

Fire Risk Assessment

99-110 Walsall Street



Walsall Street, Wednesbury
WS10 9BY

Date Completed: 10/09/2024.

Review Period: 3 years.

Officer: C. Hill Fire Risk Assessor

Checked By: L. Conway Fire Risk Assessor

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”*.

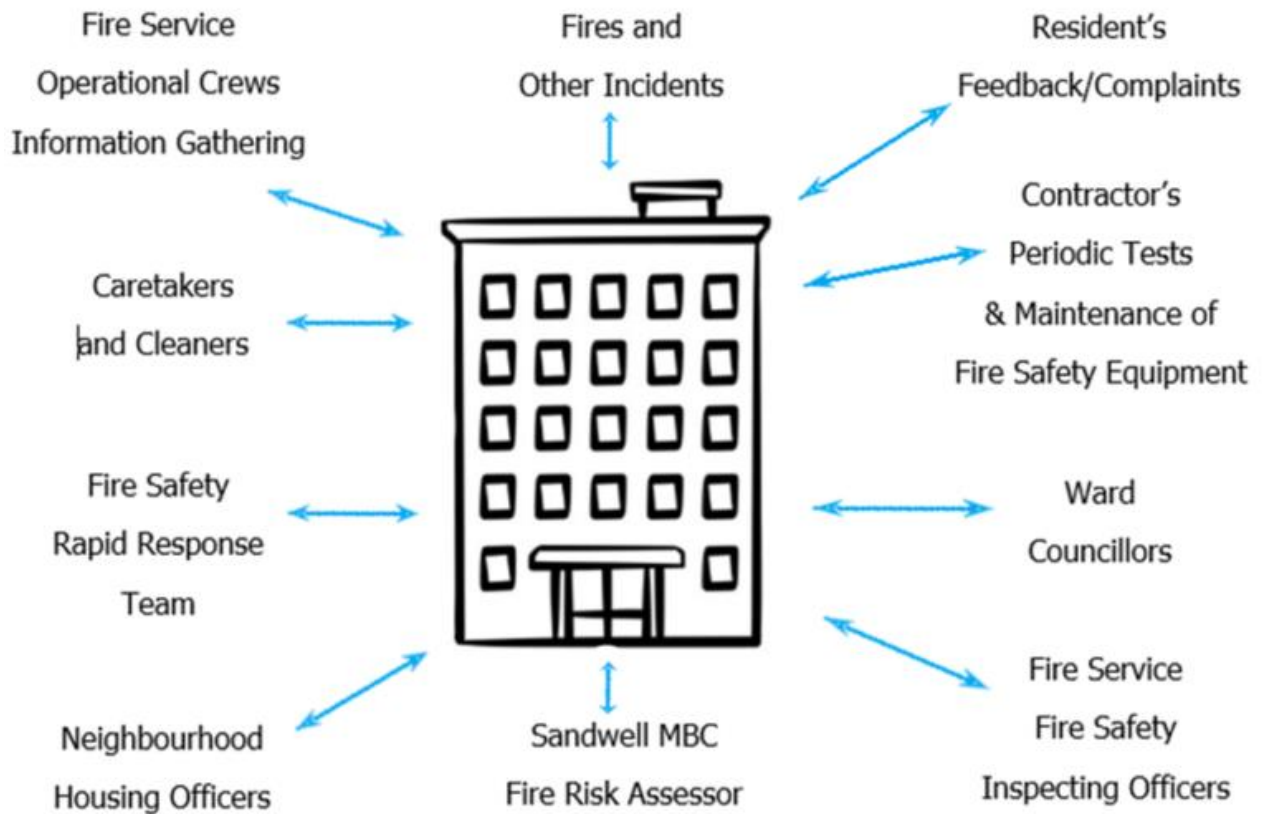
This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>.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

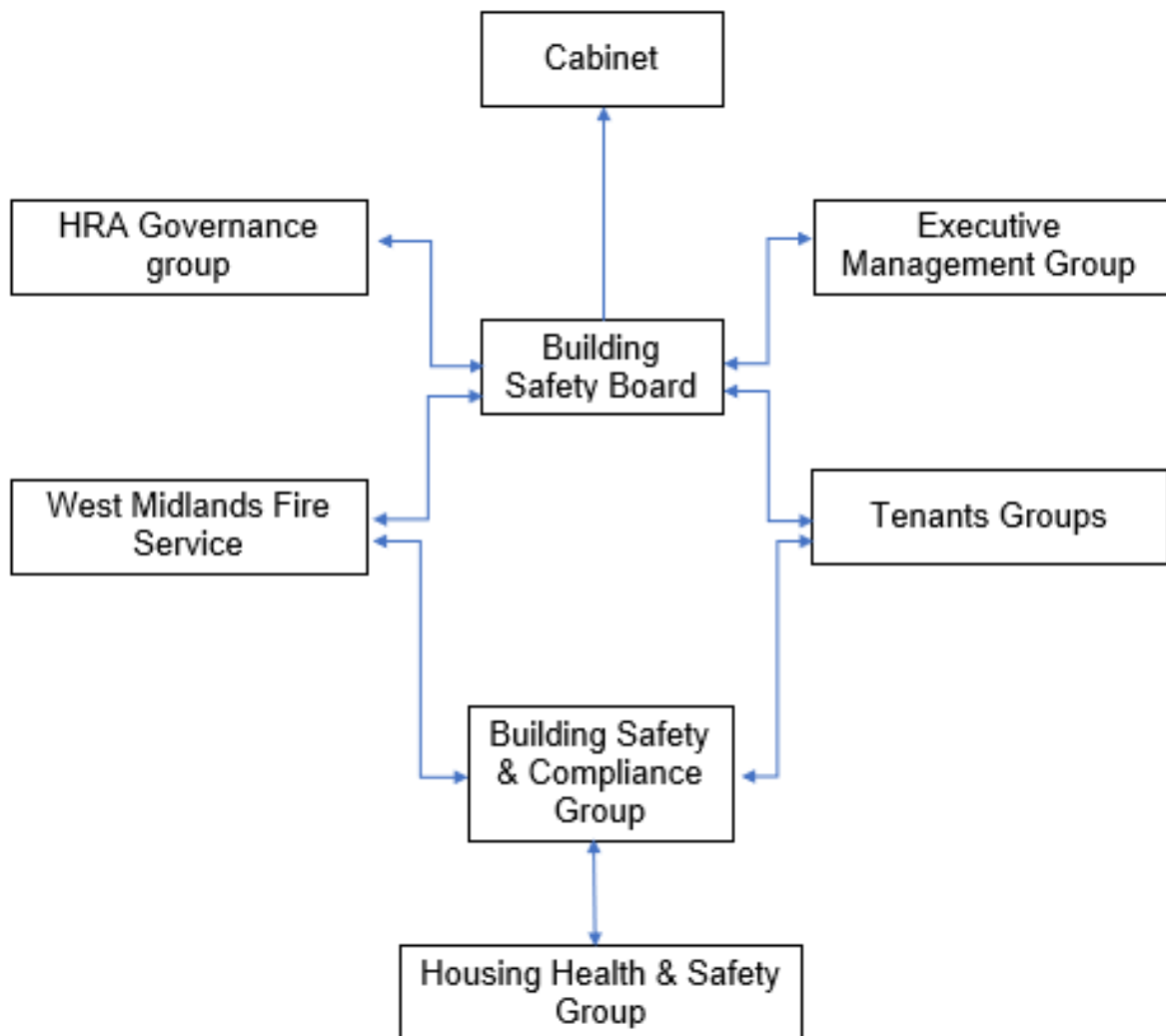
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



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 Brick cavity construction across 3 stories. Retail units have steel roller shutter doors and acrylic signage.	Trivial
Section 7	Means of Escape from Fire The building has 3 x enclosed staircases to 3 pairs of 2 nd floor flats. Personal items stored in block 107-109 communal stairwells. Net curtains installed to communal windows adjacent flats, 103, 105, 99, 100, 101.	Tolerable

	<p>Personal items stored adjacent flat 106 on communal landing.</p> <p>Steel fabricated gate installed in front of flat 110 entrance door</p>	
Section 8	<p>Fire Detection and Alarm Systems Early warning is limited to smoke alarms within each of the resident's flats, smoke alarms within resident's flats are installed to a minimum LD3 Standard.</p>	Trivial
Section 9	<p>Emergency Lighting The premises has not been installed with emergency lighting. Conventional lighting is in place.</p>	Trivial
Section 10	<p>Compartmentation The premise has sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire between dwellings.</p> <p>Flat entrance doors to 100, 105, 109 are not fire doors.</p>	Tolerable
Section 11	<p>Fire Fighting Equipment The premises have no provisions for firefighting equipment.</p>	Trivial
Section 12	<p>Fire Signage No smoking signs are displayed</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. The last EICR was dated 7/7/2020.</p>	Trivial
Section 15	<p>Waste Control Refuse bins are stored in purpose-built sheds and are emptied regularly. These are adjacent the rear entrances.</p>	Trivial

Section 16	Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.	Trivial
Section 17	Arson Prevention There have been no reported fire incidents since the last FRA.	Trivial
Section 18	Storage Arrangements Residents have access to external storage sheds. Residents are instructed not to bring LPG cylinders into the building.	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 fire hazards that have been highlighted within the risk assessment to include residents leaving personal items in stairwells, three flat entrance doors which are not fire doors and require replacing and net curtains that are fitted to some communal windows.

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, all flats having adequate compartmentation walls & floors, nominal FD30s entrance doors noting flats 100, 105 & 109 require upgrade, minimum LD3 smoke detection and a Stay Put Unless policy being in place.

Overall, the level of risk at the time of this FRA is tolerable, this will be lowered to trivial once recommended actions have been completed.

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

Lennox Thompson

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

99-110
Walsall Street
Wednesbury
WS10 9BY

Description of the Property

The low-rise block was constructed in 1959. The block consists of 3 storeys (inclusive of the ground floor).



The ground floor contains 5 retail units but no dwellings.

The block has three number entrances accessed from the rear car park. Each entrance has a door entry system with a fob reader installed and firefighter override facility.



There are two flats located on both the 1st and 2nd floors giving a total of 4 flats per each entrance.

The complex in total has 12 number properties.

Each flat has access to a balcony shared with the neighbouring flat.



The flat roof has no internal access from the communal landings.

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	1959
Construction Type	Traditional Brick Cavity
Last Refurbished	N/A
External Cladding	None
Number of Lifts	N/A
Number of Staircases	3
Automatic Smoke Ventilation to communal area	No
Fire Alarm System	No
Refuse Chute	No
Access to Roof Space	External / Flat Roof
Equipment on roof (e.g., mobile phone station etc)	No

Persons at Risk

Residents / Occupants of 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)

Commercial Premises accessed within this building.

Breaking Bread Foodbank – No Fire Risk Assessment

Reaching Out – No Fire Risk Assessment

Skitts Estate Agents – No Fire Risk Assessment

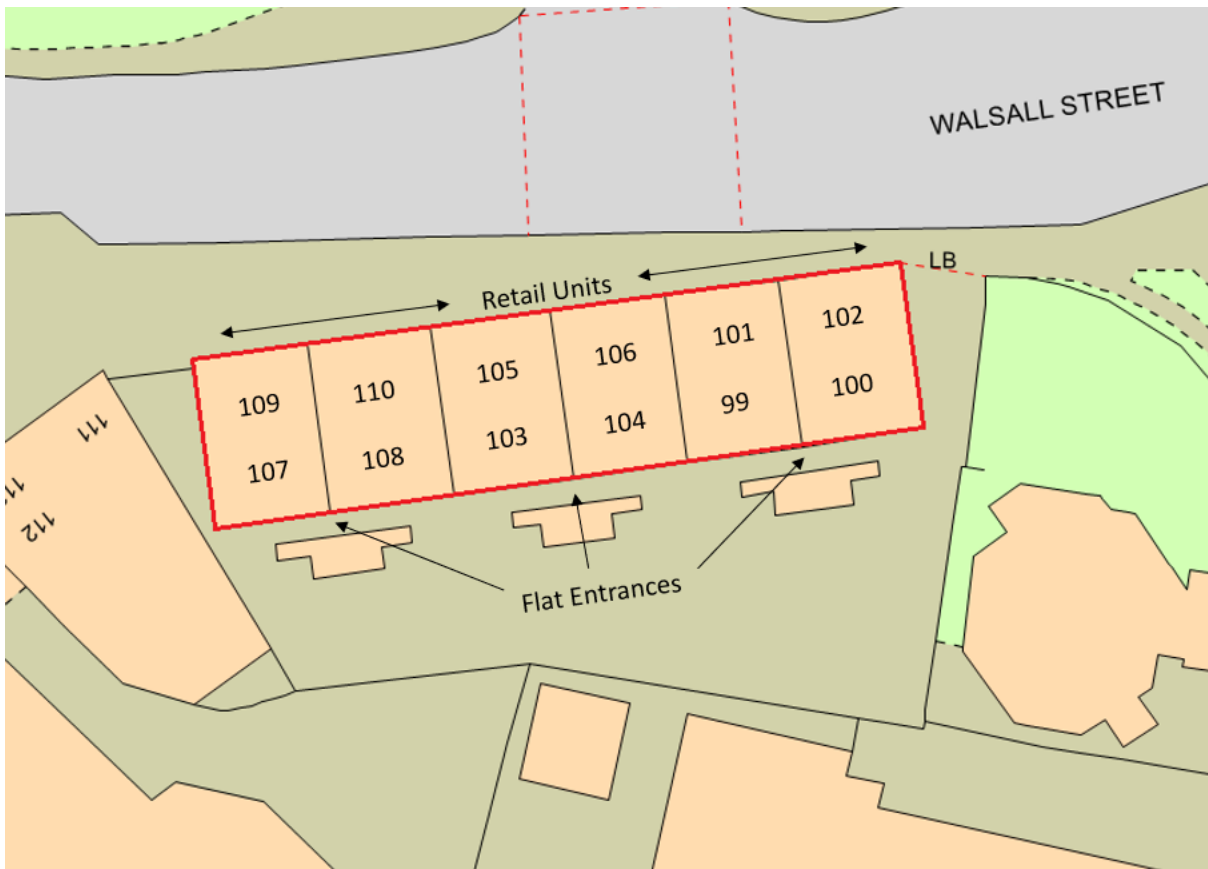
Paul Dubberley Estate Agents – No Fire Risk Assessment

Sunkist Tanning Salon – No Fire Risk Assessment.

Section
5

Building Plan

Typical orientation of the blocks.



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.

Based on the information available at the time of the assessment, it is deemed that these materials, their combination of and, application present an acceptable level of fire risk

- 1) The external walls of the building are brick masonry.



- 2) UPVC Fascia's have been installed to the top of each elevation.



- 3) Flat windows are UPVC double glazed units.



- 4) Communal windows are UPVC double glazed units.



- 5) Balconies are constructed utilising a concrete slab with concrete and steel balustrade.



- 6) Rear entrance doors to stairs are timber doors with glazed combination frames.



- 7) The front & rear elevation to the ground floor external wall is allocated to 5 retail units and is clad in a combination of steel roller shutter doors and acrylic signage.



- 8) Front and rear doors to shops are a combination of timber and UPVC doors.

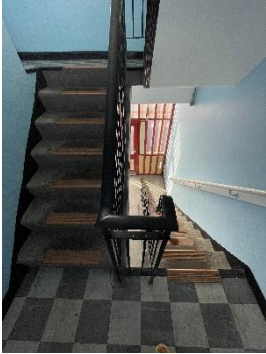


Section

7

Means of Escape from Fire

- 1) The building has 3 x stairwells to flats that provide a sufficient means of escape measuring 800mm in width.



- 2) There are no dead-end situations within the means of escape.
- 3) The means of escape are protected with 1-hour compartment walls and floors and fire rated doors to flat entrances (doors to flats 100, 105 & 109 covered below). However, due to the open plan design if there was a fire in the communal area, fire and smoke could travel between floors within the communal area.
- 4) There are no communal doors within the blocks other than the final exit doors to the three stairwells.



- 5) The final exit doors have door entry systems installed. These are designed to fail safe i.e. door unlocked in the event of a power failure. This prevents residents from being locked in or out of the building.



- 6) Each final exit door has a levered handle to exit.



- 7) Natural ventilation is available within the communal areas via the use of openable windows.



- 8) Communal areas Should be kept free of flammable items. There is also an out of hour's service that allows combustibile items of furniture / rubbish to be removed.

- 9) Block 107-110 combustible items stored beneath communal stairs to include various plastic tubs, bucket with tools in, portable sprayer and rug.



- 10) Adjacent flat 103 combustible net curtains on communal windows should be removed.



- 11) Adjacent flat 105 combustible net curtain on communal window and aerosol stored on communal window ledge should be removed. Aerosol should not be stored in direct light to avoid a potential explosive risk.



- 12) Adjacent flat 106 evidence of burning lighting candles and burning incense sticks in communal landing. All associated items along with personal items stored outside flat door to be removed,



13) Adjacent flat 99 combustible net curtain on communal window should be removed.



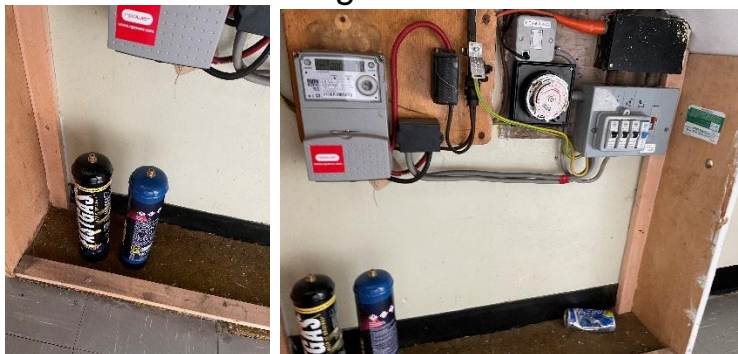
14) Adjacent flat 100 combustible net curtain on communal window should be removed.



15) Adjacent flat 101 combustible net curtain on communal window should be removed.

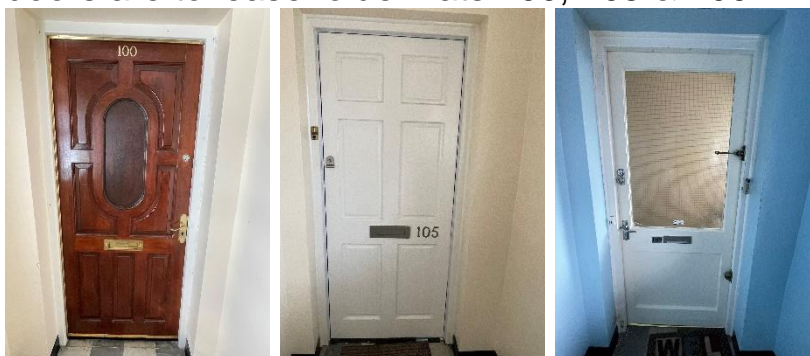


- 16) Block 99-102, two x compressed gas cylinders containing Nitrous Oxide were found stored in the service cupboard housing electrical intake equipment. Nitrous Oxide is not a flammable gas but will support combustion so, therefore, should not be stored near to potential ignition sources. Compressed gas cylinders are forbidden in flatted accommodation and communal areas as per the tenancy agreement (except for prescribed medical oxygen). Both cylinders were removed during the assessment.



Good housekeeping is fundamental to reducing risk in blocks of flats. Controlling the presence of combustibles 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.

- 17) Conventional lighting is installed within the communal areas.
- 18) 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.
- 19) Individual flat doors are a combination of non-fire doors and nominal FD30s timber or composite fire door sets. The non fire doors are to leaseholder flats 100, 105 & 109.



- 20) Flat 110 has a steel fabricated lockable gate installed to the communal side of the door. This could compromise access & egress to the dwelling in the event of an emergency and therefore should be removed.



- 21) Attempts were made to access individual flat doors as part of this fire risk assessment to ensure the doors have not been tampered with by residents etc. Despite best endeavour access could only be gained to flats 103 & 108.

- a) Flat 103 – The door fails to positively self-close and therefore requires slight adjustment. The leaseholder of this property has confirmed they will make the necessary adjustments. The assessor will return to the property for confirmation in two weeks' time.



- b) Flat 108 – Door was correct.



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 previous fire risk assessment, and the two flats that were accessed during this survey, the smoke alarms within resident's flats are installed to LD3 Standard.

Flat 103 – LD3, hallway & lounge.

Flat 110 – LD3, hallway only.

Flat 108 – LD3 hallway & lounge. Email sent to electrical compliance manager due to tenant reporting difficulty with changing battery.



For information

LD1 all rooms except wet rooms

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

LD3 Hallway only

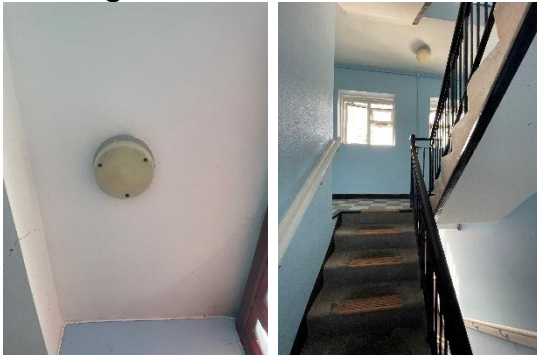
- 3) There is no effective means for detecting an outbreak of fire to communal areas. The reason for this is:
 - I. Such systems may get vandalised.
 - II. False alarms would occur.
 - III. A Stay Put - Unless policy is in place.
-

Section

9

Emergency Lighting

- 1) The premises should benefit from an emergency / escape lighting system. This has been noted within section 19 as an observation.
- 2) Conventional units are provided to the communal stairs and landings.



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.

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance between dwellings and 1-hour horizontal fire resistance around flats. All doors from dwellings that open onto a protected area are 30-minute fire resistant with intumescent strips and self-closing devices including those in 1 hour fire resistance walls (accept for flats 100, 105, 109 / see section 10/10).
- 2) The premise has sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire between dwellings.
- 3) Due to the open plan staircases, the premises do not have sufficient compartmentation to limit the travel and effect of smoke and flame between communal area floors in event of a fire within the shared stairwells.



- 4) There is a cyclical programme (annually) to ensure fire stopping has not been compromised by third parties and where applicable enhance the fire stopping.
 - 5) Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately by the Fire Safety Rapid Response Team.
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- 6) Soil and vent pipes pass through flats and ground floor retail units where they are boxed in with ply and plaster finish. A plywood panel was removed within the unit numbered 98 which revealed evidence of fire stopping utilising Fire Batt. Sampling of 4 from 5 units didn't identify any cause for concern around the area of the soil pipes. The findings were satisfactory and are documented in the previous FRA (July 2022).



- 7) The only communal doors are the final exit doors. These 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).
- 8) The only service cupboard with the communal parts is under the ground floor stairs in block 99-102. The cupboard contains the landlords electrical supply, is constructed from timber batons and board, and is not secured by lock. Observations have been recorded in section 19.



- 9) Resident's storage sheds are accessed externally to the rear elevation and secured with locked timber ledge and braced doors. There is no requirement for these doors to be fire rated.
- 10) Individual flat entrance doors are a combination of non-fire doors and nominal FD30s timber or composite fire door sets. Since the
-

previous FRA 2022 some non-fire doors have been replaced with FD30s. The remaining non-fire doors requiring replacement are to leaseholder flats 100, 105 & 109.

- a) Flat 100 (leaseholder) – Entrance door to be upgraded to FD30s standard.**



- b) Flat 105 (leaseholder) – Entrance door to be upgraded to FD30s standard.**



- c) Flat 109 (leaseholder) – Entrance door to be upgraded to FD30s standard.**



Section

11

Fire Fighting Equipment

- 1) There are no provisions for firefighting equipment.

Section

12

Fire Signage

- 1) No smoking signs are displayed.
 - 2) There are no communal or service cupboard doors that require mandatory signage.
 - 3) Fire escape directional signage is not installed due to simplicity of layout.
 - 4) Fire Action Notices are not displayed throughout the building due to simplicity of layout.
 - 5) Yellow LPG warning signs are not displayed.
[\(Refer to section 18\)](#)
-

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) Staff undertaking fire risk assessments are qualified to Level 4 Diploma in Fire Risk Assessment.
- 4) Fire safety information has been provided as part of tenancy pack.
- 5) Building safety and evacuation notices are not displayed within the blocks.
- 6) Information regarding the Stay Put unless fire evacuation strategy and regarding the use of fire doors is provided to residents.



Section 14

Sources of Ignition

- 1) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation.
- 2) Hot working is not normally 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 equipment shall be tested every 5 years. The date of the last EICR condition report is 7th July 2020.



- 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. Mains gas pipework is partially external to the rear elevation.



**Section
15**

Waste Control

- 1) Refuse containers for block are emptied regularly and stored at ground floor level in open brick-built sheds adjacent storage sheds and rear entrances. Observations recorded in section 19.



- 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) Hot works are not permitted unless authorisation is given via the approved officer. The hot works procedure is to be followed.
 - 3) Owing to the nature of low rise flatted accommodation, it is difficult to manage / control individual contractors / utility companies.
 - 4) However, utility companies are not allowed to access any service cupboard or secure area. They must request and collect maintenance keys from the local housing office. 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) Restricted access to the premises by means of a door entry system to each block.



- 2) There are no CCTV provisions at the block.
- 3) The perimeter of the premises is well illuminated with a combination of external lights borrowed lighting from streetlights.



- 4) There has been no reported fire incident since the last FRA (2022).
-

**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) Residents have access to external storage sheds to the rear of the building.
-

Section
19

Additional Control Measures; Fire Risk Assessment - 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 Action Plan



Name of Premises or Location:

Walsall Street 99-110

Date of Action Plan:


16/09/2024

Review Date:

<Insert date>



Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
7/9	Block 107-110 combustible items stored beneath stairs to be removed. <i>plastic tubs, bucket with tools in, portable sprayer and rug.</i>	A photograph showing a cluttered area under a staircase. There are two blue plastic tubs, a white bucket, a green sprayer, and a rug on the floor.	P2	Within 1-3 months Housing Manager	

Fire Risk Assessment




7/10	Remove net curtain from communal window adjacent flat 103 (leaseholder)		P2	Within 1-3 months Leasehold Manager	
7/11	Remove net curtain and aerosol from communal window adjacent flat 105 (leaseholder)		P2	Within 1-3 months Leasehold Manager	






Fire Risk Assessment

<p>7/12</p>	<p>Adjacent flat 106 – remove personal items from landing including candle, aerosol, incense stick holders, broom. <i>Ensure tenant understands that burning candles and incense sticks is prohibited within communal areas.</i></p>		<p>P2</p>	<p>Within 1-3 months Housing Manager</p>	
<p>7/13</p>	<p>Remove net curtain from communal window adjacent flat 99</p>		<p>P2</p>	<p>Within 1-3 months Housing Manager</p>	

Fire Risk Assessment



7/14	Remove net curtain from communal window adjacent flat 100 (leaseholder)		P2	Within 1-3 months Leasehold Manager	
7/15	Remove net curtain from communal window adjacent flat 101		P2	Within 1-3 months Housing Manager	
7/20	Flat 110 – remove steel fabricated gate. <i>Still outstanding from previous FRA 2022</i>		P3	Within 3-6 months Housing Manager	

Fire Risk Assessment



<p>10/10a</p>	<p>Flat 100 entrance door (leaseholder) to be replaced with FD30s door set.</p> <p>Comments from previous FRA 5/8/22 <i>Email from leaseholder management to JB, leaseholder has instructed SMBC to install FD30s composite door set. (This Leaseholder is the owner of both 100 & 109)</i></p>		<p>P4</p>	<p>Within 1-3 months Leasehold Manager</p>	
<p>10/10b</p>	<p>Flat 105 entrance door (leaseholder) to be replaced with FD30s door set.</p> <p>Comments from previous FRA Emailed EC 08/07/2022 response within 28 days</p>		<p>P4</p>	<p>Within 1-3 months Leasehold Manager</p>	
<p>10/10c</p>	<p>Flat 109 entrance door (leaseholder) to be replaced with FD30s door set.</p> <p>Comments from previous FRA 5/8/22 <i>Email from leaseholder management to JB, leaseholder has instructed SMBC to install FD30s composite door set. (This Leaseholder is the owner of both 100 & 109)</i></p>		<p>P4</p>	<p>Within 1-3 months Leasehold Manager</p>	

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	
Consider installing emergency lighting to the 3 x 2 nd floor stairwells.	
Consider relocating the bin storage area to distance further from the building (6m)	
Construct new service cupboard to house the landlords electrical supply from fire resisting material and ensure is lockable.	

Signed

	Fire Risk Assessor	Date: 16/09/2024
	Quality Assurance Check	Date: 14/11/2024

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


Name of property: Walsall Street 99-110

Updated: 02/09/2024

Premise Manager: Tony Thompson

Tel. No.: 0121 569 2975

Hazard	Information/Comments

Asbestos Survey		Property Address		99-110 Walsall Street, Wednesbury. WS10 9LS.		✓ Office use	
Surveyed by	Tudor Evans	Date	11/03/2014	Checked by	DEREK STILL	Desktop Check	✓
Reason for request		HSG 264 - Survey Report Type		Date	22/05/2020	<div style="border: 1px solid black; padding: 5px;"> <p>Property Description</p> <p style="text-align: center;">Low Rise Flats</p> </div>	
Investment Void		Refurbishment Survey		<div style="border: 1px solid black; padding: 5px;"> <p>Year Built</p> <p style="text-align: center;">1959</p> </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 ?					
<div style="border: 1px solid black; padding: 5px;"> <p>Notes / including details of similar property surveys completed.</p> <p>NO ACCESS TO INTERNAL COMMUNAL AREAS</p> <p style="color: red;">Revised by G.Carrington – 03/08/2022</p> </div>				<div style="border: 1px solid black; padding: 5px;"> <p>Building Surveyors 0121 569 5077</p> </div>			
							

Fire Risk Assessment

Sample Locations		Property Address 99-110 Walsall Street, Wednesbury. WS10 9LS.						
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								
OUTHOUSE ROOF X 3	SARKING FELT	-	UN-SEALED	TE 475	NO ASBESTOS DETECTED	NO	NO	-
DAMP PROOF COURSE	BITUMINOUS	-	-	-	-	-	-	REQUEST SAMPLE IF TO BE DISTURBED
COMMUNAL FLOOR TILES TO LANDINGS	THERMOPLASTIC	-	SEALED	PRESUMED	CHRYSOTILE	NO	-	-
COMMUNAL WALLS	TEXTURED COATING	-	SEALED	GC2275 / 1	NO ASBESTOS DETECTED	NO	NO	-
COMMUNAL CEILINGS	TEXTURED COATING	-	SEALED	GC2275 / 2	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	LOCATION DESCRIPTION	MATERIAL	
MAIN FLAT ROOF	MINERAL FELT							
OUTHOUSE RAIN WATER GUTTER	CAST IRON							
FLATS 101,103,104,105,106,108 FRONT DOOR FRAME SEALS	SILICONE							
FLATS 99,100,102,107,109,110 FRONT DOOR FRAME SEALS	NO VISIBLE SEALANT							

ABOUT THE REPORT – PLEASE READ

All Survey Methodology is based upon HSE document HSG 264 - Asbestos: The Survey Guide. All surveyors are experienced British Occupational Hygiene Society (BOHS) P402 qualified surveyors with extensive Surveying & Refurbishment Project experience specific to Sandwell MBC's managed housing stock.

The person or persons using this report to programme refurbishment work on site are assumed to be competent & experienced in the field of domestic refurbishment projects & have suitable & sufficient asbestos awareness to understand the scope of this report & apply it to the project. All trade operatives working on site are also expected to have relevant asbestos awareness training & experience. IF IN DOUBT STOP & ASK! Please ensure the report covers the areas that you need to work on.

SHAPE: Sandwell MBC's Integrated ICT solution holds the Company Asbestos Register. The Asbestos Register is interrogated when completing the asbestos survey report to ensure that ACM's in similar properties are considered where relevant. The Register holds details of all suspected or confirmed ACM's identified during Refurbishment & Demolition programmes as well as Repairs activities for the past 11 years. If potential ACM's have been identified within difficult to survey areas such as Cavity Walls, Floor Voids etc these will be highlighted within the report. The interrogation of the Company Asbestos Register compliments the survey & report process it does not substitute the Refurbishment & Demolition Survey.

Void Properties – The Building Surveying team who undertake Refurbishment & Demolition Asbestos Surveys also undertake Domestic Energy Assessment Surveys, Boroscope Surveys for Thermal Insulation & Fire Integrity Assessments to a representative percentage of the void turn over.

Site Overview Page 2 – This section is included to aid surveying & to ensure comprehensive survey information is detailed.

Term	Explanation	Term	Explanation
Property Address	Specific Property to which survey relates.	Photo's	These will usually be provided for the front elevation of the property to aid identification.
Surveyed by	Relates to P402 trained surveyor.	Sampled by	P402 trained surveyor.
Action taken on Project	Record what action may have been undertaken to the Asbestos in question. E.g. Nothing, Repair, replace, Manage.	Checked by	P402 trained surveyor who checks report prior to issuing.
Type of Work to be undertaken	Relates to the envisaged type of work that the Asbestos Survey Report will be used to aid. This assists the asbestos surveyor to guide his survey methodology & will help the users of this report decide if it is suitable for the work activity being undertaken.	Survey Report Type	Report type is determined by the type of work to be undertaken. The reader of this report must satisfy themselves that the scope of the survey is sufficient for the purpose of work being undertaken.
ACM	Asbestos Containing Material.	Refurbishment Survey	HSG 264 – Refurbishment & Demolition Survey. Surveying undertaken to all parts of the property presuming full decent homes refurbishment, which may include, New Kitchen, New Bathroom, Electrical Rewire, Re-roof, Full Heating System. Taking account of the complete structure of the property & archetype information available. This survey has been carried out without detailed knowledge of the works to be undertaken during refurbishment. Anyone using this report to support building works being undertaken to the property should ensure that the report is sufficient for the purposes of the building work being undertaken. The reader should be confident that the areas that are to be disturbed by the proposed work are included.
HSE Notify	This highlights if a material normally requires notification to the Health & Safety Executive prior to removal. GUIDANCE ONLY.	Management Survey	A management survey is the standard survey. Its purpose is to locate, as far as reasonably practicable, the presence and extent of any suspect ACMs in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation, and to assess their condition.
Bulk Sample	Sample of potential ACM that is representative of the whole.	Refurb & Management Survey	Both Survey Report Types are ticked! due to works identified at survey stage the surveyor has completed Refurbishment Survey for the works required & may have undertaken a management survey on remaining areas of the property. The report should not be used for works outside the scope stated, unless the reader assures themselves that it is suitable & sufficient.
Request Sample	The item described has not been tested for Asbestos content. The item must be presumed to contain asbestos until sampling confirms. If work is going to be undertaken in this area sample should be requested prior to work starting.	Cavity Walls / Floor Voids or similar.	Will be assessed at survey stage & desktop assessment of similar archetypes.
Awaiting Results	If no results have been detailed then you must not work on these items until you receive further confirmation.	Photo's	Where practical & to aid the identification of ambiguous material locations photos will be included within the report to ensure that materials are identified on-site correctly. Photos will be annotated where necessary.
Extent	An estimate of quantity will be given where possible to aid work planning & valuation.		
Labels	Materials will be labelled where practical. Labelling will be not be undertaken to low risk materials e.g. floor tiles, Textured Coatings etc or where labelling could easily be removed or would cause potential exposure if removed. All presumed ACM's will be labelled as "Asbestos" where practical. All sampled materials will be labelled with an "Asbestos Sampled" label.		