

Fire Risk Assessment

Queens Close

85-100

Smethwick

B67 7EA.



Date Completed: 29th May 2024

Review Period: 3 years

Officer: Anthony Smith **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>

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”*.

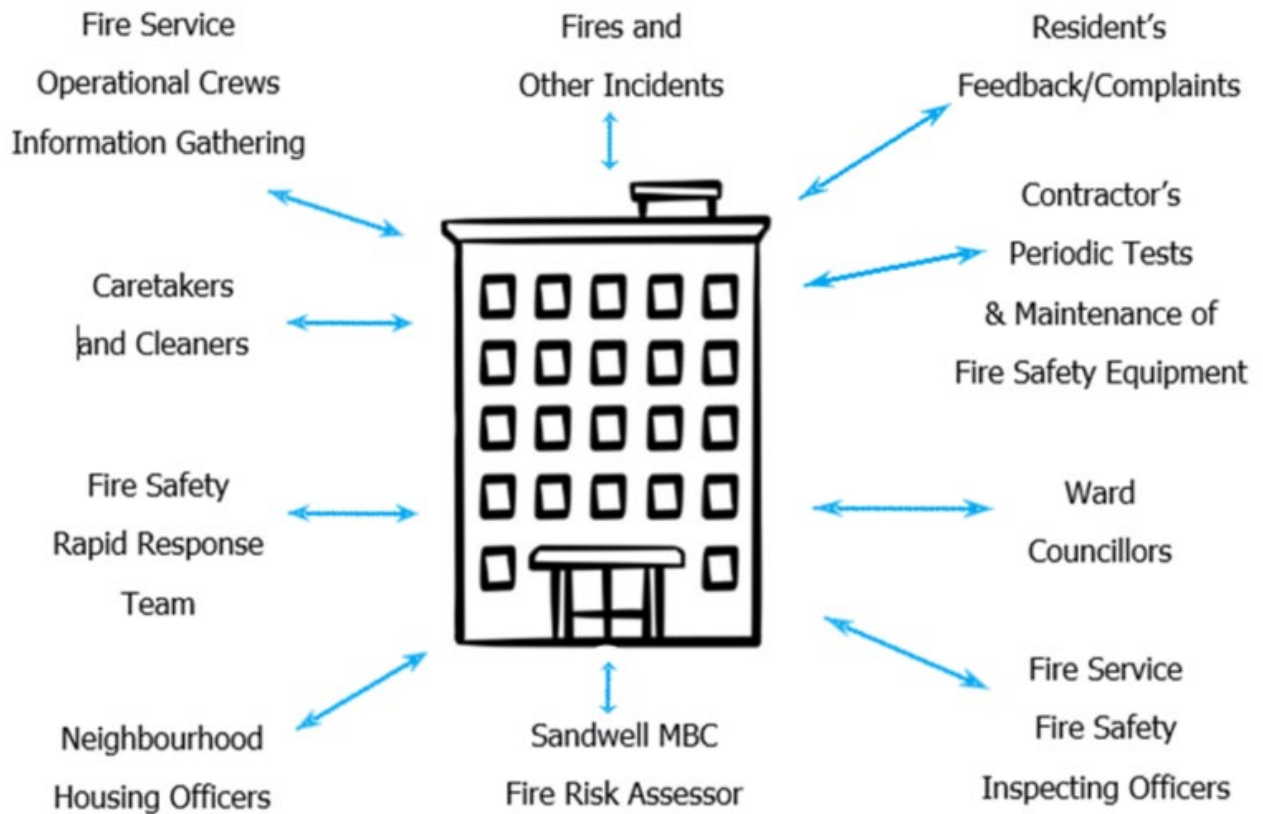
This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>.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

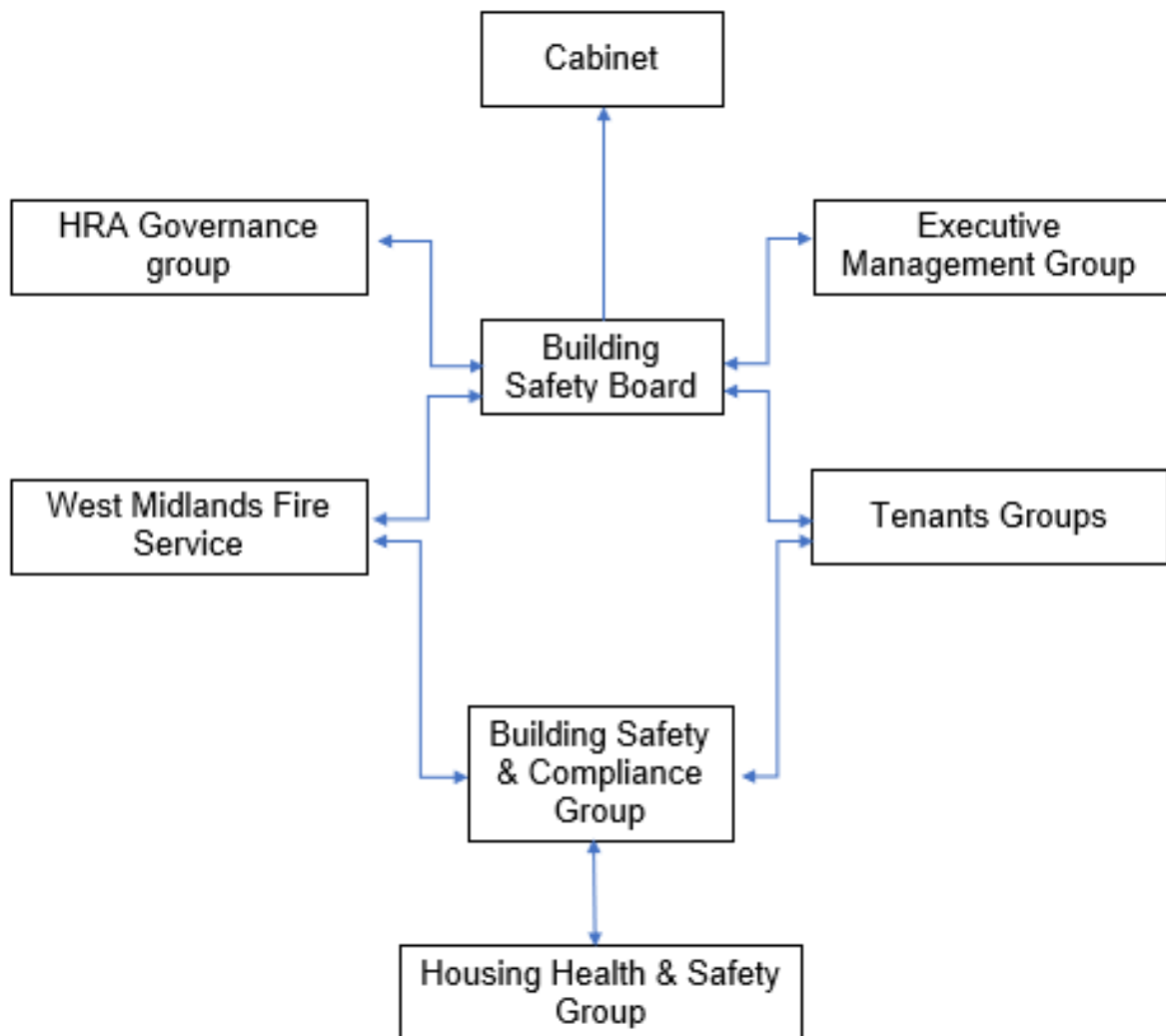
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



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>Each façade of the building comprises of traditional brick masonry.</p> <p>Individual flat windows and those to communal areas are UPVC double glazed units.</p>	Trivial
Section 7	<p>Means of Escape from Fire</p> <p>Each block has a single staircase and final exit door.</p>	Trivial

<p>Section 8</p>	<p>Fire Detection and Alarm Systems</p> <p>Flats have a fire detection system fitted to an LD2 standard.</p>	<p>Trivial</p>
<p>Section 9</p>	<p>Emergency Lighting</p> <p>Emergency lighting has not been installed.</p> <p>Convention lighting is in place to the communal parts.</p>	<p>Trivial</p>
<p>Section 10</p>	<p>Compartmentation</p> <p>The blocks have sufficient compartmentation between dwellings.</p> <p>Individual flat entrance doors are predominately Nominal FD30s fire doors.</p>	<p>Trivial</p>
<p>Section 11</p>	<p>Fire Fighting Equipment</p> <p>The premises have no provision for firefighting equipment.</p>	<p>Trivial</p>
<p>Section 12</p>	<p>Fire Signage</p> <p>Due to simplicity of layout no requirement for fire signage.</p>	<p>Trivial</p>
<p>Section 13</p>	<p>Employee Training</p> <p>All staff receive basic fire safety awareness training.</p>	<p>Trivial</p>
<p>Section 14</p>	<p>Sources of Ignition</p> <p>The fixed electrical tests were last completed 31/08/2022.</p>	<p>Trivial</p>

Section 15	Waste Control Refuse containers are emptied regularly. There is a regular cleaning service to the premises.	Trivial
Section 16	Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.	Trivial
Section 17	Arson Prevention There is a door entry system which prevents unauthorised access. External lighting is in place.	Trivial
Section 18	Storage Arrangements Residents instructed not to bring L.P.G cylinders into block.	Trivial

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 fire is at a medium level of risk prior to the implementation of the action plan because of the presence normal fire hazards for this type of occupancy which have all been highlighted within the fire risk assessment.

After considering the use of the premise and the occupants the consequences for life safety in the event of a fire would be slight harm.

This is due to there being a Stay Put Unless policy and sufficient compartmentation to include predominately Nominal FD30s doors to flat entrances combined with suitable smoke detection to LD2 standard within flats.

Overall, the level of risk at the time of this FRA is Trivial.

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)

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

Queens Close 85-100
Smethwick
B67 7EA

Description of the Property

The low-rise block was built in 1971.
The block consists of 2 storeys (inclusive of the ground floor)
The four blocks contain 16 dwellings.



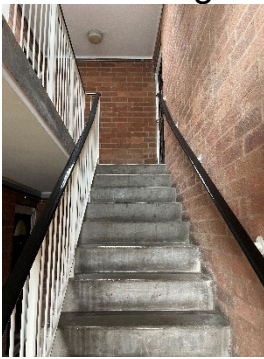
The block has a main entrance to the front elevation. A door entry system with a fob reader is installed.



Each main entrance has a door entry system with a firefighter override switch.



There is a single stairwell to each block, with two flat entrance doors on each landing.



Access to each block is gained via the Firefighter override switch utilising a drop latch key.



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 Rise
Number of Floors	2
Date of Construction	1971
Construction Type	Traditional brick cavity
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	None
Number of Staircases	1 per block
Automatic Smoke Ventilation to communal area	No
Fire Alarm System	No
Refuse Chute	No
Access to Roof	External only. Flat roof.
Equipment on roof (e.g., mobile phone station etc)	None

Persons at Risk

Residents / Occupants of 16 flats.

Visitors,

Sandwell MBC employees,

Contractors,

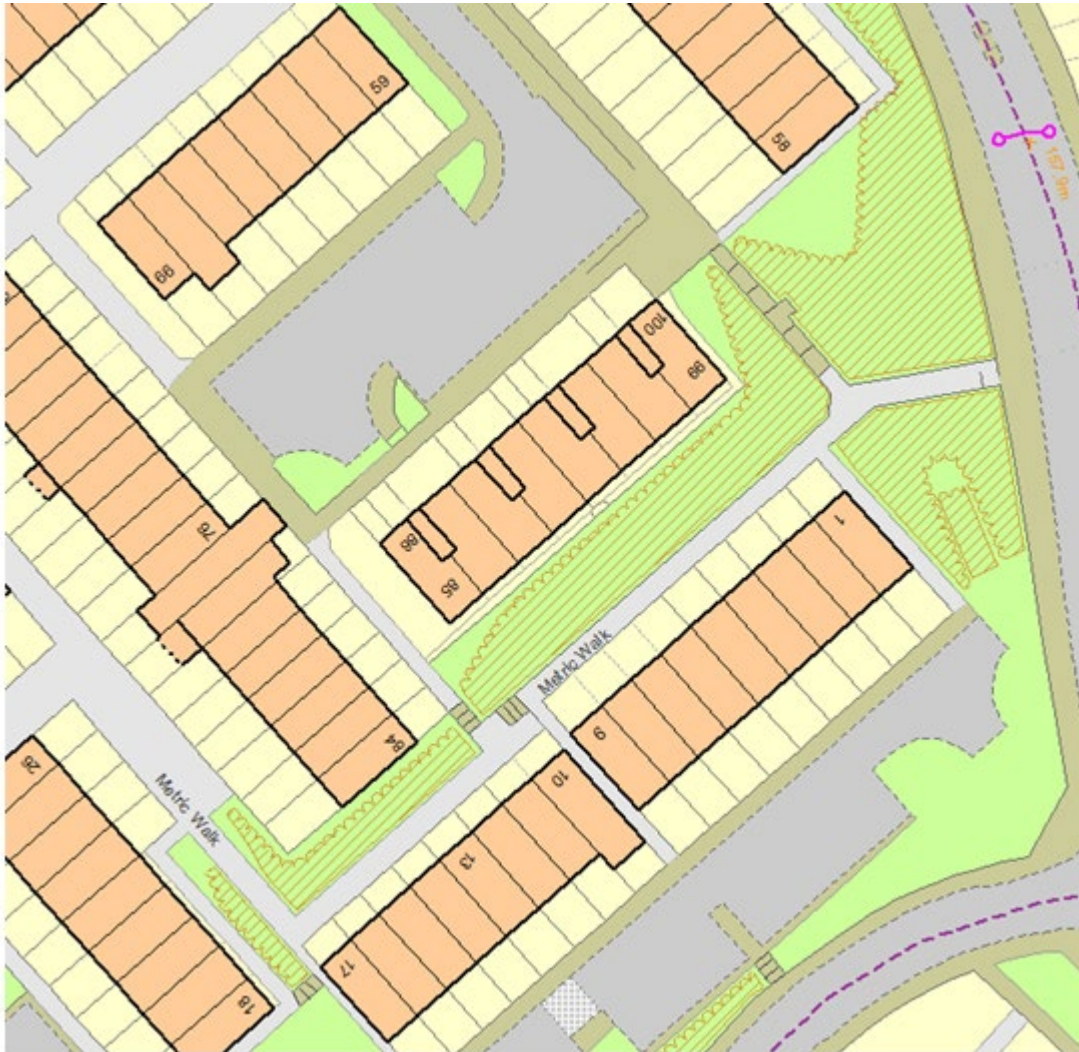
Service providers (e.g., meter readers, delivery people etc)

Statutory bodies (e.g., W.M.F.S, Police, and Ambulance)

**Section
5**

Building Plan

General plan which outlines the buildings footprint.



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.

A breakdown of the materials present within the external envelope has been listed below. It is deemed that these materials or their combination of or application present an acceptable level of fire risk.

- 1) The exterior of the buildings is predominantly traditional brick construction.



- 2) Individual communal windows to the stairs are UPVC double glazed units. Flats have UPVC windows and UPVC panels.



3) Front entrance doors are timber.



4) The block has a flat roof.



Section

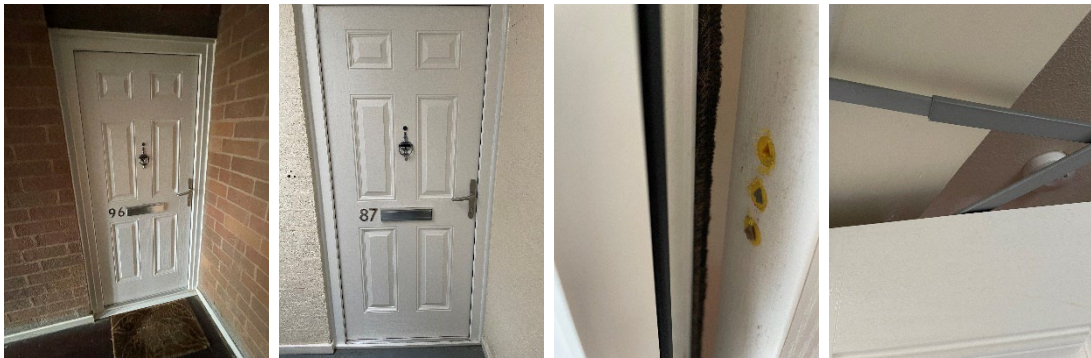
7

Means of Escape from Fire

- 1) Each of the blocks has a single staircase, the width is 900 mm.



- 2) The means of escape are protected to prevent the spread of fire and smoke with predominately Nominal FD30s composite doors. No internal access to flats was gained during the fire risk assessment. Resident to flat 87 did allow inspection of the front door.



- 3) The only communal doors within the block are the final exit doors and doors into the drying area which are fitted with automatic closing devices that are checked on a regular basis by the Janitorial Teams as part of their daily checks.



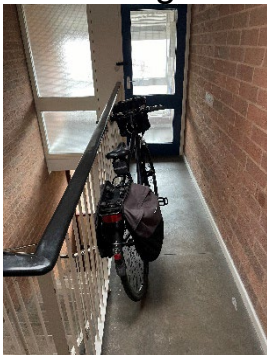
- 4) The final exit door is fitted with an automatic closing device and door entry system. This entry system is designed to fail safe i.e., door unlocked in the event of a power failure. This prevents residents being locked in or out of the building.



- 5) Automatic smoke ventilation is not employed.
- 6) Communal windows to the drying area are openable with the use of a key.



- 7) Communal areas are kept free of flammable items. However, a push bike was noted outside of flat 95. Drying area (Block 97-100) was locked. Residents should be encouraged not to lock drying rooms as this restricts access to windows which the fire service could utilise for staircase ventilation purposes. Email sent to housing manager.



Good housekeeping is fundamental to reducing risk in blocks of flats. Controlling the presence of combustibile materials and ignition sources not only reduces the potential for accidental fires to start and develop in the common parts, it also significantly reduces the scope for deliberate fires. It also ensures escape routes are free of obstructions that might hinder the evacuation of people from the building and access for fire-fighters.

- 8) Conventional lighting is provided to the communal landings and stairs.



- 9) Gas meter cupboards are located externally on the rear elevation. Resident confirmed electric meters are within flats.



- 10) The surface coatings to the communal areas are class 0 rated.
- 11) The building has sufficient passive controls that provide effective compartmentation in order to support a Stay Put-Unless Policy. Therefore, residents are advised to remain in their flat unless the fire directly affects them or if they are advised to evacuate by the emergency services.
- 12) Individual Flat doors are predominately Nominal FD30s rated doors. Resident of flat 87 allowed inspection of the flat entrance door.
-



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) The smoke alarms within residents' flats are installed to an LD2 standard. Resident to flat 87 confirmed smoke detector in hallway, smoke detector in living room and heat detector in kitchen.

For information

LD1 all rooms except wet rooms

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

LD3 Hallway only

- 3) There is no effective means for detecting an outbreak of fire to communal areas in the remaining blocks. 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) Blocks do not have an emergency / escape lighting system. This is deemed acceptable within a 2-storey block that has adequate conventional lighting installed. However, provision should be considered for the next planned future works programme.



Section

10

Compartmentation

This section should be read in conjunction with Section 4

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells. Flat entrance doors in 1-hour rated walls are 30-minute fire resistant.
 - 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.
-

Fire Risk Assessment

- 4) The fire stopping / compartmentation is subject to an annual check by the Fire Safety Rapid Response Team.
- 5) Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately by the Fire Safety Rapid Response Team.

Block 85-100

Electrical		Fire Stopping Materials										Fire Stopping Materials										Fire Stopping Materials										Fire Stopping Materials										Floor No				
		Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials																								
Floor No	Supelux	Inu Batt	Inu Sponge	Inu AM Mastic	Graphite Filler	Inu Pads	Inu Pillows	Inu Wraps	Rockwool	Supelux	Inu Batt	Inu Sponge	Inu AM Mastic	Graphite Filler	Inu Pads	Inu Pillows	Inu Wraps	Rockwool	Supelux	Inu Batt	Inu Sponge	Inu AM Mastic	Graphite Filler	Inu Pads	Inu Pillows	Inu Wraps	Rockwool	Supelux	Inu Batt	Inu Sponge	Inu AM Mastic	Graphite Filler	Inu Pads	Inu Pillows	Inu Wraps	Rockwool	Floor No									
B																																					B									
G																																					G									
1			✓																																		1									
2																																					2									
3																																						3								
4																																						4								
5																																						5								
6																																						6								
7																																						7								
8																																						8								
9																																						9								
10																																						10								
11																																						11								
12																																						12								
13																																						13								
14																																						14								
15																																						15								
16																																						16								
Communal door free from defects		✓					Communal window free from defects					✓					Flat door free from defects					✗					Communal cupboard locked and secure					Result Choose					Communal area free from repair materials					✓				
Foam Removal & Enhancement Record										Foam, Enhancements & Other Comments:																																				
Foam Present But Not Removed This Visit																																														
Foam Present & Partailly Removed This Visit																																														
Foam Present & Fully Removed This Visit																																														
No Foam Present																																														
No Enhancement Carried Out This Visit																																														
Enhancement Carried Out This Visit																																														

- 6) Individual flat doors are predominantly Nominal FD30s rated composite fire doors.

Refer to updated door spreadsheet below.

Queens Close 85-100 (O&E)	BL39920QU03	BL39920QU03	85-100 Queens Close;Smethwick;West Midlands;;	Intentionally Blank	
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000085	85 Queens Close;Smethwick;West Midlands;;	Composite	Not Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000086	86 Queens Close;Smethwick;West Midlands;;	Timber Door FD30s	Not Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000087	87 Queens Close;Smethwick;West Midlands;;	Composite	Not Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000088	88 Queens Close;Smethwick;West Midlands;;	Composite	Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000089	89 Queens Close;Smethwick;West Midlands;;	Composite	Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000090	90 Queens Close;Smethwick;West Midlands;;	Composite	Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000091	91 Queens Close;Smethwick;West Midlands;;	Composite	Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000092	92 Queens Close;Smethwick;West Midlands;;	Composite	Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000093	93 Queens Close;Smethwick;West Midlands;;	Composite	Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000094	94 Queens Close;Smethwick;West Midlands;;	Composite	Not Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000095	95 Queens Close;Smethwick;West Midlands;;	Composite	Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000096	96 Queens Close;Smethwick;West Midlands;;	Composite	Not Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000097	97 Queens Close;Smethwick;West Midlands;;	Timber Door FD30s	Not Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000098	98 Queens Close;Smethwick;West Midlands;;	Composite	Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000099	99 Queens Close;Smethwick;West Midlands;;	Composite	Not Glazed
Queens Close 85-100 (O&E)	BL39920QU03	DW3992000100	100 Queens Close;Smethwick;West Midlands;;	Composite	Glazed



- 7) There is no means of access to the internal roof space from the common areas. The roof is flat.

Section

11

Fire Fighting Equipment

- 1) The premise has no provision for firefighting equipment.

Section 12

Fire Signage

- 1) Fire Action Notices are not displayed throughout the building. The signs are not necessary due to the building not having a complex layout.
- 2) Smoking is prohibited within any communal parts of the building in line with Smoke Free England Legislation.



- 3) The fire escape routes do not use directional fire signage in accordance due to simplicity of layout.
- 4) Yellow LPG warning signs are not displayed.

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) Staff undertaking fire risk assessments are qualified to or working towards Level 4 Diploma in Fire Safety.
- 5) Fire safety information has been provided as part of tenancy pack.
- 6) Information regarding use of fire doors is provided to residents.



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



Section

14


Sources of Ignition

- 1) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation.



- 2) Hot working is not normally carried out. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.
 - 3) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager Bryan Low.
 - 4) The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection was 31/08/2022.
-

Block 85-100.



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

439125

IPR18

ELECTRICAL INSTALLATION CONDITION REPORT

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

PART 1: DETAILS OF THE CONTRACTOR, CLIENT AND		
DETAILS OF THE CONTRACTOR Registration No: <u>N/A</u> Branch No: <u>N/A</u> Trading Title: <u>C & S Electrical Installations Ltd</u> Address: <u>Unit 2, Bridge Street, Wednesbury</u> Postcode: <u>WS100AW</u> Tel No: <u>N/A</u>	DETAILS OF THE CLIENT Contractor Reference Number (CRN): <u>N/A</u> Name: <u>Sandwell MBC</u> Address: <u>Direct2 Industrial park, Oldbury</u> Postcode: <u>B69 3ES</u> Tel No: <u>N/A</u>	DETAILS OF THE INSTALLATION Occupier: <u>Communal</u> Address: <u>85-100 Queens Close, Smethwick, Sandwell, West Midlands</u> Postcode: <u>B67 7EA</u> Tel No: <u>N/A</u>
PART 2: PURPOSE OF THE REPORT		
Purpose for which this report is required: _____ (see additional page No. <u>N/A</u>) Requested by SMBC to verify the electrical installation within the communal areas to ensure safety and compliance to BS7671:2018 Date(s) when inspection and testing was carried out: <u>31/08/2022</u> Records available: <u>(No)</u> Previous inspection report available: <u>(No)</u> Previous report date: <u>(2016)</u>		
PART 3: SUMMARY OF THE CONDITION OF THE INSTALLATION		
General condition of the installation (in terms of electrical safety): _____ (see additional page No. <u>N/A</u>) Visual inspection of all accessories carried out with 25% removed during inspection other than items noted at part 6 the wiring accessories are in fair condition Estimated age of electrical installation: <u>(20+)</u> years Evidence of additions or alterations: <u>(No)</u> Overall assessment of the installation is: Satisfactory		
PART 4: DECLARATION		
INSPECTION AND TESTING I, being the person responsible for the inspection and testing of the electrical installation, particulars of which are described in PART 7, having exercised reasonable skill and care when carrying out the inspection and testing of the existing installation, hereby CERTIFY that the information in this report, including the observations (page 2) and the attached schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent of the installation and the limitations on the inspection and testing. Name (capital): <u>MR CONNER BOLAND</u> Signature: <u>[Signature]</u> Date: <u>31/08/2022</u> REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE APPROVED CONTRACTOR Name (capital): <u>MR DAVE BUTLER</u> Signature: <u>[Signature]</u> Date: <u>29/12/2022</u>		
*An unsatisfactory assessment indicates that dangerous (CODE C1) and/or potentially dangerous (CODE C2) conditions have been identified in PART 6, or that Further Investigation (CODE F) without delay is required. This report is based on the model forms shown in Appendix B of BS 7671 Published by Certsure LLP Certsure LLP operates the NICEIC & ELECSA brands © Copyright Certsure LLP (July 2018)		

Please see the 'Notes for Recipient' Page 1 of 5

Original to be kept on ordering the work

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



**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) Owing to the nature of Low-Rise flatted accommodation, it is difficult to manage / control individual contractors / utility companies.
 - 4) However, utility companies are not allowed to access any service cupboard or secure area. They must request and collect maintenance keys from the local housing team. 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 – 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) Restricted access to the premises by means of a door entry system.



- 2) There is current evidence of arson. Email sent to the Housing Manager.



- 3) The perimeter of the premises is well illuminated.



- 4) There have been no fire related incidents since the previous FRA.
-

Section
18

Storage Arrangements

- 1) Residents 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) 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:

Queens Close 85-100

Date of Action Plan:

30/05/2024

Review Date:

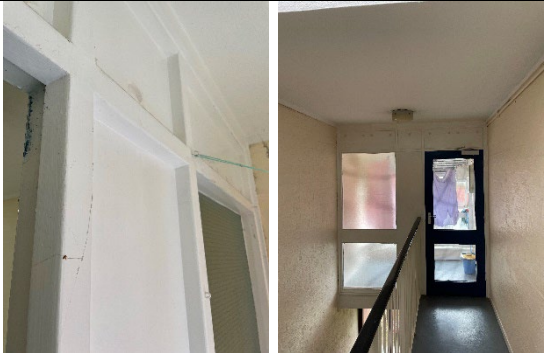

<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
	No Actions				



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	
Future works programme should consider upgrading the drying room wall to 60 minutes fire resistance. Also removing the Georgian wired glass within the wall construction.	
Future works programme should consider the installation of emergency lighting within the staircase.	No Image
Future works programme should consider the replacement of the UPVC panels with a non-combustible construction.	

Fire Risk Assessment

Future works programme should consider the replacement of the timber flat entrance doors (Flats 86 and 97) to certified self-closing FD 30s door set. Email sent to manager of door programme.



Signed

<i>A. Smith</i>	Fire Risk Assessor	Date: 30/05/2024
<i>Bennett</i>	Quality Assurance Check	Date: 31/05/2024

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

Name of property: Queens Close 85-100.


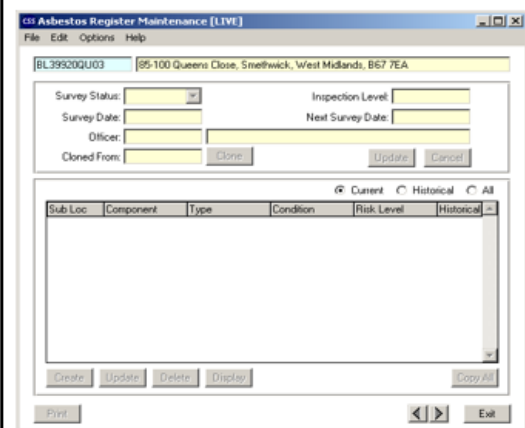

Updated: 07/10/2022

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>

Block 85-100

Asbestos Survey		Property Address	85-100 Queens Close, Smethwick, B67 7EA		✓ Office use
Surveyed by	S.Harrison	Date	10/03/14	Checked by	DEREK STILL
Reason for request		HSG 264 - Survey Report Type		Date	03/12/2014
Investment Void		Refurbishment Survey		<div style="display: flex; align-items: center;"> <div style="flex: 1;"> <p style="text-align: center;">Property Description</p> <p style="text-align: center;">2 STOREY LOW RISE BLOCK</p> </div> <div style="flex: 1;">  </div> </div>	
Investment Tenanted		Management Survey	✓		
R & M Void		SHAPE Interrogated.	✓		
R & M Tenanted		No Existing SHAPE Data.	✓		
Medical / Emergency - Heating Works		Existing SHAPE Data.			
Communal Areas	✓	Refurb Surveys Interrogated?			
				Notes / including details of similar property surveys completed. **Survey revised by John Davis 07/10/2022**	
				Building Surveyors 0121 569 5077	Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES
					

Fire Risk Assessment
