

Fire Risk Assessment 2020

Severn House
Brownhills

21th May 2021



whg

1	Introduction.....	1
1.1	Scope and Purpose.....	1
1.2	Legislation.....	1
1.3	Limitations and Exclusions.....	2
2	Record of Assessments.....	3
3	Property Overview.....	3
4	Occupancy Summary	3
5	Assessors summary of findings.....	3
6	Risk assessment grading.....	3
7	Findings and action plans – High Priority	3
8	Findings and action plans – Medium Priority	3
9	Findings and action plans – low priority and recommendations	3
10	Audit information	3
11	Life safety issues.....	3
12	Disability issues.....	3
13	Ignition sources	3
14	Electrical safety.....	3
14.2	Solar Photovoltaic Panels	3
15	Security and arson controls.....	3
16	Fuel sources.....	3
17	COSHH and hazardous materials.....	3
18	Compartmentation	3
19	Door sampling – Front doors to flats.....	3
20	Means of escape – Internal	3
21	Means of escape – External.....	3
22	Fire fighting equipment	3
23	Fixed fire fighting installations	3
24	Smoke and ventilation systems	3
25	Fire evacuation lift and fire fighting shafts.....	3
26	Fire warning systems	3
27	Management of fire safety	3
28	Statutory training	3
29	Evacuation Procedures	3
30	Emergency plan, threat procedure and fire fighting plan	3
31	Photographic references	3

1 Introduction

1.1 Scope and Purpose

- 1.1.1 A surveyor for whg has identified the significant findings and made recommendations and / or action plans in order to assist the Responsible Person in meeting their obligations under the Regulatory Reform (Fire Safety) Order 2005 (RRFSO) to the extent of responsibility for premises or parts of premises falling under its control. As this is a high rise block it falls under category 1 and a fire risk assessment / review on this block will be completed once every a year.
- 1.1.2 This Fire Risk Assessment has been prepared and presented by Building Surveyor Andrew Woolley on 21st May 2021
- 1.1.3 The sole purpose of this report is to provide an assessment of the risk to life from fire, and to assist whg in reducing the risk of fire to which the property may be exposed.

1.2 Legislation

- 1.2.1 The applicable legislation is the Regulatory Reform (Fire Safety) Order 2005. The RRFSO essentially replaces or amends all previous fire regulations and laws, for all buildings, other than those where the Health and Safety Executive (HSE) or the local authority is the enforcing authority.
- 1.2.2 The aim of the RRFSO is to consolidate the general fire safety precautions of various parts of legislation. The legislation places the responsibility for enforcing fire precautions within buildings on the local Fire Authorities. The responsibility for enforcement is retained by the Health & Safety Executive.
- 1.2.3 A risk-based approach is required under the RRFSO, in contrast to the prescriptive process previously imposed. The RRFSO requires that the 'Responsible Person' should undertake a fire safety risk assessment, such that it can be demonstrated that the fire safety precautions are adequate and maintained to reduce the exposure of 'relevant persons', see article 8 below:

"the responsible person must – (a) take such general fire precautions as will ensure so far as is reasonably practical the safety of its employees and (b) in relation to relevant persons who are not in their employ as may reasonably be required to ensure the premises are safe"

- 1.2.4 The Responsible Person can be defined as the owner, occupier, employer or person(s) in control of the building, whilst the relevant persons are described in the RRFSO as: -

'Any person who is or may be lawfully on the premises, and also any person in the immediate vicinity of the premises who is at risk from a fire in the premises', other than fire-fighters at the time of a fire'.

1.2.5 Under the RRFSO, it is required that the following information is stored and available for inspection onsite or be available:

- The Fire Risk Assessment
- Where actions are required, proof of completion
- Record books detailing the preventative and proactive measures and any arrangements associated with fire safety; planning, organisation, control, monitoring, review etc.
- Staff training
- Previous Fire Events
- Dates of Fire Risk Assessment and reviews
- Copies of equipment test certificates

1.3 Limitations and Exclusions

1.3.2 The information and advice detailed within this report has been compiled following the principles of Publicly Available Specification; PAS79, and is considered to present a suitable level of fire safety taking in account the complexity of the building, proposed occupancy levels and local conditions. This report should be fully understood by the Responsible Person and the findings actions highlighted to be addressed within the timescales identified.

1.3.3 Unless explicitly stated this report does not include detailed evaluation of any fire protection equipment in terms of its adequacy or reliability, nor has the integrity of fire compartmentation been verified.

1.3.4 It is not considered practical for many older buildings to achieve full compliance with the current Building Standards due to their age and structural form. Consequently, the actions identified and recommended within this report should not be interpreted as a means of achieving compliance, but as a method of reducing risk and enhancing Life Safety and property protection.

1.3.5 The assessment relies on information obtained by the assessor by whg from their associated maintenance records prior of to the site visit.

1.3.6 This fire risk assessment covers the conditions of the property on the day of the inspection and from additional appropriate sources provided to the assessor by whg however does not necessarily apply to changes in conditions made after that date.

1.3.7 It is the whg's' responsibility to keep the fire risk assessment up to date; especially through any significant changes that may have taken place at the property.

1.3.8 It is considered reasonable to assume that any works identified will be in line with the recommendations of this report and be carried out with appropriate materials and in a competent manner.

1.4 Audit and Publication process

1.4.1 Following the preparation of this document a qualitative audit is undertaken prior to its publication. We endeavour to achieve this within 30 days of the fire risk assessment date.

1.4.2 As part of this audit process the remedial action target date will be inserted according to priority.

1.4.3 A compliance check will be undertaken following 91 days of published date.

2 Record of Assessment

Date of Assessment	Reason for Assessment	Comments	Name of Assessor
	New risk assessment documentation.	Transition from the previous FRA format.	Andrew Woolley
Date of publication 28.05.2021			
Date of Review 21.05.2022			

3 Property Overview

Brief Description of Property & Construction	<p>Severn House is a non-traditional construction high rise building located off High Street Brownhills, originally consisting of a full height brick and render façade to all elevations. The building was constructed in 1961 for the local authority. Severn House has a total of 7 floors.</p> <p>The building was refurbished in 2012 with the installation of Rockwool external wall insulation with silicone render finish to all elevations and was connected to the communal heating and domestic hot water system that is housed in the adjacent block Humphries House.</p> <p>The existing metal casement windows were replaced with PVCu windows along with kitchen and bathroom refurbishments.</p>				
No of Floors	7	No of Staircases	1	Approximate Floor Footprint Area (sq. m)	450m²
No of Basement levels	0	Location	Central core of the building, the stairs are for transition purposes for customers and visitors.	Occupancy	Residential.
Area covered by this Assessment	<p>This Fire Risk Assessment (FRA) does not identify individual persons at risk. It reviews current fire prevention methods, housekeeping and identifies how whg can reduce or eliminate the risk of fire.</p> <p>The assessment has been carried out following the Local Government Group guidance "Fire Safety in purpose-build block of Flats" (type 2 survey) it does not include destructive testing beyond the front door of the flat. The areas covered within this assessment are communal areas, bin storage rooms, service cupboards, dry risers, flat entrance doors, escape routes and also the external perimeters around the building.</p>				

Evacuation Strategy (including Provisions for Disability)	<p>Severn House is a hi-rise residential block. Fire warning systems are provided within the block and they are connected to Auto-dial systems for an early warning in the event of a fire. Localised automatic detection may be provided within each residence but this is not interconnected between individual flats.</p> <p>Physical separation between individual flats and communal areas reduces the potential for fire spread and imperforate structural protection to the stairwell maintains the availability of the circulation stair for evacuation and firefighting access.</p> <p>In the event of fire occurring, a 'stay safe' policy has been promoted by whg where residents will not evacuate unless directly affected by fire or smoke; or instructed to do so by the fire service.</p> <p>The risk to tenants within their home is not considered by this assessment; however, this may be individually addressed by community fire safety, care workers or via SPIN (Supporting People In Need) where appropriate.</p>
Property Safety Strategy	<p>Physical compartmentation is present between the circulation stairwell, the residential flats and the communal areas. Fire doors located across the communal landings and at the access points to the stairwell assist in preventing lateral and vertical fire spread.</p> <p>Fire stopping works have been installed to further prevent the passage of fire and smoke. This has included the installation of intumescent seals to the stairwell and landing doors, the sealing up of vertical shafts and the infill of gaps within cupboards and inset electrical meter cupboards.</p>
Fire Scenario	<p>The likelihood of accidental fire occurring within the communal areas is very low due to the lack of potential ignition sources and fuels.</p> <p>The electrical distribution cupboards contain a viable ignition source, but this is considered to be a low risk. The potential for fire is greater within the customer's homes where uncontrolled activities are permitted, i.e. cooking and smoking.</p> <p>If an accidental fire occurs within a residence, the alarm will have to be raised locally and the Fire and Rescue Service contacted. Fire spread will be restricted from entering into the communal areas provided the flat entrance door is kept closed.</p> <p>The fire will continue to develop within the room of origin, involving the available combustible fuels until positive intervention by the attending Fire and Rescue Service.</p>

4 Occupancy Summary

Person responsible for Fire Safety	Designation	Contact Details			
		Office	Mobile	Email	Other
Paul Dockerill	Director of energy and programme management	0300 555 6666	0752552009	Paul.dockerill@whgrp.co.uk	
Person responsible for Fire Safety Maintenance Programme	Designation	Contact Details			
		Office	Mobile	Email	Other
Nigel Harris	Home Maintenance Services	0300 555 6666	07831387364	Nigel.harris@whgrp.co.uk	
Person providing assessment information	Designation	Contact Details			
		Office	Mobile	Email	Other
Andrew Woolley	Building Surveyor whg	0300 555 6666	07736172544	Andrew.woolley@whgrp.co.uk	
Name of Owner	Location	Activity	Persons Present - Max Nos. (approx.) Daytime / Silent Hours		
			Employees	Young Persons	Members of Public
Whg 100 Hatherton Street Walsall WS1 1AB	Severn House High Street Brownhills WS3 6ES	Residential block of 44 flats. Communal areas are a transit space for tenants and Visitors.	<5	Unknown	>5
Persons at Risk	Location	Activity	Reason and Numbers		
			Sleeping	Disability	Remote Location
					Other

On meeting customers within the communal area some are elderly and have vulnerabilities and disability, whg is currently collecting information so these people will have PEEPs (personal emergency evacuation plan) developed for them.							
--	--	--	--	--	--	--	--

5 Assessors summary of findings

Risk Category	Summary of provision	Qualifying comments
Risk to Life	Risk to life is assessed as low to medium	
Risk to Firefighters	Risk to life is assessed as low to medium	
Risk to Property	Risk to property is assessed as low to medium	
Risk of Fire	Risk of accidental fire is assessed as low .	The potential for fire is low within the communal areas due to the lack of potential possible ignition sources.
Risk of Fire Spread	Risk of fire spread assessed as low to medium	
Residual Risks	None	
Overall Summary	The overall grading for this block has been assessed as low The findings throughout the FRA which impact the grading have been listed for action within Sections 7-9 of this report.	Implementation of these actions will reduce the overall grading to low
Additional Recommendations		
Assessment Review Period	This block is identified as a category 1; a fire risk assessment will be reviewed once every 12 months.	Any changes e.g. Use, Tenant profile, structural alterations or other change may affect the outcomes of this assessment and therefore may require it to be reviewed immediately.
		All new findings must be actioned, and the FRA updated accordingly.

6 Risk assessment grading

The priority reflects the most significant finding within the category. Other, less urgent issues may also have been identified and should be addressed.	PRIORITY
Major Improvement required within a short timescale. Signifies risk to life or property or failure to observe statutory requirements.	HIGH (7 Days)
Minor Improvement required within short to medium term timescale. Signifies minor infringement or poor process.	MEDIUM (45 Days)
Minor improvement recommended. Actions are not necessarily statutorily required but would improve the culture and effect of the fire safety strategy. No fixed timescale but should be considered medium to long term.	LOW (90 Days)
Improvement or refurbishment works to enhance and improve current fire safety measures.	PROGRAMME (90 day to assess and formulate into future programme)
The information required in this section does not apply to this particular property.	NOT APPLICABLE

Service Areas.

- PT- Projects Team.
- NC - Neighbourhood Contracts.
- NIO - Neighbourhood Impact Officers.
- ELE – Electrical team
- PMO – Programme Management Office
- TS – Tenancy Services

7 Findings and action plans – High Priority

- NS – Neighbourhood Services

Report and Photo Reference	Significant findings	Urgent Action Required	Target Date for Remedial Work	Corrective Action Completed	Service area
7.1.1	No significant findings	No Action			

8 Findings and action plans – Medium Priority

Photo Reference	Significant findings	Prompt Action Required	Target Date for Remedial Work	Corrective Action Completed	Service area
8.1.1	<p>7th Floor Service cupboard adjacent to flat 43;</p> <p>Unable to locate the maintenance records for the CCTV equipment and UPS units</p>	Provide certification of installation and maintenance/servicing records.	28-06-2021		NC (Neighbourhood Contracts)
8.1.2	<p>General to all floors;</p> <p>The communal stairs doors and frames have been replaced with new the gap around door is greater than 4mm in places</p>	Doors that have been fitted have gaps around the smoke seals , leading edge smoke seal is not making contact with the frame and there is a visible gap to all floors, can you arrange for the contractor to repair or replace where required to gap of no more than 4mm and really should have a gap of no more than 3mm This needs to be done on all stairwell doors	28-06-2021		PMO

9 Findings and action plans – low priority and recommendations

Photo Reference	Significant findings	Long Term Action Required	Target Date for Remedial Work	Date Corrective Action Completed	Service area
9.1.1	Ground Floor external rear elevation; There is no signage indicating the location of the dry-riser inlet valve.	Install clear signage for the dry riser location adjacent to the bin store, just behind the fire hydrant post	28-08-2020		NIO (Neighbourhood Impact Officers)
9.1.2	Ground Floor cleaners room; The contractors vacuum pat testing is out of date.	Arrange for all contractor appliances to be PAT tested.	28-08-2020		NC (Neighbourhood Contracts)
9.1.3	Signage to all floors	Fit fire exit sign to all floors above exit door to stairs with direction pointing downward	28-08-2020		NIO (Neighbourhood Impact Officers)
9.1.4	Water access panels have been remove by plumbers and not fitted back correctly	Replace access panels and seal around with correct mastic sealant, this has been requested with PMO to fit better access. Flats affected are 11,8,4,5 and 6	28-08-2020		Projects Team

9.1.5	General to all floors; The stop tap service cupboards adjacent to each flat at low level are timber and compartmentation cannot be guaranteed (it will be impossible to install vertical fire stopping to this area). These have had some fire stopping and signed by CLC when on site some were broken, and some labels were missing	<p>Existing access doors have been sealed generally access results in these access panels to be damaged and not sealed correctly after access.</p> <p>Remove all existing service cupboard doors and install fire rated access doors. (Gyproc Profilex 1 hr fire rated lockable wall panel doors)</p> <p>https://www.british-gypsum.com/products/gyproc-profilex-access-panels</p> <p>(Ritherdon Fire rated service cupboard doors)</p> <p>http://ritherdon.co.uk/passive-fire-protection/</p> <p>a similar product that provides an equal fire rating</p>			PMO (Programme Management)
9.1.6	7th Floor; The escape stairwell has no facility to purge smoke in the event of a fire incident.	<p>Consideration should be given to install an automatic opening vent to the existing sky light at the top of the stairs linked to the alarm</p> <p>(This should be assessed by a fire engineer before any installation of automatic ventilation)</p>			PMO (Programme Management)

10 Audit information

The following information was gathered during the assessment process and is subject to change due to changes in occupancy, use, structural alteration etc. All subject areas should be re-visited during any re-assessment process to identify a new overall assessment outcome.

11 Life safety issues

11.1	Areas to Assess	Yes	No	Assessor Comments
11.1.1	Are there persons at significant risk within the property	✓	<input type="checkbox"/>	The age profile of this block suggests that some of customers may have mobility and sensory impairments. Severn House is a residential building and not staffed, therefore customers must ensure they take necessary fire precautions within their flat and regularly familiarise themselves with whg's stay safe policy and fire safety guidance.
11.1.2	Staff work out of hours or are lone working	✓	<input type="checkbox"/>	There are many lone visits within the organisation along with the out of hour's team attending when needed.
11.1.3	There are existing risks to Firefighters	<input type="checkbox"/>	✓	No significant risks to firefighters in this block, the block is at low risk of fire.
11.1.4	Visitors and Contractors are controlled	✓	<input type="checkbox"/>	Contractors are monitored by the relevant contracts manager/officers where applicable. whg have no control over non contracted whg services or customers visitors to the block.

12 Disability issues

12.1	Areas to Assess	Yes	No	Assessor Comments
12.1.1	There are persons who require additional assistance in emergency situations within the property	✓	□	The age and mobility profile of this block suggests that some of the customers may have mobility and sensory impairments. Severn House is a residential building and not staffed, therefore customers must ensure they take necessary fire precautions within their flat and regularly familiarise themselves with whg's "stay safe" policy and fire safety guidance. whg is currently looking at the disability and vulnerability of customers and is looking to produce personal emergency evacuation plans.
12.1.2	Fire evacuation procedures consider disabled personnel	✓	□	The age and mobility profile of this block suggests that some of the customers may have mobility and sensory impairments. Severn House is a residential building and not staffed, therefore customers must ensure they take necessary fire precautions within their flat and regularly familiarise themselves with whg's "stay safe" policy and fire safety guidance.
12.1.3	'Disability specific' signs are in place e.g. to indicate wheelchair routes to refuge areas etc	✓	□	There are no refuge areas or Disability specific signage within Severn House.
12.1.4	The need to support the evacuation of visually impaired persons has been considered and procedures established	□	✓	The age and mobility profile of this block suggests that some of the customers may have mobility and sensory impairments. Severn House is a residential building and not staffed, therefore customers must ensure they take necessary fire precautions within their flat and regularly familiarise themselves with whg's "stay safe" policy and fire safety guidance.
12.1.5	Hearing impaired occupants can readily identify the fire warning system actuation.	□	✓	As 12.1.1
12.1.6	People with Cognitive disorders have been considered, procedures established, and people informed	□	✓	As 12.1.1

13 Ignition sources

13.1	Areas to Assess	Yes	No	Assessor Comments
13.1.1	Significant potential Ignition sources are present	✓	<input type="checkbox"/>	
13.1.2	There are significant potential ignition processes in use	<input type="checkbox"/>	✓	
13.1.3	Process control measures are in place	<input type="checkbox"/>	✓	Residents are to be advised of the implications of charging mobility scooters within the communal areas. This must be reinforced with the zero-tolerance policy.
13.1.4	Gas-powered appliances are in use	<input type="checkbox"/>	✓	There is no gas within Severn House; customers are also advised not to use bottled gas appliances within this block.
13.1.5	Space heating method is appropriate	<input type="checkbox"/>	<input type="checkbox"/>	
13.1.6	No Smoking signs are visible	✓	<input type="checkbox"/>	
13.1.7	Suitable provisions are made for smokers	<input type="checkbox"/>	✓	Customers may smoke within their own flat but smoking is not allowed in the common parts of Severn House.
13.1.8	There are signs of breaches of policy	✓	<input type="checkbox"/>	
13.1.9	There is lightning or earthing control	✓	<input type="checkbox"/>	Severn House has lightning protection
13.1.10	It is tested and records maintained in accordance with BS 6651 BS7430	✓	<input type="checkbox"/>	Last tested 15-01-2021
13.1.11	Contractors are regularly monitored during work	✓	<input type="checkbox"/>	
13.1.12	Contractors work methods are pre-approved (hot work permits, SSOW)	✓	<input type="checkbox"/>	All whg contractors are to provide risk and method statements prior to works. No hot works are allowed in Severn House by whg contractors

14 Electrical safety

14.1.1	Communal electrical equipment is appropriate to the use of the property and is not misused	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14.1.2	Communal electrical equipment is operated by time switches	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where applicable (lighting/main entrance doors)
14.1.3	Communal portable electrical equipment has been inspected on a regular basis and results recorded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The only portable electrical appliance on site is the cleaners hoover. This did not have a current PAT label evident.
14.1.4	There is evidence of overloading of electrical sockets or extensive use of cable drums, multi way extensions or transformer plugs in communal areas.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
14.1.5	The fixed electrical installation in the communal area is checked regularly in accordance with current IEE Regulations.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	S:\FRA Group\Highrise Blocks\Severn House\Emergency Lighting\Severn House - VCR.pdf
14.1.6	Records of testing are maintained and available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Last test certificate on site states last tested 22-04-2021
14.1.7	Defects noted during testing have been rectified	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
14.1.8	Cupboards containing Main Electrical Distribution boards are free from combustible storage or the storage is so positioned as to pose a low risk of fire	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

14.2 Solar Photovoltaic Panels

14.1.1	Areas to Assess	Yes	No	Assessor Comments
14.2.1	Does the block have solar photovoltaic panels?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
14.2.2	<p>Compliance with fire safety legislation</p> <p>Has a suitable and sufficient fire risk assessment been undertaken in compliance with the Regulatory Reform (Fire Safety) Order 2005 or been reviewed following the installation of PV panels?</p>	<input type="checkbox"/>	<input type="checkbox"/>	
14.2.3	<p>Fire safety management</p> <p>Are windblown litter and leaves not allowed to accumulate, especially around or beneath PV panels?</p>	<input type="checkbox"/>	<input type="checkbox"/>	
14.2.4	Is the possibility of deliberate fire rising from outside the building by intruders or from within by staff addressed?	<input type="checkbox"/>	<input type="checkbox"/>	
14.2.5	Is automatic smoke detection inside a building, especially those that are normally unoccupied, in which electrical control equipment for PV panels is located?	<input type="checkbox"/>	<input type="checkbox"/>	
14.2.6	Are a suitable number of appropriate portable fire extinguishers available adjacent to the control and switchgear and immediately accessible in the case of a fire?	<input type="checkbox"/>	<input type="checkbox"/>	
14.2.7	Is care taken that obstructions and stored materials do not reduce the level of ventilation provided for the inverters?	<input type="checkbox"/>	<input type="checkbox"/>	

14.2.8	Is the installation serviced and maintained in accordance with the installer's instructions?	<input type="checkbox"/>	<input type="checkbox"/>	
--------	--	--------------------------	--------------------------	--

15 Security and arson controls

15.1	Areas to Assess	Yes	No	Assessor Comments
15.1.1	The property has experienced fires or other incidents in the previous 12 months	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No fires have been reported at this block within the last 12 months.
15.1.2	All incidents have been investigated and recorded	<input type="checkbox"/>	<input type="checkbox"/>	
15.1.3	Combustible materials are stored in close proximity to the building	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
15.1.4	There is a regular, routine check of Fire Safety measures undertaken	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This block is subject to a daily inspection by the Neighbourhood Impact Officers (NIO's) who have been trained on basic fire safety measures and more specific training on basic fire door inspections.
15.1.5	Safety Check findings are recorded and identified problems corrected	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Issues are recorded and raised by the NIO's for whg's repairs teams.
15.1.6	Access to the site and / or property is effectively controlled	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The block benefits from a secure door entry system controlled by the customers.
15.1.7	There is CCTV or physical monitoring	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Severn House has the benefit of CCTV which is monitored 24hrs by whg's own CCTV security team.
15.1.8	Tapes/discs are kept for a minimum of 30 days (CCTV protocol)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Confirmed by whg CCTV Operative
15.1.9	Gates / perimeter access points are suitably protected to prevent unauthorised access but permit egress	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Severn House has the benefit of front and rear access/egress points which were working and clear on the day of this assessment.

16 Fuel sources

16.1	Areas to Assess	Yes	No	Assessor Comments
16.1.1	The standard of general housekeeping is adequate	✓	<input type="checkbox"/>	
16.1.2	Fuel sources and ignition sources are kept Apart	✓	<input type="checkbox"/>	
16.1.3	There are significant potential sources of Fuel	<input type="checkbox"/>	✓	
16.1.4	There are accumulations of unnecessary combustible materials or waste	<input type="checkbox"/>	✓	
16.1.5	Soft furnishings have compliant upholstery Finishes	<input type="checkbox"/>	✓	No soft furnishings within the common parts of Severn House.
16.1.6	There are sources of Oxygen or supporters of combustion, apart from ambient air	✓	<input type="checkbox"/>	Given the age and mobility profile of the customers within Severn House some of the customers may be on medical oxygen, the local Fire and Rescue Service will be notified of such addresses by the oxygen supplier
16.1.7	There are potential sources of dust ignition	<input type="checkbox"/>	✓	

17 Coshh and hazardous materials

17.1	Areas to Assess	Yes	No	Assessor Comments
17.1.1	Hazardous chemicals are present	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
17.1.2	Suitable arrangements are in place to manage the elimination or reduction of risks from hazardous substances	<input checked="" type="checkbox"/>	<input type="checkbox"/>	whg manage any asbestos within the building in accordance with the Control of Asbestos Regulations 2012 Regulation 4. (CAR 2012)
17.1.3	Hazardous chemicals are effectively controlled during use and in storage	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
17.1.4	Waste materials are adequately controlled	<input checked="" type="checkbox"/>	<input type="checkbox"/>	whg manage any asbestos within the building in accordance with the Control of Asbestos Regulations 2012 Regulation 4. (CAR 2012)
17.1.5	Suitable and appropriate signage is present	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Where identified asbestos products are labelled in accordance with (CAR 2012)
17.1.6	Material safety data sheets are available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Material data sheets are available for all products used by whg and their contractors.
17.1.7	Appropriate PPE and/or specialised equipment are available as necessary	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
17.1.8	Staff members are aware of the materials, the data sheet contents and safety procedures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

18 Compartmentation

18.1	Areas to Assess	Yes	No	Assessor Comments
18.1.1	There is a risk of hidden Fire Spread within the structure	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
18.1.2	There is a risk of vertical or lateral spread within the property e.g. between occupancies or via common areas	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
18.1.3	The basement (where present) is separated from the ground storey by 30 minutes FR construction (minimum)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
18.1.4	The risk of Fire Spread is effectively controlled	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The ground floor chute has the benefit of a fuse able link fire damper at the base of the chute.
18.1.5	The property is sub divided into fire compartments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
18.1.6	There are unprotected openings, gaps or holes in compartment walls in the communal areas.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
18.1.7	Wall and ceiling linings routes add to the risk of flame spread	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
18.1.8	The building has cladding on its external faces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Severn House received an External Wall Cladding system in 2012 comprising of Rock-wool slab insulation and Rock panel rain screen panelling.
18.1.9	As built cladding specifications and completion certification are available	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The retro fit Rockwool EWI certification is available
18.1.10	The cladding meets Building Regulations Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	At the time of installation

19 Door sampling – Front doors to flats

19.1	Areas to Assess	Yes	No	Assessor Comments
19.1.1	Fire Doors are provided where necessary, are identified and freely available for use	✓	<input type="checkbox"/>	New door and frames fitted
19.1.2	Corridor smoke-control doors are provided where necessary	✓	<input type="checkbox"/>	All communal fire doors were inspected; variations in the amount of excessive gaps between the smoke seals and frame were identified on a large proportion of doors.
19.1.3	Fire and smoke-control doors are in good condition, tight fitting to and free from distortion	<input type="checkbox"/>	✓	New doors fitted smoke seals not making contact with frame passed to PMO to address
19.1.4	Smoke stop and intumescent seals are present, and in good condition	<input type="checkbox"/>	<input type="checkbox"/>	Adjustment to stairwell doors required passed to PMO
19.1.5	Self-closing devices are present and functional and engage with the latch	✓	<input type="checkbox"/>	
19.1.6	Where double doors are present, they close in line and have a selector where necessary	<input type="checkbox"/>	<input type="checkbox"/>	
19.1.7	The door threshold gap is consistent and doesn't foul the floor covering	<input type="checkbox"/>	<input type="checkbox"/>	

19.1	Areas to Assess	Yes	No	Assessor Comments
19.1.8	Doorframes are secure to the wall with no visible gaps present.	✓	✓	
19.1.9	Fire and smoke-control doors are indicated by signs	✓	<input type="checkbox"/>	
19.1.10	Glazing panels are fire rated, undamaged with fire rated framework	✓	<input type="checkbox"/>	All glazing panels were as built, all were visually inspected during the assessment, and no damage was identified.
19.1.11	Automatic self-closing devices/hold open devices are present	<input type="checkbox"/>	✓	
19.1.12	Automatic self-closing devices/hold open devices are closed at critical times	<input type="checkbox"/>	<input type="checkbox"/>	
19.1.13	Automatic self-closers are interlinked to the fire alarm system via smoke detection and/or alarm sounder circuit	<input type="checkbox"/>	<input type="checkbox"/>	
19.1.14	Correct signage is present for automatically self-closing doors	<input type="checkbox"/>	<input type="checkbox"/>	

20 Means of escape – Internal

20.1	Areas to Assess	Yes	No	Assessor Comments
20.1.1	Sufficient internal escape routes are provided, available, appropriate for the likely users and lead to a place of safety	✓	<input type="checkbox"/>	
20.1.2	Travel distances are acceptable	✓	<input type="checkbox"/>	
20.1.3	Internal Escape Routes are adequately indicated by appropriate pictogram signs along their entire route to final exit point	✓	<input type="checkbox"/>	
20.1.4	Signs are in good condition, unobstructed, legible and firmly fixed	✓	<input type="checkbox"/>	
20.1.5	Sliding or revolving doors are present on escape routes	<input type="checkbox"/>	✓	
20.1.6	Pass doors are provided for sliding or revolving doors	<input type="checkbox"/>	✓	
20.1.7	Doors open in the direction of escape where appropriate	✓	<input type="checkbox"/>	
20.1.8	Final exit doors are visible, accessible and easily opened	✓	✓	
20.1.9	Means of escape doors not in normal use are routinely checked	<input type="checkbox"/>	✓	Generally inspected during routine maintenance.
20.1.10	Final exit doors are indicated internally by appropriate pictogram signs	✓	<input type="checkbox"/>	
20.1.11	All Final Exit Points are indicated externally 'Fire Exit – Keep Clear'	✓	<input type="checkbox"/>	

20.1	Areas to Assess	Yes	No	Assessor Comments
20.1.12	Final exit points lead into areas from where further dispersal can take place and are not in danger from fire and smoke	✓	<input type="checkbox"/>	
20.1.13	Where required and appropriate, panic fastenings are fitted to the final exit doors	<input type="checkbox"/>	<input type="checkbox"/>	
20.1.14	All panic fastening methods of use are indicated e.g. 'Push Bar/Pad to Open'	<input type="checkbox"/>	<input type="checkbox"/>	
20.1.15	Non-standard securing devices are present on final exit doors with their method of operation clearly displayed	✓	<input type="checkbox"/>	Severn House has electro magnetic door securing devices installed. It has been noted that these doors need to disengage in the event of fire alarm activation. The Neighbourhood Contracts Manager has raised this with the alarm contractor for immediate rectification requested 2019
20.1.16	Where non-standard securing devices are fitted, they are appropriate for the likely users	✓	<input type="checkbox"/>	
20.1.17	Where fitted, magnetic locks release automatically on fire alarm actuation and/or have manual override	✓	<input type="checkbox"/>	Fireman's switch overrides the door entry system
20.1.18	Where present, exit doors or corridor doors with powered, automatic opening revert to normal operation during fire alarm actuation	✓	<input type="checkbox"/>	
20.1.19	Internal corridor escape routes are protected where necessary	✓	<input type="checkbox"/>	
20.1.20	Inner rooms are protected by auto detection or vision panels	<input type="checkbox"/>	✓	None present.
20.1.21	Protected stairwell escape routes are provided	✓	<input type="checkbox"/>	
20.1.22	Floors, walkways, floor coverings, stairs and stair coverings are in good condition, free from obstruction or trip hazard	✓	<input type="checkbox"/>	
20.1.23	Handrails are provided on stairs and are in good condition	✓	<input type="checkbox"/>	
20.1.24	Internal escape routes are adequately lit by artificial or natural lighting	✓	<input type="checkbox"/>	Artificial lighting with a sky light on the top floor and pir lighting to stairs and landings.

20.1.25	Emergency Escape Lighting is provided along internal escape routes	✓	<input type="checkbox"/>	
20.1.26	The internal Emergency Escape Lighting is in good repair	✓	<input type="checkbox"/>	
20.1.27	Emergency Escape Lighting is regularly tested in accordance with BS5266, findings and corrective works recorded	✓	<input type="checkbox"/>	S:\FRA Group\Highrise Blocks\Severn House\Emergency Lighting\Severn House - Emergency Lighting.pdf <u>Last tested 22-04-21</u>

21 Means of escape – External

21.1	Areas to Assess	Yes	No	Assessor Comments
21.1.1	External escape routes are provided, available, free from obstruction or hazard and lead to a place of safety	✓	<input type="checkbox"/>	
21.1.2	External escape routes are regularly monitored and maintained to ensure continuing availability for use	✓	<input type="checkbox"/>	
21.1.3	External escape routes are clearly indicated by pictogram signs along their entire route to final exit point	<input type="checkbox"/>	✓	
21.1.4	Glazing within 2 metres horizontally and 9m vertically below an external escape stair, is fire resisting	<input type="checkbox"/>	✓	
21.1.5	External metal escape stairs and platforms have been examined by a structural engineer within the last three years	<input type="checkbox"/>	✓	
21.1.6	Records of examination of stairs are maintained and available	<input type="checkbox"/>	✓	
21.1.7	Stair treads and handrails are in good condition	<input type="checkbox"/>	✓	
21.1.8	External escape routes are adequately lit by mains powered lighting	<input type="checkbox"/>	✓	
21.1.9	The external mains lighting control is automatic Where not, the control switch is clearly identifiable	<input type="checkbox"/>	✓	
21.1.10	Emergency Escape Lighting is provided along external escape routes	<input type="checkbox"/>	✓	
21.1.11	External Emergency Escape Lighting is in good repair	<input type="checkbox"/>	✓	
21.1.12	External Emergency Escape Lighting is regularly tested and findings recorded	<input type="checkbox"/>	✓	

22 Firefighting equipment

22.1	Areas to Assess	Yes	No	Assessor Comments
22.1.1	Portable Firefighting Equipment is provided, sufficient in number and appropriate to the risks present	✓	<input type="checkbox"/>	Only within the lift motor room.
22.1.2	Dry Powder extinguishers are present	<input type="checkbox"/>	✓	
22.1.3	It is wall mounted or on dedicated floor stands with the operating handle at approximately 1m from the ground	✓	<input type="checkbox"/>	
22.1.4	Extinguisher security tags are present	✓	<input type="checkbox"/>	
22.1.5	Portable Firefighting Equipment positions are clearly indicated by signs where necessary and accessible on exit routes	✓	<input type="checkbox"/>	
22.1.6	Portable Firefighting Equipment is annually tested to BS5306 -3 2009 and results recorded	✓	<input type="checkbox"/>	The lift motor room extinguisher is within test date.
22.1.7	Access for Fire and Rescue is satisfactory	✓	<input type="checkbox"/>	
22.1.8	A fire hydrant is in close proximity to the building	✓	<input type="checkbox"/>	
22.1.9	It is clearly marked and freely available	<input type="checkbox"/>	✓	
22.1.10	An open water supply is provided	✓	<input type="checkbox"/>	There is a canal at the rear of the block.
22.1.11	Where provided, the Fire and Rescue Service access is maintained	<input type="checkbox"/>	✓	To be identified on front now barrier fitted preventing tenants from parking in front of block.

23 Fixed firefighting installations

23.1	Areas to Assess	Yes	No	Assessor Comments
23.1.1	Sprinklers or drenchers are present	<input type="checkbox"/>	✓	
23.1.2	They cover the whole property	<input type="checkbox"/>	<input type="checkbox"/>	
23.1.3	Spare heads are available	<input type="checkbox"/>	<input type="checkbox"/>	
23.1.4	The system is maintained with servicing records available which are appropriate and current	<input type="checkbox"/>	<input type="checkbox"/>	
23.1.5	Fixed flooding Installations are present	<input type="checkbox"/>	<input type="checkbox"/>	
23.1.6	The system is maintained with servicing records available which are appropriate and current	<input type="checkbox"/>	<input type="checkbox"/>	
23.1.7	A Dry Riser installation is present	✓	<input type="checkbox"/>	
23.1.8	The inlet and outlets are clearly indicated and available for use	<input type="checkbox"/>	✓	Within the building the dry riser locations are clear; however externally there is no clear indication of where the dry riser inlet valve is. (Ref 9.1.35)
23.1.9	The system is maintained in accordance with BS9990 2006, servicing records are available, appropriate and current	✓	<input type="checkbox"/>	S:\FRA Group\Highrise Blocks\Severn House\Dry riser Copy has been requested

24.1	Areas to Assess	Yes	No	Assessor Comments
24.1.1	There is smoke/ventilation control present	✓	<input type="checkbox"/>	
24.1.2	The system is maintained, servicing records are available, appropriate and current	✓	<input type="checkbox"/>	S:\FRA Group\Highrise Blocks\Severn House\Fire alarm Copy in file last inspected 15-03-2021
24.1.3	Ventilation ducts which breach compartments have automatic fire dampers	<input type="checkbox"/>	<input type="checkbox"/>	
24.1.4	The dampers are identifiable, maintained with servicing records available which are appropriate and current	<input type="checkbox"/>	✓	

25 Fire evacuation lift and fire fighting shafts

25.1	Areas to Assess	Yes	No	Assessor Comments
25.1.1	A firefighting/evacuation lift is provided	✓	<input type="checkbox"/>	
25.1.2	It is clearly indicated as a firefighting/evacuation lift	<input type="checkbox"/>	✓	
25.1.3	DO NOT USE IN THE EVENT OF FIRE signage is displayed	✓	<input type="checkbox"/>	
25.1.4	The lift is maintained with servicing records available which are appropriate and current	✓	<input type="checkbox"/>	Lifts were being upgraded at time of visit and will be certificated on completion S:\FRA Group\Highrise Blocks\Severn House\Lift last certificate 06-03-2021

25.1.5	A firefighting shaft is provided	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
25.1.6	The firefighting shaft is protected and maintained in good order	<input type="checkbox"/>	<input type="checkbox"/>	

26 Fire warning systems

26.1	Areas to Assess	Yes	No	Assessor Comments
26.1.1	A manually operated, electrical Fire Warning System is provided throughout the property	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
26.1.2	The alarm sound is uniform, clearly identifiable and audible throughout the property	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
26.1.3	Call points are sited appropriately, available and readily identifiable	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
26.1.4	The warning system contains sensory warning devices including visual and aural stimuli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
26.1.5	Automatic Detection is provided throughout the property	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
26.1.6	The automatic detection type is appropriate for the identified risks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
26.1.7	The Fire Warning system is connected to an Alarm Receiving Centre (ARC)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	All activations are dialled to Pro guard
26.1.8	The Testing regime is in accordance with BS5839 and results recorded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
26.1.9	Automatic detection is tested in accordance with BS5839 and results recorded	<input checked="" type="checkbox"/>	<input type="checkbox"/>	S:\FRA Group\Highrise Blocks\Severn House\Fire alarm Last tested 15-03-2021
26.1.10	A zone plan is available at the Control Panel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This is in the form of a list of zone locations

27 Management of fire safety

27.1	Areas to Assess	Yes	No	Assessor Comments
27.1.1	There is a Fire Safety Management Policy	✓	<input type="checkbox"/>	
27.1.2	The Responsible Person is identified	✓	<input type="checkbox"/>	
27.1.3	There has been a recent Fire and Rescue Service inspection	✓	<input type="checkbox"/>	
27.1.4	Improvement notices have been served	<input type="checkbox"/>	✓	
27.1.5	Improvement Notices/ inspection results have been actioned and completed	<input type="checkbox"/>	✓	
27.1.6	There are previous Fire Risk Assessments	✓	<input type="checkbox"/>	Undertaken annually
27.1.7	Previous assessment findings have been actioned and completed	✓	<input type="checkbox"/>	
27.1.8	Risks to Occupants identified in the FRA have been notified to them	<input type="checkbox"/>	✓	whg has published the findings of this risk assessment in the past to the customers at Severn House and is available on request

28 Statutory training

28.1	Areas to Assess	Yes	No	Assessor Comments
28.1.1	Fire Safety is included in Induction training for all new staff	<input type="checkbox"/>	<input type="checkbox"/>	
28.1.2	Staff members are regularly trained in Fire Safety topics appropriate to their responsibilities	<input type="checkbox"/>	<input type="checkbox"/>	
28.1.3	Fire Marshalls / Wardens / Co-ordinators are trained and appointed	<input type="checkbox"/>	<input type="checkbox"/>	
28.1.4	Training is delivered by competent persons	<input type="checkbox"/>	<input type="checkbox"/>	
28.1.5	Training includes the practical use of Firefighting equipment	<input type="checkbox"/>	<input type="checkbox"/>	
28.1.6	Where PEEPs are in use, Fire Marshalls / Wardens are aware of them	<input type="checkbox"/>	<input type="checkbox"/>	
28.1.7	Evidence of training is maintained	<input type="checkbox"/>	<input type="checkbox"/>	
28.1.8	Employees/occupants are informed of Fire Risk Assessment findings	<input type="checkbox"/>	<input type="checkbox"/>	
28.1.9	Visitors and / or Contractors are given a Fire Safety brief or copy of procedures	<input type="checkbox"/>	<input type="checkbox"/>	
28.1.10	The impact of outside undertakings on fire safety is assessed and Occupants informed of any corrective measures	<input type="checkbox"/>	<input type="checkbox"/>	

29 Evacuation Procedures

29.1	Areas to Assess	Yes	No	Assessor Comments
29.1.1	Emergency Evacuation Procedures are identifiable in common areas and/or alongside at each call point	✓	<input type="checkbox"/>	Fire Action Plan notices are displayed on each floor, the wording requires changing to reflect whg's stay safe policy
29.1.2	The procedures identify how the Fire and Rescue Service is to be summoned	✓	<input type="checkbox"/>	
29.1.3	The Evacuation Procedures consider disability with reference to the evacuation chairs / lifts / refuges	<input type="checkbox"/>	✓	The age and mobility profile of this block suggests that some of the customers will have mobility and sensory impairments. Severn House is a residential building and not staffed, therefore customers must ensure they take necessary fire precautions within their flat and regularly familiarise themselves with whg's "stay safe" policy and fire safety guidance.
29.1.4	Evacuation Drills are carried out frequently and results recorded	<input type="checkbox"/>	✓	
29.1.5	All employees / occupiers participate	<input type="checkbox"/>	<input type="checkbox"/>	
29.1.6	Assembly Point locations are clearly identified and are suitable and adequate for access, safety in use and numbers	<input type="checkbox"/>	✓	See 29.1.4
29.1.7	Evacuation Chairs are available and/or located on all levels	<input type="checkbox"/>	✓	See 29.1.4
29.1.8	Sufficient trained users are available and practice use of the chair	<input type="checkbox"/>	✓	See 29.1.4
29.1.9	Refuge Areas are provided and clearly identified including dedicated route	<input type="checkbox"/>	✓	See 29.1.4
29.1.10	Refuge areas have communications which are routinely tested	<input type="checkbox"/>	✓	See 29.1.4
29.1.11	A suitable lift is identified and available for use during evacuation	<input type="checkbox"/>	✓	See 29.1.4

29.1.12	The Emergency procedures / signs make reference to the use of evacuation chairs / lifts / refuges	<input type="checkbox"/>	<input type="checkbox"/>	See 29.1.4
---------	---	--------------------------	--------------------------	------------

30 Emergency plan, threat procedure and firefighting plan

30.1	Areas to Assess	Yes	No	Assessor Comments
30.1.1	There is a detailed Emergency Plan available and known to Occupiers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	WMFS to coordinate when applicable
30.1.2	A Firefighting Plan containing property specific information is provided and immediately accessible	<input type="checkbox"/>	<input checked="" type="checkbox"/>	WMFS to coordinate when applicable
30.1.3	The Firefighting Plan is regularly reviewed and contains current information including floorplans	<input type="checkbox"/>	<input checked="" type="checkbox"/>	WMFS to coordinate when applicable
30.1.4	The property location is easily recognised externally by the Fire and Rescue Service	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
30.1.5	Persons are nominated and trained to respond to fire	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The age and mobility profile of this block suggests that some of the customers will have mobility and sensory impairments. Severn House is a residential building and not staffed, therefore customers must ensure they take necessary fire precautions within their flat and regularly familiarise themselves with whg's "stay safe" policy and fire safety guidance.
30.1.6	A Person is nominated to liaise with the Fire and Rescue Service	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

31 Photographic references

PHOTO REF 01	REPORT REF	PHOTO REF 02	REPORT REF
<p>Photos available on the I drive I:\Aldridge Brownhills Trust\Brownhills\Block Severn House\Fire Safety Assessment\FRA 2021</p>			
PHOTO REF 03	REPORT REF	PHOTO REF 04	REPORT REF

PHOTO REF 05

REPORT REF

PHOTO REF 06

REPORT REF

PHOTO REF 07

REPORT REF

PHOTO REF 08

REPORT REF