
Fire Risk Assessment

Mill Gardens



**Flats 41 - 64 Mill Gardens,
Beakes Road,
Smethwick,
B67 5RL.**

Date Completed: 24/04/2024.

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>

Contents

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

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.

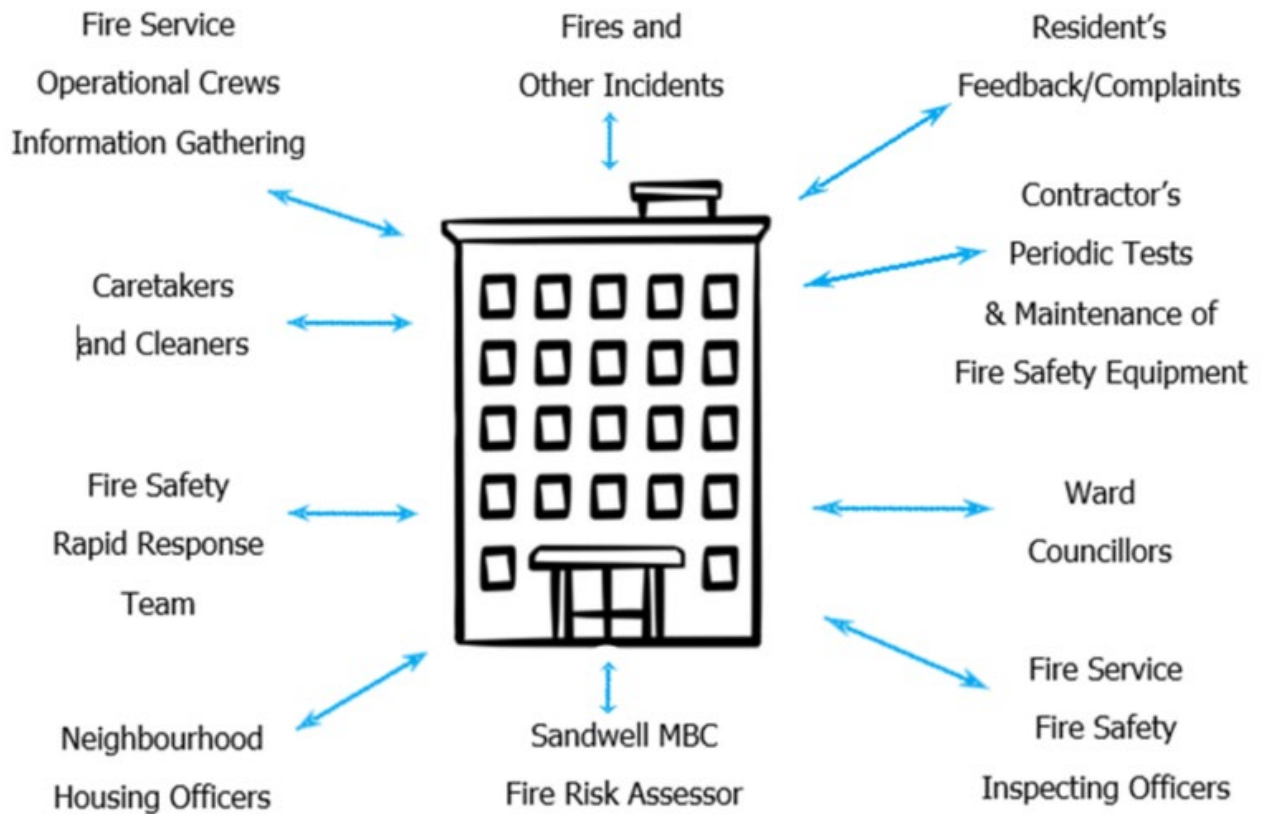
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation, but the Council will as a minimum review:

- 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.

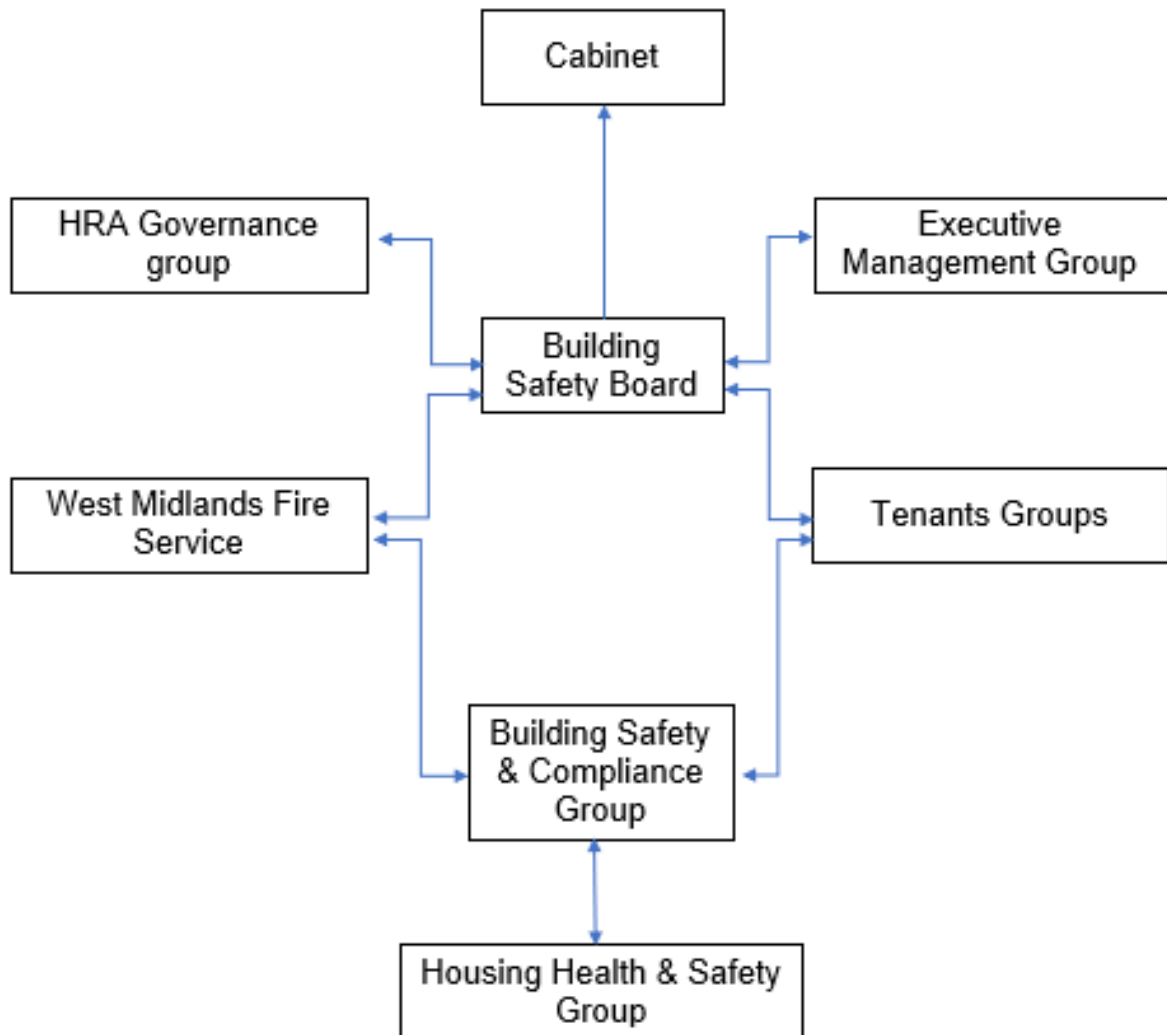
Fire Risk Assessment



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

Section 7	<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.</p>	Tolerable
Section 8	<p>Fire Detection and Alarm Systems Early warning is limited to hard wired or battery smoke alarms within each of the resident's flats.</p>	Trivial
Section 9	<p>Emergency Lighting Emergency lighting is provided to staircases. Regular inspections are carried out (monthly) by Sandwell MBC in house electrical team.</p>	Trivial
Section 10	<p>Compartmentation The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats. Doors are 30-minute nominal fire doors, including those in 1-hour rated walls.</p>	Tolerable
Section 11	<p>Fire Fighting Equipment No firefighting provisions within the premises.</p>	Trivial
Section 12	<p>Fire Signage Appropriate signage is in place, no further action required.</p>	Trivial
Section 13	<p>Employee Training All staff receive basic fire safety awareness training.</p>	Trivial
Section 14	<p>Sources of Ignition The fixed electrical installation should be tested every 5 years. It could not be confirmed when the last electrical inspection had been carried out. Waste products should not be allowed to build up at the rear of the premise around the bin area. Excessive combustible items should be cleared from external store</p>	Tolerable

<p>Section 15</p>	<p>Waste Control Regular cleaning service at the block and regular checks from caretakers help with the waste control at the block. Waste bins were not secured in position, and it was noted that excess waste was found around the bin area.</p>	<p>Trivial</p>
<p>Section 16</p>	<p>Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.</p>	<p>Trivial</p>
<p>Section 17</p>	<p>Arson Prevention A door entry system to the premises is installed to prevent unauthorised access to the building.</p>	<p>Trivial</p>
<p>Section 18</p>	<p>Storage Arrangements 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 or storage facilities.</p>	<p>Tolerable</p>

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.

This includes excess waste items located at the in the communal bin area at the rear of the premise and excessive combustible items located in an external storage facility.

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.

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

Anthony Smith

Carl Hill

Louis Conway

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

41 – 64 Mill Gardens,
Beakes Road,
Smethwick,
B67 5RL.

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 1939. The residence consists of 4 storeys (inclusive of the ground floor). This constitutes 12 ground floor maisonettes and 12 deck access second floor maisonettes.

The blocks are of traditional Brick, concrete construction, double glazed UPVC window frames surmounted by a pitched roof. Access is gained to roof voids via individual maisonettes. Therefore, roof voids were not checked at the time of the assessment.



Fire Risk Assessment

The residence has 2 main entrances to deck access maisonettes, this access is located at the rear of the premise via two staircases. Both staircases have a door entry system with a fob reader installed. A firefighter override drop latch key is provided for local authority staff and Fire & Rescue Services.



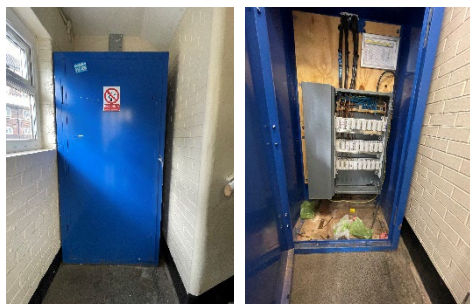
At the time of the assessment front doors to maisonettes appeared to be in good condition. It is understood most front doors are Permador.



There is a refuse area provided at the rear of the premise, it is located adjacent to the base of the staircase.



Electrical service cupboards are provided in each staircase.



High/Low Rise	Low Rise
Number of Floors	4
Date of Construction	1939
Construction Type	Traditional Brick
Last Refurbished	2017
External Cladding	None
Number of Lifts	None
Number of Staircases	2
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	None
Refuse Chute	None
Access to Roof	Access to roof space via maisonettes
Equipment on roof (e.g. mobile phone station etc)	None

Persons at Risk

Residents / Occupants of 24 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.

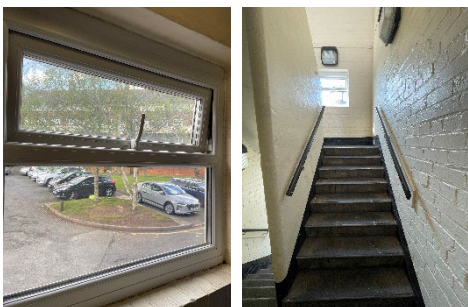
Below is a breakdown of the materials used within the external envelope and, as part of the external wall system.

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 and render surmounted by a pitched tiled roof.



- 2) Windows in the staircase(s) are double glazed UPVC construction, top openers and are non-lockable.



- 3) Rendering has been applied at fourth floor level, balconies and bay windows.



- 4) There are several garages located at the rear of the premise, it should be noted that garages were not accessed at the time of the assessment.



- 5) Combustible items/rubbish was noted on balconies of several maisonettes, the assessor allows this as an acceptable risk. However, this should be monitored and managed by the local housing team/caretakers, and if necessary, combustible items should be removed at the earliest opportunity. (Email sent to housing).



- 6) It was noted that external storage cupboards were provided for residents, one had been left unlocked. Upon further investigations several combustible items were identified including cylinders and car tyres. (Email sent to Housing management team).



- 7) Two external doors at the base of each staircase were not accessed as part of the Fire Risk Assessment due to keys not being available. It is not known what these doors/rooms contain.



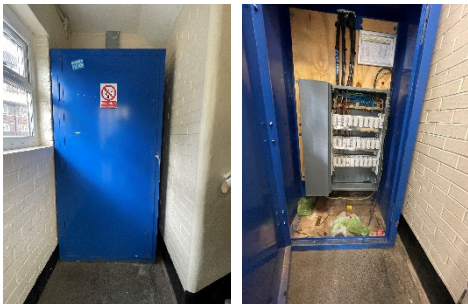
Section 7

Means of Escape from Fire

- 1) The premise has two staircases that provide a means of escape from the building.



- 2) Electrical service cupboards are located on each staircase. These doors are always kept locked.



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



- 4) The means of escape are protected to prevent the spread of fire and smoke with predominately nominal Permadoor FD30s doors. No internal access to flats was gained during the fire risk assessment to ensure the doors have not been tampered with by residents etc. Residents to flats 64 and 53 did allow an inspection of the flat entrance doors.



- 5) Any communal doors that are fitted with automatic closing devices 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 from staircases have door entry systems installed. Defective closing devices are reported to an external contractor. 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 their residence.
- 7) Communal areas, staircases and pedestrian 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 immediately removed. There is also an out of hour's service that allows combustible items of furniture / rubbish to be removed.
- 8) Emergency lighting is provided to staircases. Regular inspections are carried out monthly by Sandwell MBC in house electrical team. It has been confirmed that emergency lighting is checked as part of a monthly testing programme and outcomes recorded electronically.
- 9) The surface coatings to staircase areas are Class 0 rated.
- 10) Automatic smoke ventilation is not employed at this premise. This is acceptable as decks are open to air, both staircases also have permanent high-level ventilation.
-

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 64, although access was not gained to the flat, the front door was inspected and did not present any issues, the resident confirmed that smoke detection was provided in the Hallway, Kitchen & Living area.

The assessor spoke with the resident of flat 53, the front door was inspected and did not present any issues, the occupier confirmed that smoke detection was provided in the Hallway, Kitchen & Living room.

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

For information

LD1 all rooms except wet rooms.

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

LD3 Hallway only.

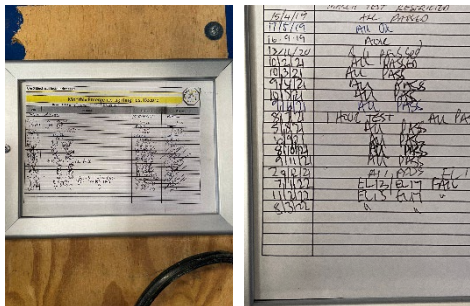
- 4) There is no effective means for detecting an outbreak of fire to communal areas. The reason for this is: -
 - I. Such systems may get vandalised.
 - II. False alarms would occur.
 - III. A Stay Put - Unless policy is in place.

Section

9

Emergency Lighting

- 11) The premises have sufficient emergency lighting system in accordance with BS 5266, test points are strategically located. Test documentation at site indicated that lighting had not been checked since 08/03/2022. It has since been confirmed that lighting is checked as part of a monthly testing programme and outcomes recorded electronically.

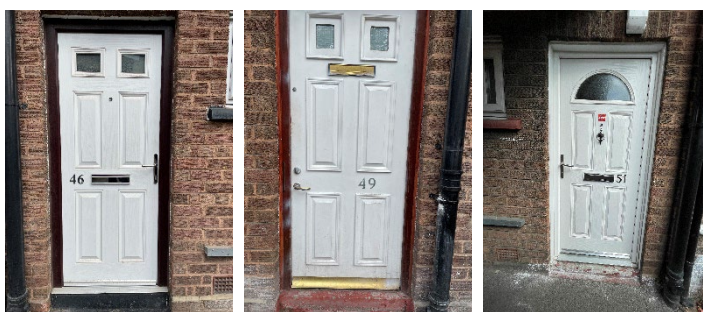


Section 10

Compartmentation

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.

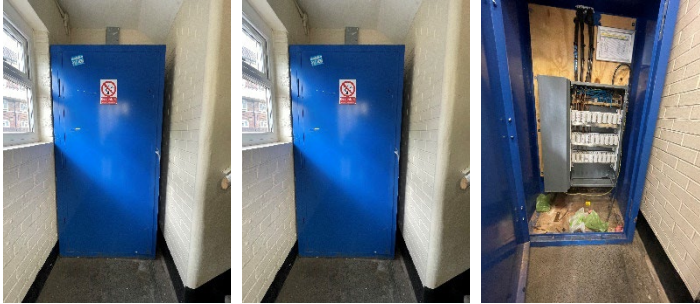
- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats. All flat entrance doors are 30-minute notional/nominal doors, including those in 1-hour rated walls.
- 2) The premises do not have sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire in communal areas due to the open plan staircase.
- 3) A variety of methods / materials have been used to achieve fire-stopping including Rockwool, fire rated sponge and intumescent pillows.
- 4) The means of escape is protected from maisonettes with the use of nominal FD30s doors with no communal doors to the blocks other than final exit doors.



- 5) The building has sufficient passive controls that provide effective compartmentation to support a Stay Put -Unless policy. Therefore, residents are advised to remain in their flat unless the fire directly affects them or if they are advised to evacuate by the emergency services.

Fire Risk Assessment

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



- 9) A variety of methods / materials have been used to achieve fire-stopping, refer to table(s) below and point 4 above.

Fire Stopping Materials			Fire Stopping Materials			Fire Stopping Materials			Fire Stopping Materials			Fire Stopping Materials														
Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AMI Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool
		✓																								
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						Intumescent vents fitted to ground floor electric boxes																				
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																										

Fire Risk Assessment

- 10) All front doors appear to be nominal fire door rated FD 30's. Refer to the sheet below.

Mill Gardens 41-64 (O&E) BL03700MI05 BL03700MI05	41-64 Mill Gardens;Bearwood;West Midlands;;	Intentionally Blank
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000058	41 Mill Gardens;Beakes Road;Smethwick;West Midlands; IG Doors	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000059	42 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000060	43 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000061	44 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000062	45 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000063	46 Mill Gardens;Beakes Road;Smethwick;West Midlands; IG Doors	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000064	47 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000065	48 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000066	49 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000067	50 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000068	51 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000069	52 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000070	53 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000071	54 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000072	55 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000073	56 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000074	57 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000075	58 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000076	59 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000077	60 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000078	61 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000079	62 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000080	63 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed
Mill Gardens 41-64 (O&E) BL03700MI05 DW0370000081	64 Mill Gardens;Beakes Road;Smethwick;West Midlands; Permadoor	Glazed

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) Currently, there is no fire-fighting equipment installed at these premises. Firefighting hydrants are located at the front elevation of the premise and a second hydrant located near to the entrance of Brookview.

Section

12

Fire Signage

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

Section 13

Employee & Resident Training/Provision of Information

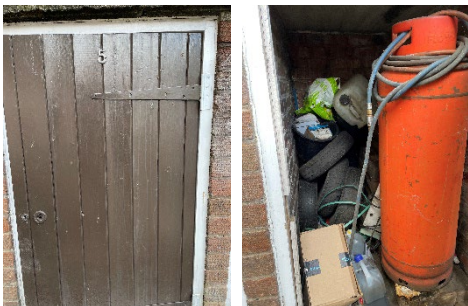
- 1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke 'Fire Safety in High / Low Rise Flatted Accommodation' Video.
- 2) All employees are encouraged to complete 'In the line of fire' training on an annual basis.
- 3) Caretaking Teams are not currently 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) The fixed electrical installation is tested every 5 years. It could not be determined when the last electrical inspection was carried out.
- 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.
- 7) As per tenancy agreements, flammable liquids or gas cylinders should not be stored on site. Please see section 06/06 above.



**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) Although Refuse compounds are provided, it was noted that bins were not secured. Several refuse containers had been left in an open area with rubbish building up around.



- 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) 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

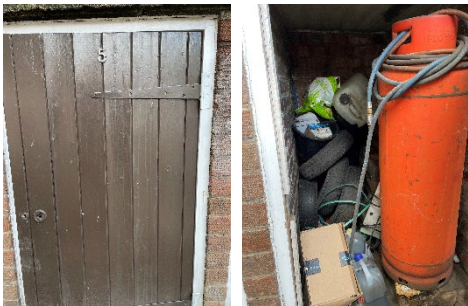
Arson Prevention

- 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.
 - 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) As per tenancy agreements, flammable liquids or gas cylinders should not be stored on site. Please see section 06/06 above.



**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:


Mill Gardens 41 - 64

Date of Action Plan:

24/04/2024


Review Date:

<Insert date>



Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
15/03	Waste Area – Keep refuse within the waste receptacles provided.		P2	Caretaking Team 1-3 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	
Storage of Cylinders is not acceptable as stated in the tenancy agreement. Email has been sent to the Housing team to ensure all combustibile items are removed and residents informed.	

Signed

 Adrian Jones	Fire Risk Assessor	Date: 24/04/2024
	Quality Assurance Check	Date: 09/05/2024

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


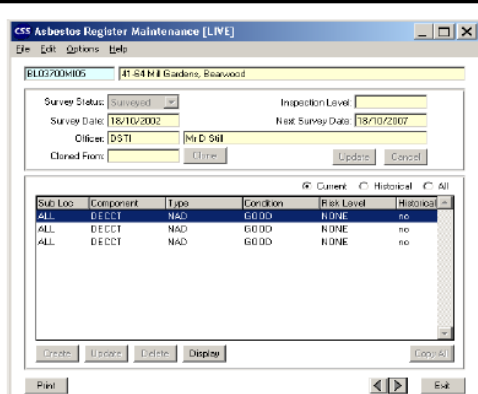

Name of property: 41 – 64, Mill Gardens, Beakes Road.

Updated: 7th February 2018

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).

Asbestos Survey		Property Address 41-64 Mill Gardens Beakes Road, Smethwick, B67 5RL		✓ Office use			
Surveyed by	Dave Jasper	Date	06/11/2012	Checked by	Paul Arundel		
Reason for request		HSG 264 - Survey Report Type		Date			
Investment Void		Refurbishment Survey	<input checked="" type="checkbox"/>	12/11/12			
Investment Tenanted		Management Survey		Property Description			
R & M Void		SHAPE Interrogated.	<input checked="" type="checkbox"/>	House	Bungalow		
R & M Tenanted		No Existing SHAPE Data.		Semi-Detached	Low-Rise-Flat		
Medical / Emergency - Heating Works		Existing SHAPE Data.	<input checked="" type="checkbox"/>	End-Terrace	High-Rise-Flat		
Communal Survey	<input checked="" type="checkbox"/>	Refurb Surveys Interrogated ?		Mid-Terrace	Maisonette		
				No-of-Bedrooms	Floor-Level	Year Built	1939
				<p>Notes / including details of similar property surveys completed.</p> <p>Refurbishment Surveys have been undertaken to a high proportion of flats within these blocks over the past 2 years, please refer to those surveys supplied before undertaking works internally.</p> <p>Only those areas associated with mains & sub mains electrical work have been surveyed for the purpose of this report, if work is to be undertaken to other areas please assure yourself that this report cover what you require.</p> <p>**Survey revised by John Davis 09/08/22**</p>			
				Building Surveyors 0121 569 5077		Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES	
							

Fire Risk Assessment

Sample Locations		Property Address 41-64 Mill Gardens Beakes Road, Smethwick, B67 5RL								
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	Labelled?	ACTION TAKEN ON CONTRACT		
FLAT 44 FRONT DOOR FRAME SEALANT	SILICONE	-	SEALED	AA 377 / 001	NONE DETECTED	NO	NO			
FLAT 57 FRONT DOOR FRAME SEALANT	SILICONE	-	SEALED	AA 376 / 001	NONE DETECTED	NO	NO			
FLAT 59 FRONT DOOR FRAME SEALANT	SILICONE	-	SEALED	AA 375 / 001	NONE DETECTED	NO	NO			
FLAT 60 FRONT DOOR FRAME SEALANT	SILICONE	-	SEALED	AA 374 / 001	NONE DETECTED	NO	NO			
FLAT 62 FRONT DOOR FRAME SEALANT	SILICONE	-	SEALED	AA 373 / 001	NONE DETECTED	NO	NO			
IF DURING THE COURSE OF WORK SUSPECTED ACM'S ARE IDENTIFIED THAT ARE NOT CONTAINED WITHIN THIS REPORT STOP WORK & SEEK ADVICE										
NO SUSPECTED ACM'S IDENTIFIED DURING SURVEY										
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					
STAIRWELLS CEILINGS	CONCRETE	FRONT DOOR FRAME SEALANTS - ALL FLATS	SILICONE							
TOP FLOOR STAIRWELL CEILINGS THROUGH TO DECK ACCESS	PLASTER BOARD	COMMUNAL ENTRANCE DOOR FRAME SEALANT	SILICONE							
ELECTRIC MAINS/SUB MAINS CUPBOARDS	CONCRETE/BRICK CONSTRUCTION									
STAIRWELL WALLS	BRICK -PAINTED									