
Fire Risk Assessment

Abbey Gardens



**Flats 1 -20 Abbey Gardens,
Abbey Road,
Smethwick,
B67 5LU.**

Date Completed: 18/04/2024.

Review Period: 3 years.

Officer: A Jones, Fire Risk Assessor

Checked By: J Blewitt Team Lead Fire Safety & Facilities

Current Risk Rating = Tolerable

Fire Risk Assessment

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.

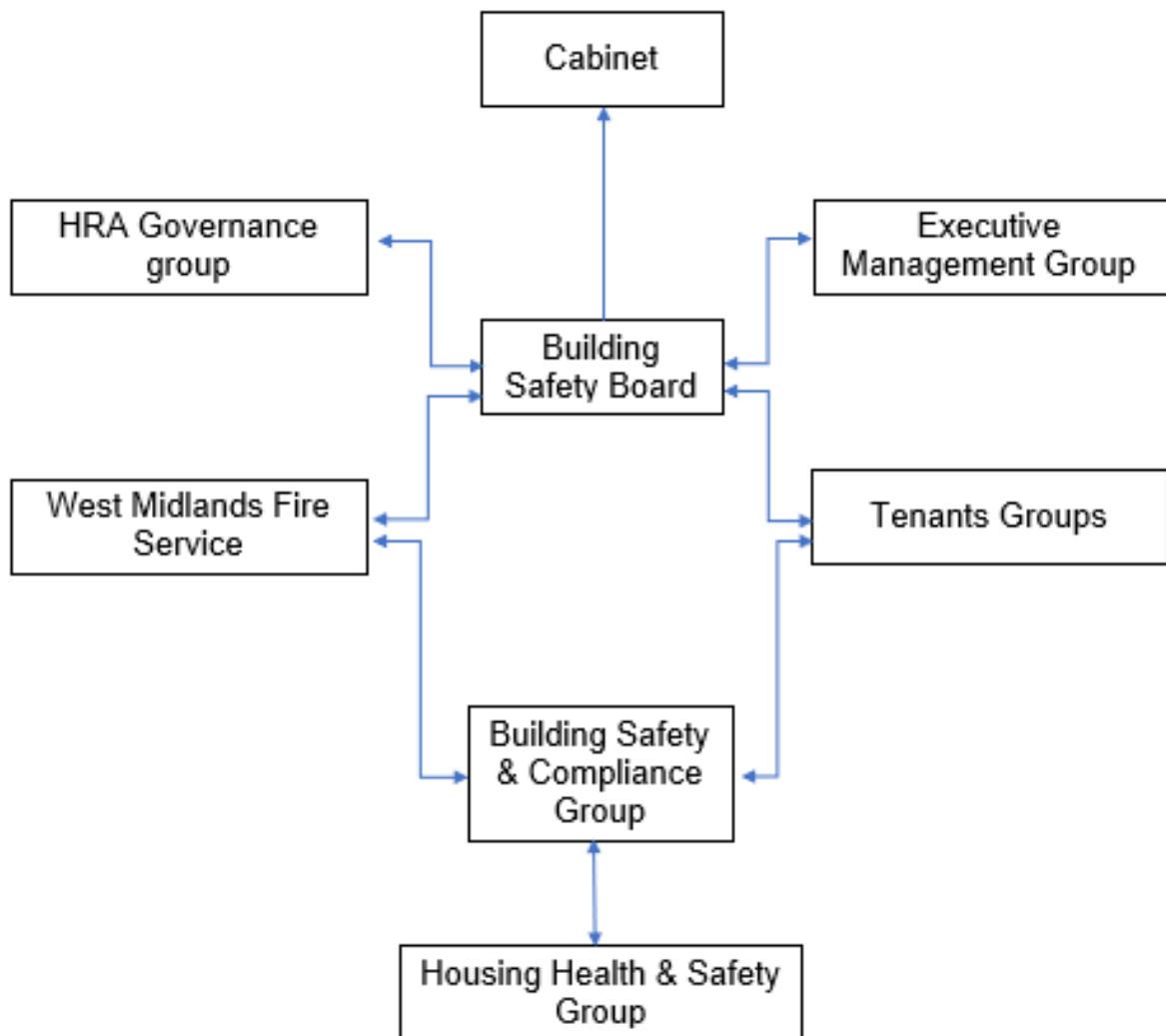
Fire Risk Assessment



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 exterior of the buildings is predominantly traditional brick, concrete construction with pitched, tiled roof. Individual flat windows are UPVC double glazed units.</p> <p>There is partial rendering applied at fourth floor level and the rear balconies.</p> <p>The two end staircases have double glazed UPVC windows fitted at each level.</p> <p>Garages & additional parking is located at the rear of the premise.</p>	Trivial

<p>Section 7</p>	<p>Means of Escape from Fire The means of escape from the upper deck balcony/premise is two-way travel, staircases are located at each end of the building which incorporate final exits. Combustible items were noted on balconies & should be removed.</p>	<p>Tolerable</p>
<p>Section 8</p>	<p>Fire Detection and Alarm Systems Early warning is limited to hard wired or battery smoke alarms within each of the resident's flats. The self-closer on the front door of Flat 13 has been removed, this should be replaced or refixed at the earliest opportunity.</p>	<p>Trivial</p>
<p>Section 9</p>	<p>Emergency Lighting Emergency lighting is provided to staircases. Regular inspections are carried out (monthly) by Sandwell MBC in house electrical team.</p>	<p>Trivial</p>
<p>Section 10</p>	<p>Compartmentation The building is designed to provide as a minimum 1-hour vertical fire resistance and 30 minuet horizontal fire resistance around flats. Doors are 30-minute nominal fire doors, including those in 1-hour rated walls. Consideration should be given to upgrading the Lift Door motor room doors to provide a minimum of 30 mins fire resistance.</p>	<p>Tolerable</p>
<p>Section 11</p>	<p>Fire Fighting Equipment No firefighting provisions are provided within the premise. Firefighting hydrants are located on Abbey Road at the front elevation of the building.</p>	<p>Trivial</p>
<p>Section 12</p>	<p>Fire Signage Appropriate signage is in place on the limited number of Fire Doors. 'No Smoking' signage should be replaced at all entrances due to faded or perished signage.</p>	<p>Trivial</p>

Section 13	<p>Employee Training All staff receive basic fire safety awareness training.</p>	<p>Trivial</p>
Section 14	<p>Sources of Ignition Recycling waste containers should be re-located at a safe distance from the building. (Approx 6 metres). Personal belongings on balconies should be removed at the earliest opportunity.</p>	<p>Tolerable</p>
Section 15	<p>Waste Control A regular cleaning service takes place at this block and regular checks from caretakers help with the waste control at the block. It was noted that Recycling bins waste bins were not secured in position and furthermore they were too close to the main building. Given its current location, if involved in fire it could impact on dwellings above.</p>	<p>Tolerable</p>
Section 16	<p>Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.</p>	<p>Trivial</p>
Section 17	<p>Arson Prevention A door entry system to the premises is installed to prevent unauthorised access to the building. Feedback from residents is that these doors are not operating correctly. This could leave the building at risk from Arson. Service and/or check doors to ensure they function correctly.</p>	<p>Trivial</p>

Section 18	<p>Storage Arrangements</p> <p>There are locked service cupboards located in the lower ground floor area. These were locked shut at the time of the assessment. Residents have access to storage cupboards in the lobby area. The doors to these facilities appeared to be in good condition. It is not known if garages located at the rear of the property are used by residents to store motor vehicles. Residents should not store fuel or LPG Cylinders in their home.</p>	Tolerable
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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 presence of items being left on communal balconies and the identified issues with the location of recycling waste bins at the rear of the premise.

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

Executive Director of Place

Alan Lunt

Assistant Director Building Compliance

Phil Deery

Fire Safety Manager

Tony Thompson

Team Lead Fire Safety

Jason Blewitt

Fire Risk Assessor(s)

Adrian Jones

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

1 – 20 Abbey Gardens,
Abbey Road,
Smethwick,
B67 5LU.

Description of the Property:

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.

This block of maisonettes was constructed in 1940. The residence consists of 4 storeys (inclusive of the ground floor) with an additional rear basement floor combining individual garage(s). There are approx. 24 garages spaces and parking spaces for approx. 25 motor vehicles.

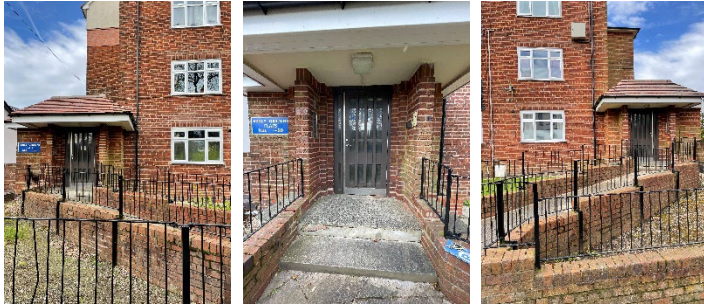
The building constitutes 10 ground floor dwellings and 10 second floor dwellings. The blocks are of traditional Brick, concrete construction, double glazed UPVC window frames surmounted by a pitched roof. One resident confirmed that access to the roof void is gained via individual maisonettes. Therefore, roof voids were not checked at the time of the assessment.

Access to the rear courtyard/parking is gained via a barrier in Alexander Road.



Fire Risk Assessment

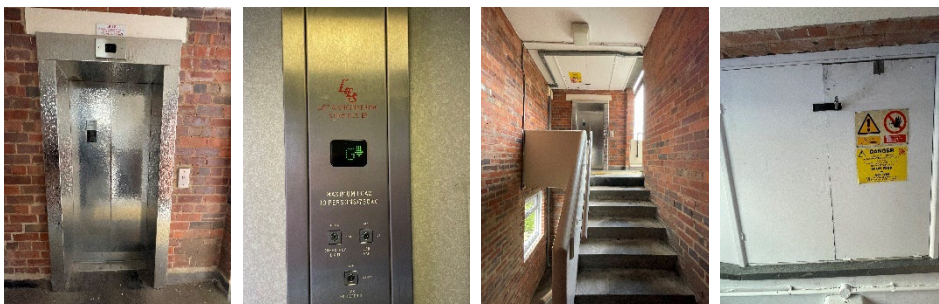
The block has two stairwells to each side of the building, these are open to the elements on the ground and second floor rear deck access walkways.



The main entrance/exits to the building are located at the front and rear elevation of the building. The front entrances both have firefighter override by use of a drop latch key. Rear entrances are operated by an electronic fob.



There is one passenger lift at the premises for use by residents, the lift motor room is accessed via roof access in one staircase. It should be noted the lift motor room was not accessed at the time of the assessment.



Fire Risk Assessment

At the time of the assessment the front doors to flats appeared to be in good condition. It was observed that one door had been replaced with composite door and one with a flush timber door.



There are locked service cupboards located on the lower ground floor area under the staircase.



Storage facilities/cupboards are provided for the use by residents in communal areas.



Residents dispose of rubbish & recycling using refuse chutes and waste containers provided at the rear of the premise.



The front of the building is a lawned area with a small wall and metal fencing used to separate the public footway this adds an element of security.

High/Low Rise	Low Rise
Number of Floors	4
Date of Construction	1940
Construction Type	Traditional Brick
Last Refurbished	2017
External Cladding	None
Number of Lifts	1
Number of Staircases	2
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	None
Refuse Chute	None
Access to Roof	Externally only
Equipment on roof (e.g. mobile phone station etc)	None

Persons at Risk

Residents / Occupants of 20 maisonettes,
 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 premise is predominantly traditional brick, concrete, UPVC window frames surmounted by a pitched tiled roof.



- 2) Windows in the staircases are double glazed UPVC construction, openers can be locked with use of a key. (No key available).



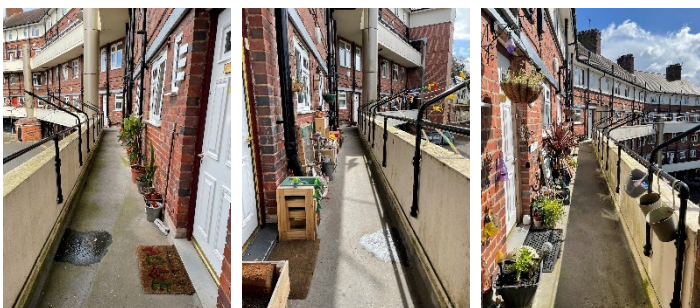
- 3) There is partial rendering applied at fourth floor level and to the rear balconies.



- 4) There are several garages & car parking spaces located at the rear of the premise, these are for use of the residents only. It should be noted that garages were not accessed at the time of the assessment.



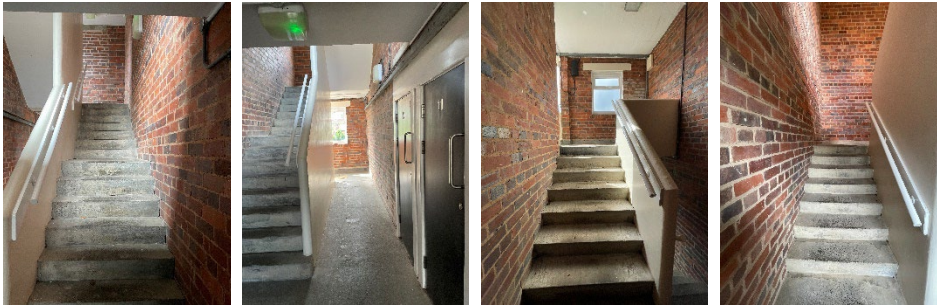
- 5) Combustible items were noted on the means of escape corridors of several dwellings, these items should be removed at the earliest opportunity.



Section 7

Means of Escape from Fire

- 1) The premise has two staircases, one either side of the block, that provides a means of escape.



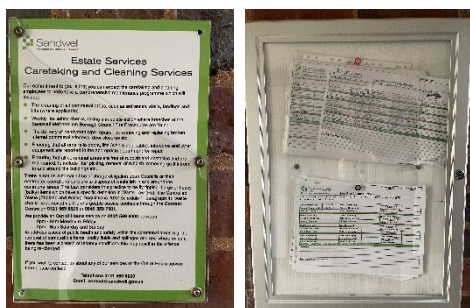
- 2) All corridors/balconies are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum. Floor to windowsill on the escape route (deck corridor) is 1150mm, it is deemed acceptable for a person to crouch and pass the window. Please note a stay put unless strategy applies to this building.



- 3) **Combustible items were noted on the means of escape corridors of several dwellings, these items should be removed at the earliest opportunity.**



- 4) None of the corridors that form part of the means of escape are dead end corridors.
- 5) The final exit doors from staircases have door entry systems installed for the purpose of entry to the building. On exit, handles are designed to allow free access to outside areas.
- 6) Communal areas, staircases and balconies are usually kept free of flammable items. These areas are checked on a regular basis by the Caretaker and Cleaning teams, all items of rubbish are usually removed immediately. There is also an out of hour's service that allows combustible items of furniture / rubbish to be removed.



- 7) Emergency lighting is provided to communal landings and stairs. Regular inspections are carried out (monthly) by Sandwell MBC in house electrical team. The date of the last monthly test was 18/03/2024.



- 8) The surface coatings to staircase areas are Class 0 rated.
 - 9) 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.
-

- 10) The means of escape are protected from maisonettes with the use of nominal FD30s doors with no communal doors to the blocks other than final exit doors. Access was gained to a sample of properties as part of the risk assessment to ensure the doors have not been tampered with by residents etc.
-

Section

8

Fire Detection and Alarm Systems

- 1) Early warning is limited to hard wired or battery smoke alarms within each of the resident's flats. The equipment is subjected to a cyclical test.
- 2) **During the assessment, the assessor spoke with the resident of flat number 13, although access was not gained to the flat, the front door was inspected, it was noted that the self-closing device had been removed, the resident confirmed that smoke detection was provided in the Hallway, Kitchen & Living area.**

The assessor spoke with the resident of flat 8, the front door was inspected and did not present any issues, the occupier confirmed that smoke detection was only provided in the Hallway.

- 3) Based on the sample of properties accessed during the fire risk assessment the smoke alarms within resident's flats are installed to a mixture of LD2 and LD3 Standard.

For information

LD1 all rooms except wet rooms.

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

LD3 Hallway only.

- 4) 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) Emergency lighting is provided to staircases; all emergency lighting equipment is checked and tested monthly by Sandwell MBC in house electrical team. The date of the last test was recorded as 18/03/2024.
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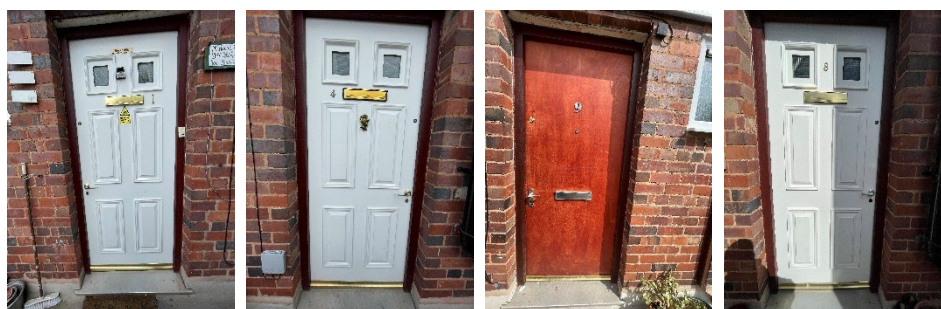
Section 10

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 doors, 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 open plan staircases.
- 3) The means of escape is protected from dwellings with the use of nominal FD30s doors with no communal doors to the blocks other than final exit doors.



- 4) There are no issues with compartmentation to communal areas and corridors. Decked corridors & walkways are open air construction and therefore products of combustion, fire & smoke will ventilate naturally from the premise.

Although a Stay put unless policy is employed, two-way travel is available to residents should they need to evacuate the building.

- 5) The fire stopping / compartmentation of the premises is subject to an annual inspection by the Fire Safety Rapid Response Team.
- 6) All communal fire doors are subject to an annual check by the Fire Safety Rapid Response Team.
- 7) All service cupboards to communal landings are maintained as locked.



- 8) It was noted that the stairwell windows are UPVC double glazed units, these windows were lockable by key. (No key available).



- 9) A variety of methods / materials have been used to achieve fire-stopping, refer to table(s) below.

Floor No	Electrical						Comms Riser						Fire Stopping Materials						Fire Stopping Materials						Fire Stopping Materials										
	Supalux	Intru Batt	Intru Sponge	Intru AM Mastic	Complete Filler	Intru Pillows	Intru Batt	Intru Sponge	Intru AM Mastic	Complete Filler	Intru Pillows	Intru Wings	Supalux	Intru Batt	Intru Sponge	Intru AM Mastic	Complete Filler	Intru Pillows	Intru Wings	Rockwood	Supalux	Intru Batt	Intru Sponge	Intru AM Mastic	Complete Filler	Intru Pillows	Intru Wings	Rockwood	Supalux	Intru Batt	Intru Sponge	Intru AM Mastic	Complete Filler	Intru Pillows	Intru Wings
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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				✓	

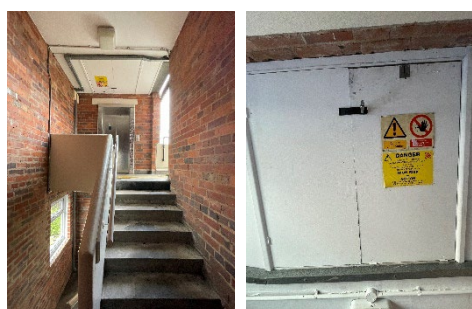
Fire Risk Assessment

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.

Block Name	Place Ref	Place Ref	Address	Front Door type	Glazed / Not Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	BL00080AB01	1-20 Abbey Gardens;Smethwick;West Midlands;;	Intentionally Blank	
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000001	1 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000002	2 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000003	3 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000004	4 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000005	5 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000006	6 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000007	7 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000008	8 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000009	9 Abbey Gardens;Smethwick;West Midlands;;	Timber Flush Fit	Not Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000010	10 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000011	11 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000012	12 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000013	13 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000014	14 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000015	15 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000016	16 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000017	17 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000018	18 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000019	19 Abbey Gardens;Smethwick;West Midlands;;	Permadoor	Glazed
Abbey Gardens 1-20 (O&E)	BL00080AB01	DW0008000020	20 Abbey Gardens;Smethwick;West Midlands;;	Nationwide	Glazed

- 10) Individual flat doors are FD30s rated composite fire door construction.

- 11) It was noted that the lift motor room access door did not appear to provide a min of 30 mins fire resistance. As part of the next improvement works for this premise consider upgrading the Lift Motor room doors in the staircase. These doors should provide a minimum of 30 mins fire resistance.



Section

11

Fire Fighting Equipment

- 1) Currently, there is no fire-fighting equipment installed at this premise. Firefighting hydrants are located to the front elevation of the building on Abbey Road close to the junction of Alexander Road.

Section

12

Fire Signage

- 1) Service cupboard doors in the staircases displayed appropriate signage. 'Fire Door keep Locked'.
- 2) The fire escape routes are self-evident and therefore additional fire action notices are not required.
- 3) **No smoking (Smoke Free England) signage is displayed at both front and rear entrances to the premise. However, this signage has perished and needs to be replaced.**



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. Caretaking Teams are not expected to tackle fires in this area.
- 4) Employees within the Neighbourhoods Directorate 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 Risk Assessment.
- 6) Fire safety information has been provided as part of tenancy pack. Information regarding the Stay Put Unless fire evacuation strategy is provided to tenants.



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

Section 15

Waste Control

- 1) There is a regular Cleaning Service to communal areas of the premises to minimise risk of waste accumulation.
- 2) Refuse containers emptied at regular intervals.
- 3) There are refuse chutes provided for the disposal of resident's rubbish. Access rooms to the chute areas are located at the rear of the premise.



- 4) **There is a recycling area at the rear of the premise, it was noted that the recycling bins were located against the main building. An area should be identified, and secure compound erected for the purpose of recycling bins. This should be a minimum of 8 metres from the building.**



- 5) '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) Owing to the nature of low-rise flatted accommodation it is difficult to manage/control individual contractors/utility companies.
- 3) Hot works are not permitted unless authorisation is given via the approved officer. The hot works procedure is to be followed.
- 4) 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.
- 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 – 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. A check of these doors is required to ensure they are functioning correctly. (Email sent to the CCTV team).
 - 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.
-

Section 18

Storage Arrangements

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



**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:


Flats 1 – 26 Abbey Gardens.

Date of Action Plan:



18/04/2024

Review Date:

<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
07/03	Remove combustible items from Balconies.	 A photograph showing a narrow balcony area with a brick wall on the left and a metal railing. There is a wooden crate and other clutter on the balcony floor.	P2	Housing Management Team. 1-3 Months.	

Fire Risk Assessment

08/02	Replace/refix self-closer to front door, Flat 13.	No Photograph available.	P2	Rapid Response Team. 1-3 Months.	
12/03	Replace all 'No Smoking' signage to building.		P2	Caretakers 1-3 Months.	
15/04	Relocate recycling bins at the rear of the premise. An area should be identified, and secure compound erected for the purpose of recycling bins. (Approx 8 metres from any building).		P3	Housing Management Team. 3-6 Months.	

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

As part of the next improvement works for this premise consider upgrading the Lift Motor room doors at the head of the staircase. These doors should provide a minimum of 30 mins fire resistance.



Signed

 ADRIAN JONES	Fire Risk Assessor	Date: 18/04/2024.
	Quality Assurance Check	Date: 30/04/2024

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

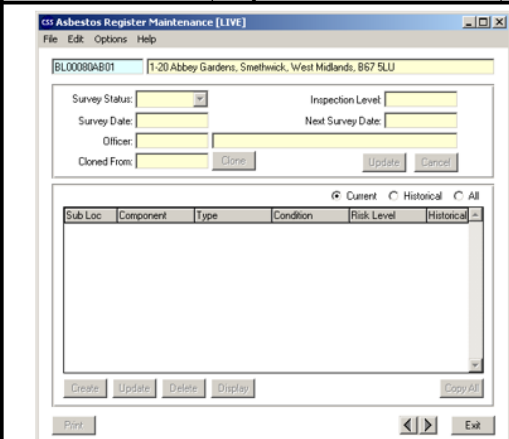

Name of property: Flats 1 -20 Abbey Close

Updated: 18/04/2024

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	1-20 Abbey Gardens, Smethwick, B67 5LU		<input checked="" type="checkbox"/> Office use
Surveyed by	D Jones	Date	25/03/2014	Checked by	DEREK STILL
Reason for request		HSG 264 - Survey Report Type		Date	29/12/2014
Investment Void		Refurbishment Survey		Property Description Low Rise Flats	
Investment Tenanted		Management Survey	<input checked="" type="checkbox"/>		
R & M Void		SHAPE Interrogated.	<input checked="" type="checkbox"/>		
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	1940
					
Notes / including details of similar property surveys completed. Revised by S. Harrison – 23/08/2022.					
Building Surveyors 0121 569 5077			Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES		
					

Fire Risk Assessment

Sample Locations	Property Address 1-20 Abbey Gardens, Smethwick, B67 5LU							
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								
3 RD FLOOR LIFT LOBBY CEILING	BOARD	-	SEALED	DJ324/001	NO ASBESTOS DETECTED	-	-	-
FELT BEHIND TIMBER CLADDING TO BAY WINDOWS	BITUMEN	-	SEALED	JD 1292 / 001	NONE DETECTED	NO	NO	
ALL STORE SHEDS – FRAME SEALANT	MASTIC	-	SEALED	SH 1176 / 001	NO ASBESTOS DETECTED	-	-	-
1 FRONT DOOR – FRAME SEALANT	MASTIC	-	SEALED	SH 1176 / 002	NO ASBESTOS DETECTED	-	-	-
4 FRONT DOOR – FRAME SEALANT	MASTIC	-	SEALED	SH 1176 / 003	NO ASBESTOS DETECTED	-	-	-
9 FRONT DOOR – FRAME SEALANT	MASTIC	-	SEALED	SH 1176 / 004	NO ASBESTOS DETECTED	-	-	-
11 FRONT DOOR – FRAME SEALANT	MASTIC	-	SEALED	SH 1176 / 005	NO ASBESTOS DETECTED	-	-	-
19 FRONT DOOR – FRAME SEALANT	MASTIC	-	SEALED	SH 1176 / 006	NO ASBESTOS DETECTED	-	-	-
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			
MAIN ROOF SOFFIT	TIMBER	REAR BIN STORE FRAMES	NO VISIBLE SEALANT					
FRONT AND REAR DOOR ENTRY FRAMES	SILICONE							
20 - FRONT DOOR FRAME SEALANT	SILICONE							
FRONT DOOR FRAMES EXCEPT 1,4,9,11,19 FRAME SEALANT	NON-ASBESTOS MASTIC							
REAR GARAGE DOOR FRAMES	NO VISIBLE SEALANT							