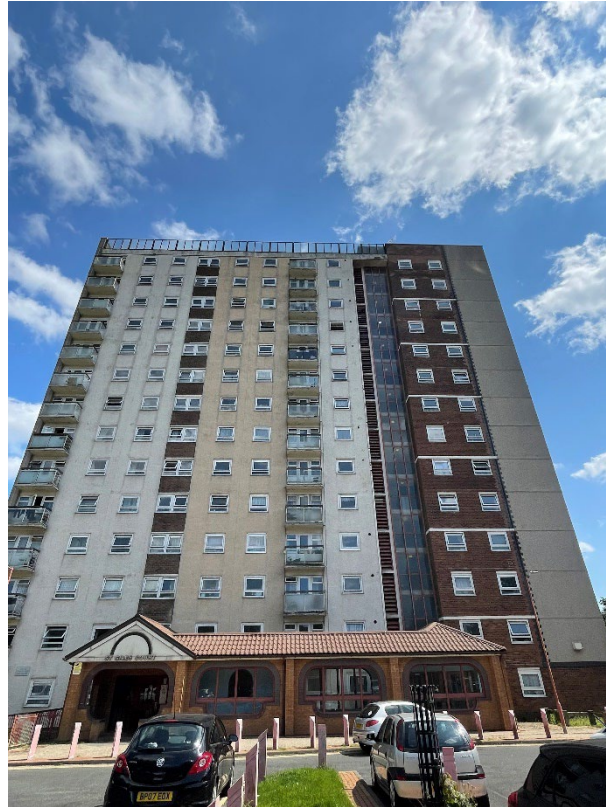


Fire Risk Assessment

St Giles Court



**Reservoir Road,
Rowley Regis
B65 9PE**

Date Completed: 30/07/2024.

Officer: A. Smith Fire Risk Assessor

Checked By: J Blewitt Team Lead Fire Safety & Facilities

Current Risk Rating = Tolerable

Subsequent reviews

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

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Section

0

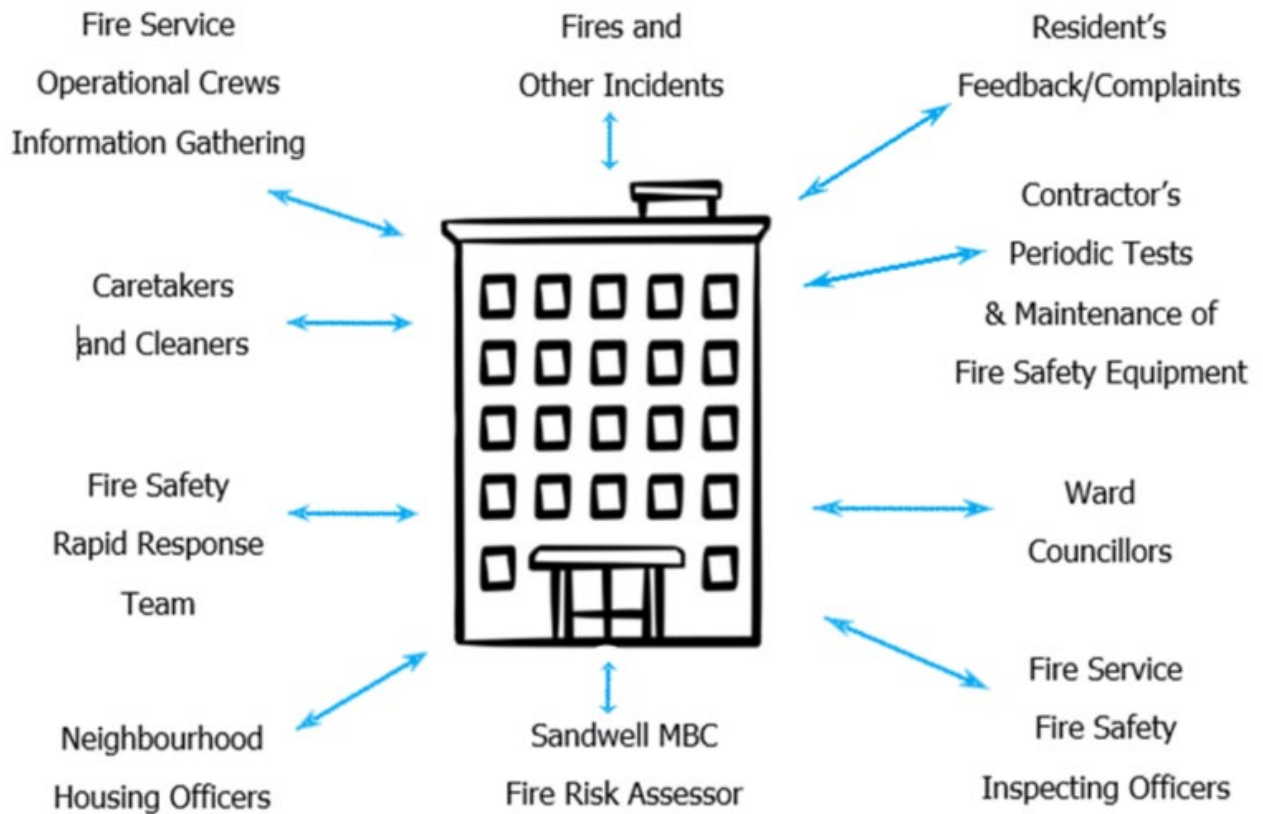
Introduction

The [Regulatory Reform \(Fire Safety\) Order 2005 \(RR\(FS\)O\)](#) places a legal duty on landlords to complete a fire risk assessment (FRA). Specifically, RR(FS)O article 9. — (1) *“The responsible person must make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions he needs to take to comply with the requirements and prohibitions imposed on him by or under this Order”*.

This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>. In the first instance however, we would be grateful if you could contact us directly via [https://www.sandwell.gov.uk/info/200195/contact_the_council/283/feedb ack_and_complaints](https://www.sandwell.gov.uk/info/200195/contact_the_council/283/feedback_and_complaints) or by phone on 0121 569 6000.

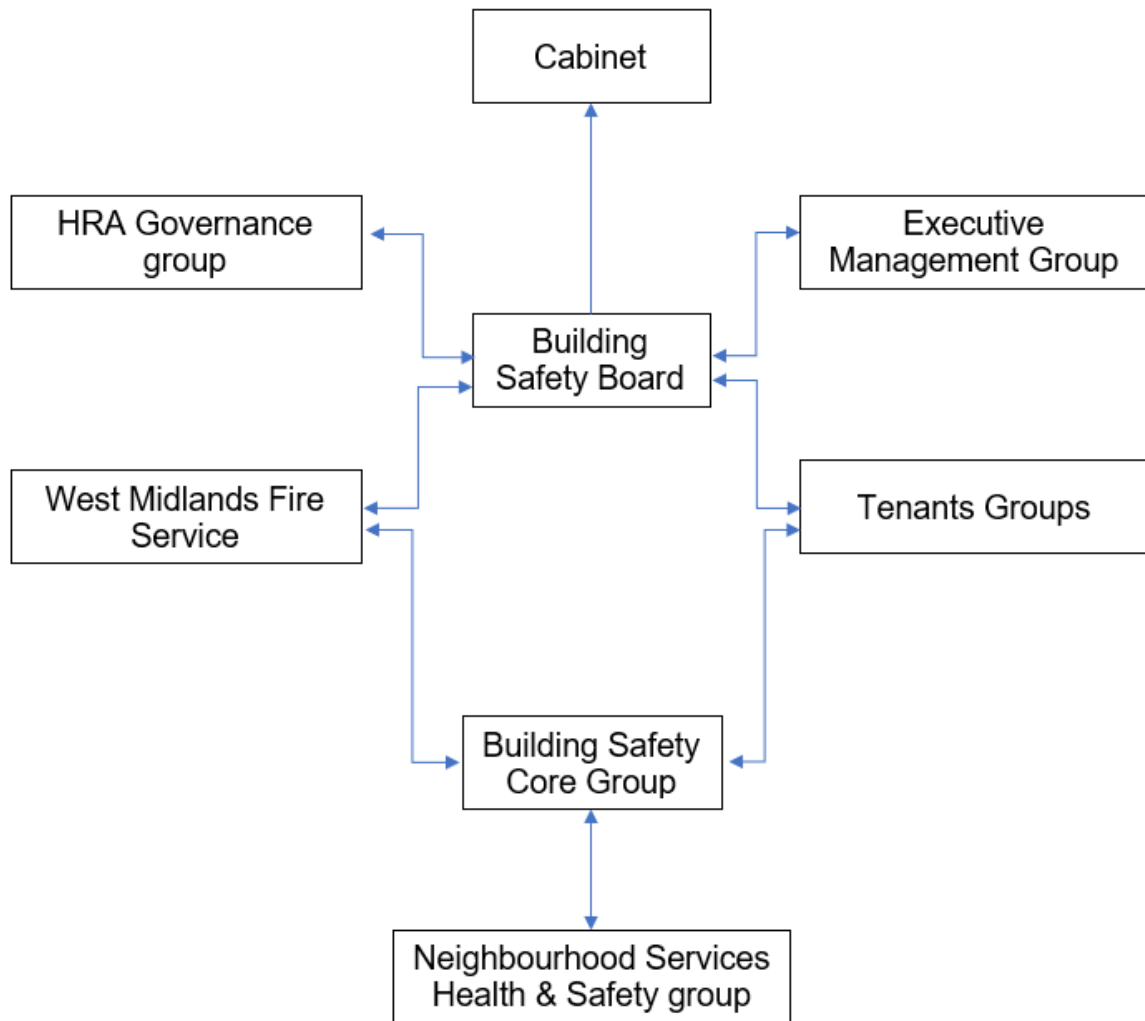
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. 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, Facilities and Premises Manager who reports to the Business Manager - Surveying and Fire Safety.

These managers attend the Fire Safety Core Group for scrutiny which is part of the governance structure below.



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 or smoke.

Section number	Section Area	Individual Risk Level
Section 6	<p>External Envelope Each fascia of the building comprises of traditional brick masonry alongside a rendered finish.</p> <p>There is also ventilated blockwork to the rear elevation and powder coated aluminium louvred vents to the front elevation.</p> <p>All communal windows are powder coated aluminium with flat windows being UPVC double glazed units.</p> <p>Balconies to flats are constructed of concrete with steel & glazed railings.</p>	Trivial

Section 7	<p>Means of Escape from Fire The block has a single staircase that provides a sufficient means of escape with 2 final exit doors at ground level.</p>	Trivial
Section 8	<p>Fire Detection and Alarm Systems Smoke / Fire detection to individual flats is to LD2 standard.</p> <p>Detection and deluge system is installed to the bin storage room.</p>	Trivial
Section 9	<p>Emergency Lighting The premise has sufficient emergency/ escape lighting system in accordance with BS 5266</p> <p>The centrally powered 24v units are provided to the communal landings, stairs and lift motor room.</p>	Trivial
Section 10	<p>Compartmentation The block has sufficient compartmentation with all doors being FD30s rated fire doors within communal areas and individual flat entrances.</p> <p>Service & dry riser cupboard doors are 30-minute notional doors.</p>	Tolerable
Section 11	<p>Fire Fighting Equipment The dry riser inlet is located within the ground floor main entrance lobby.</p> <p>Outlets are on all floors above.</p>	Trivial

	<p>Maintenance contracts are in place to service the valves twice per year.</p> <p>A portable fire extinguisher (CO2) is located within the lift motor room and is serviced annually.</p>	
Section 12	<p>Fire Signage Appropriate mandatory and safety signage is in place.</p>	Trivial
Section 13	<p>Employee Training All staff receive basic fire safety awareness training.</p>	Trivial
Section 14	<p>Sources of Ignition The fixed electric tests should be carried out every 5 years. Last test- 14/08/2023.</p>	Trivial
Section 15	<p>Waste Control Regular checks by Caretakers minimise risk of waste accumulation.</p>	Trivial
Section 16	<p>Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.</p>	Trivial
Section 17	<p>Arson Prevention A door entry system prevents unauthorised access & perimeter lighting is in place.</p> <p>CCTV system has been installed.</p>	Trivial

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 normal fire hazards that have been highlighted within the risk assessment.

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 a Stay Put Unless policy and sufficient compartmentation to include FD30s rated fire doors to flat entrances & communal doors, combined with suitable smoke detection

to LD2 standard within flats. There is natural ventilation by means of louvre vents to the communal corridors and chute rooms on all upper floors and in addition, dry riser cupboards and service cupboards doors are notional 30-minute fire doors.

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 be
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 is currently writing a policy and procedures for Personal Emergency Evacuation Plans (PEEPs). This is based on tenants identifying themselves as requiring a PEEP. This will be reliant on the outcomes of the government consultation which is yet to be published.

Where this is known and PEEPs have been completed, it will be captured in this fire risk assessment along with any building layout or working practices placing people at significant risk of fire.

Section

3

Contact Details

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

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

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

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

Chief Executive

Shokat Lal

Executive Director of Place

Alan Lunt

Fire Safety, Facilities and Premises Manager

Tony Thompson

Team Lead Fire Safety and Facilities

Jason Blewitt

Fire Risk Assessor(s)

Carl Hill

Anthony Smith

Louis Conway

Adrian Jones

Resident Engagement Officer - Fire Safety

Lee Mlilo

Abdul Monim Khan

Housing Office Manager

Prabha Patel

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

St Giles Court
Reservoir Road
Rowley Regis
B65 9PE

Description of the Property

The high-rise block was constructed in 1965. The block consists of 15 storeys (inclusive of the ground floor and basement).



Each of the floors from the 1st to 13th floors inclusive contain 6 number dwellings (3 each side). The ground floor contains three number dwellings and a further flat accessed at the rear of the block.



The ground floor also contains: two community rooms, both of which have a final exit door that leads to ultimate safety. There is also a laundry room, caretakers office and server room.



The Firefighters white box is located on the front elevation right-hand side of the main block. The location of the fire hydrant and service isolation points for gas are detailed on a plan located within the firefighter's white box.



The block has a main entrance to the front elevation and a further entrance / exit located to the right of the main entrance. The main entrance has a door entry system and both entrances have a fob reader installed.

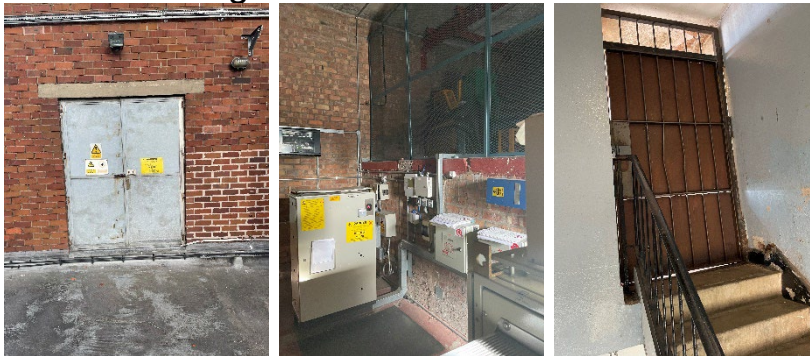


There are two lift cars that serve alternate floors, the capacity for each lift is 8 persons or 600kg. The Firefighter control switch for each lift is located externally to the left-hand side of the main entrance.

Fire Risk Assessment



The lift motor room is located on the roof and is accessed via a steel door secured with a mortice lock. Access to the roof is via a full height steel gate secured with a mortice lock from the communal stairs / landing, the door to the motor room is secure by cylinder type lock, key stored in firefighter's white box.



The basement is accessed from the rear of the block and contains the electrical intake, the control panel for the bin store deluge system and the 24 volt centrally powered emergency lighting system. The basement key is stored in Firefighters 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.

High/Low Rise	High Rise
Number of Floors	15
Date of Construction	1965
Construction Type	Wimpy
Last Refurbished	N/A
External Cladding	None
Number of Lifts	Two
Number of Staircases	One
Automatic Smoke Ventilation to communal area	No
Fire Alarm System	Yes- Ground floor only
Refuse Chute	Yes-one
Access to Roof	Steel gate on 14 th floor stairwell.
Equipment on roof (e.g. mobile phone station etc)	No

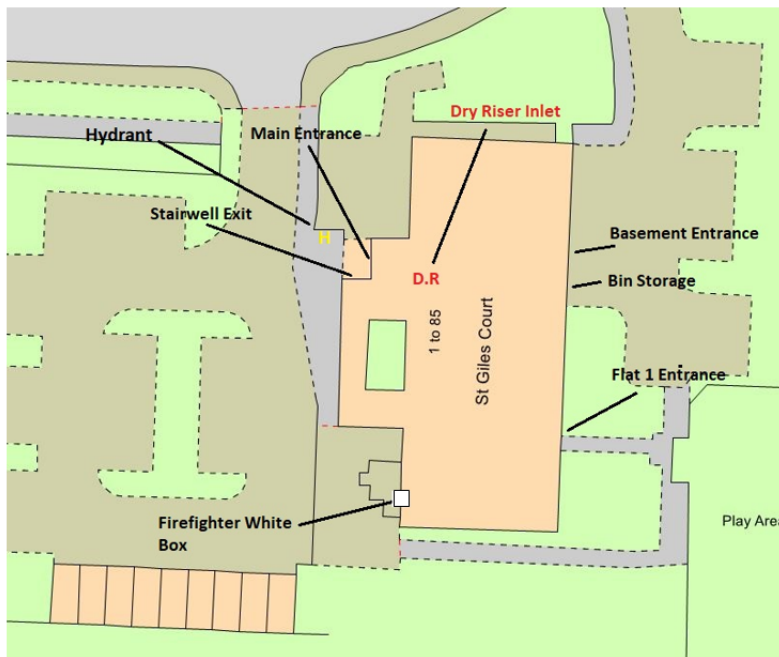
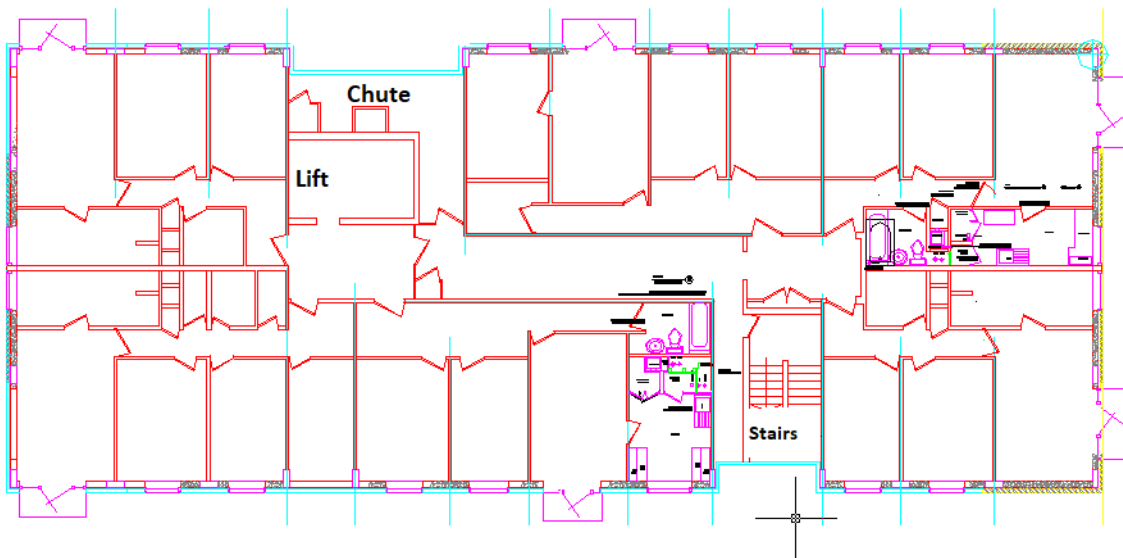
Persons at Risk

Residents / Occupants of 82 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.



Key

- H Fire Hydrant
- Firefighters White Box
- D.R Dry riser inlet

St Giles Court
Reservoir Road
B65 9PE
 14 Floors
 Date:
 08th March 2023

Sandwell
 Metropolitan Borough Council

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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.

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

It appears a temporary repair has been undertaken to the balcony of flat 36 with the installation of timber guarding to cover a defective glazed panel. The temporary repair in these circumstances is considered acceptable prior to a permanent repair.

1. All elevations consist of traditional brick alongside a rendered finish.



2. All flat windows and balcony doors are UPVC double glazed units.



3. All communal windows to the protected staircase and single storey final exit are powder coated aluminium single glazed units.



4. Individual flat balconies are constructed of a concrete slab with steel and glazed railings.



5. Ventilation panels to the front elevation consist of powder coated aluminium louvre vents.



6. The ventilated block work to the chute rooms on the rear elevation have been externally covered with pest control netting. The netting will be permanently removed during significant refurbishment works that are anticipated to begin soon.



Section

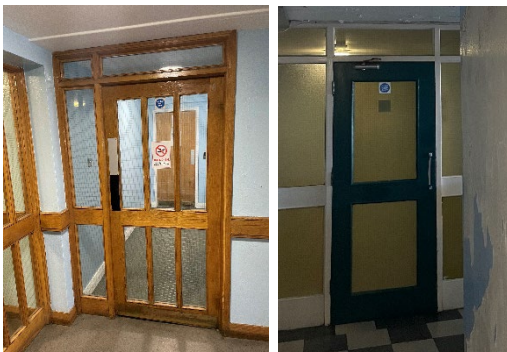
7

Means of Escape from Fire

- 1) The site has a single staircase that provides a means of escape and is 1050mm in width.



- 2) All corridors are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum.
- 3) Corridors forming the means of escape from the 1st to the 13th floors provide a single direction of travel towards the protected stairwell. The maximum travel distance from the furthest flat is no more than 15 metres. Each flat on these floors is no more than 4.5 metres from a permanently ventilated corridor and an FD30s compartment door.
- 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 FD30s fire doors with vision panels. All communal doors will be replaced with fully certified FD 30s self-closing doorsets during the proposed refurbishment.



- 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) 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.



- 8) Automatic smoke ventilation is not employed. Ventilation of the communal stairwell is via two ventilation panels to the head of each side of the stairwell.



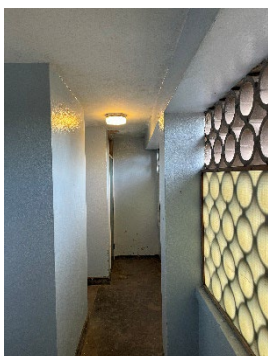
- 9) The communal windows to the stairwell are fixed and not openable.



- 10) The communal corridors have natural ventilation by means of louvre vent adjacent the communal door to the stairwell.



- 11) The chute room area on each floor has natural ventilation by means of block work.



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



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

- 14) Dry riser cupboard doors are FD30 rated, kept locked / secured with budget type lock.
-

- 15) Electrical service cupboards have FD30 rated doors, secured with a suited cylinder lock. Residents have been provided with a key for access to their electricity meters. It is recommended that all service cupboard doors are updated to FD30s during the upcoming building refurbishment works.



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

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



- 18) Individual flat doors are FD30s rated composite doors sets manufactured by: Permadoor, IG or Nationwide. Flats: 70, 54, 51, 47, 28, 13 and 9 are timber flush door sets. Flat 1 which is accessed externally on the rear elevation is a UPVC type door.



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

Doors sampled were 55 and 84.

There were no signs of tampering with any of the flat entrance doors accessed.

20) The fire rating of individual door mats outside flat entrances is unknown.

21) Access panels to stop taps are fixed to masonry and bedded on intumescent material.



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) There is a fire alarm system that covers the ground floor communal areas and office/community rooms etc only. The system is subject to a cyclical test.
- 3) Based on the sample of properties accessed during the fire risk assessment the smoke alarms within resident's flats are installed to an LD2 Standard. Number 55 has: 2 smoke detectors in hallway, 1 in living room and heat detector in Kitchen (as confirmed by resident- not inspected) Number 84 has: 2 smoke detectors in hallway, 1 smoke detector in living room and a heat detector in Kitchen (as confirmed by resident-not inspected).

For information

LD1 all rooms except wet rooms

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

LD3 Hallway only

- 4) 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.
 - 5) A deluge system is provided to the refuse chute bin store. The control panel is located within the basement. 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 centrally powered 24v units are provided to the communal landings, stairs and lift motor room. The batteries are located within the basement. Self-contained units are provided to the final exits, server and meeting rooms.



- 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. Service and dry riser cupboard doors are notional fire doors.
- 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 service cupboards to communal landings are lockable. Residents hold keys for access to those cupboards containing their electric meters.
- 5) A variety of methods / materials have been used to achieve fire-stopping including Rockwool and intumescent pillows.
- 6) Individual flat doors are FD30s rated composite fire door sets from manufacturers: Permadoor, IG or Nationwide. Flats 70, 54, 51, 47, 28, 13 and 9 are timber flush Fd30s door sets. Flat 1 which is accessed externally on the rear elevation is a UPVC type door.

Refer to updated door sheet below.

Fire Risk Assessment

St Giles Court 1-85 (O&E)	50 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	51 St Giles Court;Reservoir Road;Rowley Regis;West	Timber Door	Not glazed
St Giles Court 1-85 (O&E)	52 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	53 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	54 St Giles Court;Reservoir Road;Rowley Regis;West	Timber Door	Not glazed
St Giles Court 1-85 (O&E)	55 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	56 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	57 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	58 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	59 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	60 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	61 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	62 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	63 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	64 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	65 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	66 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	67 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	68 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	69 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	70 St Giles Court;Reservoir Road;Rowley Regis;West	Timber Door	Not glazed
St Giles Court 1-85 (O&E)	71 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	72 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	73 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	74 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	75 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	76 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	77 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	78 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	79 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	80 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	81 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	82 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	83 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	84 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	85 St Giles Court;Reservoir Road;Rowley Regis;West	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	4 St Giles Ct;Reservoir Road;Rowley Regis;West Mid	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	2 St Giles Ct;Reservoir Road;Rowley Regis;West Mid	Permadoor	Not glazed
St Giles Court 1-85 (O&E)	3 St Giles Ct;Reservoir Road;Rowley Regis;West Mid	Permadoor	Not glazed

- 7) The corridors / staircases are protected by use of FD30s fire doors with vision panels.



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



- 9) Fire stopping required within flat 55 above flat entrance door.



Section

11

Fire Fighting Equipment

- 1) The dry riser inlet is located within the ground floor lobby, inside a cupboard secured with a budget lock.



- 2) The dry riser outlets are located in cupboards adjacent the chute rooms at the lift end of the communal corridor on each floor. Each cupboard is secured with a budget lock. It was evident that telecommunication cabling within the riser cupboards does hang loose and is generally untidy. The cabling does not restrict the use of the riser outlets and will be made good as part of the significant building refurbishment works that are planned.



- 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, caretakers office, server room, laundry room and meeting room. Maintenance contracts in place for maintenance of the extinguisher. The frequency for the maintenance checks is 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.



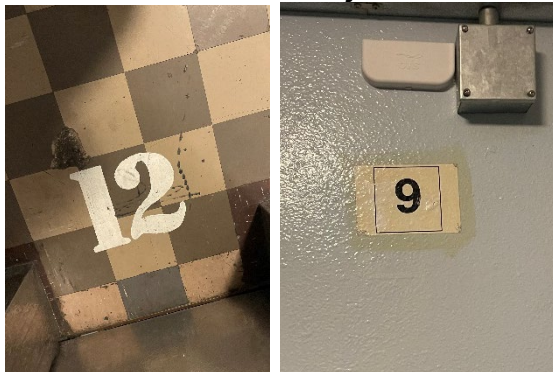
- 4) Signage depicting the floor location of each flat is fitted to the ground floor lobby wall.



- 5) Wayfinding signage within the block is present opposite the lift and within stairwell.



- 6) Signage depicting floor level is stencilled to the floor and fitted to the wall on each floor adjacent to lift.



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



- 8) Directional fire signage has been installed to the ground floor communal area only. This has not been installed on other floors due to simplicity of layout.



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.
- 4) Fire safety has been provided as part of tenancy pack.

Section

14

Sources of Ignition

- 1) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation. Signs of smoking were witnessed, and an email sent to the housing manager.



- 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. The date of the last test 14/08/2023.



- 5) The electrical installation i.e. risers are contained within dedicated service cupboards that are secure and protected by means of notional fire doors.

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



- 7) Portable heaters are not allowed in any common parts of the premises.
- 8) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team. It was noted that gas pipework is installed internally.
- 9) Incense sticks noted outside flat 67. Email sent to housing manager requesting these be removed.



Section 15

Waste Control

- 1) There is a regular Cleaning Service to the premises.
- 2) Refuse containers emptied regularly.
- 3) Regular checks by Caretakers minimise risk of waste accumulation.



- 4) 'Out of Hours' service in place to remove bulk items.
-

**Section
16**

Control and Supervision of Contractors and Visitors

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

**Section
17**

Arson Prevention

- 1) Regular checks are undertaken by Caretakers / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.
- 2) Restricted access to the premises by means of a door entry system.



- 3) CCTV is in operation covering all floors, lifts and external areas. The system is monitored 365 days per year by the centralised CCTV control room located at the Sandwell MBC Operations and Development Centre, Roway Lane, Oldbury, B69 3ES.

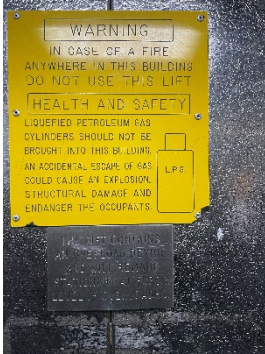


- 4) The perimeter of the premises is well illuminated.
 - 5) There have been no reported fire incidents since the last Fire Risk Assessment.
-

Section 18

Storage Arrangements

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



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

Section
19

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

Significant Findings

Action Plan

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

Trivial Tolerable

Definition of priorities (where applicable):

P1 Arrange and complete as urgent – Within 10 days

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

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

P4 Arrange and complete exceeding 6 months under programmed work



Fire Risk Assessment Level 2 Action Plan



Name of Premises or Location:


St Giles Court

Date of Action Plan:

02/08/2024

Review Date:

<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
10/9	Fire stopping required within flat 55 to gap above flat entrance door.		P3	Fire Rapid Team 3-6 months.	

Fire Risk Assessment

Signed

<i>A. Smith</i>	Fire Risk Assessor	Date: 02/08/2024
<i>Blunt</i>	Premise Manager	Date: 07/08/2024

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




Name of property: St Giles Court

Updated: 30th May 2023

Premise Manager: Tony Thompson

Tel. No.: 0121 569 2975

An asbestos survey has been undertaken and is held by S.M.B.C. Investment Division (Derek Still [Tel:- 0121 569 5077](tel:01215695077)).

Asbestos Survey		Property Address		St Giles Court, Reservoir Road, Rowley Regis, B65 9PE		Office use <input checked="" type="checkbox"/>	
Surveyed by	JOHN DAVIS	Date	05/03/14	Checked by	DEREK STILL	Desktop Check	<input checked="" type="checkbox"/>
Reason for request		HSG 264 - Survey Report Type		Date	05/03/2014	 Year Built: 1966	
Investment Void		Refurbishment Survey		Property Description			
Investment Tenanted		Management Survey	<input checked="" type="checkbox"/>				
R & M Void		SHAPE Interrogated.	<input checked="" type="checkbox"/>	14 STOREY HIGH RISE BLOCK WATES CONSTRUCTION			
R & M Tenanted		No Existing SHAPE Data.					
Medical / Emergency - Heating Works		Existing SHAPE Data.	<input checked="" type="checkbox"/>				
Communal Areas	<input checked="" type="checkbox"/>	Refurb Surveys Interrogated?					
				Notes / including details of similar property surveys completed. Survey reviewed 15/05/2022 by John Davis ***NO ACCESS TO INCINERATOR CUPBOARDS ON ALL FLOORS – UNABLE TO CHECK FLUE PIPE*** ***SEE SEPERATE SURVEY FOR GROUND FLOOR COMMUNITY FLAT*** ***SAMPLES TAKEN OF GENERIC TEXTURED COATING TO WALLS ON 12TH, 8TH, 5TH AND 3RD FLOORS – IF WALLS ON OTHER FLOORS ARE TO BE DISTURBED THEN PLEASE REQUEST FURTHER INFORMATION / SAMPLE*** ALL FRONT DOOR SEALANTS SILICON DEREK STILL 30/05/2023			
				Building Surveyors 0121 569 5077		Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES	
							

Fire Risk Assessment

Sample Locations	Property Address	St Giles Court, Reservoir Road, Rowley Regis, B65 9PE						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	LIBRETT	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								
PIPE / STACK TO RHS OF MOTOR ROOM BUILDING	CEMENT PIPE	-	UNSEALED	PRESUMED	CHRYBOTILE	NO	NO	
MAIN ROOF	BITUMINOUS	-	-	-	-	-	-	REQUEST SAMPLE IF TO BE DISTURBED
12 th , 4 th , 5 th and 3 rd FLOOR COMMUNAL WALLS	TEXTURED COATING	-	SEALED	D88221	NONE DETECTED	NO	NO	
DRY RISER CUPBOARD TRANSOMS TO ALL FLOORS EXCEPT 15 th & GROUND	BOARD	-	PAINT SEALED	D88221 / 002	AMOSITE	YES	YES	
FLOORS TO ALL LANDINGS EXCEPT GROUND FLOOR	THERMOPLASTIC TILE	-	SEALED	PRESUMED	CHRYBOTILE	NO	NO	
TRANSOM TO OLD INCINERATOR CUPBOARD ADJACENT TO CHUTE HOPPER ON ALL FLOORS EXCEPT 1ST	BOARD	-	PAINT SEALED	D88221 / 002	AMOSITE	YES	NO	
GROUND FLOOR CLEANERS CUPBOARD TRANSOM	BOARD	-	PAINT SEALED	PRESUMED	AMOSITE	YES	YES	
CEILING BOXING / DUCTING TO ROOM IN BASEMENT	BOARD	-	PAINT SEALED	QC 210	AMOSITE & CHRYBOTILE	YES	YES	
MAIN ROOF PARAPET CAVITY CLOSER	CEMENT	-	UNSEALED	PA 281	CHRYBOTILE	NO	NO	
ITEMS SHOWN BELOW HAVE BEEN ASSESSED ON SITE BY THE ASBESTOS SURVEYOR & ARE CONFIRMED NOT TO BE ACM's.								
LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL			
LIFT MOTOR ROOM CEILING	CONCRETE	PANELS TO STOP TAP BOXES TO ALL FLATS	SUPALLIX	MAIN ROOF PARAPET CAPPING	STEEL			
LIFT MOTOR ROOM FLOOR	CONCRETE	ACCESS PANEL TO BULKHEAD AT BOTTOM OF STAIRWELL	PLYWOOD	ALL FRONT DOOR SEALANTS	SILICON			
LIFT MOTOR ROOM WALLS	BRICK	GROUND FLOOR CEILING DUCTS	M.D.F.					
ACCESS PANEL IN GROUND FLOOR LAUNDRY	M.D.F.	PANEL TO SIDE OF GROUND FLOOR DRY RISER CUPBOARD	PLYWOOD					
15 th FLOOR CEILING ACCESS PANEL BY LIFT	PLYWOOD	INDIVIDUAL FLAT FRONT DOOR TRANSOMS	SUPALLIX					