

Fire Risk Assessment

Coopers Lane



**9-19, 21-37 Coopers Lane,
Smethwick, B67 7DP**

Date Completed: 20/10/2023

Review Period: 3 Years

Officer: C. Hill Fire Risk Assessor

Checked By: J. Blewitt Team Lead Fire Safety & Facilities

Current Risk Rating = Trivial

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.

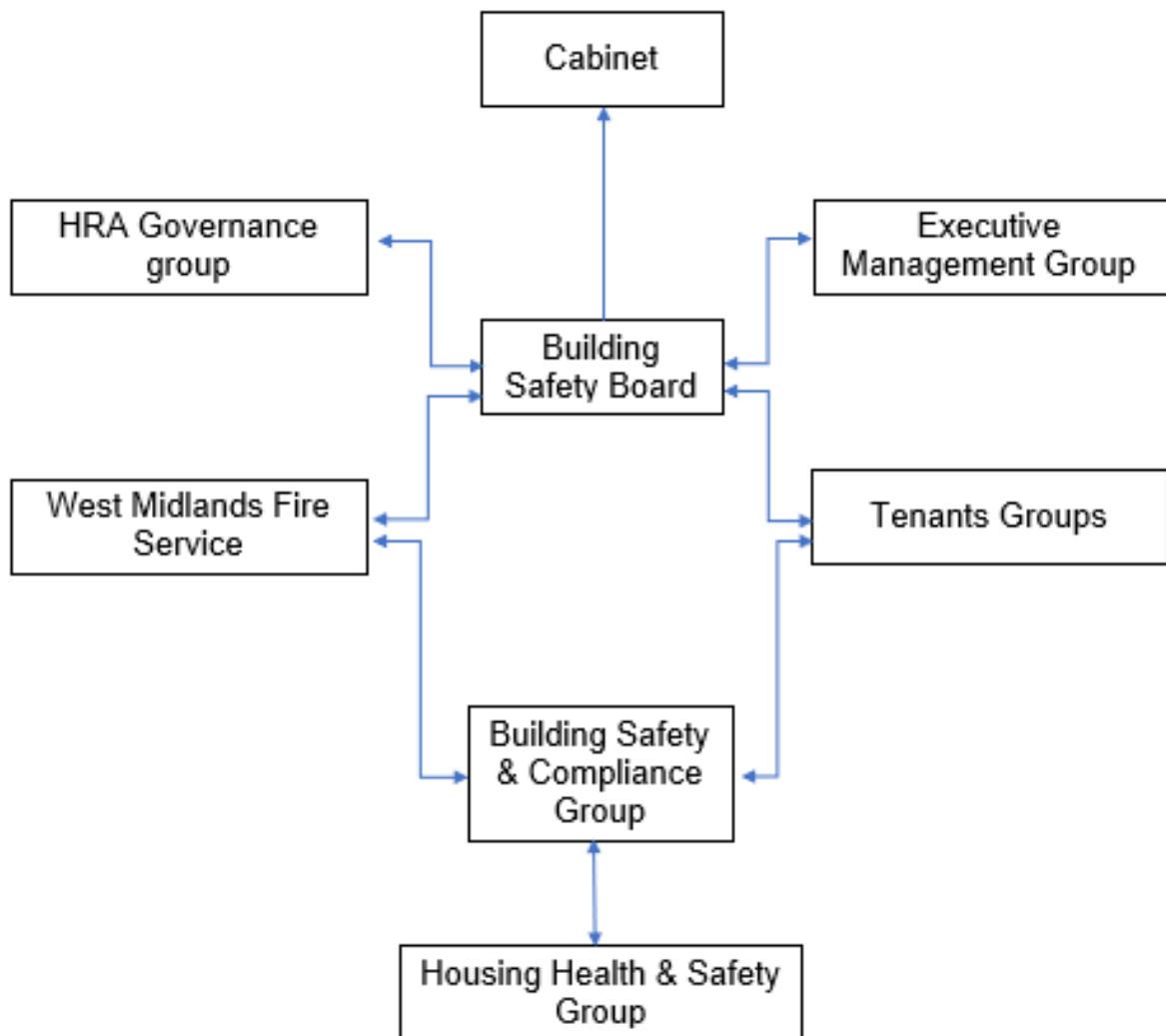
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



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 of both blocks is predominantly traditional brick masonry.</p>	Trivial
Section 7	<p>Means of Escape from Fire</p> <p>Deck access and a single staircase provides a sufficient means of escape to the 1st & 2nd floors in block 21-37.</p> <p>Flat entrance doors to block 21-37 are FD30s composite doors</p>	Trivial

	<p>Evidence of compliant fire rated entrance door required from leaseholder of flat 35.</p> <p>Flat 35 leaseholder to remove security gate from entrance door.</p> <p>Netting to 1st floor deck access to be removed. <i>Resolved</i></p>	
<p>Section 8</p>	<p>Fire Detection and Alarm Systems</p> <p>Fire detection within flats is installed to LD2 standard with smoke detectors to the hall / lounge and a heat detector within the kitchen.</p>	<p>Trivial</p>
<p>Section 9</p>	<p>Emergency Lighting</p> <p>Emergency lighting has not been installed within the communal areas.</p> <p>Conventional lighting system has been installed to the means of escape.</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 and stairwell.</p> <p>Flat entrance doors within block 21-37 are FD30s composite doors.</p> <p>Flat entrance doors in block 9-19 are a combination of composite and timber doors.</p> <p>There are no communal doors other than the entrance door to the stairwell in block 21-37.</p>	<p>Trivial</p>

Section 11	<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.</p>	<p>Trivial</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: 01/03/2021.</p>	<p>Trivial</p>
Section 15	<p>Waste Control</p> <p>Regular checks by Caretakers minimise risk of waste accumulation.</p> <p>Refuse chute in block 21-37.</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>Perimeter lighting is in place.</p>	<p>Trivial</p>

Section 18	Storage Arrangements Residents have access to external storage cupboards in blocks 9-19 only. Residents instructed not to bring L.P.G cylinders into block.	Trivial
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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 installation of netting to the 1st floor deck access and the possibility that the flat entrance door to number 35 is not a fire rated door.

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 FD30s doors to flat entrances in communal areas (block 21-37), alongside suitable smoke detection to LD2 standard within flats 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
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.

Property No	Referral date	Date completed	Review date	Additional observations

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 (Trainee)

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**

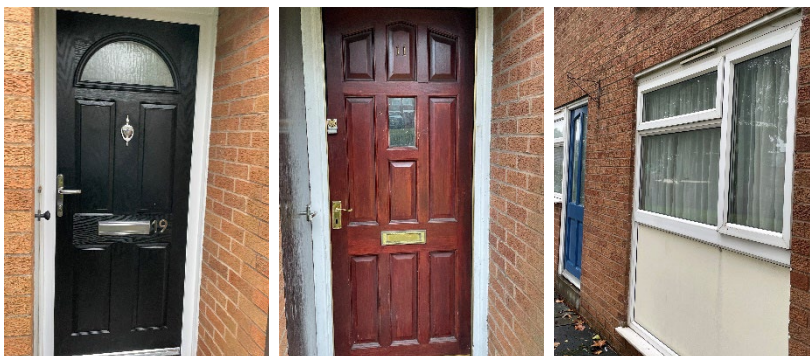
Description of Premises

Coopers Lane 9-19, 21-37
Smethwick
B67 7DP.

Description of the Property

These two low-rise blocks were constructed in 1973 of traditional brick cavity construction.

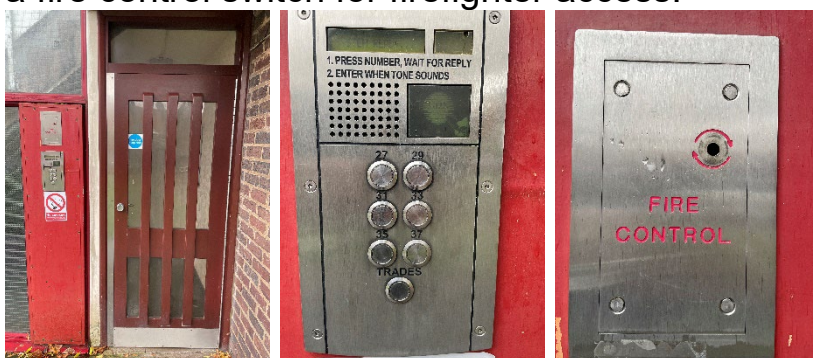
Block 9-19 has no internal communal areas & consists of 2 storeys inclusive of ground with 3 flats per floor. The external envelope consists of traditional masonry, PVC shiplap cladding to the fascias, uPVC double glazed units to individual flats & a combination of composite & timber flat entrance doors which are all to the ground floor.



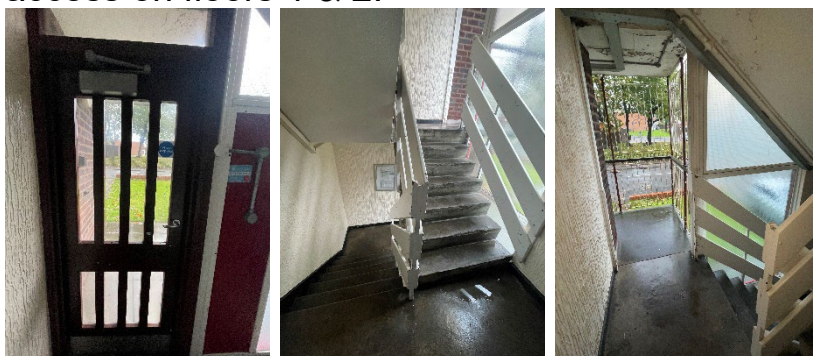
Block 21-37 consists of 3 stories inclusive of ground with 3 flats per floor.



The 1st and 2nd floor flats are accessed via a single entrance door which leads to an open staircase. The door is opened with a fob in addition, is a fire control switch for firefighter access.



The staircase is partially open to the elements and leads to a deck access on floors 1 & 2.

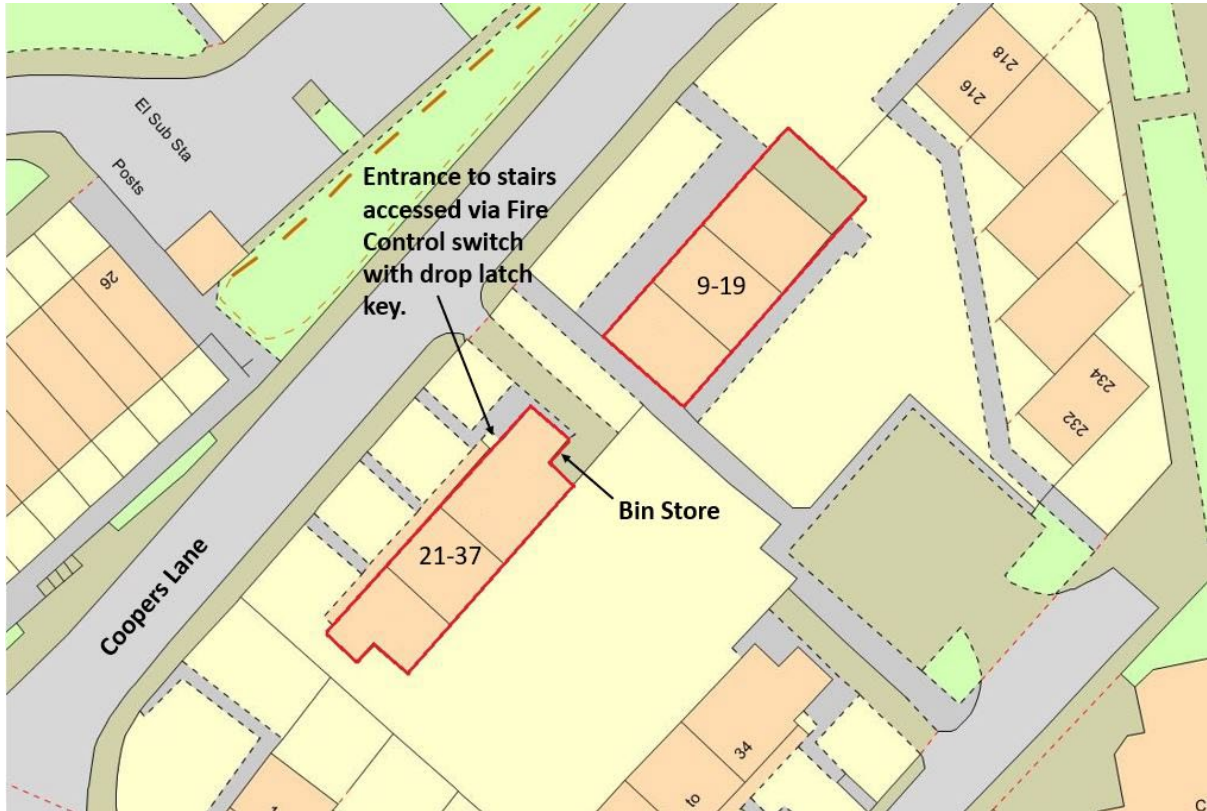


An open deck access measuring 1000mm in width provides a means of escape for flats to the 1st & 2nd floor.



Each block has a flat roof with no internal access.

On arrival Information (for WMFS)



Block 9-19
Ground floor flats have front and rear doors.

Block 21-37
Access is gained via the firefighter's door override switch utilising a drop latch key.

Refuse chute within the stairwell. Bin store to the rear as per the plan above.

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	Block 9-19 is 2 Block 21-37 is 3
Date of Construction	1973
Construction Type	Traditional Brick Cavity / Concrete.
Last Refurbished	Unknown
External Cladding	PVC Shiplap to fascia's / roof line. Concrete tiles beneath rear windows block 21-37.
Number of Lifts	None
Number of Staircases	1 – block 21-37
Automatic Smoke Ventilation to communal area	No
Fire Alarm System	No
Refuse Chute	Yes – block 21-37
Access to Roof	Flat roof accessed externally.
Equipment on roof (e.g. mobile phone station etc)	No

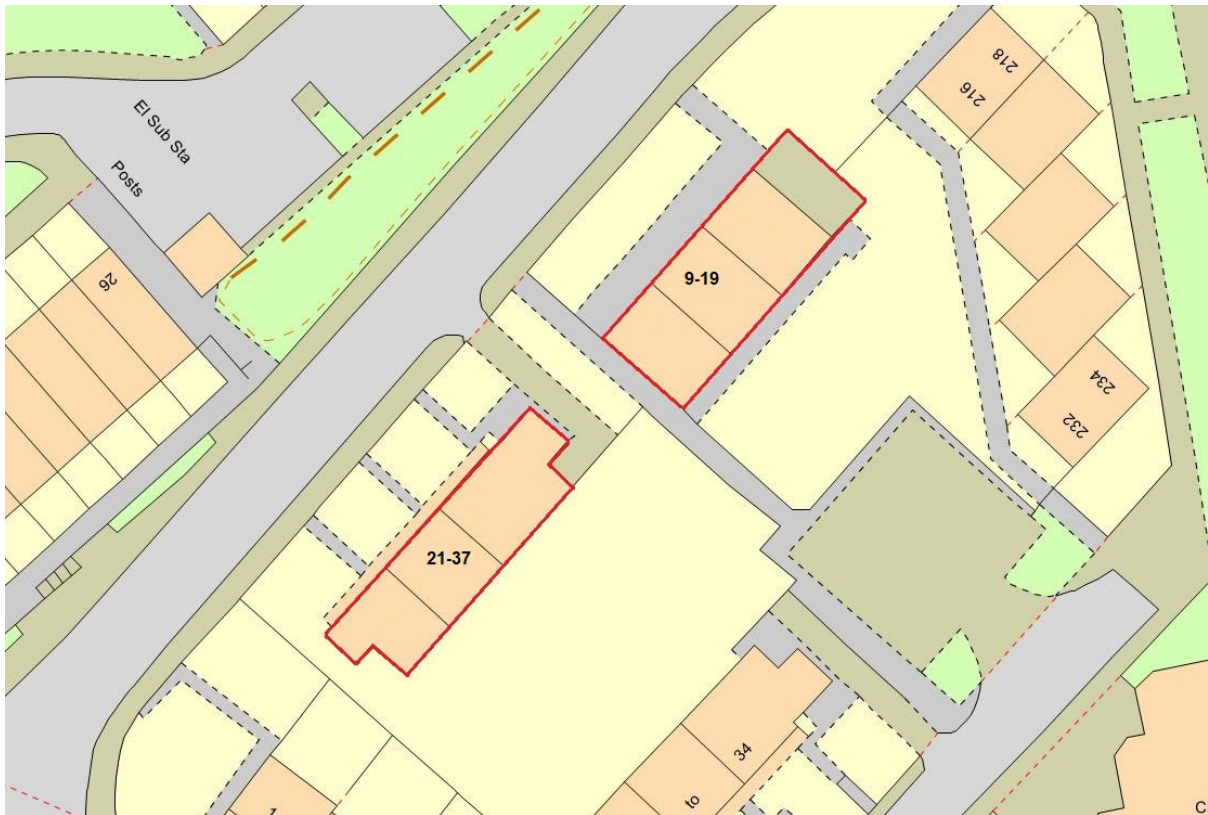
Persons at Risk

Residents / Occupants in total of 15 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

A typical floor layout showing horizontal lines of each block.



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 of 9-19 & 21-37 Coopers Lane.

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

- 1) The external envelope of 9 – 19 & 21 -37 Coopers Lane is predominantly traditional brick masonry.



- 2) Windows to all flats are uPVC double glazed units.



- 3) Flat entrance doors to block 9-19 are a combination of composite or timber.
-



4) Residents storage cupboard doors in block 9 -19 are timber.



5) Flat entrance doors to block 21 -37 are predominately FD30s composite type. Door type to flat 35 was unknown at the time of the, [assessment see section 7.](#)



6) uPVC shiplap cladding has been installed to the facias of each block.



- 7) Steel railings have been installed to the deck access on the 1st and 2nd floors of block 21 – 37.



- 8) Timber doors have been installed to the refuse bin store.



Section

7

Means of Escape from Fire

- 1) Block 21 – 37 has a single staircase that provides a sufficient means of escape from the 1st & 2nd floors. The stairs are 1020 in width at the narrowest point.



- 2) Deck access to the 1st & 2nd floors provide a means of escape to the staircase and is 1000mm in width. Grills to the 1st floor open deck are full height.



- 3) All windows along the deck access were noted as 1100mm above the floor which is sufficient, airbricks were 1700mm.



- 4) The means of escape are protected to prevent the spread of fire and smoke.
- 5) There are no communal doors to the blocks other than the stairwell entrance door to block 21-37.



- 6) The final exit door to the stairwell has 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.



- 7) Automatic smoke ventilation is not employed because the stairwell landings are naturally ventilated & open to the elements.



- 8) Refuse chute hoppers are present between floors in the communal staircase.



- 9) Communal windows to the stairwell are fixed and not openable.

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

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

- 12) Emergency lighting is not present however, conventional lighting is provided to the communal staircase and deck access in block 21 – 37.



- 13) Service cupboards containing resident's meters are located on landings within the open staircase. Cupboards are secured with timber ledge & brace doors.
-



- 14) Cupboards containing incinerators which are now decommissioned are adjacent service cupboards on landings.



- 15) There is a small ground floor service cupboard secured with a timber ply door which leads to a void beneath the stairwell.



- 16) 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.

- 17) Individual flat doors to block 21 – 37 are FD30s composite fire door sets with intumescent strips, cold smoke seals and self-closing devices. The majority of doors are manufactured by Nationwide.
-



18) Because of the shared communal areas access is gained to a sample of properties in block 21-37 as part of the fire risk assessment. This is to ensure the doors have not been tampered with by residents etc.

a) Flat 31 – Door was correct.



b) Flat 33 – Door was correct.



19) The entrance door to flat 35 appears to be a non-fire rated door set. Occupants of flat 37 would have to pass by this entrance door along the open deck access which is their sole means of escape. Attempts to inspect the door from both sides failed because the leaseholder was not home on the two occasions that the assessor visited.



20) A retractable security gate has been installed to flat 35 entrance door.



21) Individual flat entrance flat doors to block 9-19 are a combination of composite and solid door sets. There is no legislative requirement for these doors to be fire rated door sets as they open directly into a place of ultimate safety.



22) Netting has been installed to the deck access grills adjacent flat 31.



- 23) Pot plants were noted on the 2nd floor landing. Plants were in an area that would not cause obstruction to persons travelling the stairwell / means of escape.



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 LD2 Standard.

Flat 31 – LD2

Flat 33 – LD2

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

9

Emergency Lighting

- 1) Emergency lighting is not present within the blocks
- 2) Conventional lighting has been installed to the communal landings and deck access.



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 and stairwells. 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 open plan staircase.



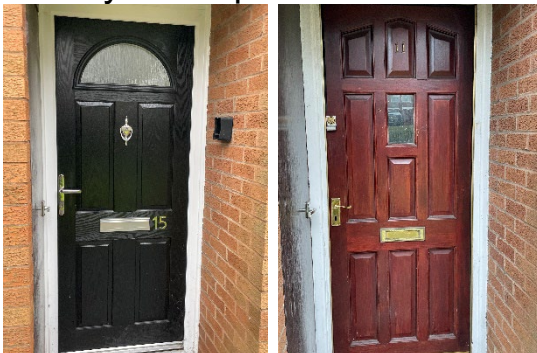
- 3) There are no communal doors other than the entrance door fitted within the property.
- 4) All service cupboards to the stairwell landings are locked with suited padlocks. The doors to these service cupboards are not fire rated because the area is open to the elements. A recommendation to upgrade the doors as part of future refurbishment works has been recorded in the observations section of this FRA.



- 5) A variety of methods / materials have been used to achieve fire-stopping including Rockwool, fire rated sponge and intumescent pillows.
- 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 to block 21 – 37 are FD30s composite fire door sets with intumescent strips, cold smoke seals and self-closing devices. The majority of doors are manufactured by Nationwide. The details of the door to flat 35 could not be determined at the time of this FRA, [see section 7/19](#).



- 9) Individual flat entrance flat doors to block 9-19 are a combination of composite and solid door sets. There is no legislative requirement for these doors to be fire rated door sets as they open directly into a place of ultimate safety.



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) There are no fire doors installed within the premise therefore Fire Door signage is not currently required.
-

Section 13

Employee & Resident Training/Provision of Information

- 1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke 'Fire Safety in High / Low Rise Flatted Accommodation' Video.
- 2) All employees are encouraged to complete 'In the line of fire' training on an annual basis.
- 3) Caretaking Teams are not currently trained in the effective use of fire extinguishers.
- 4) Housing Directorate employees assigned to undertake Fire Safety Inspections have received IFE approved training via West Midlands Fire Service.
- 5) Staff undertaking fire risk assessments are qualified to or working towards Level 4 Diploma in Fire Safety.
- 6) Fire safety information has been provided as part of tenancy pack.
- 7) Information regarding use of fire doors is provided to residents.



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

Fire safety advice

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



What to do if a fire breaks out in your flat

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

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

- 1 It will normally be asked for you to remain in your flat and stay put unless the heat or smoke from the fire is affecting you.
If your ability is compromised, then you should leave the building following the guidance as if the fire was in your flat.
- 2 If you are instructed to leave by a member of the emergency services, you should do so immediately.
- 3 In either case, use the staircase to exit the building.
Do not use the lift.

'Stay Put unless' is an evacuation strategy which requires built blocks of flats. It is in place to keep people safe when they are not in an area directly affected by fire.

If you notice any fire doors within the building that are damaged or wedged open, or have any other concerns, please call us on 0121 569 9300.

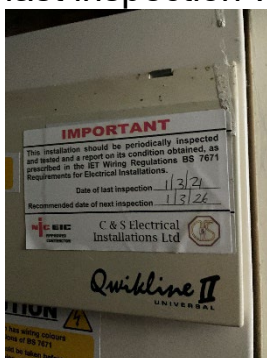
Section 14

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 01/03/2021.



- 5) The electrical installation i.e. risers are contained within dedicated service cupboards within the open stairwell. The cupboards are

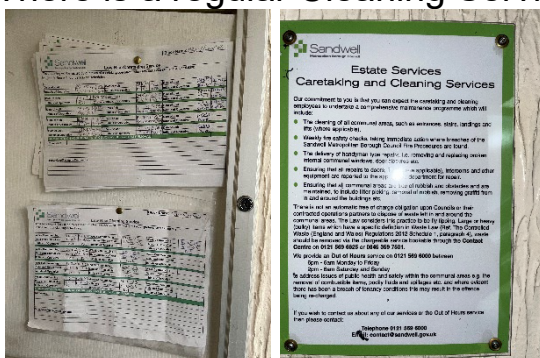
secured with a suited padlock and keys are provided to residents for access to their meters.

- 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) Refuse hoppers are accessed on the 1st and 2nd floors.



- 3) Refuse containers are located in the bin store to the rear elevation.



- 4) Flats 9-19 and 21-25 all have access to independent wheelie bins.
- 5) Regular checks by Caretakers minimise risk of waste accumulation.
- 6) '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 (November 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:


Coopers Lane 9-19 & 21-37

Date of Action Plan:



16/11/2023

Review Date:

<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
07/19	Flat 35 – Leaseholder to provide evidence that entrance door is fire rated to FD30s standard. Alternatively provide access for inspection.		P2	Within 1 – 3 months of action plan date. Leasehold management	12/04/2024

Fire Risk Assessment

07/20	Flat 35 – Leaseholder to remove security gate that has been installed to flat entrance door frame.		P2	Within 1 – 3 months of action plan date. Leasehold management	08/12/2023
07/22	Netting installed to access balcony adjacent flat 31 to be removed.		P2	Within 1 – 3 months of action plan date. Housing Manager	02/02/2024



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

Replace all service & incinerator cupboard doors on landings in block 21-37 with FD30s doors secured with suited mortice lock. Service cupboards with tenants meters to have 138 locks.



Signed

	Fire Risk Assessor	Date: 16/11/2023
	Quality Assurance Check	Date: 20/11/2023

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


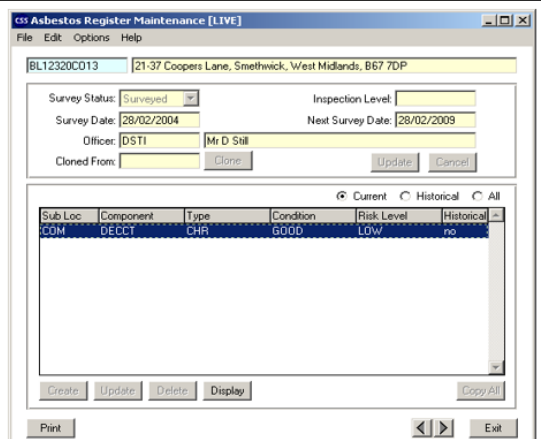

Name of property: **Coopers Lane 9-19 & 21-37**

Updated: **16/11/23**

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 21-37 Coopers Lane, Smethwick, B67 7DP		✓ Office use
Surveyed by S. Harrison	Date	10/03/14	Checked by	DEREK STILL
Reason for request		HSG 264 - Survey Report Type		Desktop Check <input checked="" type="checkbox"/> Site Check <input type="checkbox"/>
Investment Void		Refurbishment Survey	Date	18/05/2020
Investment Tenanted		Management Survey	Property Description 3 STOREY LOW RISE BLOCK  Year Built 1973	
R & M Void		SHAPE Interrogated.		
R & M Tenanted		No Existing SHAPE Data.		
Medical / Emergency - Heating Works		Existing SHAPE Data.		
Communal Areas	<input checked="" type="checkbox"/>	Refurb Surveys Interrogated ?		
Notes / including details of similar property surveys completed.				
		** Survey revised by John Davis 04/07/16** Revised by G. Carrington – 17/08/2022		
Building Surveyors 0121 569 5077		Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES 		

Fire Risk Assessment

Sample Locations		Property Address Coopers Lane 21-37, Smethwick. B67 7DP.						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	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								
2 ND FLOOR STAIRS/LANDING - STORE ADJACENT REFUSE HOPPER - INCINERATOR FLUE PIPE	CEMENT	-	UN-SEALED	PRESUMED	CHRYSOTILE	NO	NO	
1 ST FLOOR STAIRS/LANDING - STORE ADJACENT REFUSE HOPPER - INCINERATOR FLUE PIPE	CEMENT	-	UN-SEALED	PRESUMED	CHRYSOTILE	NO	NO	
COMMUNAL STAIRS/LANDING - ALL CEILINGS/SOFFITS	TEXTURED COATING	-	-	-	-	-	REQUEST SAMPLE IF TO BE DISTURBED	
COMMUNAL STAIRS/LANDING - ALL WALLS	TEXTURED COATING	-	-	-	-	-	REQUEST SAMPLE IF TO BE DISTURBED	
ACCESS WALKWAY FLOORS	ASPHALT	-	-	-	-	-	REQUEST SAMPLE IF TO BE DISTURBED	
NO ACCESS TO GROUND FLOOR UNDER STAIRS CUPBOARD								
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			
CANOPIES TO FRONT DOORS - SOFFIT	TIMBER	1 ST FLOOR LANDING STORES - TRANSOM PANELS	STIRLING BOARD					
CANOPIES TO FRONT DOORS - ROOF COVERING	GREEN MINERAL FELT	MAIN ENTRANCE - PANEL TO R/H/S OF DOOR	PLYWOOD					
2 ND FLOOR LANDING - TRANSOM ABOVE WINDOW	PLYWOOD	EXTERNAL REAR - BIN STORE TRANSOM PANELS	PLYWOOD					
1 ST AND 2 ND FLOOR ACCESS WALKWAYS	CONCRETE	2 ND FLOOR STAIRWELL - STORE CUPBOARD TRANSOMS	MAN MADE MINERAL FIBRE					
RAIN WATER PIPES TO ACCESS WALKWAYS	METAL	ALL FLATS - FRONT DOOR FRAME SEAL	SILICONE					

Asbestos Survey		Property Address		9- 19 Coopers Lane, Smethwick, B67 7DP			Office use												
Surveyed by	S.Harrison	Date	10/03/14	Checked by	DEREK STILL	Desktop Check	<input checked="" type="checkbox"/>												
						Site Check	<input type="checkbox"/>												
Reason for request		HSG 264 - Survey Report Type		Date		18/05/2020													
Investment Void		Refurbishment Survey		<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p style="text-align: center;">Property Description</p> <p style="text-align: center;">2 STOREY LOW RISE BLOCK</p> </div> <div style="width: 35%;">  <p style="text-align: center;">Year Built</p> <p style="text-align: center;">1973</p> </div> </div>															
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 ?																	
<div style="border: 1px solid black; padding: 5px;"> <p>Asbestos Register Maintenance [LIVE]</p> <p>File Edit Options Help</p> <p>BL12320C014 9-19 Coopers Lane, Smethwick, West Midlands, B67 7DP</p> <p>Survey Status: <input type="text"/> Inspection Level: <input type="text"/></p> <p>Survey Date: <input type="text"/> Next Survey Date: <input type="text"/></p> <p>Officer: <input type="text"/></p> <p>Cloned From: <input type="text"/> <input type="button" value="Clone"/> <input type="button" value="Update"/> <input type="button" value="Cancel"/></p> <table border="1" style="width: 100%; border-collapse: collapse; font-size: small;"> <thead> <tr> <th>Sub Loc</th> <th>Component</th> <th>Type</th> <th>Condition</th> <th>Risk Level</th> <th>Historical</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p><input type="button" value="Create"/> <input type="button" value="Update"/> <input type="button" value="Delete"/> <input type="button" value="Display"/> <input type="button" value="Copy All"/></p> <p><input type="button" value="Print"/> <input type="button" value="Exit"/></p> </div>				Sub Loc	Component	Type	Condition	Risk Level	Historical							<p>Notes / including details of similar property surveys completed.</p> <p>NO INTERNAL COMMUNAL AREAS TO BLOCK.</p> <p style="color: red;">Revised by G.Carrington - 17/08/2022</p>			
Sub Loc	Component	Type	Condition	Risk Level	Historical														
<p>Building Surveyors 0121 569 5077</p>				<p>Asset Team - Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES</p> 