

Fire Risk Assessment

Chandler House



**Shelsley Avenue, Oldbury,
B69 1BW**

Date Completed: 1st July 2025

Officer: M Zafeer Fire Risk Assessor

Checked By: Anthony Smith Team Lead Building Safety

Current Risk Rating = Tolerable

Subsequent reviews

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

Contents

Section 0	Introduction	
Section 1	Significant Findings (executive summary)	
Section 2	People at Significant Risk of Fire	
Section 3	Contact Details	
Section 4	Description of Premises	
Section 5	Building Plan	
Section 6	External Envelope	
Section 7	Means of Escape from Fire	
Section 8	Fire Detection and Alarm Systems	
Section 9	Emergency Lighting	
Section 10	Compartmentation	
Section 11	Fire Fighting Equipment	
Section 12	Fire Signage	
Section 13	Employee Training	
Section 14	Sources of Ignition	
Section 15	Waste Control	
Section 16	Control and Supervision of Contractors and Visitors	
Section 17	Arson Prevention	
Section 18	Storage Arrangements	
Section 19	Additional Control Measures. Fire Risk Assessment – Action Plan	
Appendix 1	Significant Hazards on Site and Information to be provided for the Fire Service	

Section

0

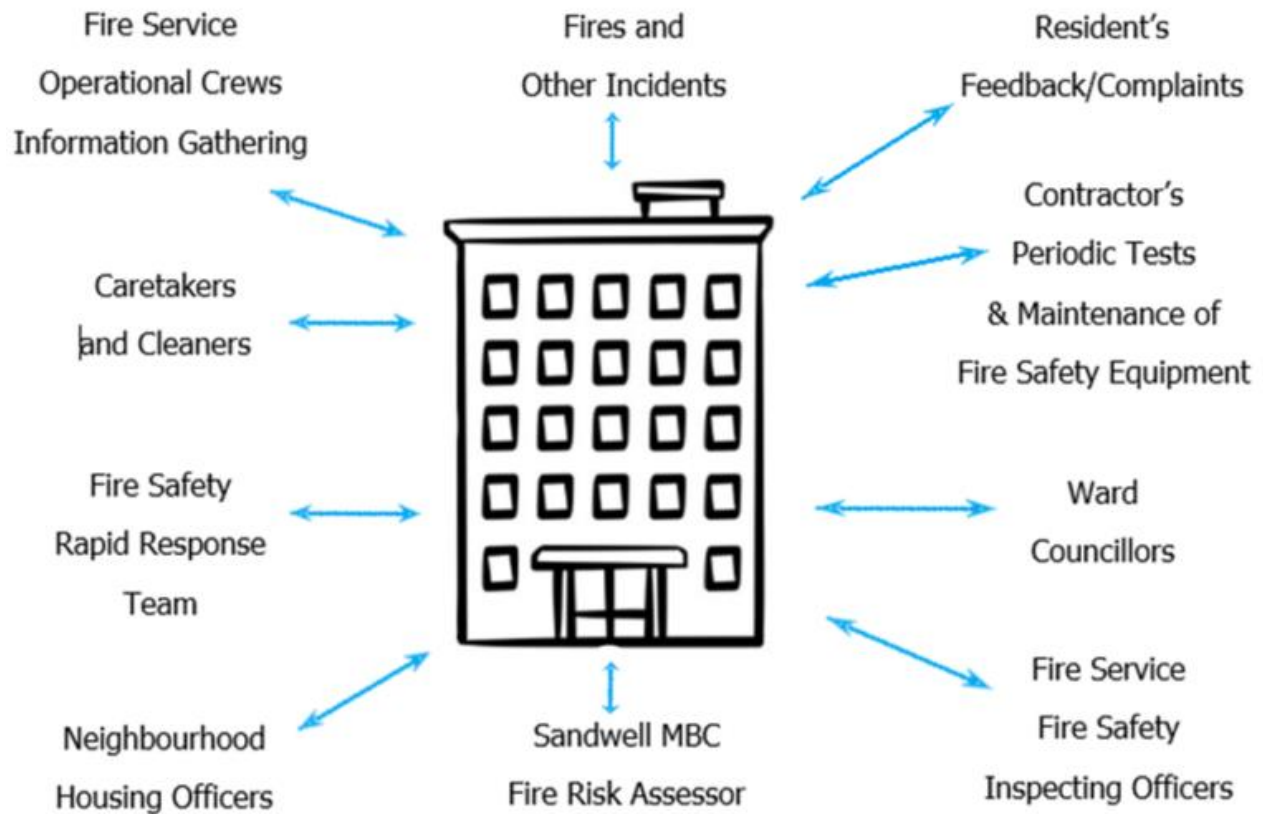
Introduction

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 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 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.

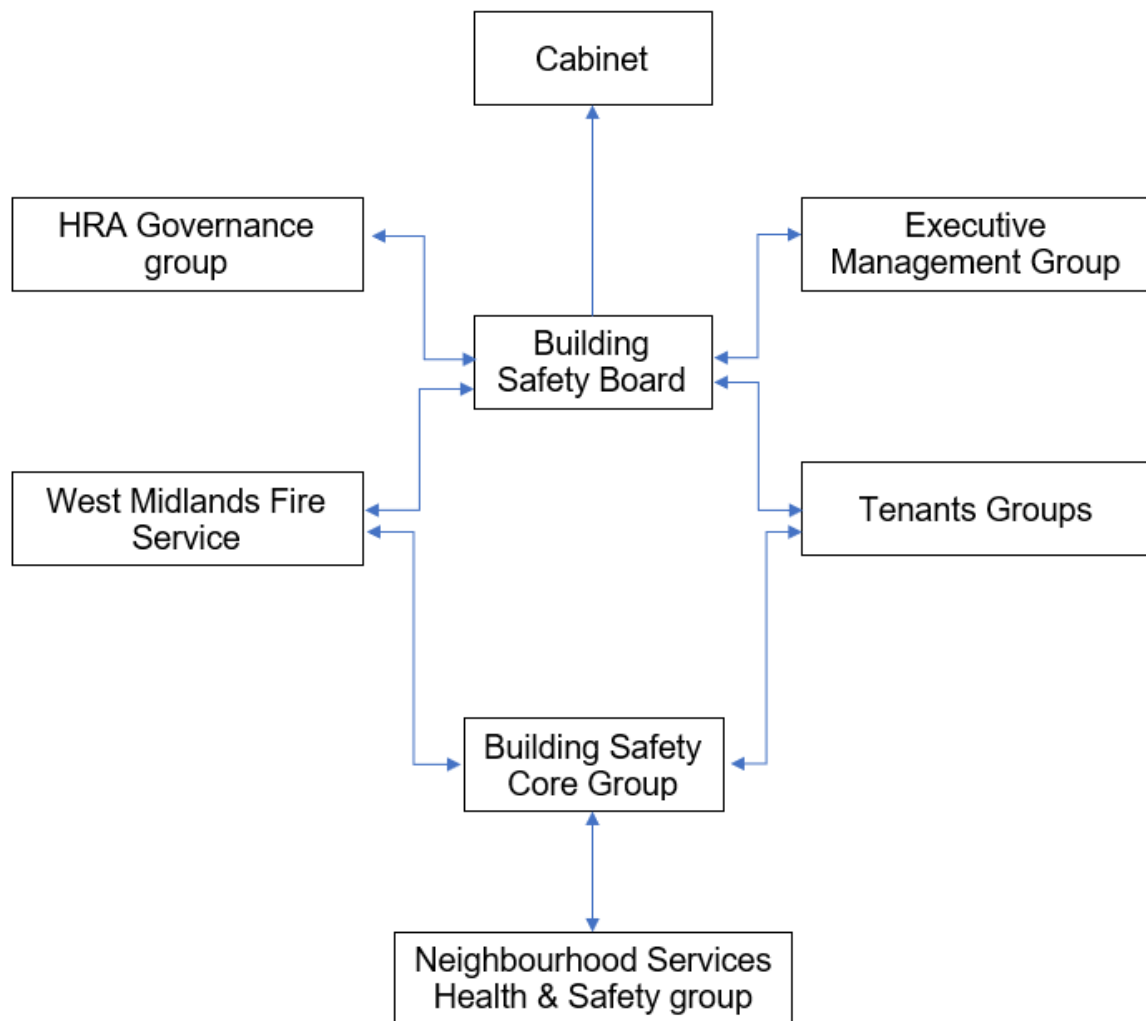
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. 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, Facilities and Premises Manager who reports to the Business Manager - Surveying and Fire Safety.

These managers attend the Fire Safety Core 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.

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 or smoke.

Section number	Section Area	Individual Risk Level
Section 6	External Envelope The external surface of the building is a traditional concrete masonry construction with a rendered finish to the front and rear elevations with a brick finish to the sides of the building. This is combined with a flat roof and fascia boards along the roof line. Majority of the units installed to this building is of UPVC double glazing. Communal stairway windows are UPVC to the front elevation and aluminium units to the	Trivial

	rear, the Aluminium windows consist of louvers to allow ventilation.	
Section 7	<p>Means of Escape from Fire</p> <p>Site has a single staircase that provides a means of escape.</p> <p>Door release system on final exits.</p> <p>There is a dead-end situation on the 2nd floor, but this is deemed as acceptable.</p> <p>Metal cabinet has been secured in the ground floor hall near to final exit.</p> <p>Flat 1 & 2 have their own separate exits to ultimate safety.</p> <ul style="list-style-type: none"> Discarded items 'drying rooms' on 2nd floor have been placed in area. A table, bag, off cuts of wood and cardboard has been stored. Small cabinet outside this area. Combustible items in incinerator cupboard. Incinerator cupboard does not have lock mechanism on door handle. 	Tolerable
Section 8	<p>Fire Detection and Alarm Systems</p> <p>The flats have a fire detection system to an LD3 minimum standard.</p> <p>Flats 2 accessed to assess fire detection</p>	Trivial

Section 9	Emergency Lighting The premise has sufficient emergency/escape lighting system in accordance with BS 5266	Trivial
Section 10	Compartmentation The block has sufficient compartmentation Flat entrance doors are composite FD30s rated. <ul style="list-style-type: none"> Flat 2 Door closure has been removed by resident, been notified by tenant that all flat residents have removed door closures. Have tried to access other flats, was not successful. 	Tolerable
Section 11	Fire Fighting Equipment There is no firefighting equipment on premises.	Trivial
Section 12	Fire Signage Appropriate signage is in place.	Trivial
Section 13	Employee Training All staff receive basic fire safety awareness training.	Trivial
Section 14	Sources of Ignition The fixed electric tests should be done every 5 years, last test date 28/06/24, next test date 28/06/29	Tolerable

	<ul style="list-style-type: none">• Caretaking equipment left in electrical riser cupboard on the ground floor.	
Section 15	Waste Control Refuse waste is at the rear to the property within a small brick shelter. Regular checks by Caretakers minimise risk of waste accumulation.	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 A door entry system prevents unauthorised access & perimeter lighting is in place.	Trivial
Section 18	Storage Arrangements Residents instructed not to bring L.P.G cylinders into block. There are storage facilities for residents within the communal garden area, these are secured.	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

After carrying out a Type 1 fire risk assessment on Chandler House, in my conclusion, the likelihood of a fire is of a medium level of risk prior to the implementation of the action plan because of the normal fire hazards that have been highlighted within the risk assessment.

- These hazards include open access to a cupboard which houses a decommissioned incinerator on the first floor within the former drying area, alongside this there is storage of combustibles on the 2nd floor in another former drying area.
- The electrical cupboard on the ground floor is being used to store caretakers' equipment.
- On sampling of residents' doors, evidence of removal of door closures, these systems are vital to the safe auto closure of the door into the latch, preventing smoke/fire spreading in the event of a fire.

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 because, all flats have FD30s composite entrance doors, smoke detection to a minimum of LD3 installed in all flats, two final exit doors and a stay put unless fire strategy is in place.

On completion of the recorded actions the overall risk rating for the building will be reduced to trivial, subject to the recommended actions in this fire risk assessment.

Overall, the level of risk at the time of this FRA is tolerable.

A suitable risk-based control plan (where applicable) 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 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 is currently writing a policy and procedures for Personal Emergency Evacuation Plans (PEEPs). This is based on tenants identifying themselves as requiring a PEEP. This will be reliant on the outcomes of the government consultation which is yet to be published.

Residents are responsible for letting us know whether they might need a Personal Emergency Evacuation Plan (PEEP). The Resident Engagement Officers (Fire Safety) will conduct an assessment visit upon request. Any risk-reduction measures that are found where a PEEP is necessary and completed will be documented and taken quickly. With the consent of the resident, we will make a referral for West Midlands Fire Service to conduct a Safe and Well visit.

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

Section 3

Contact Details

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

The Chief Executive has put a structure in place to support the management of the site.

This includes the role of Building Safety Manager who has duties as defined within the Regulatory Reform (Fire Safety) Order 2005.

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

Chief Executive Shokat Lal		
Executive Director Asset Manager & Improvement Alan Lunt		
Fire Safety Manager Tony Thompson		
Team Lead Fire Safety Jason Blewitt		
Team Lead Building Safety Anthony Smith		
Housing Office Manager Rachel Price		
Building Safety Managers Adrian Jones Carl Hill Louis Conway Andrew Froggatt	Fire Risk Assessors Mohammed Zafeer Stuart Henley Vacancy	Resident Engagement Officers – Fire Safety Abdulmonim Khan Ethan Somaiya Hannah Russon

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

1-6 Chandler House
Shelsley Avenue
Oldbury
B69 1BW

Description of the Property

The low-rise block was constructed in 1964. The block consists of 3 storeys (inclusive of the ground floor). Each floor contains 2 number dwellings which are accessed by a single central staircase.

The block is of traditional masonry and concrete construction with a flat roof (no internal roof access).



On the front elevation of the block is the main entrance, while on the rear elevation is a second exit. There is a door entry system with a fob reader installed at the front and back entrances. A firefighter override mechanism at the main door guarantees WMFS unhindered access.



Front Entrance

Rear Entrance

There is an electrical substation attached to the right-hand side of the property; it is set back from the front elevation of the building.



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

The enforcing authority is West Midlands Fire Service.

High/Low Rise	Low-Rise
Number of Floors	3
Date of Construction	1964
Construction Type	Traditional Masonry and Concrete
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	None
Number of Staircases	1
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	No
Refuse Chute	No
Access to Roof	No
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

Residents / Occupants of 6 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



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.

The materials used within the external construction at Chandler House present an acceptable level of risk to fire.

- 1) The external surface of the building is a traditional concrete masonry construction with a Rendered finish to the front and rear elevations and a brick finish to the sides of the building with a flat roof and fascia boards along the roof line. Front and rear entrance doors and side panels are off timber construction.



Front & Rear entrance construction



Front

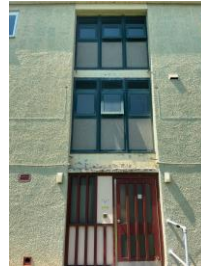
Side

Rear

- 2) The premise has UPVC double glazed units to each flat including the front elevation of the communal stairwell. The windows to the rear elevation communal stairwell are aluminium framed units with louvred vents above.



Front



Rear

- 3) Ground floor flats 1 & 2 have their own rear exits which lead out to the front of the property.



- 4) Spandrel panels are below each stairwell window on the front and rear.



Spandrel panels on the front and rear face of the building.

- 5) Louvered vents above the communal windows to provide natural ventilation to the means of escape.



Louvered Venting above each window on the rear

- 6) A electrical substation in attatched to the right hand side of the building.



Section 7

Means of Escape from Fire

1) 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.



Front door entry/exit



Rear door entry/exit

2) Ground floor entrance and hallway are kept clear for safe efficient exit out of the building via the front and rear entrance of the building, there is a metal storage unit near to the rear entrance, which is anchored to the wall, this does not impact safe exit.



Front



Rear



Metal storage unit

- 3) Ground floor flats 1, 2 entrances are located in between the front and rear exits, both have door mats placed outside the doors, the fire rating of these are unknown.

All floors have S.M.B.C. fitted carpet. Due to the fact SMBC specified and managed the installation of the carpets, they are in accordance with BS EN 13501-1



- 4) The ground floor also has an electrical cupboard near to flat 2, this is a notional upgraded FD30s and secured by a type 54 key type mortice lock. There is electrical cupboard and box trunking installed across the upper walls and ceiling.



- 5) Communal areas are 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.



- 6) The premises consists of a single staircase that provides means of escape, this is located as you enter the building, this has been measured at 1020mm in width.



Ground



First

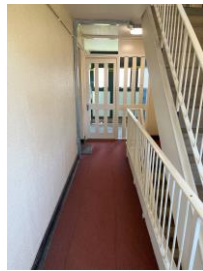


Second

- 7) All corridors have been measured at least 1050mm and will be maintained cleared to keep to that width as a minimum.



Ground

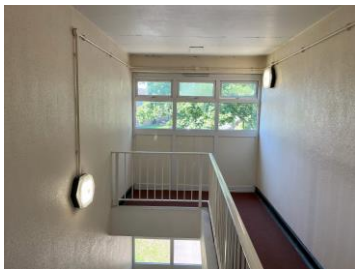


First



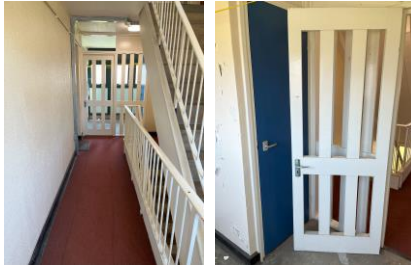
Second

- 8) There is dead end corridor on the 2nd floor, but this is acceptable due to the length and being equipped with emergency lighting and natural ventilation, it is therefore acceptable.



- 9) The final exit 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) On the 1st and 2nd floor there are two sets former drying area which are separate from the 1st and 2nd floor flat entrance hallways. The partitions to these sections are of timber construction.



- 11) There is decommissioned incinerator on the first floor inside a cupboard located within the former drying area, the door to this cupboard is a notional door.

- 12) A bag with some mixture of items, drying rack has been stored within this cupboard.**



- 13) The door to this cupboard cannot be secured.**



- 14) 2nd floor former drying area has several items of combustion that have been stored within and outside the area, they will need removing. Consists of pieces of wood, cardboard, table, tool bag and a small wooden cabinet.



- 15) There is metal box trunking installed over the 2 flats entrances on the 1st floor.



- 16) On both ends of the corridors there are a set of UPVC/Aluminium windows that open without the use of a key. These windows allow natural ventilation across the floor. The aluminium set of windows are installed with Georgian glass.



- 17) Stairways, landings and corridors are installed with sufficient emergency lighting.



- 18) The surface coatings to the communal areas have previously been painted by SMBC and are Class 0 rated.
- 19) 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.

- 20) Access was gained to sample the residential properties as part of the risk assessment to ensure that the doors were operating as intended. Access was granted by resident of flat 2, entrance door has had the door closure removed by resident. An email has been sent to the Housing Manager regarding the removal of self-closures by residents.**



- 21) Escape routes out the building from the front and rear are a clear pathway to ultimate safety.



Section 8

Fire Detection and Alarm Systems

- 1) Early warning is limited to hard wire or battery smoke alarms within each of the resident's flats the equipment is subjected to a cyclical test.
- 2) Based on the sample of properties accessed during the fire risk assessment the smoke alarms within resident's flats are installed to an LD3? Standard.

Access was gained to flat 2

Flat 2 LD2 - 1x smoke detector in hallway, bedrooms and lounge



Flat 2 smoke detectors

LD1 all rooms except wet rooms

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

LD3 Hallway only

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

Section 9

Emergency Lighting

- 1) The premises have a sufficient emergency / escape lighting system in accordance with BS 5266; the emergency light flick switch is located within the secured electrical cupboard on the ground floor.



Emergency lights test switch

- 2) The combined units are provided to the communal landings and stairs.



3) Emergency lighting is serviced by City Fire.

cityfire CF009 - SMBC - Emergency Lighting Test
Certificate - Self-Contained Findings

Job Details

Job ID: 172955	Client Name: Dodd Group (Midlands) Limited	Site Name: CHANDLER HOUSE 1-6 (O&E)
Job Order Number: SMBC_16427302	Details Of Client: Dodd Group Ltd Stafford Park 13	Site Address:
Client ID: 25	Client Postcode: TF3 3AZ	Site Post Code:
Site ID: 8.854		

System Details

Manufacturer: Knapex	Number of Fittings Onsite: 9
----------------------	------------------------------

Inspection and Tests

Type of inspection: MONTHLY	Any luminaires having a repair has been: Intensity checked	YES	Are all luminaires labelled: YES
All luminaires and/or signs are: Functioning correctly	NO	A visual check of the fixed wiring: YES	Log book completed: YES
Each luminaire has been checked to ensure that the normal supply has been restored: YES	YES	Insulation has been tested and: YES	Comments: All passed
All luminaires have been externally visually examined: YES	NO	Has any alteration to the building structure or layout affected the effectiveness of the emergency lighting system: YES	

Sign Off Area

Client or Representative: James anderton	Rep Signature:	Test Date: 05/06/2025
--	----------------	-----------------------

Photos

Photo Attachments:	Photo Attachments:	Photo Attachments:
Photo Attachments:	Photo Attachments:	Photo Attachments:

0371755 2004-4204-4874-0817-0801-0

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 30 minutes horizontal fire resistance.
- 2) The premise **does not** have sufficient compartmentation to limit the travel and effect of smoke and flame in the event of a fire in communal areas due to the open plan stairwell. 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 service cupboards are lockable, Keys are held centrally unless containing residents' meters, the only cupboard that does not have a lock is on the 1st floor landing in the former drying area, this has been referenced as an action in section 7 point 13.
- 4) A variety of methods and materials have been used to achieve fire-stopping including Rockwool and intumescent pillows were needed.

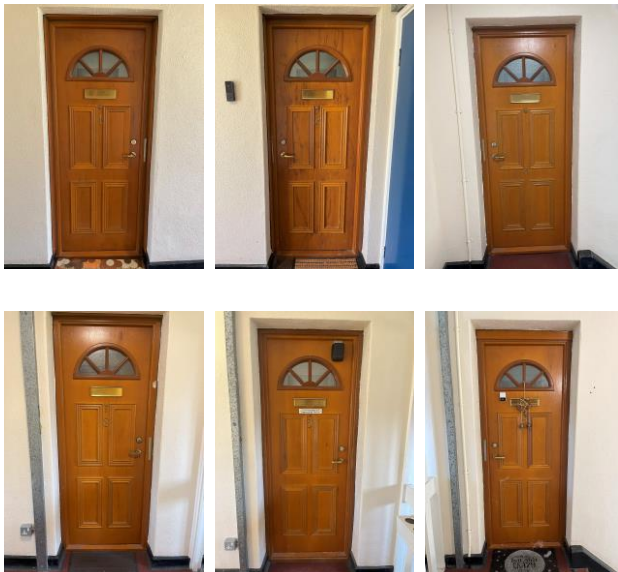
Fire Risk Assessment

Electrical																															
Floor No	Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Fire Stopping Materials					Floor No										
	Staircase	Into Balcony	Into Sump	Into AM Mastic	Graphite Filler	Into Balcony	Into Sump	Into AM Mastic	Graphite Filler	Into Balcony	Into Sump	Into AM Mastic	Graphite Filler	Into Balcony	Into Sump	Into AM Mastic	Graphite Filler														
B																		B													
1																		1													
2																		2													
3																		3													
4																		4													
5																		5													
6																		6													
7																		7													
8																		8													
9																		9													
10																		10													
11																		11													
12																		12													
13																		13													
14																		14													
15																		15													
16																		16													
Communal doors free from defects		✓		Communal windows free from defects		✓		Flat doors free from defects		✓		Communal cupboards looked and secure		✓		Communal areas free from tenants stored items		✓		Communal areas free from repairs materials		✓									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Foam Removal & Enhancement Record</th> <th rowspan="6">Foam, Enhancements & Other Comments:</th> </tr> </thead> <tbody> <tr><td colspan="2">Foam Present But Not Removed This Visit</td></tr> <tr><td colspan="2">Foam Present & Partially Removed This Visit</td></tr> <tr><td colspan="2">Foam Present & Fully Removed This Visit</td></tr> <tr><td colspan="2">No Foam Present</td></tr> <tr><td colspan="2">No Enhancement Carried Out This Visit</td></tr> <tr><td colspan="2">Enhancement Carried Out This Visit</td></tr> </tbody> </table>																	Foam Removal & Enhancement Record		Foam, Enhancements & Other Comments:	Foam Present But Not Removed This Visit		Foam Present & Partially Removed This Visit		Foam Present & Fully Removed This Visit		No Foam Present		No Enhancement Carried Out This Visit		Enhancement Carried Out This Visit	
Foam Removal & Enhancement Record		Foam, Enhancements & Other Comments:																													
Foam Present But Not Removed This Visit																															
Foam Present & Partially Removed This Visit																															
Foam Present & Fully Removed This Visit																															
No Foam Present																															
No Enhancement Carried Out This Visit																															
Enhancement Carried Out This Visit																															

5) All individual flat doors are FD30s rated composite doors.

Refer to door survey sheet below

BL43400CH48	1 Chandler House;Shelsley Avenue;Oldbury;West Midlands;	Composite Carolina	Glazed
BL43400CH48	2 Chandler House;Shelsley Avenue;Oldbury;West Midlands;	Composite Carolina	Glazed
BL43400CH48	3 Chandler House;Shelsley Avenue;Oldbury;West Midlands;	Composite Carolina	Glazed
BL43400CH48	4 Chandler House;Shelsley Avenue;Oldbury;West Midlands;	Composite Carolina	Glazed
BL43400CH48	5 Chandler House;Shelsley Avenue;Oldbury;West Midlands;	Composite Carolina	Glazed
BL43400CH48	6 Chandler House;Shelsley Avenue;Oldbury;West Midlands;	Composite Carolina	Glazed



- 6) Flats 2 was sampled for the condition and function of the front entrance door, from inspection, the door closure has been removed by the resident, this has been referenced in **section 7 point 20**. An email has been sent to the Housing Manager regarding the removal of self-closures by residents.
- 7) No breach of compartmentation found within building.

Section
11

Fire Fighting Equipment

- 1) There is no firefighting equipment on this premises.

Section 12

Fire Signage

- 1) Fire door keep shut signs are displayed where appropriate.



- 2) Fire Action Notices are not displayed throughout the building. The signs are not necessarily due to the building not having a complex layout.
- 3) Yellow LPG warning signs are not displayed within the block. [refer to section 18](#)
- 4) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation.



- 5) Risk to Life sign is placed on the electrical riser cupboard.



Section 13

Employee & Resident Training/Provision of Information

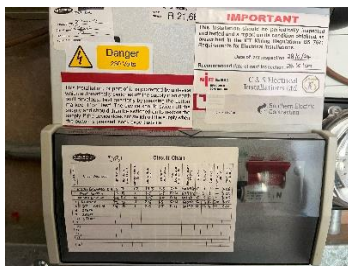
- 1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke 'Fire Safety in High / Low Rise Flatted Accommodation' Video.
- 2) All employees are encouraged to complete 'In the line of fire' training on an annual basis.
- 3) Caretaking teams are not currently trained in the effective use of fire extinguishers.
- 4) Fire safety has been provided as part of tenancy pack.
- 5) Staff undertaking fire risk assessments are qualified to or working towards Level 4 Diploma in Fire Risk Assessment.

Section 14

Sources of Ignition

- 1) Smoking is prohibited on entrance and 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) Other portable electrical equipment as used by residents in communal areas is also subject to periodic PAT testing.
- 5) The fixed electrical installation shall be tested every 5 years. The date of the last test was 28/06/24, date of next inspection is the 28/06/29.

Electrics EICR conducted by C&S Electrical.



The report is not valid if the report number has been altered or changed

629542 EICR18.2C

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671:2018-01-01, Requirements for Electrical Installations

PART 1: DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR		DETAILS OF THE CLIENT		DETAILS OF THE INSTALLATION	
Registration No. 2021	From 1/1/20	Contract Reference Number 2021	N/A	Contractor 20210201-0001	N/A
Trading Name C.S. Electrical Services Ltd		Name David Smith	N/A	Address 144 CHORLEIGH ROAD, CHICHESTER, WEST SUSSEX	N/A
Trading Address Unit 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100		Address Unit 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100		Address Unit 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100	
Telephone 01243 800000	Fax No 01243 800001	Telephone 01243 800000	Fax No N/A	Telephone 01243 800000	Fax No N/A

PART 2: PURPOSE OF THE REPORT

Reason for which this report is required

Reasoning for this inspection, according to the requirements of the electrical installation and its code for certification

Inspected when inspection and testing was carried out: 01/05/2021

Records available (EICR): No

Previous inspection report available (EICR): No

Previous report date: 01/05/2021

PART 3: SUMMARY OF THE CONDITION OF THE INSTALLATION

General condition of the installation (in terms of electrical safety)

This installation is suitable for continued use without remedial action in part 5.

Description of premises: Dwelling ☒ Commercial ☐ Industrial ☐ Other (industrial description) N/A

Estimated age of electrical installation: 15 years

Estimated age of additional or alternative: 15 years

Estimated age of the installation in: Data/Factory

Estimated age of the installation in: Data/Factory

PART 4: DECLARATION

INSPECTION AND TESTING

I, the undersigned, being a registered competent person, hereby declare that the information in this report, including the observations (PART 5) and the electrical installation, is true and correct to the best of my knowledge and belief at the time of inspection and testing.

Name (qualified on behalf of the contractor identified in PART 1): MICHAEL SMITH

Signature: [Signature]

Date: 01/05/2021

I, the undersigned, being a registered competent person, hereby declare that the information in this report, including the observations (PART 5) and the electrical installation, is true and correct to the best of my knowledge and belief at the time of inspection and testing.

Name (qualified on behalf of the contractor identified in PART 1): MICHAEL SMITH

Signature: [Signature]

Date: 01/05/2021

Reviewed by the Registered Qualified Supervisor for the Contractor

Name (qualified on behalf of the contractor identified in PART 1): MICHAEL SMITH

Signature: [Signature]

Date: 01/05/2021

The report is valid for the period of time stated in the report and is not valid if the report number has been altered or changed.

Page 1 of 1

- 6) The electrical installation i.e. risers are contained within a dedicated service cupboard that is secure and protected by means of an FD60s door.



- 7) Caretaking Items have been stored in the electrical riser cupboard; these will need removing.

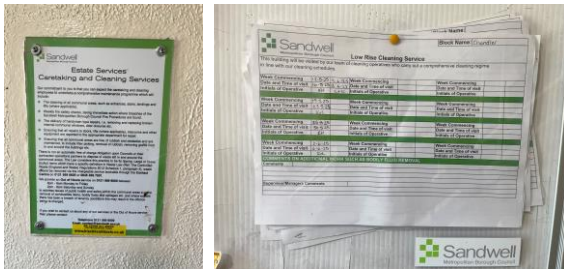


- 8) Portable heaters are not allowed in any common parts of the premises.
- 9) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team.

Section 15

Waste Control

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



- 2) Regular checks by Caretakers minimise risk of waste accumulation.



- 3) Out of Hours' service is in place to remove bulk items
- 4) A bin shelter is located to the rear in the communal garden.



Section 16

Control and Supervision of Contractors and Visitors

- 1) All visitors must sign in and out at reception.
 - 2) 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.
 - 3) Hot works are not permitted unless authorisation is given via the approved officer. The hot works procedure is to be followed.
 - 4) Utility companies are not allowed to access any service cupboard or secure area. They must request and collect maintenance keys from the Investments office @ Roway Lane. This allows scrutiny of what is the scope of any works such as installation of tenant's broadband / phone line etc.
 - 5) Where contractors are appointed to undertake major refurbishment works, Sandwell MBC Urban Design team will put control measures in place. Such Measures include: -
 - a) Pre-Contract Meetings – where contractor is made aware of all working arrangements and safe systems of work to be adopted. Issues covered in this meeting will include:
 - Health and Safety.
 - Site Security.
 - Safety of working and impact on children/school business.
 - Fire risk, if any.
 - Site Emergency Plan.
 - b) Monthly Site Meetings – 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 to the front and the rear.



- 3) There is no current evidence of arson.
- 4) The perimeter of the premises is well illuminated.



Lighting to the front

Lighting to the rear

- 5) There have been no reported fire incidents since the last FRA February 2023.
 - 6) Building has wooden fencing around the rear, there is wooden gate installed to this section, the gate does not impact on the safe passage out to ultimate safety.
-

Fire Risk Assessment



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 apart from a cupboard on the 1st floor within the former drying area. This has been referenced in section 7 and point 13.
 - 5) There are no flammable liquids or gas cylinders stored on site.
-

Section 19

Additional Control Measures. Fire Risk Assessment - Level 2 Action Plan

Significant Findings

Action Plan

It is considered that the following recommendations should be implemented to reduce fire risk to, or maintain it at, the following level:

Trivial ☒ Tolerable ☐

Definition of priorities (where applicable):

P1 Arrange and complete as urgent – Within 10 days

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

P3 Arrange and complete within 3-6 Months of assessment date

P4 Arrange and complete exceeding 6 months under programmed work



Fire Risk Assessment Action Plan



Name of Premises or Location:


Chandler House

Date of Action Plan:

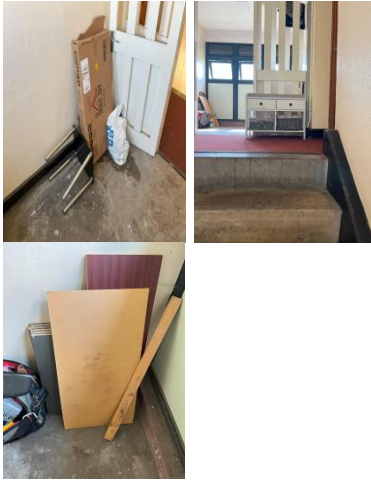

21/07/ 2025

Review Date:

<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priorit y	Timescale and Person Responsible	Date Complete d
7,13	1 st floor Incinerator cupboard does not have lock to secure the cupboard. Needs a lock fitting.		P2	1 – 3 Months Fire Rapid Team	

Fire Risk Assessment

7, 14	2 nd floor former drying area has several items of combustion that need removing		P2	1 – 3 months Caretaking Team	
7, 20	Flat 2 resident has removed door closure, needs reinstalling.		P2	1 – 3 months Fire Rapid Team	

Observations

It is recommended that the resident front entrance doors are to be replaced with Certified Fire Doors on any future refurbishment of the block.



It is recommended that the former drying area that are on the 1st and 2nd floor landing be removed of the timber partition as this is creates a impression that this is a separate area from the communal landing and encourages residents to use this as a area to store items.



Signed

M. 2d.	Fire Risk Assessor	Date: 21/07/ 2025
A. Smith	Team Lead Building Safety	Date: 21/07/2025

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 compels the survey & report process if 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.