

Fire Risk Assessment

Tame Road



**Flats 1-3A & 4 – 6A Tame Road,
Horseley Heath,
Tipton,
DY4 7HU.**

Date Completed: 19/06/2024.

Review Period: 3 years.

Officer: A Jones Fire Risk Assessor.

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

Current Risk Rating = Tolerable

Subsequent reviews.

<u>Review date</u>	<u>Officer</u>	<u>Comments</u>
09/07/2024	Adrian Jones	<p>On Tuesday 09/07/24, in collaboration with the Fire Response Team, loft/roof voids were inspected to establish if any potential breaches in compartmentation were visible.</p> <p>Therefore, loft/roof areas were checked to ensure that compartment walls (that are common to two or more buildings) run the full height of the building up to the main roof structure and have no breaches.</p> <p>Breaches were identified in several areas of the roof/loft space. These were: -</p> <p>Noticeable gaps under the ridge, the main roof structure, running along the length of the building.</p> <p>Adjacent purlins where pipework has been removed by contractors.</p> <p>Instances where electrical cables have passed through brickwork.</p> <p>Breaches in existing compartmental wall shall be fire stopped using suitable products to achieve a minimum of 60 minutes fire compartmentation.</p>

Fire Risk Assessment

Subsequent reviews.

<u>Review date</u>	<u>Officer</u>	<u>Comments</u>

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Section

0

Introduction

The [Regulatory Reform \(Fire Safety\) Order 2005 \(RR\(FS\)O\)](#) places a legal duty on landlords to complete a fire risk assessment (FRA). Specifically, RR(FS)O article 9. — (1)

“The responsible person must make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions he needs to take to comply with the requirements and prohibitions imposed on him by or under this Order”.

This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>. In the first instance however, we would be grateful if you could contact us directly via https://www.sandwell.gov.uk/info/200195/contact_the_council/283/feedback_and_complaints or by phone on 0121 569 6000.

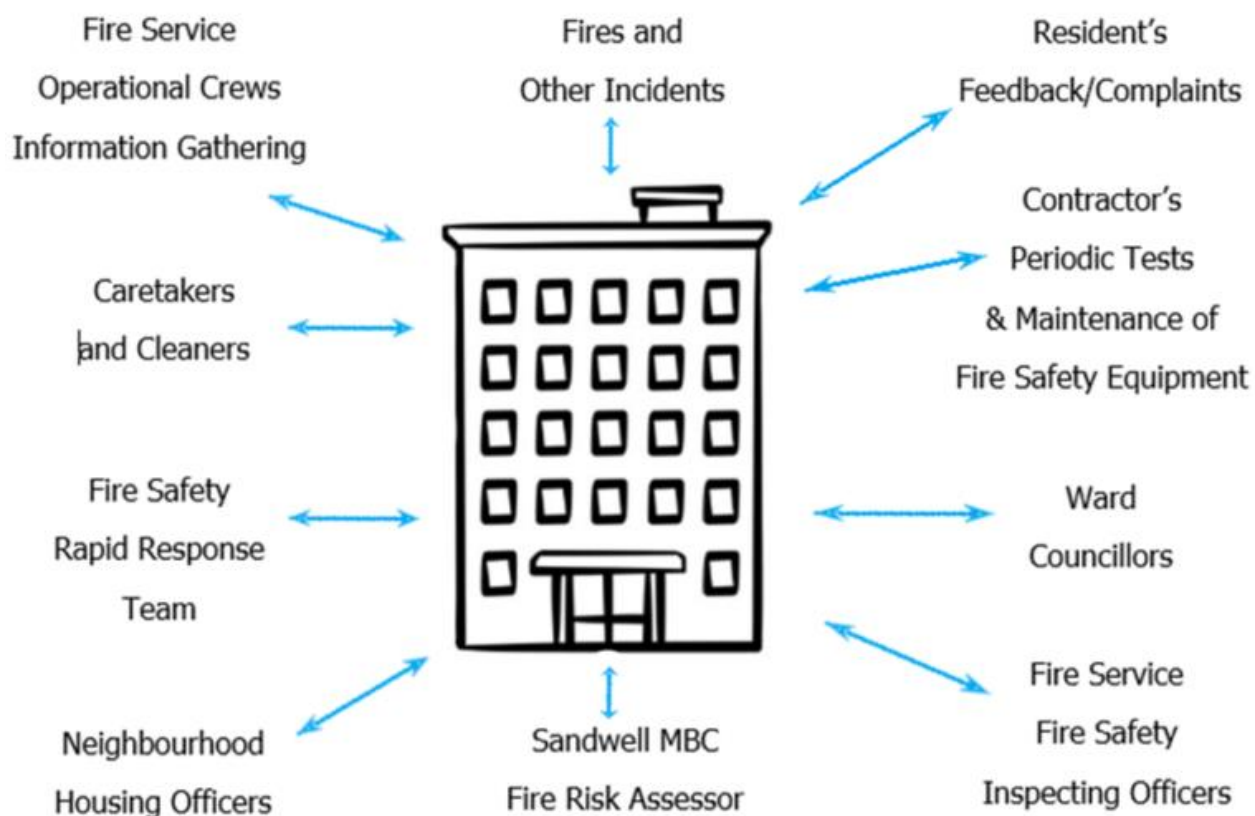
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation, but the Council will as a minimum review:

- 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.

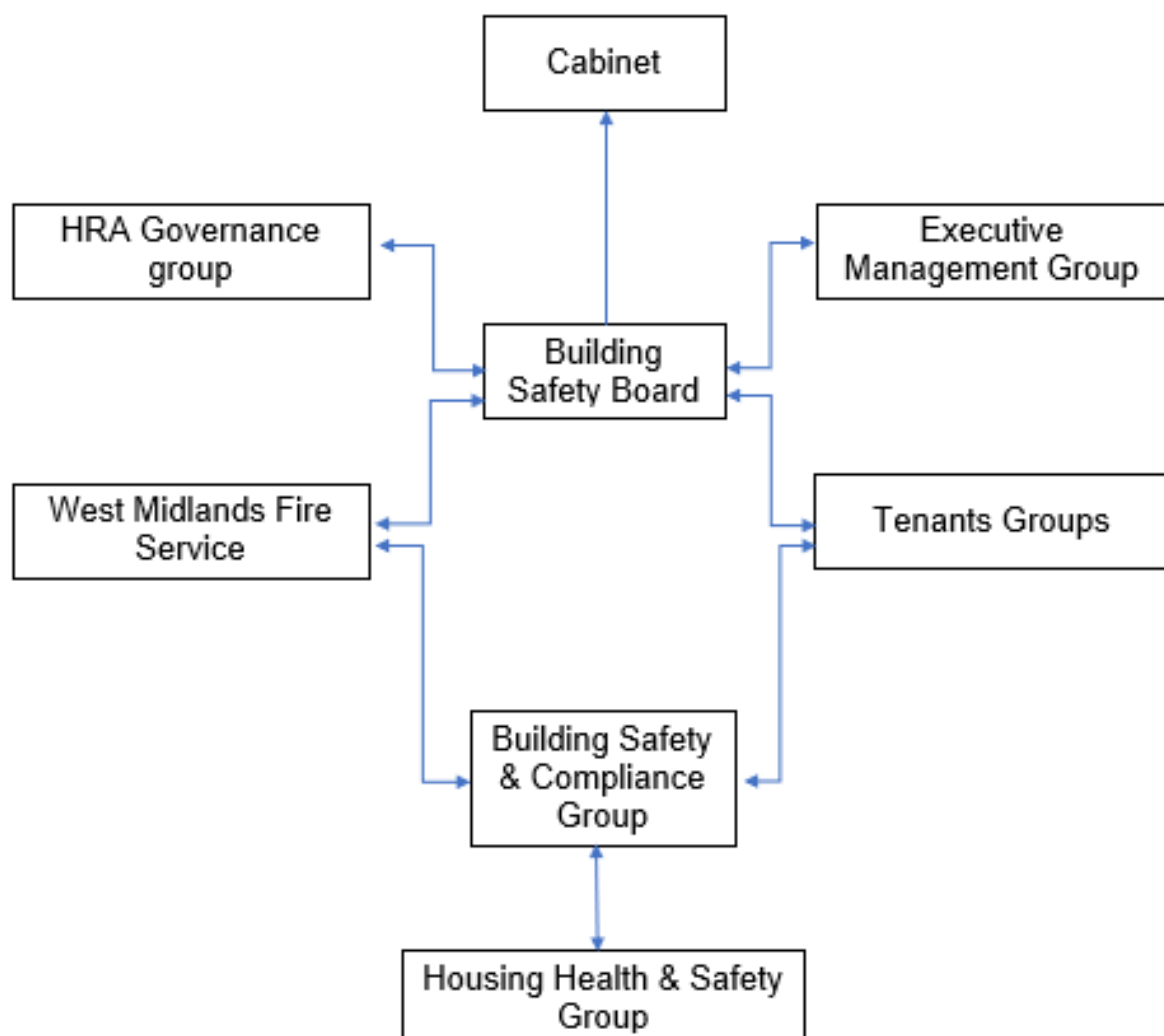
Fire Risk Assessment



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 rear gardens are protected by fencing, gates and secured by suited padlock.</p>	Trivial

Section 7	<p>Means of Escape from Fire The means of escape staircase incorporates a final exit. Combustible items should be removed from means of escape routes.</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 in common areas/staircases, this is tested in line with BS5266.</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. One flat entrance door (Flat 5A) had received significant damage & needs to be replaced at the earliest opportunity.</p>	Tolerable
Section 11	<p>Fire Fighting Equipment No firefighting provisions are provided within the premise.</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. The last 5-yearly inspection was carried out on 20/12/2021.</p>	Trivial
Section 15	<p>Waste Control Regular cleaning services take place at the block and regular checks from caretakers help with waste control at the block.</p>	Trivial

Section 16	<p>Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.</p>	<p>Trivial</p>
Section 17	<p>Arson Prevention A door entry system is provided to the premise at the front elevation, the rear entrance is secured by an electronic fob. The door(s) were operating correctly at the time of the assessment. The rear gardens & bin area is secured by padlock and wooden & metal fencing. Both front & Rear doors were wedged open at the time of the assessment, this practice should cease, and all doors maintained as shut.</p>	<p>Tolerable</p>
Section 18	<p>Storage Arrangements Residents should not store fuel or LPG Cylinders in their home or storage facilities. This documented in the tenancy agreement.</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 flat entrance doors which should be upgraded when the door replacement programme commences. Combustible items should not be left on the means of escape routes, these areas should be sterile. Both front & rear doors were wedged open at the time of the assessment. From a security and Arson understanding, this practice should cease, and all doors maintained as locked shut.

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

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

Abdul Monim Khan

Lee Miilo

Housing Office Manager

Rushpal Dhaliwal

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

Flats 1-3A and 4 – 6A
Tame Road
Horseley Heath
Tipton,
DY4 7HU.

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 low-rise block of flats constitutes three storeys (inclusive of the ground floor), each of the floors contain 2 dwellings. They were constructed circa 1959.

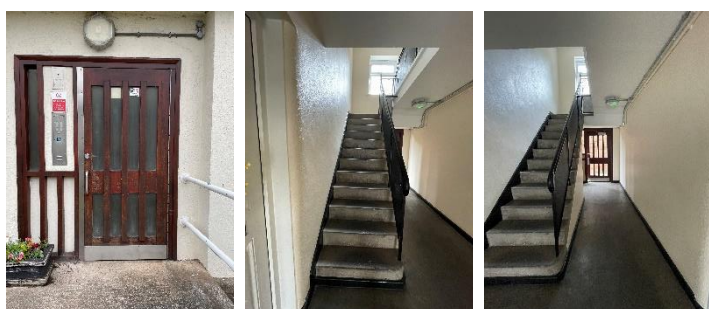
They are of traditional brick, concrete construction, double glazed UPVC window frames surmounted by a pitched roof.



The blocks have two entrances; a main entrance to the front elevation and a further exit located on the rear elevation. Both front and rear entrances have door entry system with a fob reader installed.



The building has a single staircase with access gained at the front elevation. There is a rear door which can be accessed by residents through a side gate using a suited key. The rear door is secured and controlled by an electronic fob.



There is access to the communal roof space from the second floor landing area. This is maintained locked shut.



There is a ground floor electrical cupboard that contains electrical equipment for the building.



Residents utilise an external waste point/rubbish collection point located at the rear of the premise.



The rear of the gardens is secured by a combination of wooden fencing and hedges, there is an access gate fitted to enable refuse to be managed.



High/Low Rise	Low Rise
Number of Floors	3
Date of Construction	1959
Construction Type	Traditional Brick Cavity
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	None
Number of Staircases	One
Automatic Smoke Ventilation to communal area	No
Fire Alarm System	No
Refuse Chute	No
Access to Roof Space	Loft Hatch second Floor.
Equipment on roof (e.g., mobile phone station etc)	No

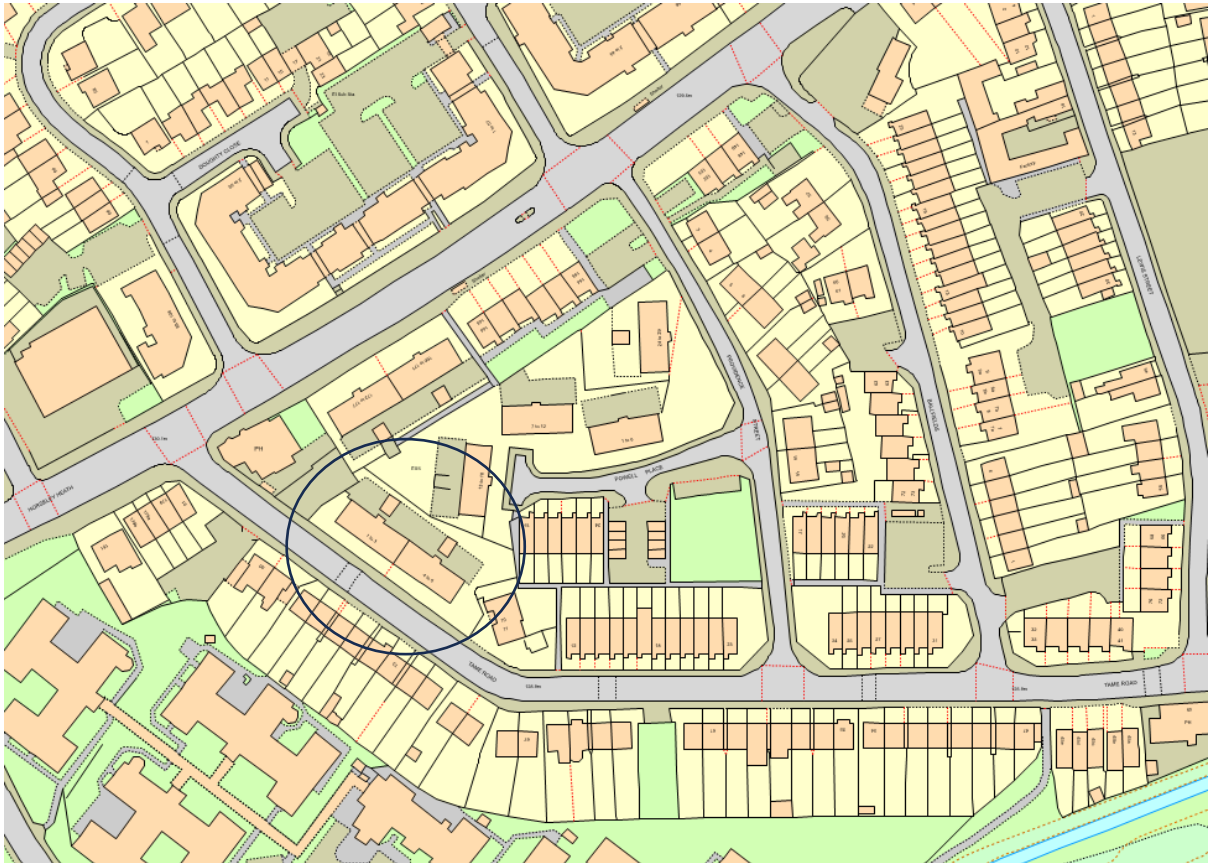
Persons at Risk

Residents / Occupants of 6 flats per Block x two Blocks.
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 construction, UPVC double glazed window frames surmounted by a pitched tiled roof.



- 2) Access is gained to all flats from the ground floor using the main access door leading to the staircase area.



- 3) There is no provision for off road car parking facilities for residents outside of the building.
- 4) An external waste area is provided for residents at the rear of the premises. This appeared to be well managed with no excess waste visible.



- 5) The rear gardens are secured by a combination of wooden fencing and garden hedges.



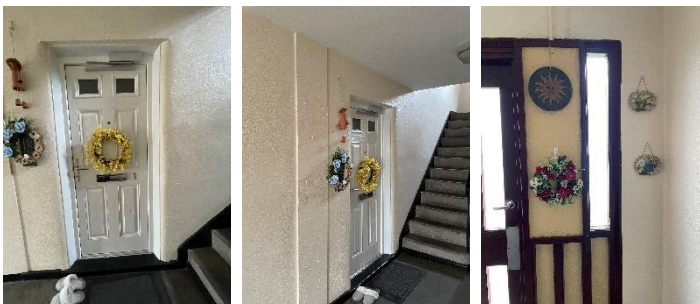
Section 7

Means of Escape from Fire

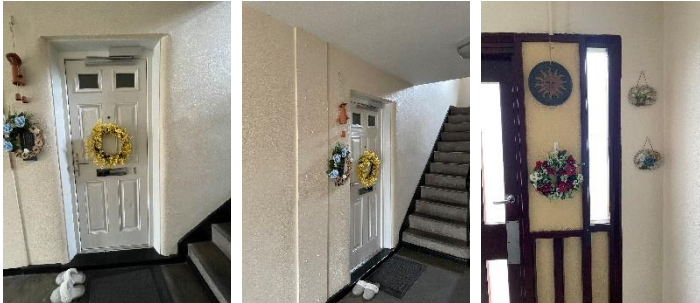
- 1) The building has a staircase that provides the means of escape. All staircases are of adequate width (at least 850mm) and should be maintained clear to that width as a minimum.



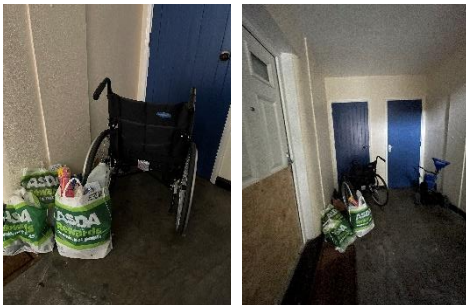
- 2) The only communal door within the block are the final exit doors, these are fitted with automatic closing devices that are checked on a regular basis by caretaker teams as part of their daily checks. Defective closing devices are reported to an external contractor.
- 3) The final exit doors have door entry systems installed. 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 the building.
- 4) Communal areas should be kept free of flammable items. The communal areas should be checked on a regular basis by Caretaking / Cleaning teams and all items of rubbish removed.
- 5) Generally, the means of escape corridors/areas were clear. There were limited artificial flower displays and some minor decoration in the means of escape area, these items should be removed. (Email sent to housing to have items removed).



- 6) It was noted that one flat entrance door (Flat 1) had a floral display. These items should be removed with other associated artificial displays in the means of escape area. (Email sent to housing to have items removed).



- 7) It was noted there were other combustibles and refuse that had had been left on the means of escape routes.



- 8) Automatic smoke ventilation is not employed, landing windows are openable and can be used for mechanical/forced ventilation if necessary.



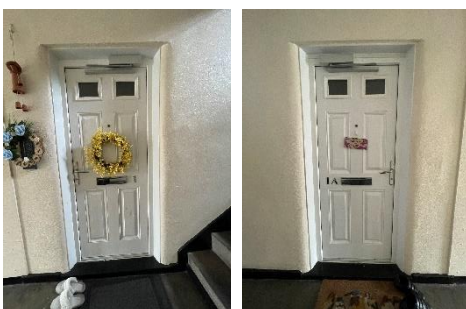
- 9) The means of escape are protected to prevent the spread of fire and smoke with a combination of nominal FD30s doors mainly consisting of timber front doors. Where applicable, timber flat entrance doors should be replaced when the fire door replacement programme commences.



- 10) No internal access to flats was gained during the fire risk assessment to ensure the doors have not been tampered with by residents etc.

The resident at flat number 1A provided information on the flat entrance door. This door has been replaced and it was noted that the self-closer had been renounced. This was due to a medical condition /disability at the address. A compromise needs to be sought and the self-closer re-established at the earliest opportunity.

This appeared to be the same for Flat number 1. However, no one was home at the time of the assessment to enquire why the self-closer had been dis-established.



- 11) The electrical cupboard for the building is located on the ground floor, it opens onto the means of escape corridor. This cupboard has been modified, no issues to report.
-

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 at number 1A who confirmed that smoke alarms are installed in the Hallway, Living room & Kitchen.

Flat 2A is currently an empty property. Work was being carried out by service engineers; the assessor entered the property to confirm that a battery-operated smoke alarm is fitted in the kitchen. No other smoke alarms are fitted in this premise.

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

For information

LD1 all rooms except wet rooms.

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

LD3 Hallway only.

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

Section

9

Emergency Lighting

- 1) Emergency lighting is provided throughout the communal landings/staircases. This is tested at frequent intervals and is compliant with BS 5266.



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) There is access to the roof space from the second floor landing area. It should be noted that the roof void was not assessed at the time of the inspection. A date will be agreed where the Assessor will meet the trades team at the premise to carry out a survey of the Roof void.



- 3) The premises have sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire in communal areas due to the design of the building.
- 4) The fire stopping / compartmentation of the premises is subject to an annual inspection by the Fire Safety Rapid Response Team.
- 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.

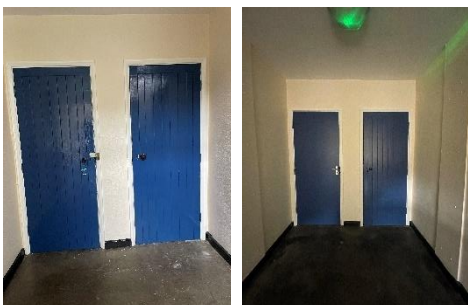
- 6) Generally, the means of escape is protected from flats with the use of nominal rated timber doors. These doors should be upgraded to FD30's when the door replacement programme commences.



- 7) There is a flat entrance door (Flat 5A) that has received some significant damage. This flat entrance door should be replaced the earliest opportunity. (See observations).



- 8) There are store cupboard doors adjacent to flat entrance doors; some doors have been upgraded, as part of any future works consideration should be given to replacing the remaining store cupboard doors.



Fire Risk Assessment

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

Floor No	Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Floor No														
	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							
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Communal doors free from defects					✓	Communal windows free from defects					✓	Flat doors free from defects					✓	Communal cupboards locked and secure					✓	Communal areas free from tenants stored items					✓	Communal areas free from repairs materials					✓

Floor No	Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Floor No														
	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							
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Communal doors free from defects					✓	Communal windows free from defects					✓	Flat doors free from defects					✓	Communal cupboards locked and secure					✓	Communal areas free from tenants stored items					✓	Communal areas free from repairs materials					✓

Fire Risk Assessment

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

Block Name	Place-Ref	Address	Front Door Type	Glazed / Not Glazed
Tame Road 1-3a (O)	BL47340TA03	1-3a Tame Road;Tipton;West Midlands;;	Intentionally Blank	
Tame Road 1-3a (O)	BL47340TA03	1a Tame Road;Tipton;West Midlands;;	Nationwide	Part Glazed
Tame Road 1-3a (O)	BL47340TA03	2a Tame Road;Tipton;West Midlands;;	Timber Door FD30:	Not Glazed
Tame Road 1-3a (O)	BL47340TA03	3a Tame Road;Tipton;West Midlands;;	Timber Door FD30:	Not Glazed
Tame Road 1-3a (O)	BL47340TA03	1 Tame Road;Tipton;West Midlands;;	Nationwide	Part Glazed
Tame Road 1-3a (O)	BL47340TA03	2 Tame Road;Tipton;West Midlands;;	Timber Door FD30:	Not Glazed
Tame Road 1-3a (O)	BL47340TA03	3 Tame Road;Tipton;West Midlands;;	Timber Door FD30:	Not Glazed
Tame Road 4-6a (O&E&a)	BL47340TA05	4-6a Tame Road;Tipton;West Midlands;;	Intentionally Blank	
Tame Road 4-6a (O&E&a)	BL47340TA05	4a Tame Road;Tipton;West Midlands;;	Timber Door FD30:	Not Glazed
Tame Road 4-6a (O&E&a)	BL47340TA05	5a Tame Road;Tipton;West Midlands;;	Timber Door FD30:	Not Glazed
Tame Road 4-6a (O&E&a)	BL47340TA05	6a Tame Road;Tipton;West Midlands;;	Timber Door FD30:	Not Glazed
Tame Road 4-6a (O&E&a)	BL47340TA05	5 Tame Road;Tipton;West Midlands;;	Timber Door FD30:	Not Glazed
Tame Road 4-6a (O&E&a)	BL47340TA05	6 Tame Road;Tipton;West Midlands;;	Timber Door FD30:	Not Glazed
Tame Road 4-6a (O&E&a)	BL47340TA05	4 Tame Road;Tipton;West Midlands;;	Timber Door FD30:	Not 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.

Section

12

Fire Signage

- 1) Any 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 the front entrance to the premises.



**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 conducted. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.
 - 3) The fixed electrical installation should be tested every 5 years, all electrical systems were in date of the 5-yearly inspection. The last 5-yearly inspection was carried out on 20/12/2021.
 - 4) 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.
 - 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.
-

Section
15

Waste Control

- 1) Refuse containers are emptied at regular intervals.
- 2) '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) Access to the flats is restricted by a door entry system.
- 3) There have been no reported fire incidents since the last FRA.
- 4) From an Arson and security point of view both front and rear access doors to the premise had been wedged open. This practice should cease to prevent any unauthorised access and the possibility of an Arson attack. (Email sent to Housing Manager for remedial action).



Section
18

Storage Arrangements

- 1) Residents are 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, it appears that store cupboard doors have been replaced.
 - 5) As per tenancy agreements, flammable liquids or gas cylinders should not be 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:

Flats 1-3A and 4 – 6A Tame Road, Tipton

Date of Action Plan:

19/06/2024

Review Date:

<Insert date>

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

Fire Risk Assessment

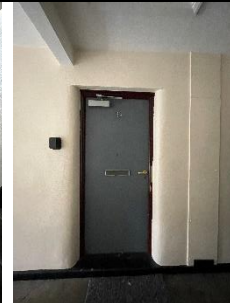
When undertaking future improvement program(s), it is advised that the observations listed below should be given consideration (noting that the safety of the residents is not jeopardised by these, and all steps to reduce any known risks have been taken).

Observations

Upon a recent visit to carry out a Fire Risk Assessment at Tame Road it was noted that significant damage had occurred to the front entrance door of Flat 5A. Access to Flat 5A could not be gained at the time of the assessment. At this time the door was temporary repaired. The repairs team are aware, and the issue is ongoing and being dealt with by repairs team.



As part of any future upgrades or when the door replacement programme commences, replace timber flat entrance doors for FD 30s.



Access to the roof space could not be gained at the time of the assessment. A future date will be agreed where the Assessor will meet the trades team at the premise to carry out a survey of the Roof void.

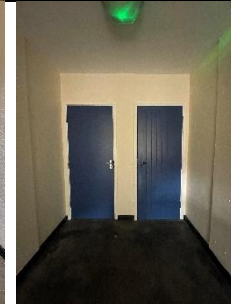


Fire Risk Assessment



Consideration should be given to reducing the amount of trees/shrubs outside the front elevation of flats 4 – 6A.



Some store cupboard doors have been upgraded, as part of any future works consideration should be given to replacing the remaining store cupboard doors.



Signed

 Adrian Jones	Fire Risk Assessor	Date: 19/06/2024.
	Quality Assurance Check	Date: 24/06/2024


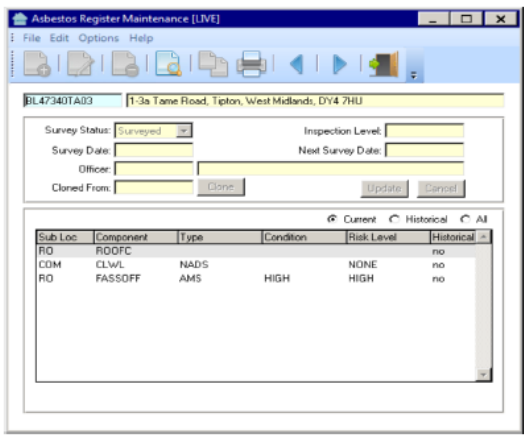

Significant Hazards on Site and Information to be Provided for the Fire Service

Name of property: Flats 1-3A and 4 – 6A Tame Road, Tipton


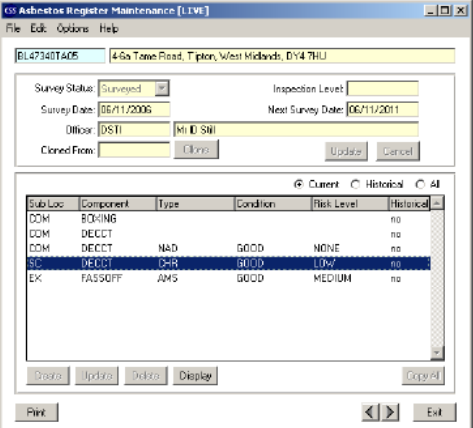
Updated:

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	1-3a Tame Road Tipton DY4 7HU		✓ Office use					
Surveyed by	Don Webb	Date	21/07/2020		Checked by	Derek still	Desktop Check	✓	Site Check	
Reason for request		HSG 264 - Survey Report Type		Date	23/07/2020		 <p style="text-align: center;">Low Rise Flats</p> <p style="text-align: right;">Year Built 1959</p>			
Investment Void		Refurbishment Survey								
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.				
						<p>Revised by Don Webb 23/07/2020 Front Elevation textured coating</p> <p>Revised by S. Harrison – 08/08/2022.</p>				
Building Surveyors 0121 569 5077						Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES				
										

Fire Risk Assessment

Asbestos Survey		Property Address		4-6a Tame Road Tipton DY4 7HU		✓ Office use	
Surveyed by	Colin Shinner	Date	19/03/14	Checked by	DEREK STILL	Desktop Check	✓
Reason for request		HSG 264 - Survey Report Type		Date	22/05/2020		
Investment Void		Refurbishment Survey		Property Description Low Rise Flats			
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 ?					
		Year Built	1959				
				Notes / including details of similar property surveys completed. Revised by Don Webb 23/07/2020 Front Elevation textured coating Revised by S. Harrison – 08/08/2022.			
Building Surveyors 0121 569 5077				Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES			
