

Fire Risk Assessment

1-7 & 8-17 Parkside View



**Bearwood Road,
Smethwick, B66 4HN**

Date Completed: 26/03/2024

Review Period: 3 Years

Officer: C. Hill 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”*.

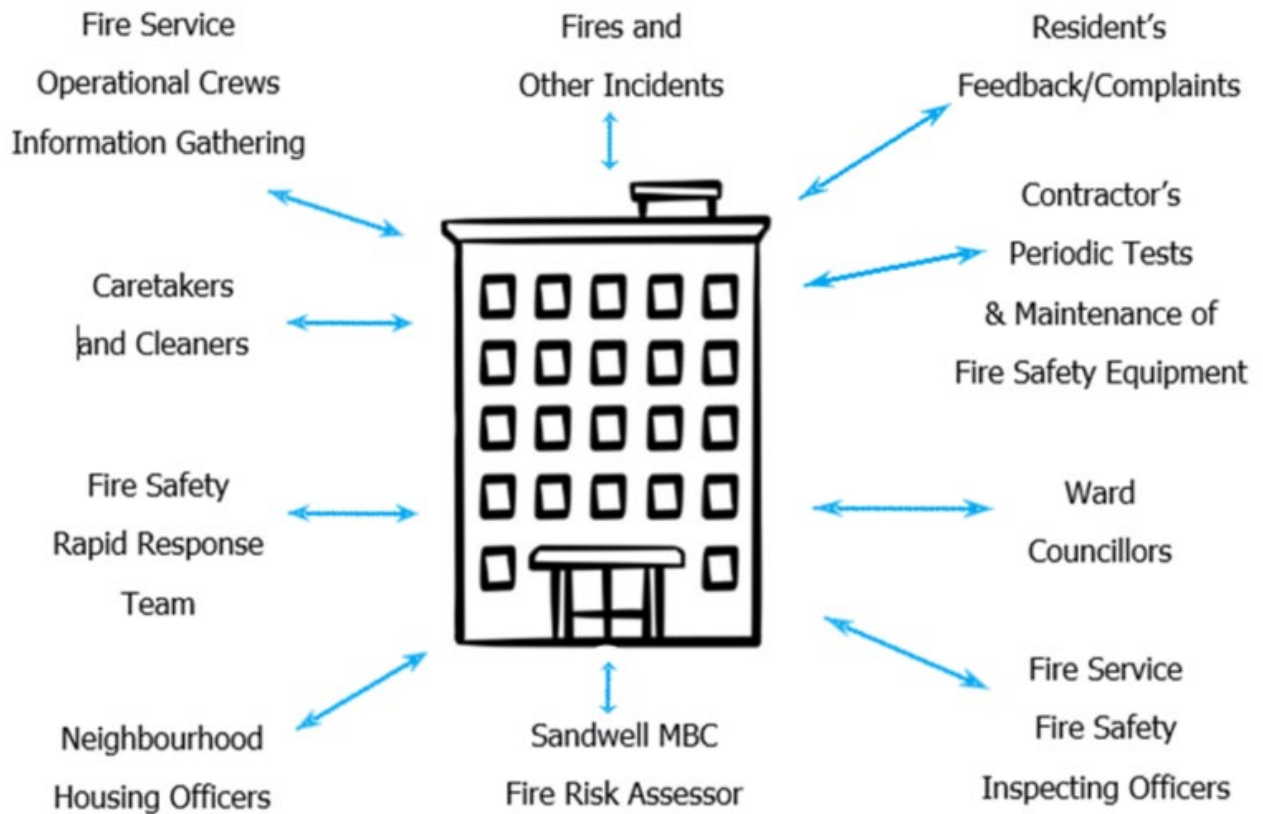
This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>. 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.

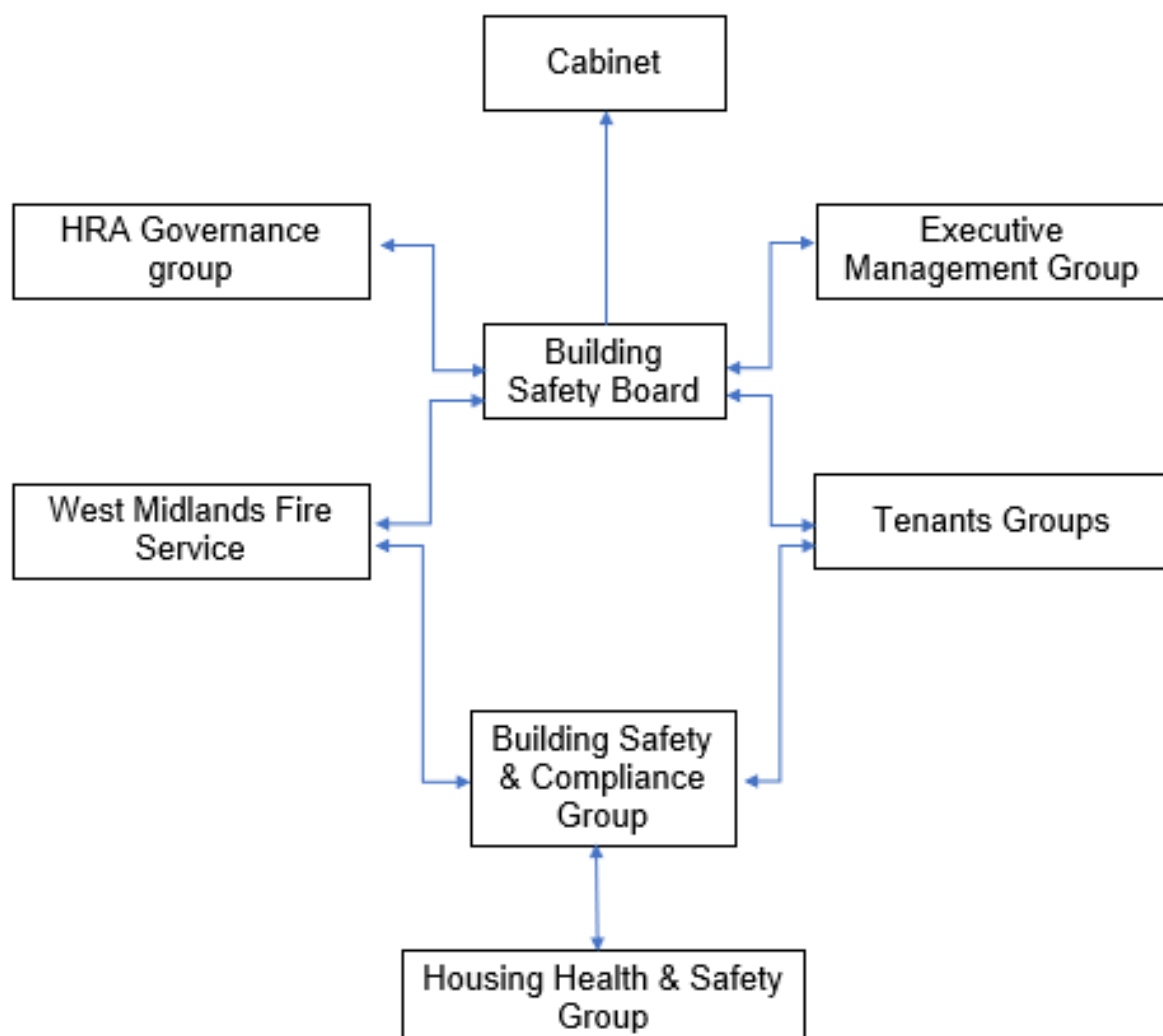
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



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	<p>External Envelope</p> <p>The external envelope is predominantly traditional brick masonry with Eternit fibre cement board clad to the 3rd floor and glass columns</p> <p>Balcones have timber decked floors with no fire resistance.</p> <p>5 flats have unnecessary combustible items on balconies.</p>	Tolerable

<p>Section 7</p>	<p>Means of Escape from Fire</p> <p>Each block has a single staircase which provides a sufficient means of escape.</p> <p>Flat entrance doors are nominal FD30s timber doors</p> <p>AOVs installed to each staircase.</p>	<p>Trivial</p>
<p>Section 8</p>	<p>Fire Detection and Alarm Systems</p> <p>Fire detection within flats is installed to LD1 standard with smoke detectors to all rooms except wet rooms.</p>	<p>Trivial</p>
<p>Section 9</p>	<p>Emergency Lighting</p> <p>Emergency lighting system has been installed in accordance with BS 5266</p>	<p>Trivial</p>
<p>Section 10</p>	<p>Compartmentation</p> <p>The building is designed to provide a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around the flats.</p> <p>Flat entrance doors are nominal FD30s timber doors.</p> <p>There are no communal doors other than the entrance doors.</p>	<p>Trivial</p>
<p>Section 11</p>	<p>Fire Fighting Equipment</p> <p>There is no firefighting equipment within the block.</p>	<p>Trivial</p>

Section 12	<p>Fire Signage</p> <p>Directional escape signage has not been installed due to simplicity of layout. Fire Notice signage has been installed.</p> <p>Rear fire exit door signage in block 1-7 is missing.</p>	<p>Tolerable</p>
Section 13	<p>Employee Training</p> <p>All staff receive basic fire safety awareness training.</p>	<p>Trivial</p>
Section 14	<p>Sources of Ignition</p> <p>The fixed electric tests should be done every 5 years, the last test date was: 21/07/2022.</p>	<p>Trivial</p>
Section 15	<p>Waste Control</p> <p>Regular checks by Caretakers minimise risk of waste accumulation.</p> <p>Bin store is external in car park behind steel gates.</p>	<p>Trivial</p>
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>	<p>Trivial</p>
Section 17	<p>Arson Prevention</p> <p>A door entry system prevents unauthorised access.</p>	<p>Trivial</p>

Section 18	<p>Storage Arrangements</p> <p>Residents do not have storage facilities other than in their flats.</p> <p>Residents instructed not to bring L.P.G cylinders into block.</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 potential fire hazards that have been highlighted within the risk assessment, including, the unnecessary combustible items on several flat balconies.

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 sufficient compartmentation to include nominal FD30s doors to flat entrances in communal areas, suitable smoke detection to LD1 standard within flats alongside AOV system to the means of escape and a Stay Put – Unless policy.

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
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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

Parkside View 1-7, 8-17
Bearwood Road
Smethwick
B66 4HN.

Description of the Property

This low-rise block was constructed in 2011 of traditional brick cavity construction.

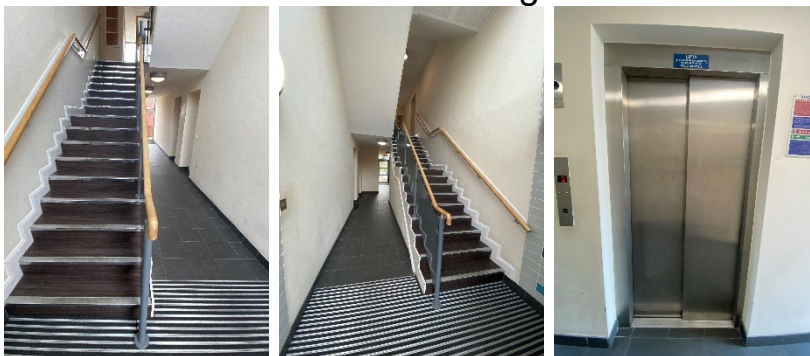


The block is divided in to two parts and consists of 3 storeys inclusive of ground.

Block 1-7 has 3 dwellings on the ground floor, 3 dwellings on the first floor and 1 dwelling on the second floor.

Block 8-17 has 3 dwellings on the ground floor, 3 dwellings on the first floor and 3 dwellings on the second floor.

Each block has a single staircase that provides a means of escape. Block 8-17 also has a lift serving all floors.



Each of the two parts has a front and rear entrance door. All four entrance doors have a door entry system and firefighter's override switch.

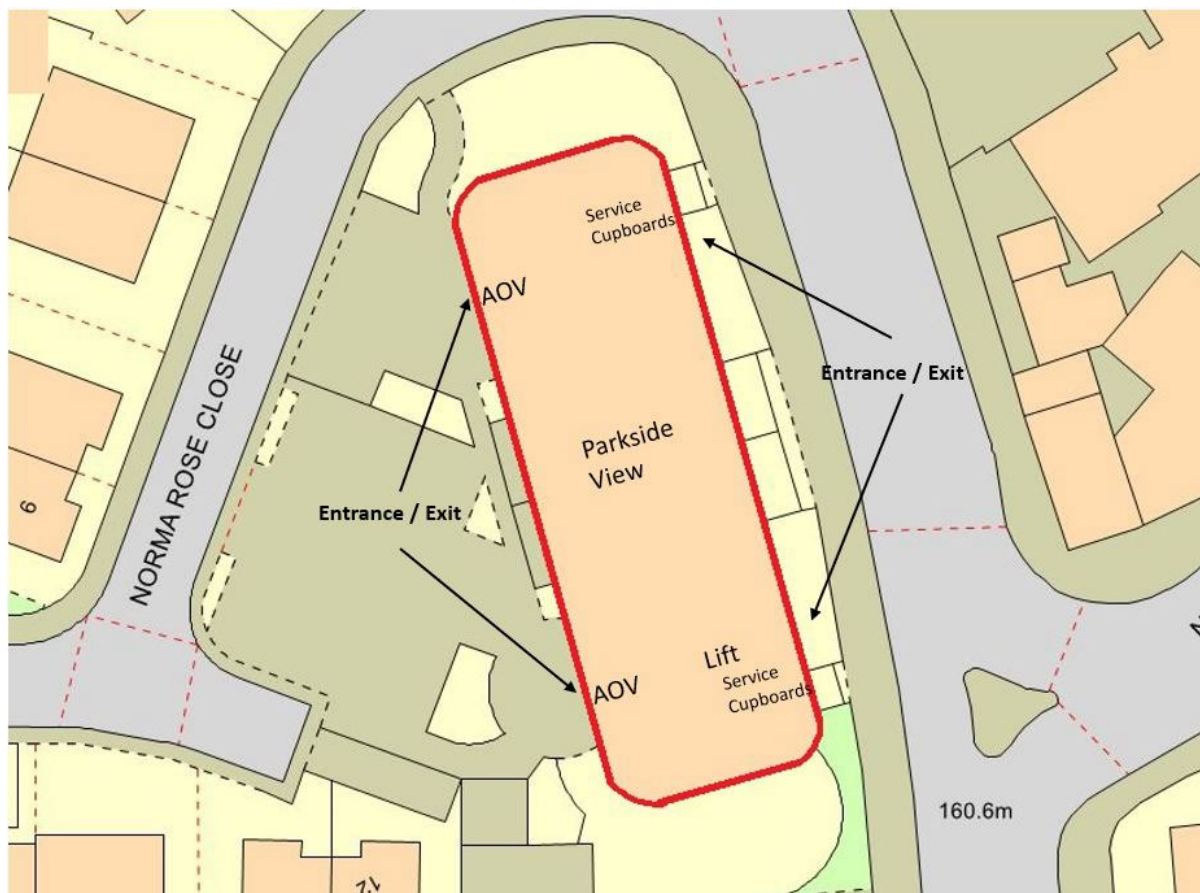


Block 1-7 has a communal garden at 2nd floor level.

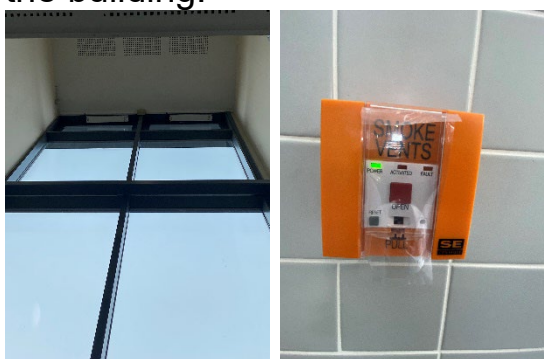


The building has a flat roof with no internal access.

On arrival Information (for WMFS)



Each side of the building has Automatic Opening Vents (AOV) to the 2nd floor staircase. There is an override facility for firefighters for each AOV. These are adjacent the entrance door from the car park for each side of the building.



The bin store is housed externally within the rear car park.



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
Number of Floors	3
Date of Construction	2011
Construction Type	Traditional Brick Cavity
Last Refurbished	Unknown
External Cladding	Yes – Eternit Fibre Cement
Number of Lifts	1
Number of Staircases	2 (1 each side)
Automatic Smoke Ventilation to communal area	Yes
Fire Alarm System	No
Refuse Chute	No
Access to Roof	External Only
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

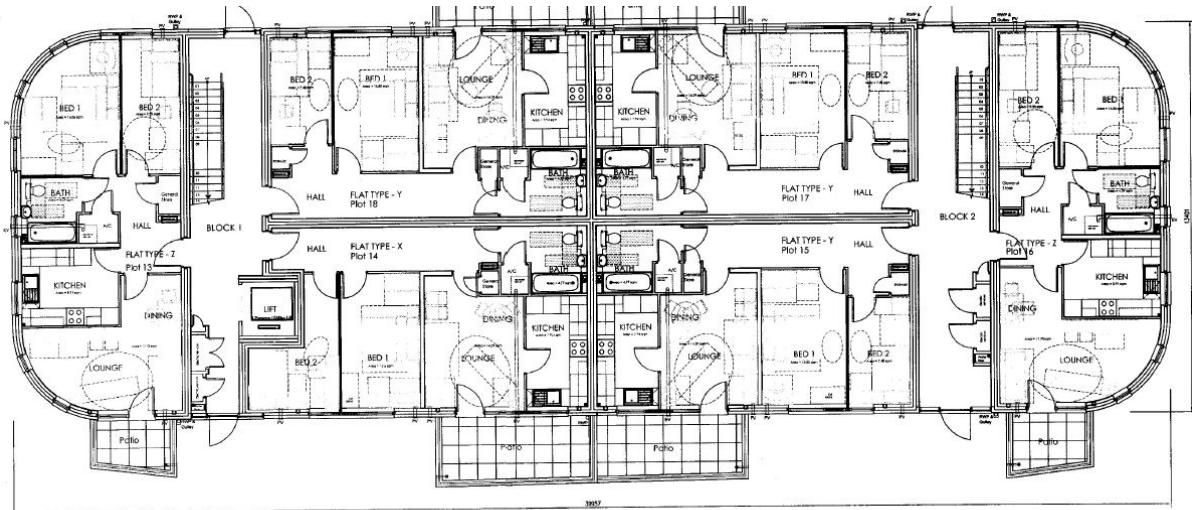
Residents / Occupants in total of 16 flats,
Visitors,
Sandwell MBC employees,
Contractors,
Service providers (e.g. meter readers, delivery people etc)
Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

Section

5

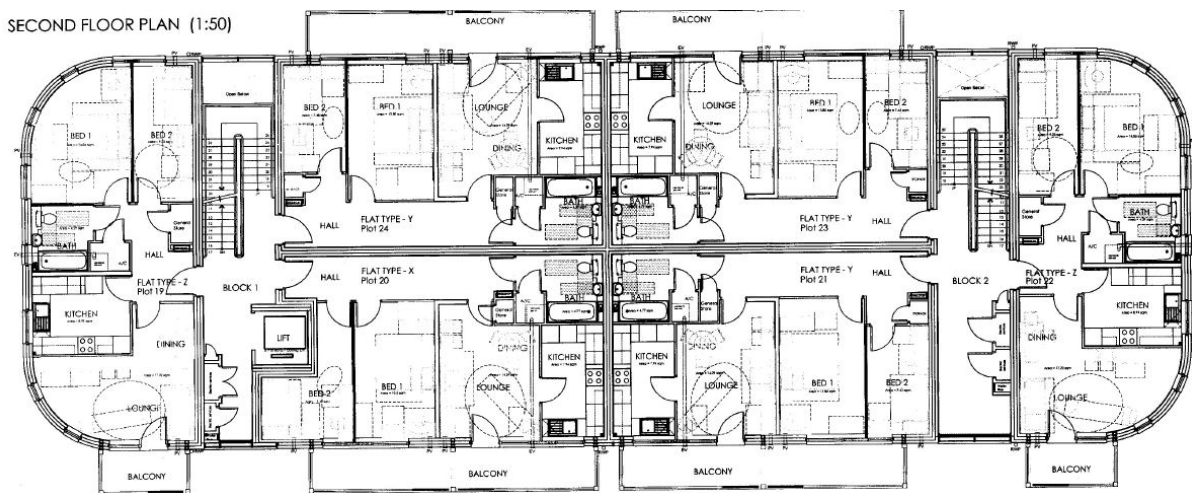
Building Plan

Ground Floor.



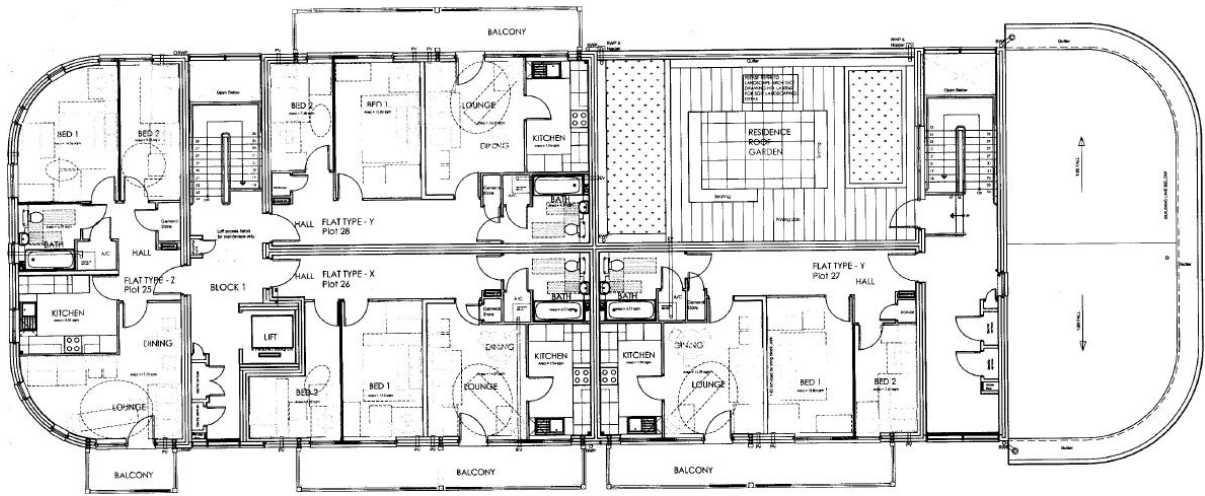
GROUND FLOOR PLAN (1:50)

First Floor.



SECOND FLOOR PLAN (1:50)

Second Floor.



Section 6

External envelope

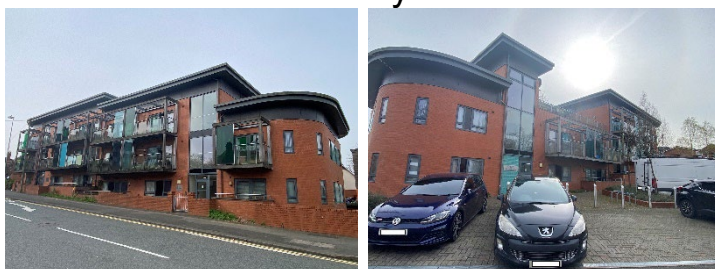
Following the introduction of the Fire Safety Act 2021, consideration needs to be given to the external envelope of the building for any fire risk. This predominantly means the external wall construction including any insulation filler. It also includes balconies and any other fixtures as well as doors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

This building was constructed in 2011 with planning and building control approval utilising the acceptable materials listed below. Approved document B (Fire Safety) volume 1 Dwellings states that with buildings of this type, no provisions are necessary for fire performance to external surface walls (*Section 10: Resisting Fire Spread Over External Walls - Table 10.1*). Taking this into consideration the level of risk presented by the materials used is acceptable however, the responsible person should consider the current design and a potential enhancement of the balconies to improve fire resistance as part of a future refurbishment programme. This would help to mitigate any potential fire spread from the balconies.

Additionally, the risk of external spread of flame can be further reduced with the cooperation of residents who should be asked to remove the unnecessary combustible items that are present on their balconies as recorded in sections 6-10 below.

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

- 1) The external envelope of Parkside View is predominantly traditional brick masonry.



- 2) Windows to all flats are powder coated aluminium/timber composite double-glazed units.



- 3) Communal windows and entrance doors are powder coated aluminium.



- 4) Eternit fibre cement board cladding has been installed to all elevations along the roof line and above the top floor brickwork. The fire rating of this cladding wasn't available during the assessment but information on the manufacturers website suggests that this is an acceptable material within this application.



- 5) Individual balconies span the full width of flats. The structural components consist of a galvanised steel frame clad with an exterior grade treated timber, timber deck boards, galvanised steel balustrades & toughened glass panels. Plans for the building confirm the timber used is Iroko / natural finish. Expansion gaps between the timber deck boards could facilitate the spread of flame to any combustible items that residents may have on their balconies from below therefore, an enhancement to the balconies should be considered as part of a future refurbishment programme.



- 6) Flat 5 balcony has a plastic membrane beneath timber deck boards. Membrane is likely to be combustible weed barrier that could potentially support fire spread.



- 7) Flat 6 balcony has willow screening to balcony that potentially could support fire spread.



- 8) Flat 12 balcony has excessive combustible items on balcony that would support significant fire spread. Items include rolled vinyl flooring, large number of plastic plant pots, artificial turf (on clothes hanger), timber and Perspex sheets, unknown screening to glass panels.



- 9) Flat 14 balcony has willow and decorative screening to balcony that could potentially support fire spread.



- 10) Flat 17 balcony has plastic sheeting / wrapping that could potentially support fire spread.



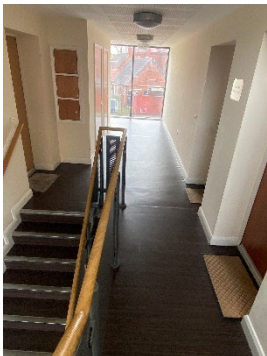
Section 7

Means of Escape from Fire

- 1) The building has two staircase's each measure 1100mm in width.



- 2) All corridors are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum.



- 3) The means of escape are protected to prevent the spread of fire and smoke.
- 4) There are no communal doors within the block other than the final exit doors.
-

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



- 6) Automatic smoke ventilation is employed to the 2nd floor above each staircase. The firefighter override controls are adjacent the final exit doors / staircase's.



- 7) Communal windows are not openable except those of which are AOV's.

- 8) Service cupboard and cleaner's cupboard doors on each floor are nominal 54mm FD30s door sets with a combined intumescent strip and cold smoke seal, secured with suited mortice locks.



- 9) Individual floor mats were noted outside some flats. Fire rating of the mats is unknown but deemed to be of low risk.
-

- 10) Emergency lighting is provided to communal landings, corridors and stairs.



- 11) 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, or they are asked to leave by the emergency services.



- 12) Individual flat doors are nominal FD30s timber flush fire door sets with intumescent strips, cold smoke seals and self-closing devices.



13) Access is gained to a sample of properties in block as part of the fire risk assessment. This is to ensure the doors have not been tampered with by residents etc.

a) Flat 17 – Door was correct.



b) Flat 9 – Self closing device has been removed.



c) Flat 1 – Door was correct.



14) 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. A small metal table and 2 chairs were noted on the 2nd floor lobby

adjacent flat 7. The risk of fire and obstruction was determined to be low. Living pot plants were also noted on this floor.

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 LD1 Standard.

Flat 9 – LD1

Flat 17 – LD1

Flat 1 – LD1

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
 - IV. Communal areas are open to the elements.

Section

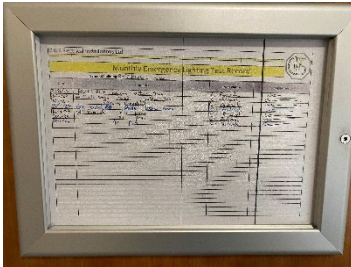
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Emergency Lighting

- 1) The premise has sufficient emergency / escape lighting system in accordance with BS 5266 and 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 their approved contractor, in accordance with current standards.



Section
10

Compartmentation

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats. All doors are a minimum 30-minute fire resistant with cold smoke seals, including those in 1-hour rated walls.
- 2) The premise does not have sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire in communal areas due to the open plan design.



- 3) There are no communal doors other than the entrance doors fitted within the property.
- 4) All service cupboards within the internal communal areas are locked with suited mortice locks. The doors to these service cupboards are nominal 54mm FD30s timber flush doors.



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



- 6) The fire stopping / compartmentation is subject to a 12-week check by the Fire Safety Rapid Response Team.
- 7) Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately by the Fire Safety Rapid Response Team.
- 8) Individual flat doors are nominal FD30s timber flush fire door sets with intumescent strips, cold smoke seals and self-closing devices.



Section

11

Fire Fighting Equipment

- 1) The premises have no provision for firefighting equipment.

Section

12

Fire Signage

- 1) Directional fire escape signage has not been installed due to simplicity of layout.
- 2) Illuminated fire exit door signage has been installed to all doors. **The signage is missing from rear door lighting unit in block 1-7.**



- 3) Fire action notices are displayed.



4) Fire Door Keep Locked signs are displayed on service cupboards.



5) Way finding signage has been installed.



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.



Section 14

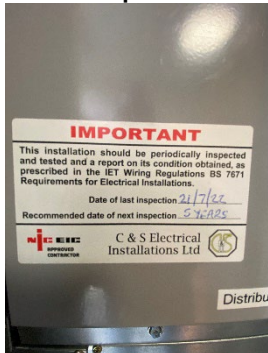
Sources of Ignition

- 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 last inspection was 21/07/2022.



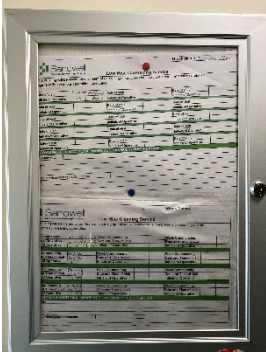
- 5) The electrical installation i.e. risers are contained within dedicated service cupboards within the open plan communal area. The cupboards are secured with a suited mortice lock.
- 6) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team. Gas supply pipework is internal to the building.



Section
15

Waste Control

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



- 2) Bins are located externally within carpark.



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

**Section
16**

Control and Supervision of Contractors and Visitors

- 1) Responsive Repairs service delivered by Sandwell MBC necessitates the production of an order via the computerised repairs system. Details of any known risks are documented on the repair order.
 - 2) Hot works are not permitted unless authorisation is given via the approved officer. The hot works procedure is to be followed.
 - 3) Utility companies are not allowed to access any service cupboard or secure area. They must request and collect maintenance keys from the local housing office. 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 is no current evidence of arson.
 - 4) The perimeter of the premises is well illuminated.
 - 5) There have been no reported fire incidents since the last FRA (2017).
-

Section
18

Storage Arrangements

- 1) Residents are 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:

Parkside View

Date of Action Plan:

28/03/24



Review Date:

<Insert date>



Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
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Fire Risk Assessment

6/6	Flat 5 – remove plastic membrane from balcony floor.		P2	Within 1-3 months Housing Manager	
6/7	Flat 6 – remove willow screening from balcony		P2	Within 1-3 months Housing Manager	

Fire Risk Assessment

6/8	<p>Flat 12- Remove combustible items from balcony that amount to unnecessary fire loading.</p> <p><i>(rolled vinyl flooring, large number of plastic plant pots, artificial turf (on clothes hanger), timber and Perspex sheets, unknown screening to glass panels)</i></p>		P2	Within 1-3 months Housing Manager	
6/9	<p>Flat 14 – remove decorative screening from balcony</p>		P2	Within 1-3 months Housing Manager	

Fire Risk Assessment

6/10	Flat 17 – remove plastic wrapping from balcony		P2	Within 1-3 months Housing Manager	
7/13b	Flat 9 – install self-closing device to flat entrance door.		P2	Within 1-3 months Rapid Fire Team	
12/2	Reinstate exit sign to unit above exit door in block 1-7		P2	Within 1-3 months Electrical Manager	

Fire Risk Assessment



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

Balconies are part constructed with timber cladding over steel framework, timber joists and timber floorboards. Consideration should be given to enhance the fire resistance of balconies as part of a future programme.



Signed

	Fire Risk Assessor	Date: 28/03/24
	Quality Assurance Check	Date: 16/04/2024

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

Name of property: Parkside View

Updated: 27/09/22

Premise Manager: Tony Thompson

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		1-17 Parkside View, Smethwick, B66 4HN.				✓ Office use
Surveyed by	Dave Jasper	Date	27/09/2022	Checked by	Derek still	Desktop Check	✓	Site Check
Reason for request		HSG 264 - Survey Report Type		Date				
Investment Void		Refurbishment Survey		03/10/2022				
Investment Tenanted		Management Survey	✓	LOW RISE FLATS				
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	2011			
				Notes / including details of similar property surveys completed.				
				NO ASBESTOS PRESENT YEAR, SEE YEAR BUILD				
				Building Surveyors 0121 569 5077		Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES		
								