# Fire Risk Assessment

# St Giles Court

## Reservoir Road,
## Rowley Regis
## B65 9PE

**Date Completed:** 21/07/2025

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

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

**Current Risk Rating = Tolerable**

Sandwell
Metropolitan Borough Council

## Subsequent reviews

| Review date | Officer | Comments |
|---|---|---|
| | | |
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# Section 0 Introduction

The Regulatory Reform (Fire Safety) Order 2005 (RR(FS)O) places a legal duty on landlords to complete a fire risk assessment (FRA). Specifically, RR(FS)O article *9. — (1) "The responsible person must make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions he needs to take to comply with the requirements and prohibitions imposed on him by or under this Order*".

This type 1 fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on https://www.wmfs.net/our-services/fire-safety/#reportfiresafety. In the first instance however, we would be grateful if you could contact us directly via https://www.sandwell.gov.uk/info/200195/contact_the_council/283/feedback_and_complaints or by phone on 0121 569 6000.

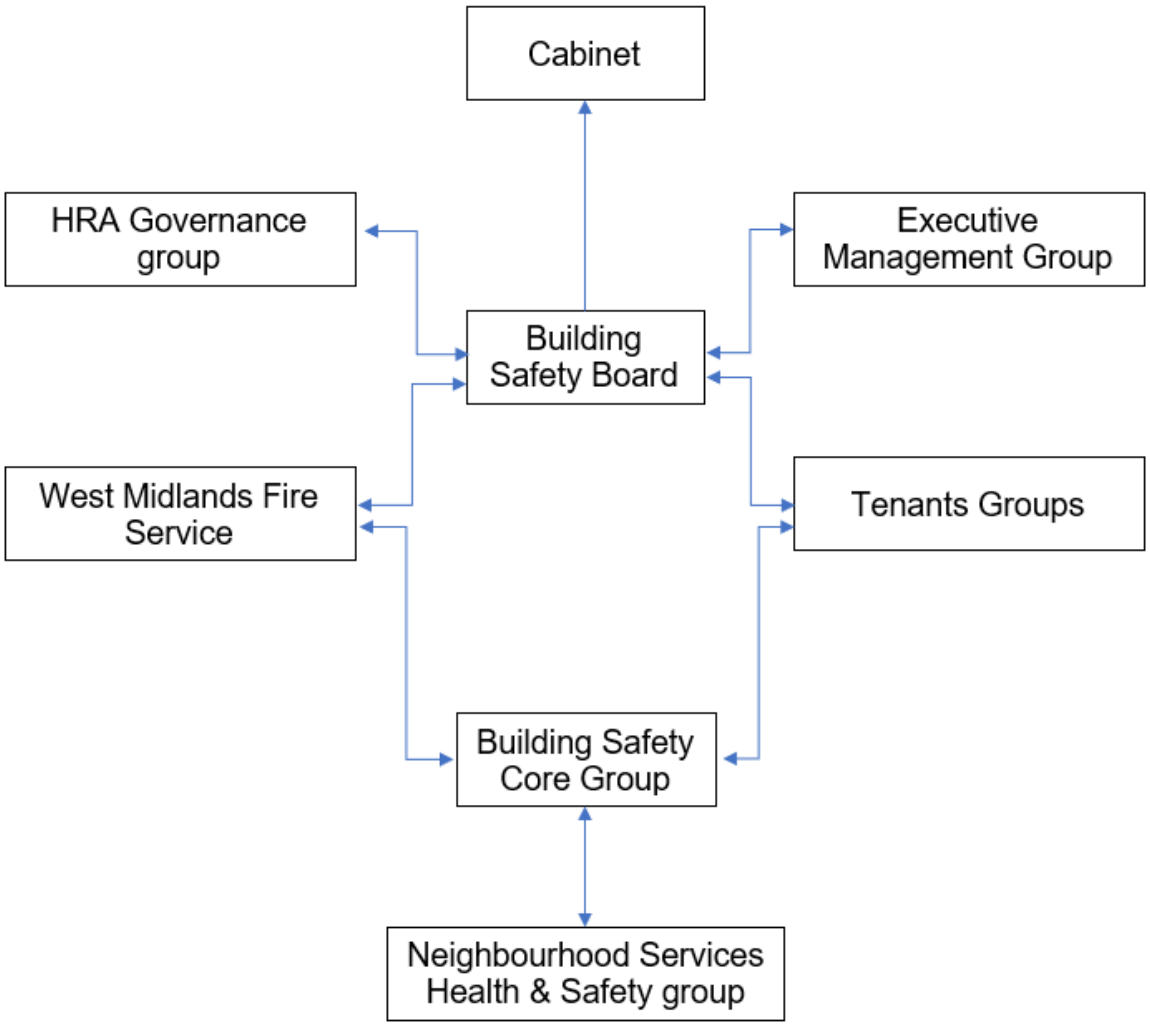
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment.

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

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


The above processes and procedures are overseen by the Fire Safety, Facilities and Premises Manager who reports to the Business Manager - Surveying and Fire Safety.

These managers attend the Fire Safety Core Group for scrutiny which is part of the governance structure below.




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

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

Section 1

# Significant findings

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

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

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

## Significant findings

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

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

| Section number | Section Area | Individual Risk Level |
|---|---|---|
| Section 6 | **External Envelope**<br>Each fascia of the building comprises of traditional brick masonry alongside a rendered finish.<br><br>There is also ventilated blockwork to the rear elevation and powder coated aluminium louvred vents to the front elevation.<br><br>All communal windows are powder coated aluminium with flat windows being UPVC double glazed units.<br><br>Balconies to flats are constructed of concrete with steel & glazed railings. | Trivial |
| Section 7 | **Means of Escape from Fire**<br>The block has a single staircase that provides a sufficient means of escape with 2 final exit doors at ground level.<br><br>Some communal fire doors and some residents' front doors require adjustment. | Tolerable |
| Section 8 | **Fire Detection and Alarm Systems**<br>Smoke / Fire detection to individual flats is to LD2 standard.<br><br>Detection and deluge system is installed to the bin storage room.<br><br>AFA system in ground floor communal areas. | Trivial |

| | | |
|---|---|---|
| Section 9 | **Emergency Lighting**<br>The premise has sufficient emergency/ escape lighting system in accordance with BS 5266.<br><br>The centrally powered 24v units are provided to the communal landings, stairs and lift motor room. | Trivial |
| Section 10 | **Compartmentation**<br>The block has sufficient compartmentation with all doors being FD30s rated fire doors within communal areas and individual flat entrances.<br><br>Service & dry riser cupboard doors are 30-minute notional doors.<br><br>The ceiling on floor 13 is damaged, requiring repair.<br><br>Fire doors are required in the lower ground floor electrical cupboards. | Tolerable |
| Section 11 | **Fire Fighting Equipment**<br>The dry riser inlet is located within the ground floor main entrance lobby.<br><br>Outlets are on all floors above.<br><br>Maintenance contracts are in place to service the valves twice per year.<br><br>Portable fire extinguishers (CO2) are located within the lift motor room, laundry, caretakers' office and common rooms and are serviced annually.<br><br>The bin store is equipped with a fire suppression system. | Trivial |

| | | |
|---|---|---|
| Section 12 | **Fire Signage**<br>Appropriate mandatory and safety signage is in place. | Trivial |
| Section 13 | **Employee Training**<br>All staff receive basic fire safety awareness training. | Trivial |
| Section 14 | **Sources of Ignition**<br>The fixed electric tests should be done every 5 years. Last EICR dated 14/08/23. | Trivial |
| Section 15 | **Waste Control**<br>Regular checks by Caretakers minimise risk of waste accumulation.<br><br>Euro bins for general waste are secured in bin room. There is a recycling bin located outside of the block at a safe horizontal distance. | Trivial |
| Section 16 | **Control and Supervision of Contractors and Visitors**<br>Contractors are controlled centrally, and hot works permits are required where necessary. | Trivial |
| Section 17 | **Arson Prevention**<br>A door entry system prevents unauthorised access & perimeter lighting is in place.<br>CCTV is installed. | Trivial |
| Section 18 | **Storage Arrangements**<br>Residents instructed not to bring L.P.G cylinders into block.<br><br>There are no storage facilities available for residents within the communal areas. | Trivial |

## Risk Level Indicator

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

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

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

Low ☐ Medium ☒ High ☐

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

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

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

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

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

Slight Harm ☒ Moderate Harm ☐ Extreme Harm ☐

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

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

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

Trivial ☐ Tolerable ☒ Moderate ☐ Substantial ☐ Intolerable ☐

## Comments

In conclusion, the likelihood of a fire is at a medium level of risk prior to the implementation of the action plan because of the hazards that have been highlighted within the risk assessment, particularly in lower ground floor compartmentation.

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 (apart from the action regarding the lower ground floor) to include FD30s rated fire doors to flat entrances, notional upgraded FD30s communal fire doors, combined with suitable smoke detection to LD1 / LD2 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:

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

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

Section 2

# People at Significant Risk of Fire

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

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

Sandwell Council is currently writing a policy and procedures for Personal Emergency Evacuation Plans (PEEPs). This is based on tenants identifying themselves as requiring a PEEP. This will be reliant on the outcomes of the government consultation which is yet to be published.

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

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

# Section 3 Contact Details

The Chief Executive of Sandwell Metropolitan Borough Council has ultimate responsibility for the site as the responsible person identified by the RR(FS)O 2005.
The Chief Executive has put a structure in place to support the management of the site.
This includes the role of Building Safety Manager who has duties as defined within the Regulatory Reform (Fire Safety) Order 2005.

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

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

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

# Section 4

# Description of Premises

St Giles Court
Reservoir Road,
Rowley Regis.
B65 9PE

**Description of the Property**

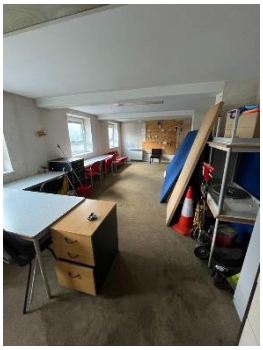
This type 1 fire risk assessment encompasses St Giles Court.
The high-rise block was constructed in 1965. The block consists of 15 storeys (inclusive of the ground floor and lower ground floor).

The height of the block is approximately 39 metres. For clarity, this is from the lowest adjoining ground level to the highest habitable floor level. The block is built into a slope, giving access to the main entrance on the ground floor at the front elevation and a lower ground floor, accessed from ground level at the rear elevation.



Each of the floors from the 1st to 13th floors inclusive contain six (3 each side). The ground floor contains three dwellings and a further flat accessed at the rear (lower ground floor) of the block from open air.

The ground floor also contains: two community rooms, one with a kitchen, both of which have a final exit door that leads to ultimate safety. There is also a laundry room, caretakers office and server room.

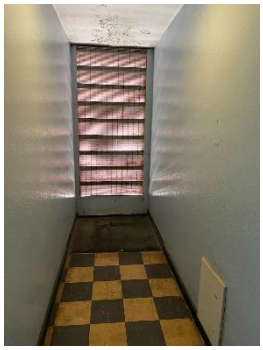


The block has a main entrance to the front elevation and a further entrance / exit located to the right of the main entrance. The main entrance has a door entry system and both entrances have a fob reader installed.


There is a single staircase which provides a sufficient means of escape. The stairwell is ventilated via louvre vents at the top of the stairwell.



The communal corridors have natural ventilation by means of louvre vent adjacent the communal door to the stairwell. The bin chute area on each floor has natural ventilation by means of block work.




There are sealed cupboards in all bin chute lobbies, some with asbestos hazard signage. These cupboards are inaccessible and not included in this fire risk assessment.



There are two lift cars that serve alternate floors, the capacity for each lift is 8 persons or 600kg. The Firefighter control switch for each lift is located externally to the left-hand side of the main entrance.


The lift motor room is located on the roof. Access to the roof is via a full height steel gate secured with a padlock from the communal stairs / landing, the door to the motor room is secure by cylinder type lock, key stored in firefighter's white box.



The Firefighters white box is located on the front elevation right-hand side of the main block. The location of the fire hydrant and service isolation points for gas are detailed on a plan located within the firefighter's white box.

The lower ground floor is accessed from the rear of the block and contains the bin room, incoming electrical supply, the control panel for the bin store deluge system and the 24 volt centrally powered emergency lighting system. This area is not accessible to residents.



There is a Secure Information Box (SIB) 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 SIB 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 nearest fire hydrant is on the footpath, to the left of the main entrance.

The dry riser inlet is located within the ground floor lobby, inside a cupboard secured with a budget lock.


The dry riser outlets are in cupboards adjacent the chute rooms at the lift end of the communal corridor on each floor. Each cupboard is secured with a budget lock.

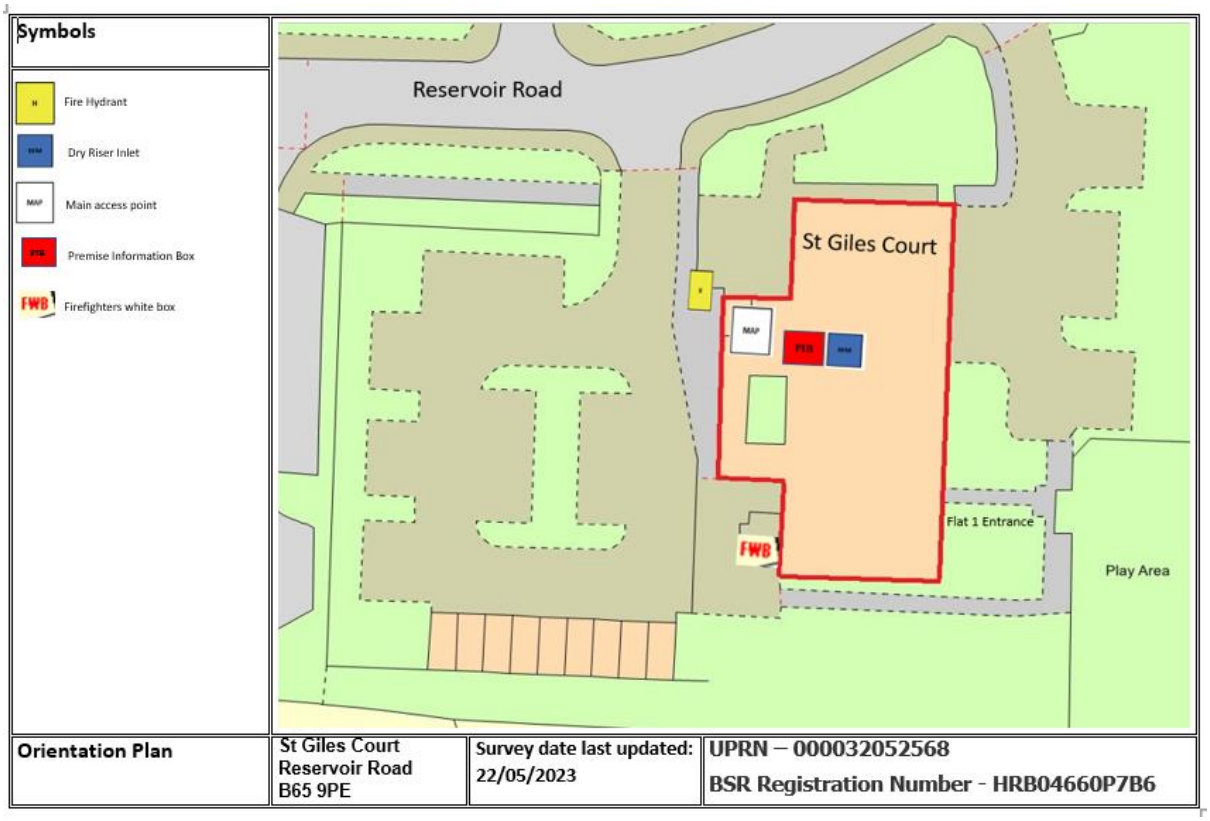
The electrical services to the flats are contained within the electrical riser cupboards on each floor.

It is understood that that building will in time undergo significant refurbishment works, however the commencement date is unknown due to other projects that are yet to be completed.

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.

## On arrival Information (for WMFS)




| Orientation Plan | St Giles Court<br>Reservoir Road<br>B65 9PE | Survey date last updated:<br>22/05/2023 | UPRN – 000032052568<br>BSR Registration Number - HRB04660P7B6 |
|---|---|---|---|

| Address: St Giles Court<br>Reservoir Road<br>B65 9PE | Survey date: 22/05/2023 | ON ARRIVAL INFORMATION |
|---|---|---|

## BUILDING LAYOUT

| | |
|---|---|
| Size: Width, breadth and height | |
| Construction | Wimpy construction/ traditional brick with rendered finish no external cladding to the block. Balconies constructed out of concrete slab with steel railings, ventilation panels to the front elevation via louvre vents with ventilated blockwork to the chute rooms at the rear elevation. |
| Number of floors | 15 inclusive of ground and lower ground. |
| Layout | The block consists of 15 storeys inclusive of ground floor and basements.<br>The block has a main entrance to the front elevation and a further entrance / exit located to the right of the main entrance.<br>Single protected staircase serves all floors within the block.<br>1st - 13th floors contain 6 number dwellings 3 each side of a corridor protected via FD30s Timber doors<br>Ground floor contains 3 number dwellings with two community rooms, both of which have a final exit door that leads to ultimate safety. There is also a laundry room, caretakers office and server room.<br>Flat 1 is accessed separately via the rear elevation to the block at basement level.<br>There are two lift cars that serve alternate floors to the block.<br>There is a basement area which houses the main pump room<br>Lifts open up to a lift lobby area which 3 dwellings also reside, the three following flats to each floor are located at the other end of a protected corridor nearest the protected staircase.<br>The communal corridors have natural ventilation by means of louvre vent adjacent the communal door to the stairwell with the chute room area on each floor having natural ventilation by means of open block work.<br>Fire alarm system used on the ground floor within the community rooms |
| Lifts | There are two lift cars that serve alternate floors, the capacity for each lift is 8 persons or 600kg. The Firefighter control switch for each lift is located externally to the left-hand side of the main entrance. |
| Types of entrance doors | Entrances doors are FD30s Timber or composite doors sets manufactured by Permadoor, IG or nationwide. With the exception of some timber flush FD30s doors and flat one which can only be accessed externally possessing a UPVC type door. |
| Rubbish chutes/ bin rooms | Yes, secured behind FD30s timber doors |
| Common voids | No |
| Access to roof/ service rooms | The lift motor room is located on the roof and is accessed via a steel door secured with a mortice lock. Access to the roof is via a full height steel gate secured with a mortice lock from the communal stairs / landing, and also by another steel door onto roof area secured with a padlock. The door to the motor room is secure by cylinder type lock |
| Occupants | Approx. (164) based on an average of 2 occupants per flats (82 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 | There is a fire alarm system that covers the ground floor community rooms only. the building consisting of Early warning 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 can be located at the front elevation to the building nearest the main access point this can also be seen on the orientation plan to the block |
| Fire mains | The dry riser inlet cabinet is located within the front main entrance |
| Firefighting shafts | No firefighting lifts/shafts however there is the ability to take control of the lift shaft. |
| Smoke control vents | There are no smoke control vents located within the block however natural ventilation is achieved via louver vents at the front elevation to the building and open block work to the rear elevation where the bin chute rooms are located. |

| DANGEROUS SUBSTANCES | |
|---|---|
| Location, type, and quantity | PIPE / STACK TO SIDE OF MOTOR ROOM BUILDING CEMENT PIPE - UNSEALED - PRESUMED – CHRYSOTIL<br>MAIN ROOF - BITUMINOUS<br>DRY RISER CUPBOARD TRANSOMS TO ALL FLOORS EXCEPT 13TH, 9TH, 8TH & GROUND - BOARD - PAINT - SEALED - AMOSITE<br>FLOORS TO ALL LANDINGS EXCEPT GROUND FLOOR - THERMOPLASTIC TILE - SEALED - PRESUMED CHRYSOTILE<br>TRANSOM TO OLD INCINERATOR CUPBOARD ADJACENT TO CHUTE HOPPER ON ALL FLOORS - BOARD - PAINT SEALED – AMOSITE<br>GROUND FLOOR CLEANERS CUPBOARD TRANSOM - BOARD - PAINT - SEALED – AMOSITE<br>BOXING / DUCTING AT CEILING LEVEL IN BASEMENT ROOM - BOARD - UNSEALED – AMOSITE & CHROSOTILE<br>MAIN ROOF PARAPET CAVITY CLOSER - CEMENT - UNSEALED - 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 | 15 |
| Date of Construction | 1965 |
| Construction Type | Wimpey |
| Last Refurbished | N/A |
| External Cladding | None. |
| Number of Lifts | 2 |
| Number of Staircases | 1 |
| Automatic Smoke Ventilation to communal area | None. |
| Fire Alarm System | Ground floor only |
| Refuse Chute | 1 |
| Access to Roof | Steel gate on 14th floor stairwell. |
| Equipment on roof (e.g. mobile phone station etc) | No |

**Persons at Risk**

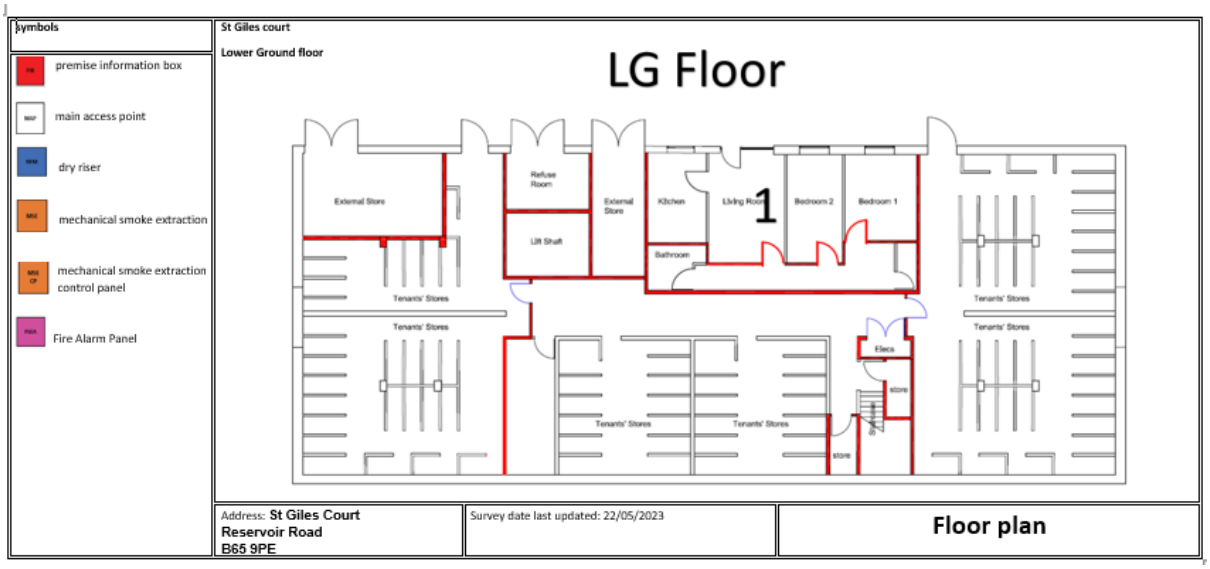
Residents / Occupants of 82 flats,
Visitors,
Sandwell MBC employees,
Contractors,
Service providers (e.g. meter readers, delivery people etc)
Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

# Section 5

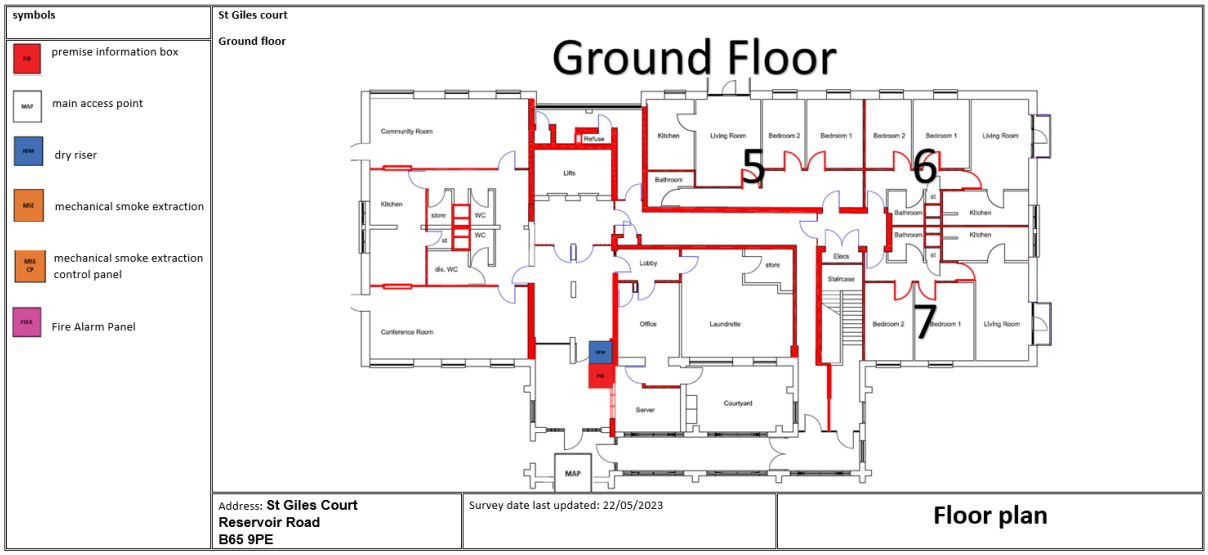
# Building Plan

A typical floor layout showing horizontal lines of compartmentation.

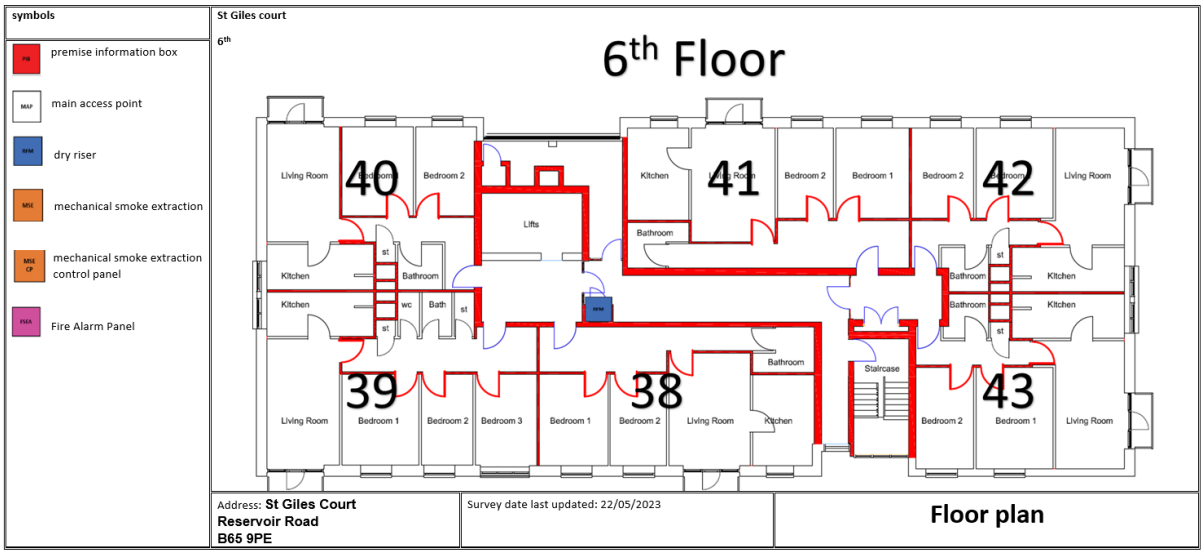
## Lower Ground Floor




## Ground 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.

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. This FRAEW was undertaken by Firntec Building Compliance in November 2024 and recorded as a low risk. Review date recommended for November 2029.

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, and with limited onsite resources.

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

1. All elevations consist of traditional brick alongside a rendered finish.

2. All flat windows and balcony doors are UPVC double glazed units.

3. All communal windows to the protected staircase and single storey final exit are powder coated aluminium single glazed units.

4. Individual flat balconies are constructed of a concrete slab with steel and glazed railings.

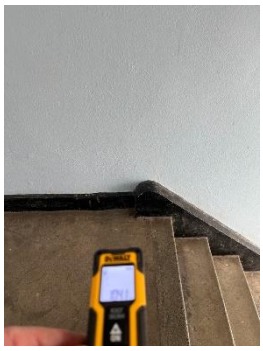
5. Ventilation panels to the front elevation consist of powder coated aluminium louvre vents.

6. The ventilated block work to the chute rooms on the rear elevation have been externally covered with pest control netting. The netting will be permanently removed during significant refurbishments works that are anticipated in the future.

# Section 7

# Means of Escape from Fire

1) The site has a single staircase that provides a means of escape and is 1050mm in width.

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

3) Corridors forming the means of escape from the 1st to the 13th floors provide a single direction of travel towards the protected stairwell. The maximum travel distance from the furthest flat is no more than 15 metres. Each flat on these floors is no more than 4.5 metres from a permanently ventilated corridor and an FD30s compartment door.

4) None of the corridors that form part of the means of escape are dead ends.

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 notional FD30s fire doors with vision panels. It was noted that some communal doors have been replaced with nominal FD30s fire doors.


7) **The corridor fire door to flats 5, 6, and 7 lobby has damaged glass requiring repair. See Action 07/07.**

8) **The 11th floor bin chute lobby fire door frame is damaged at the hinge side, requiring repair. See Action 07/08.**


**9) The 7th floor stairwell fire door has an excessive head and latch side gap, requiring adjustment. See Action 07/09.**


**10) The 6th floor stairwell fire door has an excessive head and latch side gap, requiring adjustment. See Action 07/10.**

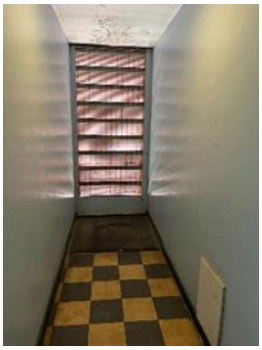

11) All communal doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team or the in-house repairs team.

12) 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.

13) Automatic smoke ventilation is not employed. Ventilation of the communal stairwell is via two ventilation panels to the head of each side of the stairwell.

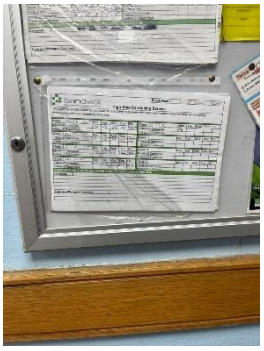
14) The communal windows to the stairwell are fixed and not openable.

15) The communal corridors have natural ventilation by means of louvre vent adjacent the communal door to the stairwell.



16) The chute room area on each floor has natural ventilation by means of block work.

17) 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.



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

19) Dry riser cupboard doors are FD30 rated, kept locked / secured with budget type lock.


20) Electrical service cupboards have FD30 rated doors, secured with a suited cylinder lock. Residents have been provided with a key for access to their electricity meters. It is recommended that all service cupboard doors are uprated to FD30s during future building refurbishment works.

**21) The surface coatings to the communal areas are Class 0 rated. The paint in the common areas on the 13th and 11th floor is becoming detached from the building fabric. Affected areas are required to be repainted with a suitable Class 0 rated product. See Action 07/21.**

22) 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.


23) Individual flat doors are FD30s rated composite doors sets manufactured by: Permadoor, IG or Nationwide.

| | | | |
|---|---|---|---|
| St Giles Court 1-85 (O&E) | 1 St Giles Court;Reservoir Road;Rowley Regis;West Midlan | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 5 St Giles Court;Reservoir Road;Rowley Regis;West Midlan | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 6 St Giles Court;Reservoir Road;Rowley Regis;West Midlan | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 7 St Giles Court;Reservoir Road;Rowley Regis;West Midlan | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 8 St Giles Court;Reservoir Road;Rowley Regis;West Midlan | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 9 St Giles Court;Reservoir Road;Rowley Regis;West Midlan | Timber Door | Not glazed |
| St Giles Court 1-85 (O&E) | 10 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 11 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 12 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 13 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Timber Door | Not glazed |
| St Giles Court 1-85 (O&E) | 14 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Nationwide | Not glazed |
| St Giles Court 1-85 (O&E) | 15 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 16 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 17 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Glazed |
| St Giles Court 1-85 (O&E) | 18 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 19 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 20 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 21 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Nationwide | Glazed |
| St Giles Court 1-85 (O&E) | 22 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 23 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 24 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 25 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 26 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 27 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 28 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Timber Door | Not glazed |
| St Giles Court 1-85 (O&E) | 29 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 30 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 31 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 32 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 33 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |

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|---|---|---|---|
| St Giles Court 1-85 (O&E) | 34 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 35 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 36 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 37 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 38 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 39 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Glazed |
| St Giles Court 1-85 (O&E) | 40 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 41 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 42 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 43 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 44 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 45 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 46 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 47 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Timber Door | Not glazed |
| St Giles Court 1-85 (O&E) | 48 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 49 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 50 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 51 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Timber Door | Not glazed |
| St Giles Court 1-85 (O&E) | 52 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Glazed |
| St Giles Court 1-85 (O&E) | 53 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 54 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Timber Door | Not glazed |
| St Giles Court 1-85 (O&E) | 55 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 56 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 57 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 58 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 59 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |

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|---|---|---|---|
| St Giles Court 1-85 (O&E) | 60 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 61 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 62 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 63 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 64 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 65 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 66 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 67 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 68 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 69 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 70 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Timber Door | Not glazed |
| St Giles Court 1-85 (O&E) | 71 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 72 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 73 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 74 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 75 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 76 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 77 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 78 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 79 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 80 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 81 St Giles Court;Reservoir Road;Rowley Regis;West Midla | IG Doors | Not glazed |
| St Giles Court 1-85 (O&E) | 82 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 83 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 84 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |
| St Giles Court 1-85 (O&E) | 85 St Giles Court;Reservoir Road;Rowley Regis;West Midla | Permadoor | Not glazed |

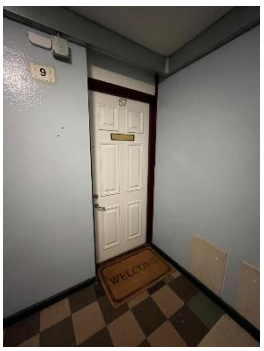
**24) Flat 13 was not accessed but damage to the door leaf was noted. This damage should be repaired. See Action 07/24.**


25) Access was gained to a sample of properties as part of the fire risk assessment. A 10% sample were inspected, a total of 8 doors during the FRA.

a) Flat 81 - Door is correct.

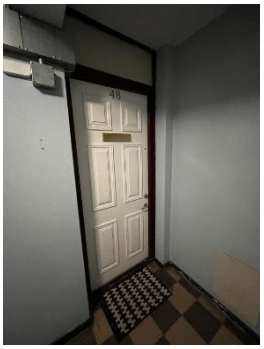

**b) Flat 66 - Door has no working self-closing device. A self-closing device is required to be fitted. See Action 07/25b.**


c) Flat 57 - Door is correct.



d) Flat 45 - Door is correct.

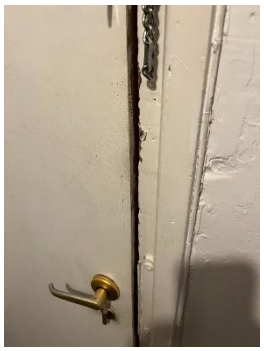

e) Flat 48 - Door is correct.




f) Flat 30 - Door is correct.


g) Flat 21 – Door is correct.

**h) Flat 9 – Door leaf fails to close into its frame from the open position. Adjustment is required. See Action 07/25h.**



*Good housekeeping is fundamental to reducing risk in blocks of flats. Controlling the presence of combustible materials and ignition sources not only reduces the potential for accidental fires to start and develop in the common parts, it also significantly reduces the scope for deliberate fires. It also ensures escape routes are free of obstructions that might hinder the evacuation of people from the building and access for fire-fighters.*

# Section 8 Fire Detection and Alarm Systems

1) Early warning is limited to hard wire or battery smoke alarms within each of the resident's flats. The equipment is subjected to a cyclical test.

2) Based on the sample of properties assessed during the fire risk assessment, residents confirmed that smoke alarms are installed to an LD1 and LD2 Standard. Flats assessed were: -

   Flats; 81 LD2, 66 LD2, 57 LD2, 45 LD2, 48 LD1, 30 LD2, 21 LD2, 9 LD2.



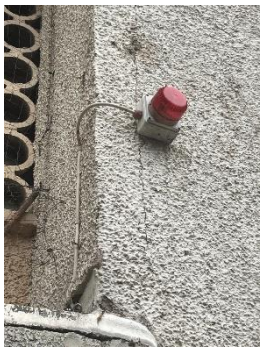
*For information*
*LD1 all rooms except wet rooms*
*LD2 all-risk rooms e.g. Living Room, Kitchens, and Hallway.*
*LD3 Hallway only*

3) There is no effective means for detecting an outbreak of fire to the remaining communal areas. Automatic fire alarm systems are not normally required in the common areas of residential blocks.

4) There is a fire alarm system that covers the ground floor communal areas and office/community rooms etc only. The system is subject to a cyclical test. There are manual call points in the ground floor common area for these AFA systems. These MCPs should be removed from all but the communal areas and office/community rooms exits, at the proposed block refurbishment, to avoid confusion to residents who may actuate these call points following evacuation from a fire in their own flat.



5) A fire suppression system is provided in the refuse chute bin store. The control panel is located within the lower ground floor. There is a warning beacon on the outside of the building, monitored by cctv. An approved contractor maintains the system. The frequency for the maintenance checks is twice per year (April and October) of each calendar year.



# 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 centrally powered 24v units are provided to the communal landings, stairs and lift motor room. The batteries are located within the lower ground floor. Self -contained units are provided to the final exits, server and meeting 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.

Section 10

# Compartmentation

*A visual inspection of the accessible areas was undertaken as part of the assessment, but areas with restricted access, i.e., false ceilings and void areas, were only inspected where readily accessible. The survey undertaken as part of this risk assessment should not be construed as a full compartmentation survey of the building. From a visual inspection carried out at the time of the inspection, there were no breaches in compartmentation evident between the communal areas and the residential accommodation.*

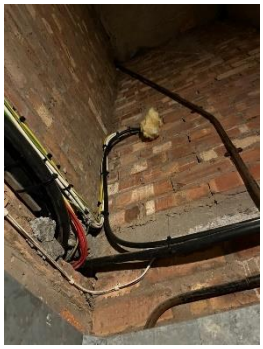
1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are 30-minute fire resistant with cold smoke seals, including those in 1-hour rated walls.

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) **The lower ground floor contains a brick-built compartment for the main incoming electrical supply. This compartment has no fire doors and is open to the lower ground floor. A double FD30s fire door set is required to be fitted. See Action 10/03**

4) **The lower ground floor contains a 2nd brick-built compartment containing electrical switchgear and the emergency lighting battery backup unit. The door to this compartment is not a sufficient fire door, the door should be replaced with a FD30s fire door. See Action 10/04.**


5) **The lower ground floor contains a 2nd brick-built compartment containing electrical switchgear and the emergency lighting battery backup unit. There are gaps around the cable penetrations through this compartment. These gaps are required to be fire stopped. See Action 10/05**




6) A variety of methods / materials have been used to achieve fire-stopping including Rockwool and intumescent pillows.

7) **Access panels to stop taps are fixed to masonry adjacent flat entrance doors and bedded on intumescent material. The access panel on the 3rd floor between flats 24 and 25 has a temporary timber panel. This panel should be replaced with a fire-resistant material, as per others in the block. See action 10/07.**

8) **The lift lobby ceiling for flats 80-82 on the 13th floor is damaged, potentially affecting compartmentation. This damage should be repaired. See Action 10/08.**

9) 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).

10) Electrical service cupboards have FD30 rated doors, secured with a suited cylinder lock. Residents have been provided with a key for access to their electricity meters. It is recommended that all service cupboard doors are uprated to FD30s during future building refurbishment works.

11) **The ground floor electrical service cupboard near flats 5, 6 and 7 fails to close securely and has holes and damage. This damage should be repaired and adjustments made to keep the doors securely closed. See Action 10/11.**

12) The ground floor server room magnetic lock was found to be inoperable. This lock requires repair. An email was sent to the CCTV department to rectify the issue.

13) Individual flat doors are FD30s rated composite doors sets manufactured by: Permadoor, IG or Nationwide.



14) The communal corridors, landing & staircases are protected by use of notional self-closing 44mm 30-minute timber fire doors with vision panels & 25mm stops, along with 30-minute notional hardwood fire screens with GWPP glazing. It is recognised that these doors do not meet today's benchmark of a certified FD30s fire door /screen 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 /screens are free of damage and function as they were intended to do so. It has been recognised that some 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. Where minor shortcomings have previously been identified, actions have been created for corrective works for example, some doors have been re-lipped with hardwood.



15) The bin chute compartments are separated from the main corridors by a notional FD30 doors.

16) **The communal kitchen fire door does not have a self-closing device, and the door has no cold smoke or intumescent strip. The door is required to be upgraded with a self-closing device and a combined cold smoke/ intumescent strips. See Action 10/16.**

# Section 11 Fire Fighting Equipment

1) The dry riser inlet is located within the ground floor lobby, inside a cupboard secured with a budget lock.


2) The dry riser outlets are in cupboards adjacent the chute rooms at the lift end of the communal corridor on each floor. Each cupboard is secured with a budget lock. It was evident that telecommunication cabling within the riser cupboards does hang loose and is generally untidy. The cabling does not restrict the use of the riser outlets and will be made good as part of the significant building refurbishment works that are planned.

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) Maintenance contracts in place for maintenance of the extinguisher. The frequency for the maintenance checks is once (October) of each calendar year. Portable fire extinguishers are provided as follows.

- CO2 to the lift motor room.
- CO2 in the caretaker's office.
- CO2 in the laundry room.
- CO2 in the server room.
- Foam in the communal room.
- CO2 in the kitchen.

6) The CO2 in the caretaker's office has no storage hook and no 'how to use, signage. The CO2 in the kitchen and laundry has no 'how to use, signage. The foam extinguisher in the communal room has no storage hook. These deficiencies are required to be resolved. An email has been sent to the Team Leader Fire of and safety Facilities to request suitable storage and signage.



7) A fire suppression system is fitted in the bin room.

# Section 12 Fire Signage

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


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


3) Fire Action Notices are displayed throughout the building. These signs are dated and should be updated when the block undergoes refurbishment.

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


5) The fire escape routes do not use directional fire signage in accordance due to simplicity of layout.

6) Signage illustrating the floor location of each flat is fitted to the ground floor lobby wall.


7) Photoluminescent wayfinding signage depicting floor level and flat numbers are fitted to the walls on all floors 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 are located within the lift motor room. Caretaking Teams are not expected to tackle fires in this area.

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


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

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

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

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 works are not normally conducted. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.

3) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager. Sampled appliances are dated 08/24.

4) The fixed electrical installation shall be tested every 5 years. The last EICR is dated14/08/23.


5) Electrical service cupboards have FD30 rated doors, secured with a suited cylinder lock. Residents have been provided with a key for access to their electricity meters. It is recommended that all service cupboard doors are uprated to FD30s during future building refurbishment works.

6) There is a lightning protection system installed to the building. 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.

8) There is an electric cooker in the communal kitchen. Information given to the assessor stated that residents of the block are not allowed to use the kitchen facilities unsupervised by SMBC staff and that the electric cooker is not used by staff. See comments in Observations.

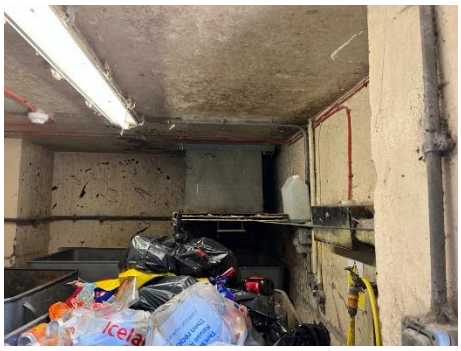
9) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team.

Section 15

# Waste Control

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

2) Refuse & recycling containers are emptied regularly.



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

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

# 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 – 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 has been installed throughout the building and covers all floors, stairs, 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, B69 3ES.

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 previous FRA July 2024.

Section 18

# Storage Arrangements

1) Residents instructed not to bring L.P.G cylinders into block.

2) The tenancy conditions, Section 7 – Condition 5.6 stipulates “If you live in a flat or maisonette, you, people living with you and any visitors to your property must not keep or use paraffin oil, petrol, bottled gas appliances or any other explosive, FLAMMABLE, or dangerous material in the property. This restriction also applies to any storage facility situated in or attached to the block, which has been provided for your use.”

3) No Flammable liquids stored on site by Caretakers / cleaners.

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

# Section 19 Additional Control Measures. Fire Risk Assessment - Action Plan

Significant Findings

**Action Plan**

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

Trivial ☒ Tolerable ☐

Definition of priorities (where applicable):

P1 Arrange and complete as urgent – Within 10 days

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

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

P4 Arrange and complete exceeding 6 months under programmed work

# Fire Risk Assessment Action Plan

Name of Premises or Location: St Giles Court, Reservoir Road, Rowley Regis.

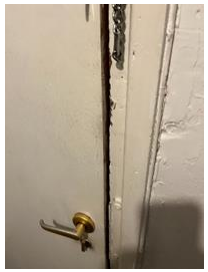
Date of Action Plan: 28/07/2025

Review Date:

| Question/ Ref No | Required Action | Supporting photograph | Priority | Timescale and Person Responsible | Date Completed |
|---|---|---|---|---|---|
| 07/07 | The corridor fire door to flats 5, 6, and 7 lobby has damaged glass requiring repair. |  | P3 | Repairs 3 – 6 months. | |

| | | | | | |
|---|---|---|---|---|---|
| 07/08 | The 11th floor bin chute lobby fire door frame is damaged at the hinge side, requiring repair. |  | P3 | Fire Rapid Response<br>3 – 6 months. | |
| 07/09 | The 7th floor stairwell fire door has an excessive head and latch side gap, requiring adjustment. |  | P2 | Fire Rapid Response<br>1 – 3 months. | |
| 07/10 | The 6th floor stairwell fire door has an excessive head and latch side gap, requiring adjustment. |  | P2 | Fire Rapid Response<br>1 – 3 months. | |

| | | | | | |
|---|---|---|---|---|---|
| 07/21 | Paint in the common areas on the 13th and 11th floor is becoming detached from the building fabric. Affected areas are required to be repainted with a suitable class 0 rated product. |  | P3 | Repairs<br>3 – 6 months. | |
| 07/24 | Flat 13 door leaf damaged. This damage should be repaired. |  | P2 | Fire Rapid Response<br>1 – 3 months. | |
| 07/25b | Flat 66 - Door has no working self-closing device. A self-closing device is required to be fitted. |  | P2 | Fire Rapid Response<br>1 – 3 months. | |

| | | | | | |
|---|---|---|---|---|---|
| 07/25h | Flat 9 – Door leaf fails to close into its frame from the open position. Adjustment is required. |  | P2 | Fire Rapid Response 1 – 3 months. | |
| 10/03 | The lower ground floor contains a brick-built compartment for the main incoming electrical supply. This compartment has no fire doors and is open to the lower ground floor. A double FD30s fire door set is required to be fitted. |  | P3 | Repairs 3-6 months. | |

| | | | | | |
|---|---|---|---|---|---|
| 10/04 | The lower ground floor brick-built compartment containing electrical switchgear and the emergency lighting battery backup unit. The door to this compartment is not a sufficient fire door, the door should be replaced with a FD30s fire door. |  | P3 | Repairs<br>3-6 months. | |
| 10/05 | The lower ground floor brick-built compartment containing electrical switchgear and the emergency lighting battery backup has gaps around cable penetrations. These gaps are required to be fire stopped. |  | P3 | Fire Rapid Response<br>3 – 6 months. | |

| | | | | | |
|---|---|---|---|---|---|
| 10/07 | The access panel on the 3rd floor between flats 24 and 25 has a temporary timber panel. This panel should be replaced with a fire-resistant material, as per others in the block. |  | P3 | Fire Rapid Response 3 – 6 months. | |
| 10/08 | The lift lobby ceiling for flats 80-82 on the 13th floor is damaged, potentially affecting compartmentation. This damage should be repaired. |  | P3 | Fire Rapid Response 3 – 6 months. | |
| 10/11 | The ground floor electrical service cupboard near flats 5, 6 and 7 fails to close securely and has holes and damage. This damage should be repaired and adjustments made to allow the doors to be securely closed. |  | P3 | Fire Rapid Response 3 – 6 months. | |

| | | | | | |
|---|---|---|---|---|---|
| 10/16 | The communal kitchen fire door does not have a self-closing device, and the door has no cold smoke or intumescent strip. The door is required to be upgraded with a self-closing device and a combined cold smoke/ intumescent strips. |  | P2 | Fire Rapid Response<br>1 – 3 months. | |

When undertaking future improvement program(s), it is advised that the observations listed below should be given consideration (noting that the safety of the residents is not jeopardised by these, and all steps to reduce any known risks have been taken).

| **Observations** | |
|---|---|
| Most notional communal landing doors show signs of wear and tear due to age. Consideration should be given to upgrade with certified FD30s door sets, combination frames / screens as part of any future refurbishment works. |  |
| There is an electric cooker in the communal kitchen. Information given to the assessor stated that residents of the block are not allowed to use the kitchen facilities unsupervised by SMBC staff and that the electric cooker is not used by staff.<br><br>All SMBC should be made aware that the kitchen shutter and kitchen door should be closed if the cooker is used. The cooker should not be used for fat frying.<br><br>Consideration should be given to removing the cooker and designating the kitchen for the cold preparation and re-heating of food only. |   |

**Signed**

| | | |
|---|---|---|
|  | Building Safety Manager | Date: 28.07.2025. |
|  | Quality Assurance Check | Date: 29/08/2025. |

**Appendix 1**

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

**Name of property:** St Giles Court.

**Updated: 15/06/22.**

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

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

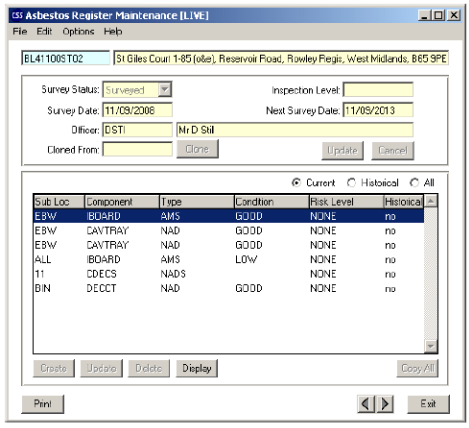
| Asbestos Survey | Property Address | St Giles Court, Reservoir Road, Rowley Regis, B65 9PE | | ✓ Office use |
|---|---|---|---|---|
| Surveyed by | JOHN DAVIS | Date | 05/03/14 | Checked by | DEREK STILL | Desktop Check ✓ | Site Check |
| | | | | Date | 05/03/2014 | | |

| 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? | |

**Property Description**

14 STOREY HIGH RISE BLOCK
WATES CONSTRUCTION

| Year Built | 1966 |
|---|---|




Notes / including details of similar property surveys completed.

Survey reviewed 15/06/2022 by John Davis

***NO ACCESS TO INCINERATOR CUPBOARDS ON ALL FLOORS – UNABLE TO CHECK FLUE PIPE***

***SEE SEPERATE SURVEY FOR GROUND FLOOR COMMUNITY FLAT***

***SAMPLES TAKEN OF GENERIC TEXTURED COATING TO WALLS ON 12TH, 8TH, 5TH AND 3RD FLOORS – IF WALLS ON OTHER FLOORS ARE TO BE DISTURBED THEN PLEASE REQUEST FURTHER INFORMATION / SAMPLE***

ALL FRONT DOOR SEALANTS SILICON DEREK STILL 30/05/2023

Building Surveyors
0121 569 5077

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

Sandwell Metropolitan Borough Council

Page 1 of 3 IF IN DOUBT CONTACT THE BUILDING SURVEYING TEAM Version 2.0 – 8th January 2013 © Sandwell MBC

| Sample Locations | Property Address | St Giles Court, Reservoir Road, Rowley Regis, B65 9PE | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 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 | | | | | | | | |
| PIPE / STACK TO RHS OF MOTOR ROOM BUILDING | CEMENT PIPE | - | UNSEALED | PRESUMED | CHRYSOTILE | NO | NO | |
| MAIN ROOF | BITUMINOUS | - | - | - | - | - | | REQUEST SAMPLE IF TO BE DISTURBED |
| 12th, 8th, 5th and 3rd FLOOR COMMUNAL WALLS | TEXTURED COATING | - | SEALED | DS6221 | NONE DETECTED | NO | NO | |
| DRY RISER CUPBOARD TRANSOMS TO ALL FLOORS EXCEPT 13TH & GROUND | BOARD | - | PAINT SEALED | DS6221 / 002 | AMOSITE | YES | YES | |
| FLOORS TO ALL LANDINGS EXCEPT GROUND FLOOR | THERMOPLASTIC TILE | - | SEALED | PRESUMED | CHRYSOTILE | NO | NO | |
| TRANSOM TO OLD INCINERATOR CUPBOARD ADJACENT TO CHUTE HOPPER ON ALL FLOORS EXCEPT 1ST | BOARD | - | PAINT SEALED | DS6221 / 002 | AMOSITE | YES | NO | |
| GROUND FLOOR CLEANERS CUPBOARD TRANSOM | BOARD | - | PAINT SEALED | PRESUMED | AMOSITE | YES | YES | |
| CEILING BOXING / DUCTING TO ROOM IN BASEMENT | BOARD | - | PAINT SEALED | GC 210 | AMOSITE & CHRYSOTILE | YES | YES | |
| MAIN ROOF PARAPET CAVITY CLOSER | CEMENT | - | UNSEALED | PA 281 | CHRYSOTILE | 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 |
|---|---|---|---|---|---|
| LIFT MOTOR ROOM CEILING | CONCRETE | PANELS TO STOP TAP BOXES TO ALL FLATS | SUPALUX | MAIN ROOF PARAPET CAPPING | STEEL |
| LIFT MOTOR ROOM FLOOR | CONCRETE | ACCESS PANEL TO BULKHEAD AT BOTTOM OF STAIRWELL | PLYWOOD | ALL FRONT DOOR SEALANTS | SILICON |
| LIFT MOTOR ROOM WALLS | BRICK | GROUND FLOOR CEILING DUCTS | M.D.F. | | |
| ACCESS PANEL IN GROUND FLOOR LAUNDRY | M.D.F. | PANEL TO SIDE OF GROUND FLOOR DRY RISER CUPBOARD | PLYWOOD | | |
| 13TH FLOOR CEILING ACCESS PANEL BY LIFT | PLYWOOD | INDIVIDUAL FLAT FRONT DOOR TRANSOMS | SUPALUX | | |