

Fire Risk Assessment

WILLOW GARDENS



**Harvest Road, Rowley Regis,
B65 8FG**

Date Completed: 25th July 2024

Officer: Anthony Smith. Fire Risk Assessor

Checked By:

Current Risk Rating = Trivial

Subsequent reviews

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

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Section

0

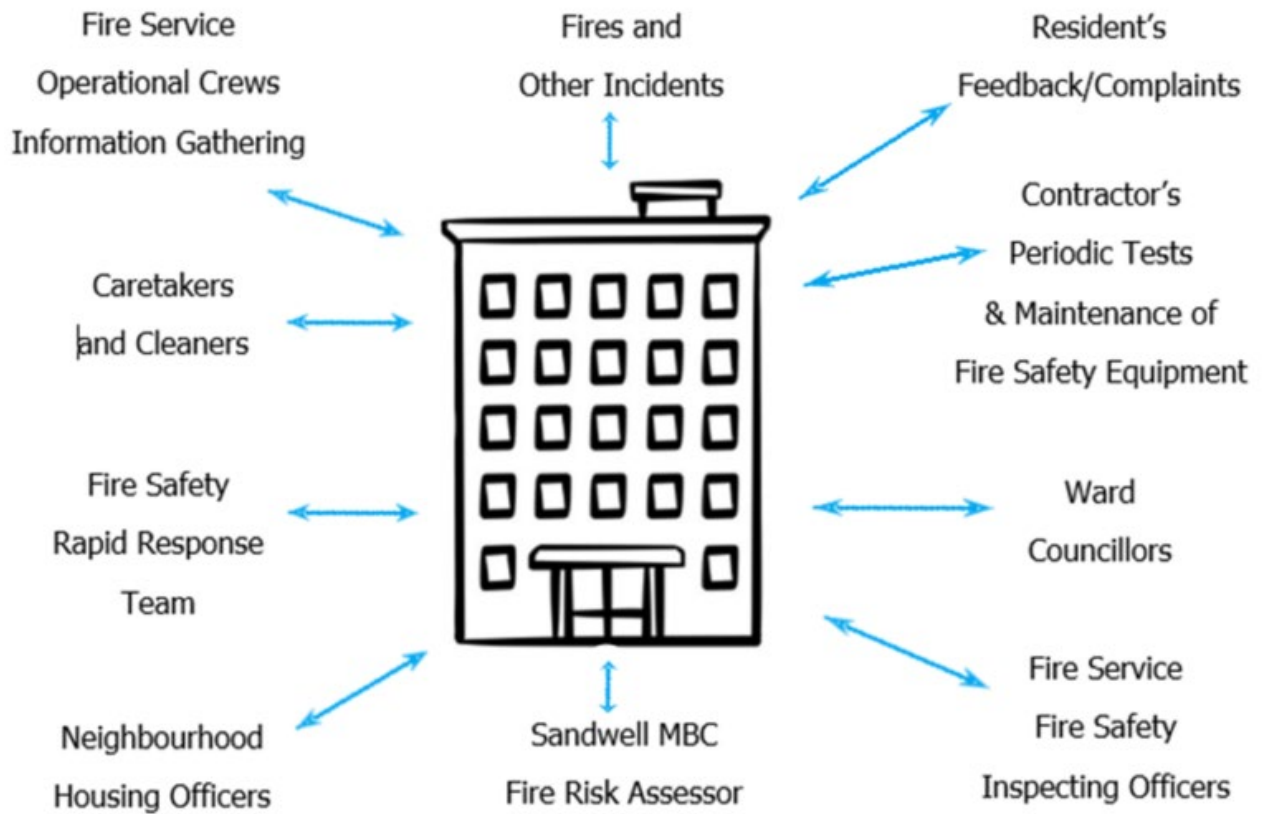
Introduction

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.

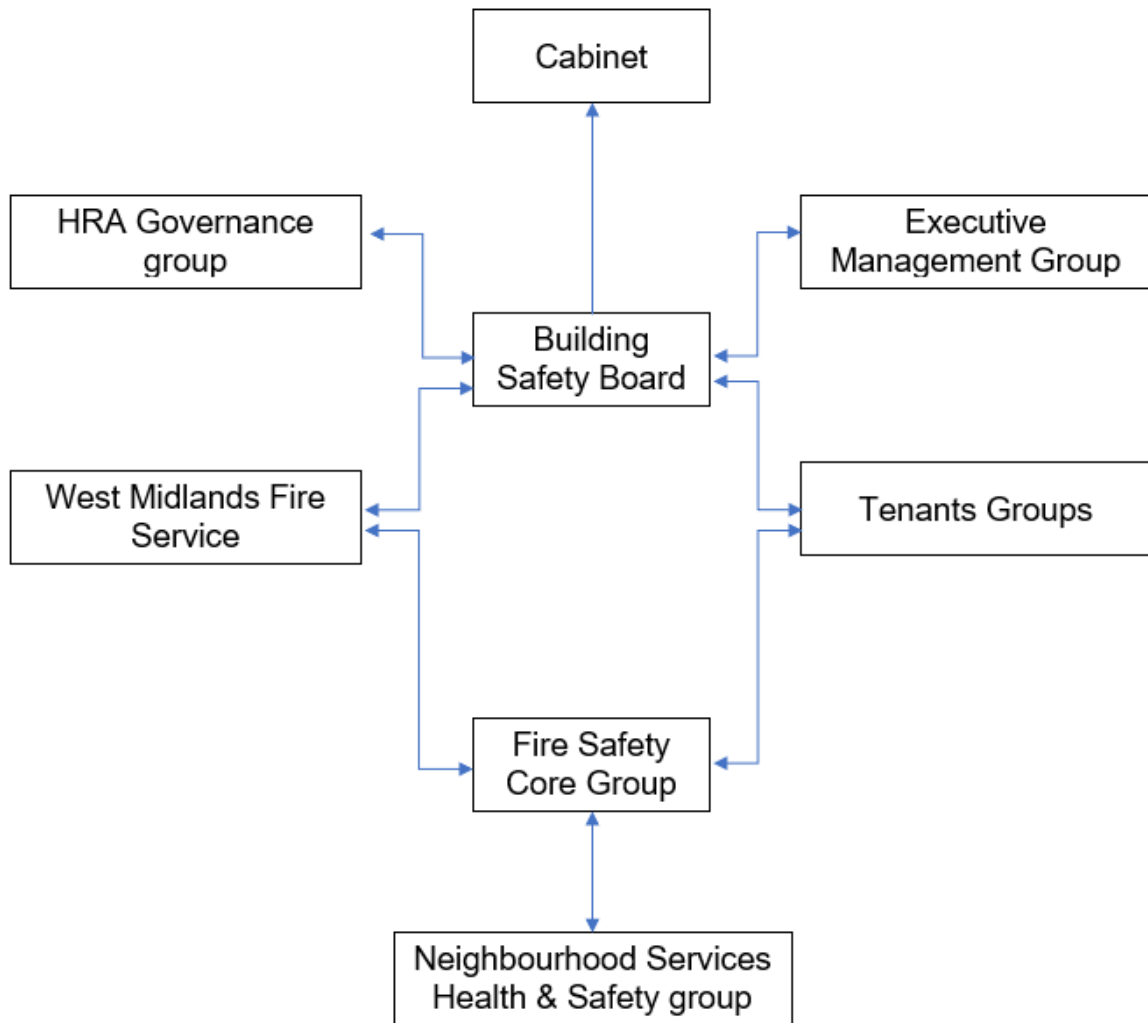
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. 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](#).

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;

Section number	Section Area	Individual Risk Level
Section 6	External Envelope <ul style="list-style-type: none"> • Traditional Brick Cavity. • Cement rendered boards with mineral wool insulation. 	Trivial
Section 7	Means of Escape from Fire <ul style="list-style-type: none"> • Escape routes are protected by 30-minute fire doors. 	Trivial
Section 8	Fire Detection and Alarm Systems <ul style="list-style-type: none"> • All areas are protected by smoke or heat detectors. • The fire alarm will sound only in the zone affected by fire. The adjoining zones will have an alert sound (different tone to give prior warning and/or for staff to support evacuation) 	Trivial

Section 9	Emergency Lighting <ul style="list-style-type: none"> • Emergency lighting is provided to common areas to operate in the event of power failure 	Trivial
Section 10	Compartmentation <ul style="list-style-type: none"> • Each flat has 60 minutes fire resistance. 	Trivial
Section 11	Fire Fighting Equipment <ul style="list-style-type: none"> • The building has a sprinkler system to operate in the event of a fire starting. • Fire extinguishers are provided for those staff trained to use them. 	Trivial
Section 12	Fire Signage <ul style="list-style-type: none"> • Signage is in place to provide advice and instruction to staff, residents and visitors. 	Trivial
Section 13	Employee Training and provision of information <ul style="list-style-type: none"> • Staff are to be trained in fire safety requirements and evacuation drills. • Residents are provided with fire safety information. • Evacuation drills are undertaken every 6 months. 	Trivial
Section 14	Sources of Ignition <ul style="list-style-type: none"> • Mains electrics are tested every 5 years. • Portable electric equipment is tested annually. • Mobility scooters must be stored in the room provided. 	Trivial
Section 15	Waste Control <ul style="list-style-type: none"> • Regular checks by Caretakers minimise risk of waste accumulation. 	Trivial
Section 16	Control and Supervision of Contractors and Visitors <ul style="list-style-type: none"> • Contractors are controlled centrally, and hot work permits are required where necessary. 	Trivial

Section 17	Arson Prevention <ul style="list-style-type: none">• A door entry system prevents unauthorised access and perimeter lighting is in place.• CCTV system has been installed.	Trivial
Section 18	Storage Arrangements <ul style="list-style-type: none">• There are no storage facilities for residents within the communal areas.	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 fire is at a low level of risk because of the presence of low fire hazards for this type of occupancy which have all been highlighted within the fire risk assessment.

After considering the use of the premise and the occupants 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 certified FD 30S Fire doors to flat entrances combined with suitable smoke detection to LD1 standard within the building.

Overall, the level of risk at the time of this FRA is Trivial.

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

Persons 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.

The nature of this site being an Extra Care Scheme, all residents will have been assessed to have eligible needs as defined under the Care Act. Therefore, residents would require care and support needs because of a physical or mental condition. The on-site team assess the impact of such conditions and have a care plan put in place for each resident. Those residents who are confined to their bed or disabilities requiring assistance have a Personal Emergency Evacuation Plan (PEEP) put in place. These records are held on site.

There are local procedures (Adult Social Care Emergency Action Plan-Fire) that defines responsibilities and actions that shall be taken in a fire situation. This document is held on site. All staff are briefed on fire evacuation procedures as part of their induction to the building.

For new residents, the on-site team undertake an induction to the premise, that includes going through the fire evacuation procedures. Fire evacuation procedures are also discussed at regular resident's meetings.

The minimum staffing requirements on site are:

Day	Care Staff	6
	Business Support Officers	2
	Duty Manager	1
	Deputy Manager	1
Night	Care Staff	3
	Duty Manager	2

Groups or persons especially at risk from fire

- Remote or lone workers at risk due to building layout
- Visitors and contractors unfamiliar with building layout
- Those people with physical, sensory or mental health issues
- Person centred fire risk assessments
- Users of medical oxygen.

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

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

Louis Conway

Anthony Smith

Adrian Jones

Resident Engagement Officer - Fire Safety

Lee Miilo

Abdul Monim Khan

Scheme Premises Manager(s)

Lorraine Skipp, Jim Barnes

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

Willow Gardens
Harvest Road
Blackheath
B65 8FG

Description of the Property

The premises is a purpose built residential extra care scheme that consists of three storeys. It was constructed in 2021 using a structural steel frame system, precast concrete floors, external brickwork / blockwork with partially insulated silicone rendered areas.

There are no external cladding systems installed.

There are no balconies to any of the dwellings.

The premises consist of 3 storeys (inclusive of the ground floor) that contains a total of 90 dwellings (23 x two bedrooms and 67 x one bedroom).

The floors are served by 3 lifts (one large with a maximum load capacity of 17 persons or 1250kg and two small – each with a maximum load capacity for 8 persons or 630kg)



There are 3 no staircases to the building (excluding the dedicated metal Access stairs to the air handling units in the roof space)



The ground floor contains 21 number dwellings, that are a mix of 2 bedroom (2 No) and 1 bedroom (19 No).

In addition, the floor plan contains the following:

Reception



Managers Office



Hairdressers



Staff Rest Room



Lounge



The soft furnishings (used in common areas) do have a fire safety label attached. Covers were lifted on a sample basis and 100% of sampling indicated labels evidencing compliance with Furniture and Furnishings (Fire) (Safety) Regulations 1988.



Dining Room

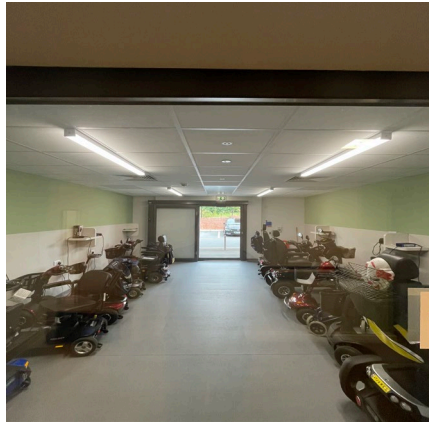


Commercial Kitchen



Mobility Scooter / Buggy Store (can be accessed from directly outside or via the communal corridor)

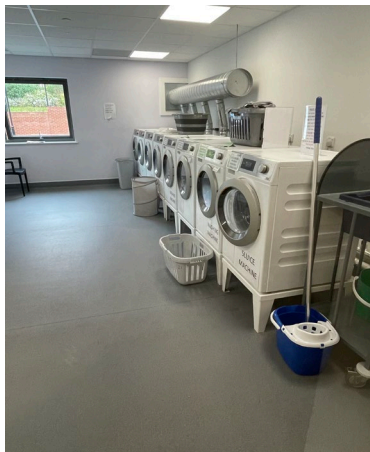
Willow Gardens Extra Care Scheme



Meter Room



Laundry Room



Water Tank Room



Plant Room



Bin Store (external) protected by 4 sprinkler heads.



Hub Room



Refuse Room



The first floor contains 36 number dwellings, that are a mix of 2 bedroom (12 No) and 1 bedroom (24 No).

In addition, the floor plan contains the following.

Refuse Rooms

Storerooms

Comms Room

The second Floor contains 33 number dwellings, that are a mix of 2 bedroom (9 No) and 1 bedroom (24 No).

In addition, the floor plan contains the following.

Residents Lounge



Refuse Room

Comms Room

Guest Room



The premises has a main entrance/exit to the front elevation.



and a further entrance/exit located on the rear elevation.

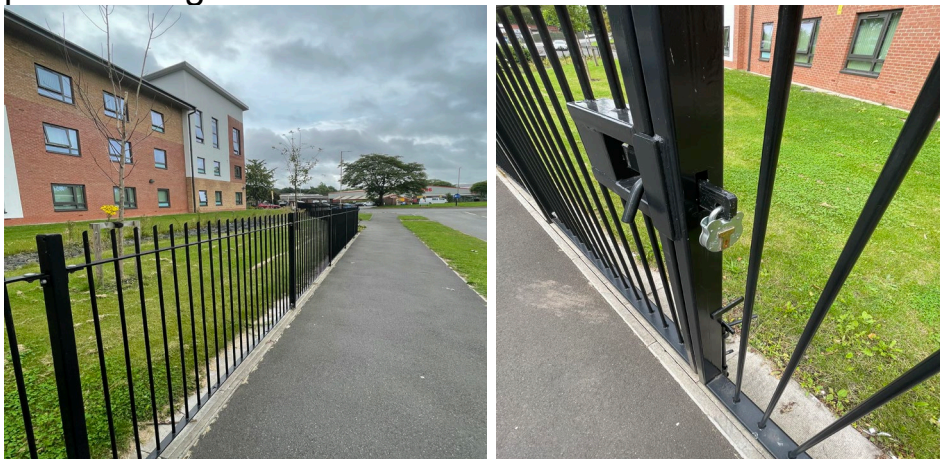


Both front and rear entrances have a door entry system with a fob reader installed.

Further exits are located on the two side elevations.



A security fence is present around the perimeter of the building. One padlocked gate was evident.



The design of the building is such that each corridor has an intermediate fire exit door and a door into the central courtyard.



Access to roof Space that contains the Air Source units is obtained via steel steps and gate leading from 2nd floor.



The communal, 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	Low Rise
Number of Floors	Three
Date of Construction	2021
Construction Type	Steel frame with brick facade
Last Refurbished	n/a
External Cladding	Part Traditional Brick cavity and part Cement rendered boards with mineral wool insulation.
Number of Lifts	Three
Number of Staircases	Three
Automatic Smoke Ventilation to communal area	Yes
Fire Alarm System	Life protection L1 category M Fire Alarm system installed to the premises with call points at exits and corridors ensuring no more than 45m travel
Refuse Chute	None, each floor contains Refuse rooms for clinical waste
Access to Roof	No – requires use of MEWP for external access
Equipment on roof (e.g. mobile phone station etc)	none

Persons at Risk

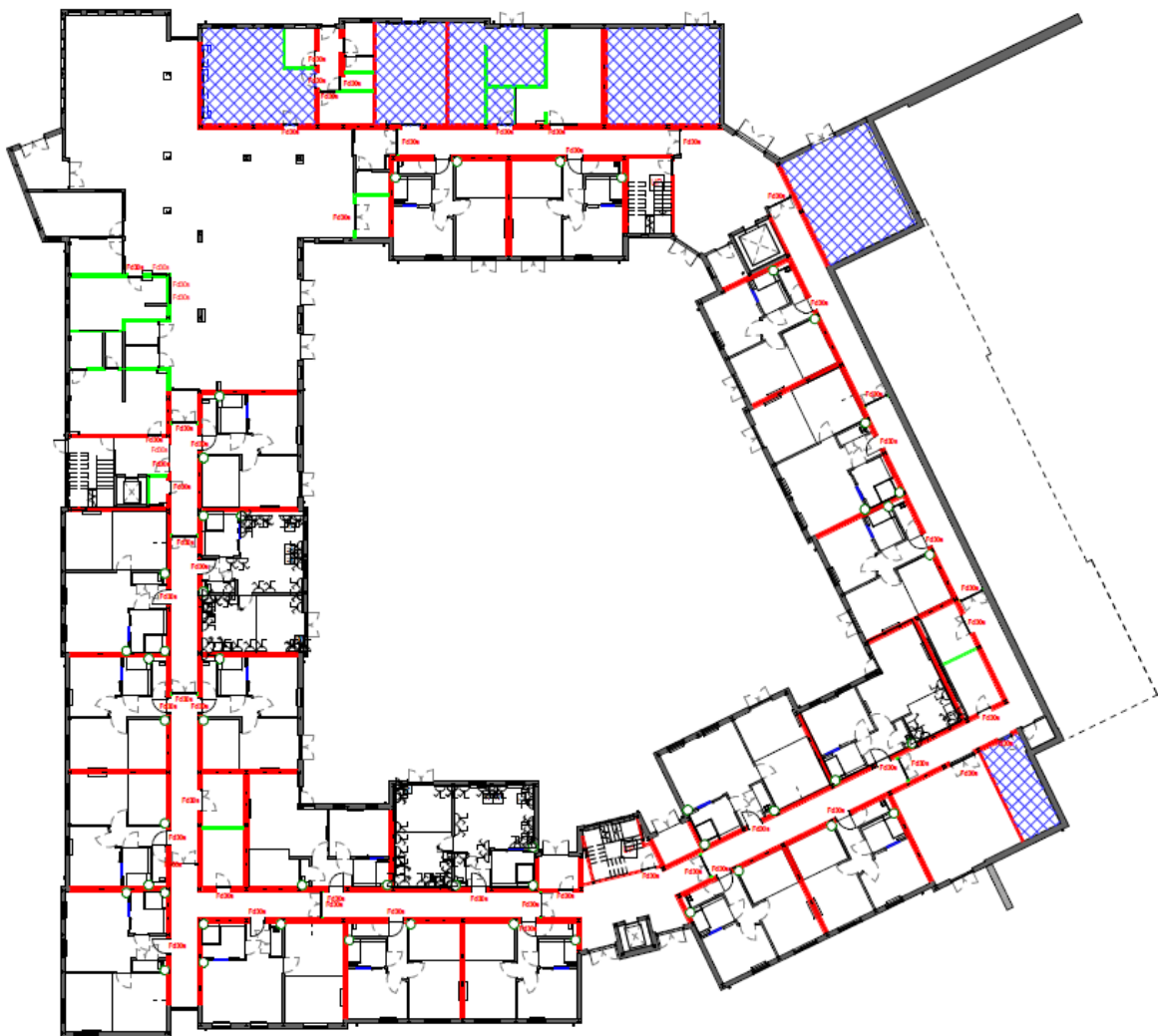
Residents / Occupants of 90 flats),
 Visitors,
 Sandwell MBC employees,
 Contractors,
 Service providers (e.g. meter readers, delivery people etc)
 Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

Section 5

Building Plan

A typical floor layout showing horizontal lines of compartmentation, emergency lighting, fire detection is attached and AOVs etc.

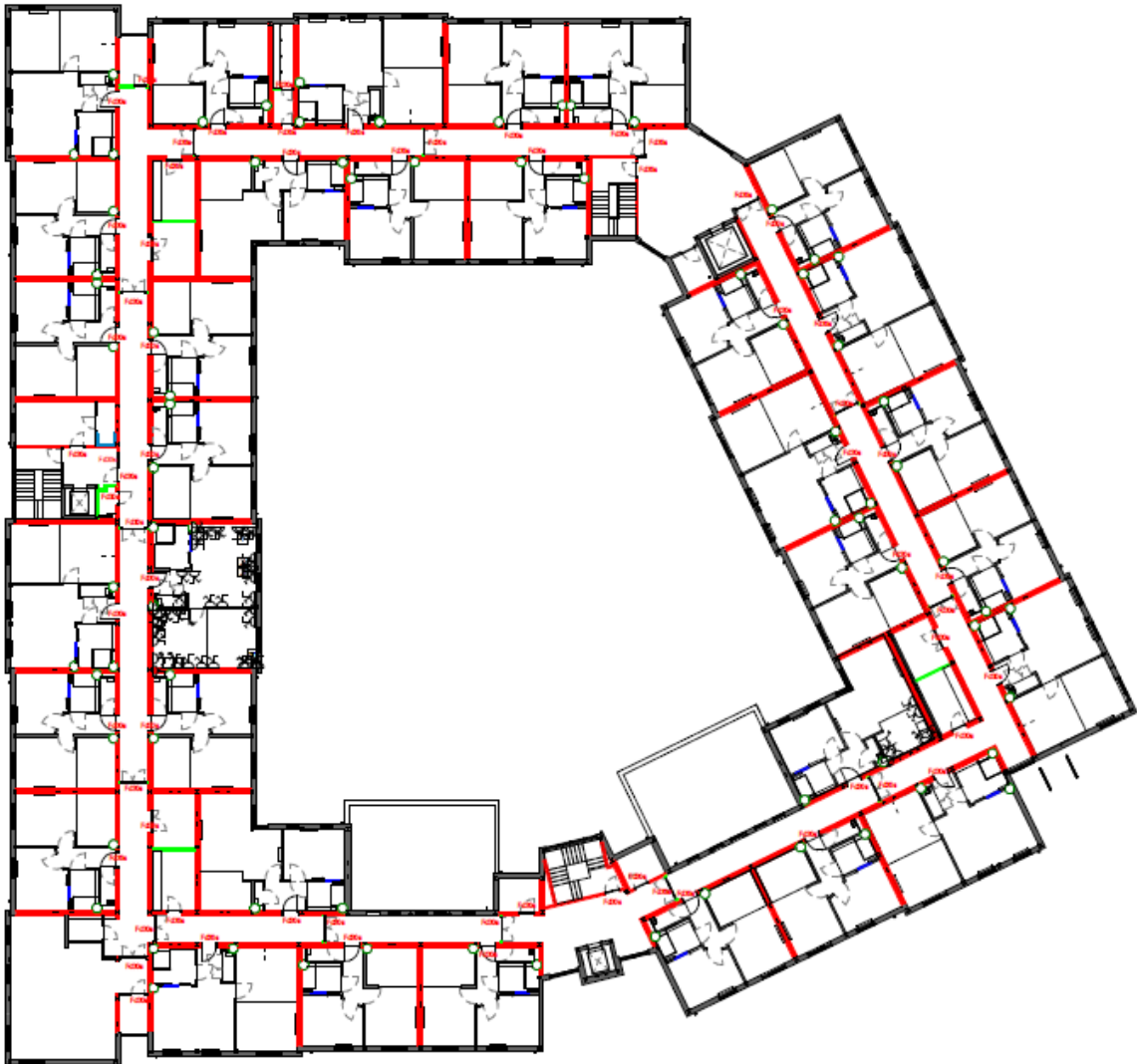
Ground Floor Plan



First Floor Plan



Second Floor Plan



Section

6

External envelope

Following the introduction of the Fire Safety Act 2021, consideration has been given to the external envelope of the building for any fire risk.

The premises is a steel framed System Built (Metsec System)

Building has 2 types of finish to the external facade consisting of;

- 1) Traditional Brick cavity
- 2) Cement rendered boards with mineral wool insulation

The profile of this system is: single brick/ cement rendered boards with 100/150mm mineral wool insulation on to a Metsec System

All materials are minimum A1 rated and therefore compliant with building regulations.

The roof construction is a steel frame metal corrugated cladded sheeting.

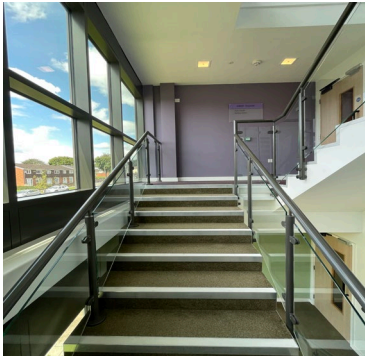
Staff side access from Moor Lane adjacent to cemetery has a steel erected canopy roof.

Section

7

Means of Escape from Fire

- 1) The site has three staircases that provides a means of escape and is minimum 1.2m in width.



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

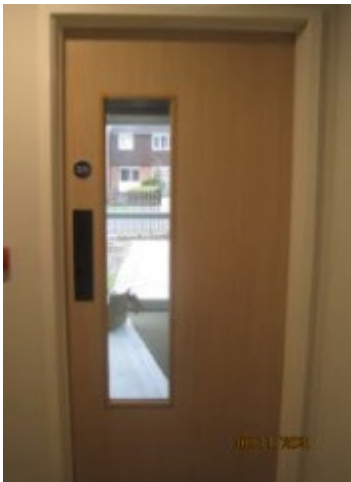


- 3) None of the corridors that form part of the means of escape are dead ends.

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

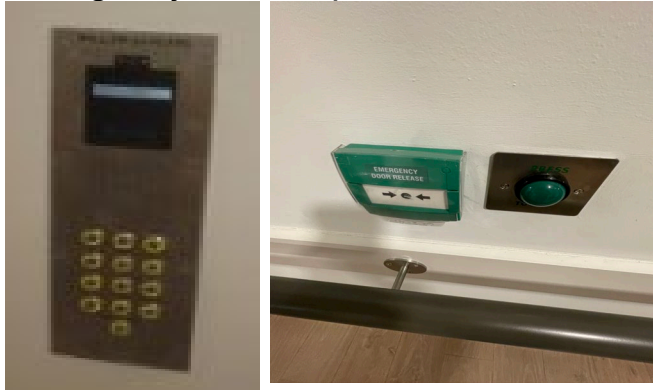


- 5) The communal landing / staircases are protected by use of FD30s fire doors with vision panels.



- 6) All communal doors are fitted with automatic closing devices that are checked on a regular basis by the on-site teams / Premises Supervisors / Caretaking Teams as part of their daily 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 release the door in the event of the fire alarm activating. In the event it does not release, there is an emergency release point.



- 8) Automatic smoke ventilation is not employed to the premise, however there is an automated vent installed to the lobby areas to provide thermal comfort / ventilation. This is tested, inspected and maintained by a competent procured contractor in accordance with BS7346. The frequency for the maintenance checks is twice per year (April and October) of each calendar year.



- 9) Communal windows can be opened or by operating the automatic vents (AV).



- 10) The AV system panel is located adjacent to the fire alarm in the front reception entrance lobby.



- 11) The refuse storeroom(s) has a mechanical ventilation system installed.
- 12) The communal bin store is vented by a louvre vent double door.



- 13) Communal areas are kept free of flammable items. The communal areas are checked on a regular basis by the on-site teams / Premises Supervisor / Caretaking 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.
- 14) 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.
-

- 15) Service cupboards are FD30s rated, secured with suited profile cylinder mortice locks.
- 16) Plant room / Switch gear doors are FD30s rated, secured with a profile cylinder mortice lock.
- 17) The surface coatings to the communal areas are Class 0 rated.
- 18) The building has sufficient passive controls that provide effective compartmentation in order to support a “Stay Put – unless” Policy. Therefore, residents are advised to remain in their flat unless the fire directly affects them. In the event of an activation residents are escorted back to their flats by Care Staff if safe to do so.
- 19) Due to the fact that it is a residential care premises, residents are encouraged to stay in their property and go to the window to allow the Fire Service to provide assisted evacuation. Residents who are confined to their bed or disabilities requiring assistance are identified by the on-site team and have a PEEP put in place.
- 20) A fire drill is undertaken every six months to ensure those residents within the common areas are aware of the correct evacuation procedures. The next drill is scheduled for August 2024.
- 21) Individual flat doors are FD30s rated composite doors sets manufactured by Midland Building Products.



- 22) Access was gained to Flat 22 (as void property). Flat entrance door in good condition and L1 fire alarm system evident.
-



23) No evidence witnessed of testing of active systems to include Fire Dampers, Sprinklers and Fire alarms. Please note evidence of weekly testing of fire alarms witnessed (takes place every Thursday). This issue has been highlighted to management therefore not actioned. Email sent to management.

24) Premise management confirmed the rear exit is frequently blocked by vehicles parking. The situation is controlled, and users told to re park. The fire risk assessor (and Premise Management) feels NO PARKING signs should be displayed. As a controlled situation email sent to management.



Section

8

Fire Detection and Alarm Systems


1) There is a Life protection L1 category plus M Fire Alarm system installed to the premises. In the event of a detector actuating, the fire alarm will sound continuously in that zone only. There is then a 2-minute inspection period (in which to cancel any false alarms, after which time the alarm will sound continuously in the whole building.

2) The control panel is located within the front entrance lobby adjacent to the main reception area.



Certificate Number:	386184/1
Certificate Of Commissioning For The Fire Detection And Alarm System At:	
Address:	
Moor Lane Extra Care Home Rowley Regis West Midlands B65 8ED	

I being the competent person responsible (as indicated by my signatures below) for the commissioning of the fire detection and fire alarm system, particulars of which are set out below, CERTIFY that the said work for which I have been responsible complies to the best of my knowledge and belief with the recommendations of Clause 39 of BS5839-1:2017, except for the variations, if any, stated in this certificate.

For and on behalf of: CLYMAC LIMITED	
Name: Katie Toon	Position: COMMISSIONING COORDINATOR
Signature: 	Date: 25 th October 2021
Address: CLOUDWAY COURT BELTON ROAD LOUGHBOROUGH LE11 1LW	

The extent of liability of the signatory is limited to the systems described below.
Extent of the system covered by this certificate: Commission of new Gent Vig fire alarm system. All devices tested, all okay. Some external connections to relays yet to be carried out. All sounders tested, not all dB levels above minimum required (see drawings). System left fault free and healthy.
System commissioned to Category L1.
Variations from the recommendations of Clause 39 of BS5839-1:2017 (see BS5839-1:2017, Clause 7):

- All equipment operates correctly.
- Installation work is, as far as can reasonably be ascertained, of an acceptable standard.
- The entire system has been inspected and tested in accordance with the recommendations of 39.2c) of BS5839-1:2017.
- The system performs as required by the specification prepared by: N/A a copy of which I/we have been given.
- Taking into account the guidance contained in Section 3 of BS5839-1:2017, I/we have not identified any obvious potential for an unacceptable rate of false alarms.
- The documentation described in Clause 40 of BS5839-1:2017 has been provided to the user.

The following potential causes of false alarms should be considered at the time of the next service visit:
N/A

Before the system becomes operational, it should be soak tested in accordance with the recommendations of 35.2.6 of BS5839-1:2017 for a period of: 1 week

- 3) The system is subjected to a cyclical test in accordance with BS 5839-1
- 4) There is a zone plan on display adjacent to the fire alarm panel.



- 5) There are call points on all exits as well as corridors where persons are not expected to walk more than 45m to operate one.



- 6) Fire alarm detectors are installed in all rooms and areas of the building including roof spaces and voids.



- 7) Each property has a hard-wired detector within the hallway that is linked to the building fire alarm panel / system.

- 8) Based on the sample of properties accessed during the fire risk assessment the hard-wired smoke / heat alarms within resident's flats are installed to an LD1 Standard.
-

For information

LD1 all rooms except wet rooms

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

LD3 Hallway only

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) There are self-contained and combined units provided to all communal rooms / areas, including stairs and plant room.



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

Section 10

Compartmentation

This section should be read in conjunction with Section 4

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are 30-minute fire resistant with cold smoke seals, including those in 1-hour rated walls.
- 2) The premises 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 the onsite teams / Premises Supervisor / 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. Keys are held centrally unless containing resident's meters.
- 5) A variety of methods / materials have been used to achieve fire-stopping including Rockwool, foam and intumescent pillows.



The fire stopping has been certified, see documents below.

Willow Gardens Extra Care Scheme



Moor Lane Extra Care Home
Contact - Office 02476 404 534

Description of work:
Fire Protection works consisting of intumescent paint to structural steel work, fire stopping to penetrations and installation of fire barriers to provide the required fire protection.

Materials used (technical data attached):
Nullifire Intubatt System
Sherwin FX5062
ROCKWOOL Firepro Barrier

Certificates attached:
Fire Stopping – Certificate 1571
Intumescent Paint – Certificate 1572
Barrier – Certificate 1573

Maintenance:
There is no maintenance required however any damage to any of the works please contact TBL for repairs.



PROJECT:
Moor Lane Extra Care Home

We confirm that we have completed the installation of ROCKWOOL Firepro System & ROCKWOOL TCB Cavity Barrier to provide 60 minute compartmentation to penetrations in accordance with the manufacturers recommendations.

Dated: 21-10-2021

Signed: 
S Brassington
Director

Unit 5 Moultings Green,
Karnarvon Road, Coventry
CV7 7LJ
Telephone: 0247 640 4534
info@tblfireprotection.com
www.tblfireprotection.com

Company Registration No. 161145
VAT Registration No. 154297514



PROJECT:
Moor Lane Extra Care Home

We confirm that we have completed the application of Sherwin Williams FX5062 to structural steel as requested to give 60 minutes fire protection in accordance with the manufacturers recommendations.

Dated: 21-10-2021

Signed: 
S Brassington
Director

Unit 5 Moultings Green,
Karnarvon Road, Coventry
CV7 7LJ
Telephone: 0247 640 4534
info@tblfireprotection.com
www.tblfireprotection.com



PROJECT:
Moor Lane Extra Care Home

We confirm that we have completed the installation of ROCKWOOL Firepro Barrier to give 60 minute compartmentation to specified areas in accordance with the manufacturers recommendations.

Dated: 21-10-2020

Signed: 
S Brassington
Director

Unit 5 Moultings Green,
Karnarvon Road, Coventry
CV7 7LJ
Telephone: 0247 640 4534
info@tblfireprotection.com
www.tblfireprotection.com

Company Registration No. 161145
VAT Registration No. 154297514

6) Within the upper section of the 2nd floor roof (contains air handling unit) there is a cap between the top of the wall and underside of the profile roof panel, see images

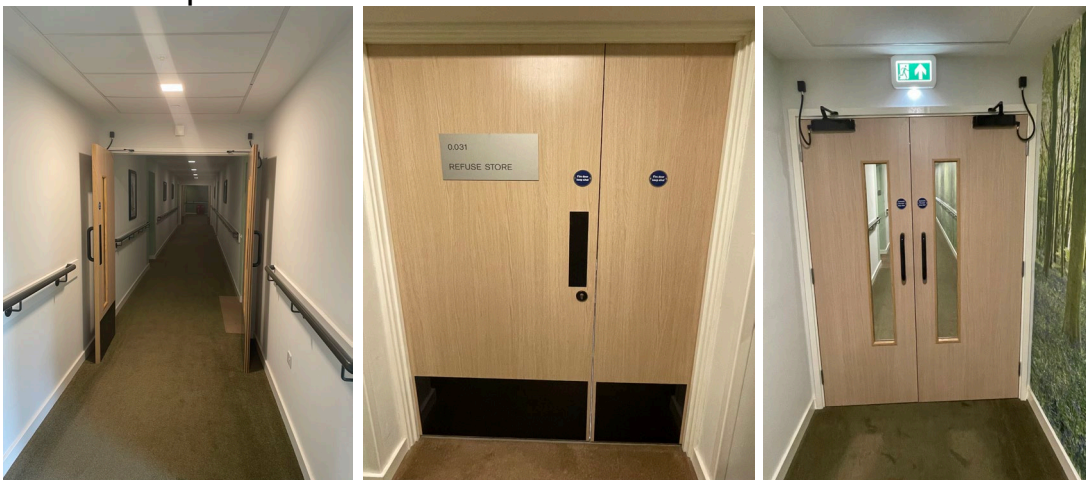


There is no Void behind this area. It leads to the external wall. The Ridge line for the main building is approx. 1m/1.5m below the ceiling here.

- 7) Individual flat doors are FD30s rated composite fire door construction manufactured by Midland Building Products.



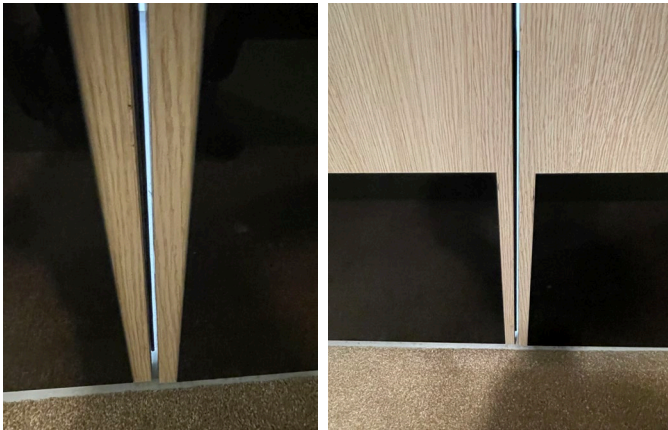
- 8) The corridors / staircases are protected by use of FD30s fire doors with vision panels.



- 9) The metal/glazed sliding door to the mobile scooter charging room is not a fire-resistant door. The fire safety team have previously been informed that the compartmentation line is the other side of the corridor (i.e. the wall that contains the flat entrance doors) and this design has previously been approved. The fire risk assessor feels this strategy should be challenged. Therefore, requires discussion with the previous architects and building control. The corridors in this purpose group would normally be “protected” to ensure the integrity of the corridor remains for a specified period. It is noted that the two flats that open onto this corridor have rear doors directly into the courtyard. Email sent to management.
-



- 10) A sample check indicated gaps of excessive tolerances visible between communal doors and frames. It has been agreed that the fire risk assessor will conduct an inspection of every communal door.



Section

11

Fire Fighting Equipment

- 1) Portable fire extinguishers are strategically located throughout the building consisting of;

23 No 6ltr Water Extinguisher
25 No 2kg Carbon Dioxide Extinguisher
1 No 3ltr Wet Chemical

2 No Fire Blanket



- 2) Maintenance contracts in place for maintenance of the extinguishers. The frequency for the maintenance checks are once (October) of each calendar year.
- 3) The premises is fully protected by a category 3 residential sprinkler system (including the 90 residential units) installed to BS 9251 with sprinkler heads designed to operate at 68⁰ C.
- 4) The sprinkler heads are concealed within the suspended ceiling (visually able to see the protective disk). The only caveat to this is that the likes of the bin store, plant room etc has exposed heads and pipework.



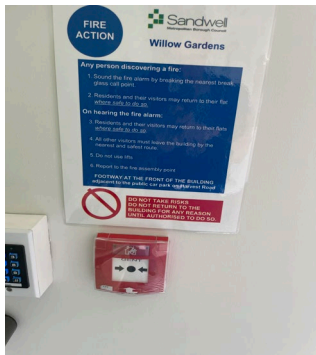
Section 12

Fire Signage

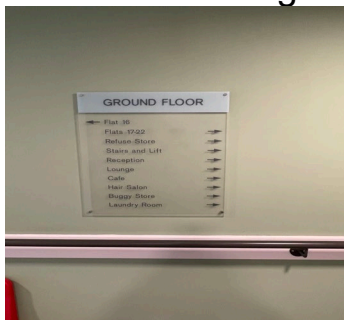
- 1) All fire doors display “Fire Door Keep Shut” where appropriate.



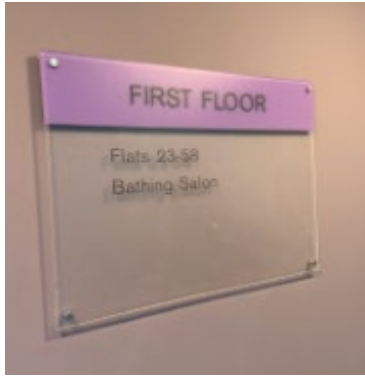
- 2) Fire Action Notices are displayed throughout the building.



- 3) Signage depicting what flats or facilities are present, are on each floor of each wing on every floor fitted to the wall.



- 4) Signage depicting what flats or facilities are present are installed to the wall of each floor on the communal staircase(s)



- 5) The fire escape routes are denoted using illuminated directional fire signage.



- 6) Signage is in place to identify sprinkler stop valve to Fire Service
Sprinkler Key locks are held within the Key Safe in managers
Office / Reception

- 7) Signage is fitted identifying the two Assembly Points



Section 13

Employee & Resident Training/Provision of Information

- 1) All on site teams / Premises Supervisor / Caretaking / Cleaning Employees have undertaken general fire safety training.
- 2) All employees are encouraged to complete 'In the line of fire' training on an annual basis.
- 3) Neighbourhood Directorate employees assigned to undertake Fire Safety Inspections / Risk Assessment have received IFE approved training via West Midlands Fire Service.
- 4) Fire safety information has been provided as part of tenancy pack.
- 5) All staff are to be informed of the significant findings in this Fire Risk Assessment and trained in the emergency evacuation procedures for these premises. Some staff will require additional training as Fire Marshals and in the use of Fire Extinguishers.
- 6) Evacuation drills are to be undertaken every 6 months.

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 completed as part of new build process that was handed over 5th November 2021.
- 5) There is lightning protection installed to the premises. Maintenance contracts are in place for lightning conductor testing in accordance with BS 6651.

LIGHTNING PROTECTION TEST CERTIFICATE
BS EN 62305:2012

RE: Extra Care Home, Moor Lane, Rowley Regis, Sandwell, West Midlands, B65 8ED

Earth Resistance Readings as follows:

EARTH	RES OHMS	EARTH	RES OHMS	EARTH	RES OHMS
EARTH No. 1	39.4	EARTH No. 2	60.7	EARTH No. 3	62.8
EARTH No. 4	46.2	EARTH No. 5	58.5	EARTH No. 6	89.7
EARTH No. 7	52.7	EARTH No. 8	70.2	EARTH No. 9	59.8
EARTH No. 10	49.0	EARTH No. 11	13.14	EARTH No. 12	2.05
EARTH No. 13	0.85	EARTH No. 14	3.28	EARTH No. 15	46.2
EARTH No. 16	33.4	EARTH No. 17	19.46	EARTH No. 18	56.2
EARTH No. 19	24.6	EARTH No. 20	50.9	EARTH No. 21	75.7
EARTH No. 22	54.1	EARTH No. 23	97.4	EARTH No. 24	48.8
EARTH No. 25	107.2	EARTH No. 26	4.37	EARTH No. 27	9.96
EARTH No. 28	2.26	EARTH No. 29	151.3	EARTH No. 30	101.5
EARTH No. 31	72.3	EARTH No. 32	181.3		

Product of 32 No Earth Points = 0.29 ohms

SYSTEM IN ACCORDANCE WITH BS EN 62305:2012
'PROTECTION OF STRUCTURES AGAINST LIGHTNING'

COMMISSIONED

'METHOD OF TESTING TO BS 7430'

Commissioning Date:	23/08/2021	Testing Engineer:	Paul Scholte
Next Inspection Date:	July 2022	Certificate Valid Until:	22/08/2022

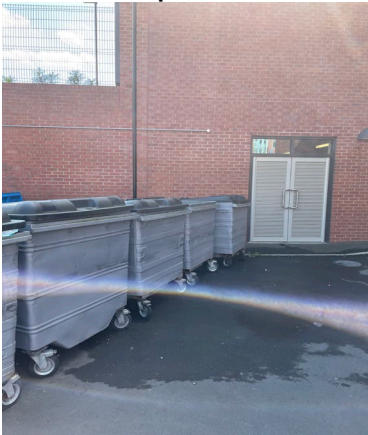
Richard Davies
Operations Manager

- 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.

Section 15

Waste Control

- 1) There is a regular Cleaning Service to the premises.
- 2) Refuse containers emptied regularly.
- 3) Regular checks by on site teams / Premises Supervisors / Caretakers minimise risk of waste accumulation.
- 4) 'Out of Hours' service in place to remove bulk items.
- 5) Refuse containers are stored externally next to the building. The containers should either be stored away from the building (no obvious location as car parking space is at a premium) or within the Bin store however apparently Serco have refused to enter the Bin store to service the containers. Discussion therefore required between premise management and Serco. Email sent.



**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 access in advance detailing the scope of work to be undertaken. 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 or new build, 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 on-site teams / Premises Supervisor / 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 a CCTV system installed covering the external areas, reception, lounge / dining room area and mobility scooter storage room.
 - 4) The CCTV is monitored on-site. A monitor screen is erected on the wall of the reception office.
 - 5) There is no current evidence of arson.
 - 6) The perimeter of the premises is well illuminated.
 - 7) There have been no reported fire incidents since the previous fire risk assessment.
-

Section

18

Storage Arrangements

- 1) Residents instructed not to bring L.P.G cylinders into premises.
 - 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 premises, 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:

Willow Gardens


Date of Action Plan:

25th July 2024

Review Date:

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
	No Actions.				

Signed

	Fire Risk Assessor	Date: 31/07/2024
	Quality Assurance Check	Date: 01/08/2024



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

Name of property: Willow Gardens

Updated: 25th July 2024

Premises Manager:

Tel. No.: 0121 569 2975

Hazard	Location	Information/Comments
None		
An asbestos survey has been undertaken and no suspected A.C.M.'s were found to any of the communal areas. Survey held by S.M.B.C. Investment Division (Derek Still Tel:- 0121 569 5077).		