

Fire Risk Assessment

Applewood Grove Blocks 1-6 & 7-12



Cradley Heath, B64 6EW

Date Completed: 28/03/23

Officer: C Hill Fire Risk Assessor

Checked By: Fire Safety Manager

Current Risk Rating = Tolerable

Subsequent reviews

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

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Section

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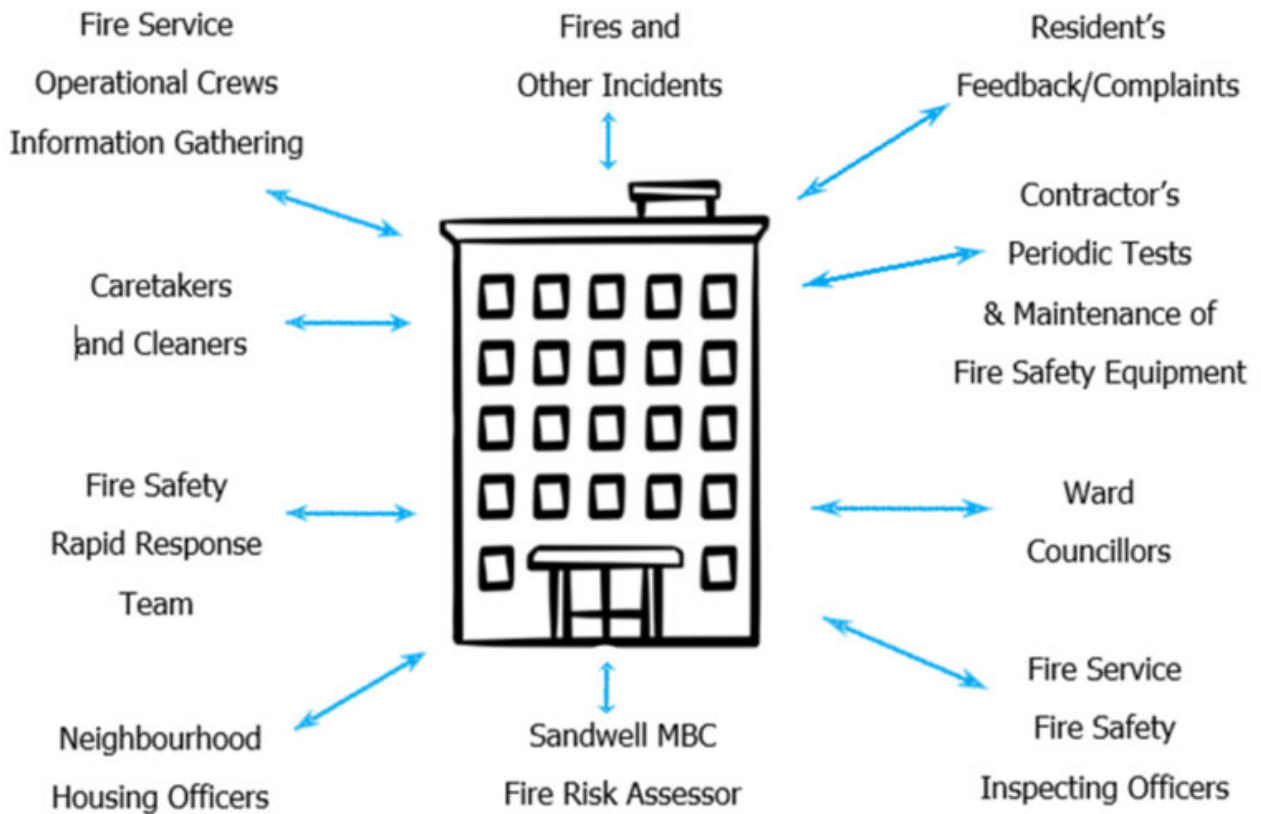
Introduction

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/feedback_and_complaints or by phone on 0121 569 6000.

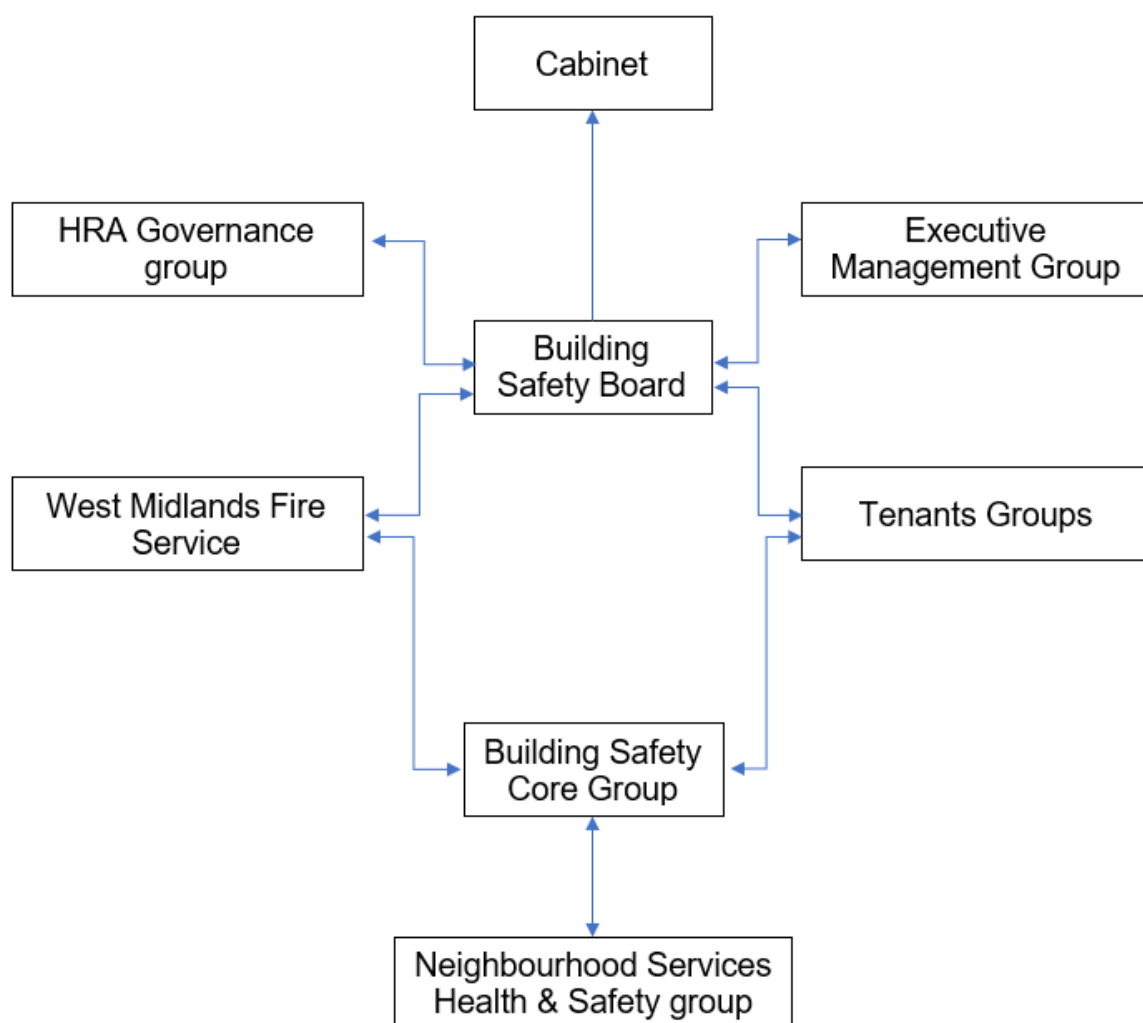
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment.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

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



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

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



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

Section

1

Significant findings

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

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

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

Significant findings

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

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

Section number	Section Area	Individual Risk Level
Section 6	<p>External Envelope</p> <p>Each façade of the building comprises of traditional brick masonry.</p> <p>The front and rear elevation 2nd floor bay windows to flats have a section of UPVC shiplap above.</p> <p>Exterior doors to exits & bin stores are timber.</p> <p>Individual flat windows and those to communal areas are uPVC double glazed units.</p>	<p>Trivial</p>

<p>Section 7</p>	<p>Means of Escape from Fire</p> <p>The premise has two staircases, one in each block, and four final exits doors, 2 per block.</p> <p>All exit doors have levered handles to open.</p> <p>Meter cupboards are GRP or Steel modular units. Those to flats 1, 2, 3 & 12 have damaged doors. <i>Resolved 15/05/23</i></p> <p>2 flat entrance doors require replacement cold smoke seals, 1 also requires adjustment to self-closing device. <i>Resolved</i></p> <p>Flat 12 entrance door is damaged / temporary repair / replacement ordered. <i>Replaced 11/05/23</i></p> <p>2 x communal doors require adjustment to correct excessive gap.</p> <p>Lens to light in cleaner's cupboard requires fixing and historic burns to be investigated. <i>Resolved 15/05/23</i></p>	<p>Trivial</p>
<p>Section 8</p>	<p>Fire Detection and Alarm Systems</p> <p>LD2 detection to flats</p>	<p>Trivial</p>
<p>Section 9</p>	<p>Emergency Lighting</p> <p>The premise has sufficient emergency/ escape lighting system in accordance with BS 5266</p>	<p>Trivial</p>
<p>Section 10</p>	<p>Compartmentation</p> <p>The block has sufficient compartmentation between dwellings.</p>	<p>Trivial</p>

	Cyclical programme in place to ensure fire stopping has not been compromised.	
Section 11	Fire Fighting Equipment There are no provisions for firefighting equipment.	Trivial
Section 12	Fire Signage Appropriate signage is in place.	Trivial
Section 13	Employee Training All staff receive basic fire safety awareness training.	Trivial
Section 14	Sources of Ignition The fixed electric tests should be completed every 5 years and were last completed in both blocks 13 th February 2020.	Trivial
Section 15	Waste Control Regular checks by Caretakers minimise risk of waste accumulation.	Trivial
Section 16	Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.	Trivial
Section 17	Arson Prevention A door entry system prevents unauthorised access & perimeter lighting is in place. There are no signs of arson within the building or grounds.	Trivial

Section 18	<p>Storage Arrangements</p> <p>Residents instructed not to bring L.P.G cylinders into block.</p> <p>There are no storage facilities for residents within the communal areas.</p>	<p>Trivial</p>
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Risk Level Indicator

The following simple risk level estimator is based on commonly used risk level estimator:

Likelihood of fire	Potential consequences of fire		
	Slight harm	Moderate harm	Extreme harm
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

Considering the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Low Medium High

In this context, a definition of the above terms is as follows:

Low Unusually low likelihood of fire because of negligible potential sources of ignition.

Medium Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Considering the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Slight Harm Moderate Harm Extreme Harm

In this context, a definition of the above terms is as follows:

Slight harm

Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).

Moderate harm

Outbreak of fire could foreseeably result in injury including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme harm

Significant potential for serious injury or death of one or more occupants.

Accordingly, it is considered that the risk to life from fire at these premises is:

Trivial Tolerable Moderate Substantial Intolerable

Comments

In conclusion, the likelihood of a fire is at a medium level of risk prior to the implementation of the action plan because of the normal fire hazards that have been highlighted within the risk assessment, including the damage to some individual electricity meter cupboard doors located outside flat entrance doors within the lobbies.

After considering the use of the premise and the occupants within the block, the consequences for life safety in the event of a fire would be slight harm. This is due to there being a Stay Put Unless policy and sufficient compartmentation to include timber FD30s fire rated doors to flat entrances & FD30s to communal doors, combined with suitable smoke / heat detection to LD2 standard within flats. It has been noted that surface damage to flat 12 entrance door has been temporary repaired and that a replacement fire door set has been ordered.

Overall the level of risk at the time of this FRA is tolerable, this will be lowered to trivial once recommended actions have been completed.

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk- based control plan is based on one that has been advocated for general health and safety risks:

Risk level	Action and timescale
Trivial	No action is required, and no detailed records need be
Tolerable	No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources might have to be allocated to reduce the risk. If the premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.
Intolerable	Premises (or relevant area) should not be occupied until the risk is reduced.

(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)

Section

2

People at Significant Risk of Fire

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

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

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

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

Section

3

Contact Details

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

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

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

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

Chief Executive

Shokat Lal

Director of Housing

Gillian Douglas

**Assistant Director - Compliance
(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

Louis Conway (Trainee)

Anthony Smith

Resident Engagement Officer - Fire Safety

Lee Mlilo

Abdul Monim Khan

Housing Office Manager

Prabha Patel

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

**Section
4**

Description of Premises

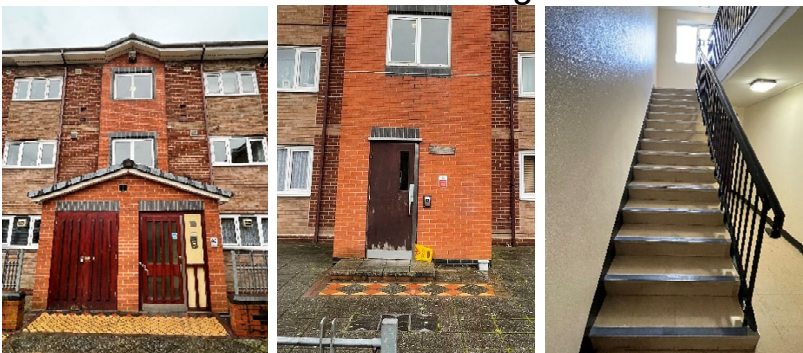
1-6 & 7-12 Applewood Grove
Cradley Heath
B64 6EW

Description of the Property

This low-rise premise was constructed in 1967 of traditional brick cavity wall construction and comprises of two attached blocks. The blocks have 3 storeys each inclusive of ground and contain two number dwellings per floor (total of 12).



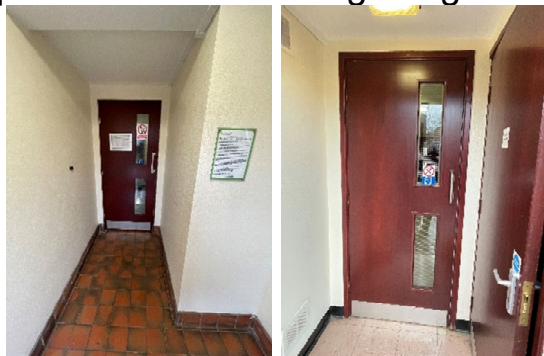
The block is divided into two sections with each block having its own front and rear entrance and single stairwell.



The front and rear entrances have a door entry system with a fob reader installed. There is a firefighter override switch to both front entrances.



All entrances lead through a further door which is an FD30S with vision panels before entering the ground floor lobby area.



Each block has its own bin store adjacent the main entrance with access for residents via an access hatch which is further separated from the ground floor lobby via an FD30s fire door with vision panel and intumescent baffle.



There is a secured internal loft hatch to the pitched roof common roof space. This is located on the second-floor landings.

The service cupboards are accessed externally from the rear of the building adjacent the rear entrances.



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	1967
Construction Type	Traditional Brick Cavity with pitched tiled roof.
Last Refurbished	Unknown
External Cladding	No
Number of Lifts	0
Number of Staircases	1 per block (2)
Automatic Smoke Ventilation to communal area	No
Fire Alarm System	No
Refuse Chute	No, but access to bin store via door in ground floor lobby.
Access to Roof	Via loft hatch on 2 nd floor
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

General plan which outlines the buildings footprint.



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.

A breakdown of the materials present within the external envelope has been listed below. It is deemed that these materials or their combination of or application present an acceptable level of fire risk.

1. The exterior of the building is predominately traditional brick construction.



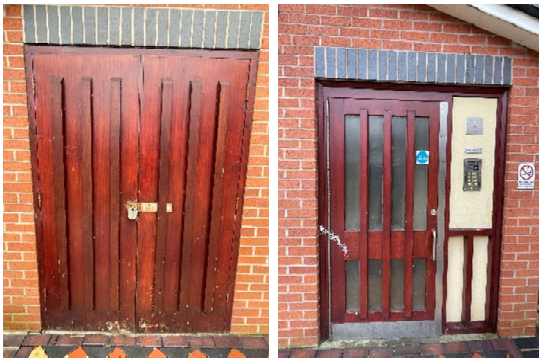
2. The 2nd floor flats have a small area of UPVC shiplap cladding above the bay windows.



3. Windows to individual flats and the communal stairwells are UPVC double glazed units.



4. Doors to the entrances and bin storage rooms are of timber construction



5. The glazing to the ground floor window of flat 7 was broken at the time of the visit. It was noted during a return visit (17/4/23) the damaged glazing had been replaced.

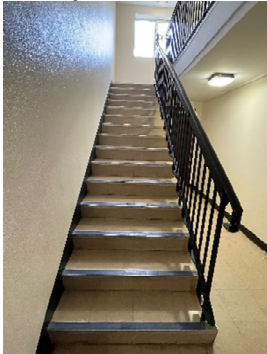


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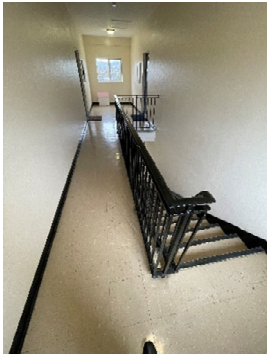
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Means of Escape from Fire

- 1) The site has a staircase within each block that provides a means of escape and is 1020mm in width.

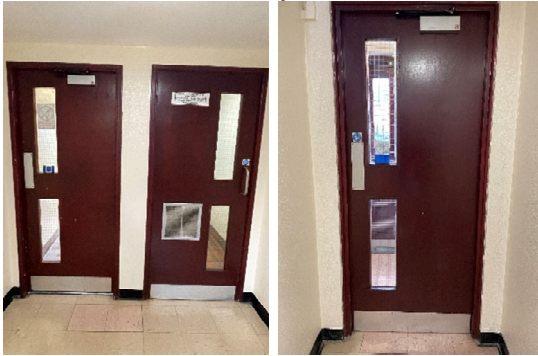


- 2) All corridors are of adequate width and will be maintained clear to that width as a minimum.



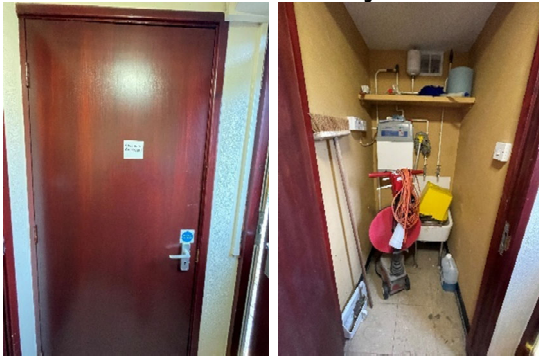
- 3) None of the corridors that form part of the means of escape are dead ends.
 - 4) The means of escape are protected to prevent the spread of fire and smoke.
-

- 5) The ground floor communal landing is protected by use of FD30s doors with vision panels.

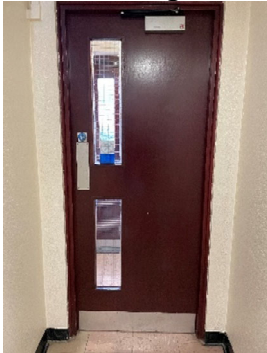


- 6) These doors provide compartmentation between the bin store and front exit to the front elevations and a cleaner's store cupboard and rear exit to the rear elevations.

- 7) The cleaners store cupboard is protected by an FD30 fire door. The door is secured by a suited type 54 mortice lock and key.



- 8) All communal doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).



- 9) The final exit doors to the front of the building 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. All final exit doors are openable by means of a levered handle.



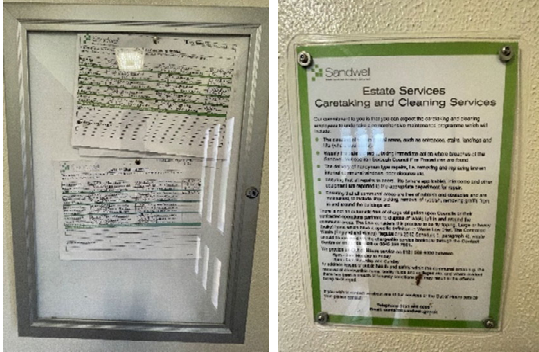
- 10) Communal windows are lockable however it was noted that keys were not present. All windows were however unlocked at the time of the FRA.



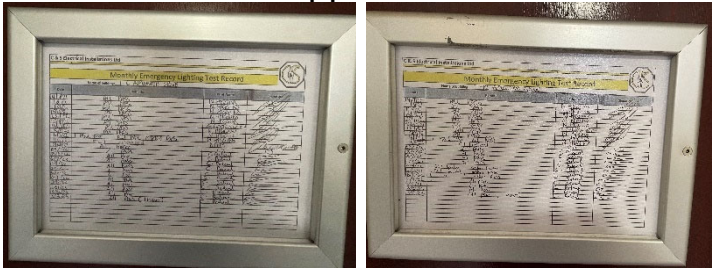
- 11) The fire rating of individual floor mats is unknown.



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



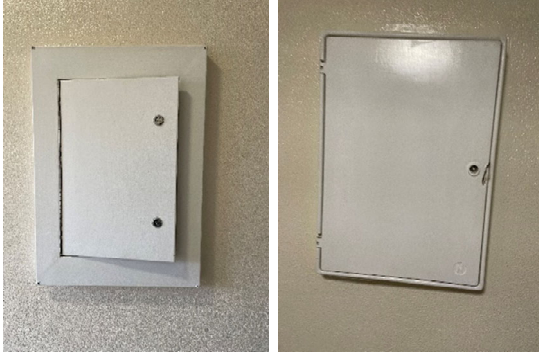
- 13) Emergency lighting is provided to communal landings and stairs. Checks are done on a monthly basis by Sandwell MBC in house electrical team or approved contractor.



- 14) Service cupboards containing the electrical installations are located externally to the rear of each block. Both doors are secured by means of a timber door with suited 54 type mortice lock.



15) Individual flat electricity meters are located adjacent flat entrance doors on communal landings. The meters are within either GRP modular or steel wall mounted units fitted with budget locks. The fire rating of these units is unknown. The GRP units have previously been recommended for upgrade as part of a future works upgrade program.



- a) Flat 1 meter cupboard door is cracked. Replacement fire resistant over box unit required which will ensure sufficient compartmentation is maintained to the communal area. *Resolved 15/05/23*



- b) Flat 2 meter cupboard door has a hole in. Replacement fire resistant over box unit required which will ensure sufficient compartmentation is maintained to the communal area. *Resolved 15/05/23*



- c) Flat 3 meter cupboard door is damaged and bowed. Replacement fire resistant over box is required which will ensure sufficient compartmentation is maintained between to the communal area. *Resolved 15/05/23*



- d) Flat 7 meter cupboard would benefit from enhanced firestop to bottom panel where a hole is formed due to missing grommet / panel.



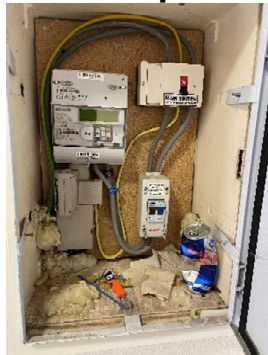
- e) Flat 9 meter cupboard would benefit from enhanced firestop to bottom panel where a hole is formed due to missing grommet / panel.



- f) Flat 10 meter cupboard would benefit from enhanced fire stopping by means of applying an intumescent mastic around the top and bottom of the unit to cover gaps.
-



- g) Flat 11 meter cupboard – general expanding foam has been used and should be removed and replaced with a suitable product for fire stopping.**



- h) Flat 12 meter cupboard door is damaged and has holes within. Replacement fire resistant over box unit is required to ensure sufficient compartmentation to the communal area is maintained. Resolved 15/05/23**



- 16) The surface coatings to the communal areas have been previously painted by SMBC with class 0 paint.
- 17) 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.
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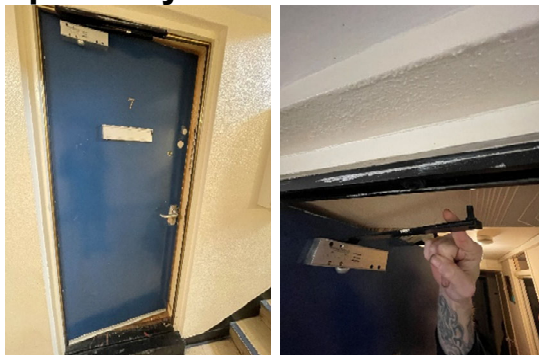
18) Individual flat entrance doors are timber FD30s rated with flat 4 being of FD30s composite type manufactured by Nationwide. Access was gained to a sample of properties as part of the fire risk assessment to ensure the doors have not been tampered with by residents etc.

Flats sampled were 3 & 7, revealing the following;

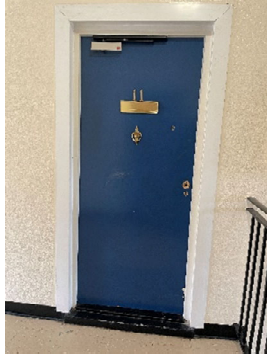
- a) **Flat 3 has a worn cold smoke seal that requires replacement. It was also noted that the intumescent strip had been painted over.**



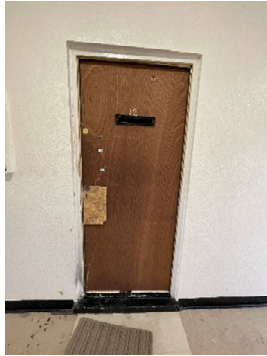
- b) **Flat 7 – the cold smoke seal was worn and brittle in places along the leading edge. The door did not reliably self close fully into frame because of binding against the flooring. It was also noted that the external self-closer would become detached from its rail if the door was open fully.**



- c) **Flat 11 – access was not gained to this property however it was noted that the exterior handle to the flat entrance door was missing.**



- d) Flat 12 – access was not gained to this property however it was noted that there is damage to the external side of the door which has subsequently been temporary repaired. A replacement door had already been requested prior to the FRA – Job number 10351586. *Confirmation received 11/05/23 that a replacement fire rated door has been fitted.*

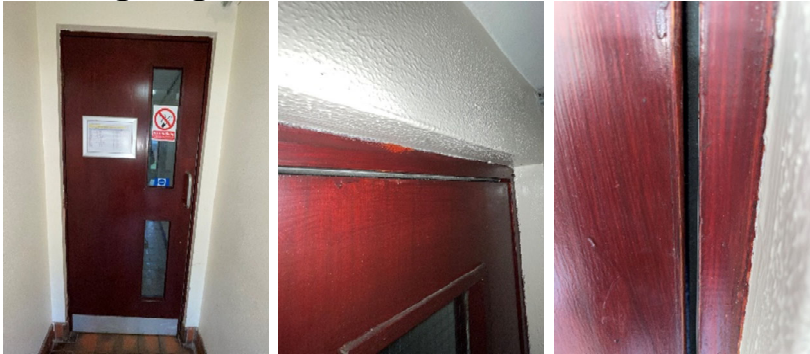


- 19) There is a small amount of plastic trunking within the communal landings. This was previously recommended on the last FRA to be upgraded as part of a future programme which is to be confirmed.



- 20) There is a wooden dolls house on the communal landing adjacent flat 6. This was later removed by the owner.

- 21) In block 7-12 the communal door between the front entrance and ground floor lobby has excessive gaps to the head and leading edge.



- 22) In block 7-12 the communal door separating the bin room and lobby has an excessive gap to the leading edge.



- 23) In block 7-12 cleaner's cupboard the ceiling light lens is not secured and there are what appear to be historic signs of burning which may require further investigation. *Resolved 15/05/23*



Section

8

Fire Detection and Alarm Systems

- 1) Early warning is limited to hard wired detectors 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 within resident's flats are installed to an LD2 Standard. It was not possible to gain access to any further properties at the time of the visit.

Flats sampled were 3 & 7.

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.
 - III. A Stay Put - Unless policy is in place

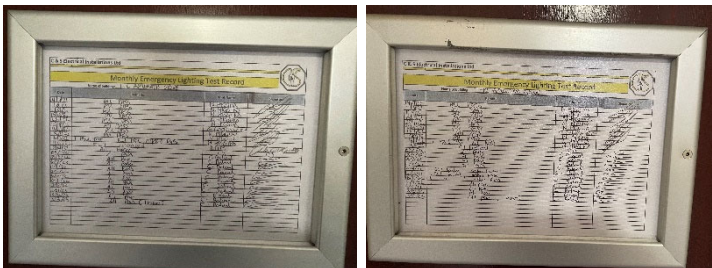
**Section
9**

Emergency Lighting

- 1) The premises has a sufficient emergency / escape lighting system in accordance with BS 5266 and has test points strategically located.
- 2) The self-contained units are provided to the communal landings & stairs.



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

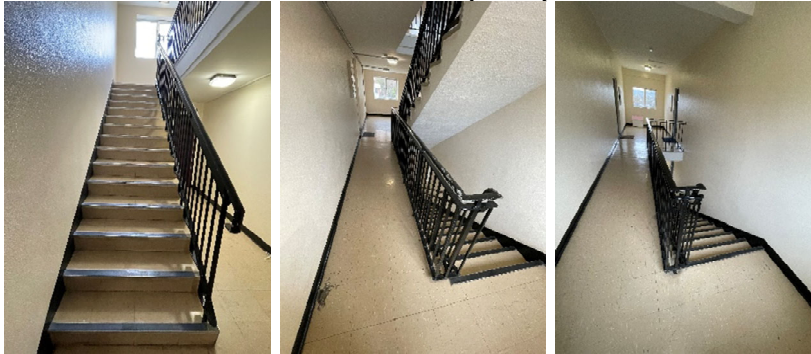


Section 10

Compartmentation

This section should be read in conjunction with Section 4

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 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 the communal areas due to the open plan staircase.



- 3) There are communal doors fitted with automatic closing devices. These are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).



- 4) Whilst the existing fire stopping is fit for purpose, there is a cyclical programme to ensure fire stopping has not been compromised by third parties and where applicable enhance the fire stopping.

5) A variety of methods / materials have been used to achieve fire-stopping, refer to the tables below.

Block 1 - 6

Floor No.	Electrical						Electric Meter Cupboard						Fire Stopping Materials						Fire Stopping Materials						Fire Stopping Materials											
	Supalux	Insu Batt	Insu Sponge	Insu AM Mastic	Graphite Filler	Insu Pads	Insu Pillows	Insu Wraps	Rockwool	Supalux	Insu Batt	Insu Sponge	Insu AM Mastic	Graphite Filler	Insu Pads	Insu Pillows	Insu Wraps	Rockwool	Supalux	Insu Batt	Insu Sponge	Insu AM Mastic	Graphite Filler	Insu Pads	Insu Pillows	Insu Wraps	Rockwool	Supalux	Insu Batt	Insu Sponge	Insu AM Mastic	Graphite Filler	Insu Pads	Insu Pillows	Insu Wraps	Rockwool
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Communal doors free from defects		✓		Communal utility doors free from defects		✓		Flat doors free from defects		✓		Communal cupboards locked and secure		✓		Communal areas free from temperature items		✓		Communal areas free from repair 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																																				

Block 7 - 12

Floor No.	Electrical						Electric Meter Cupboard						Fire Stopping Materials						Fire Stopping Materials						Fire Stopping Materials												
	Supalux	Insu Batt	Insu Sponge	Insu AM Mastic	Graphite Filler	Insu Pads	Insu Pillows	Insu Wraps	Rockwool	Supalux	Insu Batt	Insu Sponge	Insu AM Mastic	Graphite Filler	Insu Pads	Insu Pillows	Insu Wraps	Rockwool	Supalux	Insu Batt	Insu Sponge	Insu AM Mastic	Graphite Filler	Insu Pads	Insu Pillows	Insu Wraps	Rockwool	Supalux	Insu Batt	Insu Sponge	Insu AM Mastic	Graphite Filler	Insu Pads	Insu Pillows	Insu Wraps	Rockwool	Supalux
B																																					
G	✓																																				
1				✓																																	
2				✓																																	
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Communal doors free from defects		✓		Communal utility doors free from defects		✓		Flat doors free from defects		✓		Communal cupboards locked and secure		✓		Communal areas free from temperature items		✓		Communal areas free from repair materials		✓															
Foam Removal & Enhancement Record						Foam, Enhancements & Other Comments:																															
Foam Present But Not Removed This Visit																																					
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Foam Present & Fully Removed This Visit																																					
No Foam Present																																					
No Enhancement Carried Out This Visit						✓																															
Enhancement Carried Out This Visit																																					

- 6) The service cupboards located below the stairs are accessed externally from the rear of the blocks. The timber doors are both secured with a suited type 54 mortice lock.



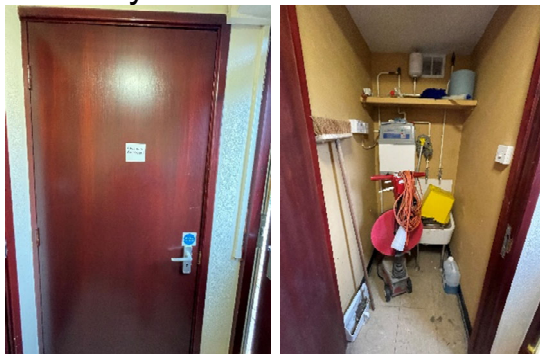
- 7) Communal doors to the ground floor lobbies are timber FD30s with vision panels. There are no communal doors to the upper floors.



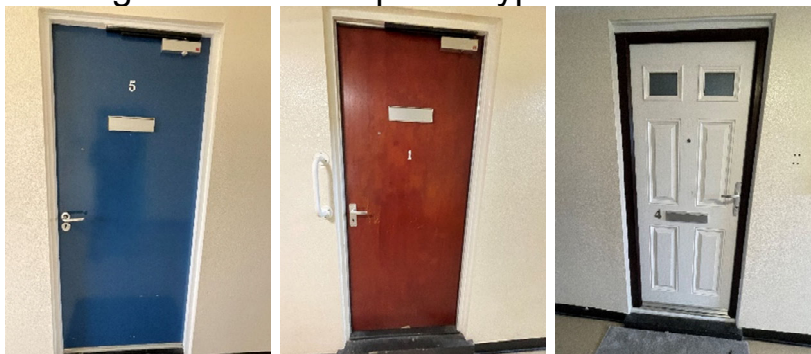
- 8) The door to the bin store from the ground floor lobby is FD30s rated and is additionally fitted with an intumescent ventilation panel.



- 9) The cleaner's cupboard in each block has a timber FD30 door secured with a suited type 54 mortice lock and is located on the ground floor between the rear final exit door and communal door to the lobby.



- 10) Individual flat entrance doors are timber FD30s rated with flat 4 being of FD30s composite type manufactured by Nationwide.



Address	Front Door Type	Glazed / Not Glazed
1 Applewood Grove;Cradley Heath;West Midlands;;	Timber Door FD30s	Not Glazed
2 Applewood Grove;Cradley Heath;West Midlands;;	Timber Door FD30s	Not Glazed
3 Applewood Grove;Cradley Heath;West Midlands;;	Timber Door FD30s	Not Glazed
4 Applewood Grove;Cradley Heath;West Midlands;;	Nationwide	Glazed
5 Applewood Grove;Cradley Heath;West Midlands;;	Timber Door FD30s	Not Glazed
6 Applewood Grove;Cradley Heath;West Midlands;;	Timber Door FD30s	Not Glazed
7 Applewood Grove;Cradley Heath;West Midlands;;	Timber Door FD30s	Not Glazed
8 Applewood Grove;Cradley Heath;West Midlands;;	Timber Door FD30s	Not Glazed
9 Applewood Grove;Cradley Heath;West Midlands;;	Timber Door FD30s	Not Glazed
10 Applewood Grove;Cradley Heath;West Midlands;;	Timber Door FD30s	Not Glazed
11 Applewood Grove;Cradley Heath;West Midlands;;	Timber Door FD30s	Not Glazed
12 Applewood Grove;Cradley Heath;West Midlands;;	Timber Door FD30s	Not Glazed

- 11) The loft hatches were secured and not assessible at the time of the FRA. The assessor will make arrangements to return to the block with additional resources and update this FRA accordingly.



Section

11

Fire Fighting Equipment

- 1) The premise has no provision for firefighting equipment.
-

Section 12

Fire Signage

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



- 2) Fire Action Notices are not displayed throughout the building. This is due to the building not having a complex layout.
- 3) Smoking is prohibited within any communal parts of the building in line with Smoke Free England Legislation. Signs are displayed throughout the building.



- 4) The fire escape routes generally do not use directional fire signage in accordance due to simplicity of layout.
-

Section
13

Employee & Resident Training/Provision of Information

- 1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke 'Fire Safety in High / Low Rise Flatted Accommodation' Video.
- 2) All employees are encouraged to complete 'In the line of fire' training on an annual basis.
- 3) Caretaking Teams are not currently trained in the effective use of fire extinguishers.
- 4) Fire safety has been provided as part of tenancy pack.

Section

14

Sources of Ignition

- 1) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation.

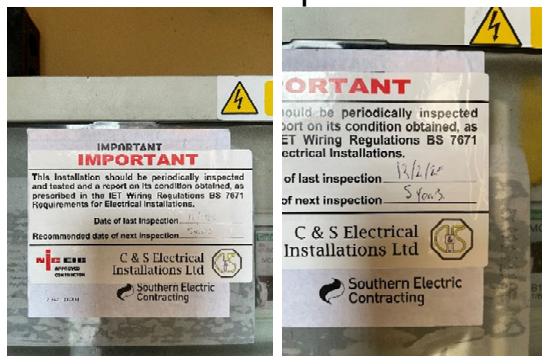


- 2) Hot working is not normally carried out. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.

- 3) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager Bryan Low.



- 4) The fixed electrical installation shall be tested every 5 years. The date of the last inspection in each block was: 13/02/2020



- 5) The electrical installation i.e. risers are contained within dedicated service cupboards that are located externally to the rear of each block and are secured and by means of a timber door with suited 54 type mortice lock.



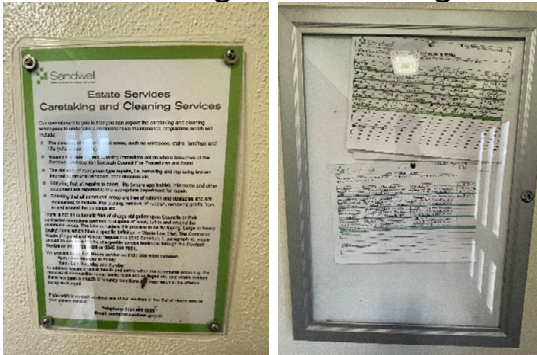
- 6) Portable heaters are not allowed in any common parts of the premises.
- 7) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team. Gas supply pipework is external to the building.



Section 15

Waste Control

- 1) There is a regular Cleaning Service to the premises.



- 2) Refuse containers are contained in a dedicated room, adjacent the 2 front entrances and are emptied regularly.



- 3) Regular checks by Caretakers minimise risk of waste accumulation and there is an out of hours bulk collection service.

**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) Owing to the nature of Low Rise flatted accommodation, it is difficult to manage / control individual contractors / utility companies.
 - 4) However, 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.
 - 5) Where contractors are appointed to undertake major refurbishment works, Sandwell MBC Urban Design team will put control measures in place. Such Measures include: -
 - a) Pre-Contract Meetings – where contractor is made aware of all working arrangements and safe systems of work to be adopted. Issues covered in this meeting will include:
 - Health and Safety.
 - Site security.
 - Safety of working and impact on children/school business.
 - Fire risk, if any.
 - Site Emergency Plan.
 - b) Monthly Site Meetings – in order to monitor, review and share any new information including any new risks.
 - c) Site monitored daily whilst work is in progress by Clerk of Works / Health and Safety Officers.
 - d) Final Contractor review on completion of works undertaken.
-

Section
17

Arson Prevention

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



- 3) There is no current evidence of arson.
 - 4) The perimeter of the premises is well illuminated.
 - 5) There has been one reported fire incident since the last FRA. The incident was within flat 12 and was classified as accidental by the attending fire officers. WMFS incident number 50984 – 2020.
-

Section
18

Storage Arrangements

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

Section
19

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

Significant Findings

Action Plan

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

Trivial Tolerable

Definition of priorities (where applicable):

P1 Arrange and complete as urgent – Within 10 days

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

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

P4 Arrange and complete exceeding 6 months under programmed work



Fire Risk Assessment

Level 2 Action Plan



Name of Premises or Location:


1- 6 & 7-12 Applewood Grove

Date of Action Plan:

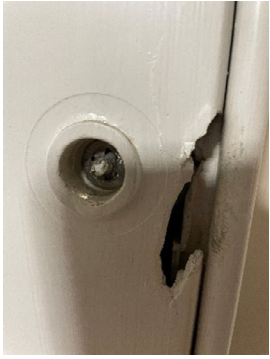


26/04/23

Review Date:



<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
07/15a	Flat 1 meter cupboard door is cracked & requires fire resistant over box unit.		P2	Within 1-3 months Electrical	15/05/2023

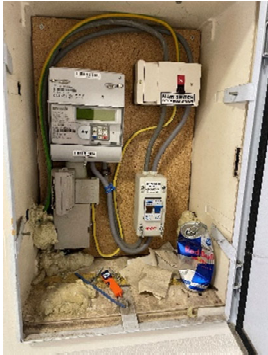


Fire Risk Assessment

07/15b	Flat 2 meter cupboard door is damaged & requires fire resistant over box unit.		P2	Within 1-3 months Electrical	15/05/2023
07/15c	Flat 3 meter cupboard door is bowed & requires fire resistant over box unit.		P2	Within 1-3 months Electrical	15/05/2023
07/15d	Flat 7 meter cupboard – fire stop hole within bottom panel.		P2	Within 1-3 months Rapid Fire Team JM:11413421	27/07/2023

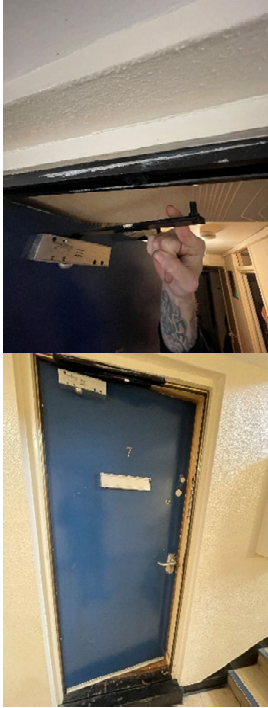

Fire Risk Assessment

07/15e	Flat 9 meter cupboard – fire stop hole within bottom panel.		P2	Within 1-3 months Rapid Fire Team JM:11413559	27/07/2023
07/15f	Flat 10 meter cupboard – fire stop around top and bottom external edge with intumescent mastic to cover gaps.		P2	Within 1-3 months Rapid Fire Team JM:11413638	14/08/2023




Fire Risk Assessment

<p>07/15g</p>	<p>Flat 11 meter cupboard remove foam and fire stop where required</p>		<p>P2</p>	<p>Within 1-3 months Rapid Fire Team JM:11413719</p>	<p>27/07/2023</p>
<p>07/15h</p>	<p>Flat 12 meter cupboard door is damaged & requires fire resistant over box unit.</p>		<p>P2</p>	<p>Within 1-3 months Electrical</p>	<p>15/05/2023</p>
<p>07/18a</p>	<p>Flat 3 – replace worn cold smoke seal to entrance door.</p>		<p>P2</p>	<p>Within 1-3 months Rapid Fire Team JM:11413759</p>	<p>27/07/2023</p>

Fire Risk Assessment

07/18b	<p>Flat 7 – Replace worn cold smoke seal / adjust door to prevent binding on floor & ensure correctly self closes.</p> <p>Repair self-closer to prevent detachment from the guide rail.</p>		P2	<p>Within 1-3 months Rapid Fire Response JM:11976517</p>	04/10/2023
07/18c	<p>Flat 11 – replace missing door handle to entrance door. <i>(access not gained during FRA)</i></p>			<p>Within 1-3 months Rapid Fire Response JM: 11420486</p>	27/07/2023

Fire Risk Assessment

<p>07/21</p>	<p>Block 7-12 communal door between front entrance and lobby requires adjustment to correct excessive gap to head and handle side.</p>		<p>P2</p>	<p>Within 1-3 months Rapid Fire Response JM:11414199</p>	<p>27/07/2023</p>
<p>07/22</p>	<p>Block 7-12 communal door to the bin room / lobby requires adjustment to correct excessive gap to handle side.</p>		<p>P2</p>	<p>Within 1-3 months Rapid Fire Response JM:11414367</p>	<p>27/07/2023</p>
<p>07/23</p>	<p>In block 7-12 cleaners cupboard the ceiling light lens requires securing. Also investigate historic burns to lens</p>		<p>P2</p>	<p>Within 1 – 3 months Electrical repairs.</p>	<p>15/05/23</p>

Fire Risk Assessment

Signed

<i>Chris</i>	Fire Risk Assessor	Date: 26/04/2023
<i>Ben</i>	Premise Manager	Date: 27/04/2023



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

Name of property: **Applewood Grove 1-6 & 7-12**


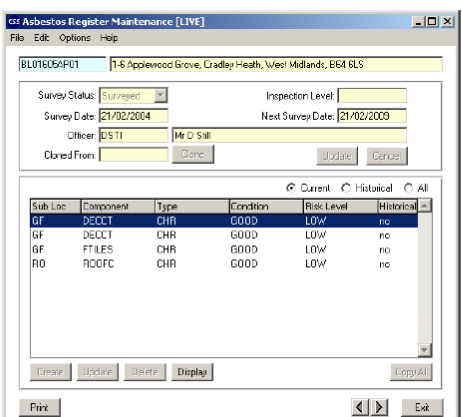

Updated: **18/03/14**

Premise Manager: **Tony Thompson**

Tel. No.: **0121 569 2975**

Hazard	Location	Information/Comments
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).		

1 - 6

Asbestos Survey		Property Address 1-6 Applewood Grove, Cradley Heath, B64 6LS		✓ Office use					
Surveyed by	JOHN DAVIS	Date	18/03/14	Checked by	DEREK STILL	Desktop Check	✓	Site Check	
Reason for request		HSG 264 - Survey Report Type		Date		27/03/2014			
Investment Void		Refurbishment Survey		Property Description THREE STOREY MEDIUM RISE BLOCK 					
Investment Tenanted		Management Survey	✓						
R & M Void		SHAPE Interrogated.	✓						
R & M Tenanted		No Existing SHAPE Data.							
Medical / Emergency - Heating Works		Existing SHAPE Data.	✓						
Communal Areas	✓	Refurb Surveys Interrogated ?	✓	Year Built		1967			
				Notes / including details of similar property surveys completed. **NO ACCESS TO MAIN ROOF SPACE DURING SURVEY** **NO ACCESS TO GROUND FLOOR CLEANER'S CUPBOARD DURING SURVEY**					
Building Surveyors 0121 569 5077				Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES					
									

Fire Risk Assessment

Sample Locations		Property Address		1-6 Applewood Grove, Cradley Heath, B64 6LS				
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	Labelled?	ACTION TAKEN ON CONTRACT
IF DURING THE COURSE OF WORK SUSPECTED ACM'S ARE IDENTIFIED THAT ARE NOT CONTAINED WITHIN THIS REPORT STOP WORK & SEEK ADVICE								
MAIN ROOF SARKING FELT	BITUMEN	-	SEALED	-	NOT SAMPLED	-	-	PLEASE REQUEST SAMPLE IF TO BE DISTURBED
D.P.C.	BITUMEN	-	SEALED	-	NOT SAMPLED	-	-	PLEASE REQUEST SAMPLE IF TO BE DISTURBED
COMMUNAL STAIRS / LANDING WALLS	TEXTURED COATING	-	PAINT SEALED	JD 312 / 001	NONE DETECTED	NO	NO	
STAIRS SOFFIT BETWEEN GROUND AND 1 ST FLOORS	TEXTURED COATING	-	PAINT SEALED	JD 313 / 001	NONE DETECTED	NO	NO	
ITEMS SHOWN BELOW HAVE BEEN ASSESSED ON SITE BY THE ASBESTOS SURVEYOR & ARE CONFIRMED NOT TO BE ACM'S.								
LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL			
STAIRS SOFFIT IN REAR EXTERNAL ELECTRIC CUPBOARD	CONCRETE	BINSTORE CEILING PANELS	SUPALUX					
REAR EXTERNAL ELECTRIC CUPBOARD WALLS	PLASTER	BOXING ABOVE INTERNAL BINSTORE DOOR	SUPALUX					
MAIN ROOF SOFFIT	PLASTIC	LANDING CORNER PIPE BOXING BY REAR WINDOWS	M.D.F.					
RAIN WATER GOODS	PLASTIC	BOXING ACROSS 2 ND FLOOR LANDING CEILING	SUPALUX					
FRONT ENTRANCE CANOPY SOFFIT	PLASTIC	PANEL TO SIDE OF STAIRS IN EXTERNAL ELECTRIC CUPBOARD	SUPALUX					

7 - 12

Asbestos Survey		Property Address		7-12 Applewood Grove, Cradley Heath, B64 6LS			Office use <input checked="" type="checkbox"/>	
Surveyed by	JOHN DAVIS	Date	18/03/14	Checked by	DEREK STILL	Desktop Check	<input checked="" type="checkbox"/>	Site Check
Reason for request		HSG 264 - Survey Report Type		Date	27/03/2014	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> Property Description THREE STOREY MEDIUM RISE BLOCK Year Built 1967 </div>		
Investment Void		Refurbishment Survey						
Investment Tenanted		Management Survey	<input checked="" type="checkbox"/>					
R & M Void		SHAPE Interrogated.	<input checked="" type="checkbox"/>					
R & M Tenanted		No Existing SHAPE Data.						
Medical / Emergency - Heating Works		Existing SHAPE Data.	<input checked="" type="checkbox"/>					
Communal Areas	<input checked="" type="checkbox"/>	Refurb Surveys Interrogated ?	<input checked="" type="checkbox"/>					
				Notes / including details of similar property surveys completed.				
				NO ACCESS TO MAIN ROOF SPACE DURING SURVEY **NO ACCESS TO GROUND FLOOR CLEANER'S CUPBOARD DURING SURVEY**				
				Building Surveyors 0121 569 5077 Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES 				

Fire Risk Assessment

Sample Locations		Property Address 7-12 Applewood Grove, Cradley Heath, B64 6LS						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	Labelled?	ACTION TAKEN ON CONTRACT
IF DURING THE COURSE OF WORK SUSPECTED ACM'S ARE IDENTIFIED THAT ARE NOT CONTAINED WITHIN THIS REPORT STOP WORK & SEEK ADVICE								
MAIN ROOF SARKING FELT	BITUMEN	-	SEALED	-	NOT SAMPLED	-	-	PLEASE REQUEST SAMPLE IF TO BE DISTURBED
D.P.C.	BITUMEN	-	SEALED	-	NOT SAMPLED	-	-	PLEASE REQUEST SAMPLE IF TO BE DISTURBED
COMMUNAL STAIRS / LANDING WALLS	TEXTURED COATING	-	PAINT SEALED	DMJ 025	NONE DETECTED	NO	NO	-
STAIRS SOFFIT BETWEEN GROUND AND 1 ST FLOORS	TEXTURED COATING	-	PAINT SEALED	JD 314 / 001	NONE DETECTED	NO	NO	-
ITEMS SHOWN BELOW HAVE BEEN ASSESSED ON SITE BY THE ASBESTOS SURVEYOR & ARE CONFIRMED NOT TO BE ACM'S.								
LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL			
STAIRS SOFFIT IN REAR EXTERNAL ELECTRIC CUPBOARD	CONCRETE	BINSTORE CEILING PANELS	SUPALUX					
REAR EXTERNAL ELECTRIC CUPBOARD WALLS	PLASTER	BOXING ABOVE INTERNAL BINSTORE DOOR	SUPALUX / M.D.F.					
MAIN ROOF SOFFIT	PLASTIC	LANDING CORNER PIPE BOXING BY REAR WINDOWS	M.D.F.					
RAIN WATER GOODS	PLASTIC	BOXING ACROSS 2 ND FLOOR LANDING CEILING	SUPALUX					
FRONT ENTRANCE CANOPY SOFFIT	PLASTIC	PANEL TO SIDE OF STAIRS IN EXTERNAL ELECTRIC CUPBOARD	SUPALUX					