

Fire Risk Assessment

Adams Close Princess End Tipton



**Adams Close, Tipton,
DY4 9LJ**

Date Completed: 04/04/2024.

Review Period: 3 years

Officer: Louis Conway 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>

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Section

0

Introduction

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

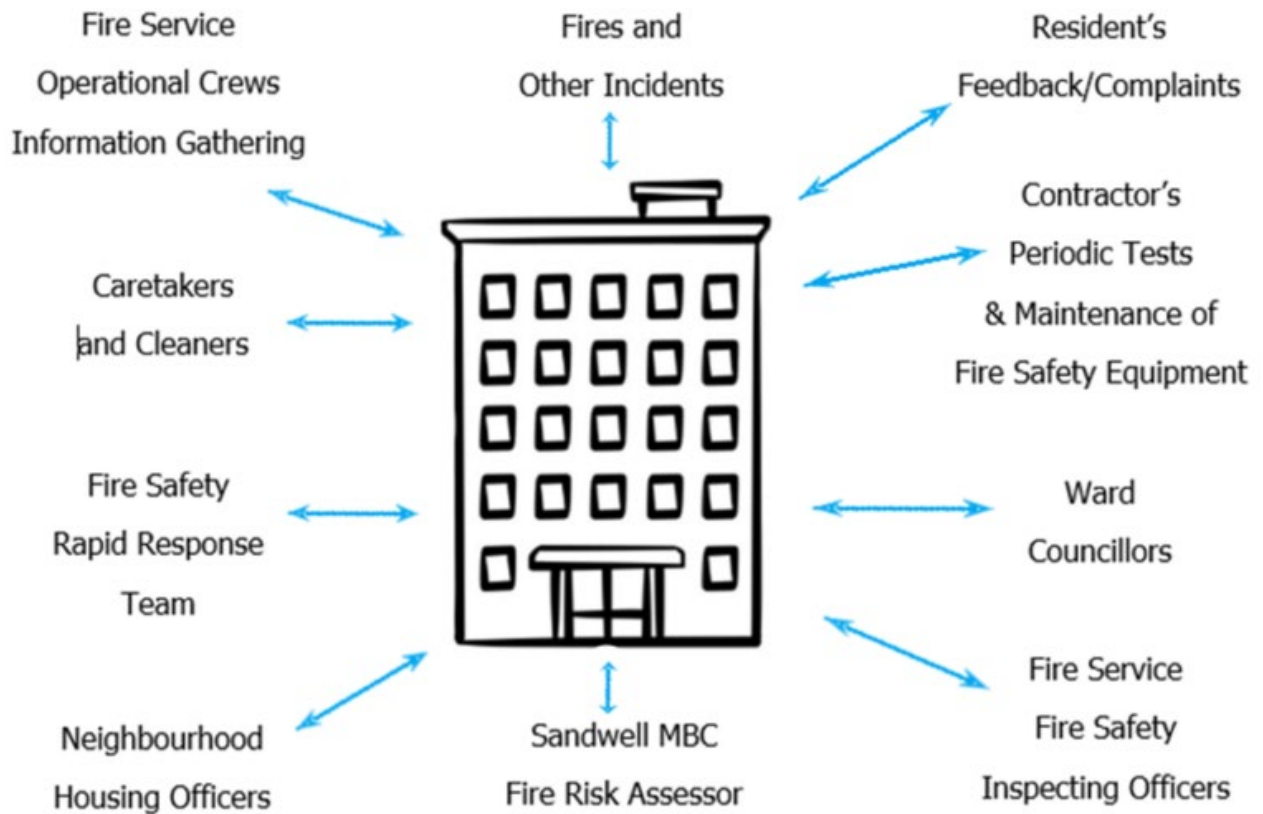
This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>.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

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

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

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

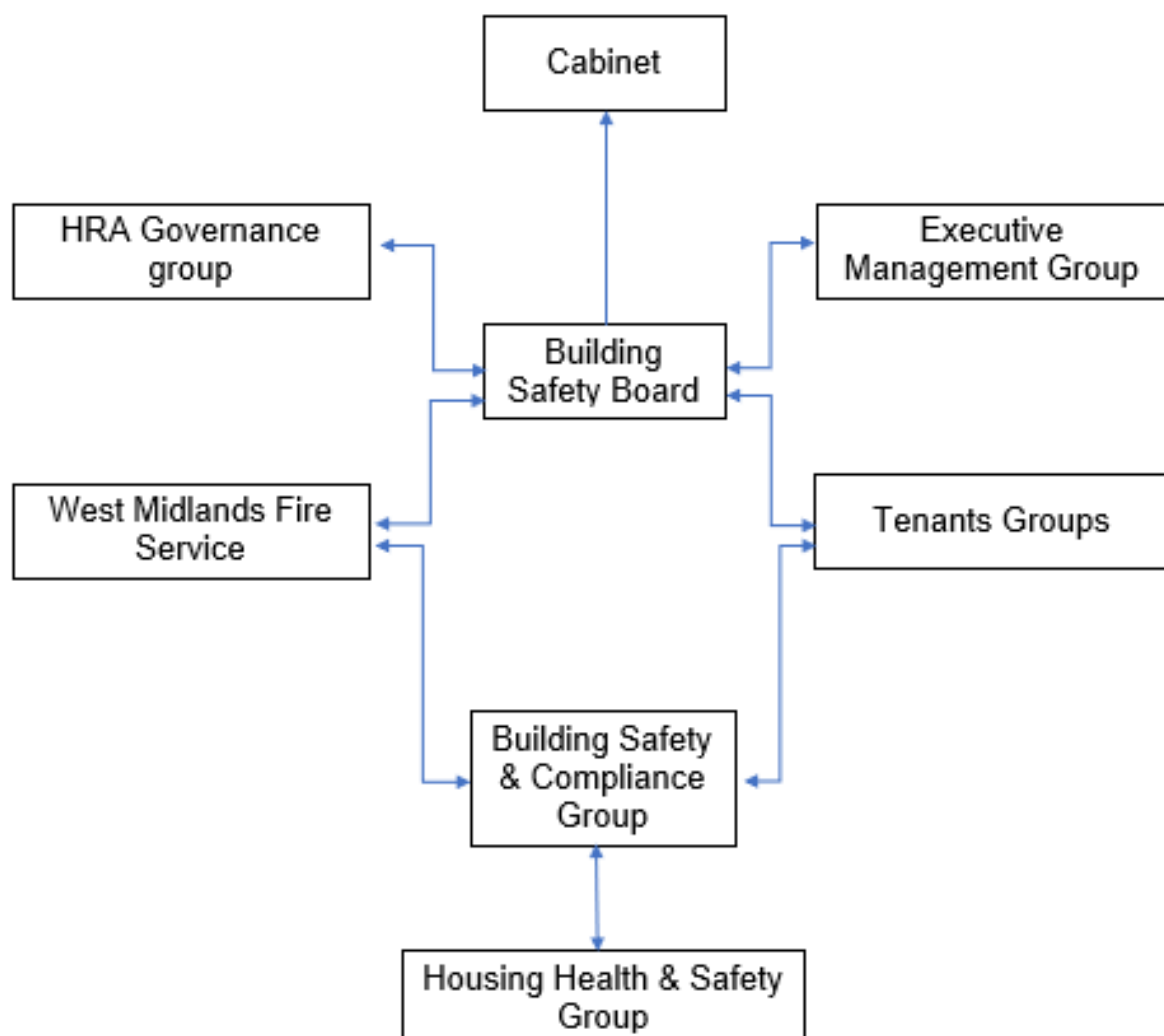
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



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

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

Governance Structure



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

Section

1

Significant findings

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

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

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

Significant findings

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

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

Section number	Section Area	Individual Risk Level
Section 6	External Envelope The original construction of the blocks was a concrete masonry construction, and the external envelope reflects this. Combustible items stored on communal balcony area of block 2-8	Tolerable
Section 7	Means of Escape from Fire the means of escape are protected to prevent the spread of fire and smoke, there is a single staircase leading to final exit doors on the ground floor of each block.	Tolerable
Section 8	Fire Detection and Alarm Systems	Trivial

	<p>Early warning is limited to hard wire or battery smoke alarms within each of the resident's flats, smoke alarms within resident's flats are installed to a minimum of an LD3 Standard.</p>	
Section 9	<p>Emergency Lighting Emergency lighting is not present within the blocks however conventional lighting is present.</p>	Trivial
Section 10	<p>Compartmentation The building is designed to provide as a minimum 1-hour vertical fire resistance and 30 minutes horizontal fire resistance around flats. All doors from dwellings are 30-minute fire resistant with cold smoke seals and self-closing devices, including those in 1-hour rated walls.</p>	Trivial
Section 11	<p>Fire Fighting Equipment The premises have no provisions for firefighting equipment.</p>	Trivial
Section 12	<p>Fire Signage Appropriate signage is displayed where necessary.</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 the last inspection was last completed 21/01/2021.</p>	Trivial
Section 15	<p>Waste Control</p>	Trivial

	Cleaning and caretaking Provisions operate at the blocks, bins are stored away from the premises and are emptied regularly.	
Section 16	Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.	Trivial
Section 17	Arson Prevention There have been no reported fire incidents since the last FRA.	Trivial
Section 18	Storage Arrangements Residents have access to storage cupboards located externally at the rear of the block and on communal balcony areas.	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 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 such as residents leaving combustible items within the communal areas.

After considering the use of the premise and the occupants within the blocks, the consequences for life safety in the event of a fire would be slight harm due to the simplicity in the layout and a Stay Put Unless policy being in place with adequate detection 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.

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)

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

Adams Close, 1-7,2-8
Princes End,
Tipton,
DY4 9LJ.

Description of the Property

The Low-rise Blocks were constructed in approx. 1956 of predominantly traditional concrete brick construction with a pitched roof, with blocks displaying the same internal layout; single central staircase leading to final exit doors and balcony access from the first floor.



entrance/exit to the front and rear of the blocks. Access is gained via a fob system or via a firefighters drop latch. Side entrances



1st floor contains communal balcony/drying area and is separated from the communal staircase with the use of notional fire doors with self closing devices attached keeping.



The blocks have access to a rear yard area (per block)



Electrical service cupboards/ residents meter cupboards are located on the ground floor stored within a dedicated nominal storage cupboard nearest the main entrances to each block.



The blocks have a pitched roof with no access to the loft space from communal areas of the block.



Sides of the block are fenced off/gated secured with a bolt lock.



the blocks are populated by both occupants renting council property and leaseholders. Identifying 2 occupants in the blocks as leaseholders.

The communal, any workplace areas and the external envelope of the building are subject to the Regulatory Reform (Fire Safety) Order 2005 as confirmed by the Fire Safety Act 2021.

the enforcing authority is West Midlands Fire Service

High/Low Rise	Low
Number of Floors	2
Date of Construction	1956
Construction Type	Traditional Brick
Last Refurbished	N/A
Number of Lifts	N/A
Number of Staircases	1
Automatic Smoke Ventilation to communal area	No
Fire Alarm System	No
Refuse Chute	No
Access to Roof	No obvious access to loft space. Access to roof is external via ladder or scaffolding
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

Residents / Occupants of 8 flats, 4 per block,

Visitors,

Sandwell MBC employees,

Contractors,

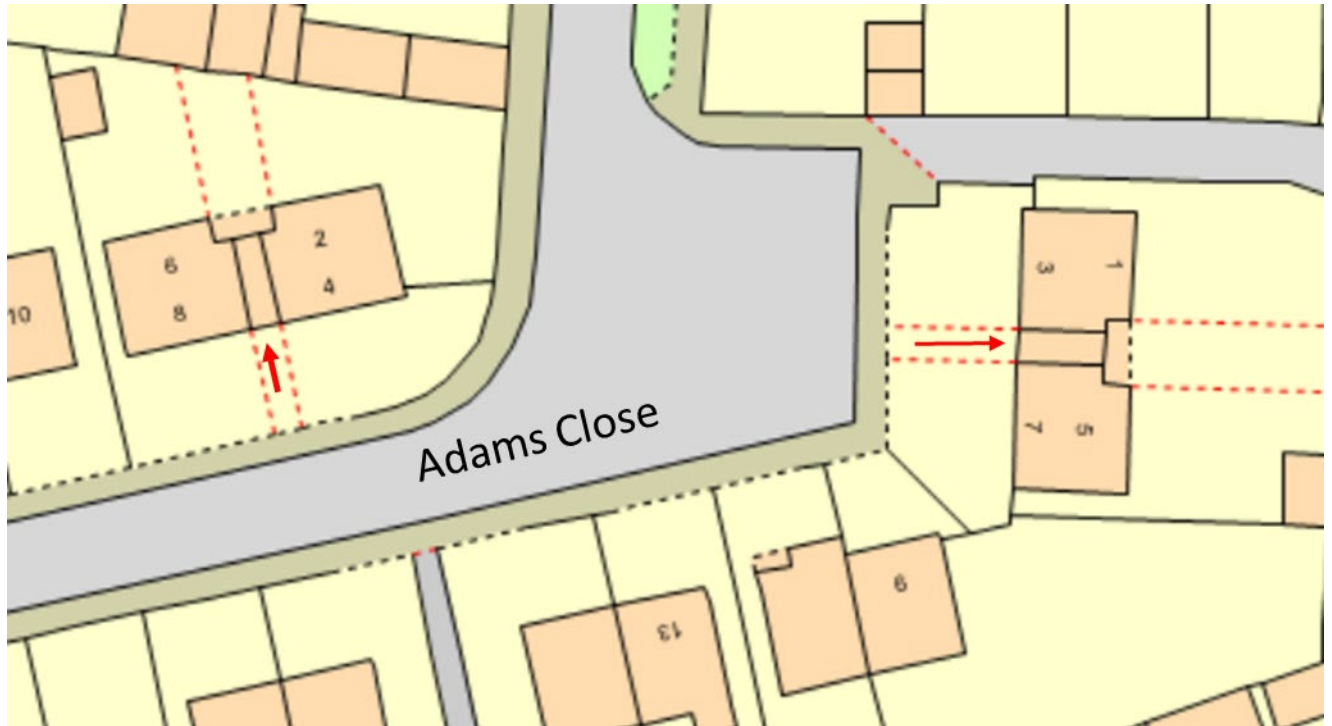
Service providers (e.g. meter readers, delivery people etc)

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

**Section
5**

Building Plan

Typical orientation of the blocks and arrows depicting entrance/exits.



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 present an acceptable level of fire risk.

- 1) The original construction of the blocks was a concrete masonry construction, and the external envelope reflects this.



- 2) The blocks have a tiled Pitched roof (access is internal).



- 3) Double Glazed UPVC units are used along the communal stairs and residents' flat windows.



- 4) Access to shared drying areas on an open balcony on the balcony Residents have access to timber storage cupboards within the balcony areas and directly outside rear entrance to the block. Combustible items had been left on communal balcony area of block 2-8.



- 5) Sides of the block are fenced off with gated entry/exit secured with a bolt lock.



- 6) Cars parked directly outside of the block are in close proximity to the building, although the risk is trivial due to no external cladding fix to the block, minimum LD3 detection within residents flats recommendation will be for cars to be parked further away from the block.



Section

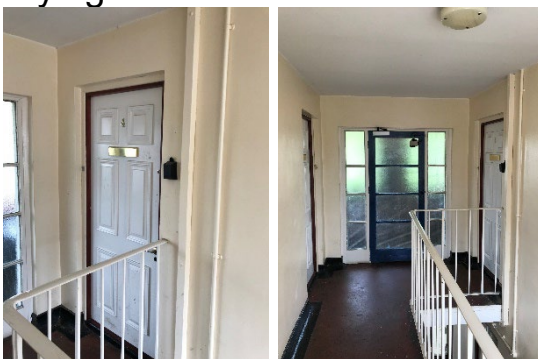
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Means of Escape from Fire

- 1) Each block has a single staircase that provides a means of escape and is between 860mm in width providing a sufficient escape route.



- 2) All corridors are of adequate width and will be maintained clear to that width as a minimum.
- 3) There are no corridors within the means of escape that form part of a dead end.
- 4) The means of escape are protected to prevent the spread of fire and smoke using nominal or notional doors off dwellings and drying areas.



- 5) All communal 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).
-

- 6) All communal fire doors are subject to an annual check by the Fire Safety Rapid Response Team.
- 7) 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.
- 8) Natural ventilation is available within the communal area via the use of openable windows.



- 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 installed within the communal areas along the means of escape at either block.



- 11) Electric meter cupboards are 44mm nominal doors, the electrical service cupboard door houses residents' meters are secured and accessed via a suited key. Noted items left in store cupboard have already been reported and told to be removed.



- 12) The surface coatings to the communal areas are Class 0 rated.
- 13) 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.
- 14) Individual flat doors are a mixture of timber notional door sets and composite nominal door sets. Noted gaps under flat 3 flat entrance door. (Notional door)



- 15) Access was granted to a sample of flats and found missing self-closing device and faulty ironmongery to flat 7 restricting the ability to secure the door, flats where access was not granted a visual inspection was conducted on the external leaf of the door. reasonable measures should be put in place to gain access in the future.**

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) Access was granted into a sample of resident's flats. Based on the samples taken, information collated from in house teams (JM) and previous risk assessments the smoke alarms within resident's flats are installed to a minimum of an LD3 Standard.

Flat 1 – LD2, Hallway Living room, bedroom & kitchen.

Flat 3 – LD2, Hallway, Living room and kitchen.

Flat 5 - LD2, Hallway Living room and CO2 in bedroom.

Flat 7 – LD3 Hallway and Kitchen.

Flat 2 – LD2, Hallway Living room and kitchen.

Flat 6 - LD2, Hallway Living room and kitchen.

Flat 8 – LD2 Hallway Living room and Kitchen.

For information

LD1 all rooms except wet rooms

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

LD3 Hallway only

- 3) There is no effective means for detecting an outbreak of fire to communal areas. 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) Emergency lighting is not present within the either premise however conventional lighting is present within the blocks.



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 30 minutes horizontal fire resistance around flats. All doors from dwellings are 30-minute fire resistant with cold smoke seals and self-closing devices, including those in 1-hour rated walls.
 - 2) The premise has sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire between dwellings. Whilst the existing fire stopping is fit for purpose, there is a cyclical programme to ensure fire stopping as not been compromised by third parties and where applicable enhance the fire stopping. However due to the open plan staircase the premises do not have sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire in communal areas. This is mitigated by the stay put policy that is in place at the blocks.
-

- 3) Communal fire 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 service cupboards located at the block communal cupboards are to electrical intake/meter cupboards and residents' storage cupboards.
- 5) A variety of methods / materials have been used to achieve fire-stopping including Rockwool, fire rated sponge and intumescent pillows. These documents are held in house.

Electrical		Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Floor No.																																		
		Supabac	Intu Batt	Intu Sponge	Intu AMW Mantle	Chapstick Fibre	Intu Pads	Intu Pillows	Intu Wings	Rockwool	Supabac	Intu Batt	Intu Sponge	Intu AMW Mantle	Chapstick Fibre	Intu Pads	Intu Pillows	Intu Wings	Rockwool	Supabac	Intu Batt		Intu Sponge	Intu AMW Mantle	Chapstick Fibre	Intu Pads	Intu Pillows	Intu Wings	Rockwool	Supabac	Intu Batt	Intu Sponge	Intu AMW Mantle	Chapstick Fibre	Intu Pads	Intu Pillows	Intu Wings	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					✓				
Foam Removal & Enhancement Record 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		Foam, Enhancements & Other Comments:																																																						

(1-7)

Fire Risk Assessment

Electrical		Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials											
Floor No	Surplus	Into Bath	Into Storage	Into AMMatic	Graphite Fibre	Into Pipes	Into Plenums	Into Wraps	Rockwool	Surplus	Into Bath	Into Storage	Into AMMatic	Graphite Fibre	Into Pipes	Into Plenums	Into Wraps	Rockwool	Surplus	Into Bath	Into Storage	Into AMMatic	Graphite Fibre	Into Pipes	Into Plenums	Into Wraps	Rockwool	Floor No
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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		✓				✓		
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																												

(2-8)

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

Individual flat doors are a mixture of notional Timber & Nominal composite door sets. Refer to door sheet below.



Adams Close 1-7 (O);Princes End;Tipton;West Midlands;	Intentionally Blank
1 Adams Close;Princes End;Tipton;West Midlands;	Permadoor
3 Adams Close;Princes End;Tipton;West Midlands;	Timber Door FD30s
5 Adams Close;Princes End;Tipton;West Midlands;	Timber Door FD30s
7 Adams Close;Princes End;Tipton;West Midlands;	Permadoor
Adams Close 2-8 (E);Princes End;Tipton;West Midlands;	Intentionally Blank
2 Adams Close;Princes End;Tipton;West Midlands;	Permadoor
4 Adams Close;Princes End;Tipton;West Midlands;	Permadoor
6 Adams Close;Princes End;Tipton;West Midlands;	Permadoor
8 Adams Close;Princes End;Tipton;West Midlands;	Permadoor

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) The premise has no firefighting provisions.

Section

12

Fire Signage

- 1) All fire doors display “Fire Door Keep Shut” where appropriate.



- 2) No fire action notices are not present within the buildings.
- 3) Yellow LPG warning signs are not displayed.
- 4) No Smoking signs are displayed within the blocks.



- 5) The fire escape routes generally do not use directional fire signage in accordance due to simplicity of layout.
-

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. There are no provisions to combat fires within the blocks. 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 Risk Assessment.
- 6) Fire safety information has been provided as part of tenancy pack.
- 7) Building safety and evacuation notices are not displayed within the blocks.
- 8) Information regarding use of fire doors is provided to residents.



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

Fire safety advice

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



What to do if a fire breaks out in your flat

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

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

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

Stay Put/Defend is an evacuation strategy which purpose-full tactics of this. It is in place to keep people safe when they are not in an area directly affected by fire.

If you notice any fire doors within the building that are damaged or wedged open, or have any other concerns, please call us on 0121 889 8000.

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) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager Bryan Low.
- 4) The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection for each block varies however all have had a test conducted within the last 5 years. Last inspection date 21/01/2021



- 5) The electrical installation i.e. risers are contained within dedicated service cupboards that are secure and protected by means of secured timber doors.
- 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 supplies are internal.

Section 15

Waste Control

- 1) There is a regular Cleaning Service to the premises.
- 2) Refuse containers emptied regularly and stored away from the block.
- 3) Regular checks by Caretakers minimise risk of waste accumulation.



- 4) 'Out of Hours' service in place to remove bulk items.
-

**Section
16**

Control and Supervision of Contractors and Visitors

- 1) Responsive Repairs service delivered by Sandwell MBC necessitates the production of an order via the computerised repairs system. Details of any known risks are documented on the repair order.
 - 2) Hot works are not permitted unless authorisation is given via the approved officer. The hot works procedure is to be followed.
 - 3) Utility companies are not allowed to access any service cupboard or secure area. They must request and collect maintenance keys from the 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. And gates to side entrances are secured.



- 3) There are no CCTV provisions at the blocks.
- 4) The perimeter of the premises is well illuminated with the use of conventional lighting and borrowed lighting 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.
 - 2) The tenancy conditions, Section 7 – Condition 5.6 stipulates “If you live in a flat or maisonette, you, people living with you and any visitors to your property must not keep or use paraffin oil, petrol, bottled gas appliances or any other explosive, FLAMMABLE, or dangerous material in the property. This restriction also applies to any storage facility situated in or attached to the block, which has been provided for your use.”
 - 3) No Flammable liquids stored on site by Caretakers / cleaners.
 - 4) There are no flammable liquids or gas cylinders stored on site.
 - 5) Residents have access to storage cupboards located externally at the rear of the blocks and on communal balcony area within the premises.
-

**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:


Adams Close

Date of Action Plan:

09/07/2024

Review Date:

<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
06/04	Combustible items had been left on communal balcony area of block 2-8.		P2	1-3 months Housing Manager	

Fire Risk Assessment



07/15	Flat 7 – Fit self-closing device and attempt repair for ironmongery on door	N/A	P2	1-3 Months Leasehold Management	
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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	
Communal service cupboard	Upgrade as part of next improvement works at the blocks
Communal doors off the means of escape to drying areas.	Upgrade as part of next improvement works at the blocks
Flat Entrance Doors	Upgrade as part of next improvement works at the blocks
Recommendations for cars to be parked further away from the blocks. Measures are already in place reducing this risk.	Cars currently could park in very close proximity to the blocks for best practice consideration should be made to prevent cars parking so close to the blocks.

Fire Risk Assessment

Signed

	Fire Risk Assessor	Date: 08/07/2024
	Quality Assurance Check	Date: 18/07/2024



Fire Risk Assessment

Sample Locations	Property Address	1-7 Adams Close, Tipton. DY4 9LJ.						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	Labelled ?	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								
FIRST FLOOR BALCONY CEILING	CEMENT	-	SEALED-PAINT	PRESUMED	CHRYSOTILE	NO	YES	-
MAIN ROOF COVERING	BITUMINOUS FELT	-	UN-SEALED	TE 979	NO ASBESTOS DETECTED	NO	NO	-
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			
MAIN ROOF SOFFIT	CONCRETE							
FLAT 7 FRONT DOOR FRAME SEALANT	SILICONE							
FLATS 1, 3, 5 FRONT DOOR FRAME SEALANTS	NO VISIBLE SEALANT							