
Fire Risk Assessment

Smith Place 10-20, 22-32



Tipton

DY4 8RB

Date Completed: 09/07/2024.

Review Period: 3 years

Officer: A. 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>

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Section

0

Introduction

The [Regulatory Reform \(Fire Safety\) Order 2005 \(RR\(FS\)O\)](#) places a legal duty on landlords to complete a fire risk assessment (FRA). Specifically, RR(FS)O article 9. — (1) *“The responsible person must make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions he needs to take to comply with the requirements and prohibitions imposed on him by or under this Order”*.

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

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

- High Risk Residential Buildings annually
- Other Buildings every 3 years

The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. If the review suggests the fire risk assessment is not currently suitable and sufficient, then a new fire risk assessment will be undertaken and become the current fire risk assessment. The previous fire risk assessment will be retained in the building safety case for that building.

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

Fire Risk Assessment.



The above processes and procedures are overseen by the Fire Safety, Manager who reports to the Head of Building Safety

These managers attend the Building Safety and Compliance Group for scrutiny which is part of the governance structure below.

Governance Structure



To summarise the fire risk assessment, in this scenario the RR(FS)O requires the prescribed information to be recorded. The prescribed information is the significant findings of the fire risk assessment and those groups or persons especially at risk from fire. This is recorded here in [section 1](#). Also required to be recorded under article 11, are the fire safety arrangements for the planning, organisation, control, monitoring and review of the preventative and protective measures. The information shown above is part of this requirement.

Section

1

Significant findings

The significant findings (executive summary) of the fire risk assessment include those measures that have been or will be undertaken by the responsible person in order to comply with the RR(FS)O 2005. Groups of people especially at risk of fire include such people as remote or lone workers, at risk due to layout of the building, visitors and contractors unfamiliar with the building layout as well as those with physical, sensory or mental health issues. A third requirement that under the order must be recorded is the fire safety arrangements. This is the effective planning, organisation, control, monitoring and review of the preventive and protective measures. These are shown in the introduction.

Significant findings

Include a brief summary of protective and preventative measures where relevant along with any issues found;

The escape strategy is '**Stay Put Unless**'. This means in the event of a fire in your flat you should evacuate. If there is a fire elsewhere in the building you should stay put unless you are affected by fire, smoke or you have been advised by the emergency services to leave.

Section number	Section Area	Individual Risk Level
Section 6	<p>External Envelope The exterior of the building is predominantly traditional brick construction.</p> <p>Individual flat windows and communal windows are UPVC double glazed units.</p> <p>Concrete interlocking tiles to the pitched roof.</p>	Trivial
Section 7	<p>Means of Escape from Fire The premise has a single staircase with two final exit doors.</p>	Trivial

Section 8	<p>Fire Detection and Alarm Systems From flat sampled a fire detection system to an LD3 standard is present.</p>	Trivial
Section 9	<p>Emergency Lighting The premise has no emergency lighting provision. This is deemed acceptable in this low-rise block.</p>	Trivial
Section 10	<p>Compartmentation The blocks have sufficient compartmentation between dwellings with the use of composite fire doors and compartment walls and floors. This supports a stay put unless strategy.</p>	Trivial
Section 11	<p>Fire Fighting Equipment The premises have no provision for firefighting equipment.</p>	Trivial
Section 12	<p>Fire Signage Appropriate signage is in place including no smoking signage.</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 shall be tested every 5 years. It was noted that Block 22-32 has a test date of 06/01/2022.</p>	Trivial

Section 15	Waste Control Regular cleaning service at the block and regular checks from caretakers help with the waste control at the block.	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 A door entry system to the premises is installed to prevent unauthorised access to the block.	Trivial
Section 18	Storage Arrangements Residents instructed not to bring L.P.G cylinders into block. Residents have access to storage cupboards located within the staircase.	Trivial

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 low level of risk due to the findings of the fire risk assessment.

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 a Stay Put Unless policy and sufficient compartmentation to include composite fire doors to flat entrances &, combined with suitable smoke detection to LD3 standard within flats.

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk-based control plan is based on one that has been advocated for general health and safety risks:

Risk level	Action and timescale
Trivial	No action is required, and no detailed records need to be kept.
Tolerable	No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources might have to be allocated to reduce the risk. If the premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.
Intolerable	Premises (or relevant area) should not be occupied until the risk is reduced.

(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)

Section

2

People at Significant Risk of Fire

Persons at significant risk of fire does not just refer to those people with physical, sensory or mental health issues. It also includes those at risk due to the layout or features of the building such as inner rooms or dead-end conditions. Persons may also be at risk due to remote or lone working.

The RR(FS)O requires that these people are identified in any fire risk assessment.

Sandwell Council takes the health, safety and wellbeing of its colleagues, contractors, residents and leaseholders seriously. It is our policy to exceed, where possible, the minimum health and safety requirements of the law.

Residents are responsible for letting us know whether they might need a Personal Emergency Evacuation Plan (PEEP). The Resident Engagement Officers (Fire Safety) will conduct an assessment visit upon request. Any risk-reduction measures that are found where a PEEP is necessary and completed will be documented and taken quickly. With the consent of the resident, we will make a referral for West Midlands Fire Service to conduct a Safe and Well visit.

When a PEEP is in place, the relevant information will be kept in the secure Premise Information Box (High Rise Buildings only), which is set up to help WMFS in an emergency. The data is classified as level 1, which means it complies with the General Data Protection Regulations.

Section

3

Contact Details

The Chief Executive of Sandwell Metropolitan Borough Council has ultimate responsibility for the site as the responsible person identified by the RR(FS)O 2005.

The Chief Executive has put a structure in place to support the management of the site.

This includes the role of Building Safety Manager who has duties as defined within the Regulatory Reform (Fire Safety) Order 2005.

The contact names to support the management of the site are as follows:

Chief Executive

Shokat Lal

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

Adrian Jones

Resident Engagement Officer - Fire Safety

Lee Mlilo

Abdul Monim Khan

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

Smith Place 10-20, 22-32
Tipton
DY4 8RB

Description of the Property

The two low-rise attached blocks were constructed in 1958 and consist of 3 storeys (inclusive of the ground floor). Each of the floors contains 2 number dwellings.

The blocks have main entrance on the front elevation with a further exit located on the rear elevation.



Internal access to the roof can be gained on the second floor. Residents do not have access to the roof space. No access was gained during the fire risk assessment as keys not available for the padlocks.



The bin store is located at the side away from the building.



Storage cupboards located internally. Doors are not certified fire doors and should be considered for upgrade during the next future planned upgrade.



There is a door entry system that utilises the use of a fob reader, at the front entrance, for residents to gain access to the blocks, with a drop latch system for emergency services to gain access at the main entrance to the block.



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	3
Date of Construction	1958
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	Loft Hatch Second Floor
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

Residents / Occupants of the Two Blocks, 12 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 layout



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 or is deemed that these materials or their combination of or application present an acceptable level of fire risk.

- 1) The external envelope of the building is predominantly traditional brick construction.



- 2) Communal windows are within a UPVC frame.



- 3) The windows for individual flats are UPVC double glazed units.



- 4) The block has a Pitched roof with concrete interlocking tiles.



- 5) Communal entrance/ exits are timber door and frame construction.



- 6) Flats located on the first and second floor have access to balconys at the rear of the premise. Access to inspect the balcony material was possible during the fire risk assessment as access was gained to flat 16. Balcony is brick construction with what appears to be a cement type render.



Section 7

Means of Escape from Fire

- 1) The blocks have a single staircase that provides a means of escape.



- 2) All corridors are of adequate width (830mm) and will be maintained clear to that width as a minimum.



- 3) There are no corridors among the means of escape that form a dead end.

- 4) The means of escape are protected to prevent the spread of fire and smoke by fire rated walls and composite FD 30s fire doors.



- 5) The only communal doors within the block are the final exit doors which are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).



- 6) The front entrance/exit door has a door entry system installed with a door handle to exit. No access system is available to the rear doors.
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- 7) Automatic smoke ventilation is not employed. Windows along the means of escape/ communal areas can be opened without the use of a key.

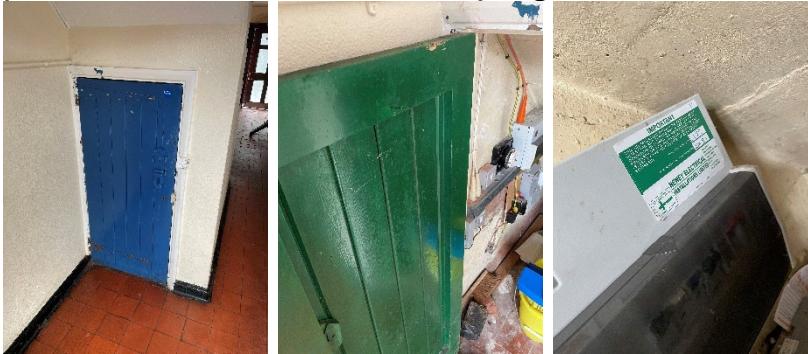


- 8) Refuse chute is not located within the communal area.
- 9) Communal areas should be kept free of flammable items. The communal areas are checked on a regular basis by Caretaking / Cleaning teams 365 days per year and all items of rubbish are immediately removed. There is also an out of hour's service that allows combustible items of furniture / rubbish to be removed.



- 10) Emergency lighting is not provided to communal landings and stairs. This is deemed acceptable in this low-rise building.
- 11) There is no dry riser that serves the blocks.
-

- 12) The service electric meter cupboard door is a non-fire rated timber door, secured with a suited mortice lock. This is located under the stairs at ground floor level in block 22-32. The service cupboard door should be replaced with a fully certified FD 30s rated door as part of the next future works programme.



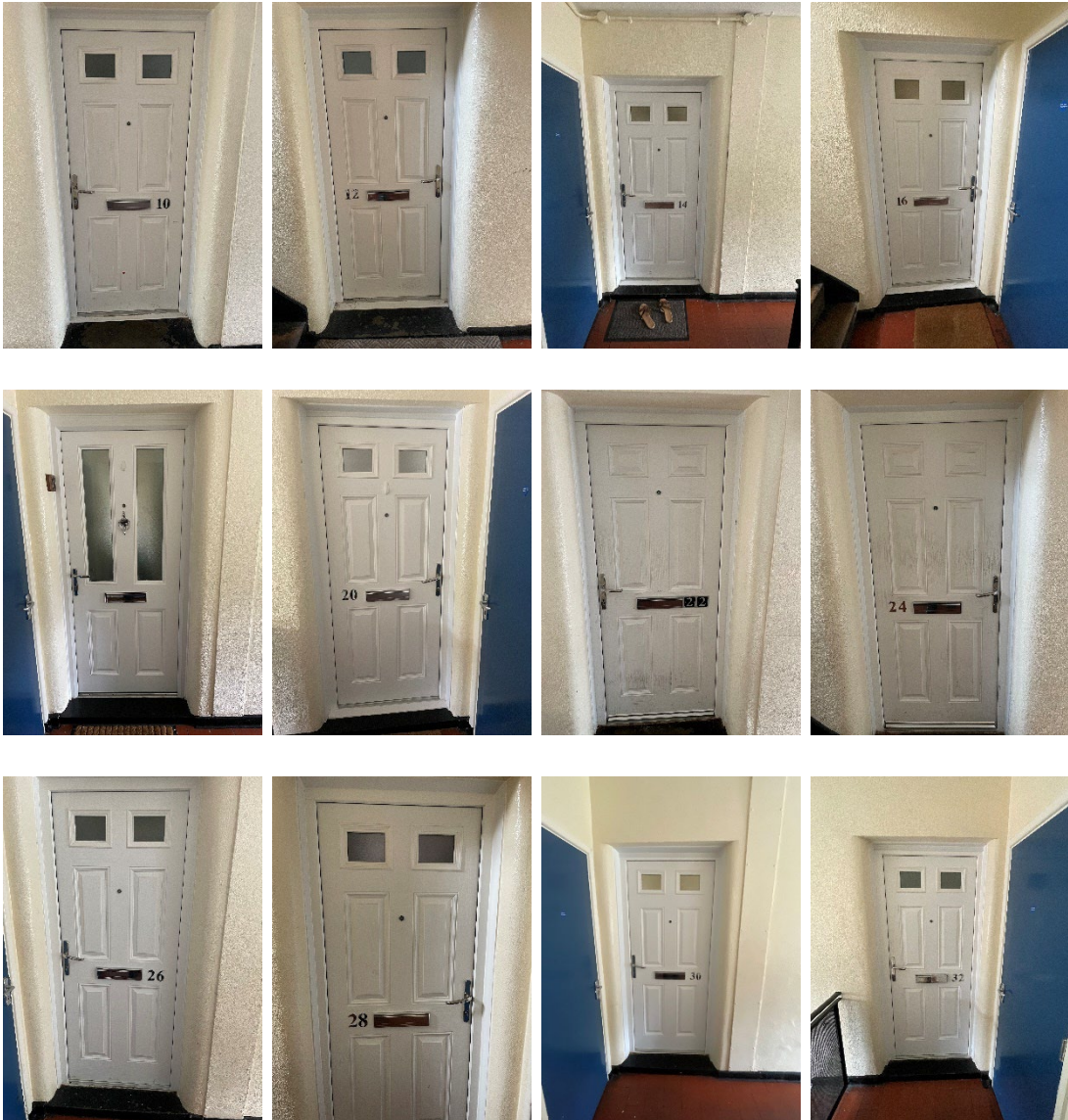
- 13) The surface coatings to the communal areas were applied by the council and are Class 0 rated.
- 14) The building has sufficient passive controls that provide effective compartmentation to support a Stay Put-Unless Policy. Therefore, residents are advised to remain in their flat unless the fire directly affects them.
- 15) Individual flat entrance doors are composite FD 30s doors. The previous fire risk assessment contains certification in relation to flat entrance door 18 (see below).

Appendix 3

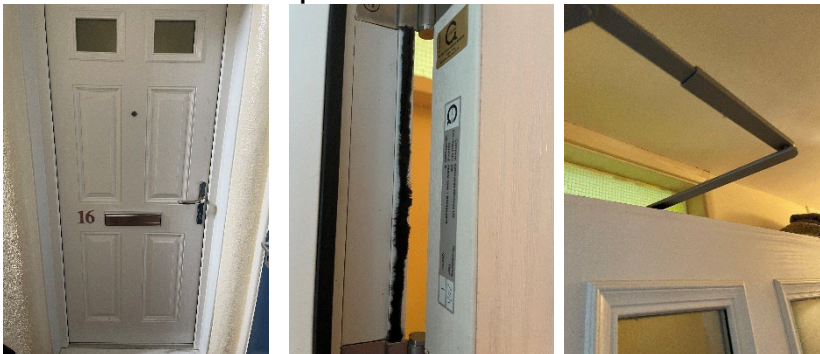
Fire Certification for Flat 18 Smith Place replacement door (Leaseholder)



Fire Risk Assessment.



- 16) Access was gained to flat 16 as part of the fire risk assessment. This door is a composite fire door.



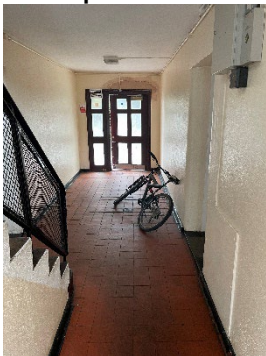
- 17) Each block has 2 communal final exit doors located at the front and rear.
-



- 18) There is a loft hatch within the communal landing secured with two padlocks, access was not gained to inspect the roof fire stopping as keys not available for the padlocks.



- 19) Block 22-32 has a bike stored within the staircase at ground floor level. These should be removed as potentially blocking the escape routes. Email sent to housing manager.



good housekeeping is fundamental to reducing risk in blocks of flats. Controlling the presence of combustible 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.

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 LD3 Standard.

flat accessed:

Flat 16 – LD3, Detector in hallway.

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. 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

Section

9

Emergency Lighting

- 1) The premises have no provision for emergency lighting. This is deemed acceptable in this low-rise block.

Section

10

Compartmentation

This section should be read in conjunction with Section 4

The high degree of fire separation between flats and the common parts is achieved by making each flat a fire-resisting enclosure. This is known as compartmentation. A compartment is simply a part of a building bounded by walls and floors that will resist the passage of fire for a specified period of time. The fire resistance of this construction is such that, normally, a fire will burn itself out before spreading to other parts of the building

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells. Flat entrance doors are composite FD 30S rated.
 - 2) The premise has sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire. Whilst the existing fire stopping is fit for purpose, there is a cyclical programme to ensure fire stopping has not been compromised by third parties and where applicable enhance the fire stopping.
 - 3) The only communal doors to the block are final exit doors, the final exit doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).
 - 4) There are no communal fire doors within the block.
-

- 5) All service cupboards to communal landings are lockable. Keys are held centrally unless containing resident's meters.
 - 6) A variety of methods / materials have been used to achieve fire-stopping including Rockwool, fire rated sponge and intumescent pillows.
 - 7) The fire stopping / compartmentation is subject to an annual check by the Fire Safety Rapid Response Team.
-

Fire Risk Assessment.

Block 10-20

Floor No	Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Floor No														
	Supalux	Inu Batt	Inu Sponge	Inu AM Mastic	Graphite Filler	Inu Pads	Inu Pillows	Inu Wreps	Rockwool	Supalux	Inu Batt	Inu Sponge	Inu AM Mastic	Graphite Filler	Inu Pads	Inu Pillows	Inu Wreps	Rockwool	Supalux	Inu Batt		Inu Sponge	Inu AM Mastic	Graphite Filler	Inu Pads	Inu Pillows	Inu Wreps	Rockwool							
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Common areas free from defects					✓	Common areas free from defects					✓	Flat doors free from defects					✓	Common cupboards locked and secure					✓	Common areas free from tenant stored items					✓	Common areas free from repair materials					✓
Foam Removal & Enhancement Record										Foam, Enhancements & Other Comments:																									
Foam Present But Not Removed This Visit																																			
Foam Present & Partially Removed This Visit																																			
Foam Present & Fully Removed This Visit																																			
No Foam Present										✓																									
No Enhancement Carried Out This Visit										✓																									
Enhancement Carried Out This Visit																																			

Fire Risk Assessment.

Block 22-32

Floor No	Electrical																Floor No																						
	Fire Stopping Materials				Fire Stopping Materials				Fire Stopping Materials				Fire Stopping Materials					Fire Stopping Materials																					
	Separat	Infl Batt	Infl Sponge	Infl AM Mastic	Graphite Filler	Infl Pads	Infl Pillows	Infl Wraps	Rosewool	Separat	Infl Batt	Infl Sponge	Infl AM Mastic	Graphite Filler	Infl Pads	Infl Pillows		Infl Wraps	Rosewool	Separat	Infl Batt	Infl Sponge	Infl AM Mastic	Graphite Filler	Infl Pads	Infl Pillows	Infl Wraps	Rosewool	Separat	Infl Batt	Infl Sponge	Infl AM Mastic	Graphite Filler	Infl Pads	Infl Pillows	Infl Wraps	Rosewool		
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Communal doors free from defects			<input checked="" type="checkbox"/>	Communal windows free from defects			<input checked="" type="checkbox"/>	Flat doors free from defects			<input checked="" type="checkbox"/>	Communal cupboards locked and secure			<input checked="" type="checkbox"/>	Communal areas free from tenants stored items			<input checked="" type="checkbox"/>	Communal areas free from repairs materials			<input checked="" type="checkbox"/>																
Foam Removal & Enhancement Record				Foam, Enhancements & Other Comments:																																			
Foam Present But Not Removed This Visit																																							
Foam Present & Partially Removed This Visit																																							
Foam Present & Fully Removed This Visit																																							
No Foam Present																				<input checked="" type="checkbox"/>																			
No Enhancement Carried Out This Visit																				<input checked="" type="checkbox"/>																			
Enhancement Carried Out This Visit																																							

- 8) Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately by the Fire Safety Rapid Response Team.

- 9) Individual flat entrance doors are composite FD 30s fire door construction see [section 7](#) for photos of flat entrance doors. *It is accepted that, in older blocks, fire doors, particularly flat entrance doors, do not meet current test standards for FD30S doors. However, these doors may still be acceptable if the doors remain in good condition, and they met the relevant standards at the time of construction of the block*

Block Name	Place-Re	Address	Front Door Type	Glazed / Not Glazed
Smith Place 10-20 (O&E)	BL44200SM02	10-20 Smith Place;Tipton;West Midlands;;	Intentionally Blank	
Smith Place 10-20 (O&E)	BL44200SM02	10 Smith Place;Tipton;West Midlands;;	Composite	Glazed
Smith Place 10-20 (O&E)	BL44200SM02	12 Smith Place;Tipton;West Midlands;;	Composite	Glazed
Smith Place 10-20 (O&E)	BL44200SM02	14 Smith Place;Tipton;West Midlands;;	Composite	Glazed
Smith Place 10-20 (O&E)	BL44200SM02	DW442000008		
Smith Place 10-20 (O&E)	BL44200SM02	18 Smith Place;Tipton;West Midlands;;	Britdoor	Glazed
Smith Place 10-20 (O&E)	BL44200SM02	20 Smith Place;Tipton;West Midlands;;	Composite	Glazed
Smith Place 22-32 (O&E)	BL44200SM03	22-32 Smith Place;Tipton;West Midlands;;	Intentionally Blank	
Smith Place 22-32 (O&E)	BL44200SM03	22 Smith Place;Tipton;West Midlands;;	Composite	Not Glazed
Smith Place 22-32 (O&E)	BL44200SM03	24 Smith Place;Tipton;West Midlands;;	Composite	Not Glazed
Smith Place 22-32 (O&E)	BL44200SM03	26 Smith Place;Tipton;West Midlands;;	Composite	Glazed
Smith Place 22-32 (O&E)	BL44200SM03	28 Smith Place;Tipton;West Midlands;;	Composite	Glazed
Smith Place 22-32 (O&E)	BL44200SM03	30 Smith Place;Tipton;West Midlands;;	Composite	Glazed
Smith Place 22-32 (O&E)	BL44200SM03	32 Smith Place;Tipton;West Midlands;;	Composite	Glazed.

- 10) Risers within staircase appear to be constructed with timber. This should be further investigated at the next planned future works

programme and replaced with a non-combustible boarding if required.



Section

11

Fire Fighting Equipment

- 1) There are no firefighting provisions on site.

Section

12

Fire Signage

- 1) Fire Action Notices are not displayed throughout the building due to the simplicity of the layout.
 - 2) The fire escape routes generally do not use directional fire signage in accordance due to simplicity of layout.
 - 3) No smoking signs present at the block.
-



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. The only extinguishers located within the lift motor room. Caretaking Teams are not expected to tackle fires in this area.
 - 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.
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8) Information regarding the Stay Put unless fire evacuation strategy is provided to residents.



9) Further guidance can be found on the Sandwell council website under fire safety. <https://www.sandwell.gov.uk/fire-safety>

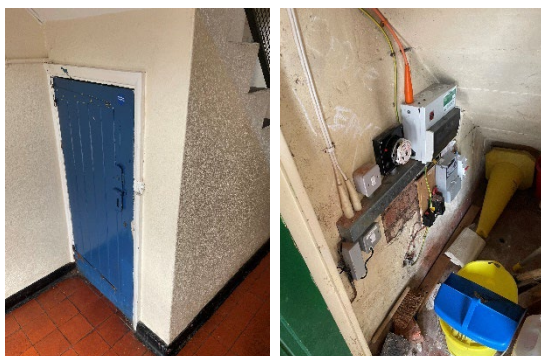
Section 14

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 last inspection date was: Block 22-32, 06/01/2022.



- 5) The electrical installations are contained within the service cupboard. As part of a future works programme the non-fire rated door should be considered for replacement to a certified FD 30s door set.



- 6) Portable heaters are not allowed in any common parts of the premises.
- 7) 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 is internal.
- 8) Two number barbeques noted in the rear area. These should be removed as not permitted. Residents should be reminded of their tenancy agreement. Email sent to housing manager.



Section 15

Waste Control

- 1) There is a regular Cleaning Service to the premises.
 - 2) Refuse containers emptied regularly.
 - 3) Regular checks by Caretakers minimise risk of waste accumulation.
 - 4) 'Out of Hours' service in place to remove bulk items.
 - 5) Bins located at side away from building in dedicated area.
-



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 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.
 - 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 CCTV present for the block.
 - 4) The perimeter of the premises is well illuminated with external lighting and lighting coming from streetlights.
-



- 5) There have been no reported fire incidents since the last FRA.

Section 18

Storage Arrangements

- 1) Residents instructed not to bring L.P.G cylinders into block.
(Notice displayed in lifts see point 9-3)
 - 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.
 - 6) Residents have access to internal storage cupboards located within the staircase. These are not fire rated. As part of the next future works programme consideration should be given to upgrading these doors to certified FD 30S door sets.
-



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:

Smith Place 10-32

Date of Action Plan:

11/07/2024

Review Date:

<Insert date>

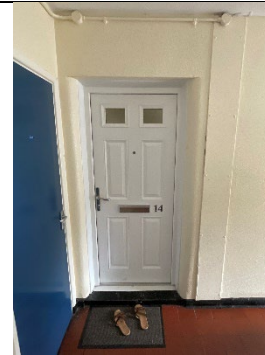
Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
	No Actions				

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

As part of a future works programme consideration should be given to replacing the timber boxing within the staircase with a non-combustible board.



As part of a future works door replacement programme consideration should be given to replacing the store doors and electricity meter cupboard within the staircase to certified FD 30s door sets.



Fire Risk Assessment.

As part of a future works programme consideration should be given to the installation of emergency lighting within the staircase.



Signed

<i>A. Smith</i>	Fire Risk Assessor	Date: 11/07/2024
<i>Alvin</i>	Quality Assurance Check	Date: 11/07/2024



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

Name of property: **Smith Place 10-32**


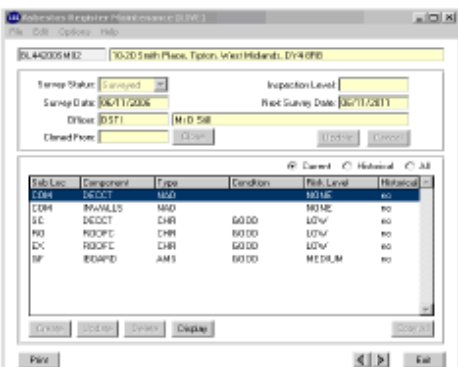

Updated: **21/05/2020**

Premise Manager: **T.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>


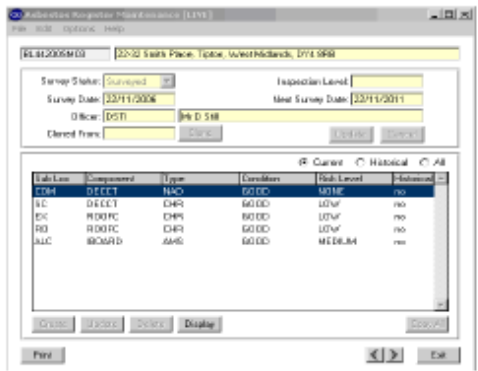
Block 10-20

Asbestos Survey		Property Address Smith Place,10-20, Tipton, DY4 8RB		✓ Office use	
Surveyed by	W Colbourne	Date	24/03/2014	Checked by	DEREK STILL
Reason for request		HSG 264 - Survey Report Type		Date	21/05/2020
Investment Void		Refurbishment Survey		<div style="display: flex; justify-content: space-between;"> <div> <p>Property Description</p> <p>Low Rise Flat</p> </div> <div>  </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 ?			
				Year Built	1960
				Notes / including details of similar property surveys completed.	
				<p>Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES</p> <p>Building Surveyors 0121 569 5077</p> 	

Fire Risk Assessment.

Sample Locations		Property Address Smith Place,10-20, Tipton, DY4 8RB						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	LEAD	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								
WALLS TO COMMUNAL LANDINGS	TEXTURED COAT	150m2+	SEALED	WC-307-001	CHRYSTOLE	NO	NO	
CEILING TO COMMUNAL LANDINGS	TEXTURED COAT	50m2+	SEALED	WC-307-002	NON ASBESTOS			
MAIN ROOF FINLOCK GUTTER LINED IN ASPHALT	BITUMINOUS	-	-	-	-	-	-	REQUEST SAMPLE IF TO BE DISTURBED
MAIN ROOF BARKING OR FLAT ROOF MINERAL FELT	BITUMINOUS	-	-	-	-	-	-	REQUEST SAMPLE IF TO BE DISTURBED
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	LOCATION DESCRIPTION	MATERIAL	
FLAT 18 RH OF FRONT DOOR DUCT COVER	SUPALLIX							
FLAT 14 RH OF FRONT DOOR DUCT COVER	SUPALLIX							
FLAT 10 RH OF FRONT DOOR DUCT COVER	SUPALLIX							

Block 22-32

Asbestos Survey		Property Address		Smith Place 22-32, Tipton, DY4 8RB				Office use		
Surveyed by	W Colbourne	Date	24/03/2014	Checked by	DEREK STILL	Desktop Check	<input checked="" type="checkbox"/>	Site Check	<input type="checkbox"/>	
Reason for request	HSG 264 - Survey Report Type			Date	21/05/2020					
Investment Void	Refurbishment Survey			Property Description						
Investment Tenanted	Management Survey					Low Rise Flats				
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 ?						Year Built	1962	
				Notes / including details of similar property surveys completed.						
				Building Surveyors 0121 589 5077		Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES				
				