
Fire Risk Assessment

Dawes Avenue



**Flats 52 – 58a – 60 – 66a
Dawes Avenue.
West Bromwich,
B70 7LS.**

Date Completed: 03/12/2024.

Review Period: 3 years.

Officer: A. Jones Fire Risk Assessor.

Checked By: C. Hill Fire Risk Assessor.

Current Risk Rating = Tolerable

Fire Risk Assessment

Subsequent reviews.

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

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Section

0

Introduction

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

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

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

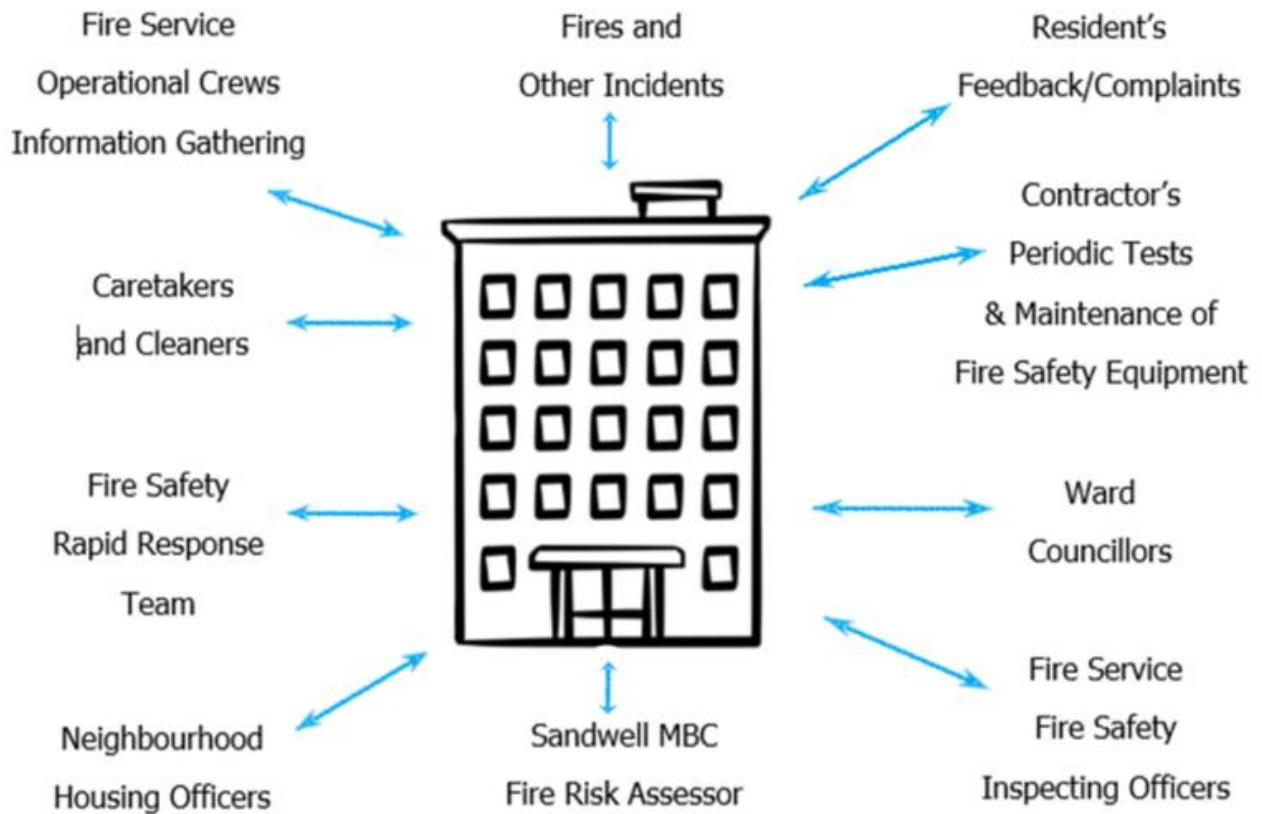
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation, but the Council will as a minimum review:

- 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 are predominantly traditional brick, concrete construction with a flat roof. Individual flat windows are UPVC double glazed units. The rear gardens are protected by a combination of wooden fencing and brick wall.</p>	Trivial

Section 7	<p>Means of Escape from Fire The means of escape staircase incorporates a final exit. Combustible items (furniture) are located in several locations along the means of escape. <i>(Email sent to Housing to remove)</i></p>	<p>Tolerable</p>
Section 8	<p>Fire Detection and Alarm Systems Early warning is limited to hard wired or battery smoke alarms within each of the resident's flats.</p>	<p>Trivial</p>
Section 9	<p>Emergency Lighting Emergency lighting is provided and tested in accordance with British Standards, BS5266. The next Annual testing of emergency lighting is scheduled for Monday 09/12/2024. Two Lighting diffusers in block 52-58a need to be replaced as they have been defaced.</p>	<p>Tolerable</p>
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>	<p>Trivial</p>
Section 11	<p>Fire Fighting Equipment No firefighting provisions are provided within the premise.</p>	<p>Trivial</p>
Section 12	<p>Fire Signage Where required, appropriate signage is in place, no further actions necessary.</p>	<p>Trivial</p>
Section 13	<p>Employee Training All staff receive basic fire safety awareness training.</p>	<p>Trivial</p>

Section 14	<p>Sources of Ignition The fixed electrical installation should be tested every 5 years. At the time of the assessment, the last test date was recorded as 09/08/2019. Scheduled for Monday 09/12/2024. It was evident that smoking is taking place in several areas of the building. Evidence of smoking and Combustible items are located in several areas of the means of escape. <i>(Email sent to Housing)</i></p>	<p>Tolerable</p>
Section 15	<p>Waste Control Weekly bin collections are in place which helps to manage waste control keeping combustibles to a minimum. Remove combustible items (waste) adjacent to the staircase in block 52-58a.</p>	<p>Tolerable</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 These buildings are protected by a door entry system. A small steel security gate is provided at the front of the building.</p>	<p>Trivial</p>
Section 18	<p>Storage Arrangements Residents should not store fuel or LPG Cylinders in their home or storage facilities.</p>	<p>Trivial</p>

Risk Level Indicator

The following simple risk level estimator is based on commonly used risk level estimator:

Likelihood of fire	Potential consequences of fire		
	Slight harm	Moderate harm	Extreme harm
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

Considering the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Low Medium High

In this context, a definition of the above terms is as follows:

Low Unusually low likelihood of fire because of negligible potential sources of ignition.

Medium Normal fire hazards (e.g., potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Considering the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Slight Harm Moderate Harm Extreme Harm

In this context, a definition of the above terms is as follows:

Slight harm	Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).
Moderate harm	Outbreak of fire could foreseeably result in injury including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
Extreme harm	Significant potential for serious injury or death of one or more occupants.

Accordingly, it is considered that the risk to life from fire at these premises is:

Trivial Tolerable Moderate Substantial Intolerable

Comments:

In conclusion, the likelihood of a fire is at a medium level of risk prior to the implementation of the action plan because of the normal fire hazards that have been highlighted within the risk assessment.

This includes the fixing of self-closing devices to two flat entrance doors. Combustible items should not be left outside flat entrance doors as this could compromise the safety of residents in any emergency.

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

Executive Director of Place

Alan Lunt

Assistant Director Asset Management & Improvement

Sarah Ager

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

Housing Office Manager

Lisa Ellis

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 52 – 58a – 60 – 66a
Dawes Avenue.
West Bromwich,
B70 7LS.

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.

These low-rise blocks constitute two storeys (inclusive of the ground floor), each of the floors contain 4 dwellings, 8 dwellings in total per building. The buildings were constructed in 1960.

The buildings are of traditional brick, concrete construction, double glazed UPVC window frames & UPVC panels and rendered panels surmounted by a flat roof. Access to the roof is via a first floor service cupboard.

The building has a single concrete staircase with access gained at the side elevation.

Access to the building is gained by a small steel access gate at the front elevation of the site on Dawes Avenue. There is a small garden area at the rear of each building, these are enclosed using a combination of wooden and metal fencing.



Fire Risk Assessment

The main entrance/exits to the first floor are located at the side elevation. The entrances both have firefighter override by use of a drop latch key. Rear entrances are operated by an electronic fob.



From a security point of view, the site has some protection at the front from small palisade fencing. The side elevation of both buildings have a combination of wooden fencing and brick walls.



There are no roof voids in these buildings as building both have flat roofs.

High/Low Rise	Low Rise
Number of Floors	2
Date of Construction	1960
Construction Type	Traditional Brick Cavity
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	None
Number of Staircases	One
Automatic Smoke Ventilation to communal area	No
Fire Alarm System	No
Refuse Chute	None
Access to Roof Space	Via first floor service cupboard.
Equipment on roof (e.g. mobile phone station etc)	No

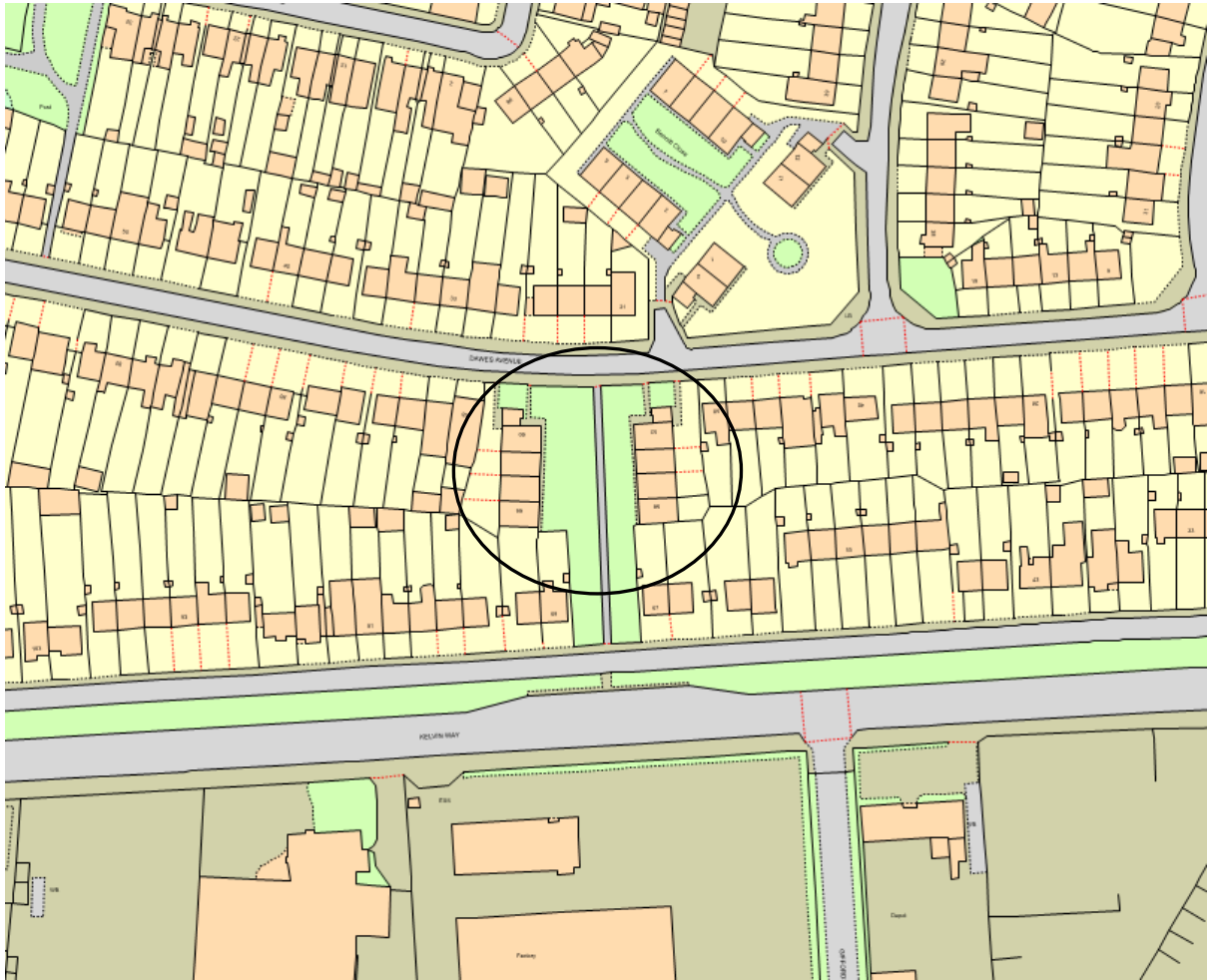
Persons at Risk

Residents / Occupants of 16 flats, four flats per floor, two buildings.
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 locations.



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.

With regard to the external façade, the materials, construction, and their constituent properties have been taken from a database provided by Sandwell Metropolitan Borough Council.

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 flat roof.



- 2) The enclosed entrance staircase is a combination of panels, glazing and Georgian wired glass.



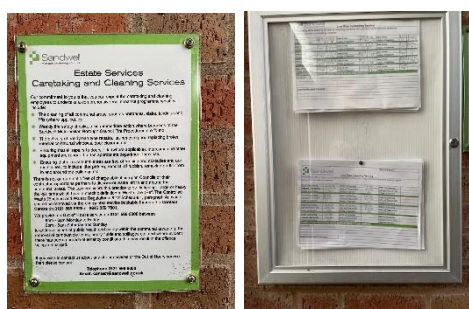
- 3) Windows are UPVC double glazed units.



Section 7

Means of Escape from Fire

- 1) The building has a single concrete staircase that provides the means of escape, the staircase provides a 900mm width as a minimum. All open deck corridors are of adequate width, at least 1050mm and should be maintained clear to that width as a minimum.
- 2) In an emergency, persons are able to escape from their flats due to the Windows on the means of escape being approx. 1050mm high from floor to windowsill, so is therefore sufficient enough to get past in the event of a fire.
- 3) The communal areas should be checked on a regular basis by Caretaking / Cleaning teams and all items of rubbish removed.



- 4) It was noted that some open deck areas had a number of combustible items outside individual flats, these items should be removed. All means of escape areas should be maintained as sterile areas. (Email sent to housing).

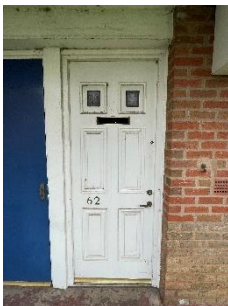


- 5) There is an out of hour's service that allows combustible items of furniture / rubbish to be removed.

- 6) The final exit door has 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.
- 7) Emergency lighting is provided to communal landings and stairs.
- 8) Automatic smoke ventilation is not employed as communal areas are open deck and open to the elements.
- 9) The means of escape are protected to prevent the spread of fire and smoke with a combination of nominal FD30s doors consisting of composite front entrance doors.



- 10) It was noted that flat 62 was missing the outer letterplate from the front entrance door. This should be replaced at the earliest opportunity.



- 11) It was noted that flat 66 was missing the outer letterplate from the front entrance door. This should be replaced at the earliest opportunity.



- 12) No internal access to flats was gained during the fire risk assessment to ensure the doors have not been tampered with by residents etc. The resident at flat number 58a provided information on the flat entrance doors. This door appeared to be an FD30s door, no issues with the door.
- 13) **Combustible items should be removed from the ground floor cupboard under the stairs. (Block 52-58a). The cupboard in Block 60- 66a could not be accessed.**
- 14) It was noted that some front entrance doors had floor mats in place, the fire rating of these mats is unknown but deemed to be of low risk.



Section

8

Fire Detection and Alarm Systems

- 1) Early warning is limited to hard wired or battery smoke alarms within each of the resident's flats. The equipment is subjected to a cyclical test.
- 2) During the assessment, the assessor spoke with the resident at flat number 58a who confirmed that smoke alarms are installed in the Hallway, Living room & Kitchen (LD2).
- 3) Despite best endeavours no other residents were available at the time of the assessment.
- 3) Therefore, based on point 2 above and the previous fire risk assessment, smoke detection within resident's flats are installed to a minimum of LD3 Standard.

For information

LD1 all rooms except wet rooms.

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

LD3 Hallway only.

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

Section

9

Emergency Lighting

- 1) Emergency lighting is provided in communal landings/staircases. This is tested in accordance with BS5266 Part 1. Annual testing is scheduled for Monday 09/12/2024.



2. In block 52 – 58a, it was noted that lighting diffusers (E/L) had been defaced, these should be replaced to comply with the British Standard.



3. There appears to be some damage to the light outside flat 64, this should be inspected, and the diffuser changed.



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) The premise does have sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire in communal areas due to the open plan design, staircase design & deck access areas.
- 3) The fire stopping / compartmentation of the premises is subject to an annual inspection by the Fire Safety Rapid Response Team.
- 4) A variety of methods / materials have been used to achieve fire-stopping.
- 5) Generally, the means of escape is protected from flats with the use of notional & nominal doors. These doors should be upgraded to FD30's when the door replacement programme commences.



- 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) All front doors appear to be notional & nominal doors, Refer to the table below.

Block Name	Place-Re	Address	Front Door Type	Glazed / Not Glazed
Dawes Avenue 52-58a (E)	BL14320DA19	52-58a Dawes Avenue;West Bromwich;West Midlands;	Intentionally Blank	
Dawes Avenue 52-58a (E)	BL14320DA19	52a Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 52-58a (E)	BL14320DA19	54a Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 52-58a (E)	BL14320DA19	56a Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 52-58a (E)	BL14320DA19	58a Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 52-58a (E)	BL14320DA19	52 Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 52-58a (E)	BL14320DA19	54 Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 52-58a (E)	BL14320DA19	56 Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 52-58a (E)	BL14320DA19	58 Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 60-66a (E)	BL14320DA20	60-66a Dawes Avenue;West Bromwich;West Midlands;	Intentionally Blank	
Dawes Avenue 60-66a (E)	BL14320DA20	60a Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 60-66a (E)	BL14320DA20	62a Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 60-66a (E)	BL14320DA20	64a Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 60-66a (E)	BL14320DA20	66a Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 60-66a (E)	BL14320DA20	60 Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 60-66a (E)	BL14320DA20	62 Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 60-66a (E)	BL14320DA20	64 Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	Glazed
Dawes Avenue 60-66a (E)	BL14320DA20	66 Dawes Avenue;West Bromwich;West Midlands;;	Permadoor	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.

Definitions Fire Doors.

Notional fire door - A fire door that is thought to have been installed at the time of construction. This door may not meet current building regulation requirements however is still acceptable if performing as originally intended.

Upgraded notional fire door - A notional fire door that has been upgraded. For example, with intumescent strips and cold smoke seals.

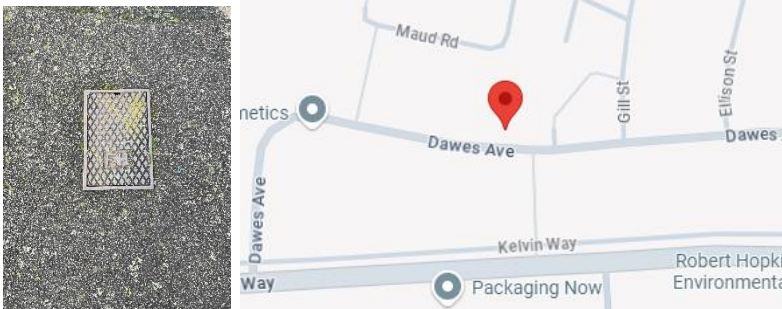
Nominal fire door – A fire door that may meet the standards specified within the building regulations but has not been awarded the official certification of doors manufactured and tested by an accredited, third-party testing unit and approved formally with the relevant certificates and documentation.

Certified fire door – A fire door and frame that have been approved and certified by the manufacturer. The door assembly must be installed by a competent person.

Section 11

Fire Fighting Equipment

- 1) Currently, there is no fire-fighting equipment installed at these premises.
- 2) The nearest firefighting hydrant is located outside 29 Dawes Avenue.



Section 12

Fire Signage

- 1) Any communal fire doors display “Fire Door Keep Shut” where appropriate.
- 2) The fire escape routes are self-evident and therefore additional fire action notices are not required.
- 3) No smoking (Smoke Free England) signage is displayed at the front entrance.



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) Staff undertaking fire risk assessments are qualified to a Level 4 Diploma in Fire Risk Assessment.
- 5) 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) There was evidence of smoking in communal areas, and this should cease with immediate effect. (Email sent to Housing)



- 3) 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.
- 4) The fixed electrical installation should be tested every 5 years, the date of the last EICR Inspection is 09/08/2019. Testing has been scheduled for Monday 09/12/2024.
- 5) 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.
- 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.
- 8) As per tenancy agreements, flammable liquids or gas cylinders should not be stored on site.

Section
15

Waste Control

- 1) Residential waste containers are emptied at regular intervals, this contract is serviced through the local authority.
- 2) 'Out of Hours' service in place to remove bulk items.
- 3) **Combustible items have been left at the rear of the staircase entrance to flats 52-58a. These items should be removed.**



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) There have been no previous incidents of fire recorded since the previous Fire Risk Assessment.
-

**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.
-

**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:


Flats 52-58a and 60-66a, West Bromwich.

Date of Action Plan:



05/12/2024

Review Date:



<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
07/10	Fit an outer letterplate to the front entrance door to Flat 62.		P2	Fire Rapid Response 1-3 Months.	

Fire Risk Assessment

07/11	Fit an outer letterplate to the front entrance door to Flat 66.		P2	Fire Rapid Response 1-3 Months.	
07/13	Remove combustible items from cupboard under stairs in Block 52-58a. Also check cupboard in block 60-66a as unable to access.	N/A.	P2	Caretakers 1-3 Months.	
09/02	Replace diffuser on emergency light fittings (two) in block 52-58a.		P2	Electrical 1-3 Months.	

Fire Risk Assessment



09/03	Test, inspect & replace diffuser on light fitting outside flat 64.		P2	Electrical 1-3 Months.	
15/03	Remove combustible items from outside block 52-58a. (Opposite stairs)		P2	Caretakers 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	

Signed

 Aderian Jones	Fire Risk Assessor	Date: 05/12/2024
 Chill	Quality Assurance Check	Date: 17/12/2024

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


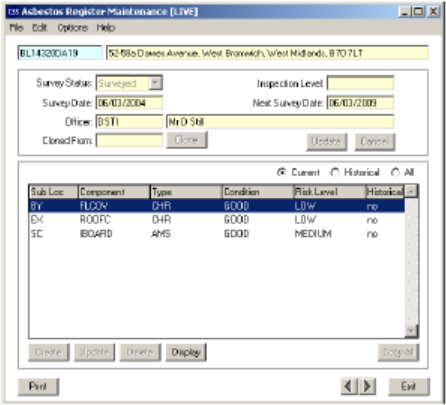

Name of property: Flats 52 – 58a & 60 – 66a, Dawes Avenue, West Bromwich.

Updated: 04/07/2022

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	52-58a Dawes Avenue, West Bromwich. B70 7TL.		✓ Office use					
Surveyed by	Tudor Evans	Date	20/03/2014		Checked by	DEREK STILL	Desktop Check	✓	Site Check	
Reason for request		HSG 264 - Survey Report Type		Date	18/09/2014		 <p style="text-align: center;">Low Rise Flats</p> <p style="text-align: right;">Year Built: 1960</p>			
Investment Void		Refurbishment Survey								
Investment Tenanted		Management Survey		✓						
R & M Void		SHAPE Interrogated.		✓						
R & M Tenanted		No Existing SHAPE Data.								
Medical / Emergency - Heating Works		Existing SHAPE Data.		✓						
Communal Areas	✓	Refurb Surveys Interrogated ?								
						Notes / including details of similar property surveys completed. Revised By G.Carrington – 03/01/17 – Communal Walkway Soffit Revised By G.Carrington – 04/07/22				
Building Surveyors 0121 569 5077						Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES				
										

Fire Risk Assessment

Sample Locations		Property Address 52-58a Dawes Avenue, West Bromwich. B70 7TL.						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	LABOUR?	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 COMMUNAL BALCONY CEILING	BOARD- CEMENT	-	SEALED-PAINT	GC1015 / 1	CHRYSOTILE	NO	-	
BALCONY - FLOORS	ASPHALT	-	-	-	-	-	-	REQUEST SAMPLE IF TO BE DISTURBED
DAMP PROOF COURSE	BITUMINOUS	-	-	-	-	-	-	REQUEST SAMPLE IF TO BE DISTURBED
ITEMS SHOWN BELOW HAVE BEEN ASSESSED ON SITE BY THE ASBESTOS SURVEYOR & ARE CONFIRMED NOT TO BE ACM'S.								
LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL	
MAIN ROOF	MINERAL FELT							
FIRST FLOOR STAIRWELL CEILING	PVC							
BIN STORE WALL PANELS	SUPALUX							
EXTERNAL BOILER FLUE BOXINGS	SUPALUX							
FRONT DOOR FRAME SEALANT (ALL FLATS)	SILICONE							

Asbestos Survey		Property Address 60-66a DAWES Avenue, West Bromwich. B70 7LS.				✓ Office use			
Surveyed by	Tudor Evans	Date	20/03/2014	Checked by	DEREK STILL	Desktop Check	✓	Site Check	
Reason for request		HSG 264 - Survey Report Type		Date	18/09/2014	 Low Rise Flats Year Built 1960			
Investment Void		Refurbishment Survey		Property Description					
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 ?							

Asbestos Register Maintenance [LWC]

SL143200A30 60-66a Dawes Avenue, West Bromwich, West Midlands, B70 7LS

Survey Status: Inspection Level:

Survey Date: Next Survey Date:

Office: (Mr D Still)

Cloned From:

Sub Loc	Component	Type	Condition	Risk Level	Historical
BR	BOARD	AMS	GOOD	NONE	no
BY	BOARD	AMS	GOOD	NONE	no
DC	ROOF	CHR	GOOD	NONE	no


Notes / including details of similar property surveys completed.

Revised by G.Carrington – 03/01/17 – Communal Walkway Soffit

Revised by G.Carrington – 04/07/2022

Building Surveyors
0121 569 5077

Asset Team – Investment Division
Operations & Development Centre
Roway Lane
Oldbury
B69 3ES



Fire Risk Assessment

Sample Locations		Property Address						60-66a DAWES Avenue, West Bromwich. B70 7LS.	
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	NUMBER?	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 COMMUNAL BALCONY CEILING	BOARD	-	SEALED-PAINT	GC1014 / 1	NO ASBESTOS DETECTED	-	-	-	
BALCONY - FLOORS	ASPHALT	-	-	-	-	-	-	REQUEST SAMPLE IF TO BE DISTURBED	
DAMP PROOF COURSE	BITUMINOUS	-	-	-	-	-	-	REQUEST SAMPLE IF TO BE DISTURBED	
ITEMS SHOWN BELOW HAVE BEEN ASSESSED ON SITE BY THE ASBESTOS SURVEYOR & ARE CONFIRMED NOT TO BE ACM'S.									
LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL		
MAIN ROOF	MINERAL FELT								
FIRST FLOOR STAIRWELL CEILING	PVC								
BIN STORE WALL PANELS	SUPALUX								
EXTERNAL BOILER FLUE BOXINGS	SUPALUX								
FRONT DOOR FRAME SEALANTS (ALL FLATS)	SILICONE								

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
Property Address	Specific Property to which survey relates.
Surveyed by	Relates to 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.
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.
ACM	Asbestos Containing Material.
HSE Notify	This highlights if a material normally requires notification to the Health & Safety Executive prior to removal. GUIDANCE ONLY.
Bulk Sample	Sample of potential ACM that is representative of the whole.
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.
Awaiting Results	If no results have been detailed then you must not work on these items until you receive further confirmation.
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.

Term	Explanation
Photo's	These will usually be provided for the front elevation of the property to aid identification.
Sampled by	P402 trained surveyor.
Checked by	P402 trained surveyor who checks report prior to issuing.
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.
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.
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.
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.
Cavity Walls / Floor Voids or similar.	Will be assessed at survey stage & desktop assessment of similar archetypes.
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.