Fire Risk Assessment

Scott House

Langdale Road
Great Barr, B43 5RD

Date Completed: 07/11/2025
Review Period: 12 months
Officer: L. Conway **Building safety Manager**
Checked By: T. Thompson **Building & Fire 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).

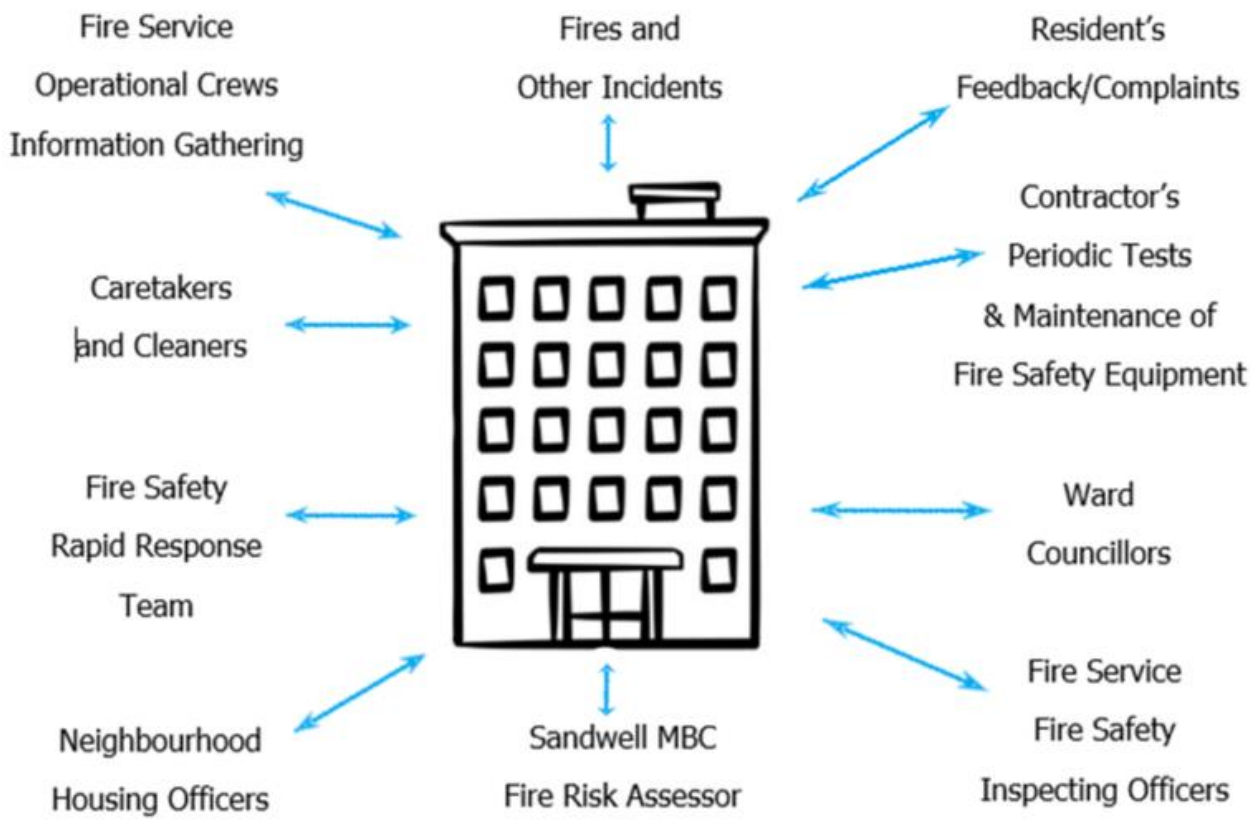
Specifically, RR(FS)O article *9. — (1) "The responsible person must make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions he needs to take to comply with the requirements and prohibitions imposed on him by or under this Order*".

This 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.

The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. If the review suggests the fire risk assessment is not currently suitable and sufficient, then a new fire risk assessment will be undertaken and become the current fire risk assessment. The previous fire risk assessment will be retained in the building safety case for that building.

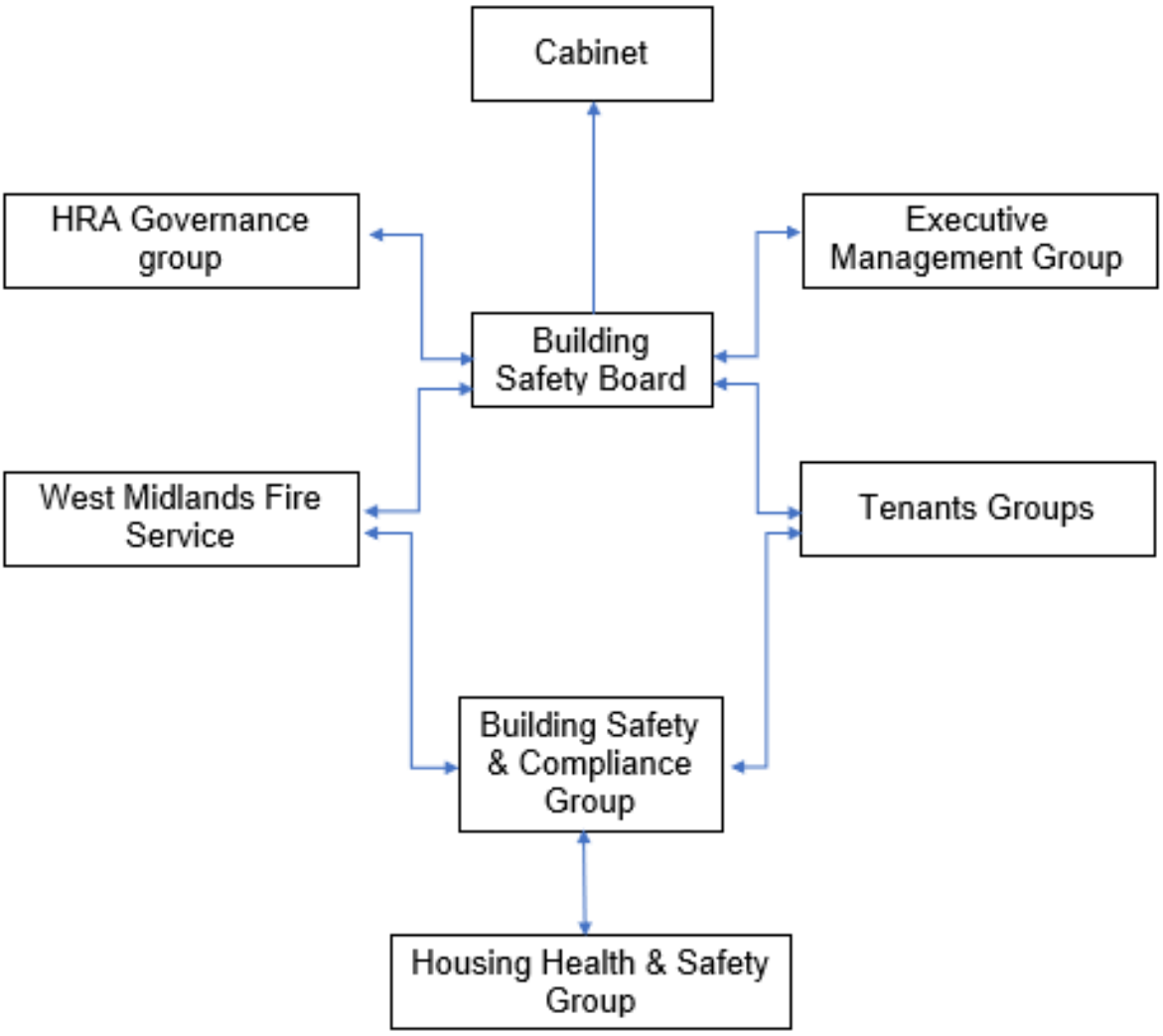
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring, and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



The above processes and procedures are overseen by the Fire Safety, Manager who reports to the Head of Building Safety

These managers attend the Building Safety and Compliance Group for scrutiny which is part of the governance structure below.

Governance Structure



To summarise the fire risk assessment, in this scenario the RR(FS)O requires the prescribed information to be recorded. The prescribed information is the significant findings of the fire risk assessment and those groups or persons especially at risk from fire. This is recorded here in section 1. Also required to be recorded under article 11, are the fire safety arrangements for the planning, organisation, control, monitoring and review of the preventative and protective measures. The information shown above is part of this requirement.

Section 1

Significant findings

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

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

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

Significant findings

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

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

Section number	Section Area	Individual Risk Level
Section 6	**External Envelope** An appraisal of the external wall construction including balconies, windows and doors has been undertaken on 22/06/2025 and a follow up intrusive survey on 27/08/2025 and found the materials used within the external envelope and, as part of the external wall system to be a low level of risk. Brick to side elevations. Alumasc mineral wool render (Fire Classification A2)	Trivial
Section 7	**Means of Escape from Fire** The means of escape are protected to prevent the spread of fire and smoke. There are two protected staircases with automatic smoke ventilation that provide a suitable means of escape. All communal doors along the means of escape are self-closing notional fire doors with combined intumescent strips / cold smoke seals & vision panels. There are 2 final exit doors.	Tolerable
Section 8	**Fire Detection and Alarm Systems** Early warning is limited to hard wire or battery smoke alarms within each of the resident's Flat smoke alarms within resident's Flats are installed to a minimum of an LD3 Standard	Trivial

Section 9	**Emergency Lighting** The premises have a sufficient emergency / escape lighting system in accordance with BS 5266.	Trivial
Section 10	**Compartmentation** The walls and floors are designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are minimum 30-minute fire doors with intumescent strips & cold smoke seals, including those in 1-hour rated walls. Fire door surveys are conducted by competent persons by in hour Fire Rapid response team and was last carried out 17/11/2025 Checks above false ceiling to be carried out.	Tolerable
Section 11	**Fire Fighting Equipment** The dry riser serves all floors from Ground to the 8th floor. There is a C02 fire extinguisher within the lift motor room. There is a deluge system in the bin store. Maintenance contracts are in place to service the dry riser twice yearly and the fire extinguisher annually.	Trivial

Section 12	**Fire Signage** Signage depicting the floor location of each flat is fitted to the ground floor lobby wall. Photoluminescent wayfinding signage depicting floor level and flat numbers are fitted to the walls on all floors adjacent the lift car's and to the wall of each landing on the communal staircase.	Trivial
Section 13	**Employee Training** Staff undertaking fire risk assessments have demonstrated the necessary competence and knowledge required to carry out this work effectively. 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: 31/07/2021.	Trivial
Section 15	**Waste Control** Regular checks by Caretakers minimise risk of waste accumulation. A fire suppression system is provided to the bin store. Recycling containers at front of building	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. Tubs of paint and trestles have been stored in the 2nd floor service cupboard.	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

This type 1 Fire Risk Assessment covers the external envelope, flat entrance doors, and communal areas of this High-Rise residential block also utilising reports / surveys completed by third party verified contractors.

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

With regard to the external façade, the materials, construction, and their constituent properties have been taken from a database provided by Sandwell Metropolitan Borough Council. A PAS9980 – FRAEW was conducted by a third party approved contractor and the findings of that report has been referenced.

After considering the use of the premise and the occupants within the block, the consequences for life safety in the event of a fire would be slight harm. This is due to there being sufficient compartmentation to include nominal or notional 30-minute fire doors with intumescent strips, cold smoke seals and self-closing devices to flat entrances & communal doors *(noting that doors highlighted in the Firntec fire door survey are have been addressed and remedial works coming from the report are being addressed outside of this FRA, combined with ongoing door inspection from the Fire Rapid Response team),* with suitable smoke detection to a minimum of LD3 standard within flats, automatic smoke ventilation system to each floor and a Stay Put – Unless policy.

Overall, the level of risk at the time of this FRA is **Tolerable**, this will be lowered to trivial once recommended actions have been completed.

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk- based control plan is based on one that has been advocated for general health and safety risks:

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.

Risk level	Action and timescale
Trivial	No action is required, and no detailed records need to be kept.
Tolerable	No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources might have to be allocated to reduce the risk. If the premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.
Intolerable	Premises (or relevant area) should not be occupied until the risk is reduced.

(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)

Section 2

People at Significant Risk of Fire

Persons at significant risk of fire does not just refer to those people with physical, sensory, or mental health issues. It also includes those at risk due to the layout or features of the building such as inner rooms or dead-end conditions. Persons may also be at risk due to remote or lone working.

The RR(FS)O requires that these people are identified in any fire risk assessment.

Sandwell Council is currently writing a policy and procedures for Personal Emergency Evacuation Plans (PEEPs). This is based on tenants identifying themselves as requiring a PEEP.

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:

<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 Office Manager
Lisa Ellis</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

Scott House
Langdale Road
Great Barr
B43 5RD

Description of the Property

This high-rise block was built in approximately 1967 of concrete / brick construction. During 2008 refurbishment works, the front and rear elevations were clad with an Alumasc mineral wool render (Fire classification A2), and the side elevations are clad with brickwork.

The block consists of 9 storeys (inclusive of the ground floor). Each of the floors contains 4 number dwellings.

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

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



There are two protected staircases and a single lift car that serve all floors located centrally.



There’s a single waste disposal chute accessed on all floors within the rear staircase. The bin store is to the righthand side of the rear entrance. The key is stored in the firefighter’s white box.



Service cupboards containing resident’s electricity meters are in each lift lobby on all floors.

The building safety notice is displayed in the ground floor lobby.

There is a firefighter's box externally to the right-hand side of the main entrance to the front of the building. The box contains keys for the building and is secured with a bridge-door padlock. Note keys will soon be re-located into the Premise information box (PIB).


Access to the building can be gained via the firefighter's door override switch / front entrance, utilising the drop latch key from the firefighter's box. If access to a fob is not available.

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


The nearest hydrant is to the left-hand side of the front entrance.

The dry riser inlet is to the right-hand side of the ground floor lift car. Accessed is gained utilising the suited 54 key, also contained in the white box.

Dry riser outlets are available on each floor above ground within the secured cupboards to the right-hand side of the lift car (lift motor room on 8th floor / flat 34). Accessed is gained utilising the suited 54 key, also contained in the white box.

The distance from the riser outlet to:

- the furthest point on the fire floor is 12m
- the furthest point on one floor above is 30m
- the furthest point two floors above is 40m

Automatic opening vents are installed to the front and rear protected stairwells. The status panel and override switch are in the ground floor front entrance lobby.



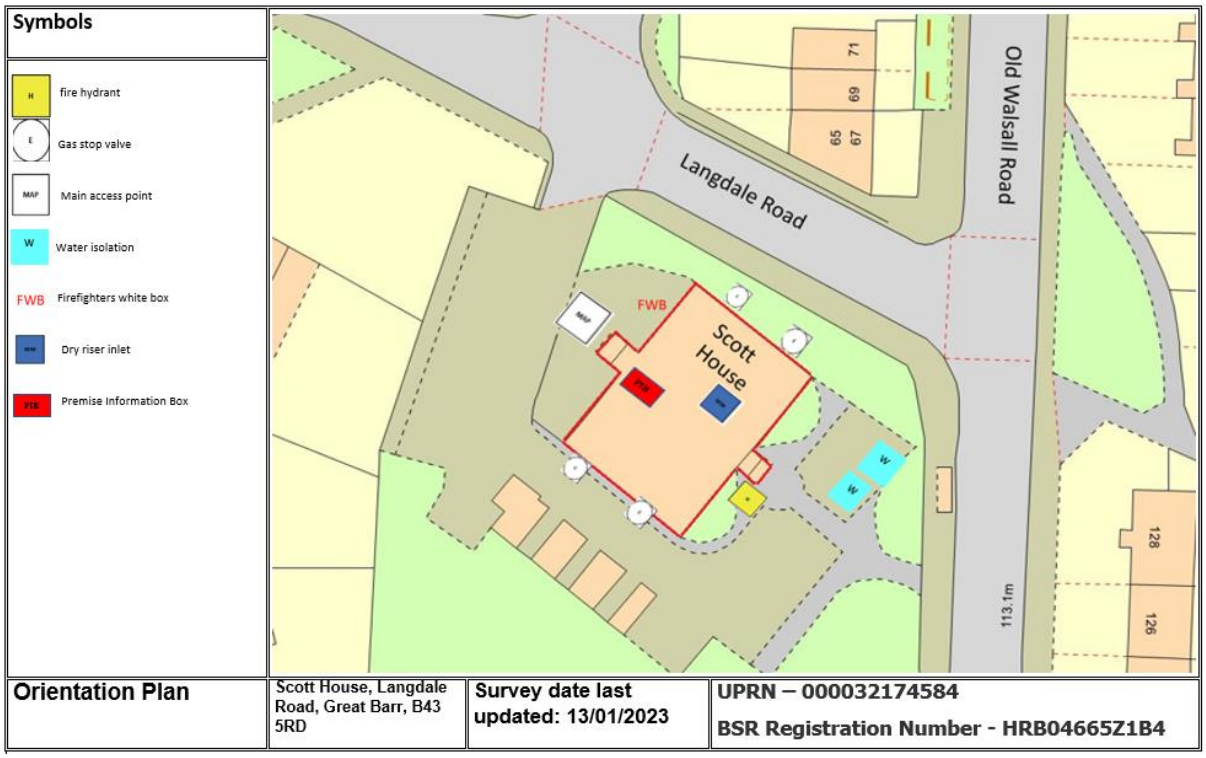
Natural ventilation is employed via louvred vents to the head of each stairwell.

There is a firefighter's lift override switch to the right-hand side of the lift car. This is operated by the drop latch key contained within the firefighter's box.


The lift motor room is located on the 8th floor; access to motor room is via full height door (suited 54key in firefighter's box) from the 8th floor lobby. Access to the roof is via a fixed ladder / small door from the lift motor room.



On Arrival Information



Address: Scott House, Langdale Road, Great Barr, B43 5RD	Survey date: 30/10/2024	ON ARRIVAL INFORMATION

BUILDING LAYOUT

Size: Height	21.6 metres
Construction	Concrete brick construction. Brickwork to side elevations. The front and rear elevations are insulated Rockwool render.
Number of floors	9 including ground floor.
Layout	The block consists of 9 storeys (inclusive of the ground floor). Each of the floors contains 4 number dwellings, Lift granting access up to the 7th floor then use staircase to access the 8th floor and the lift motor room that is also located on this floor. 2 sets of staircases granting access to all 8 floors of the block located at the front and rear of the block. 2 smoke extraction vents located on both staircases on floors 4 and 7 with the control panel located within the lobby area nearest the main access point.
Lifts	1
Types of entrance doors	Individual flat doors are FD30s rated Manse Masterdoor of composite construction.
Rubbish chutes/ bin rooms	Yes / Chutes within rear staircase.
Common voids	No
Access to roof/ service rooms	The motor room is located on the 8th floor; access to motor room via full height door (secured with a suited 54 mortice lock) from 8th floor landing, with further fixed steel ladder`s leading up to the external roof area.
Occupants	Approx. 72 based on an average of 2 occupants per flats (36 flats)
Evacuation strategy	**Stay Put Unless**- The escape strategy is **'Stay Put Unless'**. This means in the event of a fire in your flat you should evacuate. If there is a fire elsewhere in the building you should stay put unless you are affected by fire or smoke
Fire alarm/ evacuation alarm	Early warning is limited to hard wire or battery smoke alarms within each of the resident's flats.
Caretaker/ concierge	Caretaking/cleaning service that conducts regular checks of the building

FIREFIGHTING SYSTEMS

Water supplies	Fire hydrant is located at the front entrance of the building, fire hydrant location/ water isolation points are seen on the orientation plan, there is a dry riser that serves the building outlet located on the floor plans in PIB.
Fire mains	The dry riser inlet is located within the ground floor dry riser cupboard (twin valve) secured with a type 54 suited mortice lock.
Firefighting shafts	No firefighting lifts/shafts however there is the ability to take control of the common lift. A Firefighter control switch is located within the ground floor lobby
Smoke control vents	Automatic smoke ventilation is employed on both sets of staircases on floors 4 and 7 with the control panel located within the lobby area nearest the main access point. Louvre vents located at the top the staircase on the 8th floor
Sprinkler system	A water suppression system is provided to the refuse chute bin store

DANGEROUS SUBSTANCES

Location, type, and quantity	ALL STAIR WELLS TEXTURED COATING – PAINTED, PRESUMED, CHRYSOTILE ALL CEILINGSTEXTURED COATING - PAINTED, PRESUMED, CHRYSOTILE ELECTRICAL SWITCH GEAR IN CUPBOARDS PAPER/FLASH GAURDS - UNSEALED, PRESUMED, CHRYSOTILE ALL LANDING WALLS AND CEILINGS TEXTURED COATING - PAINTED, PRESUMED, CHRYSOTILE

SERVICES

Electricity	Electric meter cupboards located on each floor of the block
Gas	Gas isolation points located on the orientation plan

High/Low Rise	High Rise
Number of Floors	9
Date of Construction	1967
Construction Type	Wates Concrete / Brick
Last Refurbished	2007
External Cladding	Brickwork to side elevations. The front and rear elevations are insulated Rockwool render
Number of Lifts	One
Number of Staircases	Two
Automatic Smoke Ventilation to communal area	Yes
Fire Alarm System	No
Refuse Chute	Yes
Access to Roof	Full height timber door into motor room from landing with 2 number small vertical ladders leading to a half height door out on to the roof
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

Residents / Occupants of 36 flats,
Visitors,
Sandwell MBC employees,
Contractors,
Service providers (e.g. meter readers, delivery people etc)
Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

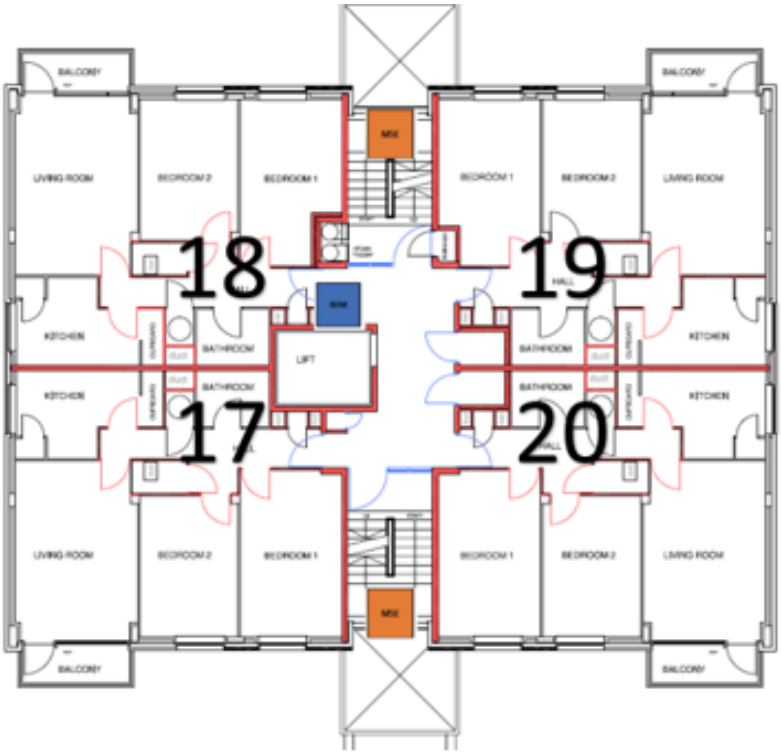
Section 5 Building Plan

A typical floor layout showing horizontal lines of compartmentation, lift shafts, dry riser installation and AOVs etc.

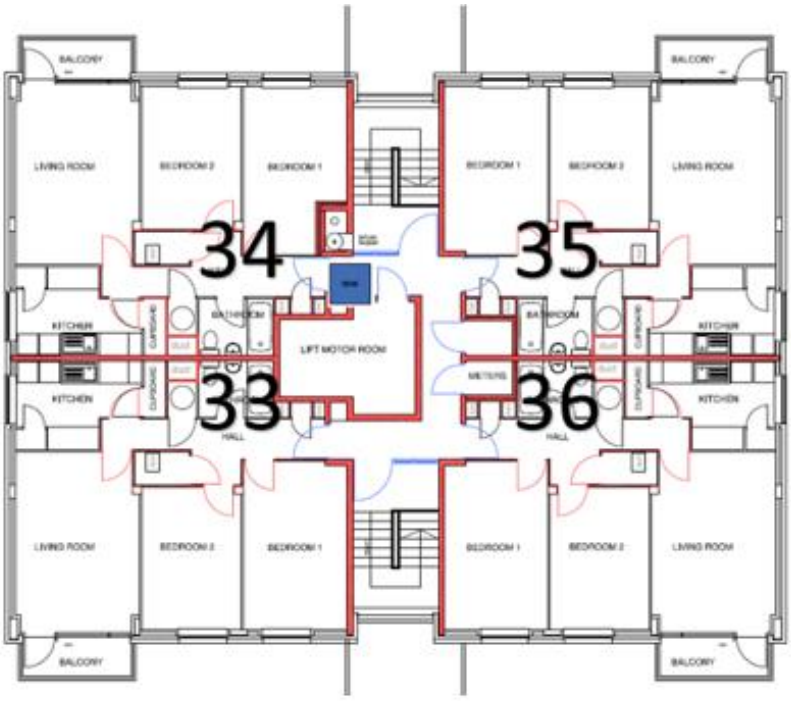
The plans have been shared with WMFS electronically via their portal.

Ground Floor

Typical Upper Floor



8th Floor



Section 6

External envelope

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

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

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.
An External wall survey (PAS9980 step1) was completed on the 22/06/2025 This FRAEW was undertaken by Firntec Building Compliance and is suggested to be reviewed on the 22/06/2030.
Following the survey an intrusive fire risk appraisal (PAS9980 steps 2-5) was conducted on the 27/08/2025 with suggested review date of 27/08/2030. The findings of the survey deemed the overall risk of the building to be medium with no recommendations.

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

Any additional screening attached to balconies will not be tolerated on balconies as this could potentially support the surface spread of flame in those areas which is an unnecessary risk.

An FRAEW (PAS 9980 step2-5) was completed on the 27/08/2025 and followed the guidance in accordance and reference to PAS9980:2022 Fire Risk Appraisal of External Walls construction and cladding of existing blocks of flats – Code of Practice and addresses life safety only in the appraisal of the external walls of the building and in corresponding risk this is only in relation to the threat to the occupants in the building and not in terms of property damage or other potential objectives, such as safety of firefighters.

10 areas were inspected to gain data about the building's wall constructions. The table below outlines the ratings of the various wall systems and constructions to the property. Each element is
explained in more detail further within this report.

6 Items	Effect	Risk
Wall Construction Render on Mineral Wool (JVA9U4)	Positive	Low
Wall Construction Render on Masonry (QZ97UC)	Positive	Low
Wall Construction Masonry (Brickwork) (YE6CWM)	Neutral	Medium
Attachment Cantilever Balcony (R87Z9M)	Positive	Low
External Window Top, Mid, Side Hung Casements (5U1DC1)	Neutral	Low
External Door Single Leaf Door (E3TFU9)	Neutral	Low

In accordance with the PAS 9980 Guidance, any items of construction which are considered as "Medium Risk" should be subject to periodic review, to ensure that conditions do not change, such that the risk may be upgraded to high, prompting the requirement for remediation.

Following this a risk factor analysis was completed, The risk factor analysis is a three-stage process, rating the wall construction fire performance (1), façade configuration (2), and fire strategy/fire hazards (3) on a sliding risk scale. The risk scale is expressed as "high", "medium" and "low" in a continuum, left to right, from "high" risk to "low" risk.

Stage 1 rates the fire performance risk factors of the wall construction. Once fire performance factors have been considered,

Stage 2 overlays the risk factors of the façade configuration to determine the effect this has on where the risk now lies on the scale.

The final Stage 3 overlays the risk factors arising from consideration of the fire strategy and fire hazards (including limitations of fire and rescue service intervention).

The Results of the risk factor analysis found the risks to be **Medium** with no actions or recommendations in conclusion presenting a neutral outcome.

See below the overall findings of the FRAEW with attached risk rating. For full details regarding the FRAEW please refer to the source documentation.

Overall Building Risk Rating

Medium

Our professional opinion is that overall this Building represents a Neutral PAS9980:2022 Outcome.

Recommended Remediations

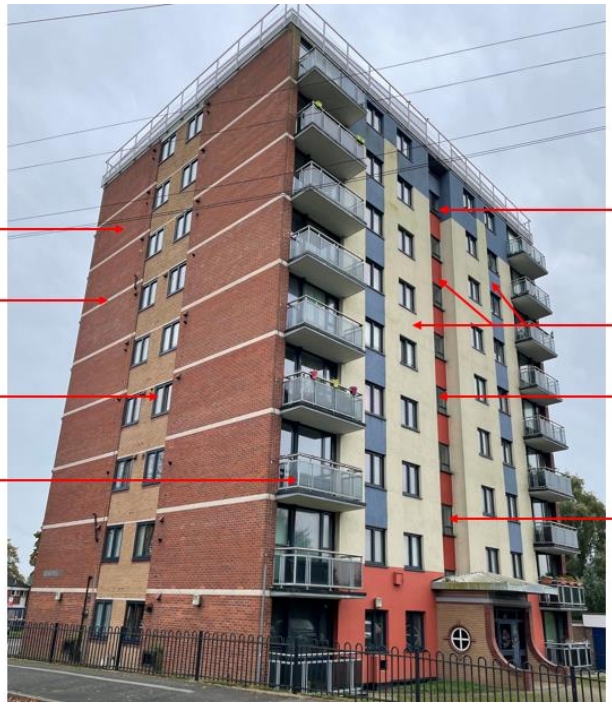
No recommended remediations identified.

Recommended Interim Measures

No recommended interim measures identified.

Recommended Enhancements

No recommended enhancements identified.



1) Scott House has 2 separate areas of cladding consisting of;

- Brickwork (Non-combustible) to both side elevations.

- Alumasc mineral wool render (Fire Classification A2)

Other than some slight damage to render (trivial) There have been no changes in the condition of the external walls since the previous FRA.

Section 7

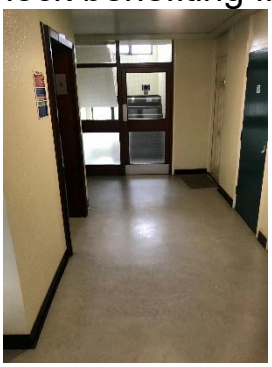
Means of Escape from Fire

The means of escape within the building are protected to limit the spread of fire and smoke through the provision of nominal (flat entrance doors) and notional (communal doors) FD30s fire doors installed within walls and floors that are assumed to provide a minimum 60-minute fire resistance and adequate fire stopping. This combined with suitable travel distances, two staircases serving all floors, and ventilation by way of manual opening windows, AOV system and louvre vents with sufficient detection to operate AOV's. It is deemed that the combination of these measures creates a suitable and sufficient means of escape. Noting that the strategy for the block is stay put unless.

1) Individual flat doors are predominantly nominal self-closing 30-minute composite fire door sets with intumescent strips, cold smoke seals. majority being manufactured by Manse Masterdoor (Flat 27 manufactured by Permadoor).

2) Access was not gained to a sample of properties as part of the fire risk assessment due to the Fire Rapid Response team scheduled to conduct a full non-invasive fire door inspection, however condition of the external leaf of each door was assessed to ensure no damage or faults, the fire risk assessment draws on information taken from the previous fire risk assessment, information kept on file (JM) and previous fire door inspections conducted by Firntec on 11/02/2025. All actions created from the fire door inspections will be dealt without outside of this fire risk assessment.

3) All corridors and communal landing areas are of adequate width and will be maintained clear. There are no dead-end scenarios within communal areas due to the block benefiting from 2 staircase.



4) The communal landing / staircases are protected by use of self-closing 44mm notional timber 30-minute fire doors with vision panels with Georgian wired glazing, intumescent strips / cold smoke seals.



5) The means of escape are ventilated by the way of manual opening windows and Automatic smoke ventilation. The AOV system is tested, inspected, and maintained by a competent procured contractor in accordance with BS7346. The frequency for the maintenance checks is twice per year (April and October) of each calendar year. Automatic opening vents have been installed to the stairwell on floors. The block also has manual ventilation via vouvre vents at the head of the stairwell.




6) Communal windows can be opened without the need for a key and have restrictor devices fitted.


7) The premise has two staircases (approximately 1100mm in width from the rail to the wall) that provides a means of escape. All flats are within approximately 2 metres of a staircase.


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

9) All communal fire doors are subject to a 12-week check by the Fire Safety Rapid Response Team. Firntec building and compliance were commissioned to conduct a door survey of all communal and flat entrance doors, this survey was completed on 11/02/2025, Noted that the fire rapid response team now conducting fire door inspection have conducted their assessment on the 17/11/2025. Any actions coming

from fire door inspections will be remediated outside of this fire risk assessment within dedicated time frames comparable to the level of risk.

10) Service cupboards including those housing electricity meters are 44mm nominal fire doors with intumescent strips and cold smoke seals, secured with type 054 suited mortice locks to cupboards not accessed by residents and type 138 suited mortice locks to cupboards residents have access for the electricity meters. Fire stopping within service cupboards is evident.




11) Emergency lighting is provided to communal landings and stairs. Checks are done on a monthly basis by Sandwell MBC in house electrical team or procured contractor.


12) Communal areas should be kept free of flammable items. The communal areas are checked on a regular basis by Caretaking / Cleaning teams 365 days per year, and all items of rubbish are immediately removed. There is also an out of hour's service that allows combustible items of furniture / rubbish to be removed. This was found satisfactory however it was noted that a plant had been left outside a resident flat although was not deemed to compromise the escape route and is deemed a trivial risk and to be dealt with outside of this assessment.

13) The surface coatings to the communal areas are a minimum of Class B-s3,d2 rated.

14) Individual floor mats were noted outside some flats. Fire rating of the mats is unknown but deemed to be a trivial risk.

15) Doors to dry riser cupboards are nominal FD30s, kept locked / secured with type 54 suited mortice lock(s).

16) 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 they are asked to leave by the emergency services.

17). 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.

18). Outside flat 29 – Plant is present within the communal area blocking a service cupboard

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, and detection to operate the smoke ventilation (AOV) The equipment is subjected to a cyclical test.

2) Based on samples taken, the previous fire risk assessment and information kept on file (JM) the smoke alarms within resident's flats are installed to a minimum of an LD3 Standard.

   Flats accessed in the previous FRA
   Flat 16 – Detector to hall, one in lounge, kitchen (Heat) LD2
   Flat 21 – Detector to hall, one in lounge, kitchen (Heat) LD2
   Flat 27 – Detector in hall, one in lounge, kitchen (Heat) LD2
   Flat 29 – Detector to hall, one in lounge, kitchen (Heat) LD2
   Flat 31 – Detector to hall, one in lounge, kitchen (Heat) LD2

   LD1 all rooms except wet rooms
   LD2 all-risk rooms e.g. Living Room, Kitchens and Hallway.
   LD3 Hallway only

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

4) A fire suppression system is provided to the refuse chute bin store. An approved contractor maintains the system. The frequency for the maintenance checks is twice per year (April and October) of each calendar year. The control panel for the system is located in the pump room / ground floor lobby.

Section 9

Emergency Lighting

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

2) The self-contained units are provided to the communal landings, stairs and lift motor room and meeting room at ground floor.




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

Section 10 Compartmentation

The high degree of fire separation between flats and the common parts is achieved by making each flat a fire-resisting enclosure. This is known as compartmentation. A compartment is simply a part of a building bounded by walls and floors that will resist the passage of fire for a specified period of time. The fire resistance of this construction is such that, normally, a fire will burn itself out before spreading to other parts of the building.

1) The walls and floors are designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are 30-minute fire resistant with intumescent strips and cold smoke seals, including those in 1-hour rated walls.

2) The premise has sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire. Whilst the existing fire stopping is fit for purpose, there is a cyclical programme to ensure fire stopping as not been compromised by third parties and where applicable enhance the fire stopping.

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

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

5) The communal landing & staircases are protected by use of notional self-closing 44mm 30-minute timber fire doors with vision panels, 25mm stops & screens. It is recognised that these doors do not meet today's benchmark of a certified FD30s fire door install however, because they were installed at the time of the building's construction and to the standard of that time they are deemed as acceptable so long as the doors are free of damage and function as they were intended to do so. It has been recognised that all of the landing / staircase notional doors in this block have been upgraded with combined intumescent strips & cold smoke seals to enhance their original design and minimise departures from today's standards (upgraded notional fire door). Were minor shortcomings have been

identified via the fire door inspections actions remediation works will be completed to address any issues.


Definitions Fire Doors.

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

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

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

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

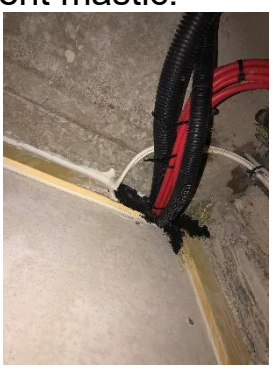
6) Ground floor service cupboards containing resident's electricity meters are nominal 54mm timber fire doors with combined intumescent strip / cold smoke seals.

7) Other service cupboards, dry riser cupboards and cleaner's cupboard doors are nominal 44mm timber fire doors combined intumescent strip / cold smoke seals.

8) All service cupboards to communal landings are locked with suited mortice locks.

9) The lift motor room door is a nominal 44mm timber fire door with intumescent strip and is secured with a suited mortice lock.

10) A variety of methods / materials have been used to achieve fire-stopping including fire mortar and intumescent mastic.



11) Cabling from service cupboards is contained in metal trunking.

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

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

14) Individual flat doors are nominal FD30s composite doors.

Refer to door sheet below

Scott House 1-36 (o&e)	Scott House 1-36 (o&e);Langdale Road;Great Barr;Birmingham;		
Scott House 1-36 (O&E)	1 Scott House;Langdale Road;Great Barr;Birmingl	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	2 Scott House;Langdale Road;Great Barr;Birming	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	3 Scott House;Langdale Road;Great Barr;Birming	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	4 Scott House;Langdale Road;Great Barr;Birming	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	5 Scott House;Langdale Road;Great Barr;Birming	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	6 Scott House;Langdale Road;Great Barr;Birming	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	7 Scott House;Langdale Road;Great Barr;Birming	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	8 Scott House;Langdale Road;Great Barr;Birming	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	9 Scott House;Langdale Road;Great Barr;Birming	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	10 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	11 Scott House;Langdale Road;Great Barr;Birming	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	12 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	13 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	14 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	15 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	16 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	17 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	18 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	19 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	20 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	21 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	22 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	23 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	24 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	25 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	26 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	27 Scott House;Langdale Road;Great Barr;Birmin	Permadoor	Not glazed
Scott House 1-36 (O&E)	28 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	29 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	30 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	31 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	32 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	33 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	34 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	35 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed
Scott House 1-36 (O&E)	36 Scott House;Langdale Road;Great Barr;Birmin	Manse Masterdoor	Not glazed

15) There's a small round window to each side of the front and rear entrances / protected stairwells all within 1.8 metres of ground floor accommodation (bedroom) window, it is assumed that the glazing is not fire resistant. Taking into consideration the Stay Put – Unless strategy and the two protected stairwells with AOV's installed the risk is deemed low. However, compensatory measures should be

considered as part of a future works programme such as installing 60 minute fire resistant glazing, bricking up the window, or installing sprinkler system to the flats.



16) Compartmentation above the false ceiling on the ground floor could not be determined and further investigation should be conducted. Limited accessed was made into the false ceiling.


Section 11

Fire Fighting Equipment

1) The dry riser inlet is located within the ground floor dry riser cupboard (twin valve) secured with a type 54 suited mortice lock.

2) There is a dry riser that serves the building. The outlets are contained within the dry riser cupboard that is secured with a type 54 suited mortice lock. The door has signage depicting dry riser.

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

4) Portable fire extinguisher (C02) Is provided to the lift motor room. Maintenance contracts in place for maintenance of the extinguisher. The frequency for the maintenance checks are once (October) of each calendar year.

Section 12

Fire Signage

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

2) Fire Action Notices are displayed throughout the building.

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

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

5) Photoluminescent wayfinding signage depicting floor level and flat numbers are fitted to the walls on all floors adjacent the lift car's and to the wall of each landing on the communal staircase. Signage that meets the requirement of ADB and Fire Safety (England) Regulations 2022

Section 13

Employee & Resident Training/Provision of Information

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

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

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

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

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

6) Building safety and evacuation notices are displayed in common areas and lift cars. These will be updated by the BSM for the block.

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

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

Section 14

Sources of Ignition

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

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

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

4) The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection was 31/07/2021.

5) The electrical installation i.e. risers are contained within dedicated service cupboards that are secure and protected by means of a nominal 54mm timber fire door with intumescent strips & cold smoke seals.

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

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

Section 15 Waste Control

1) There is a regular Cleaning and caretaking service to the premises.

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

3) A water suppression system is provided to the refuse chute bin store. An approved contractor maintains the system. The panel is located in the ground floor service cupboard. The frequency for the maintenance checks are twice per year (April and October) of each calendar year.

4) Recycling bins are sited at a sufficient distance along the perimeter fencing at the front of the building. These were found to be overflowing at the time of the risk assessment.

Section 16

Control and Supervision of Contractors and Visitors

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

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

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

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

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

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

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

    d) Final Contractor review on completion of works undertaken.

Section 17

Arson Prevention

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

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

3) There is no CCTV system in place.

4) There is no current evidence of arson.

5) The perimeter of the premises is well illuminated.

6) There have been no reported fire incidents since the last FRA.

Section 18

Storage Arrangements

1) Residents instructed not to bring L.P.G cylinders into block. (Notice displayed in lifts see point)

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.

5) External storage sheds detached from the building are provided for resident’s use.

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: Scott House

Date of Action Plan: 24/11/2025

Review Date: <Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
07/18	Outside flat 29 - Remove Plant obstructing service cupboard		P3	3-6 months Housing Management	

10/16	Further checks required above the false ceiling on the ground floor, fire stop if required.		P2	1-3 Months Fire Rapid Response	

Observations

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).

There's a small round window to each side of the front and rear entrances / protected stairwells all within 1.8 metres of ground floor accommodation (bedroom) window, it is assumed that the glazing is not fire resistant. Taking into consideration the Stay Put – Unless strategy and the two protected stairwells with AOV's installed the risk is deemed low. However, compensatory measures should be considered as part of a future works programme such as installing 60 minute fire resistant glazing, bricking up the window, or installing sprinkler system to the flats.	

Damage to the walls and ceilings in the lift motor room noted to be trivial however should be monitored to ensure does not worsen.	
Door inspections are carried out by the Fire Rapid Response team and actions deriving from the door inspection will be dealt with accordingly. During the FRA doors were found to be showing general wear and tear however still function correctly.	

Signed

	Building Safety Manager	Date: 28/11/2025
	Quality Assurance Check	Date: 28/11/2025

Appendix 1

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

Name of property: Scott House

Updated:

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). *Include survey*

Asbestos Survey	Property Address	1-36 SCOTT HOUSE, LANGDALE ROAD, GREAT BARR, B43 5RD		✓ Office use
Surveyed by	Dave Jasper	Date	25/02/2014	Checked by	DEREK STILL	Desktop Check ✓	Site Check

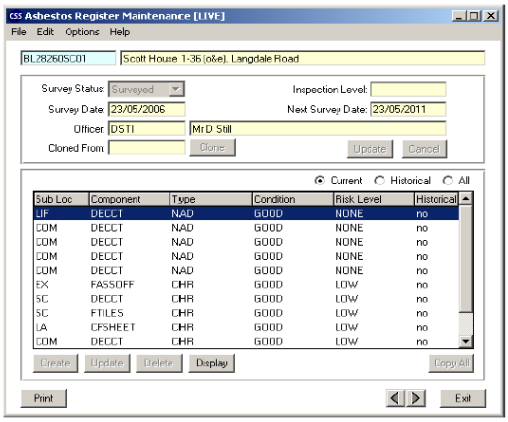
Reason for request		HSG 264 - Survey Report Type	
Investment Void		Refurbishment Survey	
Investment Tenanted		Management Survey	✓
R & M Void		SHAPE Interrogated.	✓
R & M Tenanted		No Existing SHAPE Data.	
Medical / Emergency - Heating Works		Existing SHAPE Data.	✓
Communal Areas	✓	Refurb Surveys Interrogated ?	

Date 02/05/2018

Property Description

9 STOREY HIGH RISE BLOCK

Year Built 1967



Notes / including details of similar property surveys completed.

Reviewed by G.Carrington – 25/05/2022

REVISED DEREK STILL 12/06/2023 TEXTURED COATING TO WALLS

Building Surveyors
0121 569 5077

Sandwell Metropolitan Borough Council

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

Sample Locations	Property Address	1-36 SCOTT HOUSE, LANGDALE ROAD, GREAT BARR, B43 5RD						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	Labelled ?	ACTION TAKEN ON CONTRACT
IF DURING THE COURSE OF WORK SUSPECTED ACM'S ARE IDENTIFIED THAT ARE NOT CONTAINED WITHIN THIS REPORT STOP WORK & SEEK ADVICE								
GROUND FLOOR COMUNAL WALLS	TEXTURED COATING	-	SEALED	DS 9802 001	NON-DETECTED	-	-	-
COMUNAL STAIR WALLS	TEXTURED COATING	-	SEALED	DS 9802 002	NON-DETECTED	-	-	-
1ST FLOOR COMMUNAL WALLS	TEXTURED COATING	-	SEALED	PA 442	NON-DETECTED	-	-	-
4TH FLOOR COMMUNAL WALLS	TEXTURED COATING	-	SEALED	PA 442	NON-DETECTED	-	-	-
8TH FLOOR COMMUNAL WALLS	TEXTURED COATING	-	SEALED	PA 442	NON-DETECTED	-	-	-
ELECTRICAL SWITCH GEAR IN CUPBOARDS	PAPER/FLASH GAURDS	-	USEALED	PRESUMED	CHRYSOTILE	NO		

ITEMS SHOWN BELOW HAVE BEEN ASSESSED ON SITE BY THE ASBESTOS SURVEYOR & ARE CONFIRMED NOT TO BE ACM's.					
LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL
INSIDE WALLS IN ALL CUPBOARDS ON LANDINGS	BARE BLOCK OR BRICK				
ALL LANDING CUPBOARD TRANSOMS	SUPALUX				

ABOUT THE REPORT – PLEASE READ

All Survey Methodology is based upon HSE document HSG 264 - Asbestos: The Survey Guide. All surveyors are experienced British Occupational Hygiene Society (BOHS) P402 qualified surveyors with extensive Surveying & Refurbishment Project experience specific to Sandwell MBC's managed housing stock.

The person or persons using this report to programme refurbishment work on site are assumed to be competent & experienced in the field of domestic refurbishment projects & have suitable & sufficient asbestos awareness to understand the scope of this report & apply it to the project.. All trade operatives working on site are also expected to have relevant asbestos awareness training & experience. IF IN DOUBT STOP & ASK! Please ensure the report covers the areas that you need to work on.

SHAPE: Sandwell MBC's Integrated ICT solution holds the Company Asbestos Register. The Asbestos Register is interrogated when completing the asbestos survey report to ensure that ACM's in similar properties are considered where relevant. The Register holds details of all suspected or confirmed ACM's identified during Refurbishment & Demolition programmes as well as Repairs activities for the past 11 years. If potential ACM's have been identified within difficult to survey areas such as Cavity Walls, Floor Voids etc these will be highlighted within the report. The interrogation of the Company Asbestos Register compliments the survey & report process it does not substitute the Refurbishment & Demolition Survey.

Void Properties – The Building Surveying team who undertake Refurbishment & Demolition Asbestos Surveys also undertake Domestic Energy Assessment Surveys, Boroscope Surveys for Thermal Insulation & Fire Integrity Assessments to a representative percentage of the void turn over.

Site Overview Page 2 – This section is included to aid surveying & to ensure comprehensive survey information is detailed.

Term	Explanation
Property Address	Specific Property to which survey relates.
Surveyed by	Relates to P402 trained surveyor.
Action taken on Project	Record what action may have been undertaken to the Asbestos in question. E.g. Nothing, Repair, replace, Manage.
Type of Work to be undertaken	Relates to the envisaged type of work that the Asbestos Survey Report will be used to aid. This assists the asbestos surveyor to guide his survey methodology & will help the users of this report decide if it is suitable for the work activity being undertaken.
ACM	Asbestos Containing Material.
HSE Notify	This highlights if a material normally requires notification to the Health & Safety Executive prior to removal. GUIDANCE ONLY.
Bulk Sample	Sample of potential ACM that is representative of the whole.
Request Sample	The item described has not been tested for Asbestos content. The item must be presumed to contain asbestos until sampling confirms. If work is going to be undertaken in this area sample should be requested prior to work starting.
Awaiting Results	If no results have been detailed then you must not work on these items until you receive further confirmation.
Extent	An estimate of quantity will be given where possible to aid work planning & valuation.
Labels	Materials will be labelled where practical. Labelling will be not be undertaken to low risk materials e.g. floor tiles, Textured Coatings etc or where labelling could easily be removed or would cause potential exposure if removed. All presumed ACM's will be labelled as "Asbestos" where practical. All sampled materials will be labelled with an" Asbestos Sampled" label.

Term	Explanation
Photo's	These will usually be provided for the front elevation of the property to aid identification.
Sampled by	P402 trained surveyor.
Checked by	P402 trained surveyor who checks report prior to issuing.
Survey Report Type	Report type is determined by the type of work to be undertaken. The reader of this report must satisfy themselves that the scope of the survey is sufficient for the purpose of work being undertaken.
Refurbishment Survey	HSG 264 – Refurbishment & Demolition Survey. Surveying undertaken to all parts of the property presuming full decent homes refurbishment, which may include, New Kitchen, New Bathroom, Electrical Rewire, Re-roof, Full Heating System. Taking account of the complete structure of the property & archetype information available. This survey has been carried out without detailed knowledge of the works to be undertaken during refurbishment. Anyone using this report to support building works being undertaken to the property should ensure that the report is sufficient for the purposes of the building work being undertaken. The reader should be confident that the areas that are to be disturbed by the proposed work are included.
Management Survey	A management survey is the standard survey. Its purpose is to locate, as far as reasonably practicable, the presence and extent of any suspect ACMs in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation, and to assess their condition.
Refurb & Management Survey	Both Survey Report Types are ticked! due to works identified at survey stage the surveyor has completed Refurbishment Survey for the works required & may have undertaken a management survey on remaining areas of the property. The report should not be used for works outside the scope stated, unless the reader assures themselves that it is suitable & sufficient.
Cavity Walls / Floor Voids or similar.	Will be assessed at survey stage & desktop assessment of similar archetypes.
Photo's	Where practical & to aid the identification of ambiguous material locations photos will be included within the report to ensure that materials are identified on-site correctly. Photos will be annotated where necessary.