

Fire Risk Assessment

Bearwood Road 200-238

&

Church Gardens 1-20, 29-48, 53-72



**Smethwick,
B66 & B67**

Date Completed: 04/04/2024.

Review Period: 3 years

Officer: Louis Conway Fire Risk Assessor

Checked By: J Blewitt Team Lead Fire Safety & Facilities

Current Risk Rating = Tolerable

Subsequent reviews

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

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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”*.

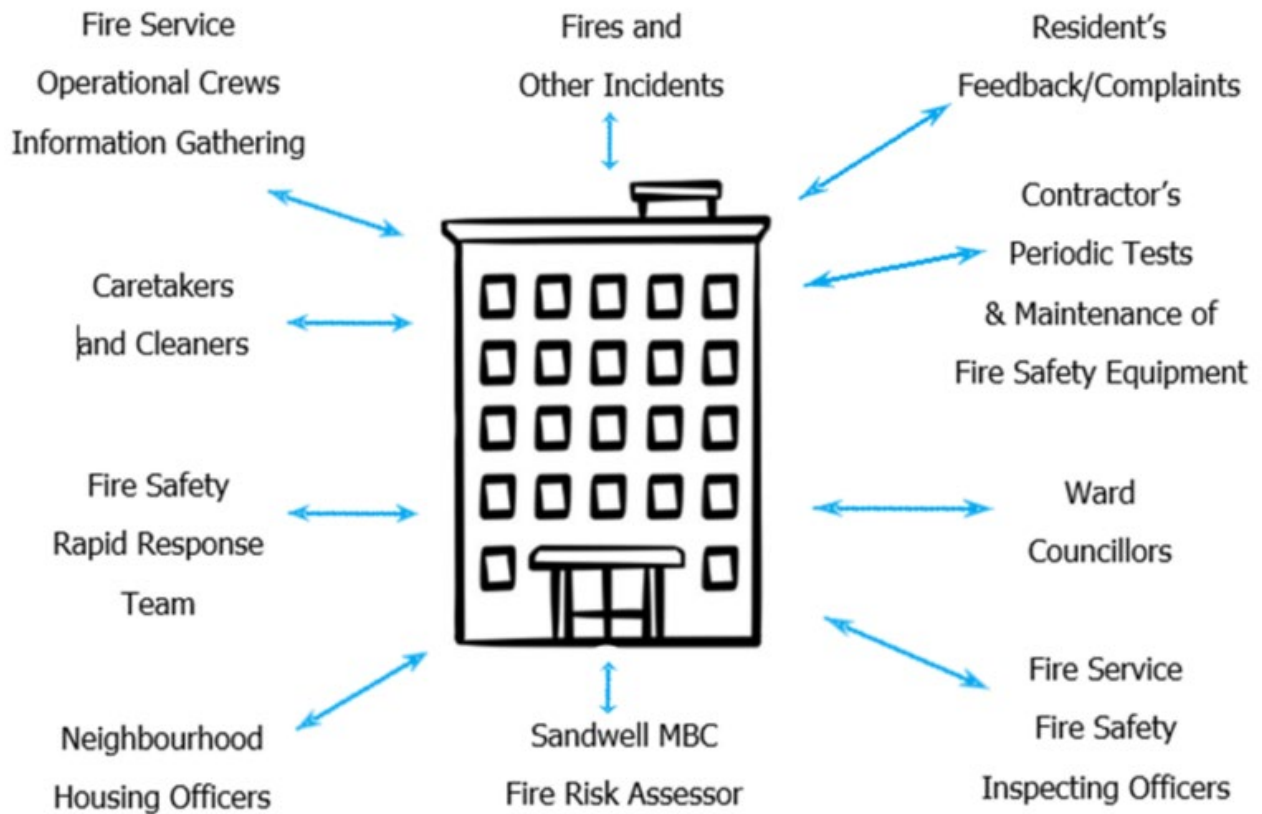
This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>. 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/feedb ack_and_complaints](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 maisonette 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	<p>External Envelope The original construction to the blocks was a concrete masonry construction and the external envelope reflects this with a rendered finish to the top storey of buildings. And timber accessories.</p> <p>2nd floor maisonettes have balcony access and ground floor maisonettes have front and rear access with small outdoor spaces.</p>	Trivial

<p>Section 7</p>	<p>Means of Escape from Fire Each block has 5 separate communal staircases grating escape for 2 dwellings. ground floor maisonettes have two means of escape directly from the premise via the front or rear entrance/exit.</p> <p>Combustibles left within communal areas.</p>	<p>Tolerable</p>
<p>Section 8</p>	<p>Fire Detection and Alarm Systems the smoke alarms within resident's maisonettes are installed to a minimum of LD3 Standard</p>	<p>Trivial</p>
<p>Section 9</p>	<p>Emergency Lighting No emergency lighting present at the properties however conventional lighting is evident</p>	<p>Trivial</p>
<p>Section 10</p>	<p>Compartmentation The buildings are designed to provide as a minimum 1-hour vertical fire resistance and 30 minuet horizontal fire resistance around flats. All doors are 30-minute notional fire doors, including those in 1-hour rated walls. Breaches in ceiling in communal area of Bearwood road.</p>	<p>Tolerable</p>
<p>Section 11</p>	<p>Fire Fighting Equipment There are no firefighting provisions at the blocks. Signage for fire hydrants located near by are present on some of the blocks</p>	<p>Trivial</p>
<p>Section 12</p>	<p>Fire Signage Appropriate signage is in place Fire door keep shut & no smoking signs present within the blocks.</p>	<p>Trivial</p>

Section 13	<p>Employee Training All staff receive basic fire safety awareness training.</p>	<p>Trivial</p>
Section 14	<p>Sources of Ignition The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection was last completed 05/12/2019. Bearwood road had the last inspection at Bearwood road was completed in 2012 and is now out of date</p>	<p>Tolerable</p>
Section 15	<p>Waste Control Regular cleaning service at the block and regular checks from caretakers help with the waste control at the block. The block has a refuse shoot that leads to a bin room store on the ground floor.</p>	<p>Trivial</p>
Section 16	<p>Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.</p>	<p>Trivial</p>
Section 17	<p>Arson Prevention No signs of arson within the blocks. Regular checks are undertaken by Caretakers / Cleaning Team along with door entry system restricting access to communal areas provide good arson prevention. Signs of scorch marks on the entrance door of one block.</p>	<p>Trivial</p>
Section 18	<p>Storage Arrangements Residents have access to storage cupboards within the communal areas that remain shut/ locked.</p>	<p>Trivial</p>

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 normal fire hazards that have been highlighted within the risk assessment such as residents leaving combustible items within the communal areas.

After considering the use of the premise and the occupants within the blocks, the consequences for life safety in the event of a fire would be slight harm due to the simplicity in the layout and a Stay Put Unless policy being in place with adequate detection within maisonettes.

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 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:

Chief Executive

Shokat Lal

Interim Director of Housing

Dean Epton

Assistant Director Building Compliance

Phil Deery

Fire Safety Manager

Tony Thompson

Team Lead Fire Safety

Jason Blewitt

Fire Risk Assessor(s)

Carl Hill

Louis Conway

Anthony Smith

Adrian Jones

Resident Engagement Officer - Fire Safety

Lee Mlilo

Abdul Monim Khan

Housing Office Manager

Susan Geddes

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

Bearwood Road 200-238
Smethwick
B66 4HP

Church Gardens 1-20, 29-48, 53-72
Church Road,
Smethwick.
B67 6EY.

Description of the Property

The Low-Rise Blocks were constructed in approx. 1949 - 1950 and consists of four storeys inclusive of the ground floor.

There are 20 maisonettes per block, access gained to maisonettes from the ground floor and floor and the 2nd floor following communal staircase accessed from the ground floor, the ground floor Dwellings are accessed directly from street level and have an additional entrance/exit at the rear of each block, accessed to Dwellings from the 2nd is via a communal staircase at the front of each block.



There are 5 communal staircases per block with each staircase leading to two maisonettes only on the 2nd floor. These are the only communal areas per block.



The blocks have a pitched roof with no internal access, there was a steel ladder from balconies in the middle of the block that may provide access. Other than this no access to the roof from communal areas.



No bin chutes provided to communal areas; bins are located at the rear of each block 5 bin stores in total per block.



Each communal entrance/ exit to the blocks are located at the bottom of stairways, entrances have a fob reader installed giving access to the blocks and also utilise a firefighters drop latch.



Balcony access for upper floor maisonettes and ground floor maisonettes have front and rear yard space available outside of entrances/exits.



Fire hydrants are located around the estate and are signed appropriately in relation to the block it is nearest.



Several properties having access to areas covered in this risk assessment this risk assessment are leaseholders in both church gardens and Bearwood Road.

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

The enforcing authority is West Midlands Fire Service.

High/Low Rise	Low Rise
Number of Floors	4
Date of Construction	Approx. 1949-1950
Construction Type	Traditional Concrete & Brick
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	0
Number of Staircases	5 per block
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	None
Refuse Chute	None
Access to Roof	External/within maisonettes
Equipment on roof (e.g. mobile phone station etc)	None

Persons at Risk

Residents / Occupants of 20 maisonettes per block (80 in total for FRA)
 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

Plan showing the general location/ orientation of the building.



Arrows show communal entrances.

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.

Below is a breakdown of the materials used within the external envelope and, as part of the external wall system.

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

- 1) The original construction of the blocks was a concrete masonry construction, and the external envelope reflects this also utilising UPVC and Timber finishings along fascias and soffits above the communal entrance, with a rendered finish to the top floor.



- 2) The blocks have a tiled/ slated pitched roof



- 3) Glass panes are used within communal areas along the staircase with residents windows being UPVC double glazed units.



- 4) Residents on the ground floor have access to front a rear garden type areas with some being imber fenced.



- 5) Bin store present at the blocks with timber doors



- 6) Residents on upper floors have access to concrete balconies.



- 7) **Overgrowth to block 1-20 obstructs means of escape from a ground floor maisonette and could aid to the spread of fire vertically up the building.**



- 8) **Gazebo in close proximity to the building as well as outside of a means of escape to the ground floor maisonette 9 along with the overgrowth above could add to the spread of fire along this elevation towards upper floors.**



Section 7

Means of Escape from Fire

- 1) Each block has 5 protected staircases that lead to 2 maisonettes each and act as the primary means of escape for these means of escape leading to a point of ultimate safety from the communal areas.



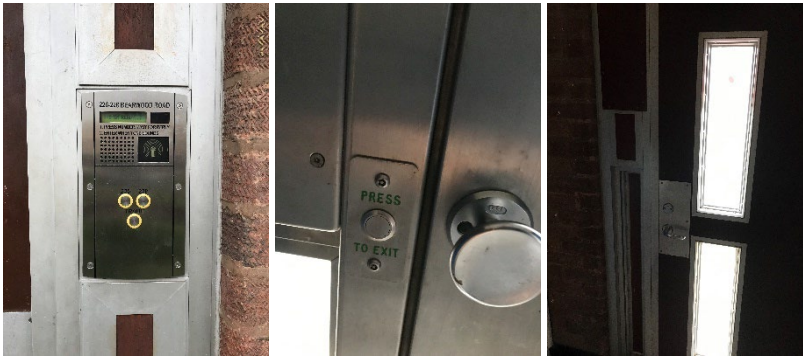
- 2) Only communal areas for the blocks are the staircases/ landing areas at the tops and bottoms of the staircases which act as part of the means of escape.



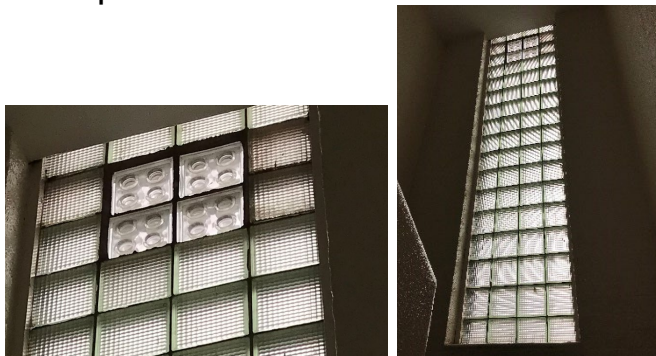
- 3) The means of escape are protected from maisonettes with the use of nominal FD30s doors with no communal doors to the blocks other than final exit doors.



- 4) There are no communal doors other than the final exit doors these 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).
- 5) 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. each door will have either a push to exit button or a door handle.



- 6) There are no communal windows within the communal area, glass panes are utilised with natural ventilation within the glass panes at the top of the communal stair.



- 7) Communal areas should be kept free of flammable items. The communal areas are checked on a regular basis by Caretaking / Cleaning teams 365 days per year and all items of rubbish are immediately removed. There is also an out of hour's service that allows combustible items of furniture / rubbish to be removed.
-

- 8) Could not be determined whether emergency lighting is present within the blocks however it was evident that conventional lighting was present along the means of escape.

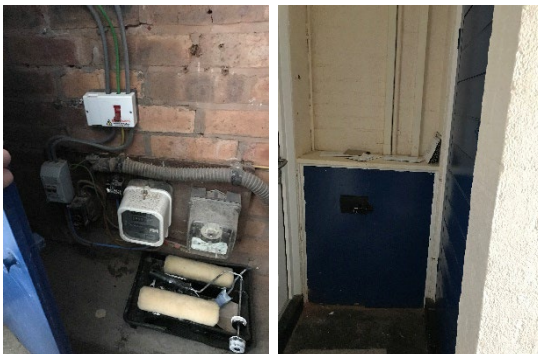


- 9) There are no dry risers provided to the premises.

- 10) Residents have access to storage cupboards within the communal areas of the block, these remain shut/locked when not being used. Residents meter cupboards are also stored within the communal areas nearest the maisonette entrance in a timber storage cupboard.



- 11) Residents meter cupboards are timber storage units located outside each maisonette within the communal areas.



- 12) The surface coatings to the communal areas are Class 0 rated.
-

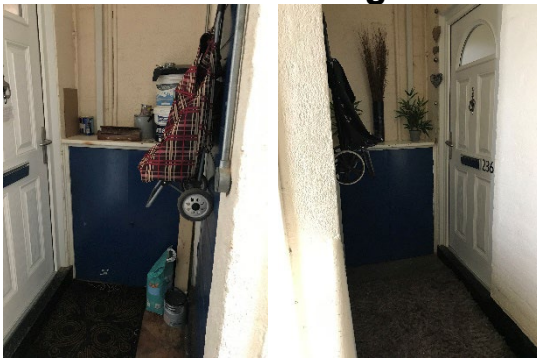
13) The premises have sufficient passive controls that provide effective compartmentation in order to support a Stay Put-Unless Policy. Therefore, residents are advised to remain in their maisonettes unless they are directly affected by fire or smoke.

14) 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 however despite best endeavours no access was granted during the risk assessment. Attempts should be made in future. Please see door sheet below Section 10/9 for relevant information.

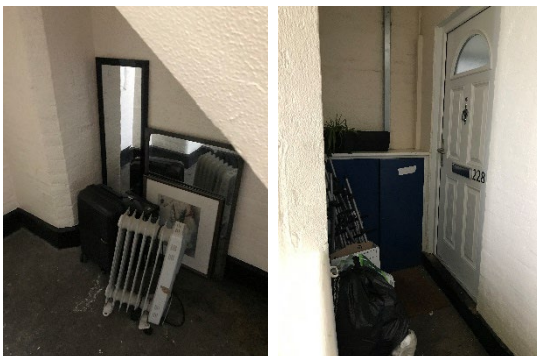
15) Individual maisonette doors are predominantly nominal FD30s self-closing composite doors sets within communal areas with the exception to maisonette 18 which is timber construction.



16) Bearwood road outside flat 234 – 236 incense stick left in communal area along with other combustibles



17) Bearwood Road 226 – 228 Items left under stairs and outside flat entrance doors in the communal area



18) Bearwood Road 218 – 220 candles left in communal area.

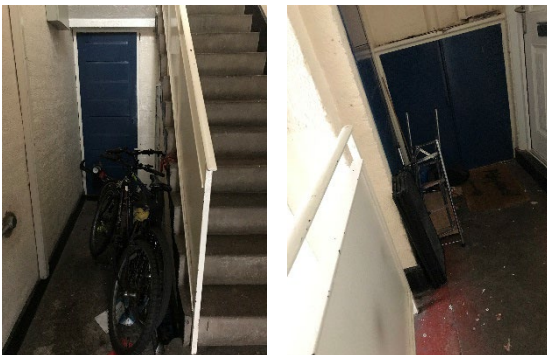


19) Bearwood Road 202 – 204 timber and other items stored within the communal area outside maisonetes.

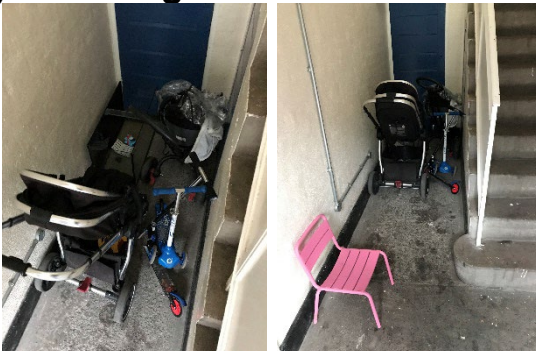


20) Extinguished match stick and cigurrettes found in communal areas within the Church Gardens blocks.

21) Church Gardens 10-11 Bikes and other items stored within communal areas



22) Church gardens 34-35 items stored within communal areas



23) Church gardens 18 removal of all shoes left on the floor within communal area



24) Heater within the communal outside maisonette 46



25) Resident to flat 30 had daisy chained several extension leads within the communal area, resident had removed them while the risk assessor was on site.



26) Some residents have used plants/ pottery/ ornaments to decorate a shelf in the communal area due to the low risk and where this is not excessive kept to a minimal and remains tidy this is deemed acceptable as long as it does not interfere with the means of escape and no items are combustible.

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 Maisonette the equipment is subjected to a cyclical test.

- 2) Based on previous fire risk assessment the smoke alarms within resident's maisonettes are installed to a minimum of LD3 Standard despite best endeavours no access was granted during this risk assessment

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 communal areas. The reason for this are:
 - I. Such systems may get vandalised.
 - II. False alarms would occur.
 - III. A Stay Put - Unless policy is in place.

**Section
9**

Emergency Lighting

27) conventional lighting was present along the means of escape.



Section 10

Compartmentation

This section should be read in conjunction with Section 4

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

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 30 minutes horizontal fire resistance around maisonettes and stairwells. 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) There are no communal doors within the blocks other than final exit doors. 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 an annual check by the Fire Safety Rapid Response Team.
- 5) Residents have access to communal cupboards along the means of escape. These are not fire rated doors and consideration should be taken to upgrade these with future improvements to the blocks.



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

Floor No	Electrical										Floor No												
	Supabloc	Intu Batt	Intu Sponge	Intu AM Mats	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supabloc													
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G											G												
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Communal doors free from defects		✓		Communal windows free from defects		✓		Flat doors free from defects		✓		Communal cupboards locked and secure		X		Communal areas free from tenants stored items		✓		Communal areas free from repairs materials		✓	
Foam Removal & Enhancement Record												Foam, Enhancements & Other Comments:											
Foam Present But Not Removed This Visit																							
Foam Present & Partially Removed This Visit																							
Foam Present & Fully Removed This Visit																							
No Foam Present																							
No Enhancement Carried Out This Visit																							
Enhancement Carried Out This Visit																							

(Bearwood Road)

Floor No	Electrical										Floor No												
	Supabloc	Intu Batt	Intu Sponge	Intu AM Mats	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supabloc													
B											B												
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Communal doors free from defects		✓		Communal windows free from defects		✓		Flat doors free from defects		✓		Communal cupboards locked and secure		✓		Communal areas free from tenants stored items		✓		Communal areas free from repairs materials		✓	
Foam Removal & Enhancement Record												Foam, Enhancements & Other Comments:											
Foam Present But Not Removed This Visit																							
Foam Present & Partially Removed This Visit																							
Foam Present & Fully Removed This Visit																							
No Foam Present																							
No Enhancement Carried Out This Visit																							
Enhancement Carried Out This Visit																							

(Church Gardens 1-20)

Fire Risk Assessment – Bearwood Road & Church Gardens

Floor No	Electrical										Floor No																		
	Fire Stopping Materials		Fire Stopping Materials			Fire Stopping Materials			Fire Stopping Materials			Fire Stopping Materials																	
	Supacal	Intu Batts	Intu Sponges	Intu AM Membs	Graphite Filler	Intu Pads	Intu Fibres	Intu Wires	Rockwool	Supacal	Intu Batts	Intu Sponges	Intu AM Membs	Graphite Filler	Intu Pads	Intu Fibres	Intu Wires	Rockwool	Supacal	Intu Batts	Intu Sponges	Intu AM Membs	Graphite Filler	Intu Pads	Intu Fibres	Intu Wires	Rockwool		
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Communal doors free from defects	✓		Communal windows free from defects			✓			Flat doors free from defects			✓			Communal cupboards locked and secure		✓		Communal areas free from tenants stored items		✓		Communal areas free from repairs materials		✓				
Foam Removal & Enhancement Record										Foam, Enhancements & Other Comments:																			
Foam Present But Not Removed This Visit																													
Foam Present & Partially Removed This Visit																													
Foam Present & Fully Removed This Visit																													
No Foam Present										✓																			
No Enhancement Carried Out This Visit										✓																			
Enhancement Carried Out This Visit																													

(Church Gardens 29-48)

Floor No	Electrical										Floor No																		
	Fire Stopping Materials		Fire Stopping Materials			Fire Stopping Materials			Fire Stopping Materials			Fire Stopping Materials																	
	Supacal	Intu Batts	Intu Sponges	Intu AM Membs	Graphite Filler	Intu Pads	Intu Fibres	Intu Wires	Rockwool	Supacal	Intu Batts	Intu Sponges	Intu AM Membs	Graphite Filler	Intu Pads	Intu Fibres	Intu Wires	Rockwool	Supacal	Intu Batts	Intu Sponges	Intu AM Membs	Graphite Filler	Intu Pads	Intu Fibres	Intu Wires	Rockwool		
B																													
G			✓																										
1			✓																										
2																													
3																													
4																													
5																													
6																													
7																													
8																													
9																													
10																													
11																													
12																													
13																													
14																													
15																													
16																													
Communal doors free from defects	✓		Communal windows free from defects			✓			Flat doors free from defects			✓			Communal cupboards locked and secure		✓		Communal areas free from tenants stored items		✓		Communal areas free from repairs materials		✓				
Foam Removal & Enhancement Record										Foam, Enhancements & Other Comments:																			
Foam Present But Not Removed This Visit																													
Foam Present & Partially Removed This Visit																													
Foam Present & Fully Removed This Visit																													
No Foam Present										✓																			
No Enhancement Carried Out This Visit										✓																			
Enhancement Carried Out This Visit																													

(Church Gardens 53-72)

- 7) The fire stopping / compartmentation is subject to an annual by the Fire Safety Rapid Response Team
- 8) Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately by the Fire Safety Rapid Response Team.

- 10) Maisonette 18 timber door has been damaged and a temporary repair has been made, email has been sent and has been raised with the appropriate people .



- 11) Holes Penetrating into the floor above within Bearwood road 218-220 nearest maisonettes.



It is accepted that, in older blocks, fire doors, particularly flat entrance doors, do not meet current test standards for FD30S doors. However, these doors may still be acceptable if the doors remain in good condition, and they met the relevant standards at the time of construction of the block.

Section 11

Fire Fighting Equipment

- 1) The Premises have no firefighting provisions.
- 2) Note there is Fire Hydrants located near the blocks and signage is posted on the building depicting the location.



Section
12

Fire Signage

- 1) No communal fire doors within the means of escape so no fire door keep shut signage present.
 - 2) Fire Action Notices are not displayed throughout the building. The signs are not necessarily due to the building not having a complex layout.
 - 3) Wayfinding Signage has not been installed within the blocks as they are not required due to the buildings being under 18m in height under the Fire Safety (England) Regulations 2022
 - 4) The fire escape routes generally do not use directional fire signage in accordance due to simplicity of layout.
-

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. There are no extinguishers present within the blocks.
- 4) Housing Directorate employees assigned to undertake Fire Safety Inspections have received IFE approved training via West Midlands Fire Service.
- 5) Staff undertaking fire risk assessments are qualified to or working towards Level 4 Diploma in Fire Safety.
- 6) Fire safety information has been provided as part of tenancy pack.
- 7) Information regarding use of fire doors is provided to residents.



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



9) Building safety notices are not installed at the blocks.

Section 14

Sources of Ignition

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



- 2) Hot working is not normally carried out. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.
- 3) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager Bryan Low.
- 4) **The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection at Bearwood road was completed in 2012 and is now out of date, the inspection dates for church gardens were all the same being conducted on the 05/12/2019.**
- 5) Residents have meter cupboards located outside their dwellings stored within timber.



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

Section 15

Waste Control

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



- 2) Refuse containers emptied regularly.
- 3) Regular checks by Caretakers minimise risk of waste accumulation.



- 4) 'Out of Hours' service in place to remove bulk items.
- 5) Bin stores are located at externally at the rear of each block (5 Bin stores per block)



**Section
16**

Control and Supervision of Contractors and Visitors

- 1) Responsive Repairs service delivered by Sandwell MBC necessitates the production of an order via the computerised repairs system. Details of any known risks are documented on the repair order.
 - 2) Hot works are not permitted unless authorisation is given via the approved officer. The hot works procedure is to be followed.
 - 3) Utility companies are not allowed to access any service cupboard or secure area. They must request and collect maintenance keys from the Investments office @ Roway Lane. This allows scrutiny of what is the scope of any works such as installation of tenant's broadband / phone line etc.
 - 4) Where contractors are appointed to undertake major refurbishment works, Sandwell MBC Urban Design team will put control measures in place. Such Measures include: -
 - a) Pre-Contract Meetings – where contractor is made aware of all working arrangements and safe systems of work to be adopted. Issues covered in this meeting will include:
 - Health and Safety.
 - Site security.
 - Safety of working and impact on children/school business.
 - Fire risk, if any.
 - Site Emergency Plan.
 - b) Monthly Site Meetings – in order to monitor, review and share any new information including any new risks.
 - c) Site monitored daily whilst work is in progress by Clerk of Works / Health and Safety Officers.
 - d) Final Contractor review on completion of works undertaken.
-

Section
17

Arson Prevention

- 1) Regular checks are undertaken by Caretakers / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.
- 2) Restricted access to the premises by means of a door entry system.
- 3) There are no CCTV provisions for the block.
- 4) There is no evidence of arson within the blocks other than some burn marks on the communal main entrance door to maisonettes 38-39



- 5) The perimeter of the premises is well illuminated.
 - 6) There have been 3 reported fire incidents within the blocks.
 - Church gardens 53-72 on the 02/08/2020 minor incident that was contained to the room of origin and had no persons injured.
 - Bearwood Road block 200-238 on the 30/04/2022, minor incident that was contained to the room of origin and had no persons injured.
 - Church Gardens 1-20 on the 14/01/2022, minor incident that was contained to the room of origin and had no persons injured.
-

**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.
 - 5) Residents have no means of storage within communal areas.
-

**Section
19**

**Additional Control Measures;
Fire Risk Assessment - Level 2
Action Plan**

Significant Findings

Action Plan

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

Trivial Tolerable

Definition of priorities (where applicable):

P1 Arrange and complete as urgent – Within 10 days

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

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

P4 Arrange and complete exceeding 6 months under programmed work



Fire Risk Assessment Level 2 Action Plan



Name of Premises or Location:

Bearwood Road & Church Gardens

Date of Action Plan:




08/04/2024

Review Date:



<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
06/07	Trim back overgrowth scaling walls to block 1-20		P3	3-6 months Housing Manager	




Fire Risk Assessment – Bearwood Road & Church Gardens

<p>06/08</p>	<p>Remove gazebo form close proximity to building maisonette 9</p>		<p>P3</p>	<p>3-6 months Housing Manager</p>	
<p>07/16</p>	<p>Maisonettes 234 – 236 Remove incense stick and combustibles form communal area</p>		<p>P2</p>	<p>1-3 months Housing Manager</p>	
<p>07/17</p>	<p>Maisonettes 226 - 228 remove items left in communal areas</p>		<p>P2</p>	<p>1-3 months Housing Manager</p>	


Fire Risk Assessment – Bearwood Road & Church Gardens

07/18	Maisonettes 218 - 220 remove candles from communal area	N/A	P2	1-3 months Housing Manager	
07/19	Maisonettes 202 – 204 remove timber and other combustibles form outside entrance		P2	1-3 months Housing Manager	
07/21	Church Gardens Maisonettes 10-11 remove bikes and other items stored within communal area		P2	1-3 months Housing Manager	

Fire Risk Assessment – Bearwood Road & Church Gardens

07/22	Church gardens maisonettes 34-35 remove items stored within ground floor communal areas		P2	1-3 Months Housing Manager	
07/23	Church gardens Maisonette 18 remove shoes stored within the communal area		P2	1-3 Months Housing Manager	
07/24	Church gardens Maisonette 46 remove heater form communal area		P2	1-3 Months Housing Manager	

Fire Risk Assessment – Bearwood Road & Church Gardens



10/11	Fire stop holes penetrating into floor above outside maisonette entrances Bearwood road 218-220		P3	3-6 Months Fire Rapid Response	
14/04	Provide evidence of updated fixed electrical tests	N/A	P3	3-6 Months Electrical	

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	
Storage cupboards within the means of escape are not fire rated doors	Consideration for the doors to be upgraded as part of future improvement works
Residents meter cupboards are not fire rated door sets	Consideration for the doors to be upgraded as part of future improvement works
Maisonette entrance doors from communal areas are currently nominal doors	Consideration for the doors to be upgraded as part of future improvement works

Fire Risk Assessment – Bearwood Road & Church Gardens

Signed

	Fire Risk Assessor	Date: 09/04/2024
	Quality Assurance Check	Date: 16/04/2024



Appendix 1

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

Name of property: Bearwood road 200 – 238 & Church Gardens

Updated: 09/04/2024

Premise Manager:

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). <i>Include survey</i>

Sample Locations		Property Address						
		200-238 BEARWOOD ROAD, SMETHWICK, B67 6HB						
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								
NO SUSPECTED ACM'S IDENTIFIED DURING SURVEY								
COMMUNAL WALLS	TEXTURED COATING	-	PAINTED	PRESUMED	NO ASBESTOS DETECTED	NO	NO	-
SEE SAMPLE DMJ 052 TAKEN AT 53 – 72 CHURCH GARDENS FOR ABOVE CONFIRMATION								
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			
CEILING AND SOFFITS TO STAIRWELLS	CONCRETE	BIN STORE SOFFIT	SUPALUX					
INTERNAL CUPBOARDS-WALLS	BARE BRICK	COMMUNAL AREAS – WALLS <small>See notes above.</small>	RIPPLED PAINT					
CEILINGS TO 2 ND FLOOR	PLASTER BOARD	ALL DOOR FRAME SEALANTS TO DWELLINGS	SILICONE					
MAIN ROOF SOFFITS	SUPALUX	ALL COMMUNAL CUPBOARDS	SILICONE					
MAIN ENTRANCE PORCH SOFFIT	SUPALUX							

Fire Risk Assessment – Bearwood Road & Church Gardens

Sample Locations		Property Address	1-20 CHURCH GARDENS, SMETHWICK, B67 6HB					
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								
NO SUSPECTED ACM'S IDENTIFIED DURING SURVEY								
COMMUNAL WALLS	TEXTURED COATING	-	PAINTED	PRESUMED	NO ASBESTOS DETECTED	NO	NO	-
SEE SAMPLE DMJ 052 TAKEN AT 53 – 72 CHURCH GARDENS FOR ABOVE CONFIRMATION								
NOS 1,3,4,10,13,17,19 FRONT DOOR FRAME SEALANTS	MASTIC	-	SEE ATTACHED CERTIFICATES	-	NO ASBESTOS DETECTED	-	-	-
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			
CEILING AND SOFFITS TO STAIRWELLS	CONCRETE	BIN STORE SOFFIT	SUPALUX					
INTERNAL CUPBOARDS-WALLS	BARE BRICK	COMMUNAL AREAS – WALLS <small>See Notes above</small>	RIPPLED PAINT					
CEILINGS TO 2 ND FLOOR	PLASTER BOARD	ALL MAISONETTES - REAR DOORS AND BALCONY DOOR FRAME SEALANTS	SILICONE					
MAIN ROOF SOFFITS	SUPALUX	ALL MAISONETTES - FRONT DOOR FRAME SEALANTS (SEE ABOVE)	MASTIC					
MAIN ENTRANCE PORCH SOFFIT	SUPALUX							

Sample Locations		Property Address	29-48 CHURCH GARDENS, SMETHWICK, B67 6HB					
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								
NO SUSPECTED ACM'S IDENTIFIED DURING SURVEY								
COMMUNAL WALLS	TEXTURED COATING	-	PAINTED	PRESUMED	NO ASBESTOS DETECTED	NO	NO	-
SEE SAMPLE DMJ 052 TAKEN AT 53 – 72 CHURCH GARDENS FOR ABOVE CONFIRMATION								
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			
CEILING AND SOFFITS TO STAIRWELLS	CONCRETE	BIN STORE SOFFIT	SUPALUX					
INTERNAL CUPBOARDS-WALLS	BARE BRICK	COMMUNAL AREAS – WALLS <small>See notes above</small>	RIPPLED PAINT					
CEILINGS TO 2 ND FLOOR	PLASTER BOARD							
MAIN ROOF SOFFITS	SUPALUX							
MAIN ENTRANCE PORCH SOFFIT	SUPALUX							

Fire Risk Assessment – Bearwood Road & Church Gardens

Sample Locations		Property Address						
		53-72 CHURCH GARDENS, SMETHWICK, B67 6HB						
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								
COMMUNAL WALLS	TEXTURED COATING	-	PAINTED	DMJ052	NO ASBESTOS 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					
CEILING AND SOFFITS TO STAIRWELLS	CONCRETE	BIN STORE SOFFIT	SUPALUX					
INTERNAL CUPBOARDS-WALLS	BARE BRICK							
CEILINGS TO 2 ND FLOOR	PLASTER BOARD							
MAIN ROOF SOFFITS	SUPALUX							
MAIN ENTRANCE PORCH SOFFIT	SUPALUX							