

Fire Risk Assessment

Sedgley Road West



**Flats 8 – 9B
Sedgley Road West,
Tipton,
DY4 8DB.**

Date Completed: 02/07/2024.

Review Period: 3 years.

Officer: A Jones Fire Risk Assessor.

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

Current Risk Rating = Tolerable

Subsequent review.

<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>

Contents

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

Section

0

Introduction

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

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

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

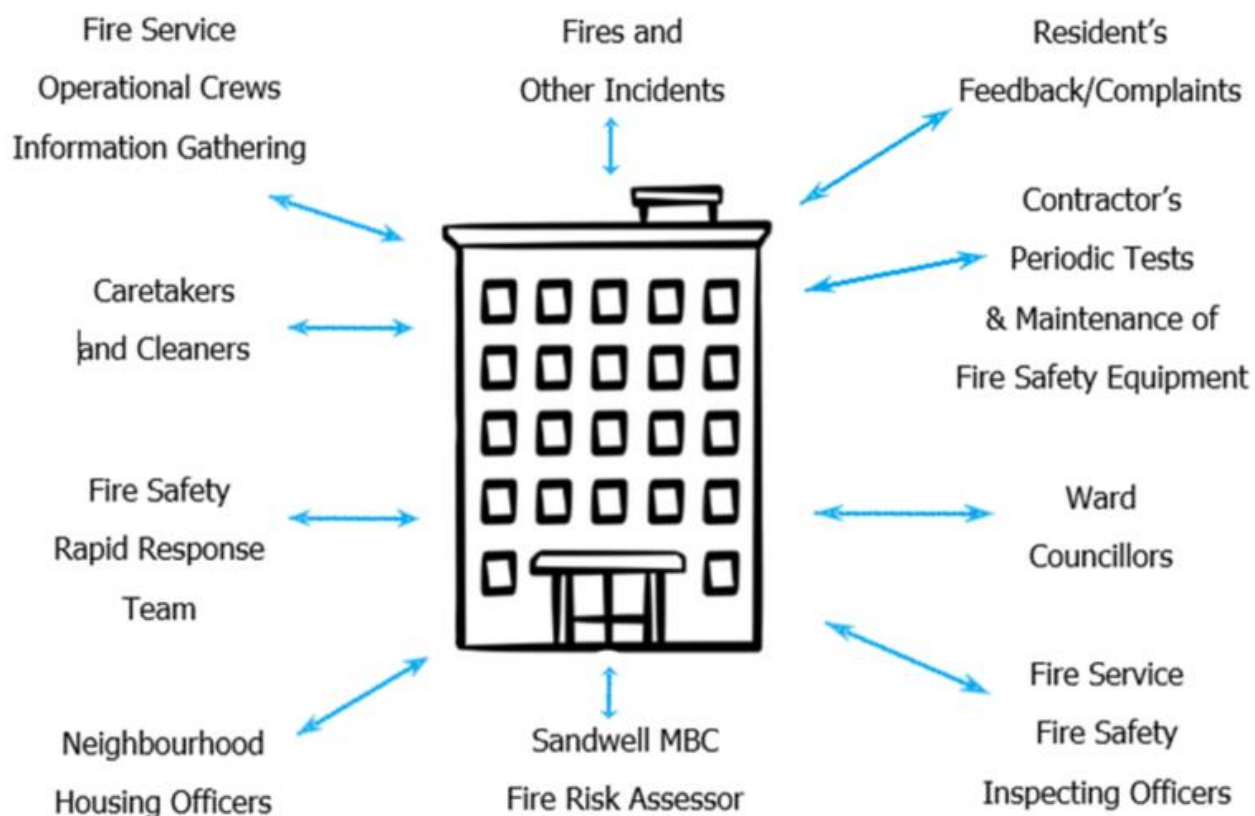
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation, but the Council will as a minimum review:

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

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

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

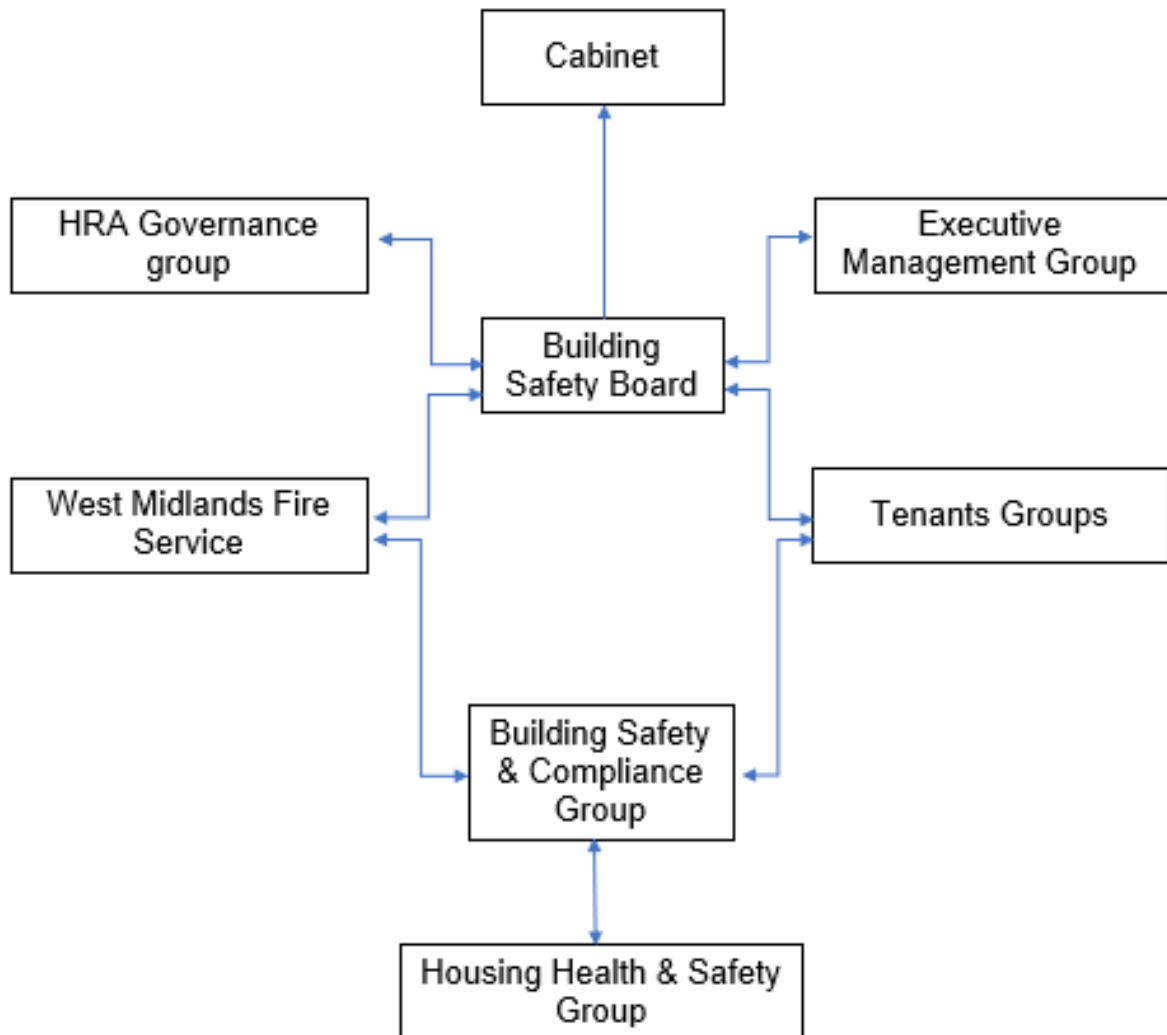
Fire Risk Assessment



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

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

Governance Structure



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

Section

1

Significant findings

The significant findings (executive summary) of the fire risk assessment include those measures that have been or will be undertaken by the responsible person in order to comply with the RR(FS)O 2005.

Groups of people especially at risk of fire include such people as remote or lone workers, at risk due to layout of the building, visitors, and contractors unfamiliar with the building layout as well as those with physical, sensory, or mental health issues.

A third requirement that under the order must be recorded is the fire safety arrangements. This is the effective planning, organisation, control, monitoring and review of the preventive and protective measures. These are shown in the introduction.

Significant findings

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

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

Section number	Section Area	Individual Risk Level
Section 6	<p>External Envelope The exterior of the buildings is predominantly traditional brick, concrete construction with pitched, tiled roof. Individual flat windows are UPVC double glazed units.</p>	Trivial

Section 7	<p>Means of Escape from Fire The means of escape staircase incorporates a final exit.</p>	Trivial
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. A detection system is provided in the bin room.</p>	Trivial
Section 9	<p>Emergency Lighting Emergency lighting is provided in common areas/staircases, to date no records of testing are available. An electrical contractor has been engaged to access, inspect, and test the emergency lighting system in accordance with BS 5266.</p>	Tolerable
Section 10	<p>Compartmentation The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats. Doors are 30-minute nominal fire doors, including those in 1-hour rated walls.</p>	Tolerable
Section 11	<p>Fire Fighting Equipment No firefighting provisions are provided within the premise.</p>	Trivial
Section 12	<p>Fire Signage Generally, appropriate signage is in place, however, warning notices for Lifts are required, "Do not use in case of fire". See section 12 for an example.</p>	Tolerable
Section 13	<p>Employee Training All staff receive basic fire safety awareness training.</p>	Trivial
Section 14	<p>Sources of Ignition The fixed electrical installation should be tested every 5 years. It could not be confirmed when the last 5-yearly inspection was carried out. An electrical contractor has been engaged to carry out this work.</p>	Tolerable

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>	<p>Trivial</p>
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 metal fencing.</p>	<p>Trivial</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. Residents should not use service cupboards to store personal belongings. Combustible items should be removed, and cupboard(s) maintained locked and sterile.</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.

An electrical contractor has been engaged to access, inspect, and test the emergency lighting system in accordance with BS 5266.

An electrical contractor has been engaged to carry out a 5 yearly inspection of the electrical system.

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

Directorate 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 8 – 9B,
Sedgley Road West,
Tipton,
DY4 8DB.

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 1997.

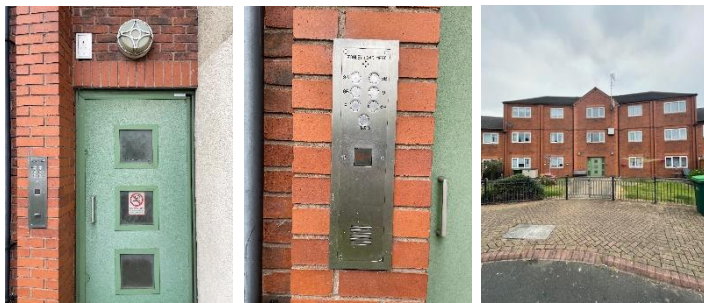
They are of traditional brick, concrete construction, double glazed UPVC window frames surmounted by a pitched roof.



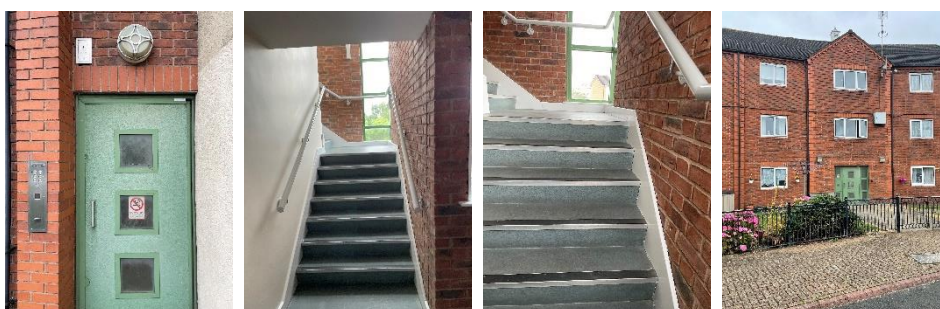
There is a lift that serves all floors of the building. The lift motor room is located in the ground floor communal area.



The block has 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 to prevent unauthorised access.



The building has a single staircase that serves dwellings on the first & second floors. Access can be gained from the front or rear elevation access door(s). The rear door can be accessed by residents through a side gate. This door is secured and controlled by an electronic fob.

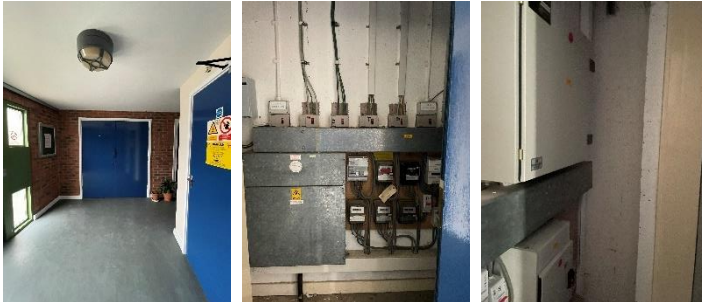


There is access to the loft space from the second floor landing area, this is maintained locked with a budget lock.



Fire Risk Assessment

There are ground floor electrical cupboards that contains electrical equipment for the building. All service cupboard doors were in good condition at the time of the assessment.



Residents utilise a refuse chute for the disposal of waste. The bin room can be accessed internally by residents on the ground floor and via a refuse chute on the first & second floors. The bin room is protected by detection and what appears to be a low-pressure water mist system.



The rear garden is secured by a section of metal fencing with access gate.



Fire Risk Assessment

High/Low Rise	Low Rise
Number of Floors	3
Date of Construction	1997
Construction Type	Traditional Brick
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	One
Number of Staircases	One
Automatic Smoke Ventilation to communal area	No
Fire Alarm System	Yes – to bin store
Refuse Chute	Yes
Access to Roof	Loft Hatch – budget lock
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

Residents / Occupants of 6 flats,

Visitors,

Sandwell MBC employees,

Contractors,

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

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

**Section
5**

Building Plan

A 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.

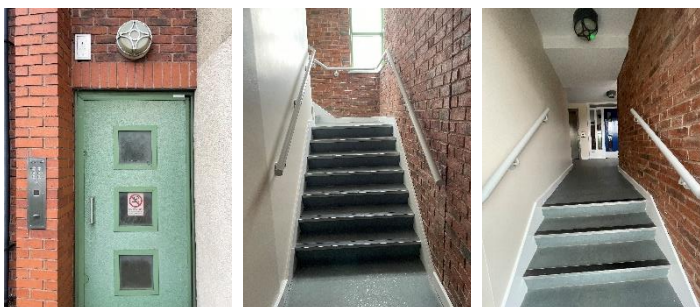
Below is a breakdown of the materials used within the external envelope and, as part of the external wall system.

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) External access to the bin room is via the green doors adjacent to the front entrance. The bin room is protected by smoke detection and what appears to be a low-pressure water misting type system.



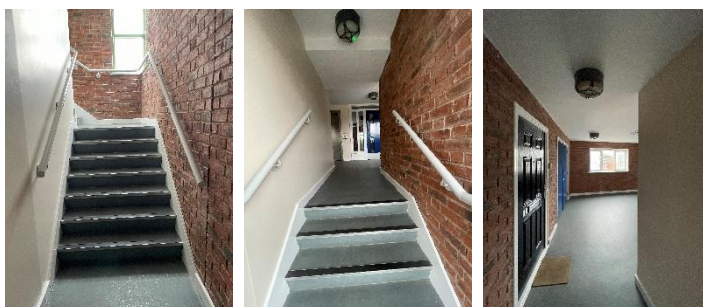
- 4) The small rear garden is protected by metal fencing.



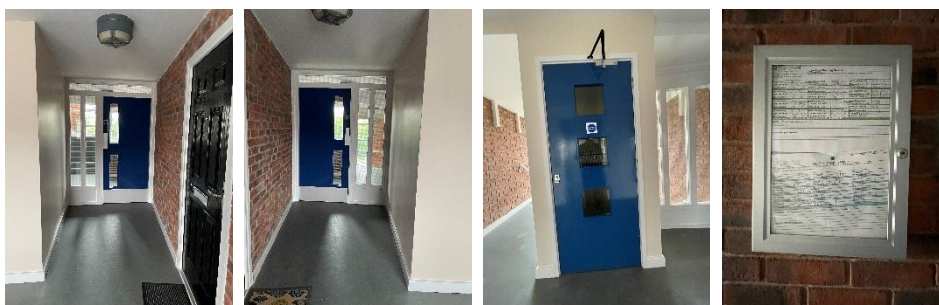
Section 7

Means of Escape from Fire

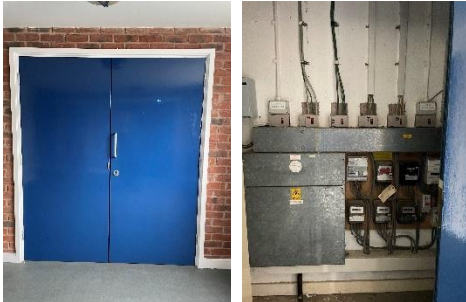
- 1) The building has a single staircase that provides the means of escape. All staircases are of adequate width (at least 1100mm) and should be maintained clear to that width as a minimum.



- 2) All communal doors are fitted with automatic closing devices that are checked on a regular basis by caretaking/cleaning teams as part of their checks. Any 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) Service cupboards appeared to be FD30s rated and looked to be in good condition. These doors are maintained locked shut. Residents have been provided with a key for access to their electricity meters.



- 6) **However, some general maintenance is required to re-align service doors on the second floor, this is due to gaps in excess of 4mm.**
- 7) The means of escape are protected to prevent the spread of fire and smoke.
- 8) Automatic smoke ventilation is not commissioned, staircase/landing windows are openable and can be used for mechanical/forced ventilation if necessary.



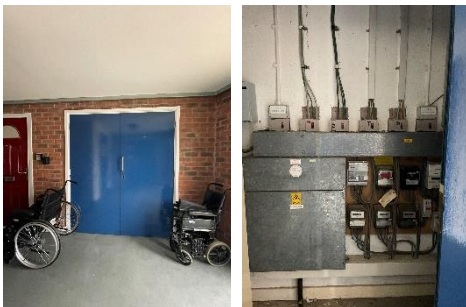
- 9) The means of escape are protected to prevent the spread of fire and smoke with a combination of nominal FD30s doors, mainly composite front entrance doors.



- 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.

Despite best endeavours no access to individual flats was gained to assess flat entrance doors. All doors appeared to be in good condition.

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



- 12) The Lift motor room is located on the ground floor, the room appeared to be in good order, service records are in place with the last service carried out on 07/06/2024, a CO₂ extinguisher is provided in the motor room, this is in service date with the date of the next test being October 2024.



- 11) Emergency lighting has been provided on the means of escape routes. At the time of the assessment testing records could not be obtained. An electrical contractor has been engaged to access, inspect, and test the emergency lighting system.

- 12) The surface coatings to the communal areas are Class 0 rated.
-

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) Despite best endeavours, the assessor was unable to make contact with any residents to confirm the number of and location of smoke detection.
- 3) Therefore, based on the above point, it should be assumed that smoke detection in resident's flats is installed to a 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) A fire alarm system is present in the bin store area with an alarm above door in communal area and an external neon warning light.
- 5) A water mist system/drencher is provided directly over the waste container in the refuse bin store. An approved contractor maintains the system. It is understood that the frequency for the maintenance checks is twice per each calendar year.



- 6) There is no other 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

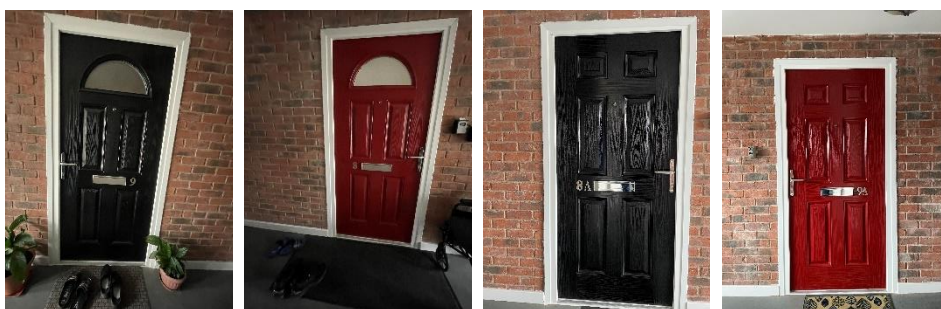
- 1) Emergency lighting is provided in the means of escape routes and staircases. To date, it is understood that the emergency lighting system has not been serviced or inspected.
 - 2) An electrical contractor has been engaged to inspect and test the emergency lighting system in accordance with BS 5266.
-

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.

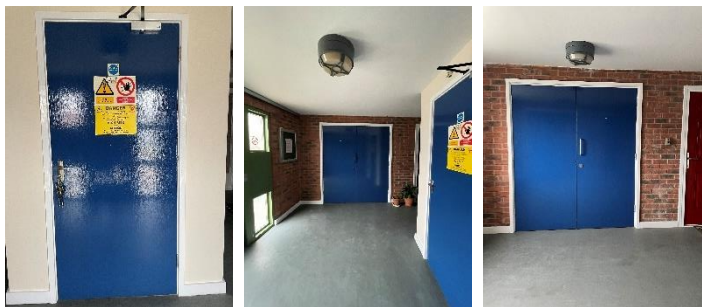
- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats. All flat entrance doors are 30-minute notional/nominal doors, including those in 1-hour rated walls.
- 2) Generally, the means of escape is protected from flats with the use of nominal rated composite doors.



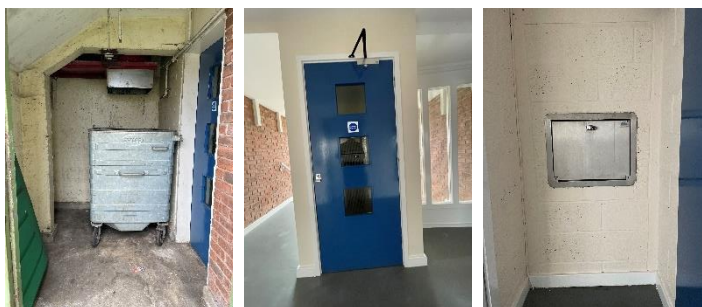
- 3) There is access to the roof/loft space from the second floor landing area. It should be noted that the roof void was not assessed at the time of the inspection. A date will be agreed where the Assessor will meet the trades team at the premise to carry out a survey of the Roof void.



- 4) 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.
- 5) The fire stopping / compartmentation of the premises is subject to an annual inspection by the Fire Safety Rapid Response Team.
- 6) 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.
- 7) There are service cupboard doors in means of escape corridors, these appeared to be in good condition and functioned correctly.



- 8) However, it was noted that some maintenance is required to re-align service cupboard doors on the second floor due to excess gaps greater than 4mm.
- 9) Residents utilise a refuse chute for the disposal of waste. The bin room, associated doors, and subsequent disposal chutes at upper floor levels are in good condition.



Fire Risk Assessment

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

Block Name	Place-Re	Address	Front Door Type	Glazed / Not Glazed
Sedgley Road West 8 +a&b	BL43020SE07	8a-9b Sedgley Road West;Tipton;West Midlands;;		
Sedgley Road West 8 +a&b	BL43020SE07	8 Sedgley Road West;Tipton;West Midlands;;	Hurst	Glazed
Sedgley Road West 8 +a&b	BL43020SE07	8a Sedgley Road West;Tipton;West Midlands;;	Hurst	Not Glazed
Sedgley Road West 8 +a&b	BL43020SE07	8b Sedgley Road West;Tipton;West Midlands;;	Hurst	Not Glazed
Sedgley Road West 8 +a&b	BL43020SE07	9 Sedgley Road West;Tipton;West Midlands;;	Hurst	Glazed
Sedgley Road West 8 +a&b	BL43020SE07	9a Sedgley Road West;Tipton;West Midlands;;	Hurst	Not Glazed
Sedgley Road West 8 +a&b	BL43020SE07	9b Sedgley Road West;Tipton;West Midlands;;	Hurst	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.

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

Floor No	Electrical						Bin Room						Lift Motor Room						Fire Stopping Materials						Floor No																				
	Fire Stopping Materials						Fire Stopping Materials						Fire Stopping Materials						Fire Stopping Materials																										
	Sealant	Infl. Batt	Infl. Sponge	Infl. AM Mastic	Granular Filler	Infl. Pads	Infl. Plugs	Infl. Wraps	Recesswool	Sealant	Infl. Batt	Infl. Sponge	Infl. AM Mastic	Granular Filler	Infl. Pads	Infl. Plugs	Infl. Wraps	Recesswool	Sealant	Infl. Batt	Infl. Sponge	Infl. AM Mastic	Granular Filler	Infl. Pads	Infl. Plugs	Infl. Wraps	Recesswool	Sealant	Infl. Batt	Infl. Sponge	Infl. AM Mastic	Granular Filler	Infl. Pads	Infl. Plugs	Infl. Wraps	Recesswool									
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 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 repair materials		✓																							
Foam Removal & Enhancement Record										Foam, Enhancements & Other Comments:																																			
Foam Present But Not Removed This Visit										Unable to open service cupboard due to electric scooter in hallway. Rubbish in stucco room.																																			
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																																													

Section

11

Fire Fighting Equipment

- 1) No firefighting provisions are provided within the premise. The nearest Firefighting Hydrant is located at the junction of Bell Street and Sedgley Road West.
-

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) **Warning Notices for Lifts are required, “Do not use in case of fire”. For Example: -**



- 4) 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 carried out. 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, at the time of the assessment it could not be confirmed that electrical systems had received a 5-yearly inspection. An electrical contractor has been engaged to carry out the 5 yearly electrical inspection.
 - 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

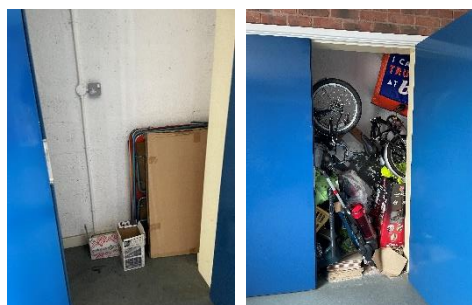
Arson Prevention

- 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.
-

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) Most store/service cupboards are kept locked, these doors were in good condition at the time of the assessment.
- 5) As per tenancy agreements, flammable liquids or gas cylinders should not be stored on site.
- 6) **On the second floor in what is thought to be a service cupboard, it was noted that storage of personal belongings had occurred. This was adjacent to flats 8B & 9B. Combustible items should be removed, and the cupboard maintained as sterile.**



**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 8 – 9B, Sedgley Road West, Tipton.

Date of Action Plan:


02/07/2024

Review Date:

<Insert date>



Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
07/06	Realign service cupboard doors on the second floor. Gaps greater than 4 mm.		P2	Fire Rapid Response 1-3 Months JM:14364713	08/07/2024

Fire Risk Assessment

12/03	Warning Signage required to passenger lifts. "Do not use in case of Fire".	N/A.	P3	Fire Rapid Response 3-6 Months JM:14364797	08/07/2024
18/06	Remove combustible items from the service cupboard on the second floor.		P2	Housing Manager 1-3 Months	



Fire Risk Assessment

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

Observations	
<p>Access to the loft space could not be gained at the time of the assessment. A future date will be agreed where the Assessor will meet a member of the trades team at the premise to carry out a survey of the loft space.</p>	
<p>Emergency lighting is provided in the means of escape routes and staircases. To date, it is understood that the emergency lighting system has not been serviced or inspected. An electrical contractor has been engaged to inspect and test the emergency lighting system in accordance with BS 5266.</p>	
<p>The fixed electrical installation should be tested every 5 years, at the time of the assessment it could not be confirmed that electrical systems had received a 5-yearly inspection. An electrical contractor has been engaged to carry out the 5 yearly electrical inspection.</p>	N/A.

Fire Risk Assessment

Signed

 Adrian Jones	Fire Risk Assessor	Date: 02/07/2024.
	Quality Assurance Check	Date: 04/07/2024


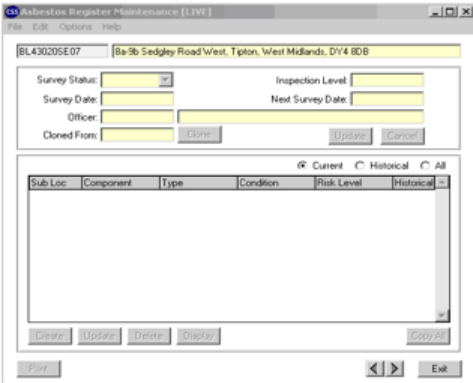

Significant Hazards on Site and Information to be Provided for the Fire Service

Name of property: Flats 8 – 9B, Sedgley Road West, 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		Sedgley Road West 8A-9B, Tipton, Dy4 8DB				✓ Office use
Surveyed by	W Colbourne	Date	24/03/2014	Checked by	DEREK STILL	Desktop Check	✓	Site Check
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	✓	Refurb Surveys	Interrogated?	Year Built	1982			
						Notes / including details of similar property surveys completed. Revised by D.Williams – 17/08/2022		
				Building Surveyors 0121 569 5077		Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES		
								

Fire Risk Assessment

Sample Locations	Property Address	Sedgley Road West 8A-9B, Tipton, Dy4 8DB					
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	ACTION TAKEN ON CONTRACT
IF DURING THE COURSE OF WORK SUSPECTED ACM'S ARE IDENTIFIED THAT ARE NOT CONTAINED WITHIN THIS REPORT STOP WORK & SEEK ADVICE							
MAIN ROOF VERGE CLOAKING	CEMENT	30/M	UNSEALED	PRESUMED	CHRYSHOTILE	NO	NO
STAIRWELL CEILING	TEXTURED COATING	40m2	SEALED	WC-309-001	NON ASBESTOS		
MAIN ROOF SARKING 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		
WINDOW REVEAL LINING	WOOD	FRONT COMMUNAL ENTRANCE DOOR FRAME SEALANT	SILICONE				
ALL PANELS TO FEATURE FRAMES TO LANDINGS	WOOD	REAR COMMUNAL ENTRANCE DOOR FRAME SEALANT	NONE AVAILABLE TO SAMPLE				
1 ST FLOOR BIN CHUTE ROOM HIGH LEVEL BOXING	SUPALLUX	NUMBERS 8, 8A, 8B, 9, 9A AND 9B DOOR FRAME SEALANTS	NONE AVAILABLE TO SAMPLE				
SOFFIT TO LANDING ROOF	PLYWOOD						