
Fire Risk Assessment

New Hope Road, 60-68, 75-83



**New Hope Road, Smethwick
B66 3TX**

Date Completed: 29/03/2024.

Review Period: 3 years

Officer: A. Smith Fire Risk Assessor

Checked By: J Blewitt Team Lead Fire Safety & Facilities

Current Risk Rating = Tolerable



Subsequent reviews

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

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Section

0

Introduction

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

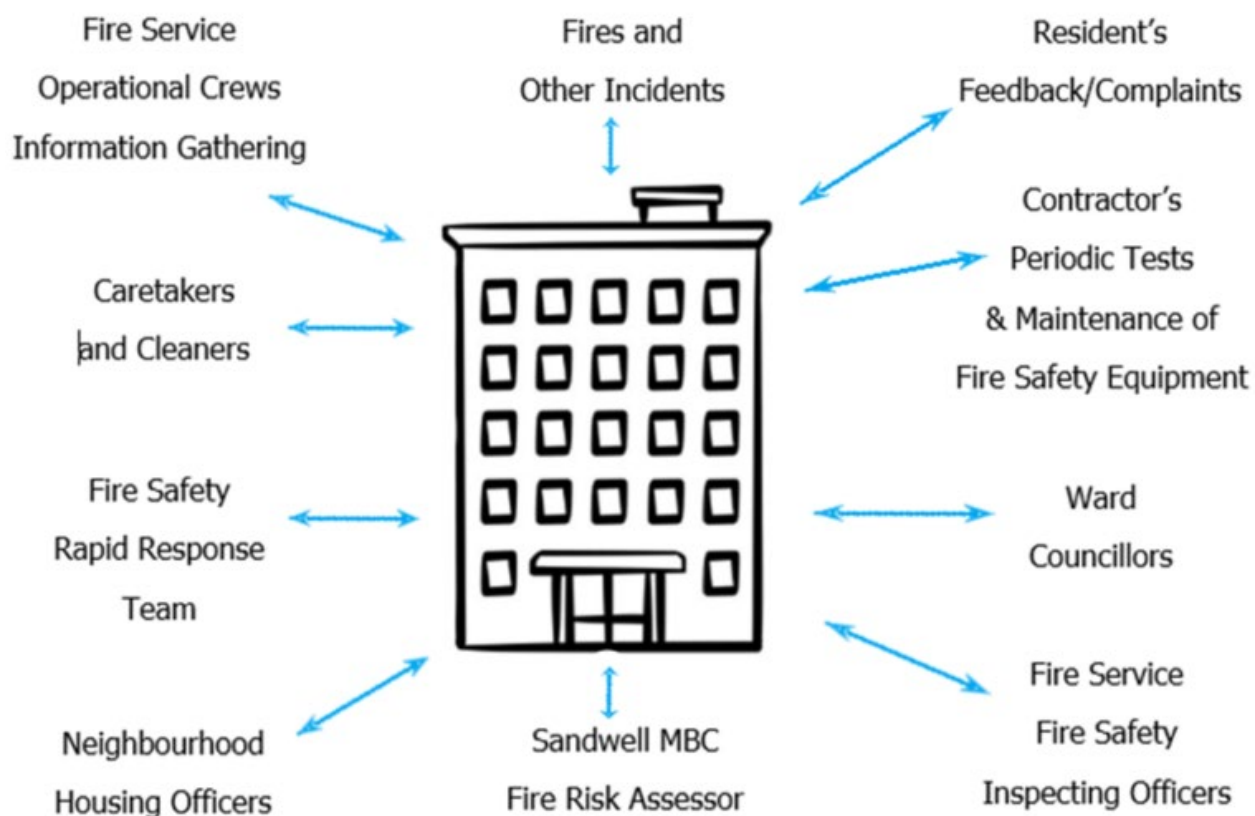
This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>.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

The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation, but the Council will as a minimum review:

- High Risk Residential Buildings annually
- Other Buildings every 3 years

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.

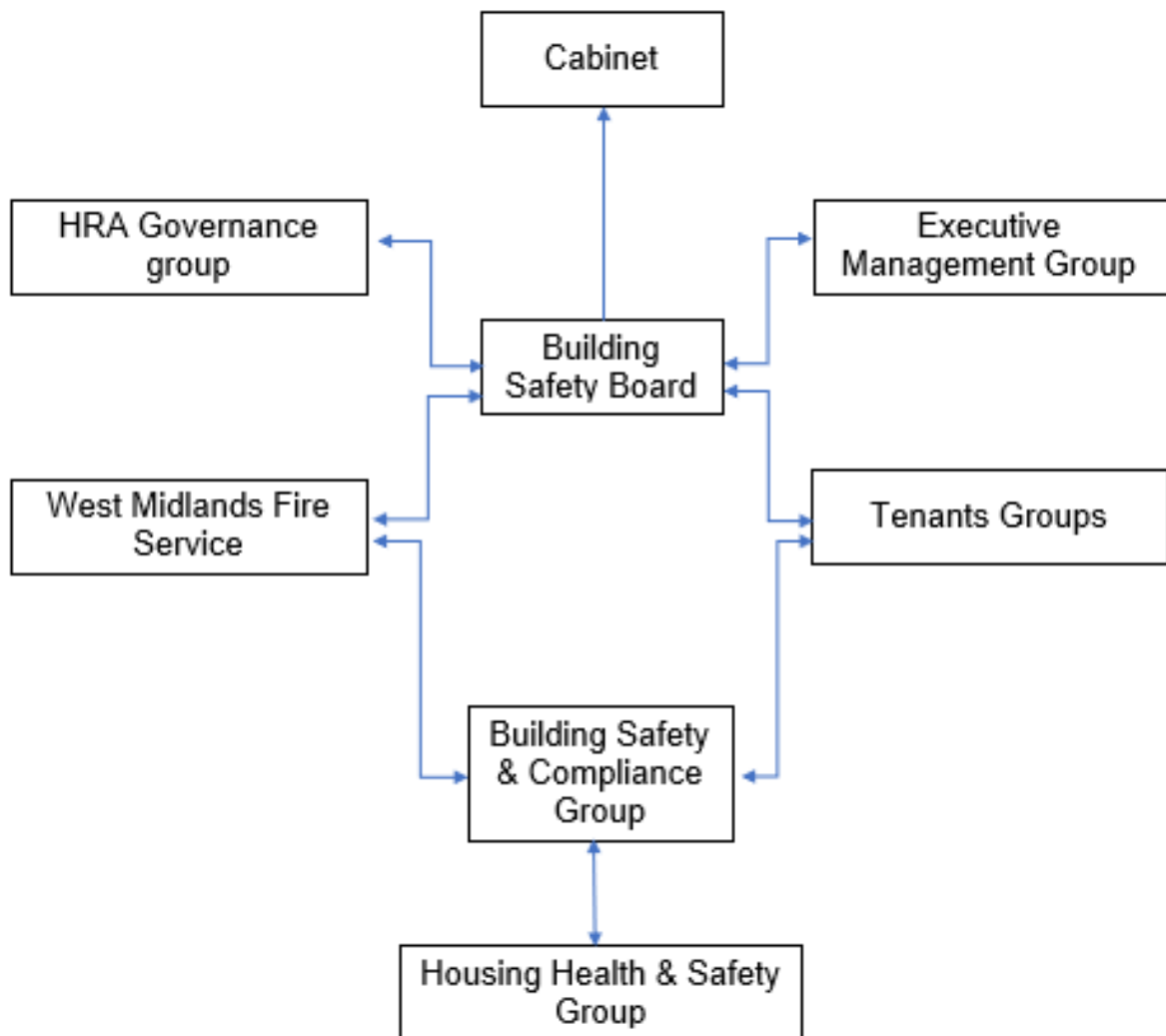
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



The above processes and procedures are overseen by the Fire Safety, Manager who reports to the Head of Building Safety

These managers attend the Building Safety and Compliance Group for scrutiny which is part of the governance structure below.

Governance Structure



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, smoke or you have been advised by the emergency services to leave.

Section number	Section Area	Individual Risk Level
Section 6	External Envelope The exterior of the buildings is predominantly traditional brick construction. Individual flat windows are uPVC double glazed units. UPVC panels are present.	Trivial
Section 7	Means of Escape from Fire	Tolerable

	<p>The premises have a single staircase with two final exits.</p> <p>Flat entrance door 64 requires replacing with a self-closing FD 30S door set.</p> <p>Flat entrance door 68 requires a self-closing device.</p>	
Section 8	<p>Fire Detection and Alarm Systems</p> <p>Early warning is limited to hard wire or battery smoke alarms within each of the resident's flats.</p>	Trivial
Section 9	<p>Emergency Lighting</p> <p>The premises have no emergency lighting installed within the block's however standardised lighting is present.</p>	Trivial
Section 10	<p>Compartmentation</p> <p>Ground Floor Partition wall between staircase and corridor to be upgraded to provide adequate fire resistance.</p>	Tolerable
Section 11	<p>Fire Fighting Equipment</p> <p>No firefighting provisions within the premises.</p>	Trivial
Section 12	<p>Fire Signage</p> <p>Appropriate signage is in place Fire door keep shut & no smoking signs present within the blocks.</p>	Trivial
Section 13	<p>Employee Training</p>	Trivial

	All staff receive basic fire safety awareness training.	
Section 14	<p>Sources of Ignition</p> <p>The fixed electrical installation shall be tested every 5 years. It was noted that the last inspections were 03/08/2020 and 02/03/2021 for both blocks.</p>	Trivial
Section 15	<p>Waste Control</p> <p>Regular cleaning service at the block and regular checks from caretakers help with the waste control at the block. The block has a refuse chute that leads to a bin room store on the ground floor near the front entrance.</p>	Trivial
Section 16	<p>Control and Supervision of Contractors and Visitors</p> <p>Contractors are controlled centrally, and hot works permits are required where necessary.</p>	Trivial
Section 17	<p>Arson Prevention</p> <p>A door entry system to the premises is installed to prevent unauthorised access to the blocks.</p>	Trivial
Section 18	<p>Storage Arrangements</p> <p>Residents have access to Storage cupboards that are located within the communal areas of the block and are not of a fire rated construction.</p>	Tolerable

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 upgrade of the existing door and wall to fire resisting construction at ground floor level between staircase and corridor.

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 due to the simplicity in the layout and a Stay Put Unless policy being in place with adequate detection within flats.

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

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

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

Section

2

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 takes the health, safety and wellbeing of its colleagues, contractors, residents and leaseholders seriously. It is our policy to exceed, where possible, the minimum health and safety requirements of the law.

Residents are responsible for letting us know whether they might need a Personal Emergency Evacuation Plan (PEEP). The Resident Engagement Officers (Fire Safety) will conduct an assessment visit upon request. Any risk-reduction measures that are found where a PEEP is necessary and completed will be documented and taken quickly. With the consent of the resident, we will make a referral for West Midlands Fire Service to conduct a Safe and Well visit.

When a PEEP is in place, the relevant information will be kept in the secure Premise Information Box (High Rise Buildings only), which is set up to help WMFS in an emergency. The data is classified as level 1, which means it complies with the General Data Protection Regulations.

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

Interim Director of Housing

Dean Epton

Assistant Director Building Compliance

Phil Deery

Fire Safety Manager

Tony Thompson

Team Lead Fire Safety

Jason Blewitt

Fire Risk Assessor(s)

Carl Hill

Louis Conway

Anthony Smith

Resident Engagement Officer - Fire Safety

Lee Mlilo

Abdul Monim Khan

Housing Office Manager

Susan Geddes

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

60-68, 75-83 New Hope Road
Smethwick
B66 3TX/Y

Description of the Property

The low-rise premise was constructed in 1968. The block is of cavity wall construction with a flat roof.

The premise consists of 3 storeys (inclusive of the ground floor). With the ground floor containing 1 dwelling and the 1st and 2nd floor containing 2 dwellings.

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.

The Blocks have two entrance/ exits to the block, the main entrances to the blocks can be accessed via New Hope Road on the front elevation. There is also an entrance to the block to the rear elevation.



The ground floor to each block consists of 1 dwelling and external garage access. The ground floor flats also having access to a yard area.



There is refuse chutes within the 1st and 2nd floor communal areas with a Bin store which can be located on the ground floor nearest the main entrance of each block that utilises a latch to keep secured.



Residents have access to storage cupboards within the communal areas of the block. The doors are non-fire rated.



The ground floor flat has windows that open onto a communal area. This area is separated from the staircase by a partition wall and door that is not fire resisting. Glazing is Georgian wired with an opening light. Door is a self-closing non fire rated door. This situation represents a breach of compartmentation. Discussions have taken place with the architects, and it has been agreed that this construction will be upgraded to a one-hour wall (the glazing will be removed and the opening “bricked up”). The door set will be replaced with a certified self-closing FD 30S door set.



High/Low Rise	Low Rise
Number of Floors	3
Date of Construction	1968
Construction Type	Traditional Cavity Construction
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	None
Number of Staircases	One
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	None
Refuse Chute	Yes
Access to Roof	Externally only
Equipment on roof (e.g., mobile phone station etc)	None

Persons at Risk

Residents / Occupants of 5 flats per block (10 flats in total)

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 general plan showing the building location



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.

Below is a breakdown of the materials used within the external envelope and, as part of the external wall system.

It is deemed that the combination and application of these materials presents an acceptable level of fire risk.

- 1) The external envelope of the buildings are predominantly traditional brick and masonry construction.



- 2) Communal windows are a UPVC construction.



3) UPVC Facia board running around the top edge of the buildings.



4) The blocks have a flat bitumen felt roof.



5) The low-rise blocks contain garages with residents' flats on top of the ground level garages.



6) Ground floor flats have access to an external rear yard area acting as another means of escape.

Section

7

Means of Escape from Fire

- 1) The site has a single staircase that provides a means of escape.



- 2) All corridors are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum.
- 3) Communal cupboard doors within the staircase should be upgraded to certified FD30s fire rated as part of a future works programme.



- 4) The means of escape are protected to prevent the spread of fire and smoke by the means of notional/nominal and composite fire doors and fire rated walls from flats. **Flat 64 appears to have a UPVC non fire rated flat entrance door. Email sent to leasehold management.**
-



- 5) 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).
- 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) It has been agreed with architects that the non-fire rated wall and door construction between the staircase and ground floor corridor, that the ground floor flat windows open into represents a breach of compartmentation. This construction is to be upgraded to fire resisting construction by “bricking up the wall” and installing a certified self-closing FD 30S.



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- 8) Automatic smoke ventilation is not employed within the blocks, communal windows can be opened manually without the use of a key.



- 9) The blocks have access to refuse chutes located in the communal landing areas of the first and 2nd floors.



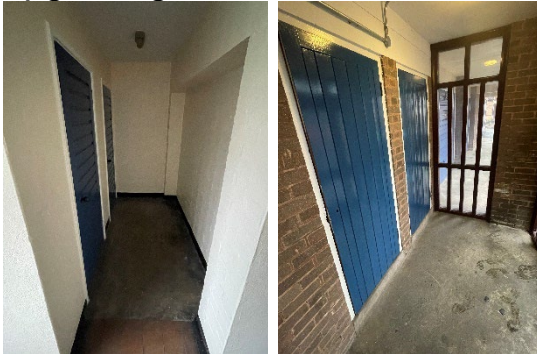
- 10) Communal areas should be kept free of flammable items. The communal areas are checked on a regular basis by Caretaking / Cleaning teams 365 days per year and all items of rubbish are immediately removed. There is also an out of hour's service that allows combustible items of furniture / rubbish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

- 11) Emergency lighting is not provided, communal landings have standard lighting present within the blocks. This is deemed acceptable due to the height of the building. Emergency lighting provision should be considered in relation to future programmed works.



12) There is no dry riser that services the blocks.

13) Storage cupboards within the blocks should be considered for upgrade to self-closing certified FD 30s during the next planned upgrading works.



14) Electric meter cupboards are fibreglass/metal modular units fitted with budget locks, located outside each property within the communal landing.



15) The surface coatings to the communal areas are Class 0 rated.

16) The building is a low-risk premise and has sufficient passive controls that provide effective compartmentation in order to support a Stay Put-Unless Policy via notional/nominal and composite doors to flats and compartment walls. Therefore, residents are advised to remain in their flat unless the fire directly affects them.

17) Individual flat doors are a mixture of notional/nominal timber and composite doors with associated frames.

New Hope Road 60-68 (E)	BL34075NE15	BL34075NE15	60-68 New Hope Road;Smethwick;West Midlands;;	Intentionally Blank
New Hope Road 60-68 (E)	BL34075NE15	DW3407500059	60 New Hope Road;Smethwick;West Midlands;;	Timber Door FD30s Not Glazed
New Hope Road 60-68 (E)	BL34075NE15	DW3407500061	62 New Hope Road;Smethwick;West Midlands;;	Timber Door FD30s Not Glazed
New Hope Road 60-68 (E)	BL34075NE15	DW3407500065	66 New Hope Road;Smethwick;West Midlands;;	Timber Door FD30s Not Glazed
New Hope Road 60-68 (E)	BL34075NE15	DW3407500067	68 New Hope Road;Smethwick;West Midlands;;	Timber Door FD30s Not Glazed
New Hope Road 75-83 (O)	BL34075NE16	BL34075NE16	75-83 New Hope Road;Smethwick;West Midlands;;	Intentionally Blank
New Hope Road 75-83 (O)	BL34075NE16	DW3407500071	75 New Hope Road;Smethwick;West Midlands;;	Timber Door FD30s Not Glazed
New Hope Road 75-83 (O)	BL34075NE16	DW3407500072	77 New Hope Road;Smethwick;West Midlands;;	Timber Door FD30s Not Glazed
New Hope Road 75-83 (O)	BL34075NE16	DW3407500073	79 New Hope Road;Smethwick;West Midlands;;	Permadoor Glazed
New Hope Road 75-83 (O)	BL34075NE16	DW3407500074	81 New Hope Road;Smethwick;West Midlands;;	Timber Door FD30s Not Glazed
New Hope Road 75-83 (O)	BL34075NE16	DW3407500075	83 New Hope Road;Smethwick;West Midlands;;	Composite Not Glazed

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- 18) Flat entrance door 79 has a broken glazing (Georgian wired) and requires replacing.



- 19) Access is gained to a sample of properties as part of the fire risk assessment to ensure the doors have not been tampered with. Access gained to flat 68. **No self-closing device evident. Email sent to Leaseholder management.**



good housekeeping is fundamental to reducing risk in blocks of flats. Controlling the presence of combustible materials 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 wire 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 within resident's flats are installed to an LD3 Standard. This information is taken from the previous Fire Risk Assessment.

Flats accessed:

Flat 68 – No smoke detection provision. As confirmed by resident. Email sent to electrical engineers.

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 is:
 - 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 have no emergency lighting installed within the block's however standardised lighting is present. This is deemed acceptable due to the height of the building. However, an emergency lighting installation should be considered as part of future upgrade works.



Section 10

Compartmentation

This section should be read in conjunction with Section 4

The high degree of fire separation between flats and the common parts is achieved by making each flat a fire-resisting enclosure. This is known as compartmentation. A compartment is simply a part of a building bounded by walls and floors that will resist the passage of fire for a specified period of time. The fire resistance of this construction is such that, normally, a fire will burn itself out before spreading to other parts of the building

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats. All flat entrance doors are 30-minute notional/nominal or composite fire doors, including those in 1-hour rated walls.
- 2) **Point 1 above is not satisfied by the ground floor partition construction, door and wall, separating the staircase and ground floor corridor of which flat windows open into. It has been agreed with architects that the partition will be upgraded with 1-hour wall construction and a certified self-closing FD30S. This will involve removing the glazed element of the existing wall construction and “bricking up” and fixing a new fire door and frame.**



- 3) 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).
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- 4) Residents have access to storage cupboards within the communal landing areas of the block.
- 5) A variety of methods / materials have been used to achieve fire-stopping including Rockwool, fire rated sponge and intumescent pillows.

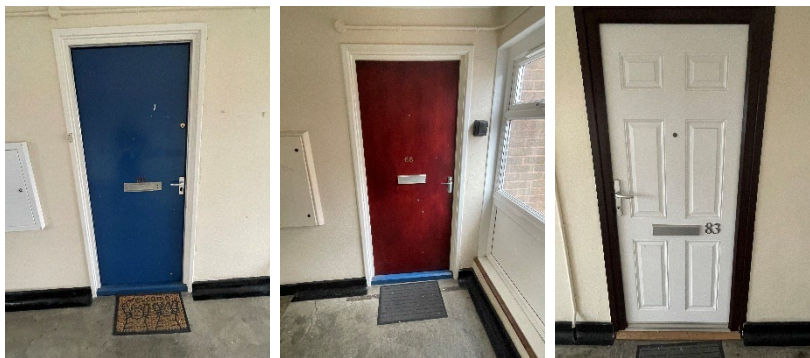
Block 60-68

Floor No	Electrical										Fire Stopping Materials										Floor No							
	Fire Stopping Materials		Fire Stopping Materials		Fire Stopping Materials		Fire Stopping Materials		Fire Stopping Materials		Fire Stopping Materials		Fire Stopping Materials															
	Seals	Info Leaf	Info Storage	Info AMI Mats	Crackable Filler	Info Pads	Info Pillows	Info Wings	Rockwool	Seals	Info Leaf	Info Storage	Info AMI Mats	Crackable Filler	Info Pads	Info Pillows	Info Wings	Rockwool	Seals	Info Leaf	Info Storage	Info AMI Mats	Crackable Filler	Info Pads	Info Pillows	Info Wings	Rockwool	
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G			✓																									G
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Communal doors free from defects		✓		Communal windows free from defects		✓		Flat doors free from defects		✓		Communal cupboards locked and secure		✓		Communal areas free from intrusive stored items		✗		Communal areas free from reactive 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 75-83

Floor No	Electrical															Floor No																																												
	Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials						Fire Stopping Materials																																											
	Supatux	Inu Batt	Inu Sponge	Inu/AM Mastic	Graphite Filler	Inu Pads	Inu Plugs	Inu Wraps	Rocewool	Supatux	Inu Batt	Inu Sponge	Inu/AM Mastic	Graphite Filler	Inu Pads	Inu Plugs	Inu Wraps	Rocewool	Supatux	Inu Batt	Inu Sponge	Inu/AM Mastic	Graphite Filler	Inu Pads	Inu Plugs	Inu Wraps	Rocewool	Supatux	Inu Batt	Inu Sponge	Inu/AM Mastic	Graphite Filler	Inu Pads	Inu Plugs	Inu Wraps	Rocewool																								
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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																																																												
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No Foam Present										✓																																																		
No Enhancement Carried Out This Visit										✓																																																		
Enhancement Carried Out This Visit																																																												

- 6) Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately by the Fire Safety Rapid Response Team.
- 7) Individual flat doors are notional, nominal and composite fire doors within both blocks.



It is accepted that, in older blocks, fire doors, particularly flat entrance doors, do not meet current test standards for FD30S doors. However, these doors may still be acceptable if the doors remain in good condition, and they met the relevant standards at the time of construction of the block.

Section

11

Fire Fighting Equipment

- 1) No firefighting equipment present within the block.

Section

12

Fire Signage

- 1) The fire escape routes generally do not use directional fire signage in accordance due to simplicity of layout.
- 2) No smoking signs displayed around the blocks.



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) Housing Directorate employees assigned to undertake Fire Safety Inspections have received IFE approved training via West Midlands Fire Service.
- 5) Staff undertaking fire risk assessments are qualified to or working towards Level 4 Diploma in Fire Safety.
- 6) Fire safety information has been provided as part of tenancy pack.
- 7) Information regarding use of fire doors is provided to residents.



- 8) Information regarding the Stay Put unless fire evacuation strategy is provided to residents.

Fire safety advice

We are committed to educating residents about fire safety and what you should do in the event of a fire in your own home or another part of the building.

Sandwell
Working with you to improve lives

What to do if a fire breaks out in your flat

- 1 Leave the room where the fire is and close the door.
- 2 Alert anyone else in the property that there is a fire and leave the flat, closing all doors behind you.
Do not stay to put out the fire.
- 3 Use the staircase to exit the building.
Do not use the lift.
- 4 Call 999 and wait for the fire service to arrive.
Do not re-enter the building.

What to do if you see or hear a fire in another flat or part of the building

It will normally be safest for you to remain in your flat and stay put unless the heat or smoke from the fire is affecting you.

If your safety is compromised, then you should leave the building following the guidance as if the fire was in your flat.

- 2 If you are instructed to leave by a member of the emergency services, you should do so immediately.
- 3 In either case, use the staircase to exit the building.
Do not use the lift.

*Stay Put/Closest is an evacuation strategy used in purpose-built blocks of flats. It is in place to keep people safe when they are not in an area directly affected by fire.

If you notice any fire doors within the building that are damaged or wedged open, or have any other concerns, please call us on 0121 889 8000.

9) Additional fire safety information can be found on the Sandwell Council website. <https://www.sandwell.gov.uk/fire-safety>

Section 14

Sources of Ignition

- 1) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation.
- 2) Hot working is not normally carried out. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.
- 3) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager Bryan Low.
- 4) The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection was 02/03/2021 for Block 60-68 and 03/08/2020 for Block 75-83.



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

251315

IPR18

ELECTRICAL INSTALLATION CONDITION REPORT

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

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 2ES</u> Tel No: <u>N/A</u>	DETAILS OF THE INSTALLATION Occupier: <u>LANDLORD SUPPLY</u> Address: <u>60-68 NEW HOPE ROAD, SMETHWICK</u> Postcode: <u>B56 2TY</u> Tel No: <u>N/A</u>
PART 2: PURPOSE OF THE REPORT		
Purpose for which this report is required: (see additional page No. <u>N/A</u>) Requested by <u>SMBC</u> 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: <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): (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: <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>N.Higgins</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>K.Spittle</u> Date: <u>04/03/2021</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 9 of BS 7671
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Please see the 'Notes for Recipient'

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251276

IPR18

ELECTRICAL INSTALLATION CONDITION REPORT

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

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>COMMUNAL</u> Address: <u>75-83, NEW HOPE ROAD, SMETHWICK</u> Postcode: <u>B66 3SR</u> Tel No: <u>N/A</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>03/08/2020</u> Records available: <u>(No)</u> Previous inspection report available: <u>(No)</u> Previous report date: <u>22/1/2011</u>		
PART 3 : SUMMARY OF THE CONDITION OF THE INSTALLATION		
General condition of the installation (in terms of electrical safety): Visual inspection of all accessories carried out with 25% removed during inspection (see additional page No. <u>N/A</u>) other than items noted at G the wiring accessories are in fair condition		
Estimated age of electrical installation: <u>(15+)</u> years Evidence of additions or alterations: <u>(No)</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 AARON GROSVENOR</u>	Signature: <u>[Signature]</u>	Date: <u>03/08/2020</u>
REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE APPROVED CONTRACTOR		
Name (capital): <u>MR KEVIN SPITTLE</u>	Signature: <u>[Signature]</u>	Date: <u>04/08/2020</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.

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Please see the "Notes for Recipient"

Page 1 of 9

Original to the person ordering the work

- 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. This cyclical contract is managed by the in-house Gas Team. Gas supplies are internal.

Section 15

Waste Control

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



- 2) Refuse containers emptied regularly.

- 3) Regular checks by Caretakers minimise risk of waste accumulation.



- 4) 'Out of Hours' service in place to remove bulk items.

- 5) Refuse chutes located on the first and second floors within the communal landing areas.



-
- 6) Bin store located at the front entrances of the blocks.



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 Investments office @ Roway Lane. 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.



- 3) There are no CCTV provisions on the premises.
 - 4) The perimeter of the premises is well illuminated. Via external lighting and streetlights.
 - 5) There have 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.
(Notice displayed in lifts see point 9-3)
 - 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) Store cupboards should be kept secured.
 - 5) no flammable liquids or gas cylinders should be stored on site.
 - 6) Residents have access to Storage cupboards that are located within the communal areas of the block and are not of a fire rated construction.
 - 7) Garages are present within both premises. No access obtained.
-

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:



New Hope Road 60-68, 75-83

Date of Action Plan:

04/04/2024

Review Date:



Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
07/04	Entrance door to Flat 64. UPVC door to be changed for certified door set. Door to be self-closing FD 30S.		P3	Leaseholder Management. 3-6 Months	
07/18	Replace Flat entrance door 79 with an FD30 Composite Door set due to broken Georgian wired glass		P3	Door Programme 3-6 Months Request emailed to GA	

07/19	Self-closing device is required to Flat entrance door 68.		P3	Leaseholder Management. 3-6 Months.	
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When undertaking future improvement program(s), it is advised that the observations listed below should be given consideration (noting that the safety of the residents is not jeopardised by these, and all steps to reduce any known risks have been taken).

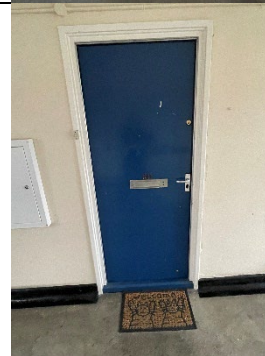


Observations

Communal service cupboards doors/electrical intake cupboard. Upgrade to 30 minutes fire resistance as part of next improvement works programme.



Flat entrance doors. Upgrade to certified self-closing FD 30s as part of next improvement works programme.





UPVC Cladding. Upgrade with non-combustible cladding as part of next improvement works programme.



An emergency lighting installation should be considered as part of next improvement works programme.



Signed

	Fire Risk Assessor	Date: 04/04/2024
	Quality Assurance Check	Date: 16/04/2024



Additional information

Following point 10/2.

Meetings/site visits have taken place following the initial FRA to discuss possible solutions; this has now been escalated so that a plan can be put in place. Please see the email thread below.

Good morning all,

My Fire Risk Assessors undertook a fire risk assessment of the low-rise blocks in Bishop Close (noting that there are similar design blocks on Cape Hill estate)

The issue relates to the door and screen. The findings within the FRA were:

7) It was noted that the partition wall from the ground floor lobby area and the staircase contains a non-fire rated fire door and non-fire rated glazing. It is in the opinion of the fire risk assessor that this would not provide sufficient compartmentation between the ground floor flat and staircase and has been compromised. The flat windows are openable and non-fire resisting. These windows discharge directly into a corridor which has a non-fire resisting window and door that opens directly into the escape stair. Without removing the residents ventilation provisions and means of escape from an inner room it is considered a suitable solution to extend the compartment line of the flat to include the corridor. As a result, a remedy such as the corridor window being "bricked up" must be considered, to provide one hours fire resistance and a fully certified self-closing FD30S door installed should also be considered. This issue is reflected within both blocks. Under refurbishment works an outer door was installed which means this area where the opening and the flat window is present becomes a protected escape route that has now become compromised. Since initial FRA meetings have taken place to discuss possible solutions.



The conclusion from the various site meetings to discuss solutions to this matter are to remove the existing partition and door. Extend existing brickwork up to ceiling level and then to install a certified 30-minute fire rated door set. Door to have with small vertical glazed panel, fitted with an overhead door closure and smoke seals.

I understand that you will be undertaking some improvement works in this area and as such will capture this works as part of these works, not just Bishops close but also the other low rise on the estate that are of the same design). Can you confirm that this is the case and approximately when will these works be planned?

Regards

tony

Hi Tony

We had a meeting with the fire risk assessors and they visited site with Gary and Martin

The HIP contract is expected to be awarded April ish time with a mobilisation period I would expect them to be on site July time, but not sure of timeline for these locks atm sorry

Regards

M Paynter

Mark Paynter

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


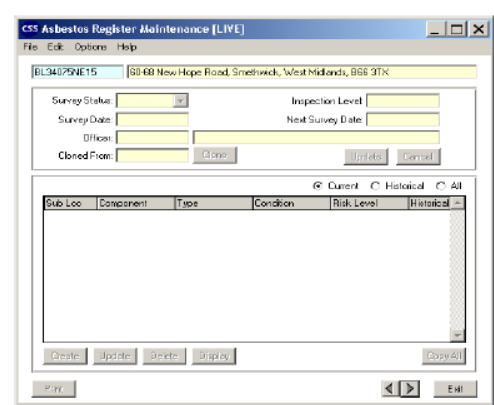

Name of property: New Hope Road 60-68 and 75-83

Updated: <insert date>

Premise Manager:

Tel. No.: 0121 569 2975

Hazard	Information/Comments
Asbestos	An asbestos survey has been undertaken of the communal areas. Survey held by Sandwell Housing (Derek Still Tel:- 0121 569 5077). <i>Include survey</i>

Asbestos Survey		Property Address 60-68 New Hope Road, Smethwick, B66 3TY.		<input checked="" type="checkbox"/> Office use					
Surveyed by	Gary Carrington	Date	13/03/14	Checked by	DEREK STILL	Desktop Check	<input checked="" type="checkbox"/>	Site Check	<input type="checkbox"/>
Reason for request		HSG 264 - Survey Report Type		Date					
Investment Void		Refurbishment Survey		20/05/2020					
Investment Tenanted		Management Survey	<input checked="" type="checkbox"/>	Property Description					
R & M Void		SHAPE Interrogated.	<input checked="" type="checkbox"/>	3 Storey Block					
R & M Tenanted		No Existing SHAPE Data.	<input checked="" type="checkbox"/>						
Medical / Emergency - Heating Works		Existing SHAPE Data.							
Communal Areas	<input checked="" type="checkbox"/>	Refurb Surveys Interrogated ?		Year Built	1969				
					Notes / including details of similar property surveys completed. No access to ground floor store cupboards x 4 Revised by G.Carrington – 27/07/2022				
Building Surveyors 0121 569 5077					Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES 				

Sample Locations		Property Address 75-83 New Hope Road, Smethwick, B66 3TX.						
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								
COMMUNAL WALLS	TEXTURED COATING	-	SEALED	GC455 / 1	CHRYSOTILE	NO	-	-
SIDE GARAGE VERGE CLOAKING	CEMENT	-	UNSEALED	PRESUMED	CHRYSOTILE	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			
EXTERNAL PANEL TO LHS RETURN OF FRONT ENTRANCE GROUND FLOOR	PLYWOOD OVER SUPALUX	GROUND FLOOR ELECTRIC METER BOXING - BACK PANEL	PLYWOOD					
GROUND FLOOR FLAT - SOFFIT	UPVC	GARAGE FASCIAS	PLYWOOD					
GROUND FLOOR PANELS ABOVE INTERNAL COMMUNAL DOOR AND WINDOW	PLYWOOD	GROUND FLOOR FLAT ROOF	MINERAL FELT					
GROUND FLOOR TILES	QUARRYS	DOOR FRAME SEALANT 75 - 81	NO VISIBLE SEALANT					
GROUND FLOOR ELECTRIC METER BOXING	PLYWOOD	DOOR FRAME SEALANT NO 83	SILICONE					