Fire Risk Assessment

Compton Grange

Whitehall Road,
Cradley Heath, B64 5BG

Date Completed: 04/06/2026

Officer: A. Froggatt. **Building Safety Manager**

Checked By: A. Jones. **Building Safety Manager**

Current Risk Rating = Tolerable

Sandwell
Metropolitan Borough Council

Subsequent reviews

Review date	Officer	Comments

Contents

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.

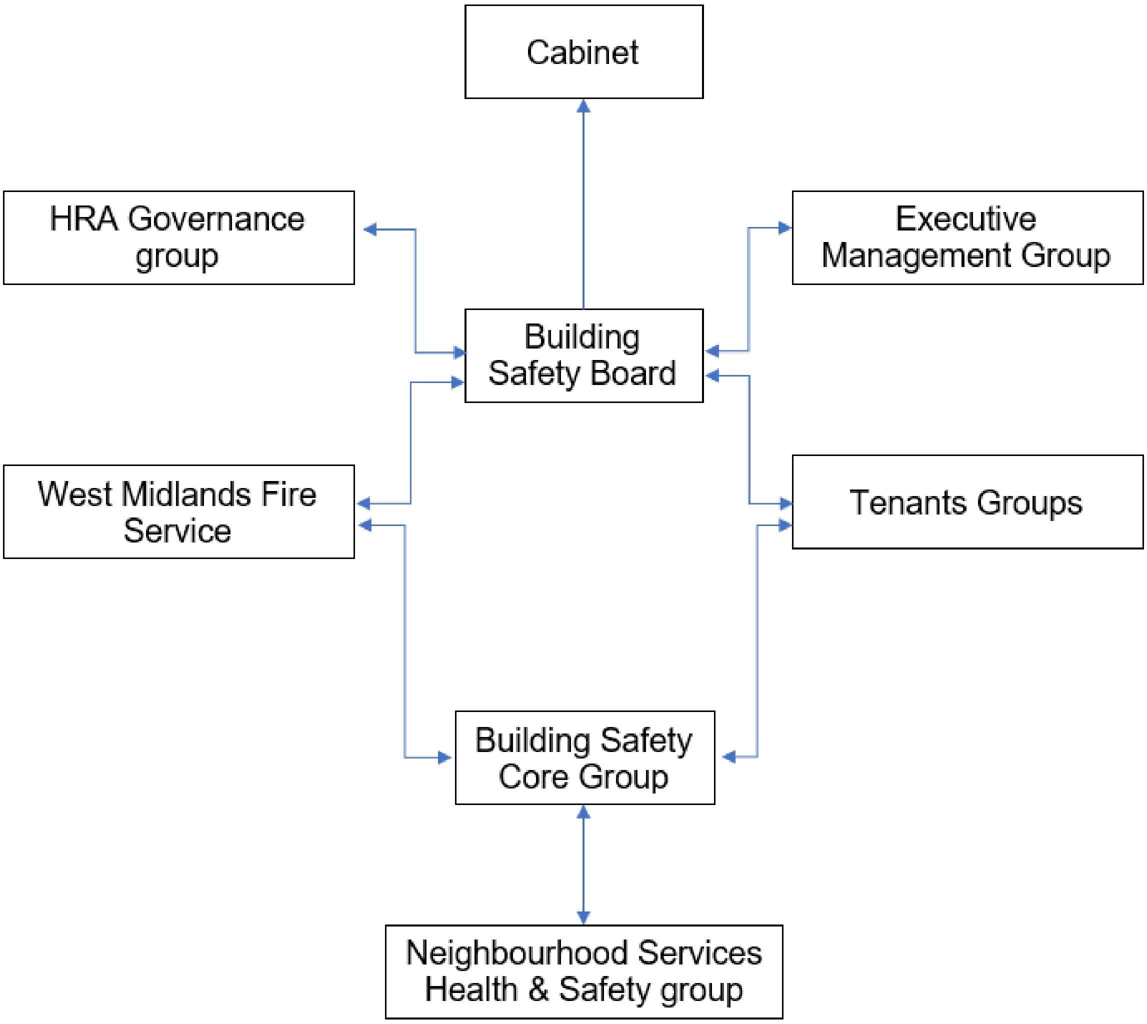
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment.

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.

Section number	Section Area	Individual Risk Level
Section 6	**External Envelope** Each elevation of the building comprises of traditional brick masonry. All communal and individual flat windows are UPVC double glazed units. Exterior doors to exits, service rooms, bin stores and flats are a combination of UPVC and timber. Fascia boards to the roof line are timber.	Trivial

Section 7	**Means of Escape from Fire** The block has four staircases and five final exits doors. All exit doors have either a push pad or bar to open. Communal doors to corridors are FD30s rated and are held open by a magnetic hold open devices linked to the fire alarm system. Flat 8 front door self-closer appears damaged. Flat 26 front door will not self-close due to fouling on carpet.	Tolerable
Section 8	**Fire Detection and Alarm Systems** There is a zoned automatic fire alarm system fitted in the building serving the common areas, the alarm appears to conform to BS5939, with a repeater panel sited within the ground floor circulation space and main panel sited in the adjoining office. Smoke detectors, fire alarm sounders and manual break glass units are fitted. The flats are likely to be installed with fire detection conforming to BS5939-6 LD2. The communal AFA is not monitored by SMBC. The noise level from the sounders in the common areas may compromise the Stay Put evacuation policy.	Tolerable
Section 9	**Emergency Lighting** The premises have a sufficient emergency / escape lighting system.	Trivial

Section 10	**Compartmentation** The block has sufficient compartmentation with all doors to communal corridors being notional FD30s fire doors. Flat entrance doors are nominal FD30s rated. Ductwork is damaged in the laundry.	Tolerable
Section 11	**Fire Fighting Equipment** Fire extinguishers are located throughout the common areas of the building and outside of hazard rooms. All fire extinguishers are required to be removed from the escape corridors and stairwells. Fire extinguishers on the outside of hazard rooms such as the lift motor room and main electrical service room are to be re-sited with these rooms for use by trained staff and contractors.	Tolerable
Section 12	**Fire Signage** Appropriate mandatory and safety signage is in place. The main electrical plant room on the ground floor is required to be signed as such. A fire assembly point sign is required.	Tolerable
Section 13	**Employee Training** All SMBC staff receive basic fire safety awareness training. There are no staff permanently based at this site.	Trivial
Section 14	**Sources of Ignition** The last EICR date was 10/03/2023 and recorded as satisfactory.	Trivial

Section 15	**Waste Control** Refuse containers are secured within the bin stores. Regular checks by cleaners 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. There is a signing in book in reception. The key box in the foyer is inaccessible.	Tolerable
Section 17	**Arson Prevention** A door entry system prevents unauthorised access & perimeter lighting is in place.	Trivial
Section 18	**Storage Arrangements** There are no storage facilities for residents within the communal areas.	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 due to the normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls.

After considering the use of the premises 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 nominal FD30s rated fire doors to flat entrances, notional FD30s communal fire doors, combined with suitable smoke detection to LD1 standard within flats. The evacuation strategy for the premises has two parts. Residents in their flats will Stay Put (unless affected by fire or smoke), and Simultaneous Evacuation for common areas.

Overall, the level of risk at the time of this FRA is tolerable, this can 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; no detailed records need to be kept.
Tolerable	No 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.)

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 informing SMBC that they might need a Residential Personal Emergency Evacuation Plan (RPEEP). The Housing Officers 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:

<table>
<tr><td colspan="3">Chief Executive
Shokat Lal</td></tr>
<tr><td colspan="3">Executive Director Asset Manager & Improvement
Alan Lunt</td></tr>
<tr><td colspan="3">Assistant Director Asset Management & Improvement
Sarah Agar</td></tr>
<tr><td colspan="3">Fire Safety Manager
Tony Thompson</td></tr>
<tr><td colspan="3">Team Lead Fire Safety
Jason Blewitt</td></tr>
<tr><td colspan="3">Team Lead Building Safety
Anthony Smith</td></tr>
<tr><td colspan="3">Housing Services Advisor
Zoe Johnson</td></tr>
<tr><td>Building Safety Managers
Adrian Jones
Andrew Froggatt
Carl Hill
Louis Conway</td><td>Fire Risk Assessors
Craig Hudson
Mohammed Zafeer
Stuart Henley</td><td>Resident Engagement Officers – Fire Safety
Abdulmonim Khan
Ethan Somaiya
Hannah Russon</td></tr>
</table>

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

Compton Grange
Whitehall Road
Cradley
B64 5BG

Description of the Property.

Compton Grange was constructed in 1983 of traditional brick masonry with a pitched tiled roof and consists of two storeys. Originally, Compton Grange was a warden controlled sheltered care scheme, however in 2016, this service was removed and is now currently classified as an age exclusive housing.

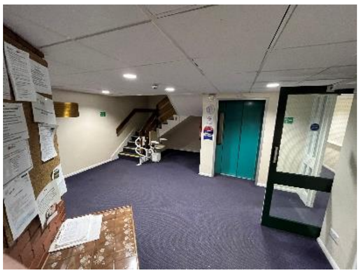


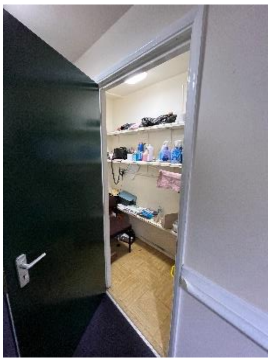
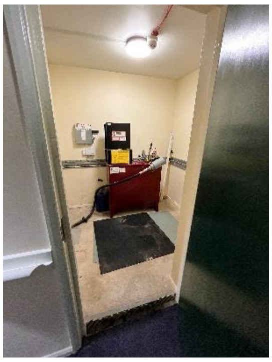
The block has a main entrance to the front elevation and a further four final fire exits located to the rear, both side elevations and the communal lounge. The main front entrance to the building has a door entry system installed with a fob reader, this is combined with a firefighter's override switch. There is a push pad installed for exiting the door.




There are total of 35 flats. 18 dwellings on the ground level, three flats, numbers 6, 33, and 34, all having external flat entrance doors. 15 flats on the first floor. The only two-story dwelling on the premises is flat 6 which also has a brick-built car port attached. Rear entrance doors are also present in flats 2, 4, 6, 7, 8, and 9.


The ground floor also consists of an entrance foyer, two unused offices, one containing the fire alarm panel, cleaners store cupboards, communal toilets, lift motor room, laundry, communal lounge with kitchenette & electrical service cupboard.



The 1st floor also consists of a guest room, communal toilet & bathrooms, guest room, hobbies room and reading room / mezzanine with balustrade wall with a view down over the lounge below.



Accessed to the Boiler room & Gas isolation room is accessed via the carpark. Both rooms are secured by a suited 54 key mortice locks.


The block is open to the street at the front and side elevations, with fencing to the rear enclosing a garden area with gates leading to ultimate safety. There is a car park to the left.


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.

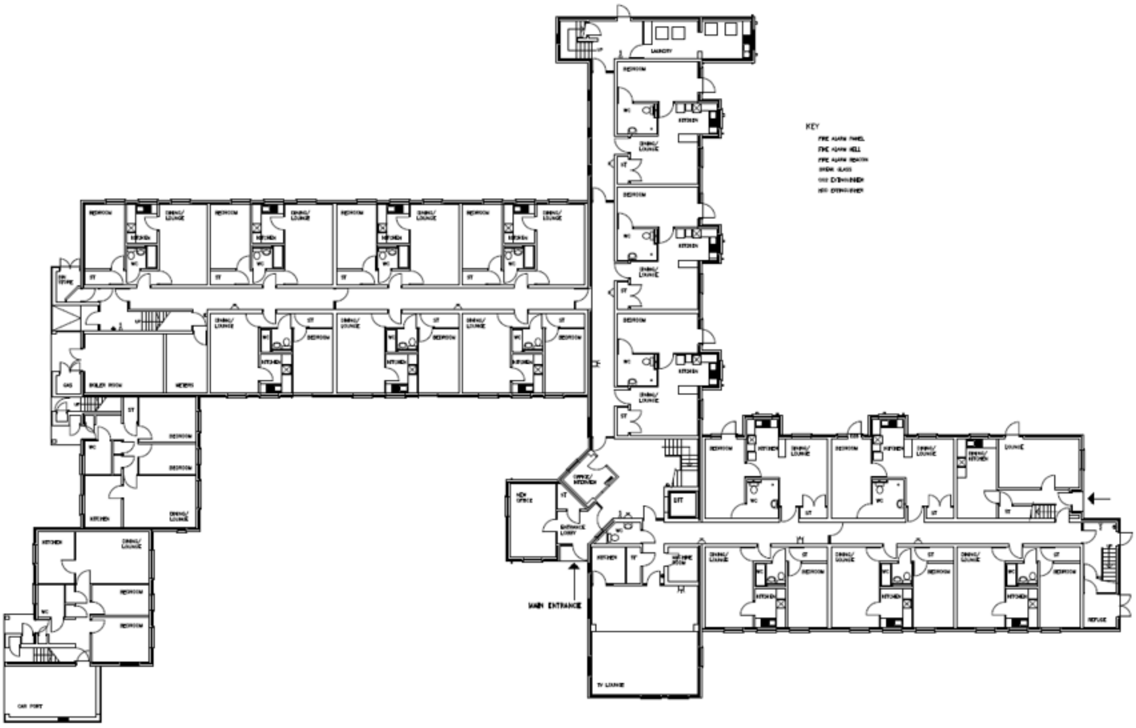
High/Low Rise	Low-Rise
Number of Floors	2
Date of Construction	1983
Construction Type	Traditional Brick
Last Refurbished	2015
External Cladding	None
Number of Lifts	1 (Hydraulic)
Number of Staircases	4
Automatic Smoke Ventilation to communal area	No, openable windows only.
Fire Alarm System	Yes
Refuse Chute	No
Access to Roof	Access to roof space via lofts hatches in communal areas and 1st floor flats.
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

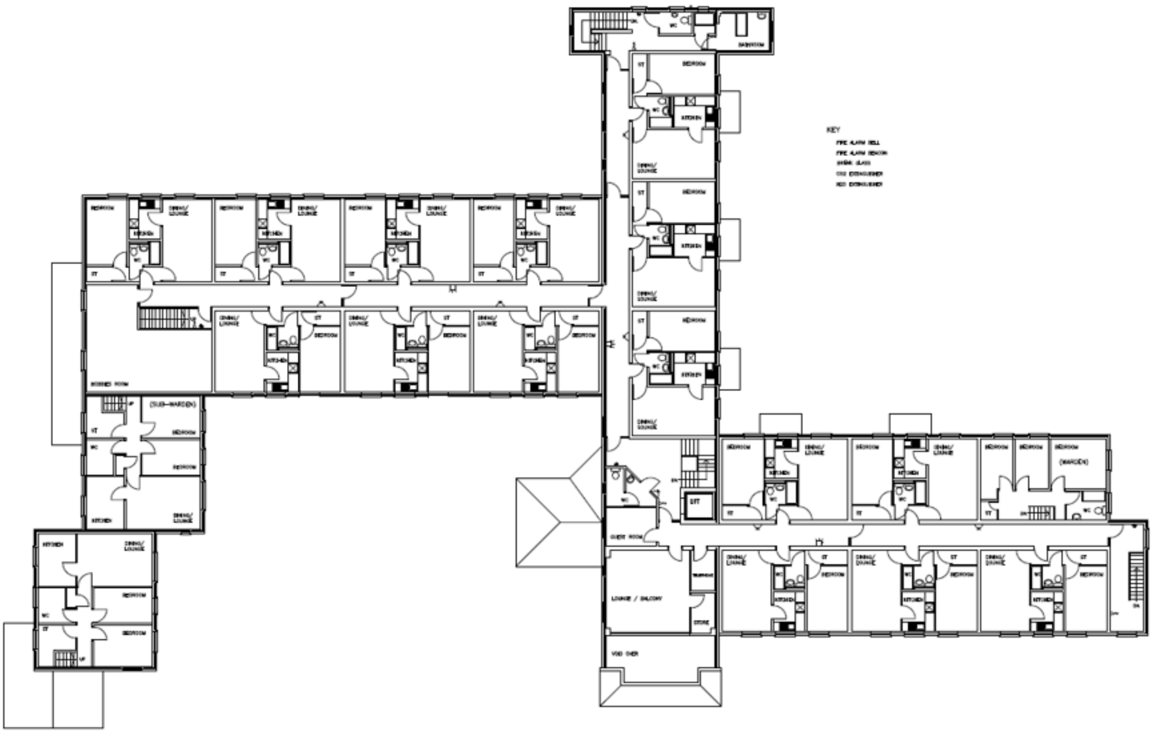
Residents / Occupants of 35 flats.
Visitors,
Sandwell MBC employees,
Contractors,
Service providers (e.g. meter readers, delivery people etc)
Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

Section 5 Building Plan

Ground floor.



<u>First floor.</u>



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.

An appraisal of the external wall construction including balconies, windows and doors has been undertaken in accordance with the flow chart detailed in PAS 9980:2022 – Fire Risk Appraisals of External Walls (FRAEW) for existing multi-story, multi-occupied residential buildings. The external wall construction is brick with small areas of concrete render and deemed as low risk.

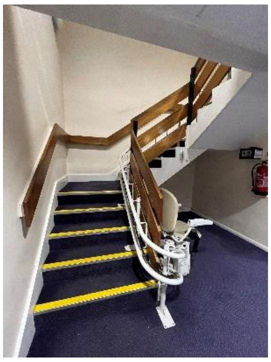
It is deemed that the combination and application of these materials present an acceptable level of fire risk.



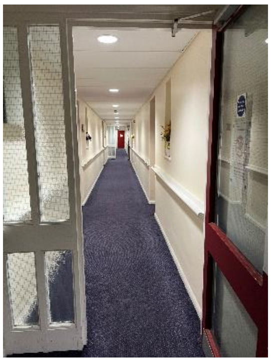
Section 7

Means of Escape from Fire

1) The site has 4 protected staircases that provide a sufficient means of escape. Each staircase in width is approximately 1m wall to wall. The width of two staircase's is slightly reduced due to the installation of a stairlift, measured at 0.86m.



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



3) None of the corridors that form part of the means of escape from the flats are dead ends.

4) The means of escape are protected to prevent the spread of fire and smoke.

5) The communal corridors, landings and protected staircases are protected by use of notional self-closing FD30s timber fire doors with vision panels. These cross-corridor doors are fitted with hold-open devices, magnetic locks, attached to the AFA system.

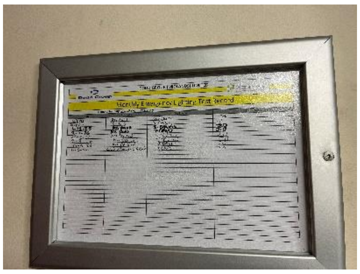
6) All communal doors are fitted with automatic closing devices that are checked on a regular basis by the on-site teams / Premises Supervisors / Caretaking Teams as part of their daily checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).

7) Final exit doors have panic furniture fitted where required.

8) Communal windows to in corridors and staircases are openable.

9) Communal areas are kept free of flammable items. The communal areas are checked on a regular basis by the on-site teams / Premises Supervisor / Caretaking 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.

10) Emergency lighting is provided to communal lobbies and stairs. Annual checks are done monthly by Sandwell MBC in house electrical team or approved contractor. Monthly checks are carried out by on site staff.

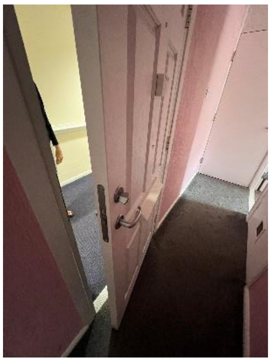


11) Service cupboards are upgraded FD30s or FD60s notional fire doors secured with suited mortice locks.

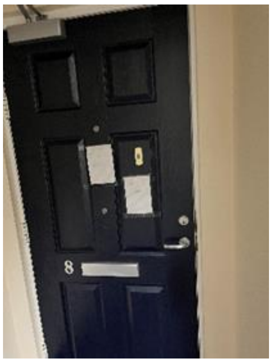
12) Residents flat entrance doors are notional FD30s composite doors fitted with self-closing devices. Access was gained to a sample of properties as part of the fire risk assessment to ensure the doors have not been tampered with by residents etc.

a) **Flat 9 – Flat front entrance door appears to have a damaged self-closer. See action 7/12a.**

b) **Flat 26 – Flat front entrance door will not close into frame, adjustment required. See action 7/12b.**



c) Flat 8 – Flat entrance door is correct.



13) The ground floor contains a communal lounge with seating for 19 persons accessed through a nominal FD30s door from the corridor. The lounge has a small kitchenette (for preparation of hot drinks only) separated by a nominal FD30s door.
The first floor contains a reading room which is a mezzanine opening on to this ground floor communal lounge. Furniture within both rooms is fire retardant and in good condition. There is an emergency exit door within the ground floor lounge leading to ultimate safety.


14) The laundry is located on the ground floor, adjacent a final exit door. This has a nominal FD30s rated door secured by suited 138 mortice lock. It was noted that a dryer filter had not been cleaned post use. See action 7/14.


15) It was noted that contradictory information is signed on the first dryer. This dryer should be removed from service until it is repaired. See action 7/15.

16) The assembly point (for those escaping from common areas.) is sited in the main car park. This car park is being used for parking of vehicles by non-residents, some of these vehicles appear to be the subject of mechanical maintenance.

All non-residents’ vehicles are to be removed. This will aid fire service access and prevent blockage of the assembly point. An email was sent to the Housing Services Advisor to ensure compliance.

Section 8 Fire Detection and Alarm Systems

1) There is a common automatic fire alarm system fitted in the building. In the common areas the alarm appears to conform to BS5839-6, with control and indicating equipment sited within a ground floor office and a repeater panel in the entrance foyer.

   There are smoke detectors, fire alarm sounders and manual break glass units fitted. There is a zone plan adjacent to the repeater panel. The flats are likely to be installed with minimum fire detection conforming to BS5939-6 LD2.




2) **The assessor called SMBC community alarms service and was given information stating that the common alarm system was not monitored and therefore it is unclear how this AFA system would be re-set in the event of actuation. Management of the common area automatic fire alarm system should be reviewed. See action 8/2**

3) **It is unknown if the noise level of the sounders in the common area would compromise the stay put evacuation policy. The noise level should be checked to ensure they do not wake residents of individual flats and potentially compromising the blocks ‘stay put’ evacuation policy. See action 8/3.**

4) Based on the sample of flats accessed during the fire risk assessment, the assessor confirmed that smoke alarms are installed to the expected LD2 standard. Flats sampled were: 26 & 8.




5) Some flats are fitted with a Tunstall system. Information given to the assessor stated that flats fitted with Tunstall system are connected to an SMBCs ARC.

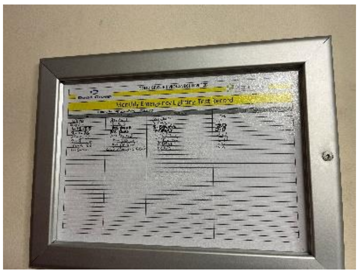
Section
9

Emergency Lighting

1) The premises appears to sufficient emergency / escape lighting system in accordance with BS 5266.

2) The self-contained units are provided to the communal landings, stairs, and ancillary rooms.

3) All installed equipment is checked and tested monthly by Sandwell MBC in house electrical team or approved contractor, in accordance with current standards. Weekly checks are carried out by onsite staff.



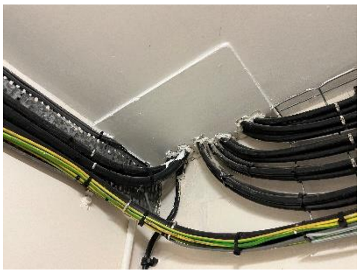
Section 10 Compartmentation

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. A small sample of resident's flats was undertaken, but due to the nature of the residents, the inspection of all flats was not possible.

1) The building is believed to be designed to provide sufficient vertical fire resistance and sufficient horizontal fire resistance around flats stairwells and lift shafts. All doors are 30-minute fire resistant with cold smoke seals, including those in 1-hour rated walls.

2) The premises has believed to have 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, (apart from the raised actions) a cyclical programme to ensure fire stopping as not been compromised by third parties should be introduced, if not already in progress. This programme, where applicable, should also enhance the fire stopping.

3) A variety of methods / materials have been used to achieve fire-stopping.



4) **The laundry has damaged duct work, requiring repair. See action 10/4.**

5) Service, store cupboards, offices, lift motor rooms and laundries have nominal FD30s or FD60s rated doors, secured with a suited lock.

6) Communal doors are fitted with automatic closing devices that are checked on a regular basis by the on-site teams / Premises Supervisors / Caretaking Teams as part of their daily checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).

7) Individual flat entrance doors are notional FD30s composite doors fitted with self-closing devices.

8) The communal corridors, landings and protected staircases are protected by use of notional self-closing FD30s timber fire doors with vision panels. These cross-corridor doors are fitted with hold-open devices, the majority of which are magnetic locks attached to the AFA system.

9) Loft hatches (not accessed due to health & safety reasons) do not appear to be fire resistant. See observations.

10) Bin stores on the ground floor are sited behind two FD30s doors sets. These bin stores are accessible from outside.

Section 11

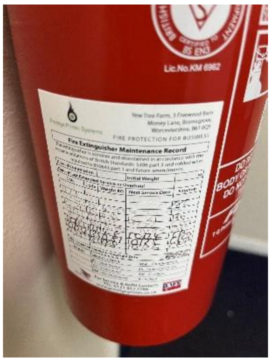
Fire Fighting Equipment

1) **Portable fire extinguishers are sited in common areas throughout the block. Fire extinguishers are not recommended in the common escape routes of unstaffed residential housing, including specialised age accommodations where care is not provided.**

Untrained residents should be discouraged from attempting to fight fires and should, instead follow the blocks evacuation strategy. Therefore, all fire extinguishers in the common escape routes should be removed. Those sited outside of hazard rooms, such as the main electrical service room, laundry and lift motor room should be re-sited within these hazard rooms for the potential use by trained contractors and SMBC staff. See action 11/1.



2) Maintenance contracts are in place for maintenance of the extinguishers. The frequency for the maintenance checks is once (October) of each calendar year.



3) **The CO2 fire extinguisher in the externally accessed heating plant room has no identification signage. Identification signage is required to be fitted. See Action 11/3.**

Section 12 Fire Signage

1) Fire doors display mandatory signage where appropriate.

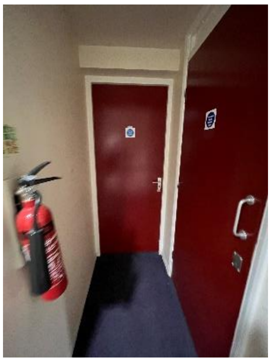
2) Fire Action Notices are displayed throughout the building. However, the specific fire action notice shown below, gives confusing information and should be removed. See action 12/2.

3) Final fire exits are signed and have panic furniture appropriately signed.

4) The fire escape routes use directional fire signage.

5) No visible signage is in place to identify the fire assembly point if it is required. A 'Fire assembly point' sign is required for the main car park. See action 12/5.

6) An electrical hazard sign is missing from the main electrical room on the ground floor. An electrical hazard sign is required to be fitted. See action 12/6.



Section 13 Employee & Resident Training/Provision of Information

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

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

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

4) Fire safety has been provided as part of tenancy pack. This includes information about Fire Doors.

5) Information regarding the Stay Put unless fire evacuation strategy is provided to residents.

Section 14

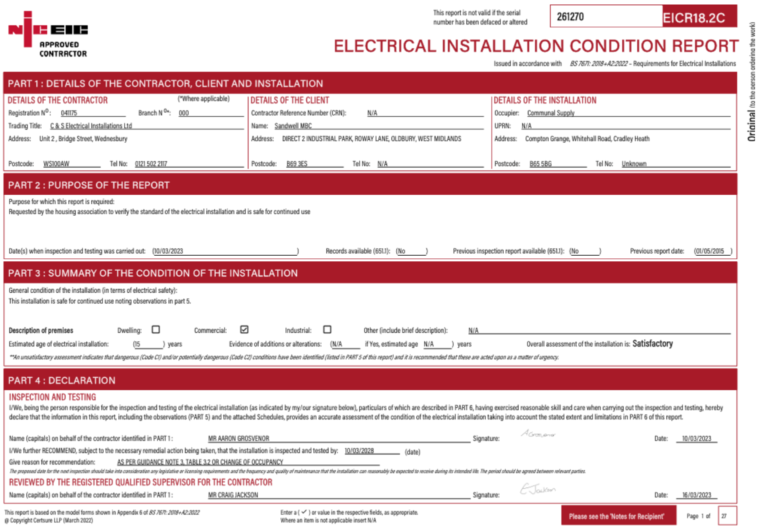
Sources of Ignition

1) Smoking prohibited on entrance and 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) 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.

4) The fixed electrical installation shall be tested every 10 years. Last EICR dated 10/03/23 and marked as satisfactory.



NICEIC APPROVED CONTRACTOR

This report is not valid if the serial number has been defaced or altered 261270 EICR18.2C

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with *BS 7671: 2018+A2:2022* – Requirements for Electrical Installations

Original (to the person ordering the work)

PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR (*Where applicable)
Registration N°: 041175 Branch N°*: 000
Trading Title: C & S Electrical Installations Ltd
Address: Unit 2 , Bridge Street, Wednesbury
Postcode: WS100AW Tel No: 0121 502 2117

DETAILS OF THE CLIENT
Contractor Reference Number (CRN): N/A
Name: Sandwell MBC
Address: DIRECT 2 INDUSTRIAL PARK, ROWAY LANE, OLDBURY, WEST MIDLANDS
Postcode: B69 3ES Tel No: N/A

DETAILS OF THE INSTALLATION
Occupier: Communal Supply
UPRN: N/A
Address: Compton Grange, Whitehall Road, Cradley Heath
Postcode: B65 5BG Tel No: Unknown

PART 2 : PURPOSE OF THE REPORT

Purpose for which this report is required:
Requested by the housing association to verify the standard of the electrical installation and is safe for continued use

Date(s) when inspection and testing was carried out: (10/03/2023) Records available (651.1): (No) Previous inspection report available (651.1): (No) Previous report date: (01/05/2015)

PART 3 : SUMMARY OF THE CONDITION OF THE INSTALLATION

General condition of the installation (in terms of electrical safety):
This installation is safe for continued use noting observations in part 5.

Description of premises Dwelling: ☐ Commercial: ☑ Industrial: ☐ Other (include brief description): N/A
Estimated age of electrical installation: (15) years Evidence of additions or alterations: (N/A if Yes, estimated age N/A) years Overall assessment of the installation is: Satisfactory

***An unsatisfactory assessment indicates that dangerous (Code C1) and/or potentially dangerous (Code C2) conditions have been identified (listed in PART 5 of this report) and it is recommended that these are acted upon as a matter of urgency.*

PART 4 : DECLARATION

INSPECTION AND TESTING
I/We, being the person responsible for the inspection and testing of the electrical installation (as indicated by my/our signature below), particulars of which are described in PART 6, having exercised reasonable skill and care when carrying out the inspection and testing, hereby declare that the information in this report, including the observations (PART 5) and the attached Schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent and limitations in PART 6 of this report.

Name (capitals) on behalf of the contractor identified in PART 1: MR AARON GROSVENOR Signature: A Grosvenor Date: 10/03/2023
I/We further RECOMMEND, subject to the necessary remedial action being taken, that the installation is inspected and tested by: 10/03/2028 (date)
Give reason for recommendation: AS PER GUIDANCE NOTE 3, TABLE 3.2 OR CHANGE OF OCCUPANCY
The proposed date for the next inspection should take into consideration any legislative or licensing requirements and the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life. The period should be agreed between relevant parties.

REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE CONTRACTOR
Name (capitals) on behalf of the contractor identified in PART 1: MR CRAIG JACKSON Signature: C Jackson Date: 16/03/2023

This report is based on the model forms shown in Appendix 6 of *BS 7671: 2018+A2:2022*
@ Copyright Certsure LLP (March 2022)
Enter a (✓) or value in the respective fields, as appropriate.
Where an item is not applicable insert N/A
Please see the 'Notes for Recipient' Page 1 of 27

5) The electrical service cupboard has a FD60s rated door set, secured with a suited cylinder lock.

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

7) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the SMBC in-house Gas Team. Gas supply pipework is internal to the building.

Section 15

Waste Control

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

2) Refuse & recycling containers are emptied regularly. Refuse containers are in the two bin stores. All refuse containers are emptied regularly.



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

Section 16 Control and Supervision of Contractors and Visitors

1) Compton Grange has a system in place to monitor entry into the building of contractors and visitors. There is a signing in/out process.

2) A 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 access in advance detailing the scope of work to be undertaken. This allows scrutiny of what is the scope of any works such as installation of tenant's broadband / phone line etc

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

   a) Pre-Contract Meetings – where contractor is made aware of all working arrangements and safe systems of work to be adopted. Issues covered in this meeting will include:

      - Health and Safety.
      - Site Security.
      - Safety of working and impact on children/school business.
      - Fire risk, if any.
      - Site Emergency Plan.

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

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

d) Final Contractor review on completion of works undertaken.

Section 17 Arson Prevention

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

2) Restricted access to the premises by means of a door entry system. Fire service access is facilitated by a drop key box to the right-hand side of the main entrance.



3) There is no current evidence of arson

4) The perimeter of the premises is well illuminated.

5) There is CCTV at Compton Grange. The CCTV is recorded locally and monitored on an 'as needed' basis.

6) There have been no reported fire incidents in the last 12 months.

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 cleaners.

4) All storage cupboards are kept locked.

5) There are no flammable liquids or gas cylinders stored on site.

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 ☐

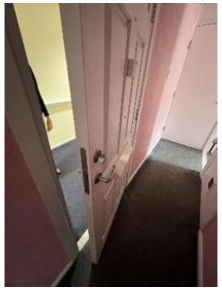
Definition of priorities (where applicable):

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:	Compton Grange
Date of Action Plan:	10/16/2026
Review Date:	

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
7/12a	Flat 9 – Flat front entrance door appears to have a damaged self-closer. Rectification required.		P2	Fire Rapid Response 1 – 3 months.	

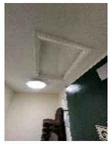
7/12b	Flat 26 – Flat front entrance door will not close into frame, adjustment required.		P2	Fire Rapid Response 1 – 3 months.	
7/14	It was noted that a dryer filter had not been cleaned post use. It is required that residents are reminded of the necessity to clean dryer filters after each use.		P2	Housing Officer 1 – 3 months.	
7/15	It was noted that contradictory information is signed on the first dryer. The dryer should be taken out of use until repaired.		P2	Housing Officer 1 – 3 months.	

8/2	The common alarm system was not monitored and therefore it is unclear how this AFA system would be re-set in the event of actuation. Management of the common area automatic fire alarm system should be reviewed.		P3	Asset Management. 3 – 6 months.	
8/3	It is unknown if the noise level of the sounders in the common area would compromise the stay put evacuation policy. The noise level should be checked to ensure they do not wake residents of individual flats and potentially compromising the blocks ‘stay put’ evacuation policy.		P3	Asset Management. 3 – 6 months.	

10/4	The laundry has damaged duct work, requiring repair.		P2	Fire Rapid Response 1 – 3 months.	
11/1	All fire extinguishers in the common escape routes should be removed. Those sited outside of hazard rooms, such as the main electrical service room, laundry and lift motor room should be re-sited within these hazard rooms.		P3	Asset Management. 3 – 6 months.	
11/3	CO2 fire extinguisher in the externally accessed heating plant room has no identification signage. Identification signage is required to be fitted.		P3	Asset Management. 3 – 6 months.	

12/2	There is a custom fire action notice in the lobby (see FRA). This specific notice gives confusing information and should be removed.		P2	Housing Officer 1 – 3 months.	
12/5	No visible signage is in place to identify the fire assembly point if it is required. A 'Fire assembly point' sign is required for the main car park.		P3	Fire Rapid Response 3 – 6 months.	
12/6	An electrical hazard sign is required to be fitted on the outside of the main ground floor internal electrical plant room.		P3	Fire Rapid Response 3 – 6 months.	

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	
It is recommended that in any future planned upgrade of Compton Grange that the loft hatches are upgraded to a minimum FD30s level, if not already done.	

Signed

	Building Safety Manager	Date: 10.06.2026.
	Quality Assurance Check	Date; 17.06.2026.

Appendix 1

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

Name of property: Compton Grange

Updated: 11.07.25.

Premises Manager: Zoe Johnson. **Tel. No.: 0121 569 2975**

An asbestos survey has been undertaken and is held by S.M.B.C. Investment Division (Derek Still Tel:- 0121 569 5077).

bradley
ENVIRONMENTAL

Report No.:	J420633
Nature of Work:	Management Survey
Issue Date:	31/07/2025
Client Name:	Sandwell MBC (formerly Homes) Building Services, Direct 2 Trading Estate, Roway Lane, Oldbury, West Midlands, B69 3ES
UPRN:	BL52800CO09 1
Site Address:	Compton Grange 1-35 (O&E), Cradley Heath, B64 5BG

Order Placed By:	Jon Hemming
Site Contact:	Communal
Date(s) of Work:	17/07/2025
Technical Manager:	D Ely CCP (Asbestos)
Assistant Surveyor(s):	Anton Rickards, Ian Hawthorne (CoC Asbestos)

Lead Surveyor:

Jack Baldwin
Asbestos Surveyor

Authorised Signatory:

Paul Walters
Technical Review Officer
31/07/2025

Non-accredited activities are present within this report.

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UKAS INSPECTION 291 UKAS TESTING 1155 UKATA PROFESSIONAL MEMBER atac

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Management Survey (with MA - LOD) Template Version 56