Fire Risk Assessment 2-10 Shelsley Avenue



Shelsley Avenue, Oldbury, B69 1BQ

Date Completed: 12.06.25.

Review Period: 3 years.

Officer: A. Froggatt Building Safety Manager

Checked By: C. Hill Building Safety Manager

Current Risk Rating = Trivial



Subsequent reviews.

Review date	Officer	Comments

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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 type 1 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 electronically https://www.wmfs.net/our-services/fireon safety/#reportfiresafety. In the first instance however, we would be you grateful if could contact us directly via https://www.sandwell.gov.uk/info/200195/contact_the_council/283/feedb ack_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

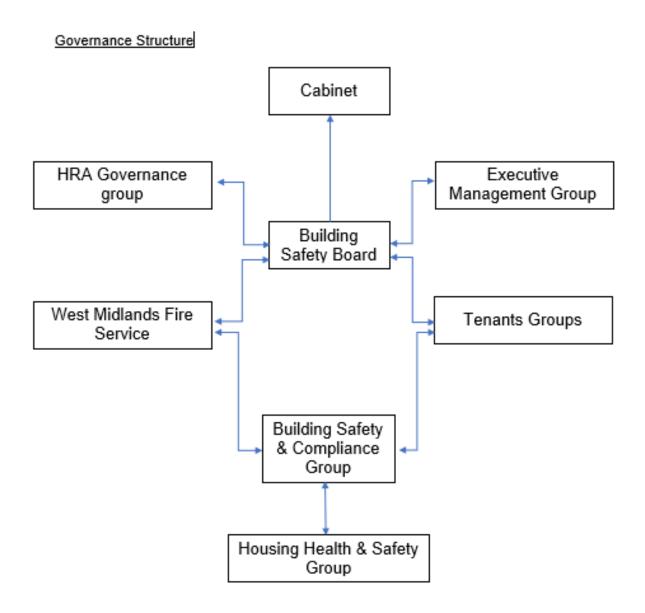
The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment if the review suggests the fire risk assessment is not currently suitable and sufficient, then a new fire risk assessment will be undertaken and become 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.



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.

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Significant findings

The significant findings (executive summary) of this type 1 fire risk assessment include those measures that have been or will be undertaken by the responsible person in order to comply with the RR(FS)O 2005.

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

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

Significant findings

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

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

Section number	Section Area	Individual Risk Level
Section 6	External Envelope The building is of traditional brick construction with UPVC double glazed units.	Trivial

Section 7	Means of Escape from Fire The entrance door to flat 2 leads to the communal walkway. Flats 4 & 10 benefit from front and rear entrance doors. Front door leads to street. The entrance doors to flats 6 & 8 lead to the street.	Trivial
Section 8	Fire Detection and Alarm Systems Early warning is limited to hard wired or battery smoke alarms within each of the resident's flats.	Trivial
Section 9	Emergency Lighting The premises have a sufficient emergency / escape lighting system in accordance with BS 5266.	Trivial
Section 10	Compartmentation This is an 'L' shaped row of terraced flats, with all flats front doors exiting to fresh air, except flat 2 which exits onto the only common area, being a covered ground floor walkway.	Trivial
Section 11	Fire Fighting Equipment No firefighting provisions are provided within the premise.	Trivial
Section 12	Fire Signage Appropriate signage is in place, no further action required.	Trivial
Section 13	Employee Training All staff receive basic fire safety awareness training.	Trivial

Section 14	Sources of Ignition The fixed electrical installation should be tested every 5 years. An email was sent to the electrical department requesting the current EICR.	Trivial
Section 15	Waste Control Regular cleaning services take place at the block and regular checks from caretakers help with waste control at the block.	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 External lighting is present.	Trivial
Section 18	Storage Arrangements Residents should not store fuel or LPG Cylinders in their home or storage facilities. This is documented in the tenancy agreement.	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		
Eliceniiood of fire	Slight 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.

fire protection and procedure	e premises and the occupants, as well as the all arrangements observed at the time of this assidered that the consequences for life safety	
Slight Harm ⊠ Moderate	e Harm Extreme Harm	
In this context, a definition of	f 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 □ Mo	oderate Substantial Intolerable	
Comments:		
•	I of a fire is at a low level of risk because of the ve been highlighted within the risk assessment.	
G	of the premise and the occupants within the r 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 are 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. 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.)

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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 deadend 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.

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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 Agar

Building and Fire Safety Manager

Tony Thompson

Team Lead Fire Safety Team Lead Building Safety

Jason Blewitt

Anthony Smith

Building Safety Managers

Adrian Jones

Andrew Froggatt

Carl Hill

Louis Conway

Resident Engagement Officer - Fire Safety

Abdul Monim Khan

Ethan Somaiya

Hannah Russon

Housing Office Manager

Rachel Price

Please note, the above details are correct at the time of the production of the risk assessment and may be subject to change.

Description of Premises

2-10 Shelsley Avenue Oldbury B69 1BQ

Description of the Property:

This type 1 fire risk assessment covers Flats 2-10 Shelsley Avenue. The block is an 'L' shaped row of terraced flats, with all flats front doors exiting to fresh air, except flat 2 which exits onto the only common area, being a covered ground floor walkway, open to fresh air at both ends. The block consists of 2 storeys inclusive of ground with 2 flats on the ground floor and a further 3 flats to the 1st floor.

The block is adjoined on each to end to neighbouring property. Ground floor flats 4 & 10 have a secondary access door to the rear elevation.

There is a pitched roof with external access only.

The block is surmounted with a pitched roof, inaccessible from the common area and therefore not included in this FRA.







Flats 4, 6, 8 & 10 have a brick-built porch with adjacent storage cupboard to the front elevation.



The common area includes the covered walkway only. The covered walkway contains the entrance door to Flat 2 and residents' storage cupboards and residents waste bins. The walkway is open to fresh air at both ends and allows access to the rear garden area.





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

The enforcing authority is West Midlands Fire Service.

High/Low Rise	Low Rise
Number of Floors	2
Date of Construction	circa 1963
Construction Type	Solid Brick Construction
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	None
Number of Staircases	None
Automatic Smoke Ventilation to	None
communal area	
Fire Alarm System	None in common area
Refuse Chute	None
Access to Roof	Externally Only
Equipment on roof (e.g. mobile	None
phone station etc)	

Persons at Risk

Residents / Occupants of 5 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)

Building Plan

A general plan showing the building location.



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External envelope

Following the introduction of the Fire Safety Act 2021, consideration needs to be given to the external envelope of the building for any fire risk. This predominantly means the external wall construction including any insulation filler. It also includes balconies and any other fixtures as well as doors and windows.

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

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

1. The external surface of the building is predominantly brick structure with UPVC soffit's & fascia boards.



2. Individual flat windows are UPVC double glazed window frames.



Means of Escape from Fire

- 1) The building has sufficient passive controls that provide effective compartmentation to support a Stay Put Policy. Therefore, residents are advised to remain in their flat unless the fire directly affects them.
- 2) The only communal area is a ground floor walkway that is not enclosed. Residents' storage cupboards and refuse bins are located here. Some refuse bins are too close to Flats 2s' entrance, these bins should be moved away from the flat entrance door. An email was sent to the Housing Officer.





3) The covered walkway has emergency lighting installed.



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Fire Detection and Alarm Systems

- 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) No access to properties was available during the fire risk assessment the smoke alarms within resident's flats are believed to be installed to an LD2 Standard.
- 3) There is no other effective means for detecting an outbreak of fire to communal areas. The reason for this is: -
 - I. Such systems may get vandalised.
 - II. False alarms would occur.
 - III. A Stay Put Unless policy is in place.

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Emergency Lighting

1) The covered walkway has a sufficient emergency / escape lighting system in accordance with BS 5266.



2) 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.

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.

- The building is designed to provide as a minimum 1 hour vertical fire resistance and 30 minutes horizontal fire resistance between dwellings.
- 2. A visual inspection of the accessible areas was undertaken as part of the assessment, but areas with restricted access, i.e., false ceilings and void areas, were only inspected where readily accessible. The survey undertaken as part of this risk assessment should not be construed as a full compartmentation survey of the building. From a visual inspection carried out at the time of the inspection, there were no breaches in compartmentation evident between the communal areas and the residential accommodation.
- 3. 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.
- 4. There are no communal doors fitted to the property.
- 5. The fire stopping / compartmentation is subject to an annual check by the Fire Safety Rapid Response Team.
- Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately by the Fire Safety Rapid Response Team.

7. 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.

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.

Note; the residents flat entance doors open to fresh air and are not required to be fire doors.

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 evaluated 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. A competent person must install the door assembly.

Fire Fighting Equipment

1) No firefighting provisions are provided within the premise.

Fire Signage

1) No smoking (Smoke Free England) signage is displayed at the front entrance to the premises.



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.
- 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 or working towards 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.



Sources of Ignition

- 1) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation.
- 2) Hot works are not normally conducted. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.
- 3) The fixed electrical installation should be tested every 5 years. An email was sent to the electrical department requesting the current EICR.
- 4) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager.
- 5) Portable heaters are not allowed in any common parts of the premises.
- 6) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the inhouse Gas Team. The gas is supplied externally.
- 7) As per tenancy agreements, flammable liquids or gas cylinders should not be stored on site.

Waste Control

- 1) Refuse containers are emptied at regular intervals.
- 2) There is an 'Out of Hours' service in place to remove bulk items.
- 3) Refuse containers are emptied at regular intervals.

Control and Supervision of Contractors and Visitors

- 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 local housing office. This allows scrutiny of what is the scope of any works such as installation of tenant's broadband / phone line etc.
- 5) Where contractors are appointed to undertake major refurbishment works, Sandwell MBC Urban Design team will put control measures in place. Such Measures include:
 - a) Pre-Contract Meetings where contractor is made aware of all working arrangements and safe systems of work to be adopted. Issues covered in this meeting will include:
 - Health and Safety.
 - Site security.
 - Safety of working and impact on children/school business.
 - Fire risk, if any.
 - Site Emergency plan.
 - b) Monthly Site Meetings to monitor, review and share any new information including any new risks.
 - c) Site monitored daily whilst work is in progress by Clerk of Works / Health and Safety Officers.
 - d) Final Contractor review on completion of works undertaken.

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 reported fire incidents since the last FRA.

Storage Arrangements

- 1) Residents are instructed not to bring L.P.G cylinders into block. This information is contained within the tenants' handbook.
- 2) The tenancy conditions, Section 7 Condition 5.6 stipulates "If you live in a flat or maisonette, you, people living with you and any visitors to your property must not keep or use paraffin oil, petrol, bottled gas appliances or any other explosive, FLAMMABLE, or dangerous material in the property. This restriction also applies to any storage facility situated in or attached to the block, which has been provided for your use."
- 3) No Flammable liquids stored on site by Caretakers / Cleaners.
- 4) Most store/service cupboards are kept locked, these doors were in good condition at the time of the assessment.
- 5) As per tenancy agreements, flammable liquids or gas cylinders should not be stored on site.

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:	Shelsey Avenue 2-10.
Date of Action Plan:	13-06-25
Review Date:	<insert date=""></insert>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
	Intentionally left blank.				

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	
Intentionally left blank.	

Signed

MOORD	Building Safety Manager.	Date: 12.06.2025.
Chill	Quality Assurance Check	Date: 16/06/2025

Appendix 1

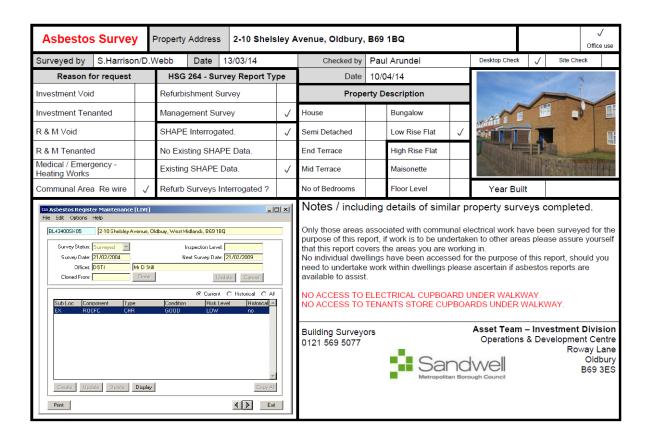
Significant Hazards on Site and Information to be Provided for the Fire Service

Name of property: 2-10 Shelsey Avenue, Oldbury.

Updated: 10/04/2014.

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).



Sample Locations		Proper Addre		2-10 Shels	sley Avenue, C	Oldbury, B69 1	BQ				
LOCATION MATERI		RIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIF Y	Labelled ?		ION TAKEN ON CONTRACT	
IF DURING THE COURSE OF WORK	K SUSPE	CTED AC	M'S ARI	E IDENTIFIE	D THAT ARE NO	T CONTAINED V	/ITHIN THIS REF	ORT ST	OP W	ORK & S	EEK ADVICE
			NO S	SUSPECTED AC	M's OBSERVED DUF	RING SURVEY					
ITEMS SHOWN BELO	ITEMS SHOWN BELOW HAVE BEEN ASSESSED ON SITE BY THE ASBESTOS SURVEYOR & ARE CONFIRMED NOT TO BE ACM'S.										
LOCATION DESCRIPTION	MATE	MATERIAL L		LOCATION DESCRIPTION		MATERIAL	LOCATION DESCRIPTION		NC	MATERIAL	
COMMUNAL WALKWAY CEILING	CONC	CONCRETE									
								_			

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 & ASKI 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 & Demoliton programmes a 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 Violes of the Death is highlighted within the report. The interrogation of the Company Asbestor Register compliments the survey & report process it does not substitute the Refurbishment & Demolition Survey areas such as Cavity Walls, Floor Violes and the Survey areas such as Cavity Walls, Floor Violes and the Survey areas such as Cavity Walls, Floor Violes and the Survey areas such as Cavity Walls, Floor Violes and the Survey areas such as Cavity Walls, Floor Violes and the Survey areas such as Cavity Walls, Floor Violes and the Survey areas such as Cavity Walls, Floor Violes and the Survey areas such as Cavity Walls, Floor Violes and the Survey areas such as Cavity Walls, Floor Violes and the Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Survey areas such as Cavity Walls, Floor Violes and Su

Void Properties – The Building Surveying team who undertake Refurbishment & Demolition Assessments on 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 assets 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 S84 Refurbishment & Demolition Survey. Surveying undertaken to all parts of the property presuming fall decent homes rethribihment, which may include. New Kitchen, New Bathroom, 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 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.