Fire Risk Assessment

Lancaster House

1-120, Oldbury Rd,
Rowley Regis, B65 0QF

Date Completed: 02/04/2025
Review Period: 12 months
Officer: C. Hill **Building Safety Manager**
Checked By: Adrian Jones **Building Safety Manager**

Current Risk Rating = Moderate

Sandwell
Metropolitan Borough Council

Post Fire Review	Adrian Jones	11/07/2025

Lancaster House

This Fire Risk Assessment (FRA) has been reviewed following a fire on Thursday 26th June 2025 at approx. 11:55 hours. Weather conditions were warm; sun was shining with temperatures reaching approx. 30'C.

The fire incident occurred in Whiteheath supermarket commercial premise on the ground floor. WMFS confirmed that the cause of the fire was an electrical fault at the rear of the premise.

The fire was extinguished quickly by WMFS using 2BA and a HRJ. The commercial premise was cleared of smoke using a Positive Pressive Ventilation (PPV) fan. The fan was used at approx. 12:05 until 12:10, this can be confirmed by CCTV footage.

As a result of the PPV being used to clear smoke out of the rear doors of the store, the behaviour of smoke being forced out under pressure ensued that smoke rose vertically up the external wall on the rear and side face of the building and entered into residents' flats via open windows. Subsequently, as residents evacuated from their flats, positive pressure from open windows and doors forced some smoke into the corridors and means of escape.

Automatic opening vents (AOV'S) then operated thus allowing additional smoke logging to the means of escape.

A resident in the block manually opened windows within the left side staircase prior to evacuating from the building which facilitated further smoke ingress.

At the time of the incident the service contractor for AOV's was requested to attend due to WMFS claims that were not working correctly. Once in attendance the systems were tested, and it was confirmed that all were in working order.

Outcome

On that note, it appears that familiarisation and training of the AOV systems is required by WMFS personnel. This will ensue that in the

event of any future incidents the AOV's systems can be used appropriately to ventilate the means of escape.

Incorrect use of these systems could have a detrimental impact on firefighting operations, firefighter safety and the safety of residents in the building.

SMBC staff have offered to meet colleagues from WMFS to provide information on Active and Passive systems within Lancaster House and how these should be used in a fire situation. This will also enable WMFS to enhance their SSRI information of the premise. It would be good practice if Business support/Fire Safety could also attend to enhance the learning of all individuals.

This type of familiarisation session and any other of Sandwell residential buildings has previously been offered to WMFS crews in the Sandwell Borough.

The resident engagement team have conveyed information to residents with regard to manually opening windows on the staircase during a fire related incident. The control of AOV's and all windows in the building should remain under the control of WMFS during any fire incident. This will prevent any misunderstandings with regard to smoke control and the means of escape being compromised due to the ingress of smoke.

What have we done Post Fire as a consequence.

Monday 30th June

Members of the building safety team and the fire rapid response team attended Lancaster House to carry out smoke testing in random service cupboards. By and large there were no significant issues identified concerning smoke leakage.

Tuesday 01st July 2025

As a consequence of this testing the Rapid response team spent Monday 30th June & Tuesday 01st July, where required enhancing fire stopping to service cupboards within the building.

On Wednesday 02nd July 2025

Building Safety Managers and the Fire Rapid Response team attended to carry out further smoke testing of the service cupboards. No concerned were identified at this time.

On Thursday 03rd July 2025

The Building Safety Managers attended Lancaster House to focus on the operation of all automatic opening vents within the buildings. The outcomes of which will be recorded, and information will be placed in the Premise Information Box at the main entrance.

On Thursday 03rd July 2025

Internal Meetings.

This building is a mixed-use building, I.E., Commercial at ground floor level with Residential above (10 Floors) the building is Managed by separate teams based at SMBC. Commercial premises on the ground floor are managed by Property Services and Residential accommodation is managed by the building safety team.

These teams met on Wednesday 02nd July 2025 to discuss issues that had been identified during the course of this incident. Some of the points discussed at this meeting included:

- Overall discussion held regarding the fire incident at Whiteheath Convenience Store. Based on the findings it was confirmed that Whiteheath Convenience Store do not have a fire risk assessment in place, the rear exit doors were chained / locked.

- Maintenance & Testing (Fire, Water, Gas, Electrical) - It was confirmed that as part of the lease Electrical, Gas and Water Certification (where applicable) are issued to tenant. Under the terms and conditions of the lease the tenant is responsible for maintenance and testing and ensuring records are available. A database is to be set up to ensure current certification is captured and shared with relevant departments.

- Property Services Management Process (Retail Units) - It was agreed that the need for a process map / protocol is required which

would set out responsibilities and what is required of the tenants. In addition, how the process is managed and who does what.

- Waste Management & Disposal - Discussion held on the management of waste from the retail units to include those premises that have gated area showing signs of a build-up of combustible items / oil containers.

- It was confirmed at the time of the incident that WMFS will be putting forward a referral in for a Fire Safety Officer to attend Whiteheath Convenience Store at a mutually convenient date.

- Following this incident WMFS have requested a follow up audit of the premises, this is the building in its entirety. It was agreed by the group that a representative from Property Services would attend to answer any questions regarding the commercial units.

Fire Risk Assessments – Commercial

It was discussed and decided that Property services and Building Safety will take a collaborative approach to capture and share information set out above, this will include individual Fire Risk Assessments of commercial premises. This will provide Fire Risk Assessors salient information to make informed decisions on the premise when carrying out an assessment of risk at Lancaster House.

Discussion on other shops with flats above (Low Rise), full list to be circulated to the group so as to ensure all sites are captured.

Waste Management & Disposal - Discussion held on the management of waste from the retail units to include those premises that have gated area showing signs of a build-up of combustible items / oil containers.

FRA - Updated

Section 4 - To include This type 1 Fire Risk Assessment (FRA) encompasses Lancaster House and includes all residential properties/areas within the building. These individual retail outlets will provide their own written fire risk assessment and provide it to the property services team as part of their tenancy agreement. It should be documented that the ground floor commercial premises and subsequent independent FRA's are managed by the Property Services team within SMBC.

Section 4 (Cont'd) - I have updated mixed-use occupancy on page 27 to reflect what we currently have in regard to commercial premises on the ground floor.

There was some confusion from WMFS staff at the time of the incident regarding the operation of AOV's. The original information in the FRA regarding AOV's on page 31 has been amended to include operation of smoke vents and the exact location of AOV's and their manual control switches.

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, but the Council will as a minimum review:

- High Risk Residential Buildings annually
- Other Buildings every 3 years

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

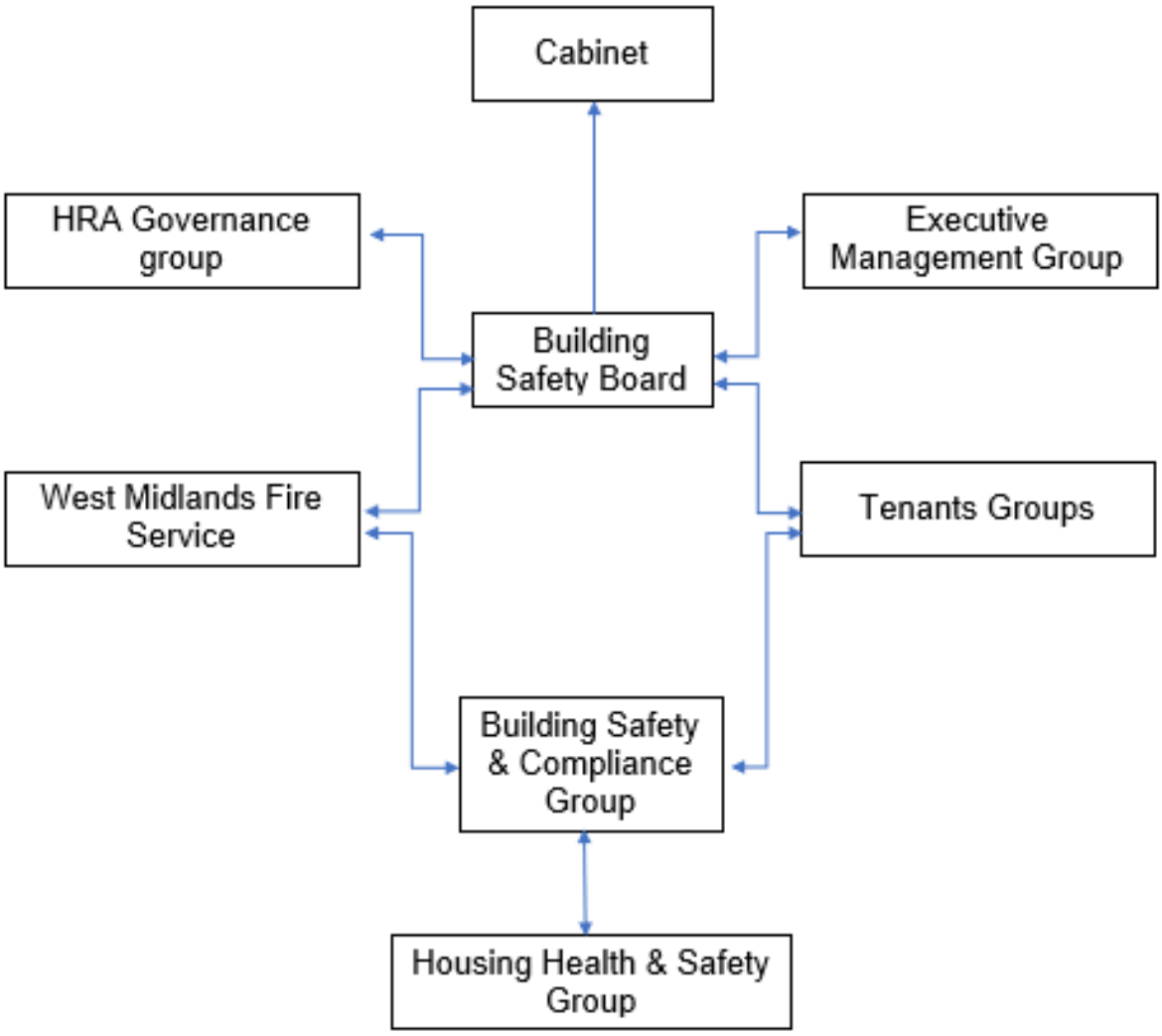
fire risk assessment will be retained in the building safety case for that building.

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

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

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

Governance Structure



To summarise the fire risk assessment, in this scenario the RR(FS)O requires the prescribed information to be recorded. The prescribed information is the significant findings of the fire risk assessment and those groups or persons especially at risk from fire.

This is recorded here in section 1. Also required to be recorded under article 11, are the fire safety arrangements for the planning, organisation, control, monitoring and review of the preventative and protective measures. The information shown above is part of this requirement.

Section 1 Significant findings

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

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

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

Significant findings

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

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

Section number	Section Area	Individual Risk Level
Section 6	**External Envelope** Telecommunications on roof. External wall system comprises of Rockwool insulation, granite panels to ground floor entrance, Ibstock brickwork, Marley eternity cement boards to balconies, Wienerberger terracotta tiles, Structherm mineral wool render and HPL panels.	Trivial

Section 7	**Means of Escape from Fire** There are 2 protected staircase's that provide a sufficient means of escape. All communal doors along the means of escape are self-closing FD30s nominal fire doors with combined intumescent strips / cold smoke seals & vision panels. Flat entrance doors are predominantly FD30s nominal composite or FD30s nominal timber fire doors. One flat entrance door requires adjustment to the self-closing device. Two flat entrance fire door frames are damaged, and replacement doors sets requested.	Tolerable
Section 8	**Fire Detection and Alarm Systems** Fire detection within flats is installed to a minimum of LD3 standard. Fire alarm system to community room. Fire alarm system to server room. Automatic opening vents are installed to both stairwells, atrium, corridors on 1st – 10th floors and in wings. A fire suppression system is provided to the bin stores.	Trivial
Section 9	**Emergency Lighting** The premises has a sufficient self-contained emergency / escape lighting system.	Trivial

Section 10	**Compartmentation** The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All flat entrance doors are 30-minute fire doors with intumescent strips & cold smoke seals. All service / storage cupboard doors are nominal FD30s or FD60 doors Evidence of appropriate fire stopping to penetrations in service shafts / cupboards.	Trivial
Section 11	**Fire Fighting Equipment** There is a fire hydrant adjacent the front main entrance. There are 2 dry riser systems one for each protected stairwell. There are portable fire extinguishers in the lift motor room, laundry, server, community and meeting rooms. Fire suppression system in both bin stores. Maintenance contracts are in place to service the dry riser twice yearly and the fire extinguisher annually.	Trivial
Section 12	**Fire Signage** Sufficient photoluminescent wayfinding signage is displayed throughout the building. Escape signage to 1st & 2nd floor wing staircases.	Trivial

Section 13	**Employee Training** All staff receive basic fire safety awareness training.	Trivial
Section 14	**Sources of Ignition** The fixed electric tests should be done every 5 years, last test stated the install was satisfactory, date was 05/10/24	Trivial
Section 15	**Waste Control** Accumulation of waste against building to be removed from rear of Cantonese take-away. Refuse containers for retail units are stored against the rear of the building.	Moderate
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. CCTV is in operation.	Trivial
Section 18	**Storage Arrangements** Rear storage units accessed externally are used by SMBC trades.	Trivial

Risk Level Indicator

The following simple risk level estimator is based on commonly used risk level estimator:

Likelihood of fire	Potential consequences of fire		
	Slight harm	Moderate harm	Extreme harm
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

Considering the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Low ☐ Medium ☒ High ☐

In this context, a definition of the above terms is as follows:

Low Unusually low likelihood of fire because of negligible potential sources of ignition.

Medium Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Considering the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Slight Harm ☐ Moderate Harm ☒ Extreme Harm ☐

In this context, a definition of the above terms is as follows:

Slight harm	Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).
Moderate harm	Outbreak of fire could foreseeably result in injury including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
Extreme harm	Significant potential for serious injury or death of one or more occupants.

Accordingly, it is considered that the risk to life from fire at these premises is:

Trivial ☐ Tolerable ☐ Moderate ☒ Substantial ☐ Intolerable ☐

Comments

In conclusion, the likelihood of a fire is at a medium level of risk prior to the implementation of the action plan because of the potential fire hazards that have been highlighted within the risk assessment, including the retail waste containers that continue to be stored against the rear of the building.

Property services are working on this issue and have secured two parking bays; secure fencing and a gate will be installed to ensure any waste materials is locked away and collected by a contractor at regular intervals.

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 moderate harm. This is due to the significant findings concerning the storage of waste at the rear of the retail units but, noting there is sufficient compartmentation to include FD30s doors to flat entrances & communal corridors / landings, alongside suitable smoke detection to a minimum of LD3 standard within flats, automatic smoke ventilation system to each staircase, corridors and atrium and a Stay Put – Unless policy.

Overall, the level of risk at the time of this FRA is moderate because, it's essential that efforts are made to reduce the risk, by relocating of all commercial waste bins away to a safe distance from the building. This could be potentially resolved by putting up notices, liaising with retailers / responsible persons, designating some carparking spaces to the storage of bins.

Once all actions have been completed the overall risk rating will be lowered.

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

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

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

Section 2

People at Significant Risk of Fire

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

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

Sandwell Council takes the health, safety and wellbeing of its colleagues, contractors, residents and leaseholders seriously. It is our policy to exceed, where possible, the minimum health and safety requirements of the law.

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

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

Section 3 Contact Details

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

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

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

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

<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">Strategic Lead Assets & Land Commercial
Stefan Hemming</td></tr>
<tr><td>Building Safety Managers
Adrian Jones
Andrew Froggatt
Carl Hill
Louis Conway</td><td>Fire Risk Assessors
Mohammed Zafeer
Stuart Henley</td><td>Resident Engagement Officers – Fire Safety
Abdulmonim Khan
Ethan Somaiya
Hannah Russon</td></tr>
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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

Lancaster House
Oldbury Road
Rowley Regis
West Midlands
B65 0QF

Description of the Property

This type 1 Fire Risk Assessment (FRA) encompasses Lancaster House and includes all residential properties/areas within the building. These individual retail outlets will provide their own written fire risk assessment and provide it to the property services team as part of their tenancy agreement. It should be documented that the ground floor commercial premises and subsequent independent FRA's are managed by the Property Services team within SMBC.

This high-rise block was designed & constructed in approximately 1965 for general needs housing and retail units, utilising a concrete frame and masonry infill along with a flat roof construction.



The main central elevation consists of 12 storeys, the two side elevations consist of 4 stories all-inclusive of lower ground & ground floors. There are a total of 117 flats within the building.

During 2010 refurbishment works the external wall system to all elevations was upgraded to include Rockwool duo slab insulation (class A1), Ibstock brick masonry, Structherm mineral wool insulated render (Class A2), Wienerberger Argeton terracotta tiles (class A1) and CEP claddings Ltd high-pressure laminate panels (class B,s2,d0).

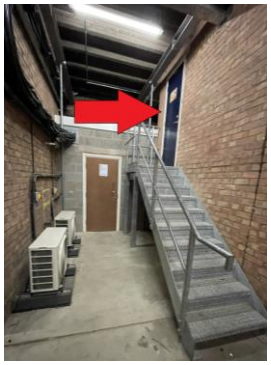
The residential parts of the block have a main entrance/exit to the ground floor front elevation with a further entrance/exit to each of the two staircases.

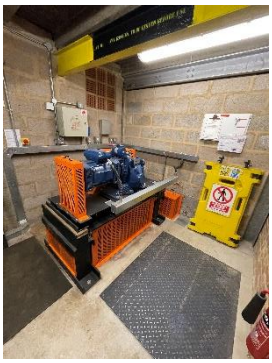
There is a further entrance/exit to the rear at ground floor and lower ground floor levels.

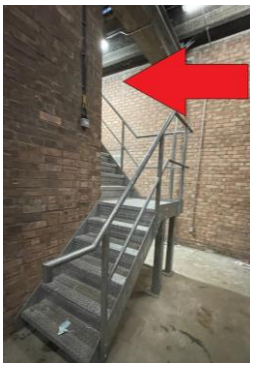
All entrances are accessed using a door entry system with a fob reader. Additionally, each entrance has a firefighter override switch that can be operated by use of a drop latch key.

All floors are served by 1 of 2 protected staircases. Additionally, there is a third staircase that serves from lower ground rear entrance atrium to the 1st floor.

There are two passenger lifts (odds & evens) which serve floors lower ground to 10. There are two lift motor rooms which are accessed via a service door on the 10th floor.



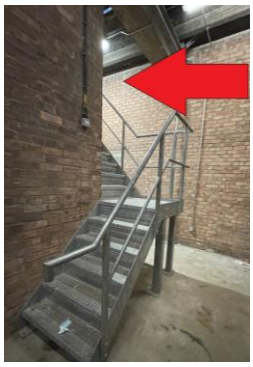




There is a room that houses telecommunications equipment which is also accessed via the service door on the 10th floor.


A further service door on the 10th floor leads to a water tank room.

Access to the upper roof can be gained via a hooped metal ladder within the lift motor room.



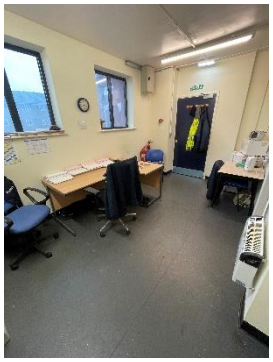

Access to the external perimeter edge roof of the 10th floor is via one of two metal doors adjacent the lift motor rooms and in the tank room.


There is a community room with a small kitchenette on the 1st floor. The room benefits from an automatic fire alarm system which is independent to the rest of the building. Evidence of weekly testing was noted.

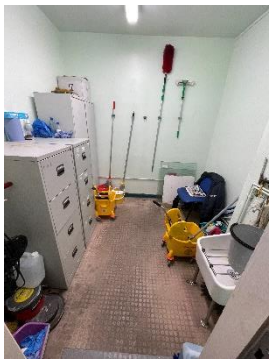



There is a communal laundry room with washing and drying equipment on the 1st floor. Each appliance has been annually tested in May and has an isolation switch above. A sign on the door informs the facility will be no longer available from 31st March 2025. It was noted that there is a wall mounted fan extraction and a Co2 portable fire extinguisher in the laundry room. The room is accessed by a fob system.


There is a caretaker's office to the ground floor lobby.



There is a cleaner's store to the ground floor lobby.



There is a storage room to the ground floor lobby which is used by residents to store and charge mobility scooters. The room is equipped with single gang socket, hardwired smoke detector and is secured with a locked nominal self-closing FD30s door with a thumb turn lock.

Evidence an extension lead has likely been used to charge multiple devices was noted. With multiple devices plugged in at once, potentially the maximum amperage of the extension lead could be exceeded and therefore lead to overheating and ignition. There is a sign on the door which informs residents to refrain from charging their devices by 30th April 2025.



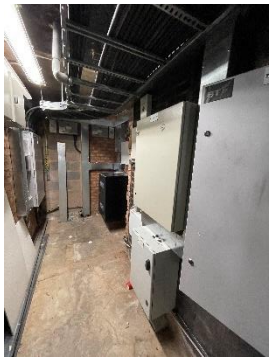

There is a meeting room with a small kitchenette adjacent the front main ground floor entrance.


The lower ground lobby contains several rooms.

There is a server room which is accessed utilising a firefighter override switch or by pressing the concierge button. The room benefits from a fire alarm system that is remotely monitored and is independent to the rest of the building.



There is a switch room, general storeroom and service door which provides access to a soil stack shaft also at lower ground floor level.



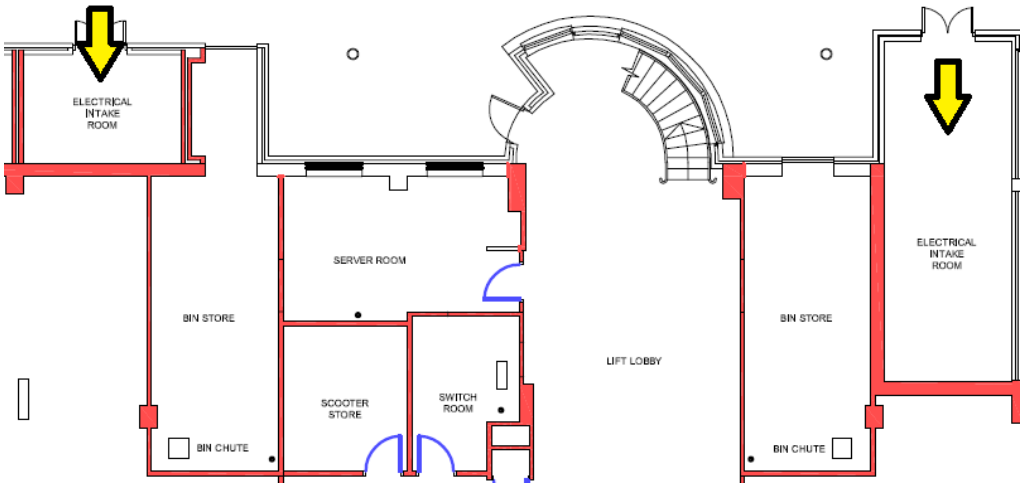
At lower ground floor level there is a door which provides access to an area designated as the basement. This basement area is on the same level as the lower ground floor (see building plans section in section 5).



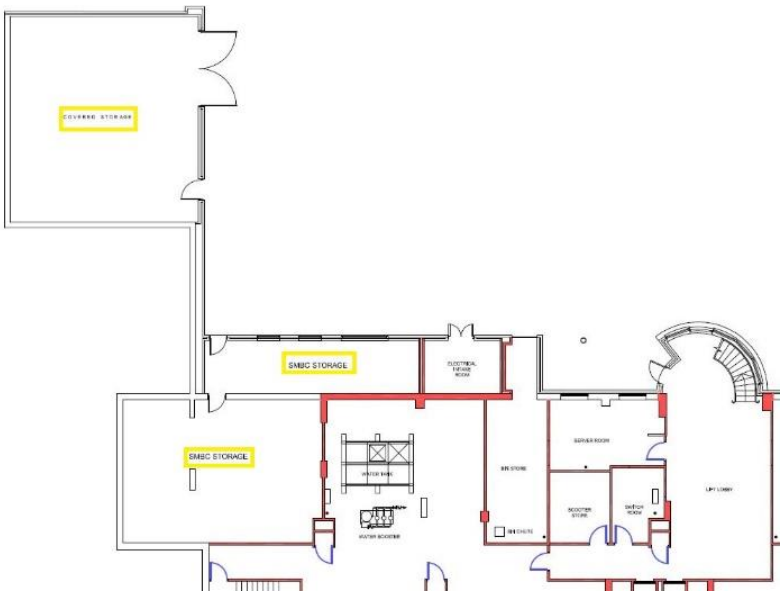
There are two bin stores which are accessed from the rear car park at lower ground level. Each store has a fire suppression system and chute closer plate with automatic closure function.


There are two electrical intake rooms accessed from the rear lower ground carpark.





There are several storage rooms to the rear of the building (highlighted yellow below) which are used by SMBC maintenance staff. All rooms are secured by lock and key.



Mixed Use Occupancy.

Lancaster House is a mixed-use building. In addition to the 117 flats there's also a Community Centre and 14 commercial units at ground floor level, all of which are let to tenants of SMBC. The units may be used by their tenants for any retail purpose in accordance with Class E of the Town and Country Planning Act 1990.

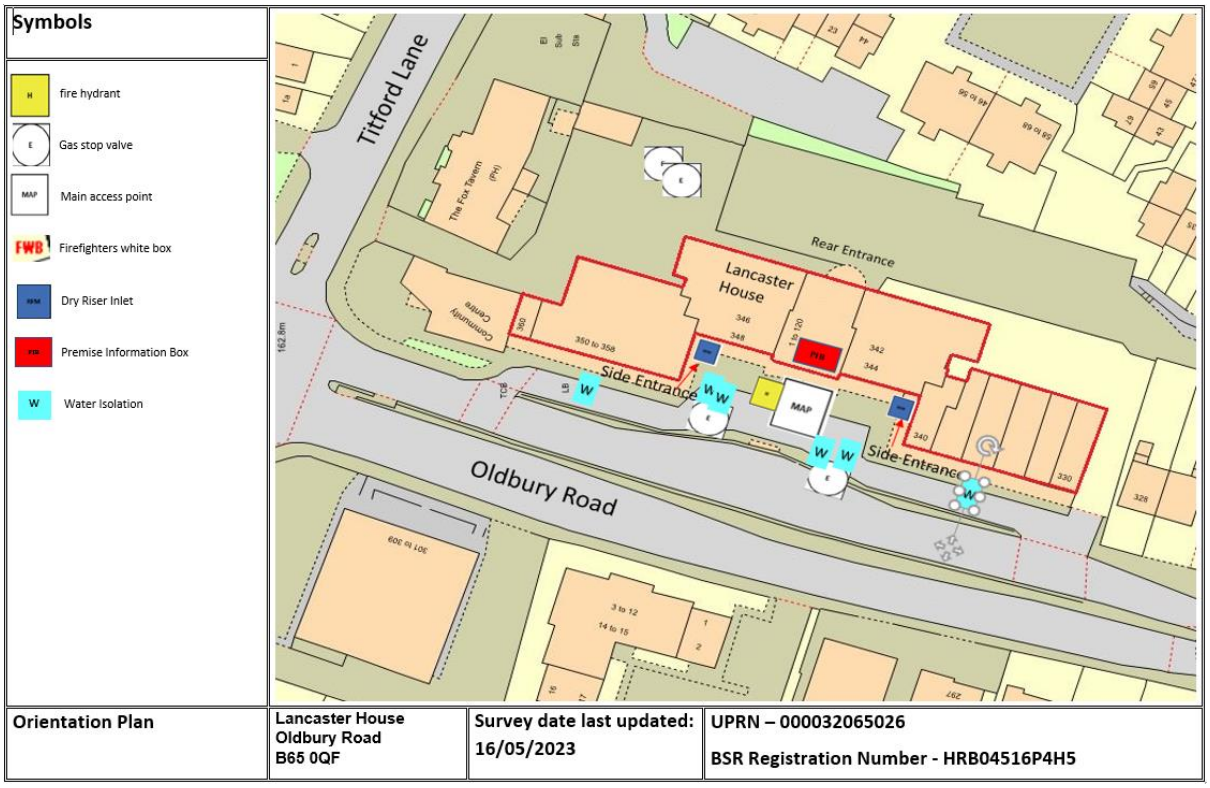
The community centre is 2 stories in height and is occupied by Options for Life who are a Sandwell based charity. The charity provides support services for adults with learning disabilities and/or autism.

Of the 14-ground floor commercial units provided by SMBC, 13 are occupied by tenants and 1 remains vacant. These are utilised for varying degree of retail uses.

During this survey, the premises below were visited in order to seek confirmation from the responsible persons that a suitable & sufficient written Fire Risk Assessment was available. Where confirmation wasn't possible, a referral has been sent to SMBC's commercial property officer.

Business	Address	Business Type	FRA Available
Options For Life – The Ashes	362 Oldbury Rd, B65 0QH	Charity / Support Services	No Access
Chilli Hut	360 Oldbury Rd, B65 0QH	Takeaway Food Outlet	No Access
Kenzies Kitchen	358 Oldbury Rd, B65 0QH	Café – Eat in or take out.	Yes
Belle's Tanning & Beauty	356 Oldbury Rd, B65 0QH	Tanning & Beauty Services	Yes
Perfect Pizza	354 Oldbury Rd, B65 0QH	Takeaway Food	No Access
Rowley Pharmacy	352 Oldbury Rd, B65 0QH	Pharmaceutical Service	Manager absent staff unsure.
Whiteheath Convenience	346-348 Oldbury Rd, B65 0QH	Convenience Store	No
Mac's Hairdressing	344 Oldbury Rd, B65 0QH	Barbers	No Access
Strike Angling	342 Oldbury Rd, B65 0QJ	Angling & Aquatic Products	Yes
Hans Cantonese Take Away	340 Oldbury Rd, B65 0QJ	Takeaway Food Outlet	No Access
Floors Xclusive **(Void ?)**	338 Oldbury Rd, B65 0QJ	Flooring Supplies	No Access
William Hill	334-336 Oldbury Rd, B65 0QJ	Betting Shop	Manager absent staff couldn't produce.
Vape N Phone	332 Oldbury Rd, B65 0QJ	Mobile Service & Vaping Products	No Access
Whiteheath Fish Bar	330 Oldbury Rd, B65 0QJ	Takeaway Food Outlet	Yes

On arrival Information (for WMFS)



There is a firefighter's white box externally to the right-hand side of the main entrance to the front of the building. The box contains all keys for the building and is secured with a bridge-door padlock.



Access is gained via the firefighter's door override switch (all entrances) utilising the drop latch key from the white box.

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 held on each fire appliance. The PIB contains floor plans, vertical plans, orientation plans, information for WMFS and a plan to indicate the location of those with vulnerabilities who may require additional consideration if there is a fire incident (PEEP).

The fire hydrant is in front of the main entrance.

There are two dry riser systems at Lancaster House. The inlet cupboards are both to the front of the building adjacent the protected stairwell exits. The key for the inlets is within the firefighter's white box.



Dry riser outlets are available on each half landing within each protected stairwell. The riser cupboards are secured with a suited cylinder key / lock except for the 10th floor riser cupboards which secured with a suited 54 key mortice lock. The keys are held in the firefighter's white box.


The two bin stores are at the rear of the building and are protected with fire suppression systems. The control panels are located on the wall in each store. Each chute is also protected with an automatic closure plate with manual override. The systems were last serviced October 2024.


Automatic Opening Vents (AOV) have been installed within the building, these are located in the central atrium, corridors & stairwells. For clarity and ease of operation please see the paragraph information below: -

The main information panel, caretakers & firefighter override switch are immediately inside the front main entrance on the right-hand wall, these are clearly marked. The caretakers switch only has the Close function on the switch. The firefighter's switch has open and close facility available. The firefighters switch in the main entrance only operates the AOV's in the Atrium and the means of escape corridors on all levels.

There are two additional switches located on either side of the building on the lower ground floors. These switches operate AOV's on the staircase, these AOV's are located on the 1st floor, 6th floor and the 10th floor.

There are additional caretakers override switches on each 10th floor landing.

There is a firefighter's lift override switch between the ground floor lift cars. This is operated by the drop latch key.

There are two lift motor rooms which are accessed via a service door on the 10th floor.

Within the right-hand side lift motor room is a hooped metal ladder which provides access to the highest part of the external roof.

There is a WMFS Hydraulic Door Opener stored in a secured cupboard within the ground floor meeting room which is adjacent the Premise Information Box. The cupboard is secured with a Bridge Door padlock.
The door opener is a shorter version than the ones carried on WMFS fire appliances and is specifically designed for the narrower front entrance doors at Lancaster House.

There is a fire alarm panel and detection system within the 1st floor community room (Image A). The system provides detection to the community room only.

There is a fire alarm panel and detection system to the lower ground floor server room (Image B). The system provides detection to the server room only.

(A) 

(B) 

Address: Lancaster House Oldbury Road B65 0QF	Survey date: 01/07/2025	ON ARRIVAL INFORMATION
BUILDING LAYOUT		
Size: Height	29.6 metres / 12 storey building inclusive of lower ground floor. For clarity, this is from the lowest adjoining ground level to the highest habitable floor level.	
Construction	Waites concrete frame and masonry infill. During 2010 refurbishment works the external wall system to all elevations was upgraded to include Rockwool duo slab insulation (class A1), Ibstock brick masonry, Structherm mineral wool insulated render (Class A2), Wienerberger Argeton terracotta tiles (class A1), CEP claddings Ltd high-pressure laminate panels (class B,s2,d0) and Marley Eternit Fibre Cement boards to balconies (Class A2-s1,d0).	
Number of floors	12 including ground floor and lower ground floor.	
Layout	The block consists of 12 storeys inclusive of the ground floor & lower ground floor. There are wings to the 1st and 2nd floors. Lower ground floor consists of two electrical intake rooms, two bin stores and SMBC storage facilities all accessed externally at the rear of the building. Internal - Rear entrance lobby, server room (with independent fire alarm panel in the room), two store rooms and basement area containing water tank and booster pump. The ground floor consists of a front and rear entrance lobby, cleaners store, caretakers office, mobility scooter storage room without a charging facility and a staff meeting room. The staff meeting room is opposite the premise information box and contains a WMFS hydraulic door opener (adapted / shortened for Lancaster flat doors). There are also 14 commercial units and an outreach centre all with independent access / egress. The 1st floor contains 19 flats including flat 14 which is the only 2 storey flat in the building. There is a community room with independent fire alarm system (alarm panel in room) and a decommisioned laundry room. The 2nd floor contains 21 flats, 3rd to 9th floors all consist of 10 flats with the 10th floor containing 8 flats. The 10th floor also contains two lift motor rooms, a telecommunication room plus access to the external roof. Opposite is a tank room plus alternative access to the external roof area. The block has 5 general access / egress doors. Main door is central to the front elevation. There are 2 further doors to the front elevation via the 2 stairwell exits adjacent each dry riser. Additionally, there are 2 further doors to rear of the building at ground and lower ground level. Total of 3 stairwells serve the block. 2 stairwells adjacent each dry riser inlet serve all floors. The central staircase serves from the lower ground to the 1st floor. There are FD30s doors in lobby areas to support compartmentation in the block.	
Lifts	2 lifts that serve alternating floors both with firefighter override facility. Both lifts can be accessed from the ground and lower ground floors.	

Types of entrance doors	Flat entrance doors are FD30s doors, predominantly composite type doors.
Rubbish chutes/ bin rooms	2 x bin stores both with fire suppression systems. Automatic closure plate (with manual override) at base of chutes. Hoppers on each floor above contained in rooms with FD30s door.
Common voids	Basement accessed from lower ground floor adjacent lift cars or from bottom of each side stairwell.
Access to roof/ service rooms	There are several access points to the roof. Access via lift motor room (full height door located on 10th Floor). This provides access through a full height door straight ahead or hoop ladder within a motor room onto pitched roof area. Further access to roof area can be gained via the tank room (full height door located on 10th Floor opposite lift) provides access to the roof through full height door.
Occupants	Approx. 240 based on an average of 2 occupants per flats (117 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	An independent fire alarm system serves the community room on the first floor. A second independent fire alarm serves the server room on the lower ground floor. Independent smoke / heat detection to minimum LD3 standard in flats.
Caretaker/ concierge	Caretaking/cleaning service that conducts regular checks of the building. CCTV to Concierge service.
FIREFIGHTING SYSTEMS	
Water supplies	Fire hydrant adjacent the main entrance to the front of the building.
Fire mains	2 x dry riser inlets to the front of the building. Each one is adjacent a stairwell exit door. A cylinder key in the firefighters white box will open the riser inlets and also the riser outlet cupboards ground to the 9th floor. A 54key (mortice) also in the white box will open the 10th floor riser outlets.
Firefighting shafts	No firefighting lifts/shafts however there are two lifts serving adjacent floors of the block.
Smoke control vents	Automatic smoke ventilation is employed within flat lobby areas at the end of corridors and within the main entrance atrium. The firefighter override switch for these is in the main entrance beneath the AOV display panel. AOV's are also within each of the communal stairwells at each end of the building. The firefighter override switch for these is at the bottom of each respective staircase.
Sprinkler system	A fire suppression system is provided to the refuse chute bin stores
DANGEROUS SUBSTANCES	
Location, type, and quantity	2ND FLOOR HOSE REEL CUPBOARDS X 2 – FLOOR TILES THERMOPLASTIC - SEALED PRESUMED CHRYSOTILE 1ST FLOOR HOSE REEL CUPBOARDS X 2 – FLOOR TILES THERMOPLASTIC - SEALED PRESUMED CHRYSOTILE BASEMENT – ELECTRICAL DISTRIBUTION BOARDS – FLASH PADS CLOTH - UN-SEALED PRESUMED CHRYSOTILE
SERVICES	
Electricity	2 x Dedicated electrical intake rooms accessed from the rear car park to the block.
Gas	Gas isolation points located on the orientation plan.

High/Low Rise	High
Number of Floors	12
Date of Construction	1965
Construction Type	Concrete / Masonry Wates
Last Refurbished	2009/10
External Cladding	Rockwool duo slab insulation (class A1), Ibstock brick masonry, Structherm mineral wool insulated render (Class A2), Wienerberger Argeton terracotta tiles (class A1) and CEP claddings Ltd high-pressure laminate panels (class B,s2,d0), Marley Eternit Cement Boards (Class A2), & Granite Panels.
Number of Lifts	2
Number of Staircases	3 (including stairs from ground to lower ground to access rear car park)
Automatic Smoke Ventilation to communal area	Yes
Fire Alarm System	Yes – 1 x serves the 1st floor community room only. Another serves the lower ground floor Server room only.
Refuse Chute	Yes x 2
Access to Roof	There are several access points to the roof. Access via motor room (full height door located on 10th Floor) provides access either through full height doors or hoop ladder onto pitched roof area. Further access to roof area can be gained via the tank room (full height door located on 10th Floor opposite lift) provides access to the roof through full height door.
Equipment on roof (e.g. mobile phone station etc)	Yes – EE Telecommunications

Persons at Risk

Residents / Occupants of 117 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)

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.

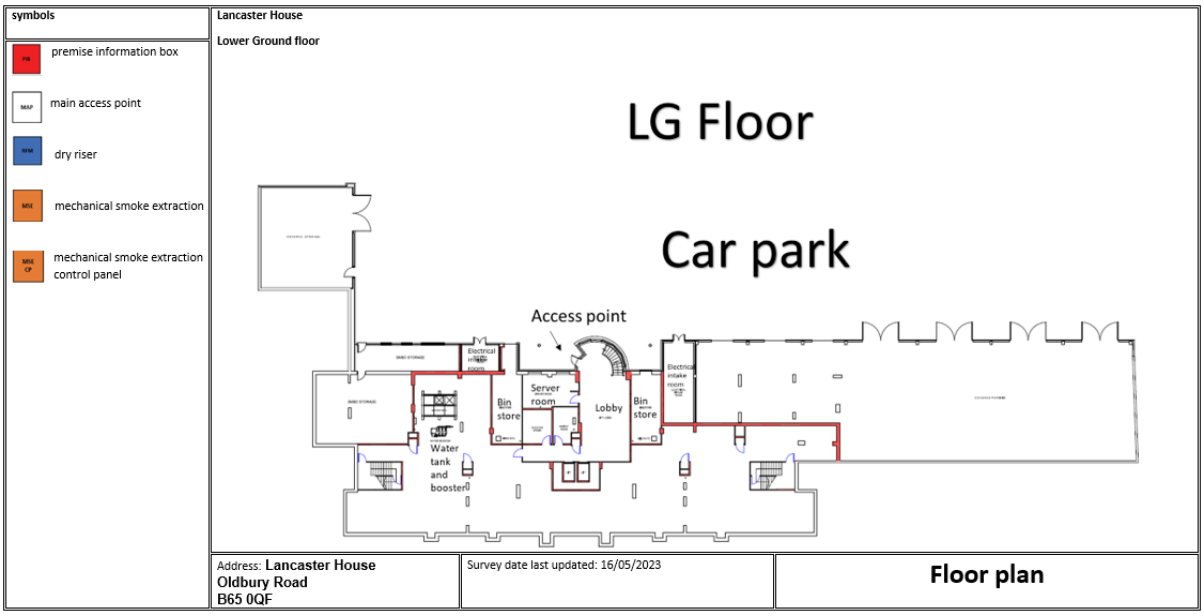
The enforcing authority is West Midlands Fire Service

Section 5 Building Plan

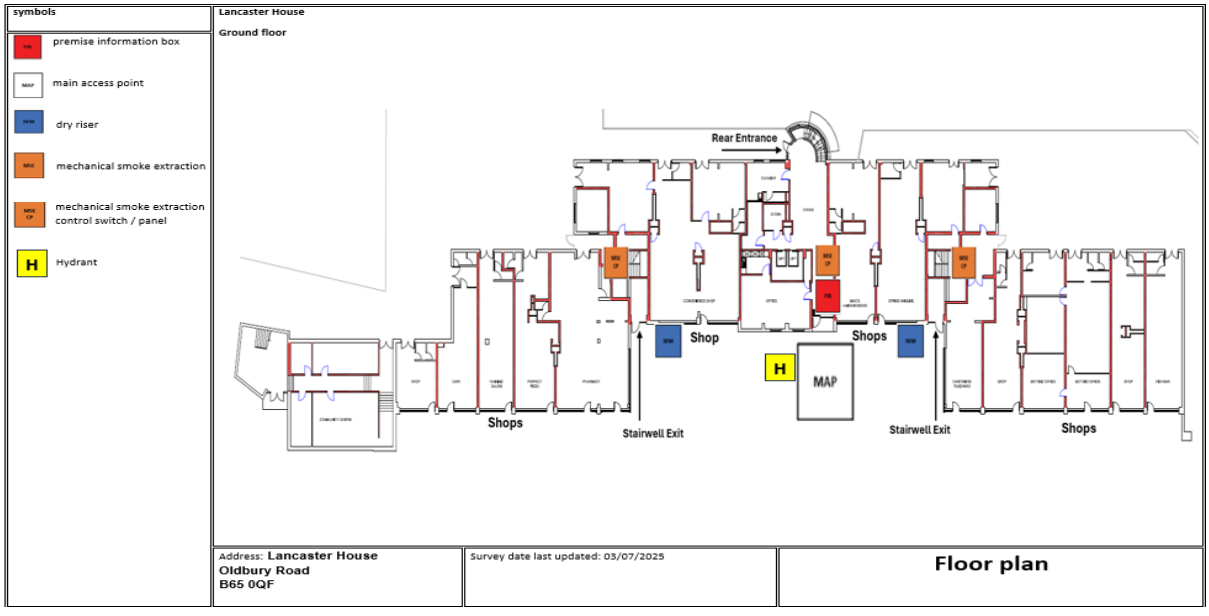
A typical floor layout showing horizontal lines of compartmentation, lift shafts, dry riser installation and AOVs etc.

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

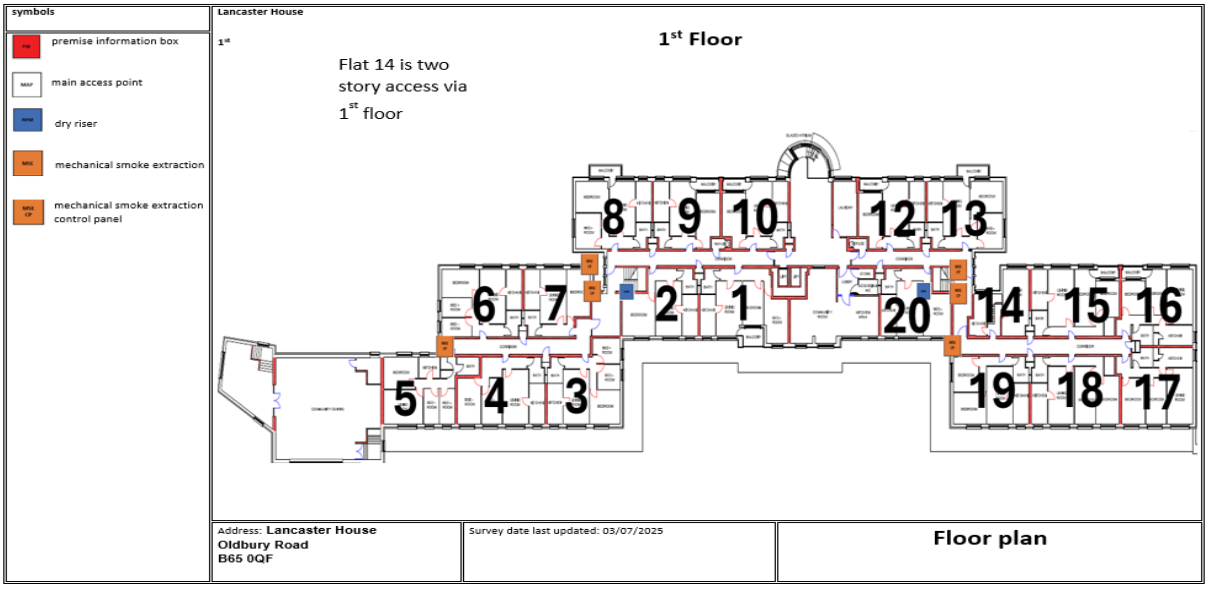
Lower Ground



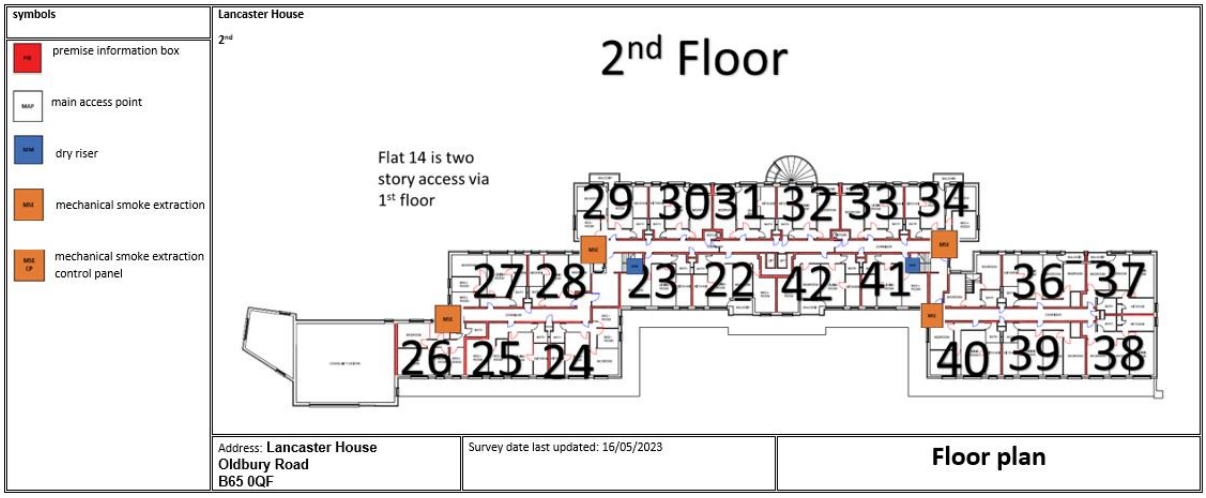
Ground



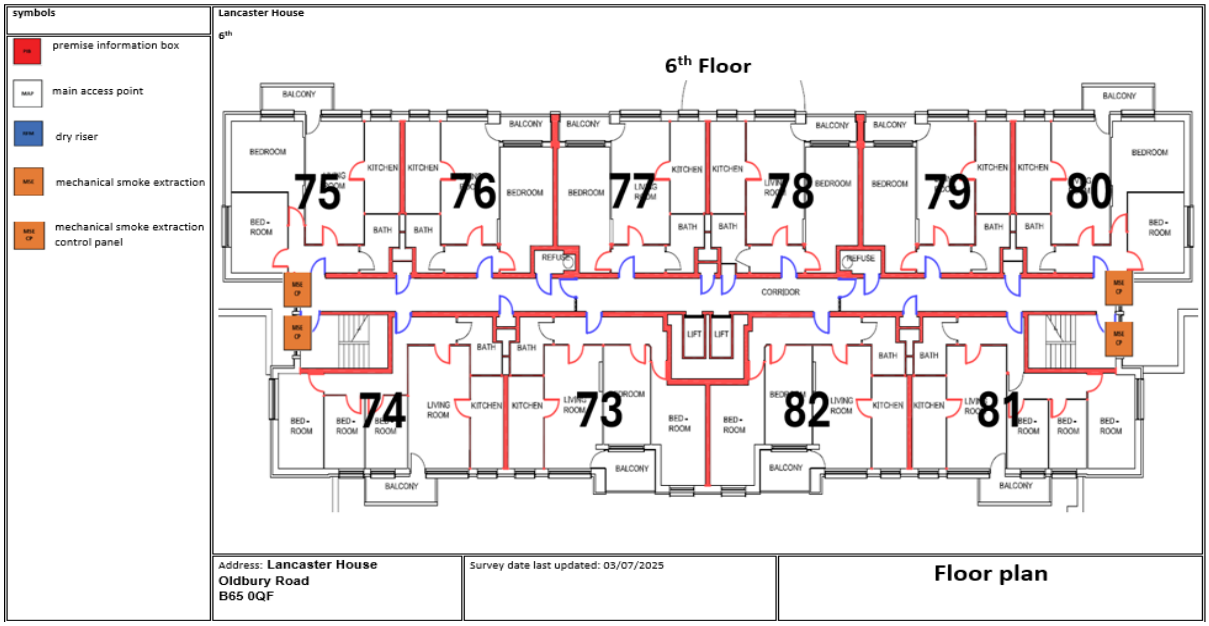
1st Floor

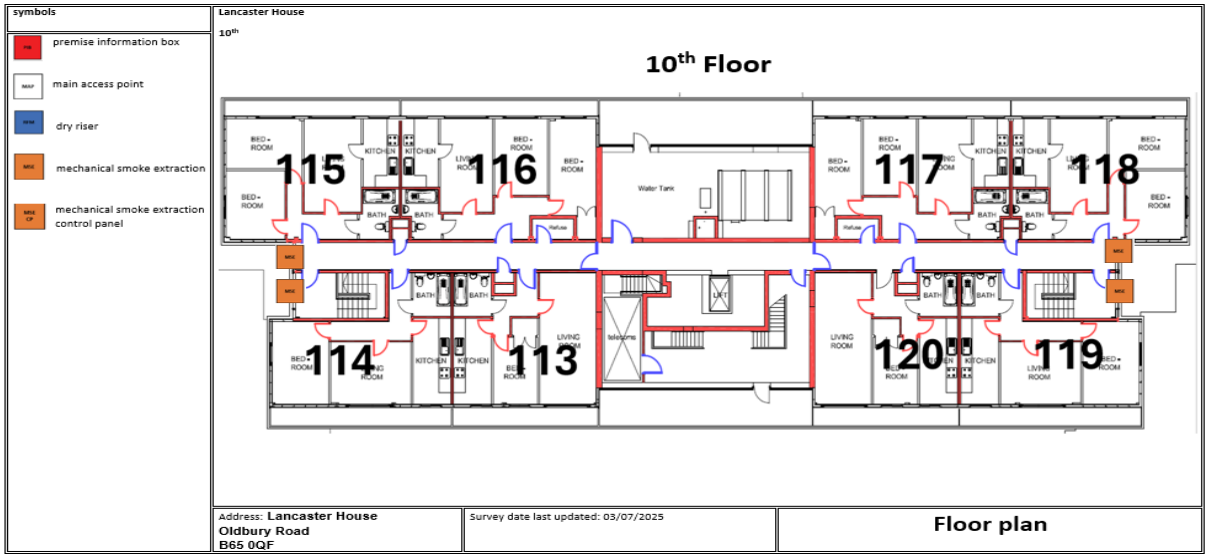


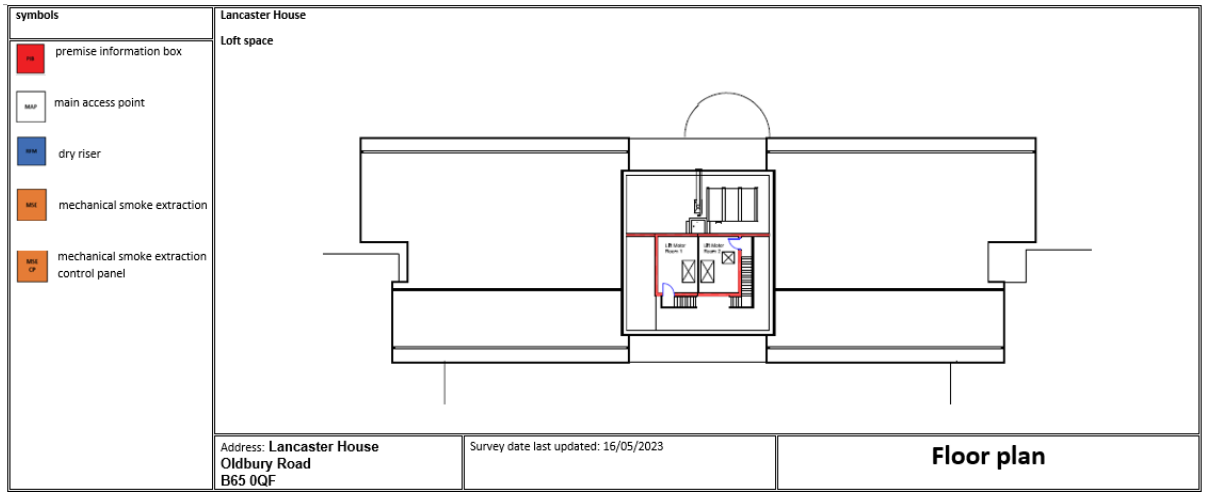
2nd Floor



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

However, SMBC have recently procured the services of Firntec Compliance Ltd to conduct an intrusive external wall survey of the building.

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, with limited onsite resources and prior to the planned intrusive external wall survey.

It is deemed that the combination and application of these materials in conjunction with a non-combustible mineral wool insulation present an acceptable level of fire risk.

Front Elevation

Rear Elevation

South Elevation

North Elevation

Lancaster House has 5 separate areas of cladding consisting of: -

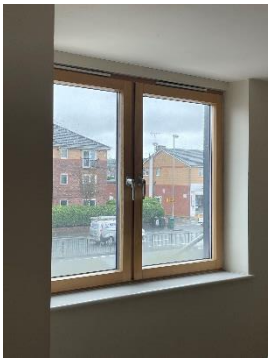
- Ibstock brick masonry.
- CEP Claddings Ltd high pressure laminate panels class B,s2,d0
- Structherm mineral wool insulated render class A2 – 1st – 8thth floors.
- Wienerberger Argeton terracotta tiles class A1.
- Marley Eternit cement boards to balconies Class A2.
- Granite panels to ground floor entrance.

1) Mineral wool manufactured by Rockwool (classification A1) has been used to insulate the external wall system.

2) The pitched roof is a steel framed construction with aluminium standing seam with mineral wool core.

3) Entrance doors and communal windows are powder coated aluminium units. Windows to individual flats are powder coated aluminium externally and timber internally.



4) Each flat within the block has access to an individual balcony. The balconies are constructed utilising cantilevered concrete and are clad with Marley Eternit Board.

Section 7 Means of Escape from Fire

1) The site has 2 protected staircases that provide a sufficient means of escape. Each staircase in width is 960mm from handrail to wall.

2) Additionally, there is a third staircase (open plan) that serves from lower ground rear entrance atrium to the 1st floor.

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

4) The dead-end corridors in the 1st & 2nd floor wings form part of the means of escape and exceed 7.5m. However, taking into account the construction date of the building (1965) the control measures in place to include, an Automatic Opening Vent, nominal FD30s composite fire doors to flat entrances, 1-hour horizontal & vertical fire resistance around the flats & stairwell, protected corridor within flats, emergency lighting and a nominal FD30s self-closing communal door with vison panels separating the dead-end portion of the corridor from the rest of the means of escape, it is deemed the risk is sufficiently mitigated.

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

6) The communal landing / staircases are protected by use of nominal FD30S timber doors with vision panels and combination frames. All doors were installed during the 2009/10 refurbishment works.


7) 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).

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

9) 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.


10) Automatic smoke ventilation is employed. This is tested, inspected and maintained by a competent procured contractor in accordance with BS7346. The frequency for the maintenance checks is twice per year (April and October) of each calendar year.

11) Automatic opening vents have been installed to both stairwells and corridors including the dead-end corridors in the two wings. The information panel and firefighter override switch are located in the ground floor entrance lobby.


12) Communal windows to each stairwell are openable.

13) The refuse chute hoppers are fitted with seals. There are two hoppers per floor from the first floor upwards. All hoppers are located in cupboards installed with a nominal timber FD30s self-closing door and a ventilation pipe with intumescent liner.



14) Communal areas are kept free of flammable items. The communal areas are checked on a regular basis by Caretaking / Cleaning teams 365 days per year and all items of rubbish are immediately removed.

There is also an out of hour's service that allows combustible items of furniture / rubbish to be removed.

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

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

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

18) Individual flat doors are FD30s composite fire door sets with intumescent strips, cold smoke seals and self-closing devices. Flats 12, 29, 78, 94 & 103 have nominal timber flush FD30s doors.

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

    a) **Flat 114 – Self-closing service requires adjustment to speed up the self-closing function**.

b) Flat 115 – Door was correct.

c) Flat 94 – Door is a timber FD30 temporary replacement following a forced entry. *Measurements will be taken for a replacement FD30s doors set during a survey booked for 11/04/25. SMBC contractor Lutley Windows will complete the work – Job Number 16452783*

d) Flat 43 – Door was correct.

e) Flat 12 – Door leaf is timber FD30 door that has been installed as a replacement door within the previous Permadoor frame. **The door has been installed with 3 hinges. There is a small area of the frame without intumescent where a 4th hinge was previously fitted. Damage is evident to the lock side of the frame where forced entry tools have previously been used. There's an 8mm gap between the door leaf and latch side of the frame. Replacement FD30s door and frame set required.**




Section 8 Fire Detection and Alarm Systems

1) Early warning within flats is limited to hard wire or battery smoke alarms. The equipment is subjected to a cyclical test.

2) Based on the sample of properties accessed during the fire risk assessment the smoke alarms within resident's flats are installed to an LD3 or LD2 Standard.

Flat 12 – LD2
Flat 43 – LD3
Flat 94 – LD2
Flat 114 – LD2
Flat 115– LD2

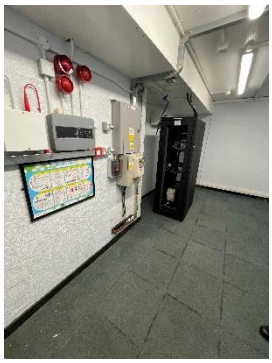
LD1 all rooms except wet rooms
LD2 all-risk rooms e.g. Living Room, Kitchens and Hallway.
LD3 Hallway only

3) There is no effective means for detecting an outbreak of fire to communal corridors, lobbies, landings and stairs. The reason for this is:

I. Such systems may get vandalised.
II. False alarms would occur.
III. A Stay Put - Unless policy is in place

4) There is a fire alarm system to the 1st floor community room. The system provides detection & alarm to this room only. The alarm panel is located just inside the entrance door. The system is serviced 6 monthly & evidence of weekly testing was displayed.

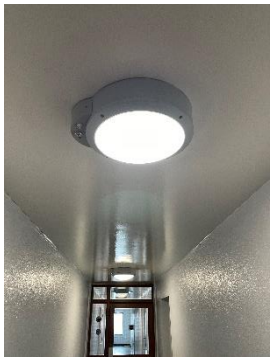

5) There is a fire alarm system to the lower ground floor server room. The system provides detection, monitoring & alarm to this room only. The alarm panel is located just inside the entrance door. The system is serviced 6 monthly.




6) A fire suppression system is provided to both refuse chute bin stores. An approved contractor maintains the systems. The frequency for the maintenance checks is twice per year (April and October) of each calendar year. The control panel for the systems are located in each bin store.

Section 9 Emergency Lighting

1) The premises have 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 rooms.

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. The most recent record confirms repairs have been completed and all units have passed.

Section 10 Compartmentation

This section should be read in conjunction with Section 4

1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are a minimum 30-minute fire resistant with intumescent strips & 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) All communal landing, corridors & staircases are protected by use of FD30S timber doors with vision panels and combination frames. Fire resistant glazing has been installed to all vision panels.


6) All service cupboards doors and doors to staff and communal rooms are either 44mm FD30s or 54mm FD60s nominal fire doors and are locked with all keys available in the firefighter's white box.


7) There are two hoppers per floor from the first floor upwards. All hoppers are located in cupboards installed with a nominal timber FD30s self-closing door and a ventilation pipe with intumescent liner.




8) Cabling is run through metal trunking with intumescent pads or pillows.

9) An intumescent ventilation grill was noted in the lower ground floor switch cupboard.

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



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

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

13) Individual flat doors are nominal FD30s composite fire door sets with intumescent strips, cold smoke seals and self-closing devices. Flats 12, 29, 78, 94 & 103 have nominal timber flush FD30s doors.

Section 11 Fire Fighting Equipment

1) There are two dry riser systems at Lancaster House. The inlet cupboards are both to the front of the building adjacent the protected stairwell exits. The key for the inlets is within the firefighter's white box.

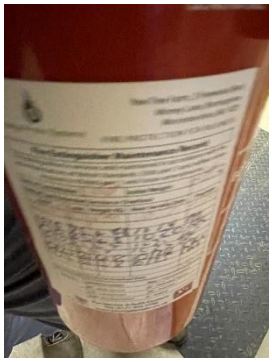

2) The riser outlets are available on each half landing in each protected stairwell (1st – 10th) within cupboards secured by suited cylinder key 1st – 9th floors & 54 key mortice locks on the 10th.

3) The dry riser is checked regularly as part of the Caretakers duties.

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

5) Portable fire extinguishers are provided to the lift motor room, tank room, basement, laundry rooms, community and meeting rooms. Fire blankets are fitted in the kitchens of both the community and meeting rooms. Maintenance contracts in place for maintenance of the

extinguisher. The frequency for the maintenance checks is once (October) of each calendar year. The last service date on extinguishers was noted as October 2024.

6) The bin stores are protected by a fire suppression system and serviced 6-monthly. The control panels are located on the wall within each bin store.

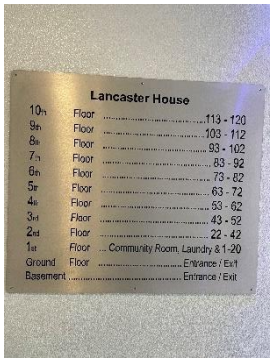

Section 12 Fire Signage

1) All fire doors display appropriate signage.

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 staircases. Signage that meets the requirement of ADB and Fire Safety (England) Regulations 2022.

6) Fire escape routes on the 1st and 2nd floor wing staircases and community room have directional fire escape signage displayed.

Section 13 Employee & Resident Training/Provision of Information

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

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

3) Caretaking Teams are not currently trained in the effective use of fire extinguishers.

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

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

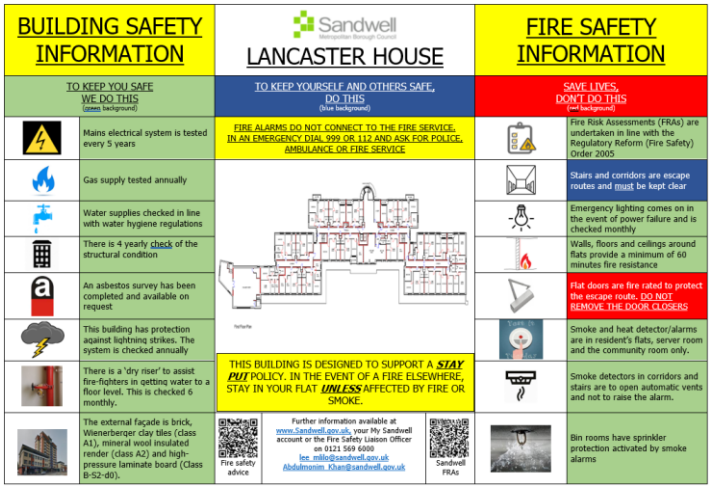
6) Fire safety information specific to residents in flatted accommodation is also available on the SMBC website.

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

8) Information regarding use of fire doors is provided to residents.

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

10) 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

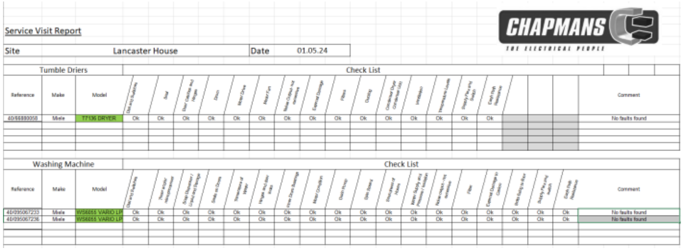
Sources of Ignition

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) Laundry equipment with the communal laundry is tested and inspected annually. The date of the last inspection was 01/05/24.



Service Visit Report

Site: Lancaster House | Date: 01.05.24

CHAPMANS — THE ELECTRICAL PEOPLE

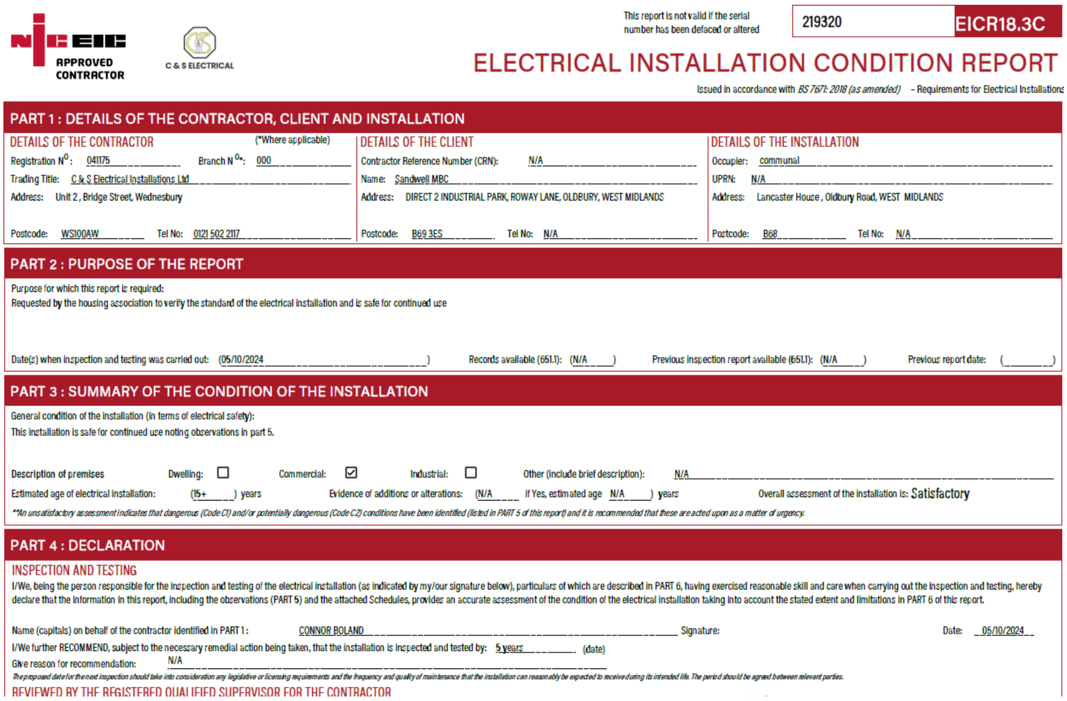
Tumble Driers

Reference	Make	Model	Check List																		Comment
40/66880058	Miele	T7136 DRYER	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok				No faults found

Washing Machine

Reference	Make	Model	Check List																		Comment
40/095067233	Miele	WS5055 VARIO LP	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	No faults found
40/095067236	Miele	WS5055 VARIO LP	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	Ok	No faults found

5) The fixed electrical installation shall be tested every 5 years. The last inspection was noted as satisfactory and was completed 05/10/24.



NICEIC APPROVED CONTRACTOR — C & S ELECTRICAL

This report is not valid if the serial number has been defaced or altered: 219320 — EICR18.3C

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with BS 7671: 2018 (as amended) – Requirements for Electrical Installations

PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR (*Where applicable)
Registration Nº: 041175 Branch Nº*: 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
UPRN: N/A
Address: Lancaster House , Oldbury Road, WEST MIDLANDS
Postcode: B68 Tel No: N/A

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: (05/10/2024) Records available (651.1): (N/A) Previous inspection report available (651.1): (N/A) Previous report date: ( )

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: CONNOR BOLAND Signature: Date: 05/10/2024
I/We further RECOMMEND, subject to the necessary remedial action being taken, that the installation is inspected and tested by: 5 years (date)
Give reason for recommendation: N/A
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

6) 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 strip & cold smoke seal.

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

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

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

Section 15 Waste Control

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

2) Refuse hoppers are accessed on each floor from 1st to 10th floor.

3) Refuse containers are contained in the two bin stores to the rear elevation.

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

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

6) **There is a build-up of waste products at the rear of Hans Cantonese Take-Away. Plastic crates & drum, cooking oil drums, cardboard boxes and MDF sheets have been discarded against the wall of the building. It was also noted that cigarettes are discarded in a tin can amongst the waste. The premise also stores a waste bin here which is covered in the next point.**



7) **A mixture of 9 metal and plastic waste containers for the retail units are stored against the rear of the building with no consideration for safe distances.**

Waste containers are exposed to the risk of arson and accidental ignition; therefore, there is a realistic scenario where a potential fire could spread from any of the waste containers to the flats above by means of heat radiation from flames and / or through ingress of smoke and embers through open windows and doors.

A suitable area should be identified where all waste containers can be stored safely at a horizontal distance of 6 metres from the building as per the recommended guidance of the Confederation of Fire Protection Associations Europe (CFPA-E).

This is an ongoing issue which was recorded in the previous FRA April 2024. An SMBC commercial property officer has been liaising with the commercial retail tenants to discuss the concerns.

The CLG guidance document – Fire Safety Risk Assessment: Offices and Shops – Section 1.

Keep waste material in suitable containers before it is removed from the premises. If bins, particularly wheeled bins, are used outside, secure them in a compound to prevent them being moved to a position next to the building and set on fire. Never place skips against a building (Figure 13) – they should normally be a minimum of 6m away from any part of the premises.

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

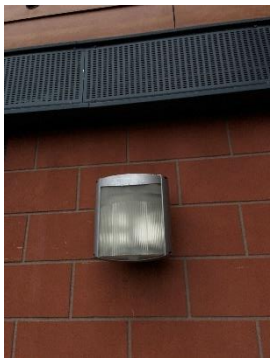
1) Regular checks are undertaken by Caretakers / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.

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

3) CCTV is in operation covering the ground floors, lifts and external areas. The system is monitored 365 days per year by the centralised CCTV control room located at the Sandwell MBC Operations and Development Centre, Roway Lane, Oldbury, B693ES.

4) There is no current evidence of arson.

5) The perimeter of the premises is well illuminated.



6) There has been pervious fire incident since the last FRA (April 2024). The incident was a small fire within the communal corridor 13/10/24 and deemed as arson. No injuries and damaged flooring repaired.

Section 18

Storage Arrangements

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

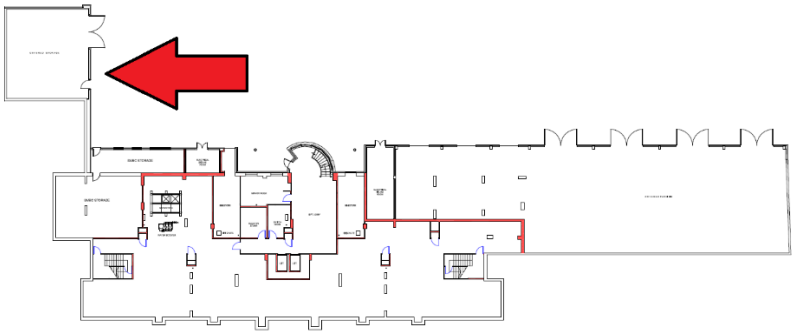
2) The tenancy conditions, Section 7 – Condition 5.6 stipulates “If you live in a flat or maisonette, you, people living with you and any visitors to your property must not keep or use paraffin oil, petrol, bottled gas appliances or any other explosive, FLAMMABLE or dangerous material in the property. 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) There are no flammable liquids or gas cylinders stored on site.

6) There are a number of storage units located at lower ground floor level accessed externally from the rear car park. The units are for sole use of SMBC staff.



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: Lancaster House, Oldbury Road.

Date of Action Plan: 03/04/25

Review Date: <Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
7/19a	Flat 114 – Adjust self-closer to speed up entrance door		P2	Within 1-3 months Fire Rapid Team	Job completed 15/04/2025 JM16479379

7/19e	Flat 12 – New FD30s fire door set required *(approximate frame measurements including transom 2280 x 795).*	 	P3	Within 3-6 months Asset Management Fire Safety	
15/06	Build-up of waste the rear of Hans Cantonese Take-away to be removed.	 	P2	Within 1-3 months Commercial Property Officer	
15/7	All waste containers for retail business are to be relocated to a designated area at a minimum safe horizontal distance of 6 metres from the building. This issue was raised within the	 		Within 1-3 months Commercial Property Officer	

	previous FRA and remains un-resolved. See FRA	 	P2		

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	
N/A	

Signed

	Building Safety Manager	Date: 09/04/2025
	Quality Assurance Check	Date: 09/04/2025

Appendix 1

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

Name of property: Lancaster House

Updated: 13/02/2024

Premise Manager: Tony Thompson Tel. No.: 0121 569 2975

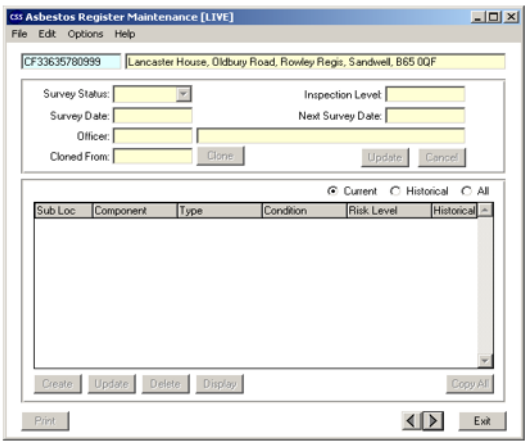
Hazard	Information/Comments
Asbestos	An asbestos survey has been undertaken of the communal areas. Survey held by Sandwell Housing (Derek Still Tel:- 0121 569 5077). *Include survey*

Asbestos Survey	Property Address	**Lancaster House 1-112, Oldbury Road, Rowley. B65 0QF**		✓ Office use
Surveyed by	S.Harrison/D.Webb	Date	07/03/14	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	27/04/2015
Property Description	
11 STOREY HIGH RISE BLOCK	

Year Built	1962



Notes / including details of similar property surveys completed.

Survey revised by John Davis 18/05/22
REVISED DEREK STILL 13/02/2024 ALL FRONMT DOOR FRAME SEALANTS SILICON

Building Surveyors
0121 569 5077

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

Sandwell Metropolitan Borough Council

Sample Locations	Property Address	Lancaster House 1-112, Oldbury Road, Rowley. B65 0QF						
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								
~~ALL FLOORS – CHUTE ROOM AND COMMUNAL LANDING WALLS~~	~~TEXTURED COATING~~	-	-	-	-	-	-	~~REQUEST SAMPLE IF TO BE DISTURBED~~
2ND FLOOR HOSE REEL CUPBOARDS X 2 – FLOOR TILES	THERMOPLASTIC	-	SEALED	PRESUMED	CHRYSOTILE	NO	NO	
1ST FLOOR HOSE REEL CUPBOARDS X 2 – FLOOR TILES	THERMOPLASTIC	-	SEALED	PRESUMED	CHRYSOTILE	NO	NO	
BASEMENT – ELECTRICAL DISTRIBUTION BOARDS – FLASH PADS	CLOTH	-	UN-SEALED	PRESUMED	CHRYSOTILE	NO	NO	
ALL FLOORS – CHUTE ROOM AND COMMUNAL LANDING WALLS	TEXTURED COATING	-	PAINT SEALED	JD 1458 / 001	NONE DETECTED	NO	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
10TH FLOOR STAIRS – DRY RISER CUPBOARDS X 2	MDF	BASEMENT DOOR ADJACENT LIFT – INFILL TO HEAD OF DOOR FRAME	SUPALUX	GROUNG FLOOR COMMUNITY ROOM – PANEL R/H/S OF DOOR	SUPALUX
ALL FLOOR EXCEPT 10TH – STAIRS – DRY RISER CUPBOARDS	SUPALUX / MDF	PIPES IN BASEMENT	METAL	ALL DOOR FRAME SEALANTS	SILICON
ALL LANDING CUPBOARDS – TRANSOM PANELS	SUPALUX	GROUND FLOOR FOYER – CEILING TILES	MAN MADE FIBRE		
2ND FLOOR HOSE REEL CUPBOARDS X 2	METAL	BASEMENT FLOOR FOYER – CEILING TILES	MAN MADE FIBRE		
1ST FLOOR HOSE REEL CUPBOARDS X 2	METAL	BIN ROOM - PIPE	METAL		

About the Report

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 Homes' 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!

SHAPE: Sandwell Homes' 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.
Blank	Blank
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 undertsken.
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 possible. 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 undertsken.
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.
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.
Cavity Walls / Floor Voids or similar.	Will be assessed at survey stage & desktop assessment of similar archetypes.
SP	Strong Presumption that material contains asbestos. Used to qualify possible false negative laboratory results.
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.