Fire Risk Assessment

Kynaston House

Rydding Lane, Millfield's,

B71 2HD

Date Completed: 16/01/2025.

Review Period: 12 months

Officer: Carl Hill **Fire Risk Assessor**

Checked By: A. Jones **Fire Risk Assessor**

Current Risk Rating = Tolerable

Sandwell Metropolitan Borough Council

Subsequent reviews

Review date	Officer	Comments

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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*".

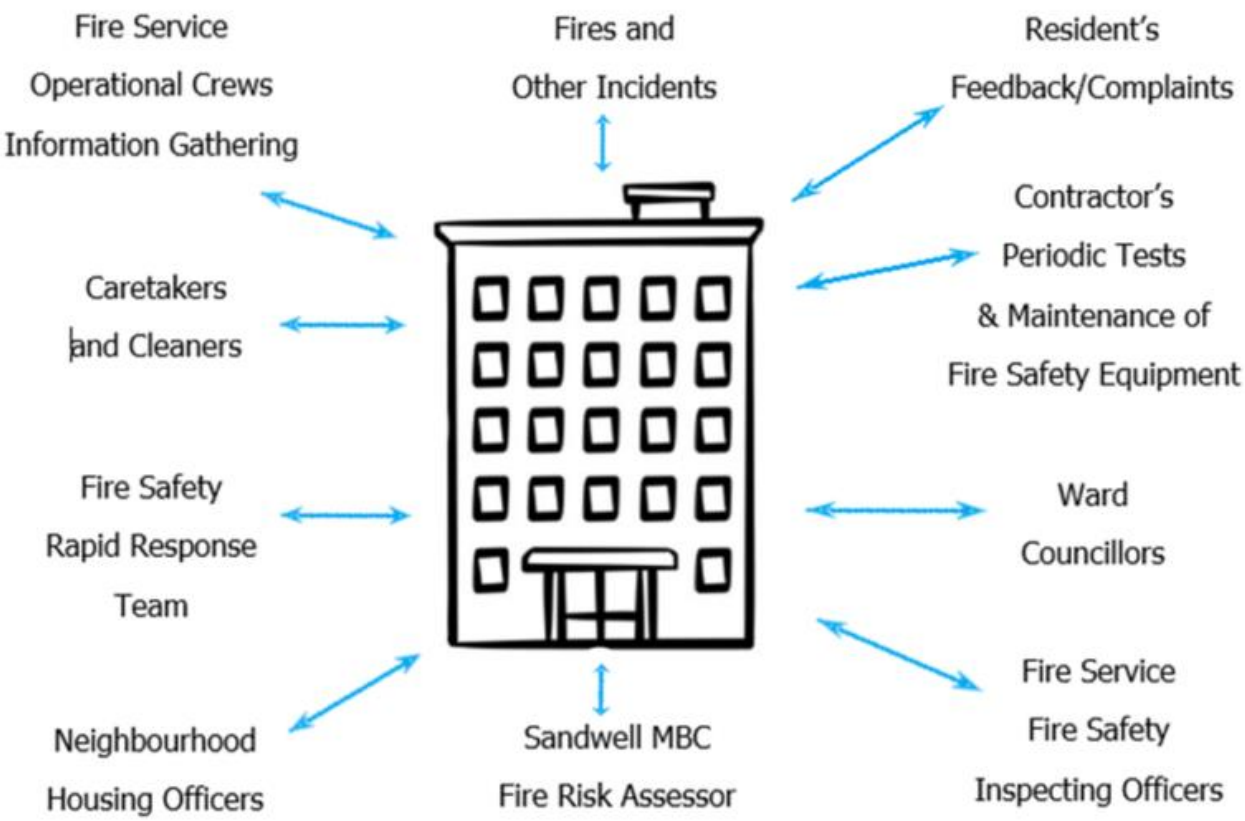
This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on https://www.wmfs.net/our-services/fire-safety/#reportfiresafety.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

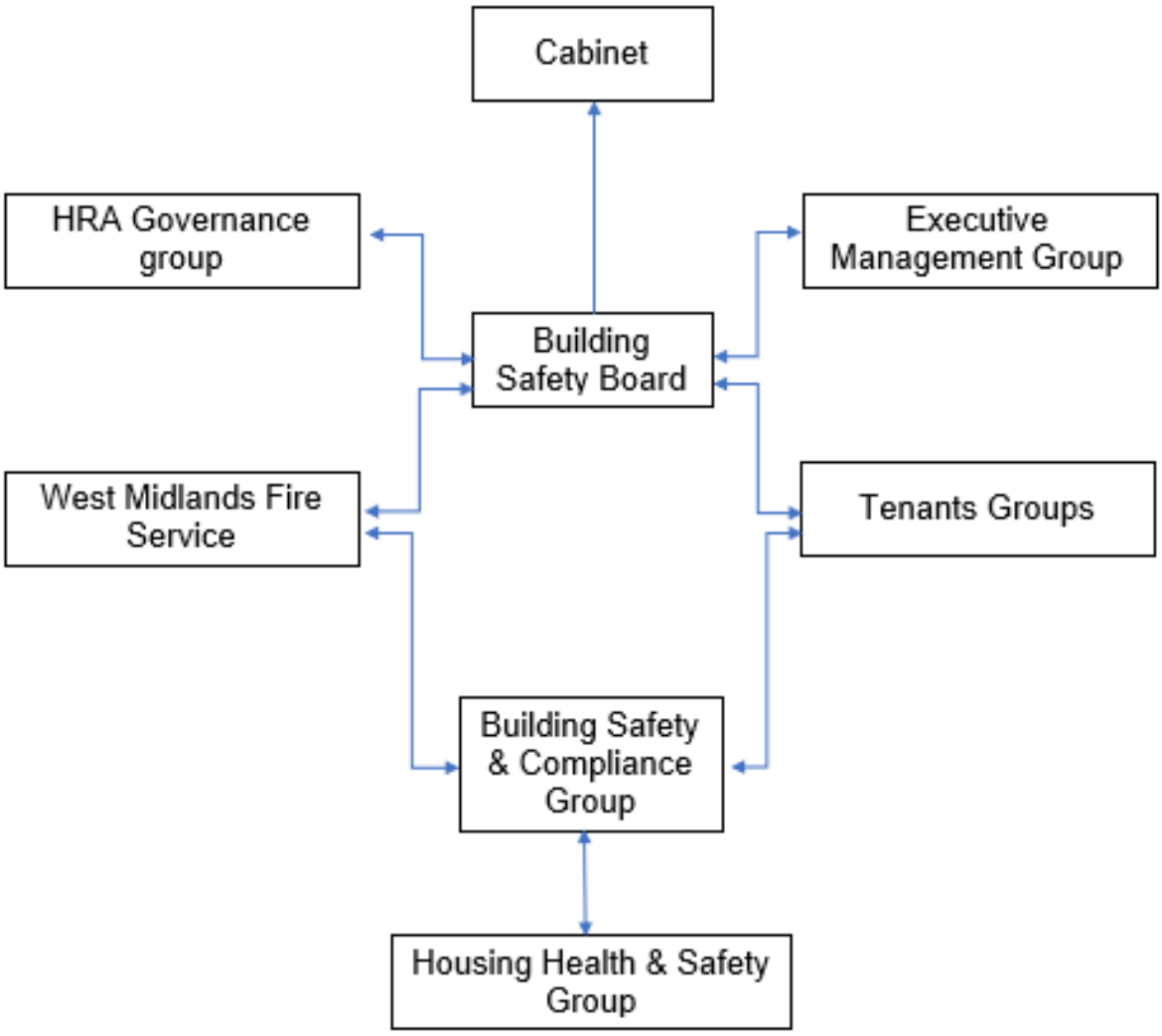
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



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** Refurbishment works to the external wall system were carried out in 2016 to include: High Pressure Laminate Boards (B,s2,d0) & Rockwool Duo Slab Insulation. Rockwool RedArt Silicone Render System.	Trivial

	Brick Slips with Rockwool Ultra Façade Insulation Board. Open cantilevered concrete balconies with steel and glass balustrade.	
Section 7	**Means of Escape from Fire** The building has a single protected stair with an AOV to the head. This serves as a means of escape. The stairwell and lift lobbies are protected by the use of full height nominal FD30s doors. Automatic smoke ventilation is employed within the flat entrance lobbies. There are 2 final exit doors.	Trivial
Section 8	**Fire Detection and Alarm Systems** Smoke detection in flats is to a minimum of LD3. Automatic opening vents installed to flat lobbies and the head of the protected stairwell. Fire suppression system installed to bin store. Install protective cage around AOV smoke detector on 1st floor landing.	Trivial
Section 9	**Emergency Lighting** The premises have a sufficient emergency lighting system in accordance with BS 5266.	Trivial
Section 10	**Compartmentation** The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are a	Tolerable

	minimum 30-minute fire resistant, including those in 1-hour rated walls. The building has sufficient. compartmentation to limit the travel and effect of smoke and flame in event of a fire. Cold smoke seals are required to all service cupboards on floors 1-10. Fire stopping required to: 10th floor lift lobby door frame. 5th floor cable penetration above landing door. 2 small holes in flat 21 entrance door.	
Section 11	**Fire Fighting Equipment** Dry Riser inlet is located external at the rear of the building, with the rest of the riser units being exposed within the communal area. Riser outlets on floors 1-10. CO2 extinguisher within the lift motor room. Fire suppression system installed to the bin store.	Trivial
Section 12	**Fire Signage** Fire action notices installed throughout. Wayfinding signage installed throughout. 1 x wayfinding sign damaged by arson, but replacement has been ordered. Fire Door signage installed where necessary.	Trivial

Section 13	**Employee Training/ Provisions of information** All employees are encouraged to complete 'In the line of fire' training on an annual basis. Fire safety information has been provided to residents.	Trivial
Section 14	**Sources of Ignition** Smoking is prohibited within the communal areas. The date of the last fixed electrical inspection was 9th February 2022.	Trivial
Section 15	**Waste Control** There are regular checks by caretakers to minimise the risk of discarded waste. The bins are secured in a bin store and emptied regularly.	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** Restricted access to the premises by means of a door entry system. Signs of arson affecting Wayfinding sign, 10th floor handrail and flooring.	Trivial
Section 18	**Storage Arrangements** Residents have no access to storage cupboards within communal areas of the building. Cleaning cupboards are located on the 4th & 10th floor.	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 potential fire hazards that have been highlighted within the risk assessment which includes the requirement of cold smoke seals to all service cupboards on floors 1-10 and minor fire stopping works in 3 areas.

After considering the use of the premise and the occupants within the block, the consequences for life safety in the event of a fire would be slight harm. This is due to there being sufficient compartmentation to include 60 minute fire doors to the ground floor service cupboards and lift motor room, 30 minute nominal fire doors to flat entrances, lift lobbies and landings, alongside suitable smoke detection to a minimum of LD3 standard within flats, automatic smoke ventilation to the head of the staircase and lobby areas, accompanied with a suitable emergency lighting system and a stay put unless policy for the building.

It should be noted that Firntec Building Safety & Compliance have been commissioned to undertake a structural survey and an FRAEW both of which will expand on the findings of this fire risk assessment.

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.

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

Section 3

Contact Details

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

The Chief Executive has put a structure in place to support the management of the site. This includes the role of Building Safety Manager who has duties as defined within the Regulatory Reform (Fire Safety) Order 2005.

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

Chief Executive
Shokat Lal

Directorate of Place
Alan Lunt

Assistant Director Asset Management & Improvement
Sarah Ager

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
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

Kynaston House
Rydding Lane
Millfield's
B71 2HD

Description of the Property

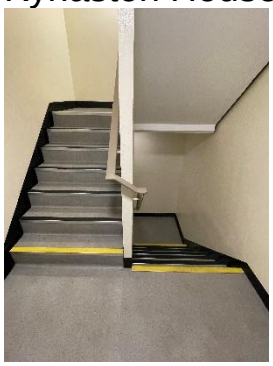
This high-rise residential block was constructed in 1961 using a large panel system with the original construction materials being concrete and brick. During 2016 refurbishment works the external wall system was upgraded with the addition of High Pressure Laminate Board (B-s2,d0) with Rockwool Duo Slab Insulation, Rockwool RedArt Silicone render system and a brick slip system complete with Rockwool Ultra Façade insulation board. A steel frame pitched roof with Aluminium Standing Seam PIR core panels was also installed during the 2016 refurbishment.

The block consists of 11 stories (inclusive of ground floor). There are 4 number dwellings on each floor. There are 2 further levels within the roof void containing the lift motor room / inner roof void / external roof access / vacant room.

The block has a main entrance/exit to the front elevation and a further entrance/exit located on the rear elevation.


Both front and rear entrances have a door entry system with a fob reader installed. The front entrance only, has a firefighter override by use of a drop latch key.

Kynaston House has a single protected staircase that serves all floors.



The staircase is secured with a locked steel gate at the 10th floor landing. The gate prevents residents from accessing the lift motor room, caretaker's room, roof void and outside roof.


There are two separate lift cars that serve alternate floors. The capacity for each lift is 8 persons or 600kg. However, both lifts serve the 9th floor and access to the 10th floor is via a staircase.


Lift lobbies on all floors are compartmented with nominal FD30s fire doors which separate the lobby from the staircase and flats either side.

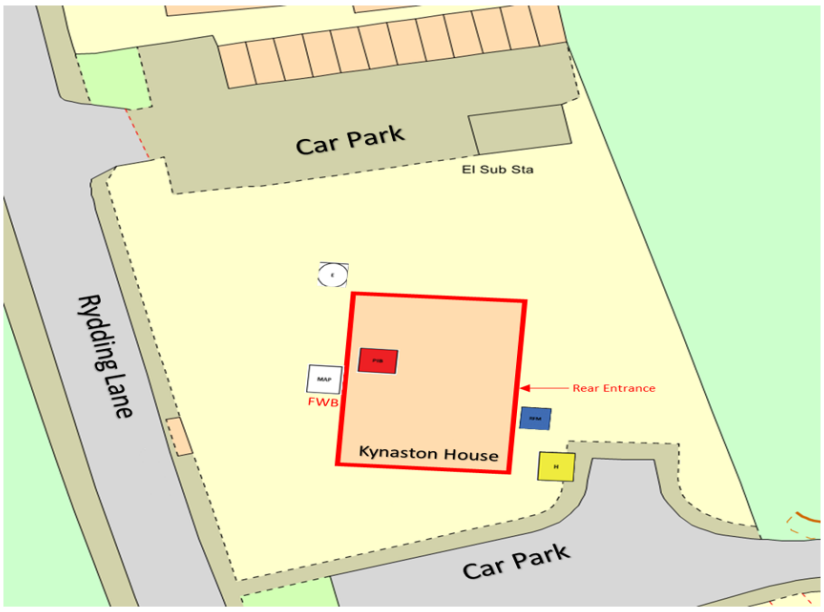

Refuse chute hoppers are available on each floor. The ground floor hopper is contained within a room adjacent flat 44. Hoppers on floors 1 – 10 are not housed in cupboards but are adjacent an AOV in the corridor.


The chute system is connected to the bin store at the rear of the building.

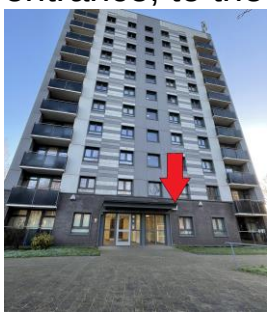

Cleaners' storage cupboards/ facilities are located on the 4th and 10th floors adjacent the refuse hopper.

The gas risers have been de-commissioned by Cadent, so there is no live gas supply in the block.

On arrival Information (for WMFS)

Symbols			
fire hydrant Gas stop valve Main access point Firefighters white box Dry Rise			
Orientation Plan	**Kynaston House, Rydding Lane, West Bromwich, B71 2HD**	**Survey date last updated: 24/02/2023**	**UPRN – 32116918** **BSR Registration Number - HRB04511M0R6**

The firefighters white box is located to the right hand side of the main entrance, to the front of the building.

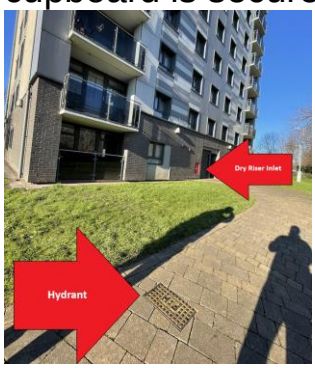


Firefighters can gain access by operating the door override switch at the front entrance, utilising the drop latch key from the white box.

There is a Secure Premise Information Box (PIB) located in the main entrance lobby. It is a Gerda box that utilises a standard WMFS suited key. The PIB contains floor plans, vertical plans, orientation plans, information for WMFS and documents for those with vulnerabilities who may require additional consideration if there is a fire incident.

Automatic Smoke Vents (AOV) have been installed in all corridors 1st to the 10th floors and to the head of the staircase. The status panel and firefighter override switch are within the front entrance lobby. There is a second override switch at the head of the stairs.

The nearest fire hydrant is located at the rear of the building. The image below also shows the location of the external dry riser inlet. The riser cupboard is secured with a Bridge Door Padlock.



The dry riser outlets are located on all floors 1-10 within the rear corridors. Riser outlets are not contained in cupboards therefore, the thread bolts have been welded to prevent unauthorised removal.

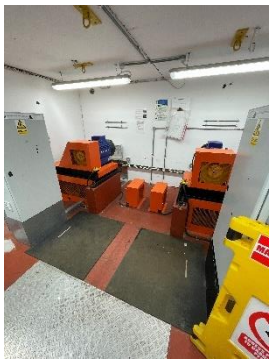

A fire suppression system and automatic chute closer plate has been installed to the bin store which is at the rear of the building. The bin store roller shutter key is stored in the Firefighter's white box.


There are 2 passenger lifts that serve alternative floors up to the 10th floor. The Firefighter lift override switch is between the ground floor lifts.

There is a locked steel gate on the 10th floor stairwell landing. Access through the gate leads to the lift motor room, caretaker's room, roof void and outside roof. The key for the padlock is stored in the firefighter's white box.

Once through the metal gate, the lift motor room is left at the top of the stairs. The door is secured with a suited 54 key mortice lock stored in the Firefighter's white box.



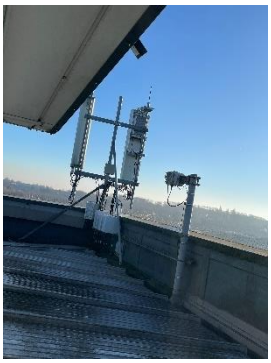


Next to the lift motor room door is a door that leads to the roof void. Sandwell Council CCTV server equipment and EE mobile phone transmitting and associated equipment are within the roof void. The door is secured with a suited 54 key mortice lock stored in the Firefighter's white box.




A door within the roof void leads to the open roof area where EE mobile phone masts are located. The door is secured with a suited 54 key mortice lock stored in the Firefighter's white box.





The staircase adjacent the lift motor room and roof void door continues up one more level. A vacant room is at the top of the stairs and is secured with a suited 54 key mortice lock stored in the Firefighter's white box. At the time of this assessment the room appeared to be unused.


The gas risers have been de-commissioned by Cadent, so there is no live gas supply in the block.

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

The enforcing authority is West Midlands Fire Service.

Address: Kynaston House, Rydding Lane, B71 2HD	Survey date: 21/01/2025	ON ARRIVAL INFORMATION

BUILDING LAYOUT

Height	25.9 metres
Construction	Large Panel System, Concrete / Brick construction (LPS Remedial Works Have Taken Place) - External wall system – Brick Slips / Rockwool Insulation board to 1st floor - High Pressure Laminate Board (B-s2,d0) with Rockwool Duo Slab Insulation 1st -10th - Rockwool RedArt Silicone render system to the side elevations 1st -10th . Steel frame pitched roof with Aluminium Standing Seam Panels with PIR core.
Number of floors	11 floors, including ground floor. Additionally - staircase from the 10th floor leads to two further levels up to the lift motor room & roof void.
Layout	The block consists of 11 storeys (inclusive of the ground floor) Each of the floors contains 4 number dwellings. Protected stairwell serving all habitable floors of the building, plus 2 further levels up to the lift motor room & roof void, accessed via locked steel gate. EE mobile telecommunication equipment in the roof void with transmission masts installed externally. The block has 2 final exit/entrances 2 lifts that serve alternating floors (odds & evens). Good compartmentation between dwellings with communal doors separating lift lobbies on each floor and flat entrance lobbies / corridors. Automatic smoke vents either end of each flat entrance lobby / corridor.
Lifts	2 lifts that serve alternating floors (odds & evens). Both lifts can be accessed from the ground floor lift lobby. Lift lobbies are adequately compartmented.
Types of entrance doors	Flat entrance doors are Nationwide FD30s construction.
Rubbish chutes/ bin rooms	Yes, chute hoppers on all floors ground to 10.
Common voids	No
Access to roof/ service rooms	Access to roof void with telecommunication equipment and lift motor room via a security gate on 10th floor.
Occupants	Approx. 88 based on an average of 2 occupants per flats (44 flats)
Evacuation strategy	Stay Put Unless- 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 or smoke
Fire alarm/ evacuation alarm	Hard wired or battery smoke alarms within each of the resident's flats.
Caretaker/ concierge	Caretaking/cleaning service conduct regular checks of the building.

FIREFIGHTING SYSTEMS

Water supplies	Fire hydrant is approximately 10m from the dry riser inlet (on footpath). Dry riser outlets on floors 1 - 10.
Fire mains	The dry riser inlet (twin valve) is located on the ground floor outside at the rear entrance/exit of the block with adequate signage and secured with a bridge door padlock.
Firefighting shafts	No firefighting lifts/shafts however there are two lifts serving adjacent floors of the block.
Smoke control vents	Automatic smoke ventilation is employed on floors 1-10 in lobbies outside flat entrances and at the head of the stairwell. Override switch Is located in the main entrance to the building, a second switch is at the head of the staircase.
Sprinkler system	A fire suppression system is installed to the refuse chute bin store

DANGEROUS SUBSTANCES

Location, type, and quantity	Presumed Chrysotile in some areas (communal floors / service pipe / transom panel. See FRA https://www.sandwell.gov.uk/fire-safety/fire-risk-assessments

SERVICES

Electricity	Electric meter cupboards located on each floor of the block
Gas	This is a Large Panel System type construction therefore no mains gas installation.

High/Low Rise	High Rise
Number of Floors	11
Date of Construction	1965
Construction Type	Large Panel System
Last Refurbished	2016
External Cladding	High Pressure Laminate Board (B-s2,d0) with Rockwool Duo Slab Insulation, Rockwool RedArt Silicone render system and a brick slip system complete with Rockwool Ultra Façade insulation board.
Number of Lifts	Two
Number of Staircases	One
Automatic Smoke Ventilation to communal area	Yes
Fire Alarm System	No
Refuse Chute	Yes
Access to Roof	Access to motor room via a security gate on 10th floor, leading upstairs to the lift motor room, roof void & external roof access.
Equipment on roof (e.g. mobile phone station etc)	Yes

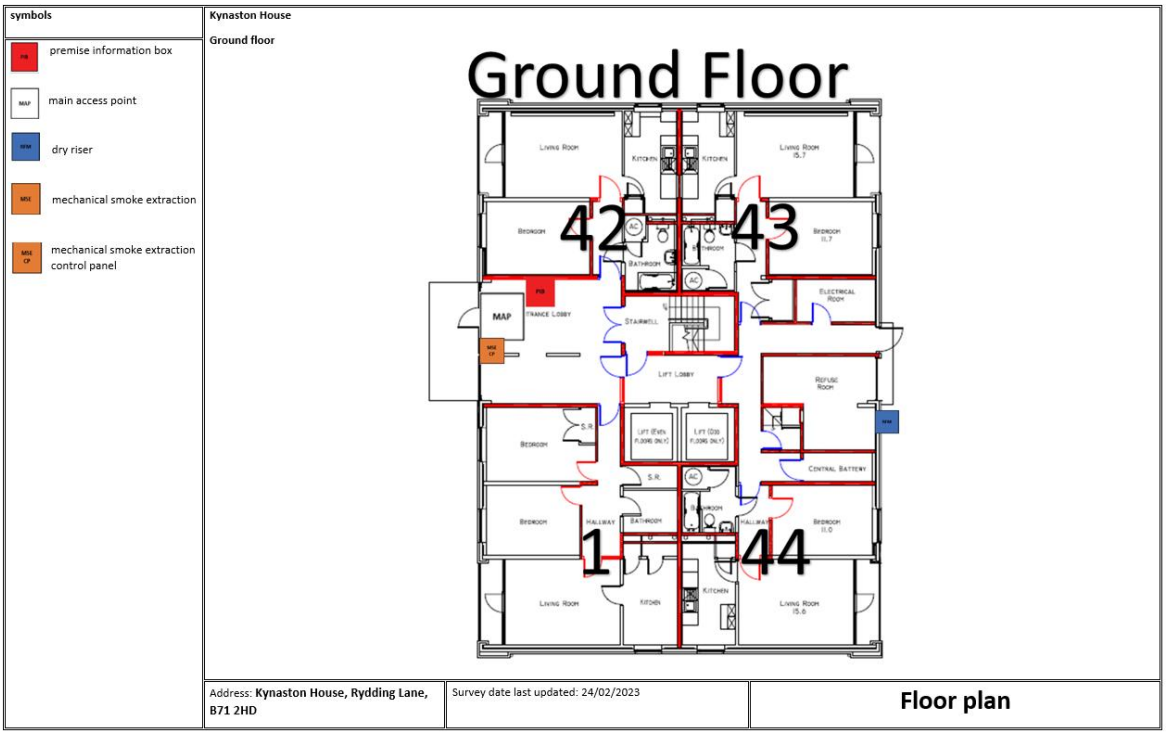
Persons at Risk
Residents / Occupants of 44 number of flats
Visitors,
Sandwell MBC employees,
Contractors,
Service providers (e.g. meter readers, delivery people etc)
Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

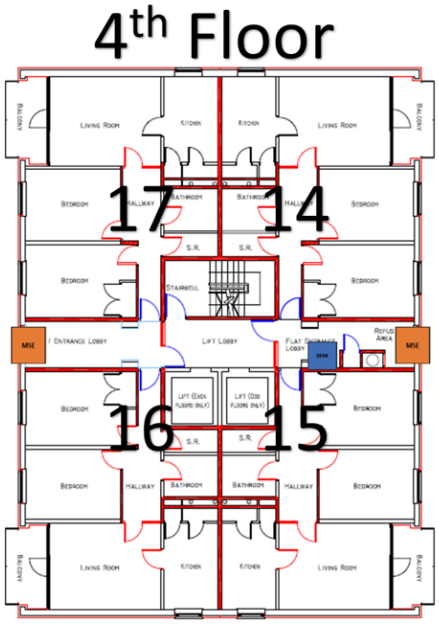
Section 5

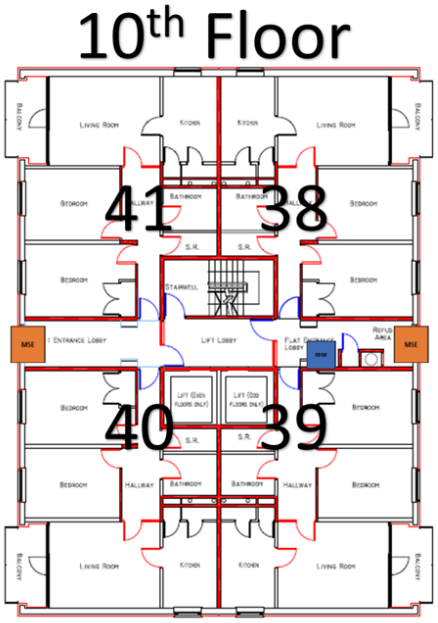
Building Plan

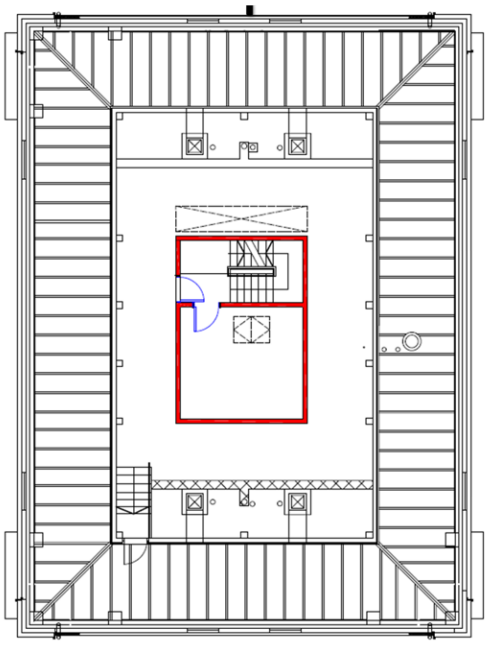
A typical floor layout showing horizontal lines of compartmentation, emergency lighting, fire detection is attached and AOVs etc.

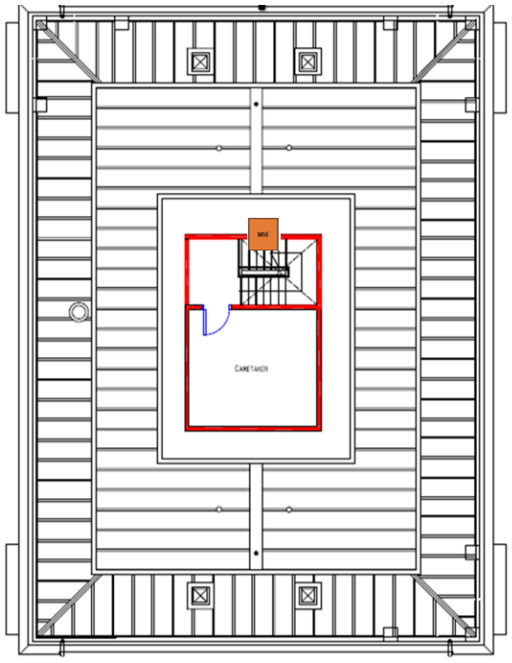
The plans have been shared with WMFS electronically via their portal.



symbols	Kynaston House 4th Floor
dry riser mechanical smoke extraction	
Address: **Kynaston House, Rydding Lane, B71 2HD**	Survey date last updated: 24/02/2023
	Floor plan

symbols	Kynaston House 10th Floor
dry riser mechanical smoke extraction	
Address: **Kynaston House, Rydding Lane, B71 2HD**	Survey date last updated: 24/02/2023
	Floor plan

symbols	Kynaston House Roof Void / Lift Motor Room & External Roof Access.	
RM dry riser MH mechanical smoke extraction		
	Address: **Kynaston House, Rydding Lane, B71 2HD**	Survey date last updated: 21/01/2025
		Floor plan

Symbols	Kynaston House Upper Roof Void / Vacant Caretaker Room	
RM dry riser MH mechanical smoke extraction		
	Address: **Kynaston House, Rydding Lane, B71 2HD**	Survey date last updated: 21/01/2025
		Floor plan

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.

Details of the external wall construction have been provided to the fire service via the WMFS portal in line with fire safety regulations 2022

However, a third party approved contractor has been appointed to carry out External Wall Assessments of Sandwell Metropolitan Borough Councils Higher Risk Buildings .

When completed, should the survey identify any materials that weren't previously known then WMFS will be informed via their portal.

Below is a breakdown of the materials believed to be used within the external envelope and, as part of the external wall system. This is based on the information available at the time of this FRA.

It is deemed that the combination and application of these materials present an acceptable level of fire risk.

1) The external wall at Kynaston House has 3 separate areas of cladding.

- Fundermax High Pressure Laminate Boards (fire classification B,s2,d0. *Source: O&M Manual)* complete with CEP aluminium bracket and rail system with rockwool duo slab insulation, including CEP vertical and horizontal firebreak. HPL boards have been predominantly installed to the front and rear elevations and partially to the side elevations.

- Brick Shield, brick-slip system complete with rockwool ultra facade insulation board and level coat render, to all elevations up to 1st floor level.

- Rockwool RedArt Silicone render system to the side elevations. This consists of a EWI fixed with board adhesive and mechanical fixing. Then a basecoat complete with mesh and Rockwool silicone top coat (fire classification unknown FRAEW to be completed by Firntec).

2) Rockwool mineral wool insulation used throughout the external wall system – fire classification A1.

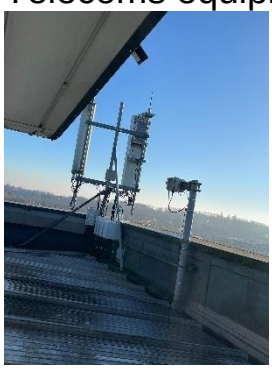
3) Balconies are constructed of cantilevered concrete base with steel and glass balustrade.

4) Front and rear entrance/exit doors / windows to the building are aluminium powder coated units.


5) Bin store located at the rear entrance to the building secured with a steel roller shutter.

6) Communal windows / AOVs are powder coated aluminium frame.

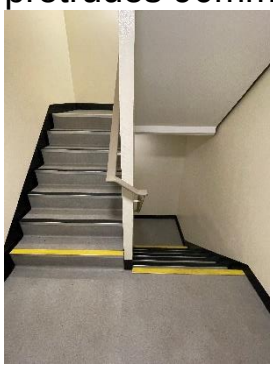
7) Telecoms equipment is stationed on the roof.



Section 7

Means of Escape from Fire

1) The building has a single protected staircase that provides a means of escape. The staircase is 1050mm in width, the handrail protrudes 90mm.



2) The staircase is of concrete construction from the ground floor up to the lift motor room (1st level in roof void). The stairs are of steel construction from the lift motor room level up to the 2nd level in the roof void.

3) The maximum travel distance from the furthest flat to the protected stair is 6 metres.

4) The communal corridor providing a means of escape for flat 44 (ground floor) is 820mm in width and 3.5 meters long to the nearest place of reasonable safety (lift lobby). This corridors contains a chute room with an FD60s self-closing door and a service cupboard housing the central battery system for the emergency lighting which is secured with an FD60s locked door (suited 54 key mortice lock). The risk is sufficiently mitigated to maintain an acceptable means of escape for flat 44.


5) Flat 43 also share the corridor mentioned above however, occupants wouldn't have to pass the chute room or E/L battery store to escape but there is an electrical service cupboard adjacent the rear exit door. The risk is also sufficiently mitigated because the service door is a locked FD60s (suited 54key mortice lock) and can escape in either direction (see plans in section 5).

6) All corridors are of adequate width (at least 1050mm unless stated otherwise) and will be maintained clear to that width as a minimum.

7) Corridor access with dead ends are 5.5m, are separated with the use of full height timber nominal FD30s doors and have an Automatic Opening Vent.


8) The communal staircase, lobbies and corridors are protected by use of nominal FD30s self-closing timber fire doors with Pyroguard vision panels.

9) 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).

10) All communal fire doors are subject to a 12-week check by the Fire Safety Rapid Response Team.

11) 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.

12) Automatic smoke ventilation is employed. This is tested, inspected and maintained by a competent procured contractor in accordance with BS7346. The frequency for the maintenance checks are twice per year (April and October) of each calendar year. The AOV's have been installed to all dead end corridors / access corridors for flats on floors 1 to 10 and at the head of the staircase (see plans in section 5).


13) Communal windows can only be opened by operating the AOV system.

14) Bin chute hoppers are located within the flat entrance lobbies / dead corridors on the rear east facing side of the building. The hoppers are not contained in cupboards which is acceptable because they have intumescent strips, there is an automatic chute closure plate and there is a fire suppression system installed in the bin store. Additionally, there is an automatic opening vent adjacent on floors 1 – 10.

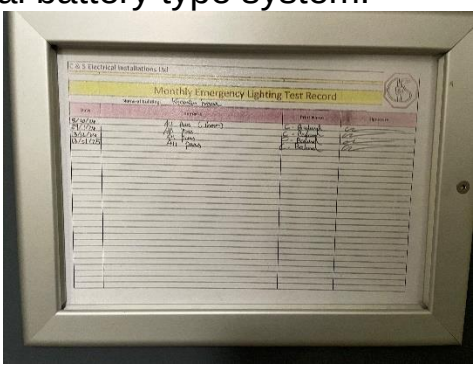
15) Communal areas should be kept free of flammable items. The communal areas are checked on a regular basis by Caretaking / Cleaning teams 365 days per year and all items of rubbish are immediately removed. There is also an out of hour's service that allows combustible items of furniture / rubbish to be removed.

16) Bags of clothes and toys were noted in the ground floor front entrance lobby. The occupants of flat 1 agreed to remove the items and began to do this immediately.

17) Artificial flowers were removed from the communal corridor by the occupier of flat 28.

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.

18) Emergency lighting is provided to communal landings and stairs. Checks are done on a monthly basis by Sandwell MBC in house electrical team or approved contractor. The emergency lighting system is a central battery type system.



19) The building has sufficient passive controls that provide effective compartmentation in order to support a Stay Put-Unless Policy. Therefore, residents are advised to remain in their flat unless the fire directly affects them.

20) Door mats were noted outside some flat entrance doors. The fire rating of the mats is unknown however, it is deemed to be of sufficient low risk.

21) Individual flat doors are nominal FD30s composite fire door sets with intumescent strips, cold smoke seals and self-closing devices. The doors are predominantly manufactured by Nationwide. Flats 13 and 25 have a nominal timber flush FD30s door set.

22) Access is gained to a sample of properties as part of the fire risk assessment to ensure the doors have not been tampered with by residents.

a) Flat 35 – Door was correct.

b) Flat 28 – Door was correct.

c) Flat 20 – Door was correct.

d) Flat 13 – Door was correct (Timber Flush).

e) Flat 6 – Door was correct.

f) Flat 4 – Door was correct.

g) Flat 1 - 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 residents. The equipment is subjected to a cyclical test.

2) Based on the sample of properties accessed during the fire risk assessment the smoke alarms within resident's flats are installed to a minimum of an LD3 Standard.

   Flat 35 – LD2, Hallway, Kitchen & Lounge
   Flat 28 – LD2, Hallway, Kitchen & Lounge
   Flat 20 – LD2, Hallway, Kitchen & Lounge
   Flat 13 - LD2, Hallway, Kitchen & Lounge
   Flat 6 – LD1, Hallway, Kitchen, Lounge & Bedrooms
   Flat 4 – LD3, Hallway & Lounge
   Flat 1 – LD2, Hallway, Kitchen & Lounge

   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

4) A fire suppression system is provided to the refuse chute bin store. An approved contractor maintains the system. The frequency for the maintenance checks are twice per year (April and October) of each calendar year.

5) Smoke detectors in communal lobbies and corridors actuate the Automatic Opening Vents in flat access corridors / lobbies and the head of the protected stairwell.



6) 1st floor landing smoke detector for AOV system is missing its protective cage. The contractor has been notified to replace this.

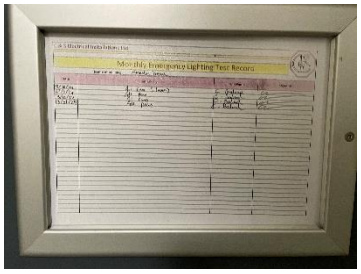
Section 9

Emergency Lighting

1) The premises has a sufficient emergency / escape lighting system in accordance with BS 5266 and has test points strategically located.


2) The central powered units are provided to the communal landings, stairs, corridors, lift motor room and roof void. The battery system is in a secured cupboard adjacent flat 44 / ground floor.

3) All installed equipment is checked and tested on a monthly basis by Sandwell MBC in house electrical team or approved contractor, in accordance with current standards.



Section 10 Compartmentation

This section should be read in conjunction with Section 4

1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are a minimum 30-minute fire resistant, 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. 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.

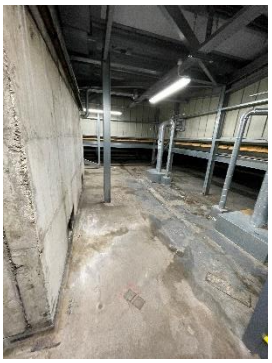
3) All communal doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).

4) All communal fire doors are subject to a 12 week by the Fire Safety Rapid Response Team.

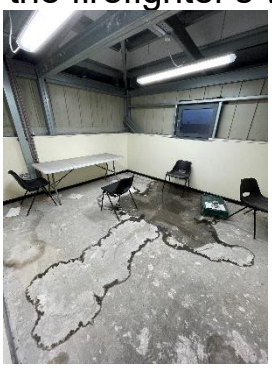
5) All ground floor service cupboards are nominal FD60s timber fire door sets. The keys are held centrally at SMBC Roway Lane, and within the firefighter's white box.

6) The lift motor room door is a nominal FD60s timber fire door set. The keys are held centrally at SMBC Roway Lane, and within the firefighter's white box.

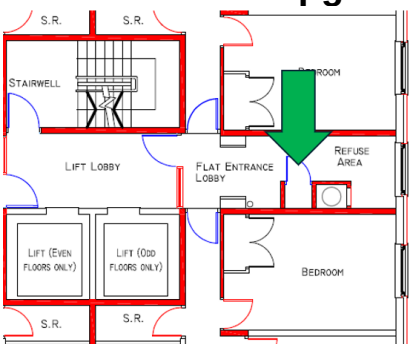
7) The door accessing the roof void is a nominal FD60s fire door set. The keys are held centrally at SMBC Roway Lane, and within the firefighter's white box.


8) The door to the void room at the head of the stairs is a nominal FD60s fire door set. The keys are held centrally at SMBC Roway Lane, and within the firefighter's white box.

9) The door to service cupboard on floors 1-10 in the rear lobby access corridor (next to chute hopper) is an upgraded notional FD30 fire door with an intumescent strip and 25mm stop. The cupboard contains AOV control equipment and cabling which penetrates the floor slab. It was noted that cupboards on the 10th and 4th floor are utilised as a cleaner's cupboard / store. The keys are held centrally at SMBC Roway Lane, and within the firefighter's white box. **It is recommended that all of these doors on floors 1-10 are further upgraded with cold smoke seals.**



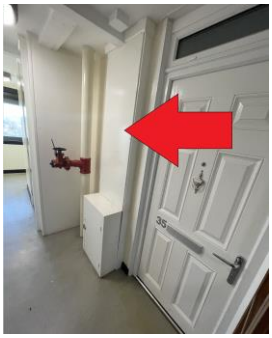
10) The door to the ground floor chute room is a nominal FD60s fire door set.

11) The communal staircase, lobbies and corridors are protected by use of nominal FD30s self-closing timber fire doors with vision panels. The vision panels are Pyroguard Georgian wired.

12) Individual electricity meters are housed in modular units fitted with budget locks, located outside each flat within the lobby access corridors. There is an automatic opening vent, FD30s cross corridor door and each installation is regularly inspected (DEICR) which contributes to mitigating the risk. Further Notes added to the observations in section 19.

13) Cabling from service cupboards / risers to individual meter cupboards and AOV controls is housed in metal trunking.

14) Access panels to stop taps are secured behind a panel cupped and screwed above the meter cupboards.



15) A variety of methods / materials have been used to achieve fire-stopping including fire rated sponge, fibre cement board, fire mortar and intumescent mastic.

16) The fire stopping / compartmentation is subject to a 12-week by the Fire Safety Rapid Response Team.

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

18) Individual flat doors are nominal FD30s composite construction fire door sets with the exception flats 13 & 25 which have nominal FD30s timber flush doors.

19) **10th floor lift lobby door by flat by flat 38 – small gap in frame to be suitably fire stopped.**


20) **Fire stopping required around 5th floor penetration above landing door.**

21) **Flat 14 entrance door has 2 small holes which are likely from the removal of a doorbell. The holes don't appear to penetrate fully through the door leaf however, they should be fire stopped with an intumescent filler. Access not gained to inspect internally.**

Section 11

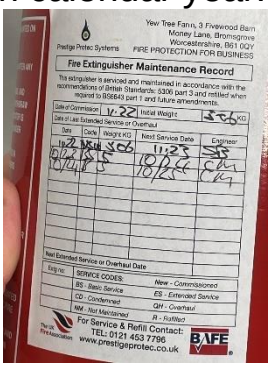
Fire Fighting Equipment

1) The dry riser inlet cabinet is located on the rear elevation to the left-hand side of the bin room and rear entrance / exit, secured with a firefighter's suited bridge door padlock.


2) The dry riser outlets are located on all floors 1-10. Each outlet is secured in the off position with a plastic cable tie through the valve and the securing bolts have been welded to prevent unauthorised removal. The caretakers check the cable tie is intact as part of their weekday inspections.


3) Maintenance contracts in place to service the valves twice per year (April and October) with a hydraulic test undertaken annually (October) to comply with the requirements of BS9990.

4) A portable fire extinguisher (CO2) is provided to the lift motor room. Maintenance contracts in place for maintenance of the extinguisher. The frequency for the maintenance checks are once (October) of each calendar year.



5) A decommissioned portable water fire extinguisher was noted in the lift motor room and has now been removed.

6) Bin room is protected by a fire suppression system and is serviced 6- monthly.

Section 12

Fire Signage

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

2) Fire Action Notices are displayed throughout the building.

3) Yellow LPG warning signs are displayed within the lift cars.

4) Signage depicting the floor location of each flat is fitted to the ground floor lobby wall.

5) Photoluminescent wayfinding signage depicting floor level and flat numbers are fitted to the walls on all floors adjacent the lift car's and to the wall of each landing on the communal staircase. Signage that meets the requirement of ADB and Fire Safety (England) Regulations 2022. A 3rd floor sign has been damaged by arson however a replacement has been ordered and will be fitted upon arrival (PO number SMBC-P-10115).

6) Directional escape signage is present in lift lobbies on floors 1-10.

Section 13

Employee & Resident Training/Provision of Information

1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke ‘Fire Safety in High / Low Rise Flatted Accommodation’ Video.

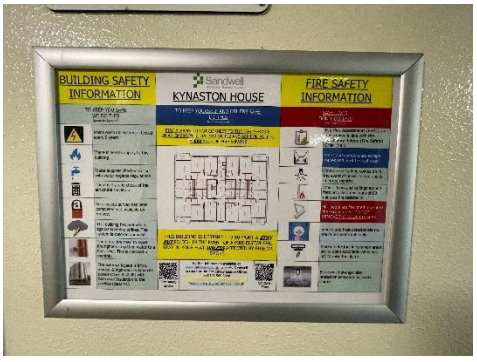
2) All employees are encouraged to complete ‘In the line of fire’ training on an annual basis.

3) Caretaking Teams are not currently trained in the effective use of fire extinguishers. The only extinguishers located within the lift motor room. Caretaking Teams are not expected to tackle fires in this area.

4) Staff undertaking fire risk assessments are qualified to Level 4 Diploma in Fire Risk Assessment.

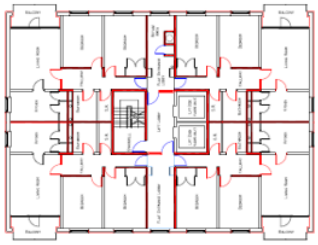
5) Fire safety information has been provided as part of tenancy pack.

6) Building safety and evacuation notices are displayed in common areas and lift cars.



7) Information regarding use of fire doors and the Stay Put Unless fire evacuation strategy is provided to residents.

8) Information regarding building safety is contained within a Building Safety Notice. This is affixed to the wall on the ground floor lift lobby of high-rise blocks.

BUILDING SAFETY INFORMATION		Sandwell Metropolitan Borough Council KYNASTON HOUSE		FIRE SAFETY INFORMATION	
TO KEEP YOU SAFE WE DO THIS (green background)		TO KEEP YOURSELF AND OTHERS SAFE, DO THIS (blue background)		SAVE LIVES, DON'T DO THIS (red background)	
	Mains electrical system is tested every 5 years	FIRE ALARMS DO NOT CONNECT TO THE FIRE SERVICE. IN AN EMERGENCY DIAL 999 OR 112 AND ASK FOR POLICE, AMBULANCE OR FIRE SERVICE			Fire Risk Assessments (FRAs) are undertaken in line with the Regulatory Reform (Fire Safety) Order 2005
	There is no Gas supply to this building				Stairs and corridors are escape routes and must be kept clear
	Water supplies checked in line with water hygiene regulations				Emergency lighting comes on in the event of power failure and is checked monthly
	There is 4 yearly check of the structural condition				Walls, floors and ceilings around flats provide a minimum of 60 minutes fire resistance
	An asbestos survey has been completed and available on request				Flat doors are fire rated to protect the escape route. DO NOT REMOVE THE DOOR CLOSERS
	This building has protection against lightning strikes. The system is checked annually	THIS BUILDING IS DESIGNED TO SUPPORT A ***STAY PUT*** POLICY. IN THE EVENT OF A FIRE ELSEWHERE, STAY IN YOUR FLAT ***UNLESS*** AFFECTED BY FIRE OR SMOKE.			Smoke and heat detector/alarms are in resident's flats only
	There is a 'dry riser' to assist fire-fighters in getting water to a floor level. This is checked 6 monthly.				Smoke detectors in common areas are to open automatic vents and not to raise the alarm.
	The external façade is brick, render, & high-density laminate panels (class B,s2,d0) with Rockwool Insulation to the cavities (class A1)	Fire safety advice	Further information available at www.Sandwell.gov.uk your My Sandwell account or the Fire Safety Liaison Officer on 0121 569 6000 lee_milllo@sandwell.gov.uk Abdulmonim_Khan@sandwell.gov.uk	Sandwell FRAs	Bin rooms have sprinkler protection activated by smoke alarms

Section 14

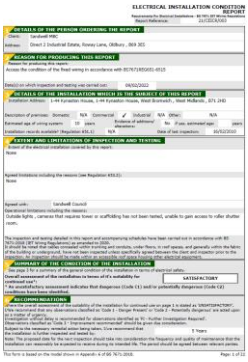
Sources of Ignition

1) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation.

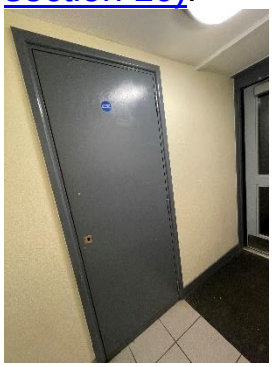
2) Hot working is not normally carried out. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.

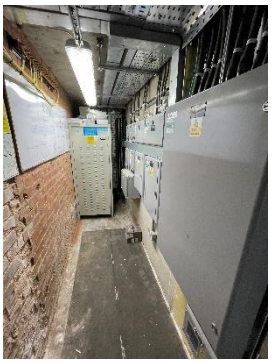
3) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager Bryan Low.

4) The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection was recorded as “satisfactory” 9th February 2022.



5) The electrical installation i.e. risers are contained within dedicated service cupboards that are secured with locked fire door sets (see section 10).



6) There is lightening protection installed to the block. Maintenance contracts are in place for lightning conductor testing in accordance with BS 6651.

7) Portable heaters are not allowed in any common parts of the premises.

Section 15

Waste Control

1) There is a regular Cleaning Service to the premises.

2) Refuse containers emptied regularly.

3) Regular checks by Caretakers minimise risk of waste accumulation.

4) ‘Out of Hours’ service in place to remove bulk items.

Section 16

Control and Supervision of Contractors and Visitors

1) Responsive Repairs service delivered by Sandwell MBC necessitates the production of an order via the computerised repairs system. Details of any known risks are documented on the repair order.

2) Hot works are not permitted unless authorisation is given via the approved officer. The hot works procedure is to be followed.

3) Utility companies are not allowed to access any service cupboard or secure area. They must request and collect maintenance keys from the Investments office @ Roway Lane. This allows scrutiny of what is the scope of any works such as installation of tenant's broadband / phone line etc.

4) Where contractors are appointed to undertake major refurbishment works, Sandwell MBC Urban Design team will put control measures in place. Such Measures include: -

   a) Pre-Contract Meetings – where contractor is made aware of all working arrangements and safe systems of work to be adopted. Issues covered in this meeting will include:
      - Health and Safety.
      - Site security.
      - Safety of working and impact on children/school business.
      - Fire risk, if any.
      - Site Emergency Plan.

   b) Monthly Site Meetings – in order to monitor, review and share any new information including any new risks.

   c) Site monitored daily whilst work is in progress by Clerk of Works / Health and Safety Officers.

   d) Final Contractor review on completion of works undertaken.

Section 17

Arson Prevention

1) Regular checks are undertaken by Caretakers / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.

2) Restricted access to the premises by means of a door entry system.

3) No CCTV systems installed within the block.

4) Evidence of arson was noted to the 3rd floor stairwell wayfinding signage (also recorded in section 12/5).

5) There was further evidence of arson to the 10th floor stairwell handrail and landing floor. The housing manager has been requested to make enquiries with all flats on the 10th floor.

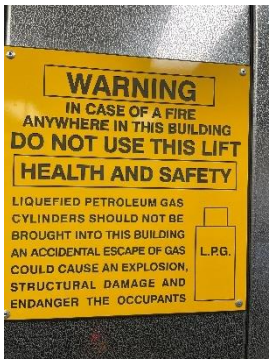

6) The perimeter of the premises is well illuminated.

7) There have been no fire incidents since the previous 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) All store cupboards are kept locked.

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

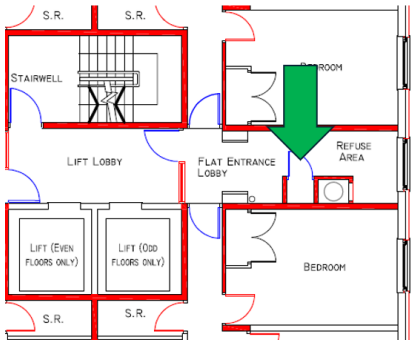
P2 Arrange and complete within 1-3 Months of assessment date

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:	Kynaston House
Date of Action Plan:	24/01/2025
Review Date:	<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
10/9	Install cold smoke seals to all service cupboard / cleaner's cupboard doors on floors 1 – 10. (next to chute hopper)		P2	1-3 Months Rapid Response Fire	

10/19	10th floor lift lobby door near flat 38 – fire stop small gap in frame with intumescent filler.		P2	1-3 Months Rapid Response Fire	
10/20	5th floor – firestop penetration above landing door.		P2	1-3 Months Rapid Response Fire	
10/21	4th floor - Flat 14 fire stop to small holes in entrance door.		P2	1-3 Months Rapid Response Fire	

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	
Electricity meters are housed in modular units fitted with budget locks, located outside each flat within the lobby access corridors. Consideration should be given to moving the installations into the flats under future refurbishment / rewire works.	
Brick slips were seen to be coming away from the external envelope of the building on all four elevations exposing the rockwool insulation beneath measures are being implemented to make patchwork repairs.	It has been sent to contractor Tyra to repair the defects.

Signed

	Fire Risk Assessor	Date: 24/01/2025
	Quality Assurance Check	Date: 28/01/2025

Appendix 1

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

Name of property: Kynaston House

Updated: 20/06/2022

Premise Manager: **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). *Include survey*

Asbestos Survey	Property Address	1-41 Kynaston House, Rydding Lane, West Bromwich B71 2AC		✓ Office use
Surveyed by	D Webb / S Harrison	Date	05/03/14	
Checked by	Paul Arundel	Desktop Check	✓	Site Check
Date	13/04/15			

Reason for request		HSG 264 - Survey Report Type	
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 ?	

Property Description

11 STOREY HIGH RISE BLOCK

Year Built	1961

Notes / including details of similar property surveys completed.

UNABLE TO SURVEY INSIDE M.E.B CUPBOARD NO KEY AVAILABLE IN WHITE BOX.

Revised by T. Evans – 12/04/2016

Block refurbed in 2016/17

Revised by G.Carrington – 20/06/2022

Building Surveyors
0121 569 5077

Sandwell Metropolitan Borough Council

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

Sample Locations	Property Address	1-41 Kynaston House, Rydding Lane, West Bromwich B71 2AC						
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								
~~MAIN ROOF AREA AND LIFT MOTOR ROOM ROOF COVERING~~	~~ASPHALT~~	-	-	-	-	-	-	~~REQUEST SAMPLE IF TO BE DISTURBED~~
MAIN ROOF COVERING	ASPHALT	-	SEALED	SH377/001	NO ASBESTOS DETECTED	NO	NO	-
LIFT MOTOR ROOM ROOF COVERING	ASPHALT	-	SEALED	SH377/002	NO ASBESTOS DETECTED	NO	NO	-
ALL CEILING	TEXTURED COATING	-	SEALED	DS7396	NO ASBESTOS DETECTED	NO	NO	-
~~ALL COMMUNIAL FLOORS EXCEPT GROUND FLOOR AREA~~ LANDING CUPBOARDS ONLY	9" THERMOPLASTIC	-	SEALED	PRESUMED	CHRYSOTILE	NO	NO	-
~~FLUE PIPE TO INCENERATOR LOCATED IN SHED AREA~~	~~CEMENT~~	-	~~SEALED~~	~~PRESUMED~~	~~CHRYSOTILE~~	~~NO~~	~~NO~~	SHED AREA CONVERTED TO FLATS
~~TRANSOM TO INCENERATOR CUPBOARD LOCATED IN SHED AREA~~	~~CEMENT~~	-	~~SEALED~~	~~PRESUMED~~	~~CHRYSOTILE~~	~~NO~~	~~NO~~	
FLASH PAD TO FUSE BOARD LOCATED IN GROUND FLOOR ELECTRIC CUPBOARD	CLOTH	-	UNSEALED	PRESUMED	AMOSITE	YES	NO	-
BASEMENT – LAGGING TO COLD WATER RISER 1	LAGGING	-	UNSEALED	TE 892/01	NO ASBESTOS DETECTED	NO	NO	-
BASEMENT – LAGGING TO COLD WATER RISER 2	LAGGING	-	UNSEALED	TE 892/02	NO ASBESTOS DETECTED	NO	NO	-
BASEMENT CARETAKERS OFFICE – LAGGING TO COLD WATER RISER 1	LAGGING	-	UNSEALED	TE 892/03	NO ASBESTOS DETECTED	NO	NO	CARETAKERS OFFICE CONVERTED TO FLAT
GARAGE BLOCK 1-8 - ROOF	BITUMINOUS FELT	-	UN-SEALED	TE 858/01	NO ASBESTOS DETECTED	NO	NO	-
GARAGE BLOCK 1-8 - ROOF	BITUMINOUS FELT	-	UN-SEALED	TE 858/02	NO ASBESTOS DETECTED	NO	NO	-
GARAGE BLOCK 9-20 - ROOF	BITUMINOUS FELT	-	UN-SEALED	TE 858/03	NO ASBESTOS DETECTED	NO	NO	-
GARAGE BLOCK 9-20 - ROOF	BITUMINOUS FELT	-	UN-SEALED	TE 858/04	NO ASBESTOS DETECTED	NO	NO	-

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.