

Fire Risk Assessment



Hagley Road West

**298-308, 310-320,
Oldbury,
B68 0PA**

Date Completed: 16th May 2022

Officer: Carl Hill – Fire Risk Assessor

Checked By: T.Thompson – Fire Safety Manager

Current Risk Rating 0 = Low

Subsequent reviews

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

Contents

Section 0	Introduction	
Section 1	Significant Findings (executive summary)	
Section 2	People at Significant Risk of Fire	
Section 3	Contact Details	
Section 4	Description of Premises	
Section 5	Building Plan	
Section 6	External Envelope	
Section 7	Means of Escape from Fire	
Section 8	Fire Detection and Alarm Systems	
Section 9	Emergency Lighting	
Section 10	Compartmentation	
Section 11	Fire Fighting Equipment	
Section 12	Fire Signage	
Section 13	Employee Training	
Section 14	Sources of Ignition	
Section 15	Waste Control	
Section 16	Control and Supervision of Contractors and Visitors	
Section 17	Arson Prevention	
Section 18	Storage Arrangements	
Section 19	Additional Control Measures; Fire Risk Assessment – Level 2 Action Plan	
Appendix 1	Significant Hazards on Site and Information to be provided for the Fire Service	

Section

0

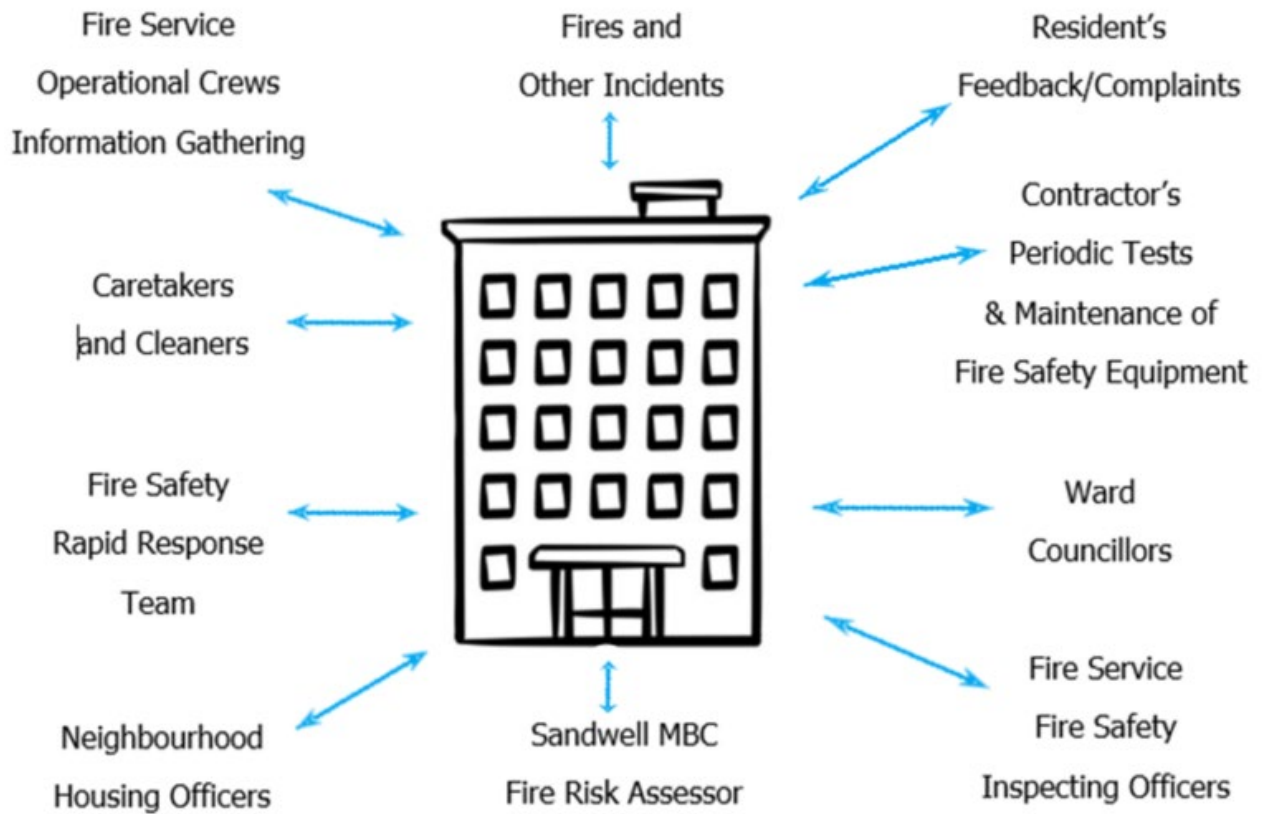
Introduction

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

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

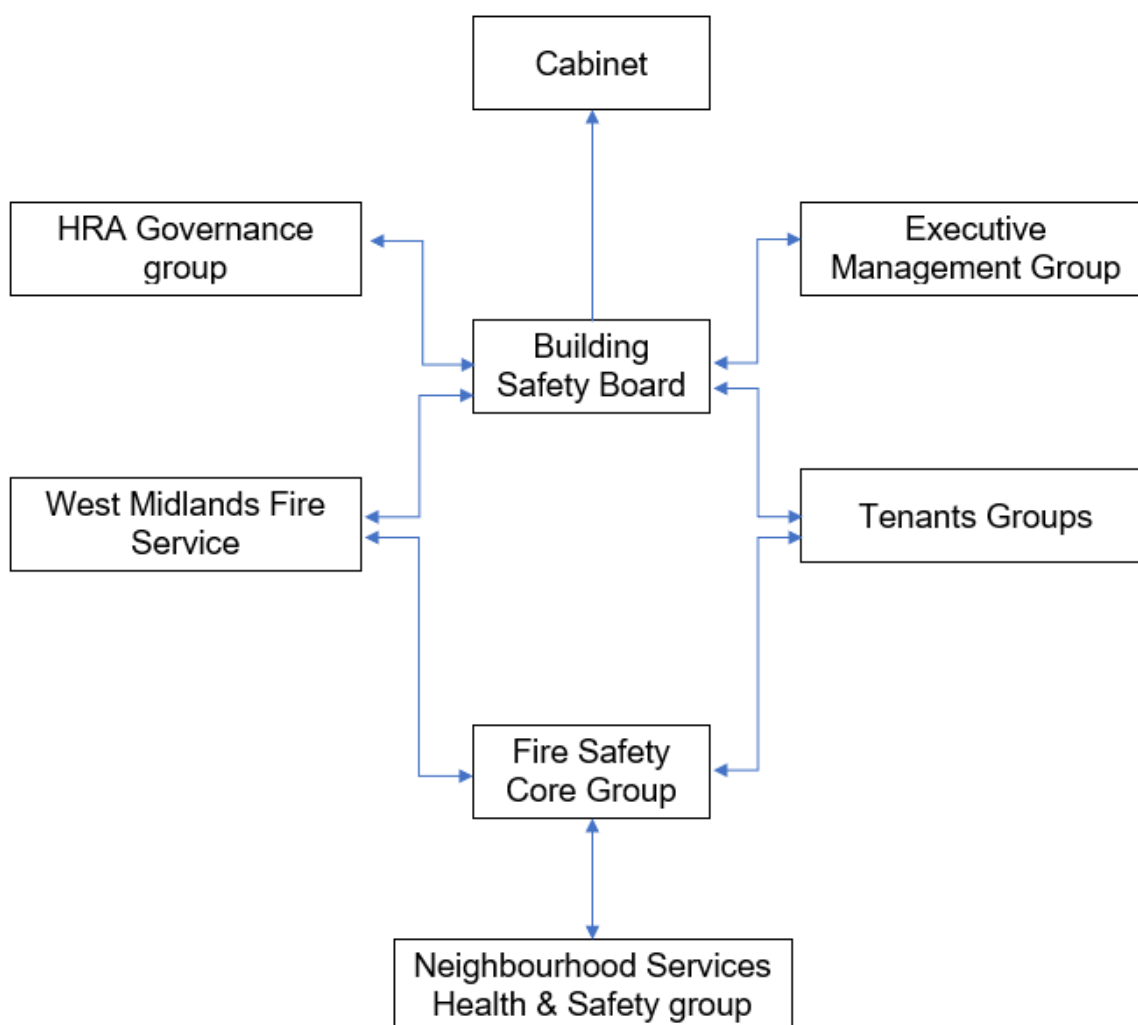
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. If the review suggests the fire risk assessment is not currently suitable and sufficient, then a new fire risk assessment will be undertaken and become the current fire risk assessment. The previous fire risk assessment will be retained in the building safety case for that building.

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



The above processes and procedures are overseen by the Fire Safety, Facilities and Premises Manager who reports to the Business Manager - Surveying and Fire Safety.

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



To summarise the fire risk assessment, in this scenario the RR(FS)O requires the prescribed information to be recorded. The prescribed information is the significant findings of the fire risk assessment and those groups or persons especially at risk from fire. This is recorded here in [section 1](#). Also required to be recorded under article 11, are the fire safety arrangements for the planning, organisation, control, monitoring and review of the preventative and protective measures. The information shown above is part of this requirement.

Section

1

Significant findings

The significant findings (executive summary) of the fire risk assessment include those measures that have been or will be undertaken by the responsible person in order to comply with the RR(FS)O 2005.

Groups of people especially at risk of fire include such people as remote or lone workers, at risk due to layout of the building, visitors and contractors unfamiliar with the building layout as well as those with physical, sensory or mental health issues.

A third requirement that under the order must be recorded is the fire safety arrangements. This is the effective planning, organisation, control, monitoring and review of the preventive and protective measures. These are shown in the introduction.

Significant findings

Include a brief summary of protective and preventative measures where relevant along with any issues found;

The escape strategy is '**Stay Put Unless**'. This means in the event of a fire in your flat you should evacuate. If there is a fire elsewhere in the building you should stay put unless you are affected by fire or smoke

Section number	Section Area	Individual Risk Level
Section 6	External Envelope Traditional brick cavity construction with small amount of decorative upvc cladding to protected staircase's and to the side of dormer windows.	0
Section 7	Means of Escape from Fire Each block has a single staircase that provides a sufficient means of escape.	0
Section 8	Fire Detection and Alarm Systems Individual flats predominantly have a fire detection system fitted to an LD2 standard.	0

Section 9	<p>Emergency Lighting There is no emergency lighting installed within either block.</p>	0
Section 10	<p>Compartmentation Individual flat doors are predominantly FD30S timber flush with the remaining being of FD30s composite type.</p>	0
Section 11	<p>Fire Fighting Equipment The premises have no provision for firefighting equipment.</p>	0
Section 12	<p>Fire Signage No smoking signs have been installed throughout the communal parts of the building.</p>	0
Section 13	<p>Employee Training All staff receive basic fire safety awareness training.</p>	0
Section 14	<p>Sources of Ignition The fixed electrical tests were last completed in 2021.</p>	0
Section 15	<p>Waste Control Caretakers undertake regular checks and bins are stored away from the building.</p>	0
Section 16	<p>Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.</p>	0
Section 17	<p>Arson Prevention A door entry system prevents unauthorised access, the rear grounds are accessed via a locked gate and the premise is well illuminated.</p>	0
Section 18	<p>Storage Arrangements Residents are instructed not bring LPG cylinders into the premises. There are timber structures / sheds against the building that require relocating to an acceptable distance from the building.- <i>Shed removed</i></p>	0

Risk Categories	
Risk Rating	Description
5	Presents a serious risk to life safety. This matter requires immediate action and must be given a high priority.
4	A significant safety issue.
3	A safety issue, but where the level of risk is reduced by a combination of compensatory factors; or where there is a risk to property only.
2	A desirable improvement to increase protection from fire.
1	A minor improvement to safety.
0	No risks identified

The highest risk rating selected shall be transferred to the front page of the risk assessment using a RAG rating as follows

Current Risk Rating 4-5 = HIGH

Current Risk Rating 1-3 = MEDIUM

Current Risk Rating 0 = Low

Section

2

People at Significant Risk of Fire

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

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

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

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

Section

3

Contact Details

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

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

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

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

Chief Executive

Kim Bromley Derry

Director of Housing

Gillian Douglas

**Business Manager Surveying and Fire Safety
(Building Safety Manager)**

Phil Deery

Fire Safety, Facilities and Premises Manager

Tony Thompson

Team Lead Fire Safety and Facilities

Jason Blewitt

Fire Risk Assessor(s)

Pardeep Raw

Carl Hill

Resident Engagement Officer - Fire Safety

Lee Mlilo

Neighbourhood Office Manager

Rachel Price

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

Section 4

Description of Premises

298-308, 310-320,
Hagley Road West
Oldbury
B68 0PA

Description of the Property

The blocks are of traditional brick cavity build and were constructed in 1978, they are link attached. There is no loft present as the top floor flats are rooms within roof.

The block consists of 3 storeys (inclusive of the ground floor).
The ground, first and second floor contains 2 number dwellings on each.

The blocks have main entrances to the front and a further exit located on the rear elevation. Both front and rear entrances have door entry system with fob reader installed.

The front door has a fire-fighter override facility to ensure unrestricted access for WMFS.



The communal, any workplace areas and the external envelope of the building are subject to the Regulatory Reform (Fire Safety) Order 2005 as confirmed by the Fire Safety Act 2021.

The enforcing authority is West Midlands Fire Service.

High/Low Rise	Low Rise
Number of Floors	3
Date of Construction	1978
Construction Type	Traditional Brick Cavity
Last Refurbished	?
External Cladding	None
Number of Lifts	None
Number of Staircases	2 (1 per block)
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	None
Refuse Chute	None
Access to Roof	None
Equipment on roof (e.g. mobile phone station etc)	None

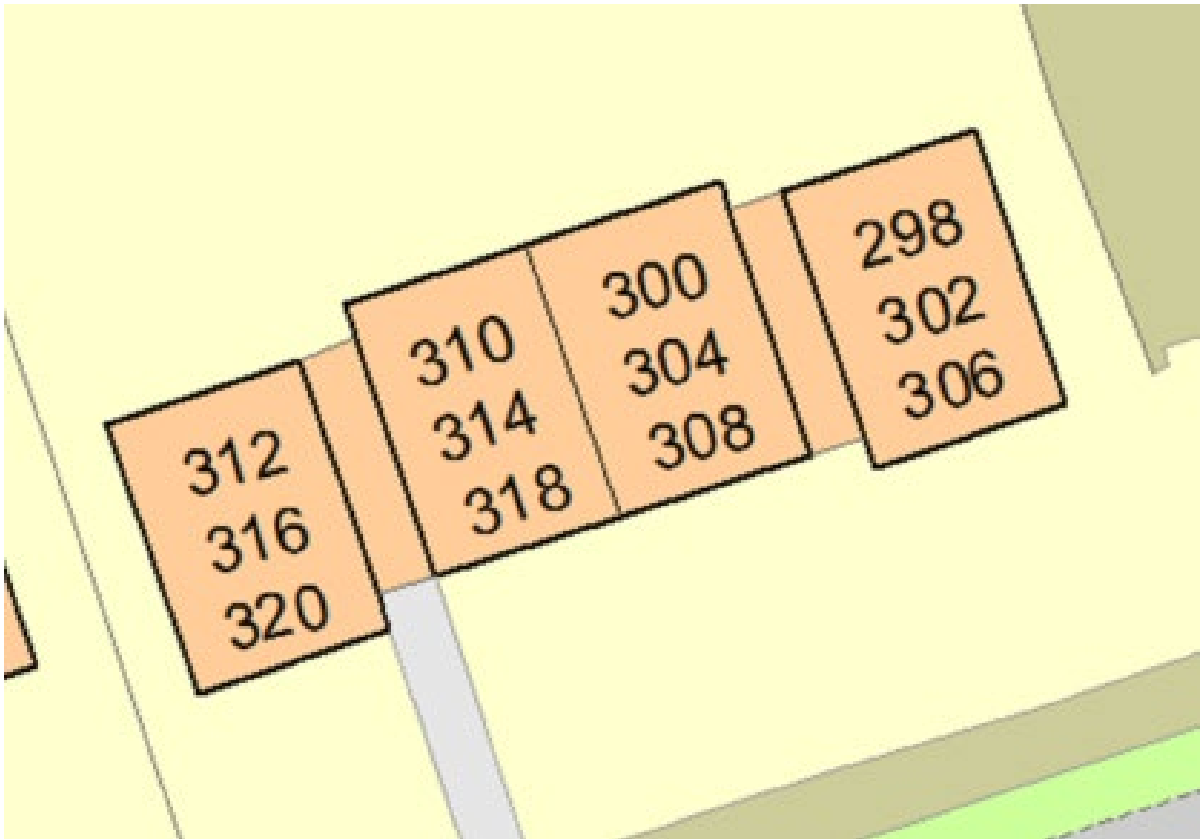
Persons at Risk

Residents / Occupants of 12 flats,
Visitors,
Sandwell MBC employees,
Contractors,
Service providers (e.g. meter readers, delivery people etc)
Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

Section
5

Building Plan

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



Section 6

External envelope

Following the introduction of the Fire Safety Act 2021, consideration needs to be given to the external envelope of the building for any fire risk. This predominantly means the external wall construction including any insulation filler. It also includes balconies and any other fixtures as well as doors and windows.

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

- 1) All but a small part of the external wall is of brick structure.



- 2) PVC cladding has been installed on both the front and rear elevation of the protected staircase's and to the sides of all dormer windows.



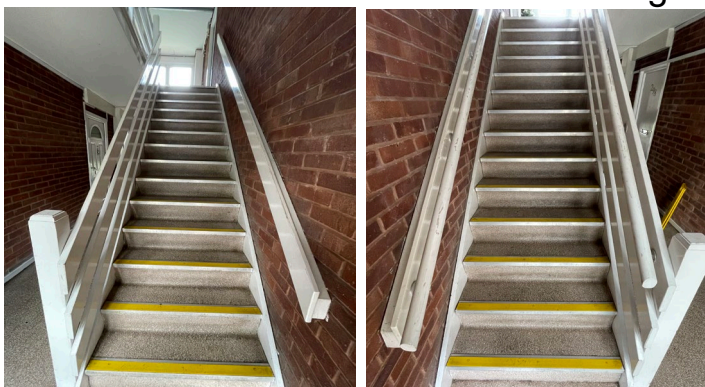
- 3) All windows are UPVC double glazed units.

Section

7

Means of Escape from Fire

- 1) Each block has a single staircase that provides a means of escape, with a width of 830mm between the handrails. Due to the installation of additional handrails, the width is reduced to 660mm in block 298-308 on the staircase from ground to first floor.



- 2) All corridors are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum.
- 3) None of the corridors that form part of the means of escape are dead ends.
- 4) The means of escape are protected to prevent the spread of fire and smoke.
- 5) The only communal doors within the block are the final exit doors which are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their daily checks. Defective closing devices are reported to an external contractor.



- 6) The final exit doors have door entry systems installed. These systems are designed to fail safe i.e. door unlocked in the event of a power failure. This prevents residents being locked in or out of the building.



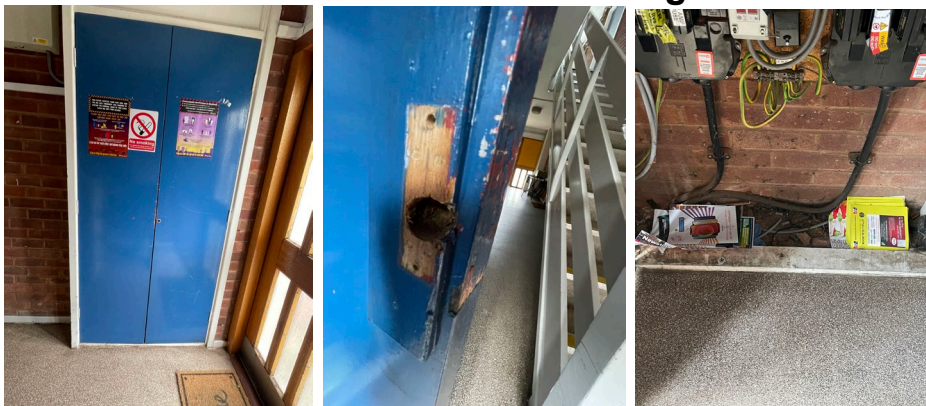
- 7) Communal windows on 1st floor lobbies can only be opened manually and are not lockable by key.



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



- 9) Emergency lighting is not provided to communal landings and stairs.
- 10) **Electrical service cupboards are located on the ground floor lobby adjacent the stairs within each block. In each block these doors are not fire rated and were found to be unlocked. In block 310-320 the electrical cupboard contained discarded leaflets and the door lock was missing.**

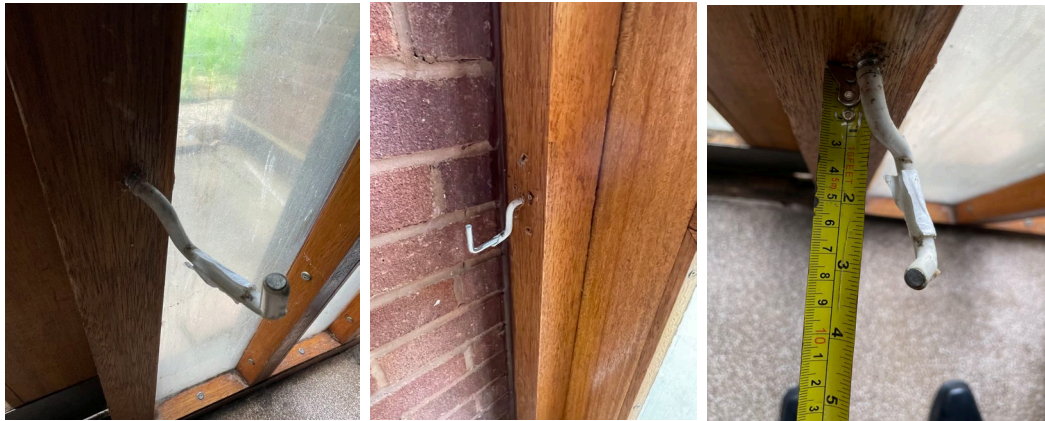


- 11) Gas meter / mains cupboards and doors are timber fitted with budget locks, are not fire rated and are located on all floors within the means of escape.

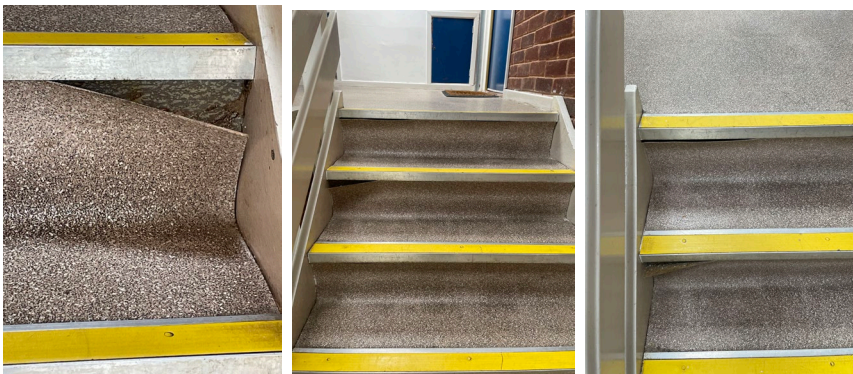
The installation was built in line with the regulations at the time of construction, the property is three storey and as such the staircase in this building is not classed as the sole means of escape, in a single or two storey property the windows (or door where available) are classed as an alternative means of escape meaning that the current meter locations do not breach regulations.

- 12) The surface coatings to the communal areas have previously been painted by SBMC with a Class 0 rated system.
- 13) The building has sufficient passive controls that provide effective compartmentation in order to support a Stay Put-Unless Policy. Therefore, residents are advised to remain in their flat unless the fire directly affects them.
- 14) Flat No's 298, 302, 304, 306, 308, 310, 312, 316 and 318 have floor mats adjacent to front door which can cause a trip hazard – fire rating unknown.
-

- 15) Floor mats to front and rear entrances block 298-308.
- 16) **In block 310-320 two hooks have been screwed into the inside frame of the rear final exit doors. The hooks could affect access and egress in the event of an emergency.**



- 17) **Plastic conduit has been used in communal areas on walls and ceilings for cable runs.**
- 18) **Boxings around pipework & stop taps in communal area are of plywood construction and not fire rated.**
- 19) **The vinyl flooring is coming away from the stair treads leading to the 2nd floor in both blocks.**



- 20) **A mobility scooter was being stored under the stairwell on the ground floor next to flat 300.**



- 21) **Residents items stored within means of escape should be removed.**

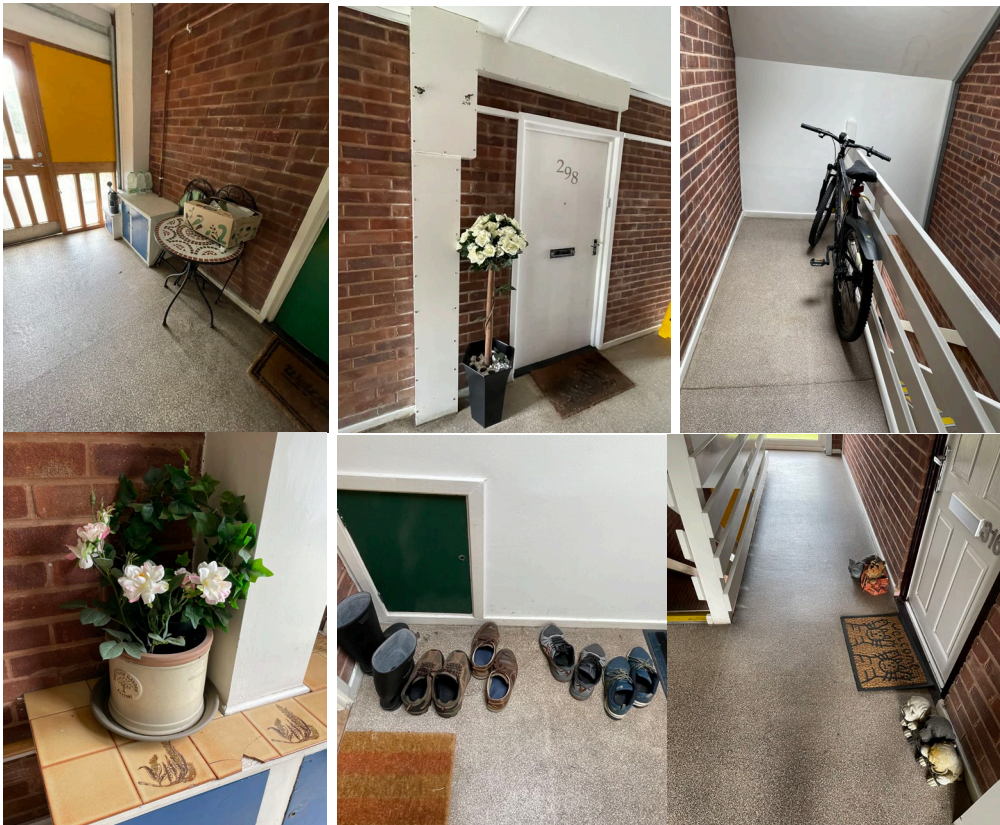
Table & Chairs outside flat 310

Artificial plastic plants outside flats 298 & 304

Bicycle outside flat 306

Multiple pairs of shoes outside flat 308

Porcelain ornaments outside flat 316



Good housekeeping is fundamental to reducing risk in blocks of flats. Controlling the presence of combustibles and ignition

sources not only reduces the potential for accidental fires to start and develop in the common parts, it also significantly reduces the scope for deliberate fires. It also ensures escape routes are free of obstructions that might hinder the evacuation of people from the building and access for fire-fighters.

Section 8

Fire Detection and Alarm Systems

- 1) Early warning is limited to hard wired or battery smoke alarms within each of the resident's flats. The equipment is subjected to a cyclical test.
- 2) Based on the sample of properties accessed during the fire risk assessment the smoke alarms / heat detectors within resident's flats are predominantly installed to an LD2 Standard.

Flat 298 – LD3 - Hardwired
Flat 304 – LD2 - Hardwired
Flat 316 – LD2 - Hardwired

For information

LD1 all rooms except wet rooms

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

LD3 Hallway only

- 3) There is no effective means for detecting an outbreak of fire to communal areas. The reason for this are:
 - I. Such systems may get vandalised.
 - II. False alarms would occur.
-

Section

9

Emergency Lighting

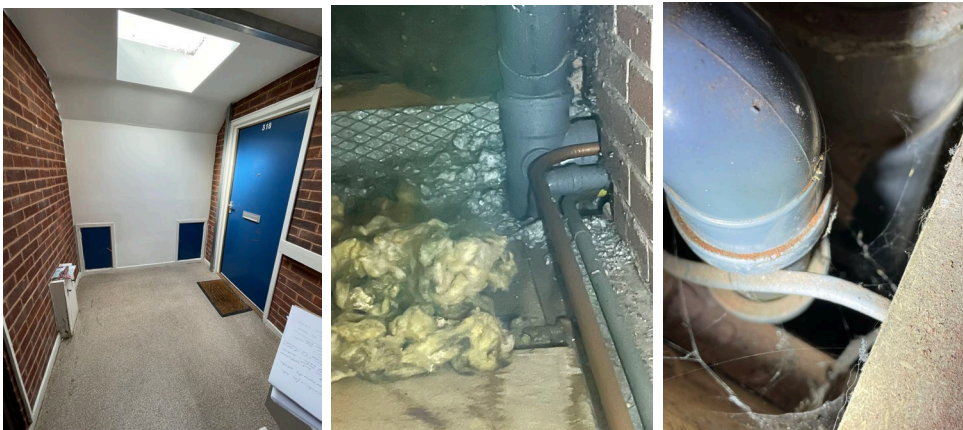
- 1) **The premise does not have emergency lighting to communal landings / stairs in accordance with BS 5266.**

Section 10

Compartmentation

This section should be read in conjunction with Section 4

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 30 minutes horizontal fire resistance between dwellings.
- 2) The premise does not have sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire in communal areas due to open plan staircase.
- 3) All service cupboards to communal landings are timber and lockable with budget locks. Most remain unlocked
- 4) **There is no visible evidence of fire stopping materials behind the Gas Service cupboards on the 2nd floor of block 310-320, where pipework passes through surfaces including wall into flat 318.**



Fire Risk Assessment

5) A variety of methods / materials have been used to achieve fire-stopping including Rockwool, foam and intumescent pillows.

298 -308 Hagley Road West

Electrical																																					
Fire Stopping Materials		Fire Stopping Materials		Fire Stopping Materials		Fire Stopping Materials		Fire Stopping Materials																													
Floor No	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Floor No
B																																					B
G			✓	✓	✓																															G	
1																																				1	
2																																				2	
3																																				3	
4																																				4	
5																																				5	
6																																				6	
7																																				7	
8																																				8	
9																																				9	
10																																				10	
11																																				11	
12																																				12	
13																																				13	
14																																				14	
15																																				15	
16																																					16
Communal doors free from defects		✓		Communal windows free from defects		✓		Flat doors free from defects		✓		Communal cupboards locked and secure		✓		Communal areas free from tenants stored items		✓		Communal areas free from repairs materials		✓														✓	
Foam Removal & Enhancement Record										Foam, Enhancements & Other Comments:																											
Foam Present But Not Removed This Visit																																					
Foam Present & Partially Removed This Visit																																					
Foam Present & Fully Removed This Visit																																					
No Foam Present										✓																											
No Enhancement Carried Out This Visit										✓																											
Enhancement Carried Out This Visit																																					

310-320 Hagley Road West

Electrical																																					
Fire Stopping Materials		Fire Stopping Materials		Fire Stopping Materials		Fire Stopping Materials		Fire Stopping Materials																													
Floor No	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Floor No
B																																				B	
G			✓	✓	✓																															G	
1																																				1	
2																																				2	
3																																				3	
4																																				4	
5																																				5	
6																																				6	
7																																				7	
8																																				8	
9																																				9	
10																																				10	
11																																				11	
12																																				12	
13																																				13	
14																																				14	
15																																				15	
16																																				16	
Communal doors free from defects		✓		Communal windows free from defects		✓		Flat doors free from defects		✓		Communal cupboards locked and secure		✓		Communal areas free from tenants stored items		✓		Communal areas free from repairs materials		✓														✓	
Foam Removal & Enhancement Record										Foam, Enhancements & Other Comments:																											
Foam Present But Not Removed This Visit																																					
Foam Present & Partially Removed This Visit																																					
Foam Present & Fully Removed This Visit																																					
No Foam Present										✓																											
No Enhancement Carried Out This Visit										✓																											
Enhancement Carried Out This Visit																																					

6) 9 Individual flat doors are of timber flush FD30s rated with the remaining 3 being of composite type. Access was gained to a sample of properties as part of the risk assessment to ensure the doors have not been tampered with by residents etc. The self-closing device to flat 316 has been removed, the occupier states that the door was too stiff to open.



Block Name	Address	Front Door Type	Glazed / f
Hagley Road West 298-308	298-308 Hagley Road West;Oldbury;West Midlands;;	Intentionally Blank	
Hagley Road West 298-308	298 Hagley Road West;Oldbury;West Midlands;;	Timber Door FD30s	Not Glazed
Hagley Road West 298-308	300 Hagley Road West;Oldbury;West Midlands;;	Timber Door FD30s	Not Glazed
Hagley Road West 298-308	302 Hagley Road West;Oldbury;West Midlands;;	Timber Door FD30s	Not Glazed
Hagley Road West 298-308	304 Hagley Road West;Oldbury;West Midlands;;	Timber Door FD30s	Not Glazed
Hagley Road West 298-308	306 Hagley Road West;Oldbury;West Midlands;;	Timber Door FD30s	Not Glazed
Hagley Road West 298-308	308 Hagley Road West;Oldbury;West Midlands;;	Timber Door FD30s	Not Glazed
Hagley Road West 310-320	310-320 Hagley Road West;Oldbury;West Midlands;;	Timber Door FD30s	Not Glazed
Hagley Road West 310-320	310 Hagley Road West;Oldbury;West Midlands;;	Timber Door FD30s	Not Glazed
Hagley Road West 310-320	312 Hagley Road West;Oldbury;West Midlands;;	Composite	Glazed
Hagley Road West 310-320	314 Hagley Road West;Oldbury;West Midlands;;	Timber Door FD30s	Not Glazed
Hagley Road West 310-320	316 Hagley Road West;Oldbury;West Midlands;;	IG Doors	Glazed
Hagley Road West 310-320	318 Hagley Road West;Oldbury;West Midlands;;	Timber Door FD30s	Not Glazed
Hagley Road West 310-320	320 Hagley Road West;Oldbury;West Midlands;;	IG Doors	Not Glazed

- 7) It was noted that the 1st floor windows to the landing area to both blocks have upvc windows with standard single georgian wired glass.

Section 11

Fire Fighting Equipment

- 1) There is no fire-fighting equipment installed at this premise.

Section 12

Fire Signage

- 1) Fire Action Notices are not displayed throughout the building. As the building does not have a complex layout these are not required.
- 2) Yellow LPG warning signs are not displayed within the building. As the tenant's handbook instructs them not to bring L.P.G cylinders into the block these are not required.
- 3) **Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation. Signs are displayed throughout building. The no smoking sign adjacent the front entrance of block 298-308 is damaged and requires replacement.**



**Section
13**


**Employee & Resident
Training/Provision of Information**

- 1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke 'Fire Safety in High / Low Rise Flatted Accommodation' Video.
- 2) All employees are encouraged to complete 'In the line of fire' training on an annual basis.
- 3) Caretaking Teams are not currently trained in the effective use of fire extinguishers.
- 4) Neighbourhood Directorate employees assigned to undertake Fire Safety Inspections have received IFE approved training via West Midlands Fire Service.

**Section
14**

Sources of Ignition

- 1) Hot working is not normally carried out. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.
- 2) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager Bryan Low.
- 3) The fixed electrical installation shall be tested every 5 years. It has been confirmed that the last test / inspection for both blocks was completed 2nd March 2021.

		This report is not valid if the serial number has been defaced or altered 251313 IPR18	
ELECTRICAL INSTALLATION CONDITION REPORT <small>Issued in accordance with BS 7671:2018 - Requirements for Electrical Installations</small>			
PART 1: DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION			
DETAILS OF THE CONTRACTOR Registration No: <u>N/A</u> Branch No: <u>N/A</u> Trading Title: <u>C & S Electrical Installations Ltd</u> Address: <u>Unit 2, Bridge Street, Wednesbury</u> Postcode: <u>WS100AW</u> Tel No: <u>N/A</u>		DETAILS OF THE CLIENT Contractor Reference Number (CRN): <u>N/A</u> Name: <u>Sandwell MBC</u> Address: <u>Direct 2 Industrial park, Oldbury</u> Postcode: <u>B69 3ES</u> Tel No: <u>N/A</u>	
		DETAILS OF THE INSTALLATION Occupier: <u>LANDLORD SUPPLY</u> Address: <u>298-308 HAGLEY ROAD WEST, SMEYHWICK</u> Postcode: <u>B68 0PA</u> Tel No: <u>NA</u>	
PART 2: PURPOSE OF THE REPORT			
Purpose for which this report is required: _____ (see additional page No. <u>N/A</u>) Requested by SMBC to verify the electrical installation within the communal areas to ensure safety and compliance to BS7671:2018			
Date(s) when inspection and testing was carried out: <u>02/03/2021</u> Records available: (No) _____ Previous inspection report available: (No) _____ Previous report date: (U.K) _____			
PART 3: SUMMARY OF THE CONDITION OF THE INSTALLATION			
General condition of the installation (in terms of electrical safety): _____ (see additional page No. <u>N/A</u>) Other than items noted at part 6 the wiring accessories are in fair condition			
Estimated age of electrical installation: (<u>25</u> years) Evidence of additions or alterations: (Yes) _____ Overall assessment of the installation is: Satisfactory			
PART 4: DECLARATION			
INSPECTION AND TESTING I, being the person responsible for the inspection and testing of the electrical installation, particulars of which are described in PART 7, having exercised reasonable skill and care when carrying out the inspection and testing of the existing installation, hereby CERTIFY that the information in this report, including the observations (page 2) and the attached schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent of the installation and the limitations on the inspection and testing.			
Name (capitals): <u>MR NICK HIGGINS</u> Signature: <u>N Higgins</u> Date: <u>02/03/2021</u>		REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE APPROVED CONTRACTOR	
Name (capitals): <u>MR KEVIN SPITTLE</u> Signature: <u>K Spittle</u> Date: <u>04/03/2021</u>			
<small>*An unsatisfactory assessment indicates that dangerous (CODE C1) and/or potentially dangerous (CODE C2) conditions have been identified in PART 6, or that Further Investigation (CODE FI) without delay is required.</small>			
<small>This report is based on the model forms shown in Appendix 6 of BS 7671 Published by Certsure LLP Certsure LLP operates the NICEIC & ELECSA brands Warwick House, Houghton Hall Park, Houghton Regis, Dunstable, LU5 2DZ</small>		© Copyright Certsure LLP (July 2018) Please see the "Notes for Recipient" Page 1 of 9	

Original in the person ordering the work

Fire Risk Assessment

This report is not valid if the serial number has been defaced or altered

251308 IPR18

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 - Requirements for Electrical Installations

Original (to the person ordering the work)

PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION		
DETAILS OF THE CONTRACTOR Registration No: <u>N/A</u> Branch No: <u>N/A</u> Trading Title: <u>C & S Electrical Installations Ltd</u> Address: <u>Unit 2, Bridge Street, Wednesbury</u> Postcode: <u>WS100AW</u> Tel No: <u>N/A</u>	DETAILS OF THE CLIENT Contractor Reference Number (CRN): <u>N/A</u> Name: <u>Sandwell MBC</u> Address: <u>Direct2 Industrial park, Oldbury</u> Postcode: <u>B69 3ES</u> Tel No: <u>N/A</u>	DETAILS OF THE INSTALLATION Occupier: <u>LANDLORD SUPPLY</u> Address: <u>310-320 HAGLEY ROAD WEST, OLDBURY</u> Postcode: <u>B68 0PA</u> Tel No: <u>NA</u>

PART 2 : PURPOSE OF THE REPORT	
Purpose for which this report is required: Requested by SMBC to verify the electrical installation within the communal areas to ensure safety and compliance to BS7671:2018	(see additional page No. <u>N/A</u>)
Date(s) when inspection and testing was carried out: <u>02/03/2021</u> Records available: <u>(No)</u> Previous inspection report available: <u>(No)</u> Previous report date: <u>(U/K)</u>	

PART 3 : SUMMARY OF THE CONDITION OF THE INSTALLATION	
General condition of the installation (in terms of electrical safety): Other than items noted at part 6 the wiring accessories are in fair condition	(see additional page No. <u>N/A</u>)
Estimated age of electrical installation: <u>(25)</u> years Evidence of additions or alterations: <u>(Yes)</u> Overall assessment of the installation is: Satisfactory	

PART 4 : DECLARATION	
INSPECTION AND TESTING I, being the person responsible for the inspection and testing of the electrical installation, particulars of which are described in PART 7, having exercised reasonable skill and care when carrying out the inspection and testing of the existing installation, hereby CERTIFY that the information in this report, including the observations (page 2) and the attached schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent of the installation and the limitations on the inspection and testing.	
Name (capital): <u>MR NICK HIGGINS</u> Signature: <u>NHiggins</u> Date: <u>02/03/2021</u>	
REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE APPROVED CONTRACTOR	
Name (capital): <u>MR KEVIN SPITTLE</u> Signature: <u>KSpittle</u> Date: <u>05/03/2021</u>	

*An unsatisfactory assessment indicates that dangerous (CODE C1) and/or potentially dangerous (CODE C2) conditions have been identified in PART 6, or that Further Investigation (CODE F1) without delay is required.

This report is based on the model forms shown in Appendix 6 of BS 7671
Published by Certsure LLP Certsure LLP operates the NICEIC & ELECSA brands © Copyright Certsure LLP (July 2018)
Warwick House, Houghton Hall Park, Houghton Regis, Dunstable, LU5 5ZX

Please see the 'Notes for Recipient' Page 1 of 9

- 4) The electrical installation i.e. risers are contained within dedicated service cupboards that are secure and are not protected by means of a fire rated door.
- 5) Portable heaters are not allowed in any common parts of the premises.
- 6) Gas appliances and pipework (where installed) are subject to annual testing and certification. All gas pipework is internal. This cyclical contract is managed by the in-house Gas Team. All annual services had been conducted within the previous 12 month period at the time of the FRA.

Section
15

Waste Control

- 1) There is a regular Cleaning Service to the premises.
- 2) Refuse containers emptied regularly. Wheelie bins are used and stored at the rear of the properties within the parking area.



- 3) Regular checks by Caretakers minimise risk of waste accumulation.
 - 4) 'Out of Hours' service in place to remove bulk items.
-

**Section
16**

Control and Supervision of Contractors and Visitors

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

Section

17

Arson Prevention

- 1) Regular checks are undertaken by Caretakers / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.
- 2) Restricted access to the premises by means of a door entry system and a locked rear gate.
- 3) CCTV is not present.
- 4) There is no current evidence of arson.
- 5) The perimeter of the premises is well illuminated.
- 6) There has been no reported fire incidents since the last FRA.

Section

18

Storage Arrangements

- 1) Residents instructed not to bring L.P.G cylinders into block. This information is contained within the tenants' handbook.
 - 2) The tenancy conditions, Section 7 – Condition 5.6 stipulates “If you live in a flat or maisonette, you, people living with you and any visitors to your property must not keep or use paraffin oil, petrol, bottled gas appliances or any other explosive, FLAMMABLE or dangerous material in the property. This restriction also applies to any storage facility situated in or attached to the block, which has been provided for your use.”
 - 3) No Flammable liquids stored on site by Caretakers / cleaners.
-

- 4) All store cupboards are kept locked.
- 5) **There is a timber shed on wooden decking with an electrical supply to a PIR L.E.D light, against the end elevation of block 298-308. There is also a timber storage structure on the rear elevation beneath the window of flat 298. Both structures were locked at the time of the FRA and therefore the contents are unknown. If these structures were alight fire could have a significant impact on the property.**



**Section
19**

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

Significant Findings

Risk Rating of Additional Control Measures

Risk Categories	
Risk Rating	Description
5	Presents a serious risk to life safety. This matter requires immediate action and must be given a high priority.
4	A significant safety issue.
3	A safety issue, but where the level of risk is reduced by a combination of compensatory factors; or where there is a risk to property only.
2	A desirable improvement to increase protection from fire.
1	A minor improvement to safety.

The highest risk rating selected shall be transferred to the front page of the risk assessment using a RAG rating as follows

Current Risk Rating 4-5 = HIGH

Current Risk Rating 1-3 = MEDIUM

Current Risk Rating 0 = Low



Fire Risk Assessment

Level 2 Action Plan



Name of Premises or Location:

Hagley Road West 298-308, 310-320

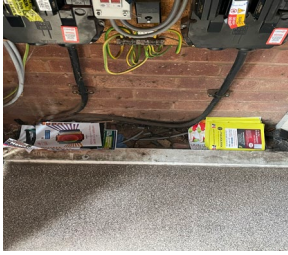

Date of Action Plan:

17th May 2022


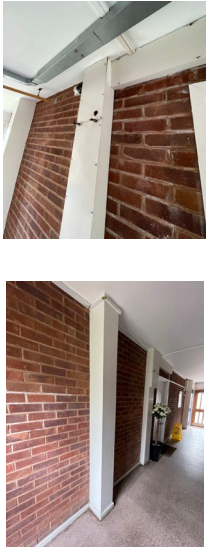
Review Date:

Question/ Ref No	Required Action	Supporting photograph	Risk Rating	Timescale and Person Responsible	Date Completed
07/10	Renew electrical Service cupboard doors with FD30s fire rated, secured with suited 138 mortice lock and line cupboard with supalux.	 	2	TBC Future Programme	N/a




Fire Risk Assessment

07/10	Remove discarded leaflets and booklets from electrical service cupboard in block 310 320		1	Caretakers <i>email sent to BL 20/5/22</i>	27/05/2022
07/16	Remove metal hooks from internal frame of rear final exit door in block 310-320		1	Fire Rapid Response <i>Email sent to Planners 20/5/22 JM8701270</i>	27/05/2022

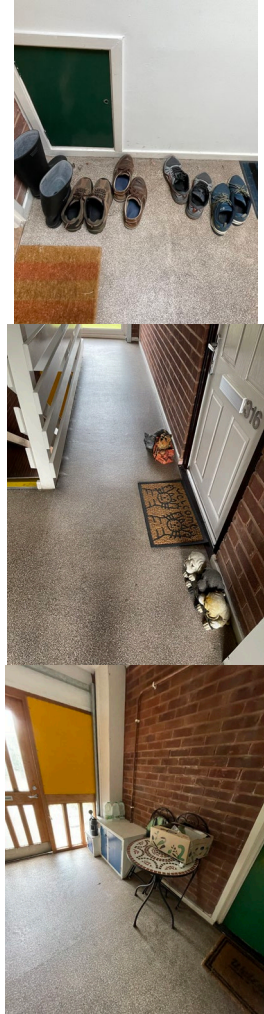
Fire Risk Assessment

07/17	Remove plastic conduit and install metal trunking (ceilings and walls) for communal cable runs	 The first photograph shows a vertical white plastic conduit running along a red brick wall. The second photograph shows a grey metal trunking box mounted on a brick wall above a white door frame.	2	TBC Future Programme	n/a
07/18	Boxings for pipework / stop taps on communal area are all plywood and not fire rated.	 The first photograph shows a white plywood boxing for a pipe on a brick wall. The second photograph shows a white plywood boxing for a door in a hallway with brick walls.	2	TBC Future Programme	n/a

Fire Risk Assessment

07/19	Re-fix loose vinyl flooring on 2 nd floor stairwells in both blocks.		1	27/05/22 Fire Rapid Response <i>Email sent to Planners 20/5/22</i> JM8887963	27/06/2022
07/20	Mobility scooter to be removed from means of escape.		3	Housing Team <i>Email sent to RP 20/5/22</i>	22/11/2022
07/21	Residents to remove personal items from means of escape.			Housing Team <i>Email sent to RP 20/5/22</i>	08/9/2022

Fire Risk Assessment

		 <p>The first photograph shows a carpeted area with several pairs of shoes and a black bucket. The second photograph shows a hallway with a door, a doormat, and various items on the floor. The third photograph shows a room with a brick wall, a window with a yellow blind, and a table with items on it.</p>	1		08/9/2022
--	--	--	---	--	-----------



08/9/2022

1



Fire Risk Assessment

					
09/01	Install emergency lighting to communal landings / stairs.		2	TBC Future Programme	n/a

Fire Risk Assessment


<p>10/04</p>	<p>No fire stopping material behind gas service cupboards where pipework passes through wall.</p> <p><i>Joint visit to be arranged between FRRO and FRA C.Hill</i></p>		<p>3</p>	<p>27/05/22 Fire Rapid Response <i>Email sent to Planners 20/5/22</i> JM8701378 JM8731399</p> <p>Joinery Door & Frame Ordered By Joe Bevan 24/06/2022 JM8894966 JM10172835 JM10182238</p>	<p>09/02/2023</p>
<p>10/05</p>	<p>Re-install self-closing device to door of flat 316.</p>		<p>3</p>	<p>27/05/22 Fire Rapid Response <i>Email sent to Planners 20/5/22</i> JM8701498</p>	<p>24/05/2022</p>

Fire Risk Assessment

12/03	Replace damaged no smoking sign at front entrance of block 298-308		1	27/05/22 Fire Rapid Response <i>Email sent to Planners 20/5/22</i> JM8701520	24/05/2022
18/05	Timber structures to be removed or relocated to a safe distance from the building.		2	30/06/22 Housing Team <i>Email sent to RP 20/5/22</i>	01/06/2023

Fire Risk Assessment

Signed

Carl Hill	Fire Risk Assessor	Date: 17/05/2022
	Fire Safety Manager	Date: 20/05/2022



Name of property: Hagley Road West 298-308, 310-320

Updated: 17th May 2022

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

Hazard	Location	Information/Comments
Asbestos	Various locations	Asbestos has been labelled and Asbestos Survey undertaken and reports placed in motor room
An asbestos survey has been undertaken and no suspected A.C.M.'s were found to any of the communal areas. Survey held by S.M.B.C. Investment Division (Derek Still Tel:- 0121 569 5077).		