

Fire Risk Assessment

Property assessed: 1-36 Digby House Colletts Grove
Birmingham B37 6JE

Client: Solihull Community Housing

UPRN: 257810000A

Property Classification: Level 1

Document Print Date: 16/12/2020



FRA Inspection Date: 06/11/2020
FRA Issued to Client: 16/12/2020
FRA valid to: 16/12/2021
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Please Note - The Action Plan within this report will update to reflect the status of each recommendation as at the date on which the report is generated. Please refer to the Document Print Date on the cover page.

1 Executive Summary



1.1 Compliance and Risk Record

Property Classification	Level 1
BAFE SP205 -1 Certificate Number	Refer to Master Property List
Responsible Person	Solihull Community Housing
Assessment Completed by	Peter Swales
Assessment Checked by	John Herbison
Date of inspection	06/11/2020
Date of Assessment Issue to Client	16/12/2020

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at this property is:	Medium
Taking into account the nature of the property and occupants, as well as 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:	Moderate Harm
The derived assessment risk rating of the property is:	Moderate
On satisfactory completion of all remedial works the risk rating of this property may be reduced to:	Tolerable

Recommended Reassessment Date	16/12/2021
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1.2 Recommendation Summary

Priority	Number of recommendations not complete		
	From previous assessments	At time of assessment	At report print date
U	0	0	0
A	0	5	5
B	0	2	2
C	0	4	4
R	0	2	2
Man1	0	2	2
Man2	0	20	20

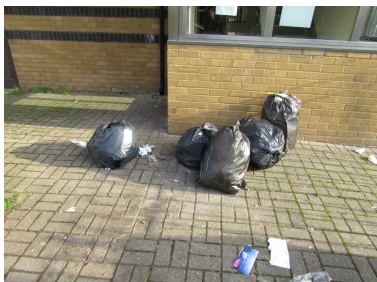

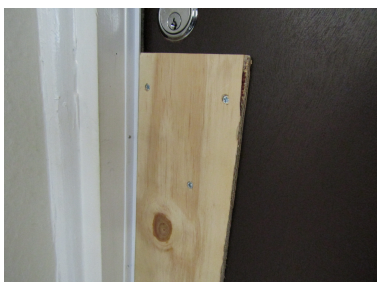
Note: See section 3.4 for the timescales associated with each priority in the table above.

1.3 Evacuation Strategy

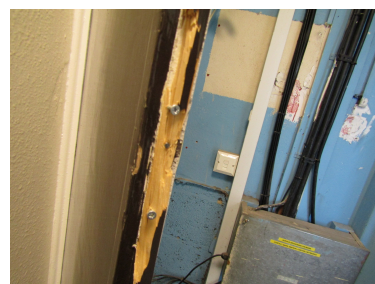
Evacuation strategy for this property at time of assessment	Stay Put
Notes	The premises is purpose-built with an adequate standard of compartmentation. The current Stay Put evacuation strategy is considered appropriate.
Recommended evacuation strategy for this property	Stay Put

2 Action Plan

2.1 Recommendations from this Assessment

Details		Comments/recommendations		Photo
Question	C.4	Comment: There was unnecessary fire load noted close to the building at the time of inspection. Bin bags to the rear.		
Section	Arson			
Action ID	573255			
Quantity		Recommendation: The combustible items noted should be disposed of safely.		
- Known	N/A			
- Potential	N/A			
Priority	Man1	Due Date: 16/01/2021	Client Status: Not Complete	
Question	Q.13	Comment: The exterior envelope of the premises is predominately masonry but there are vertical glazed/curtain wall sections rising full height which contain window spandrel panels of unknown combustibility. Current regulations require such spandrel panels to achieve a reaction to fire class of A2-s1, d0 or class A1. No information was available on site to confirm if the spandrel panels met this requirement of the Building Regulations with regards to limited combustibility and surface fire spread requirements - There also appears to be former open flat balconies on all corners of the building and stair window spandrels on both sides of the building.		
Section	Limiting Fire Spread			
Action ID	573268			
Quantity		Recommendation: Management should confirm that the window spandrel panels incorporated in the exterior envelope of the block meet current Building Regulations requirements with regards to limited combustibility and surface fire spread properties - also former open flat balconies on all corners of the building and stair window spandrels on both sides of the building.		
- Known	N/A			
- Potential	N/A			
Priority	Man1	Due Date: 16/01/2021	Client Status: Not Complete	
Question	L.2	Comment: (a) Fire rated flat entrance doors and frames appear to be in good condition except for:- Flats 24 & 30, unknown damage to the doors beneath the repairs. (b) Excessive gaps were noted under some flat entrance doors which will not resist the passage of cold smoke - Flats 1, 2, 3, 4, 5, 7, 8, 9, 10, 16, 18, 19, 20, 21, 22, 25, 28, 31, 32, 33, 34, 35 & 36		
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors			
Action ID	573256			
Quantity		Recommendation: Doors and frames as noted should be replaced with FD30S self-closing fire door sets, installed strictly in accordance with the manufacturer's test certification - Flats 24 & 30.		
- Known	2			
- Potential	2			
Priority	A	Due Date: 16/03/2021	Client Status: Not Complete	

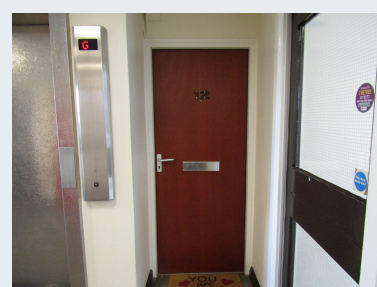
Question	L.8	Comment: Letterbox fitted to Flat 31 entrance door is defective - missing front metal flap.	
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors		
Action ID	573259		
Quantity		Recommendation: Letterbox to Flat 31 entrance door as noted should be replaced with a fire-rated letterbox.	
- Known	1		
- Potential	1		
Priority	A	Due Date: 16/03/2021	Client Status: Not Complete
Question	M.2	Comment: (a) All common area fire rated fire doors appear to be in good condition except for:- the double services riser doors are damaged. (b) All common area fire rated fire doors and frames appear to be in good condition. For information -. Fire paste has not been applied evenly to the back of the doors frames.	
Section	Common Area Fire Doors		
Action ID	573282		
Quantity		Recommendation: Common area doors and frames as noted should be replaced with FD30S lockable fire door sets, installed strictly in accordance with the manufacturer's test certification, including appropriate 'Fire door keep locked' signage to the outer face - sixth floor riser doors.	
- Known	1		
- Potential	1		
Priority	A	Due Date: 16/03/2021	Client Status: Not Complete
Question	M.5	Comment: Not all self-closing devices fitted to common area fire doors (where required) are considered adequate. Fire lobby doors to the rear stairs on the ground and first floors are very stiff to open.	
Section	Common Area Fire Doors		
Action ID	573264		
Quantity		Recommendation: The self-closing device should be repaired or an effective self-closing device should be fitted to the doors as noted - Fire lobby doors to the rear stairs on the ground and first floors are very stiff to open.	
- Known	2		
- Potential	2		
Priority	A	Due Date: 16/03/2021	Client Status: Not Complete
Question	O.1	Comment: The Fire Action Notices provided are not considered adequate - encourages residents to tackle the fire	
Section	Fire Safety Signs and Notices		
Action ID	573265		
Quantity		Recommendation: The incorrect/conflicting Fire Action Notice should be replaced with a notice of a consistent format advising of the recommended 'Stay Put' evacuation policy.	
- Known	9		
- Potential	9		
Priority	A	Due Date: 16/03/2021	Client Status: Not Complete
Question	A.2	Comment: There was no evidence on site to confirm the last inspection and testing date of the common area fixed electrical installation.	
Section	Electrical Ignition Sources		
Action ID	573253		
Quantity		Recommendation: Management should confirm/ensure that the common area fixed electrical installation has been inspected and tested within the last five years in accordance with BS 7671:2018 (as amended).	
- Known	N/A		
- Potential	N/A		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete



Question	G.3	Comment: There were combustible items or waste materials in the escape routes. Fourth floor - bin bags. Seventh floor - old furniture. Given the type and/or substantial quantity involved these should be cleared as soon as possible.
Section	House-Keeping	
Action ID	573283	
Quantity		Recommendation: Management should contact residents to advise that the common area/escape routes should be kept free from all combustibles and trip hazards. A programme of regular checks should be put in place to ensure that the common area is kept clear.
- Known	N/A	
- Potential	N/A	
Priority	Man2	Due Date: 16/03/2021 Client Status: Not Complete
Question	K.7	Comment: It could not be ascertained whether the electrical access control systems fitted to escape route doors/gates are provided with override facilities and/or are designed to 'fail safe' on power failure.
Section	Means of Escape	
Action ID	573262	
Quantity		Recommendation: Management should confirm that the secure door entry system continues to operate in the event of a power failure, or fails safe to open. If not, an emergency override facility will be required.
- Known	0	
- Potential	2	
Priority	Man2	Due Date: 16/03/2021 Client Status: Not Complete
Question	K.16	Comment: There was no information available regarding arrangements in the building for means of escape for people with disabilities.
Section	Means of Escape	
Action ID	573285	
Quantity		Recommendation: Management should encourage residents of this General Needs property to contact the building manager if they require assistance in developing a personal emergency evacuation plan (PEEP) or other fire safety advice. This could be achieved by adding a contact reference for assistance to the fire action notices for the premises, by providing additional separate notices containing the information or making direct contact with residents via letter, flyer or website for example.
- Known	N/A	
- Potential	N/A	
Priority	Man2	Due Date: 16/03/2021 Client Status: Not Complete
Question	L.6	Comment: No access was possible to any of the flat entrance doors to confirm that they are fitted with adequate self-closing devices.
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors	
Action ID	573258	
Quantity		Recommendation: Management should establish an ongoing rolling programme of checks to all flat entrance doors to confirm that self-closers are fitted and remain effective.
- Known	0	
- Potential	36	
Priority	Man2	Due Date: 16/03/2021 Client Status: Not Complete



No image available



Question	L.7	Comment: There was no access possible to any of the flat entrance doors to confirm that they are fitted with intumescent strips and cold smoke seals.	
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors		
Action ID	573263		
Quantity		Recommendation: Management should establish an ongoing rolling programme of checks to all flat entrance doors to confirm that strips and seals are fitted and remain effective.	
- Known	0		
- Potential	36		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete
Question	P.5	Comment: No access was possible to any of the flats to confirm that they are fitted with an adequate smoke alarm system.	
Section	Means of Giving Warning in Case of Fire		
Action ID	573260		
Quantity		Recommendation: All flats should be checked to confirm provision and working condition of at least Grade D LD3 smoke alarm systems to BS 5839-6:2019. An ongoing rolling programme of checks should be confirmed to be in place. If new systems are required to be installed these should be to Grade D1 LD2 standard.	
- Known	0		
- Potential	36		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete
Question	Q.2	Comment: It was not possible to sample inspect the hidden voids identified without causing damage or requiring opening up. (a) Boxed-in areas on the stair (b) Metal trunking throughout the building within the risers (c) Over the false ceiling tiles	
Section	Limiting Fire Spread		
Action ID	573267		
Quantity		Recommendation: Management should undertake an intrusive inspection of the hidden voids noted to confirm/ensure that compartmentation within is adequate - (a) Boxed-in areas on the stair (b) Metal trunking throughout the building within the risers (c) Over the false ceiling tiles	
- Known	0		
- Potential	3		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete
Question	T.3	Comment: No suitable record of the fire safety arrangements for the building was available for inspection during the inspection.	
Section	Procedures and Arrangements		
Action ID	573270		
Quantity		Recommendation: Management should confirm/ensure that a suitable documentary record of the fire safety arrangements for the building is held within the building or at a central location. This should cover all arrangements for the effective planning, organisation, control, monitoring and review of the preventative and protective measures in place and should include a plan for responding in the immediate aftermath of a fire incident.	
- Known	N/A		
- Potential	N/A		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete






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Question	T.11	Comment: It is not known if routine fire safety checks are being carried out.	
Section	Procedures and Arrangements		
Action ID	573271		
Quantity		Recommendation: Management should confirm/ensure that routine in-house fire safety checks are carried out on a regular basis (daily or weekly depending on building usage) and records kept on-site or in a central database.	
- Known	N/A		
- Potential	N/A		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete
Question	V.1	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.	
Section	Testing and Maintenance		
Action ID	573272		
Quantity		Recommendation: Management should confirm/ensure that the L5 common area fire detection system (provided for control of the waste chute room sprinkler system) is tested and serviced as required in accordance with BS 5839-1 and records kept on-site or in a central database. This should be carried out in conjunction with routine testing of the smoke ventilation system - see V.7.	
- Known	N/A		
- Potential	N/A		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete
Question	V.2	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.	
Section	Testing and Maintenance		
Action ID	573273		
Quantity		Recommendation: Management should confirm/ensure that the common area emergency lighting system is tested monthly and serviced annually in accordance with BS 5266-8:2004 and records kept on-site or in a central database.	
- Known	N/A		
- Potential	N/A		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete
Question	V.5	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.	
Section	Testing and Maintenance		
Action ID	573274		
Quantity		Recommendation: Management should confirm/ensure that the lightning protection system is tested and serviced annually in accordance with BS EN 62305 and records kept on-site or in a central database.	
- Known	N/A		
- Potential	N/A		
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete

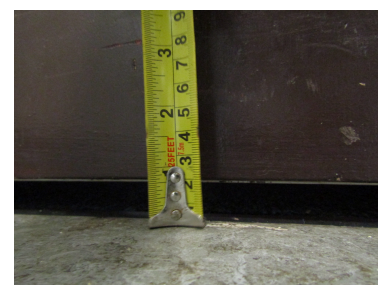
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Question	V.7	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		
Section	Testing and Maintenance			
Action ID	573275			
Quantity		Recommendation: Management should confirm/ensure that the smoke control system is actuated and inspected weekly, receives a full operational test quarterly, and is serviced and certified annually in accordance BS 9999 and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	V.8	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		
Section	Testing and Maintenance			
Action ID	573276			
Quantity		Recommendation: Management should confirm/ensure that the access control system is inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	V.9	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		
Section	Testing and Maintenance			
Action ID	573277			
Quantity		Recommendation: Management should confirm/ensure that the drop key override switch facilities for Fire and Rescue Service access are inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	V.10	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		No image available
Section	Testing and Maintenance			
Action ID	573278			
Quantity		Recommendation: Management should confirm/ensure that lifts are inspected, tested and serviced in accordance with the relevant legislation and guidance and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	V.11	Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.		No image available
Section	Testing and Maintenance			
Action ID	573279			
Quantity		Recommendation: Management should confirm/ensure that the sprinkler system is inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	

Question	W.1	Comment: No log book was available on site during the inspection.		No image available
Section	Records			
Action ID	573261			
Quantity		Recommendation: Management should confirm/ensure that a fire safety log book is provided to enable recording as required of all relevant fire safety events such as fire drills, routine checks, Fire and Rescue Service visits, fire safety systems testing, staff training etc. as appropriate.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	W.4	Comment: No up to date records of routine in-house fire safety checks were available on-site at the time of inspection.		No image available
Section	Records			
Action ID	573280			
Quantity		Recommendation: Management should confirm/ensure that records of routine fire safety checks are kept in the fire safety log book on-site or in a central database.		
- Known	N/A			
- Potential	N/A			
Priority	Man2	Due Date: 16/03/2021	Client Status: Not Complete	
Question	Q.14	Comment: Other fire spread/compartmentation issues noted at the time of inspection include - Hole between the boxed-in area and ceiling on the front stairs between the first and second floors.		
Section	Limiting Fire Spread			
Action ID	573269			
Quantity		Recommendation: The hole noted should be sealed up with fire-resisting construction - period of fire resistance required is 60 minutes - - Hole between the boxed-in area and ceiling on the front stairs between the first and second floors.		
- Known	1			
- Potential	1			
Priority	B	Due Date: 16/12/2021	Client Status: Not Complete	
Question	Q.15	Comment: Other fire spread/compartmentation issues noted at the time of inspection include - There is former apparent comms equipment in the ground floor flat lobby - unknown compartmentation behind or if still in use.		
Section	Limiting Fire Spread			
Action ID	573284			
Quantity		Recommendation: The possible comms box in the ground floor flat lobby noted should be sealed up with fire-resisting construction - period of fire resistance required is 60 minutes (if not in use).		
- Known	1			
- Potential	1			
Priority	B	Due Date: 16/12/2021	Client Status: Not Complete	
Question	C.2	Comment: Paladin bins were stored in an integral bin storage room located at the rear of the building. This room is linked to the waste chute system. However, there were loose recycling Paladin and wheelie bins - with no bin storage area. Unknown steel columns that possibly secured the Padalin bins in place.		
Section	Arson			
Action ID	573254			
Quantity		Recommendation: A suitable bin storage area should be provided at a safe distance from the building including any necessary hard standing, fencing and security arrangements.		
- Known	1			
- Potential	1			
Priority	C	Due Date: 16/06/2022	Client Status: Not Complete	

Question	L.2	<p>Comment: (a) Fire rated flat entrance doors and frames appear to be in good condition except for: - Flats 24 & 30, unknown damage to the doors beneath the repairs. (b) Excessive gaps were noted under some flat entrance doors which will not resist the passage of cold smoke - Flats 1, 2, 3, 4, 5, 7, 8, 9, 10, 16, 18, 19, 20, 21, 22, 25, 28, 31, 32, 33, 34, 35 & 36</p>	
Section	Flat Entrance/Residents' Bedroom/Bedsit Doors		
Action ID	573257		
Quantity		<p>Recommendation: The flat entrance doors noted should be repaired (or if necessary replaced) to reduce the threshold gap to a maximum of 6mm. Alternatively, a threshold seal capable of resisting cold smoke should be fitted - Flats 1, 2, 3, 4, 5, 7, 8, 9, 10, 16, 18, 19, 20, 21, 22, 25, 28, 31, 32, 33, 34, 35 & 36</p>	
- Known	23		
- Potential	23		
Priority	C	Due Date: 16/06/2022	Client Status: Not Complete
Question	O.4	<p>Comment: 'In event of fire do not use lifts' signage has not been provided adjacent to the doors to the lift at each floor level. Floors have the lift signage combined with the fire action notices (not suitable).</p>	
Section	Fire Safety Signs and Notices		
Action ID	573266		
Quantity		<p>Recommendation: Provide 'In event of fire do not use lifts' signage adjacent to the doors to the lift at each floor level.</p>	
- Known	9		
- Potential	9		
Priority	C	Due Date: 16/06/2022	Client Status: Not Complete
Question	X.1	<p>Comment: Surface-mounted wiring systems contained within plastic trunking were present within the common escape routes but it was not possible to determine if the cables within were adequately supported with fire-resisting fixings to prevent premature collapse - in ground floor rear stair lobby and above some flat doors - the plastic covers are missing in some sections.</p>	
Section	Electrical Services		
Action ID	573281		
Quantity		<p>Recommendation: The cable fixings, conduit or trunking as noted within the common escape route should be replaced with a cable support system which ensures that wiring is not liable to premature collapse in event of a fire (unless the existing clipping system can be confirmed as adequate).</p>	
- Known	1		
- Potential	1		
Priority	C	Due Date: 16/06/2022	Client Status: Not Complete
Question	K.14	<p>Comment: Both stairs are provided with adequate permanent or manually operated ventilation openings for the control of smoke - openable windows and the block entrance doors. The rear stairs also have the door to the flat roof and a permanently open vent. The flat/lift lobbies do not have any smoke ventilation. This is acceptable given that there are two stairs allowing a bypass if one is affected by smoke but should be resolved when the next major upgrade to the building is planned.</p>	
Section	Means of Escape		
Action ID	573287		
Quantity		<p>Recommendation: Smoke ventilation should be provided to both flat/lift lobbies when the building is next being refurbished. Given the absence of external walls for PV or AOV windows, this will most likely need to comprise mechanical smoke shafts.</p>	
- Known	9		
- Potential	9		
Priority	R	Due Date: Unlimited	Client Status: Not Complete



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Question	M.1	<p>Comment: All common area fire doors and/or frames appear to be appropriately fire rated. 'Notional' timber doors. (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed). One stair would be expected to have FD60S doors in a 120-minute screen to act as a fire fighting stair and should be upgraded if future refurbishment is planned.</p>	
Section	Common Area Fire Doors		
Action ID	573286		
Quantity		<p>Recommendation: Upgrade the doors and screens to one stair as a firefighting stair when next refurbishing. FD60S doors in a 120-minute screen are required.</p>	
- Known	9		
- Potential	9		
Priority	R	Due Date: Unlimited	Client Status: Not Complete



3 Introduction and Scope



3.1 Limitations of this assessment

This fire risk assessment report represents the Fire Risk Assessment Company's understanding for the current building designs and use, the fire strategy and proposed evacuation procedures. It is to provide an assessment of the risk to life from fire and does not address building or property protection or business continuity. The report is not an assurance against risk and is based on the best judgement of the consultant involved. The assessment may rely on information given by others and no liability is accepted for the accuracy of such information. Should any of the properties (or their operations) change in any way the risk assessments should be updated accordingly. In addition, it is recommended that this fire risk assessment is reviewed at least annually. Each fire risk assessment identifies areas to which access was not available during the inspection. In certain instances, we may have made recommendations for further inspection in the report, however as general guidance we would recommend that the 'no access' areas are inspected as soon as possible.

3.2 Legislation

This fire risk assessment has been carried out to meet the requirements of The Regulatory Reform (Fire Safety) Order 2005 [the Order]. The following is a summary description of some of the key articles listed in the Order:

Article 3	Defines the responsible person as a.) the employer, bi.) the person in control of the premises, or b.ii) the owner/landlord.
Article 4	Defines the meaning of general fire precautions
Article 5	States 'a person in control of the premises' may be a person who has an obligation for the maintenance / repair of the premises or the safety in the premises.
Article 6	Lists exemptions, which includes domestic premises occupied as a single private dwelling.
Article 8	Requires general fire precautions are undertaken to ensure the safety of employees / relevant persons.
Article 9	Requires the responsible person to carry out a fire risk assessment. This assessment must be reviewed regularly and if there is reason to suspect that it is no longer valid there has been a significant change.
Article 11	Defines the responsible person as a.) the employer, bi.) the person in control of the premises, or b.ii) the owner/landlord.
Article 13	Requires the recording of significant findings from the fire risk assessment, where a.) five or more people are employed, b.) a licence under an enactment is in force, or c.) an alterations notice is in force.
Article 14	Requires that escape routes and exits are kept clear and accessible at all times.
Article 15	Highlights the need for fire drills and competent persons to assist in their undertaking.
Article 17	Requires suitable maintenance of fire safety facilities and equipment.
Article 19	Requires communication with employees, including the significant findings of the fire risk assessment.
Article 20	Requires that any external employers / employees who are working (or have staff working) in premises are provided with relevant information on the risks and the preventive and protective measures in place.
Article 21	Requires that employees are provided with suitable and appropriate training.
Article 22	Requires co-operation / coordination where two or more responsible persons share duties in premises.
Article 23	Lists the general duties of employees at work.

3.3 Risk Level

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 advocated by BS 8800 for general health and safety risks:

Risk level	Action and time table
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures 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 building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

It should be noted that, although the purpose of estimating the risk level is to place the 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 and a reassessment completed by the date recommended in this report.

3.4 Recommendation Priorities

All recommendations made for remedial action as result of the fire risk assessment are assigned a priority in this report. The priorities used have an associated timescale for completion of the recommendations. These are as follows:

Recommendation Priorities:	Recommended Timescales
U	1 day
A	3 months
B	12 months
C	18 months
R	Unlimited
Man1	1 month
Man2	3 months

The above timescales may be altered when the action plan for the premises is collated with other properties in the stock. Please refer to the collated action plan in the Client Portal.

4 Property Details

UPRN	257810000A
Number Range	1-36
Building Name	Digby House
Street Number	
Street	Colletts Grove
City/Town	Birmingham
Postcode	B37 6JE
Property Designation	General Needs (6 Storeys and over)

Building Layout Information	
Total No. of Floors	9
Total No. of Floors (common area only)	9
Total No. of Storeys (ground and above)	9
Ground Floor Area (m2) (if applicable)	n/a
Total Area of All Floors (m2) (if applicable)	n/a
Building Layout Description	<p>A detached purpose-built residential tower block of flats. Nine storeys. Thirty-six flats in total. The flats are accessed by the main entrance door over a single threshold, with an alternative entrance door to the rear. Flat layout per floor - Ground floor – Flats 1-4, First floor – Flats 5-8. Second floor – Flats 9-12. Third floor – Flats 13-16. Fourth floor – Flats 17-20. Fifth floor – Flats 21-24. Sixth floor – Flats 25-28. Seventh floor – Flats 29-32. Eighth floor – Flats 33-36. Ground floor – Entrance lobby leading directly to the front stairway (S1). Flat/lift lobby containing the dry riser inlet, electrical intake cupboard, comms room and the AFA cupboard. Rear lobby to the rear door and access to the rear stairs (S2). Two lobby protected stairways. Upper floors have the same floor plans. Both stairs lead to the flat/ lift lobby, containing the service riser and the dry riser outlet cupboard. Gate access to the lift room and the flat roof. Fire alarm system appears to be installed within the waste chute room, ground floor comms and AFA panel cupboards. AOV system installed. Dry-riser provided and a sprinkler to the bin chute bin store only. Externally accessed – Waste chute room and resident storage room.</p>
Extent of Common Areas (area assessed)	Front and rear lobbies - Stairs x 2 – Landings - Flat lobbies - CCTV and AFA cupboards - Services risers - Waste hopper rooms - Flat roof - Lift room - Residents storage area
Areas of the building to which access was not available.	No flats sample inspected
Total number of Flats/Bedsits/Bedrooms (as applicable)	36
Number accessed off the Common Area	36
Flats/Bedsits/Bedrooms sample inspected	No residents flats were inspected as agreed with Solihull Community Housing.
Building Use	Single Use
Details of ancillary use (if applicable)	
Total No. of Common Entrances/Exits	2

Building Layout Information	
Block Accessibility	Level
Total No. of Common Staircases	2

Construction Information	
Construction Type	Concrete Frame
Property Type	Purpose Built
Date of Construction or Conversion (year approx.)	1970
Floor Construction Type	Concrete
Stair Construction Type	Concrete
External Wall Construction Type	External Wall Insulation
External Wall Finish Type	Brick
Other Construction Information	Solar panels on the flat roof. There appear to be asbestos ceiling tiles within this property.

Occupant Information	
Management Extent	Partially Managed Building (Manager or Senior Staff not onsite regularly)
Details of any onsite management	None on site however occasional staff attendance assumed. 24/7 remote concierge service provided with CCTV coverage.
Person managing fire safety in the premises	Mark Pinnell - Head of Asset Management
Person consulted during the FRA	Mr Alex Robson - Project Manager. Consulted prior to inspections to gain access keys.
Number of Residents	Assumed to be two residents per flat
-Comments	Exact numbers not known
Number of Employees	No staff on site
-Comments	Occasional staff attendance expected - low numbers anticipated
Number of members of the public (maximum estimated)	Residential - low number
-Comments	Residential block - low number of visitors expected at any one time
Identified people especially at risk	General Needs - No information
-Comments	No information, however, General Needs premises so occupants are typical of the general population

Other information	
Fire loss experience (since last FRA)	No evidence of recent fire loss or damage
Any other relevant information	None

In preparing this report reference has been made to a number of key legislative and guidance documents as identified below. Other guidance documents may also be applicable to the assessment which have not been listed here. A full list of guidance documents used in the assessment is available from the risk assessment company on request.

Fire Safety Legislation	
Main fire safety legislation applying to these premises	01) Regulatory Reform (Fire Safety) Order 2005
Other applicable legislation	02) Housing Act 2004

Fire Safety Guidance	
Main fire safety guidance used in this assessment	01) LGA - 'Fire safety in purpose-built blocks of flats' - 2012
Other key fire safety guidance referred to	BS 5266-1:2016 - 'Emergency Lighting - Code of practice for the emergency lighting of premises' BS 5266-8:2004 - 'Emergency escape lighting systems' BS 5499-10:2014 - 'Guidance for the selection and use of safety signs and fire safety notices' BS 5499-4:2013 - 'Safety signs. Code of practice for escape route signage' BS 5839-6:2019 - 'Fire detection and alarm systems for buildings. Code of practice for domestic premises' BS 7346-4:2003 - 'Components for smoke and heat control systems' BS 9251:2014 - 'Fire sprinkler systems for domestic and residential occupancies' BS 9990 2015 Non automatic fire fighting systems PAS79 - 'Fire Risk Assessment - a recommended methodology' - 2012

5 FRA Questionnaire

Elimination or Reduction of Fire Hazards

A. Electrical Ignition Sources

Question - A.1: Was access gained to the electrical intake/meter cupboard(s) for the block?	Yes
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Comment: The electrical intake/meter cupboard for the premises was accessed at the time of inspection.

Question - A.2: Is the common area fixed electrical installation inspected and tested within the last five years? (State the date of the last test if available)	Not Known
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Comment: There was no evidence on site to confirm the last inspection and testing date of the common area fixed electrical installation.

Recommendation: Management should confirm/ensure that the common area fixed electrical installation has been inspected and tested within the last five years in accordance with BS 7671:2018 (as amended).



Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 573253
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Question - A.3: Is the common area fixed electrical installation free from visible defects? (from cursory visual inspection only)	Yes
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Comment: No defects were noted in the common area fixed electrical installation (from cursory visual inspection only).

Question - A.4: Is portable appliance testing (PAT) being completed within the common areas?	Yes
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Comment: Management advises that all portable electrical appliances in common areas are inspected and tested annually as part of a rolling programme.

Question - A.5: Is there a policy in place regarding use of personal electrical appliances within the common areas which is being adhered to at the time of inspection?	Yes
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Comment: Whilst it was not confirmed that a policy is in place regarding the use of personal portable electrical appliances within the common areas none were seen during the inspection, so this is presumed to be the case.

Question - A.6: If occurring, is the use of multi-way plug adaptors and/or extension leads within the common areas considered acceptable?	Not Applicable
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Comment: No multi-way adaptors or extension leads were noted in use in the common areas during this inspection.

B. Smoking Policies

Question - B.1: Are there suitable arrangements in place for those who wish to smoke? (State what arrangements are in place)

Yes

Comment: Residents who wish to smoke can do so within their private accommodation only.

Question - B.2: Is there a policy in place to prevent or restrict smoking within the building?

Yes

Comment: Smoking is not permitted in the communal area in accordance with the Smoke-free (Premises and Enforcement) Regulations 2006 and residents are permitted to smoke within their private accommodation only.

Question - B.3: Does the policy in relation to smoking appear to be observed?

Yes

Comment: No evidence of illicit smoking was seen in the common area at the time of inspection.

Question - B.4: Is there adequate provision of at least one legible 'No Smoking' sign covering the common area?

Yes

Comment: Adequate 'No Smoking' signage is provided in the common area as required by the Smoke-free (Premises and Enforcement) Regulations 2006.

C. Arson

Question - C.1: Are the premises secured against arson by outsiders? (Please state how)

Yes

Comment: The entrance door to the premises is self-closing and is fitted with an intercom and door release system and was locked at the time of inspection. There is a concierge button on the door entry system which connects to a remote concierge service who can give access and oversee the premises via CCTV located externally and throughout the premises.

Question - C.2: Are bins stored in a suitable location? (Please state bin type and location)

No

Comment: Paladin bins were stored in an integral bin storage room located at the rear of the building. This room is linked to the waste chute system. However, there were loose recycling Paladin and wheelie bins - with no bin storage area. Unknown steel columns that possibly secured the Paladin bins in place.

Recommendation: A suitable bin storage area should be provided at a safe distance from the building including any necessary hard standing, fencing and security arrangements.




Priority: C

Known Quantity: 1

Potential Quantity: 1

Action ID: 573254

Question - C.4: Is fire load close to the premises minimised?				No
Comment: There was unnecessary fire load noted close to the building at the time of inspection. Bin bags to the rear.				
Recommendation: The combustible items noted should be disposed of safely.				
Priority: Man1	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 573255	

D. Space Heating

Question - D.1: Are the common areas of the building provided with any form of fixed space heating system? (State type provided)				No
Comment: The common area has no form of fixed heating and individual residential units have their own heating systems.				

Question - D.3: Are the common areas of the building provided with any form of portable space heating system? (State type provided)				No
Comment: No portable heaters were noted within the common area at the time of inspection.				

E. Cooking

Question - E.1: Are common cooking facilities provided in the block?				No
Comment: No common cooking facilities are provided in the premises.				

F. Lightning

Question - F.1: Does the building have a lightning protection system installed?				Yes
Comment: A lightning protection system is provided.				

Question - F.3: From visual inspection, does the lightning protection system appear to be in good condition?				Yes
Comment: The visible parts of the lightning protection system appear to be intact and in good condition from visual inspection.				

G. House-Keeping

Question - G.1: Is the property regularly cleaned to prevent the build up of combustibles?				Yes
Comment: The common areas are clean and a cleaning rota is displayed.				

Question - G.2: Are combustible items kept clear from sources of ignition such as electrical equipment?

Yes

Comment: The electrical intake/meter cupboard was clear of combustible storage at the time of inspection.

Question - G.3: Are escape routes kept clear of combustible items or waste materials?

No

Comment: There were combustible items or waste materials in the escape routes. Fourth floor - bin bags. Seventh floor - old furniture. Given the type and/or substantial quantity involved these should be cleared as soon as possible.

Recommendation: Management should contact residents to advise that the common area/escape routes should be kept free from all combustibles and trip hazards. A programme of regular checks should be put in place to ensure that the common area is kept clear.



Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573283

Question - G.4: Are escape routes kept clear of any trip hazards?

Yes

Comment: The common escape routes were clear of any trip hazards at the time of inspection.

Question - G.5: Are any hazardous materials noted being stored correctly?

Not Applicable

Comment: No hazardous materials were noted in the common area at the time of inspection.

Question - G.6: Are all other house-keeping issues satisfactory?

Yes

Comment: There were no other house-keeping issues noted at the time of inspection.

H. Contractors

Question - H.1: Are fire safety conditions imposed on outside contractors when working on the premises?

Yes

Comment: Information was received confirming that fire safety conditions are imposed on outside contractors when working on the premises.

Question - H.2: Are there satisfactory controls in place over works carried out on the premises by outside contractors? (e.g. Hot Work Permits)

Yes

Comment: Information was received confirming that there are satisfactory controls in place over works carried out on the premises by outside contractors.

Question - H.3: Are there satisfactory controls in place over works carried out in the premises by in-house staff? (e.g. Hot Work Permits) Yes

Comment: Information was received confirming that there are satisfactory controls in place over works carried out on the premises by in-house staff.

I. Dangerous Substances

Question - I.1: Are any 'dangerous substances' stored or in use within the property? No

Comment: No dangerous substances were noted being stored or in use at the time of inspection.


J. Other Significant Hazards

Question - J.1: Are all other Fire Hazard issues considered satisfactory? [1] Yes

Comment: There were no other fire hazard issues noted at the time of inspection.

General Fire Protection Measures

K. Means of Escape

Question - K.1: Is the escape route design deemed satisfactory? (Consider current design codes)		Yes
Comment: The means of escape design is broadly in accordance with current design codes and is deemed satisfactory. All flats have direct access to, two sets of stairs from the eighth floor - which are both lobby protected to the final front and rear exit doors.		
Question - K.2: Are the escape routes adequately protected? (Consider lobby protection to staircase, if needed)		Yes
Comment: Both escape stairs are provided with adequate lobby protection.		
Question - K.3: Is there adequate provision of exits for the numbers who may be present?		Yes
Comment: The provision of exits is considered adequate for the number of people expected to be present.		
Question - K.4: Is there adequate exit width for the numbers who may be present?		Yes
Comment: The exit widths provided appear adequate for the numbers expected to be present.		
Question - K.5: Are doors on escape routes easily opened (and are sliding or revolving doors avoided)?		Yes
Comment: All doors on escape routes are fitted with ironmongery which is easily opened without the use of a key, and there are no sliding or revolving doors.		
Question - K.6: Are doors or gates on escape routes provided with electrically operated access control systems? (Describe provision)		Yes
Comment: Doors on escape routes are provided with electrically operated access control systems.		
Question - K.7: Are electrically operated access control systems fitted to doors or gates on escape routes provided with override facilities and/or designed to 'fail-safe' on power failure?		Not Known
Comment: It could not be ascertained whether the electrical access control systems fitted to escape route doors/gates are provided with override facilities and/or are designed to 'fail safe' on power failure.		
Recommendation: Management should confirm that the secure door entry system continues to operate in the event of a power failure, or fails safe to open. If not, an emergency override facility will be required.		
Priority: Man2	Known Quantity: 0	
Potential Quantity: 2	Action ID: 573262	

Question - K.8: Do final exits open in the direction of escape where necessary?	Yes
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Comment: Doors on escape routes open in the direction of escape where more than 60 people are expected to use them.

Question - K.9: Are travel distances satisfactory? (consider single direction and more than one direction)	Yes
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Comment: Travel distances appear to be in line with that allowed in current guidance. All flats have access to both stairs and are less than 1.5m to the nearest stair lobby door.

Question - K.10: Are the precautions for all inner rooms suitable?	Not Applicable
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Comment: No inner rooms were identified at the time of inspection.

Question - K.11: Are escape routes adequately separated from each other, with fire resisting construction where required?	Yes
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Comment: Corridors are provided with smoke control doors where required. The front and rear exits doors are separated via fire lobby doors,

Question - K.12: Are corridors sub-divided with a cross-corridor fire resisting door where required?	Not Applicable
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Comment: No corridors requiring cross-corridor fire doors were noted in the property.

Question - K.13: Do escape routes lead to a place of safety?	Yes
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Comment: Escape routes lead to a place of safety.

Question - K.14: Are the stairs and/or lobbies provided with adequate permanent or manually operated ventilation openings for control of smoke? (State provision)	No
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Comment: Both stairs are provided with adequate permanent or manually operated ventilation openings for the control of smoke - openable windows and the block entrance doors. The rear stairs also have the door to the flat roof and a permanently open vent. The flat/lift lobbies do not have any smoke ventilation. This is acceptable given that there are two stairs allowing a bypass if one is affected by smoke but should be resolved when the next major upgrade to the building is planned.

Recommendation: Smoke ventilation should be provided to both flat/lift lobbies when the building is next being refurbished. Given the absence of external walls for PV or AOV windows, this will most likely need to comprise mechanical smoke shafts.	No image available
Priority: R Known Quantity: 9 Potential Quantity: 9 Action ID: 573287	

Question - K.15: Are the stairs and/or lobbies provided with an adequate automatic or remotely operated smoke ventilation system? (State provision)	Yes
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Comment: The front stairway is provided with an automatic smoke ventilation system. Comprising of external windows at the head of the stairs controlled by smoke detection/ AOV panel within the front stair lobby. The system cause and effect could not be checked during this inspection but is presumed to comply with the relevant design guidance.

Question - K.16: Are there suitable arrangements in the building for means of escape for people with disabilities?

Not Known

Comment: There was no information available regarding arrangements in the building for means of escape for people with disabilities.

Recommendation: Management should encourage residents of this General Needs property to contact the building manager if they require assistance in developing a personal emergency evacuation plan (PEEP) or other fire safety advice. This could be achieved by adding a contact reference for assistance to the fire action notices for the premises, by providing additional separate notices containing the information or making direct contact with residents via letter, flyer or website for example.

No image available

Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573285

Question - K.17: Are all other means of escape issues satisfactory? [1]

Yes

Comment: There were no other means of escape issues noted at the time of inspection.

Question - K.19: What is the current evacuation strategy for the property?

Stay Put

Comment: The current evacuation strategy is Stay Put as denoted by the fire action notices displayed in the common area.

Question - K.20: Is the current evacuation strategy for the property considered appropriate?

Yes

Comment: The premises is purpose-built with an adequate standard of compartmentation. The current Stay Put evacuation strategy is considered appropriate.

Question - K.21: What is the recommended evacuation strategy for the property?

Stay Put

Comment:

L. Flat Entrance/Residents' Bedroom/Bedsit Doors

Question - L.1: Are all flat entrance (or residents' bedroom/bedsit) doors and frames appropriately fire rated? (State type and standard of doors)

Yes

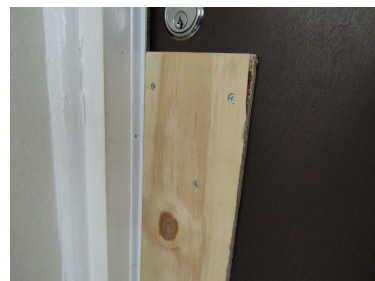
Comment: Flat entrance doors/frames are original 'notional' timber fire doors. (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed).

Question - L.2: Are fire rated flat entrance (or residents' bedroom/bedsit) doors and frames in good condition - not in need of repair?

No

Comment: (a) Fire rated flat entrance doors and frames appear to be in good condition except for:- Flats 24 & 30, unknown damage to the doors beneath the repairs. (b) Excessive gaps were noted under some flat entrance doors which will not resist the passage of cold smoke - Flats 1, 2, 3, 4, 5, 7, 8, 9, 10, 16, 18, 19, 20, 21, 22, 25, 28, 31, 32, 33, 34, 35 & 36

Recommendation: Doors and frames as noted should be replaced with FD30S self-closing fire door sets, installed strictly in accordance with the manufacturer's test certification - Flats 24 & 30.



Priority: A

Known Quantity: 2

Potential Quantity: 2

Action ID: 573256

Recommendation: The flat entrance doors noted should be repaired (or if necessary replaced) to reduce the threshold gap to a maximum of 6mm. Alternatively, a threshold seal capable of resisting cold smoke should be fitted - Flats 1, 2, 3, 4, 5, 7, 8, 9, 10, 16, 18, 19, 20, 21, 22, 25, 28, 31, 32, 33, 34, 35 & 36



Priority: C

Known Quantity: 23

Potential Quantity: 23

Action ID: 573257

Question - L.3: Is all glazing to flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?

Not Applicable

Comment: There is no glazing present to any flat entrance doors in this property.

Question - L.4: Are fanlights above flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?

Not Applicable

Comment: There are no fanlights over the flat entrance doors in these premises.

Question - L.5: Are side panels to flat entrance (or residents' bedroom/bedsit) doors appropriately fire rated?

Not Applicable

Comment: There are no side panels to the flat entrance doors in this property.

Question - L.6: Are all sampled flat entrance (or residents' bedroom/bedsit) doors fitted with adequate self-closing devices and is there a rolling programme of fire door checks in place to include those not sampled?

Not Known

Comment: No access was possible to any of the flat entrance doors to confirm that they are fitted with adequate self-closing devices.

Recommendation: Management should establish an ongoing rolling programme of checks to all flat entrance doors to confirm that self-closers are fitted and remain effective.



Priority: Man2

Known Quantity: 0

Potential Quantity: 36

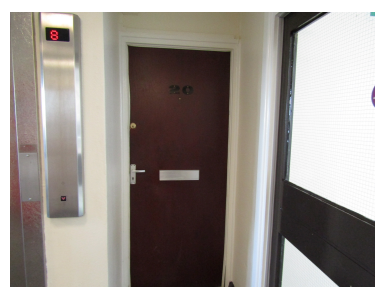
Action ID: 573258

Question - L.7: Are all sampled flat entrance (or residents' bedroom/bedsit) doors fitted with intumescent strips and cold smoke seals and is there a rolling programme of fire door checks in place to include those not sampled?

Not Known

Comment: There was no access possible to any of the flat entrance doors to confirm that they are fitted with intumescent strips and cold smoke seals.

Recommendation: Management should establish an ongoing rolling programme of checks to all flat entrance doors to confirm that strips and seals are fitted and remain effective.



Priority: Man2

Known Quantity: 0

Potential Quantity: 36

Action ID: 573263

Question - L.8: Are letterboxes to flat entrance (or residents' bedroom/bedsit) doors satisfactory? (State only if missing, damaged or uPVC)

No

Comment: Letterbox fitted to Flat 31 entrance door is defective - missing front metal flap.

Recommendation: Letterbox to Flat 31 entrance door as noted should be replaced with a fire-rated letterbox.



Priority: A

Known Quantity: 1

Potential Quantity: 1

Action ID: 573259

Question - L.9: Are all other flat entrance (or residents' bedroom/bedsit) door issues satisfactory? [1]

Yes

Comment: There were no other flat entrance door issues noted at the time of inspection.

M. Common Area Fire Doors

Question - M.1: Are all common area doors and frames requiring fire resistance appropriately fire rated?

No

Comment: All common area fire doors and/or frames appear to be appropriately fire rated. 'Notional' timber doors. (N.B. - From limited visual inspection; certification not seen; adequacy of installation not confirmed). One stair would be expected to have FD60S doors in a 120-minute screen to act as a fire fighting stair and should be upgraded if future refurbishment is planned.

Recommendation: Upgrade the doors and screens to one stair as a firefighting stair when next refurbishing. FD60S doors in a 120-minute screen are required.



Priority: R

Known Quantity: 9

Potential Quantity: 9

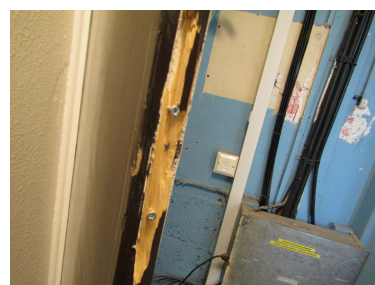
Action ID: 573286

Question - M.2: Are all common area fire rated fire door sets in good condition - and not in need of repair?

No

Comment: (a) All common area fire rated fire doors appear to be in good condition except for:- the double services riser doors are damaged. (b) All common area fire rated fire doors and frames appear to be in good condition. For information -. Fire paste has not been applied evenly to the back of the doors frames.

Recommendation: Common area doors and frames as noted should be replaced with FD30S lockable fire door sets, installed strictly in accordance with the manufacturer's test certification, including appropriate 'Fire door keep locked' signage to the outer face - sixth floor riser doors.



Priority: A

Known Quantity: 1

Potential Quantity: 1

Action ID: 573282

Question - M.3: Is all glazing to common area fire doors appropriately fire rated?

Yes

Comment: All glazing to common area fire doors appears to be the original Georgian wired fire-rated. Current regulation would require glazing to the stairway and accommodation lobby doors to be 60-minute integrity and insulation below 1100mm - side panels or 100mm - doors.

Question - M.4: Are fanlights/side panels to common area fire doors appropriately fire rated?

Yes

Comment: Fanlights/side panels to common area fire doors appear to be the original Georgian-wired fire rated. Current regulation would require glazing to the stairway and accommodation lobby door side panels to be 60-minute.

Question - M.5: Are common area fire door sets fitted with adequate self-closing devices where required?

No

Comment: Not all self-closing devices fitted to common area fire doors (where required) are considered adequate. Fire lobby doors to the rear stairs on the ground and first floors are very stiff to open.

Recommendation: The self-closing device should be repaired or an effective self-closing device should be fitted to the doors as noted - Fire lobby doors to the rear stairs on the ground and first floors are very stiff to open.



Priority: A

Known Quantity: 2

Potential Quantity: 2

Action ID: 573264

Question - M.6: Are intumescent strips and smoke seals provided to common area fire doors?

Yes

Comment: Common area fire doors are provided with adequate intumescent strips and smoke seals. Some doors have combined strips and seals (Lorient perimeter smoke seals) other doors have separate intumescent strips on the doors and smoke seals on the frames. Reported that the in-house maintenance team undertake a rolling programme of checks, repairs and replacement with fire doors and compartmentation seals issues. Most are seals painted over - but deemed satisfactory.

Question - M.7: Are common area fire door sets adequate otherwise? (Ironmongery, hold open hooks etc.)

Yes

Comment: Common area fire doors are considered adequate (subject to any issues noted elsewhere in this report).

Question - M.8: Are all other common area fire door issues satisfactory?

Yes

Comment: No other common area fire door issues noted at the time of inspection.

N. Emergency Lighting

Question - N.1: Is emergency lighting provided to the common areas of the block? (if 'Yes' then describe provision)

Yes

Comment: Emergency lighting is provided to the common areas of the premises.

Question - N.2: From visual inspection, does the emergency lighting system appear to be in good working order?

Yes



Comment: The emergency lighting provided appears to be in good working order from visual inspection (system not tested at time of inspection).

Question - N.3: From visual inspection, does the coverage of the emergency lighting system provided appear to be adequate? (Internal and external)

Yes

Comment: The coverage of the emergency lighting provided appears to be adequate.

O. Fire Safety Signs and Notices

<p>Question - O.1: Is there adequate provision of fire action notices within the common areas? (Consider recommended evacuation strategy; unsuitability of generic notices and location/visibility of any notices provided)</p>	<p>No</p>
<p>Comment: The Fire Action Notices provided are not considered adequate - encourages residents to tackle the fire</p>	
<p>Recommendation: The incorrect/conflicting Fire Action Notice should be replaced with a notice of a consistent format advising of the recommended 'Stay Put' evacuation policy.</p>	
<p>Priority: A</p>	<p>Known Quantity: 9 Potential Quantity: 9 Action ID: 573265</p>
	
<p>Question - O.2: Is fire door signage adequate? (Consider 'Fire door keep shut', 'Fire door keep locked shut' and 'Automatic Fire Door Keep Clear' signage. Exclude doors recommended for replacement)</p>	<p>Yes</p>
<p>Comment: Fire door signage is considered adequate.</p>	
<p>Question - O.3: If required, is directional/exit signage adequate?</p>	<p>Yes</p>
<p>Comment: Directional and exit signage is considered adequate.</p>	
<p>Question - O.4: Are all other fire safety signs issues satisfactory? [1] (Consider lift signage, and escape door signs. 'No Smoking' signage is covered in the Smoking Policies section.)</p>	<p>No</p>
<p>Comment: 'In event of fire do not use lifts' signage has not been provided adjacent to the doors to the lift at each floor level. Floors have the lift signage combined with the fire action notices (not suitable).</p>	
<p>Recommendation: Provide 'In event of fire do not use lifts' signage adjacent to the doors to the lift at each floor level.</p>	
<p>Priority: C</p>	<p>Known Quantity: 9 Potential Quantity: 9 Action ID: 573266</p>
	
<p>Question - O.5: Are all other fire safety signs issues satisfactory? [2]</p>	<p>Yes</p>
<p>Comment: No other fire safety signs issues were noted at the time of inspection.</p>	

P. Means of Giving Warning in Case of Fire

Question - P.1: Has the building got a BS5839 electrical fire detection and alarm (or detection only) system comprising manual call points and/or automatic detection? (Provide details) Yes

Comment: There is an L5 automatic fire detection/alarm system installed - comprising of a fire alarm panel & smoke detectors. Appears only cover the two cupboards on the ground floor and linked to the sprinkler system in the waste chute room. AFA panel within the ground floor cupboard. There appears to be a separate panel for the AOV system.

Question - P.2: From visual inspection, does the common area fire detection/alarm system appear to be in good working condition? Yes

Comment: The common area fire detection/alarm system appears to be in good working order (from visual inspection only - no system tests were carried out).

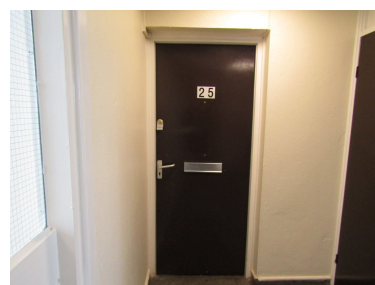
Question - P.3: Is the Grade and Category of the common area fire detection/alarm system appropriate for the building type, occupancy and fire risk? Yes

Comment: The L5 system installed is appropriate for early warning in the ancillary rooms in which it is installed.

Question - P.5: If applicable, are independent domestic hard-wired smoke/heat alarm systems within the sampled flats installed to a suitable standard and is there a rolling programme of checks in place to include those not sampled? (Grade D LD3 minimum standard) Not Known

Comment: No access was possible to any of the flats to confirm that they are fitted with an adequate smoke alarm system.

Recommendation: All flats should be checked to confirm provision and working condition of at least Grade D LD3 smoke alarm systems to BS 5839-6:2019. An ongoing rolling programme of checks should be confirmed to be in place. If new systems are required to be installed these should be to Grade D1 LD2 standard.



Priority: Man2 Known Quantity: 0 Potential Quantity: 36 Action ID: 573260

Question - P.6: Is remote monitoring of fire alarm signals required, via social alarms linked to smoke alarm systems within individual flats (e.g. in Sheltered Housing), and/or a connection from the common fire alarm system (if provided) to an Alarm Receiving Centre? No

Comment: A system for remote monitoring of fire alarm signals is not considered necessary in these premises. The 24/7 concierge service is linked to the fire alarm system and door entry system.

Question - P.9: Are all other fire detection and alarm system issues satisfactory? [1] Yes

Comment: There were no other fire detection/alarm system issues noted at the time of inspection.

Q. Limiting Fire Spread

Question - Q.1: In general, is the level of compartmentation adequate for the use and evacuation strategy for the property? (Special consideration should be given to converted or non 'purpose built' premises)

Yes

Comment: The premises are purpose-built with what appears to be an adequate standard of compartmentation (subject to recommendations which may be noted elsewhere in this report).

Question - Q.2: Are any hidden voids identified during the inspection appropriately enclosed and/or fire-stopped? (consider above suspended ceilings and behind casings)

Not Known

Comment: It was not possible to sample inspect the hidden voids identified without causing damage or requiring opening up. (a) Boxed-in areas on the stair (b) Metal trunking throughout the building within the risers (c) Over the false ceiling tiles

Recommendation: Management should undertake an intrusive inspection of the hidden voids noted to confirm/ensure that compartmentation within is adequate - (a) Boxed-in areas on the stair (b) Metal trunking throughout the building within the risers (c) Over the false ceiling tiles



Priority: Man2

Known Quantity: 0

Potential Quantity: 3

Action ID: 573267

Question - Q.3: Are services risers, shafts, ducts and cupboards in the common area appropriately enclosed with fire resisting construction and adequately fire-stopped?

Yes

Comment: From sample inspection, services risers/cupboards appear to be adequately fire-resisting and fire stopped. For information, the fire paste has not been applied evenly.

Question - Q.4: Are pipes and other services provided with adequate fire-stopping measures as required where they pass through fire resisting construction? (Consider fire collars etc)

Yes

Comment: Firestopping around services exiting the risers/cupboards sampled would appear to be adequate. For information the fire paste has not been applied evenly.

Question - Q.5: If a waste chute is provided within the building are adequate measures in place to limit fire spread/growth? (Consider provision of fusible link dampers and sprinklers etc)

Yes

Comment: A waste chute is provided in the property, which is located within a protected escape route. Hopper doors ARE self-closing and HAVE adequate seals. A fusible link damper IS fitted to the base of the waste chute. A sprinkler IS provided at the base of the waste chute.

Question - Q.6: Are any roof space voids present above the common areas provided with adequate compartmentation to support the evacuation strategy for the building?

Not Applicable

Comment: There were no roof voids noted above the common areas - the building has a flat roof.

Question - Q.7: Are electrical installations/intakes enclosed in fire rated construction? (Where necessary)

Yes

Comment: The electrical intake/meter cupboard appears to be adequately fire resisting and firestopped. For information, the fire paste has not been applied evenly.

Question - Q.8: Is compartmentation maintained behind electrical meter cabinets recessed into flat walls and/or between the meter cabinet and the common area?

Not Applicable

Comment: There are no electrical meter cabinets recessed into flat compartment walls in this property.

Question - Q.9: If present, are common ventilation systems, ventilation ducts and grills adequate to limit fire spread/growth? (Consider dampers etc.)

Not Applicable

Comment: There were no common ventilation systems noted within this property.

Question - Q.10: Are wall and ceiling linings appropriate to limit fire spread?

Yes

Comment: The wall and ceiling linings would appear to be appropriate to limit fire spread.

Question - Q.11: If provided, are soft furnishings in common areas appropriate to limit fire spread/growth?

Not Applicable

Comment: There were no soft furnishings noted within the common areas at the time of inspection.

Question - Q.12: If provided, are curtains or drapes within common areas appropriate to limit fire spread/growth?

Not Applicable

Comment: There were no curtains or drapes noted within the common areas at the time of inspection.

Question - Q.13: Are the external walls of the building satisfactory with regard to fire spread? (Consider combustibility of cladding, external insulation systems, spandrel panels and balconies etc. if provided).

Not Known

Comment: The exterior envelope of the premises is predominately masonry but there are vertical glazed/curtain wall sections rising full height which contain window spandrel panels of unknown combustibility. Current regulations require such spandrel panels to achieve a reaction to fire class of A2-s1, d0 or class A1. No information was available on site to confirm if the spandrel panels met this requirement of the Building Regulations with regards to limited combustibility and surface fire spread requirements - There also appears to be former open flat balconies on all corners of the building and stair window spandrels on both sides of the building.

Recommendation: Management should confirm that the window spandrel panels incorporated in the exterior envelope of the block meet current Building Regulations requirements with regards to limited combustibility and surface fire spread properties - also former open flat balconies on all corners of the building and stair window spandrels on both sides of the building.



Priority: Man1

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573268

Question - Q.14: Are all other fire spread/compartmentation issues satisfactory? [1]

No

Comment: Other fire spread/compartmentation issues noted at the time of inspection include - Hole between the boxed-in area and ceiling on the front stairs between the first and second floors.

Recommendation: The hole noted should be sealed up with fire-resisting construction - period of fire resistance required is 60 minutes - - Hole between the boxed-in area and ceiling on the front stairs between the first and second floors.



Priority: B

Known Quantity: 1

Potential Quantity: 1

Action ID: 573269

Question - Q.15: Are all other fire spread/compartmentation issues satisfactory? [2]

No

Comment: Other fire spread/compartmentation issues noted at the time of inspection include - There is former apparent comms equipment in the ground floor flat lobby - unknown compartmentation behind or if still in use.

Recommendation: The possible comms box in the ground floor flat lobby noted should be sealed up with fire-resisting construction - period of fire resistance required is 60 minutes (if not in use).



Priority: B

Known Quantity: 1

Potential Quantity: 1

Action ID: 573284

Question - Q.16: Are all other fire spread/compartmentation issues satisfactory? [3]

Yes

Comment: There were no other fire spread/compartmentation issues noted at the time of inspection.

R. Fire Extinguishing Appliances

Question - R.1: Are portable fire extinguishers provided in the common areas, including staff/plant rooms? (Give details of any provision)

Yes

Comment: Extinguishers were provided as follows:- Carbon dioxide extinguishers in the ground floor electrical intake cupboard and the lift room.

Question - R.2: Is it considered appropriate to provide portable fire extinguishers in the areas noted given the building occupancy?

Yes

Comment: The provision of portable fire extinguishers is considered appropriate for this property as they are in non-residential areas only where staff/contractors are expected to be trained in their safe usage.

Question - R.3: Is the existing provision of portable fire extinguishers considered adequate for the building (type, number, location etc.)?

Yes

Comment: The type, number and location of portable fire extinguishers are considered adequate for the risks present.

Question - R.4: Are all fire extinguishing appliances suitably located and readily accessible?

Yes

Comment: The portable fire extinguishers provided are appropriately located and readily accessible.

S. Other Fire Safety Systems and Equipment

Question - S.1: Is the building provided with drop key override switch facilities for Fire and Rescue Service access?

Yes

Comment: A drop key override switch facility is provided which worked satisfactorily when tested.

Question - S.2: Is the building provided with a fire mains system? (Dry or wet riser etc.)

Yes

Comment: The building is provided with a fire mains:- Dry riser system installed. Inlet inside the building in the ground floor flat lobby. Outlets are within the upper floor flat lobbies.

Question - S.3: Is the building provided with a lift (or lifts) used for fire safety purposes? (Firefighting, fireman's or evacuation lift)

Yes

Comment: The building is provided with a lift used for fire safety purposes:- Lift provided. Firefighters drop key switch to operate (not tested during the inspection).

Question - S.4: Is the building provided with disabled evacuation aids? (Evacuation chairs, sheets, mats or sledges etc.)

No

Comment: The building has no apparatus for the evacuation of people with disabilities.

Question - S.5: Is a sprinkler system provided within the building? (provide details of type and extent)

Yes

Comment: The sprinkler system provided in the building is provided for the waste chute room only.

Question - S.6: Are hose reels provided within the building?

No

Comment: Hose reels are not provided within the building.

Question - S.7: Is any other relevant fire safety system or equipment installed? [1] (state type of system and comment as necessary)

No

Comment: There are no other relevant fire safety systems or equipment installed.

Fire Safety Management

T. Procedures and Arrangements

Question - T.1: Please CONFIRM the Property Designation			A designation other than General Needs (5 Storeys and under)
Comment: Nine storey general needs - purpose-built flats			
Question - T.2: Has a competent person(s) been appointed within the organisation to assist in undertaking preventative and protective fire safety measures?			Yes
Comment: Management advises that a competent person has been appointed within the organisation to assist with undertaking preventative and protective fire safety measures. Savills is engaged to provide risk assessment and other fire safety advice.			
Question - T.3: Is there a suitable record of the fire safety arrangements?			No
Comment: No suitable record of the fire safety arrangements for the building was available for inspection during the inspection.			
Recommendation: Management should confirm/ensure that a suitable documentary record of the fire safety arrangements for the building is held within the building or at a central location. This should cover all arrangements for the effective planning, organisation, control, monitoring and review of the preventative and protective measures in place and should include a plan for responding in the immediate aftermath of a fire incident.			No image available
Priority: Man2	Known Quantity: N/A	Potential Quantity: N/A	Action ID: 573270
Question - T.4: Are there appropriate procedures in place in the event of fire and are these documented?			Yes
Comment: Documented fire safety procedures for both residents and staff were made available during the inspection, and are displayed in the Fire Action Notices.			
Question - T.5: Are there suitable arrangements for calling the Fire Service, meeting them on arrival and providing relevant information?			Yes
Comment: The building is not staffed and residents are required to self-evacuate if necessary. Residents will call the Fire and Rescue Service if they become aware of a fire.			
Question - T.6: Are there suitable fire assembly points away from any risk?			Not Applicable
Comment: The building has a Stay Put evacuation strategy and no general assembly points are required.			
Question - T.7: Are there adequate procedures in place for the evacuation of people with a disability who are likely to be present?			Not Known
Comment: It is not known if adequate procedures are in place for the evacuation of persons with disabilities. See K.16.			

Question - T.8: Are staff nominated to use fire extinguishing appliances in the event of fire?

Not Applicable

Comment: There is no staff presence in the building except for occasional attendance.

Question - T.9: Are staff nominated to assist with evacuations in the event of fire?

Not Applicable

Comment: The building has a Stay Put evacuation strategy, with no full-time staff presence. Residents are expected to self-evacuate if necessary. Staff have therefore not been nominated to assist with evacuation in the event of a fire. (Refer to Question K.16).

Question - T.10: Is there appropriate liaison with the local Fire and Rescue Service?

Yes

Comment: Management advises that liaison with the local Fire and Rescue Service takes place and familiarisation visits are carried out.

Question - T.11: Are routine in-house fire safety checks carried out? (Including control and indicating equipment normal, extinguishers in place and visible, lighting working, fire doors (frames/seals/closing), fastenings, final exits and escape routes clear)

Not Known

Comment: It is not known if routine fire safety checks are being carried out.

Recommendation: Management should confirm/ensure that routine in-house fire safety checks are carried out on a regular basis (daily or weekly depending on building usage) and records kept on-site or in a central database.

No image available

Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573271

Question - T.12: Are all other fire safety management issues satisfactory?

Yes

Comment: There were no other fire safety management issues noted at the time of inspection.

U. Training and Drills

Question - U.1: Do staff receive adequate induction and annual refresher fire safety training (to include fire risks in the premises, fire safety measures in the building, action in the event of fire and on hearing alarm)?

Not Applicable

Comment: The building has no staff present so fire safety training is not required.

Question - U.4: Are fire drills carried out at appropriate intervals?

Not Applicable

Comment: The building has a Stay Put evacuation strategy so fire drills are not required.

V. Testing and Maintenance

Question - V.1: Is the common area fire detection/alarm system tested and serviced in accordance with relevant guidance?

Not Known

Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.

Recommendation: Management should confirm/ensure that the L5 common area fire detection system (provided for control of the waste chute room sprinkler system) is tested and serviced as required in accordance with BS 5839-1 and records kept on-site or in a central database. This should be carried out in conjunction with routine testing of the smoke ventilation system - see V.7.



Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573272

Question - V.2: Is the common area emergency lighting system tested and serviced in accordance with relevant guidance?

Not Known

Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.

Recommendation: Management should confirm/ensure that the common area emergency lighting system is tested monthly and serviced annually in accordance with BS 5266-8:2004 and records kept on-site or in a central database.



Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573273

Question - V.3: Are all fire extinguishers tested and serviced in accordance with relevant guidance?

Yes

Comment: From sample inspection, it would appear that fire extinguisher servicing is carried out annually. Last service date noted was:- 06/2020.

Question - V.4: Are fire mains inspected, tested and serviced in accordance with relevant guidance?

Yes

Comment: There was evidence available on-site to confirm that regular inspection, testing and servicing is being carried out. Visual inspection carried out on 08/2020.

Question - V.5: Is the lightning protection system inspected and tested in accordance with relevant guidance?

Not Known

Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.

Recommendation: Management should confirm/ensure that the lightning protection system is tested and serviced annually in accordance with BS EN 62305 and records kept on-site or in a central database.



Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573274

Question - V.7: Is the smoke control system inspected, tested and serviced in accordance with relevant guidance?

Not Known

Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.

Recommendation: Management should confirm/ensure that the smoke control system is actuated and inspected weekly, receives a full operational test quarterly, and is serviced and certified annually in accordance BS 9999 and records kept on-site or in a central database.



Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573275

Question - V.8: Are access control systems inspected, tested and serviced in accordance with relevant guidance?

Not Known

Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.

Recommendation: Management should confirm/ensure that the access control system is inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.



Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573276

Question - V.9: Are drop key override switch facilities for Fire and Rescue Service access working satisfactorily, inspected, tested and serviced in accordance with relevant guidance?

Not Known

Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.

Recommendation: Management should confirm/ensure that the drop key override switch facilities for Fire and Rescue Service access are inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.



Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573277

Question - V.10: Are lifts in the building used for fire safety purposes inspected, tested and serviced in accordance with relevant guidance? (Firefighting, fireman's or evacuation lift)

Not Known

Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.

Recommendation: Management should confirm/ensure that lifts are inspected, tested and serviced in accordance with the relevant legislation and guidance and records kept on-site or in a central database.

No image available

Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573278

Question - V.11: Is the sprinkler system provided within the building inspected, tested and serviced in accordance with relevant guidance?

Not Known

Comment: No evidence was available on-site to confirm regular inspection, testing and servicing of the system is being carried out.

Recommendation: Management should confirm/ensure that the sprinkler system is inspected, tested and serviced in accordance with relevant guidance and records kept on-site or in a central database.

No image available

Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573279

W. Records

Question - W.1: Is there a log book on the premises?

No

Comment: No log book was available on site during the inspection.

Recommendation: Management should confirm/ensure that a fire safety log book is provided to enable recording as required of all relevant fire safety events such as fire drills, routine checks, Fire and Rescue Service visits, fire safety systems testing, staff training etc. as appropriate.

No image available

Priority: Man2

Known Quantity: N/A

Potential Quantity: N/A

Action ID: 573261

Question - W.2: Are details of fire drills recorded?

Not Applicable

Comment: The building has a Stay Put evacuation strategy so fire drills are not required.

Question - W.3: Are details of fire safety training recorded?	Not Applicable
Comment: There are no staff present on-site so fire safety training is not required.	

Question - W.4: Are routine in-house fire safety checks recorded?	Not Known
Comment: No up to date records of routine in-house fire safety checks were available on-site at the time of inspection.	
Recommendation: Management should confirm/ensure that records of routine fire safety checks are kept in the fire safety log book on-site or in a central database.	
Priority: Man2	Known Quantity: N/A
Potential Quantity: N/A	Action ID: 573280
No image available	

Question - W.7: Are records kept of the fire extinguisher inspections, tests and servicing?	Yes
Comment: There were records on site of regular inspection, testing and/or servicing of the system installed.	

Question - W.8: Are fire mains inspections, tests and services recorded?	Yes
Comment: There were records on site of regular inspection, testing and/or servicing of the system installed.	

Additional Issues

X. Electrical Services

Question - X.1: Are any wiring systems visible within the common escape route(s) supported in accordance with BS 7671:2018 (as amended) such that they will not be liable to premature collapse in the event of fire? (Consider the use of non-metallic cable clips, ties etc.)

Not Known

Comment: Surface-mounted wiring systems contained within plastic trunking were present within the common escape routes but it was not possible to determine if the cables within were adequately supported with fire-resisting fixings to prevent premature collapse - in ground floor rear stair lobby and above some flat doors - the plastic covers are missing in some sections.

Recommendation: The cable fixings, conduit or trunking as noted within the common escape route should be replaced with a cable support system which ensures that wiring is not liable to premature collapse in event of a fire (unless the existing clipping system can be confirmed as adequate).



Priority: C

Known Quantity: 1

Potential Quantity: 1

Action ID: 573281

Y. Gas Services

Question - Y.1: Are there any fixed gas installations present within the common parts of the building? (Consider gas pipework and meters)

No

Comment: There were no gas installations noted within the common parts of the building.

Z. Other Issues

Question - Z.1: Are all other issues deemed satisfactory? [1]

Yes

Comment: There were no other relevant issues noted at the time of inspection.

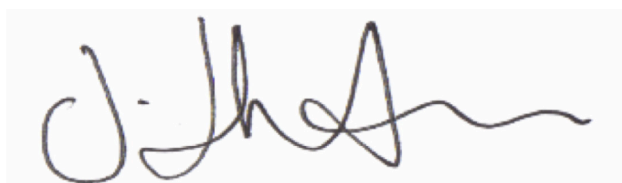
BAFE Certificate

Part 1a	Name & Address of Certificated Organisation: Savills (UK) Ltd, 33 Margaret Street, London, W1G 0JD
Part 1b	BAFE registration number of issuing Certificated Organization: NSI00539
Part 2	Name of client: Solihull Community Housing
Part 3a	Address of premises for which the fire risk assessment was carried out: 1-36 Digby House Colletts Grove Birmingham B37 6JE
Part 3b	Part or parts of the premises to which the fire risk assessment applies: Common Parts only (not dwellings, where applicable)
Part 4	Brief description of the scope and purpose of the fire risk assessment: Life Safety (as per agreed Specification)
Part 5	Effective date of the fire risk assessment: 16/12/2020
Part 6	Recommended date for reassessment of the premises: 16/12/2021
Part 7	Unique reference number of this certificate: Refer to Master Property List

This certificate is issued by the organization named in Part 1 of the schedule in respect of fire risk assessment provided for the person(s) or organization named in Part 2 of the schedule at the premises and / or part of the premises identified in Part 3 of the schedule.

We, being currently a 'Certificated Organization' in respect of fire risk assessment identified in the schedule, certify that the fire risk assessment referred to in the schedule complies with the Specification identified in the schedule and with all other requirements as currently laid down within the BAFE SP205 Scheme in respect of such fire risk assessment.

Signed for and on behalf of the issuing Certificated Organization:



John Herbison FCABE MIFireE (Director)



Date of Issue



16/12/2020

