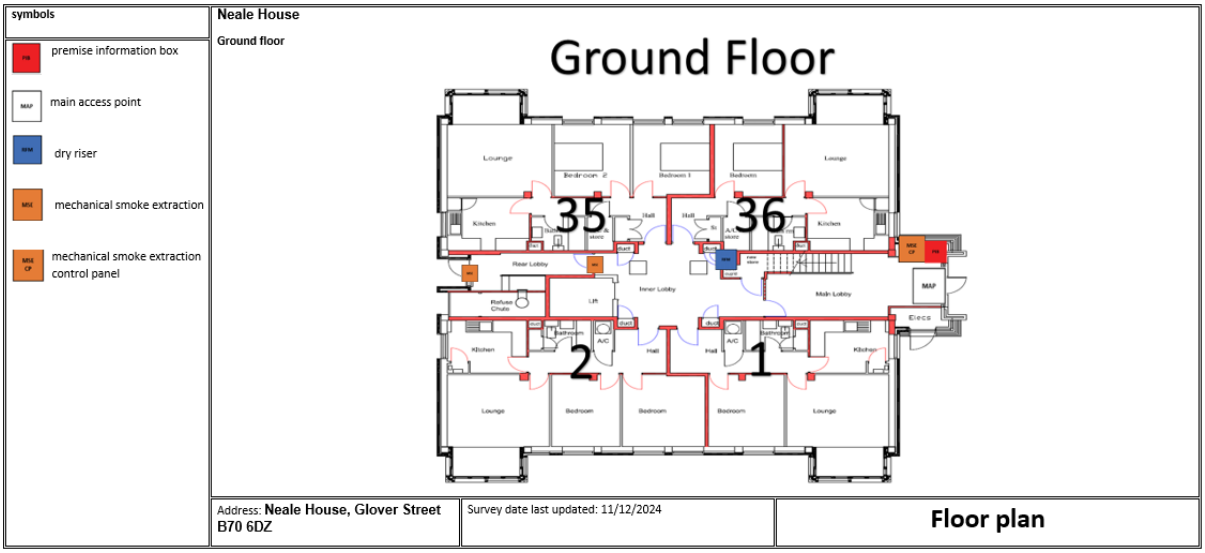
Residents / Occupants of 36 flats,
Visitors,
Sandwell MBC employees,
Contractors,
Service providers (e.g. meter readers, delivery people etc)
Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

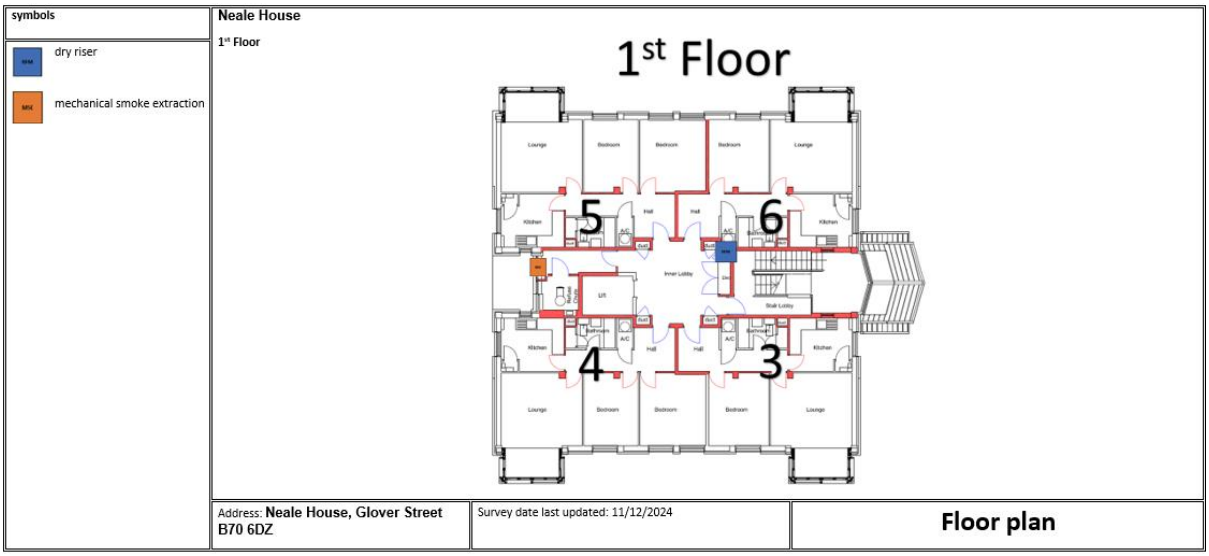
Section 5

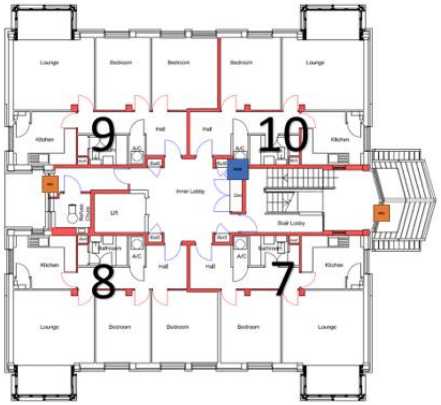
Building Plan

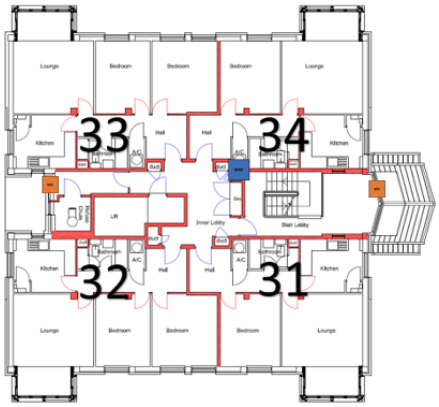
A typical floor layout showing horizontal lines of compartmentation, lift shafts, dry riser installation and AOVs etc.

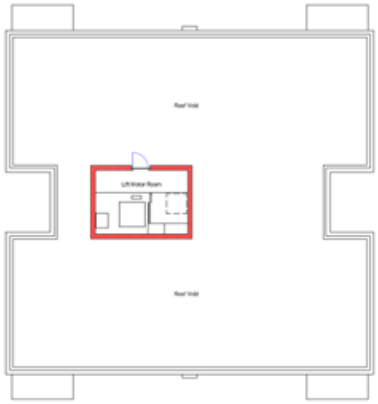
The plans have been shared with WMFS electronically via their portal.





symbols	Neale House 2nd Floor	
dry riser mechanical smoke extraction		
	Address: **Neale House, Glover Street B70 6DZ**	Survey date last updated: 11/12/2024 — **Floor plan**

symbols	Neale House 8th Floor	
dry riser mechanical smoke extraction		
	Address: **Neale House, Glover Street B70 6DZ**	Survey date last updated: 11/12/2024 — **Floor plan**

symbols	Neale House Roof/ loft space	
dry riser mechanical smoke extraction		
	Address: **Neale House, Glover Street B70 6DZ**	Survey date last updated: 13/03/2023 — **Floor plan**

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.

However, a third party approved contractor has been appointed to carry out External Wall Assessments of Sandwell Metropolitan Borough Councils Higher Risk Buildings.

When completed, should the survey identify any materials that weren't previously known then WMFS will be informed via their portal.

Below is a breakdown of the materials believed to be used within the external envelope and, as part of the external wall system, noting that Aluminium Composite Panels with a Cellotex Core were removed from the building in 2017/18 and subsequently replaced with solid aluminium panels fire classification A1. This is based on the information available at the time of this FRA.

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

1) The external walls at Neale House has four separate areas of cladding.

    - Solid aluminium panels (fire classification A1) ground to 8th floors.
    - Forterra Lockclad ceramic tiles (fire classification A1) 1st – 8th floors.
    - Wetherby EWI Render (fire classification A2) 1st – 8th floors.
    - Ibstock brick - ground to 1st floor.

2) Rockwool Duo slab has been used to insulate the external wall system.

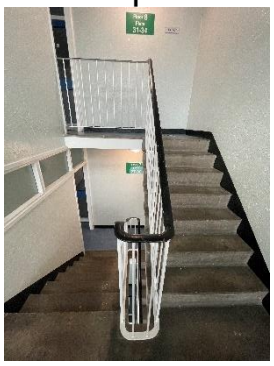
3) Entrance doors and communal windows are powder coated aluminium frames.

4) Individual flat windows are powder coated aluminium faced, timber composite double glazed units.

Section 7

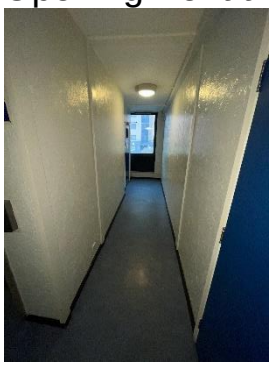
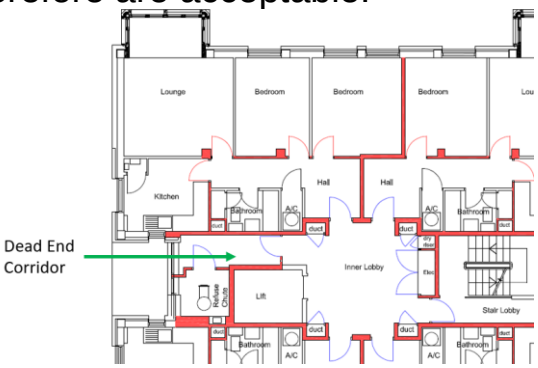
Means of Escape from Fire

1) The site has a single staircase, of width 1000mm, that provides a sufficient means of escape.

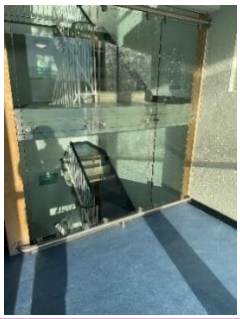



2) All corridors are of adequate width (at least 960mm) and will be maintained clear to that width as a minimum.

3) There are dead end corridors on all floors from the 1st to 8th. The dead end corridors are between the lift lobbies and the chute room. All are 1050mm wide, 6 metres long and benefit from an Automatic Opening Vent therefore are acceptable.

4) The premise has extended landings / atrium type space off the communal stairs.




5) The means of escape are protected to prevent the spread of fire and smoke.

6) The communal landing / staircases are protected by use of self-closing 44mm timber 30-minute fire doors with vision panels & intumescent strips / cold smoke seals.

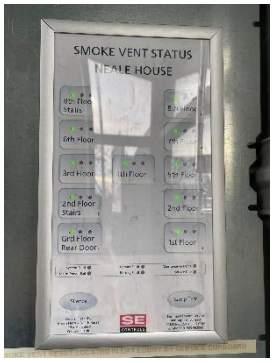
7) All communal doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).

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

9) 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.

10) There’s a ventilation grill installed above the rear exit door.


11) 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. Automatic opening vents are installed on all floors from the ground (lobby door & rear door) to 8th in dead end corridors and, the 2nd & 8th floors in the stairwell.

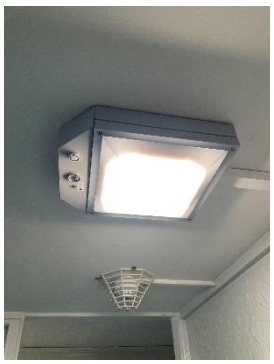


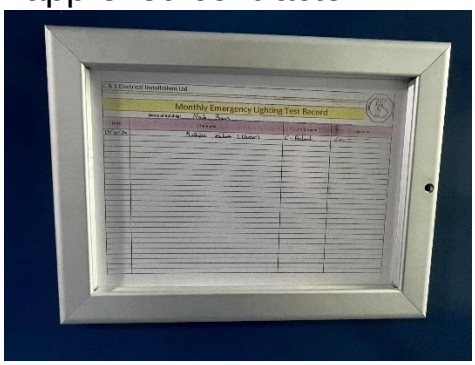
12) There is a master reset key switch in the ground floor lift lobby.

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's also an out of hour's service that allows combustible items of furniture / rubbish to be removed.

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

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

18) Live potted house plants are displayed on some floors within the extended landings of the staircase. The plants do not cause an obstruction or present a fire risk within the escape route therefore, the risk is deemed to be low.



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.

19) Individual flat entrance doors are nominal FD30s composite doors manufactured by Permadoor.

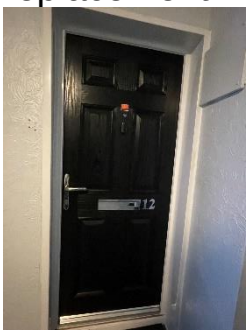
20) Access is gained to a sample of properties as part of the fire risk assessment to ensure the doors have not been tampered with etc.

a) Flat 28 – door was correct.

b) Flat 14 – door was correct.

c) Flat 13 – door was correct, noting that a Christmas wreath was hung on the door which will be removed by the tenant.

d) Flat 12 – door was correct however it was noted that this is a replacement FD30s manufactured by Nationwide.



e) Flat 4 – door was correct, noting that a Christmas wreath was hung on the door which will be removed by the tenant.

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 LD1 or LD2 Standard.

   Flat – 28 LD2
   Flat – 14 LD1
   Flat – 13 LD1
   Flat – 12 LD2
   Flat – 04 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 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 / 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. The last monthly inspection stated multiple failures (1 hour). Email from the electrical compliance team confirmed contractors were scheduled to attend 16/12/24 to conducts tests & repairs.

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) SMBC have commissioned a survey of all fire doors to flat entrances, communal corridor doors, landing doors and service cupboard doors. Firntec Building Compliance have been commissioned to complete the surveys via their subsidiary Ventro Fire Compliance.

6) All service cupboards to communal areas are lockable.

7) Ground floor service cupboard is secured with a nominal 44mm FD30s door secured with a suited 54 key mortice lock. There is also an external ground floor service secured behind a nominal steel fire door secured with a cylinder lock.


8) Service cupboards containing electrical risers from 1st to 8th floors have double nominal FD60s 54mm doors secured with a suited 138 key mortice lock.

9) Chute room doors on each floor are nominal 44mm FD30s doors with self-closing device and vision panel.

10) Dry riser inlet / outlets on lobbies are housed in service cupboards with 44mm nominal FD30s doors. Doors secured with a 54 suited mortice lock.

11) The lift motor room is an FD60s 54mm door secured with a suited 54 key mortice lock.


12) The landings & staircase from the first floor up, are protected by use of notional self-closing 44mm 30-minute timber fire doors with vision panels. It is recognised that these doors do not meet today's benchmark of a certified FD30s fire door install. However, because they were installed at the time of the building's construction and to the standard of that time they are deemed as acceptable so long as the doors are free of damage and function as they were intended to do so. It has been recognised that all of the landing / staircase notional doors in this block have been upgraded with combined intumescent strips & cold smoke seals to enhance their original design and minimise departures from today's standards.

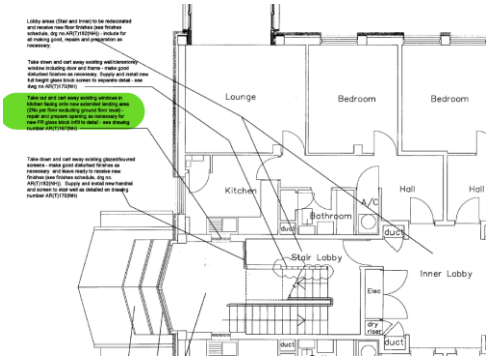
13) Communal timber doors to the ground floor lobby are nominal 44mm to FD30s standard. These doors were installed during the 2007/8 refurbishment.


14) A variety of methods / materials have been used to achieve fire-stopping including Rockwool, fire rated sponge, fibre cement board and intumescent mastic.


15) The fire stopping / compartmentation is subject to a 12-week check by the Fire Safety Rapid Response Team.

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

17) Flats to the front of the building (excluding ground floor) have a window consisting of glass blocks that face the extended stairwell landing. The blocks were installed during the 2007 refurbishment and are Weck Fire Glass blocks - 190x190x100mm supplied by Glass Block Technology to BS EN 1051-1 and anchored within a prefabricated aluminium frame. The nominal 1 hourglass block windows measure 590 x 590mm.



18) Cabling is generally housed in metal trunking however, small amounts of plastic trunking noted in the building's stairwell and corridors near lift motor room,

19) Access panels to stop taps are fixed to masonry and bedded on intumescent foam.

20) Communal landing door, 4th floor, was not reliably self-closing and therefore require adjustment.

21) Enhance fire stopping around fibre optic cables in ground floor service cupboard.

22) Enhance fire stopping around fibre optic cables above the suspended ceiling by ground floor dry riser cupboard.

Section 11

Fire Fighting Equipment

1) The dry riser inlet is located within the ground floor dry riser cupboard (twin valve) secured with type 54 suited mortice lock.

2) There is a dry riser that serves the building. The outlets are contained within the dry riser cupboard that is secured with a type 54 suited mortice lock. The door has signage depicting dry riser.

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) 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.

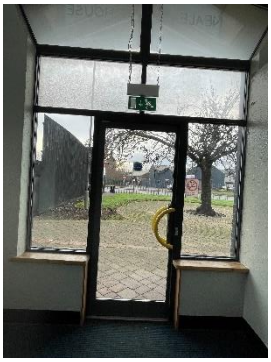
2) Fire Action Notices are displayed throughout the building.

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) Photoluminescent wayfinding signage depicting floor level and flat numbers are fitted to the walls on all floors adjacent the lift car's and to the wall of each landing on the communal staircase. Signage that meets the requirement of ADB and Fire Safety (England) Regulations 2022.

6) Directional fire escape signage has been installed to ground floor exits.



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.

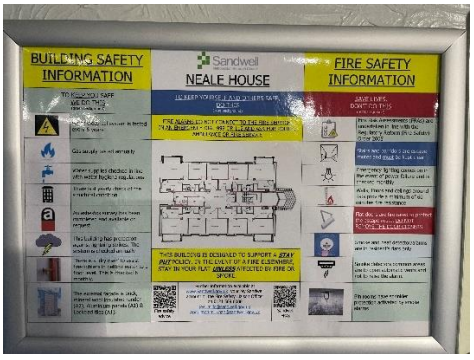
2) All employees are encouraged to complete ‘In the line of fire’ training on an annual basis.

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) Staff undertaking fire risk assessments are qualified to Level 4 Diploma in Fire Risk Assessment.

5) Fire safety information has been provided as part of tenancy pack.

6) Building safety and evacuation notices are displayed in common areas and lift cars.



7) Information regarding the Stay Put Unless strategy and use of fire doors and is provided to residents

IMPORTANT NOTICE

FIRE DOORS

Fire doors are crucial life safety devices, designed to restrict the spread of smoke and fire for a substantial period of time.

You must ensure:

- Fire doors are kept shut when not in use.
- Residents and visitors do not tamper with doors or self-closing devices.
- Any faults or damage is reported immediately to the Contact Centre using the details below.

You must NOT:

- Alter or change your flat front door or internal doors without prior consent from Sandwell Council.

We will:

- Ensure caretakers check communal fire doors.
- Carry out an audit of communal fire doors every 12 weeks.
- Check your flat entrance fire door every year.

ANY UNAUTHORISED MODIFICATIONS MAY PUT LIVES AT RISK

This information is provided in line with the Fire Safety (England) Regulations 2022 to ensure the safety of residents and building users is not negatively impacted by the modification / misuse of fire doors.

PLEASE REPORT ANY DEFECTS OR CONCERNS WITH FIRE DOORS TO:

Name: Contact Centre

Phone: 0121 569 6000

Email:

On-line: My Sandwell Account

Sandwell

Use QR Code to access Fire Safety Advice

Fire safety advice

Sandwell

We are committed to educating residents about fire safety and what you should do in the event of a fire in your own home or another part of the building.

What to do if a fire breaks out in your flat

1. Leave the room where the fire is and close the door.
2. Alert anyone else in the property that there is a fire and leave the flat, closing all doors behind you.
   Do not stay to put out the fire.
3. Use the staircase to exit the building.
   Do not use the lift.
4. Dial 999 and wait for the fire service to arrive.
   Do not re-enter the building.

What to do if you see or hear a fire in another flat or part of the building

1. It will normally be safest for you to remain in your flat and stay put unless the heat or smoke from the fire is affecting you.
   If your safety is compromised, then you should leave the building following the guidance as if the fire was in your flat.
2. If you are instructed to leave by a member of the emergency services, you should do so immediately.
3. In either case, use the staircase to exit the building.
   Do not use the lift.

'Stay Put Unless' is an evacuation strategy used in purpose-built blocks of flats. It is in place to keep people safe when they are not in an area directly affected by fire.

If you notice any fire doors within the building that are damaged or wedged open, or have any other concerns, please call us on 0121 569 6000.

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

BUILDING SAFETY INFORMATION		Sandwell Metropolitan Borough Council NEALE HOUSE		FIRE SAFETY INFORMATION	
TO KEEP YOU SAFE WE DO THIS (green background)		TO KEEP YOURSELF AND OTHERS SAFE, DO THIS (blue background)		SAVE LIVES, DON'T DO THIS (red background)	
	Mains electrical system is tested every 5 years	FIRE ALARMS DO NOT CONNECT TO THE FIRE SERVICE. IN AN EMERGENCY DIAL 999 OR 112 AND ASK FOR POLICE, AMBULANCE OR FIRE SERVICE			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 must 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. DO NOT REMOVE THE DOOR CLOSERS
	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.	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.			Smoke detectors common areas are to open automatic vents and not to raise the alarm.
	The external façade is brick, mineral wool insulated render (A2), Aluminium panels (A1) & Lockclad tiles (A1).	Fire safety advice	Further information available at www.Sandwell.gov.uk your My Sandwell account or the Fire Safety Liaison Officer on 0121 569 6000 lee_mlilo@sandwell.gov.uk Abdulmonim_Khan@sandwell.gov.uk	Sandwell FRAs	 Bin rooms have sprinkler protection activated by smoke alarms

Section 14

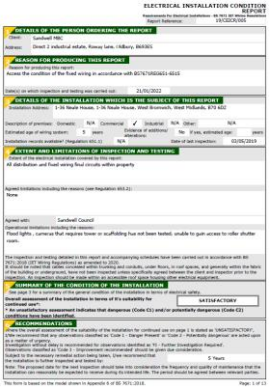
Sources of Ignition

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 21/01/2022.


ELECTRICAL INSTALLATION CONDITION REPORT

5) There is lightening protection installed to the block. Maintenance contracts are in place for lightning conductor testing in accordance with BS 6651.

6) Portable heaters are not allowed in any common parts of the premises.

7) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team. The gas supply is internal.

Section 15

Waste Control

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

2) Refuse containers 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

Control and Supervision of Contractors and Visitors

1) Responsive Repairs service delivered by Sandwell MBC necessitates the production of an order via the computerised repairs system. Details of any known risks are documented on the repair order.

2) Hot works are not permitted unless authorisation is given via the approved officer. The hot works procedure is to be followed.

3) Utility companies are not allowed to access any service cupboard or secure area. They must request and collect maintenance keys from the Investments office @ Roway Lane. This allows scrutiny of what is the scope of any works such as installation of tenant's broadband / phone line etc.

4) Where contractors are appointed to undertake major refurbishment works, Sandwell MBC Urban Design team will put control measures in place. Such Measures include: -

   a) Pre-Contract Meetings – where contractor is made aware of all working arrangements and safe systems of work to be adopted. Issues covered in this meeting will include:
      - Health and Safety.
      - Site security.
      - Safety of working and impact on children/school business.
      - Fire risk, if any.
      - Site Emergency Plan.

   b) Monthly Site Meetings – in order to monitor, review and share any new information including any new risks.

   c) Site monitored daily whilst work is in progress by Clerk of Works / Health and Safety Officers.

   d) Final Contractor review on completion of works undertaken.

Section 17

Arson Prevention

1) Regular checks are undertaken by Caretakers / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.

2) Restricted access to the premises by means of a door entry system.

3) There is CCTV system in place that covers the external perimeter, ground floor and lift car.

4) There is no current evidence of arson.

5) The perimeter of the premises is well illuminated.

6) There have been no reported incidents since the last FRA.

Section 18

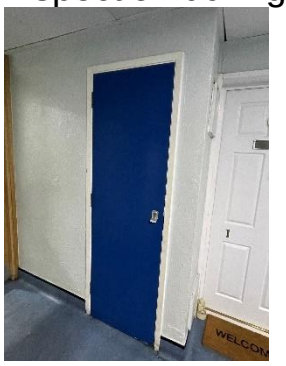
Storage Arrangements

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

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) Residents have access to storage cupboards adjacent their flats. All store cupboards are kept locked and were not available for inspection during the survey.



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

Section 19

Additional Control Measures. Fire Risk Assessment - Action Plan

Significant Findings

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

Trivial ☒ Tolerable ☐

Definition of priorities (where applicable):

P1 Arrange and complete as urgent – Within 10 days

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

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

P4 Arrange and complete exceeding 6 months under programmed work

Fire Risk Assessment Action Plan

Name of Premises or Location: Neale House

Date of Action Plan: 12/12/2024

Review Date: <Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
10/20	4th floor landing door not reliably self-closing / requires adjustment		P2	Within 1-3 months Fire Rapid Team	

10/21	Ground floor service cupboard – firestop around fibre optic cables.	 	P2	Within 1-3 months Fire Rapid Team	
10/22	Firestop around fibre optic cables above suspended ceiling by ground floor dry riser cupboard	 	P2	Within 1-3 months Fire Rapid Team	

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	
Due to proximity of flat glazing to staircase a sprinkler installation should be considered, to the flats, as part of a future works programme.	
Some communal notional fire doors show signs of wear and tear due to age. Consideration should be given to upgrade with certified FD30s door sets & combination frames as part of a future programme.	

Signed

	Fire Risk Assessor	Date: 13/12/24
	Quality Assurance Check	Date: 17/12/2024

Appendix 1

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

Name of property: Neale House.

Updated: 19/09/2023

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

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

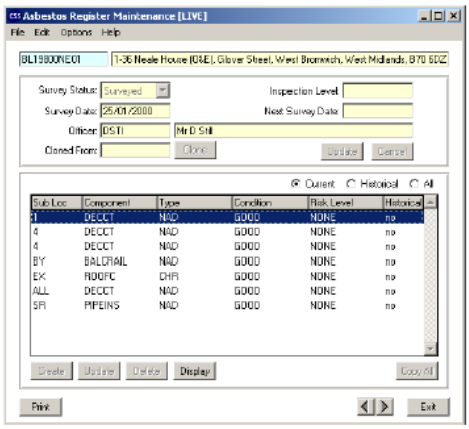
Asbestos Survey	Property Address	Neale House, Glover Street, West Bromwich, B70 6DZ.		✓ Office use
Surveyed by	D Jones	Date	24/02/2014	
Checked by	DEREK STILL	Desktop Check	✓	Site Check
Date	11/05/2018			

Reason for request		HSG 264 - Survey Report Type	
Investment Void		Refurbishment Survey	
Investment Tenanted		Management Survey	✓
R & M Void		SHAPE Interrogated.	✓
R & M Tenanted		No Existing SHAPE Data.	
Medical / Emergency - Heating Works		Existing SHAPE Data.	✓
Communal Areas	✓	Refurb Surveys Interrogated ?	

Property Description

8 Storey High Rise Block

Year Built	1964



Notes / including details of similar property surveys completed.

Reviewed by G.Carrington – 22/06/2022

REVISED DEREK STILL 19/09/23023 ALL FRONT DOOR FRAME SEALANTS SILICON NONE ASBESTOS

Building Surveyors
0121 569 5077

Sandwell Metropolitan Borough Council

Asset Team – Investment Division
Operations & Development Centre
Roway Lane
Oldbury
B69 3ES

Sample Locations	Property Address	Neale House, Glover Street, West Bromwich, B70 6DZ.						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIF Y	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								
ALL WALLS TO COMMUNAL LANDINGS	TEXTURED COATING	-	SEALED	DJ307/001	NO ASBESTOS DETECTED			

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
8TH FLOOR DRY RISER CUPBOARD CEILING PANEL	SUPALUX	ALL FRONT DOOR SEALANTS	SILICON		
ALL ELECTRIC CUPBOARD METER BACK BOARDS	TIMBER / CHIPBOARD				
ALL FLATS TO BLOCK ADJ. ENTRANCE DOOR ACCESS PANELS	SUPALUX				
GROUND FLOOR SUSPENDED CEILING TILES	NONE ASBESTOS				
EXTERNAL METER CUPBOARD CEILING	SUPALUX				