Fire Risk Assessment

Bearwood road 139

Flats 1-5

Bearwood Road, Smethwick,

B66 4LN

Date Completed: 19/04/2024.

Review Period: 3 years

Officer: L. Conway **Fire Risk Assessor**

Checked By: J Blewitt **Team Lead Fire Safety & Facilities**

Current Risk Rating = Tolerable

Sandwell
Metropolitan Borough Council

Subsequent reviews

Review date	Officer	Comments

Contents

Section 0 Introduction

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

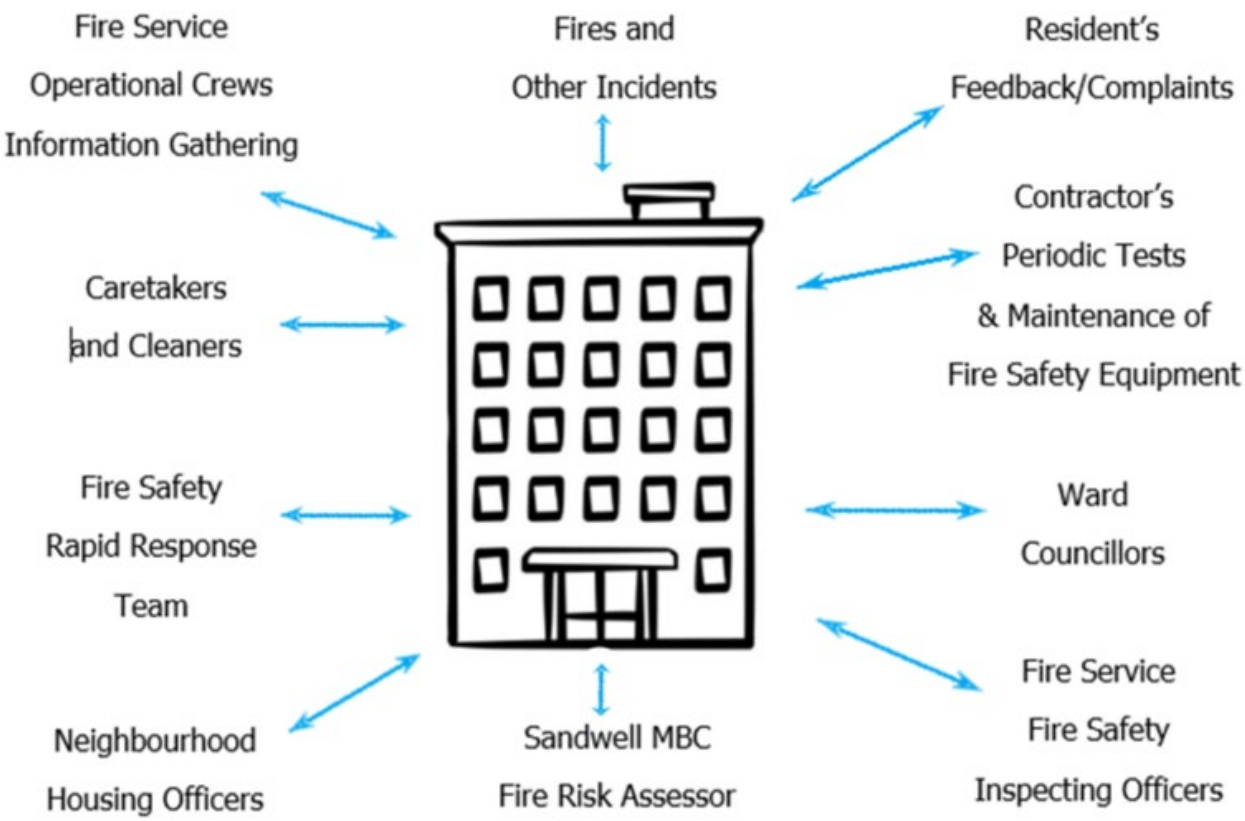
This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on https://www.wmfs.net/our-services/fire-safety/#reportfiresafety.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

The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation, 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.

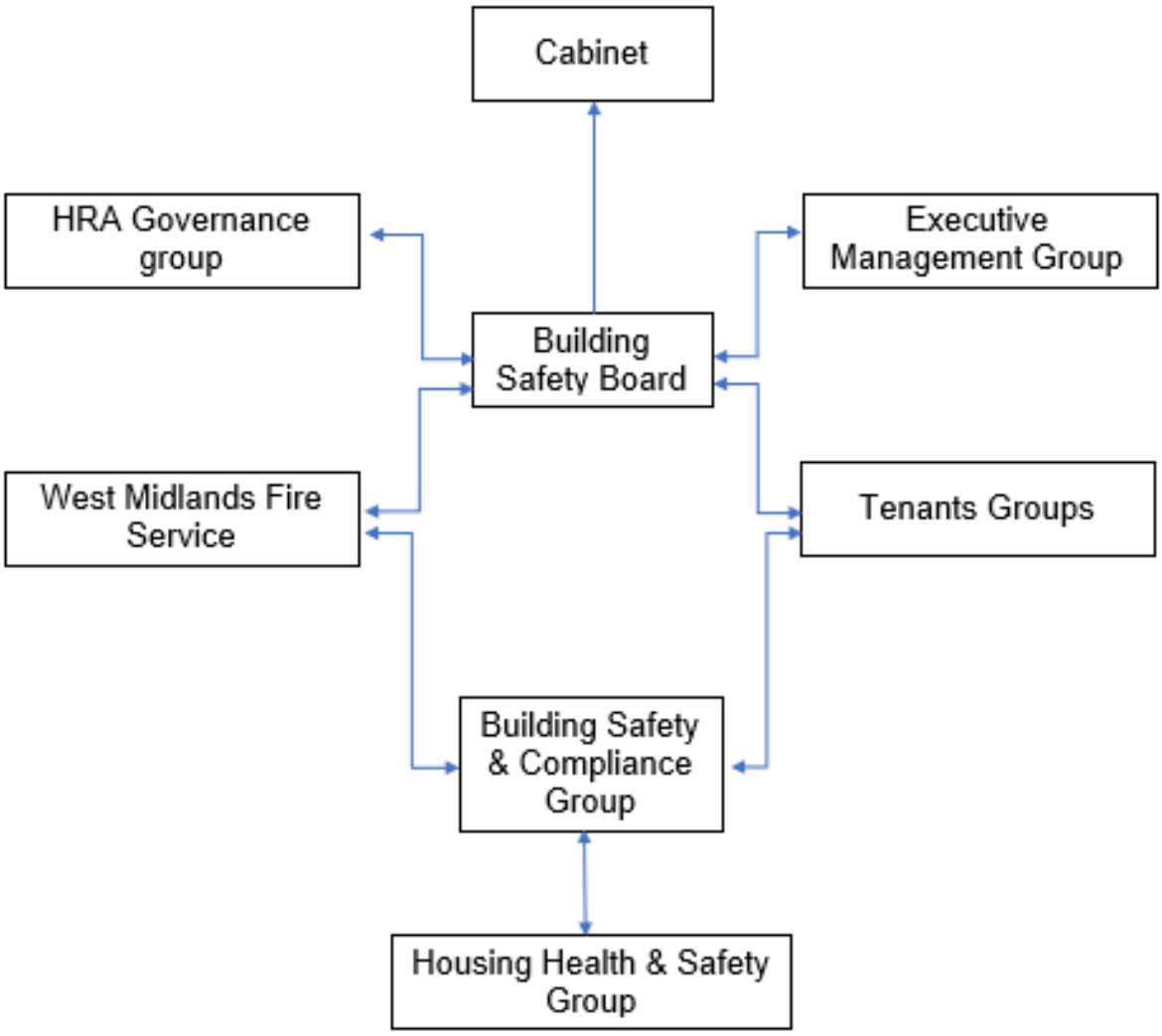
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



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 **'Total Evacuation'** Evacuation of the occupants to a place of ultimate safety,

Section number	Section Area	Individual Risk Level
Section 6	**External Envelope** The property was built in approximately 1900 and is an Edwardian style Traditional brick construction with timber finishings and a pitched slated roof.	Trivial
Section 7	**Means of Escape from Fire** The means of escae has a single staircase and singular travel providing a sufficient means of escape with directional signage and manual call points strategically placed along the escape route.	Tolerable

Section 8	**Fire Detection and Alarm Systems** Early warning systems have been installed within residents flat to a minimum of an LD3 standard alongside a communal alarm system installed within the corridors and staircase of the building with call points and alarm sounders strategically located on each floor.	Trivial
Section 9	**Emergency Lighting** The premises has a sufficient emergency / escape lighting system in accordance with BS 5266 and has test points strategically located.	Trivial
Section 10	**Compartmentation** It was not possible to confirm if the property has complete compartmentation between residences because the fire risk assessor only performed a type 1 fire risk assessment.	Tolerable
Section 11	**Fire Fighting Equipment** The premise has no firefighting equipment.	Trivial
Section 12	**Fire Signage** Fire Action Notices are displayed strategically throughout the building near manual call points. The fire escape routes are clearly defined using directional fire signage in accordance with BS 5499.	Trivial
Section 13	**Employee Training** All staff receive basic fire safety awareness training.	Trivial
Section 14	**Sources of Ignition** The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection was last completed 03/02/2020. Gas is external.	Trivial

Section 15	**Waste Control** There are no caretaking or cleaning service for the building. bins are stored away from the building.	Trivial
Section 16	**Control and Supervision of Contractors and Visitors** Contractors are controlled centrally, and hot works permits are required where necessary**.**	Trivial
Section 17	**Arson Prevention** No fire incidents reported, detection system present within the communal areas, CCTV present at the block.	Trivial
Section 18	**Storage Arrangements** Residents have no means of storage within 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 normal fire hazards that have been highlighted within the risk assessment.

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 the level of detection that is well maintained and tested weekly within the block combined with emergency escape signage and fire action notices detail what to do in the event of an emergency providing sufficient early warning to support a total evacuation fire strategy within the converted block.

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.

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

Executive Director of Place
Alan Lunt

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

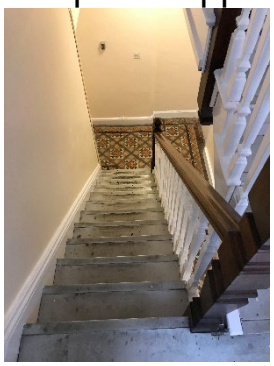
Bearwood Road 139 Flats 1-5
Smethwick
B66 4LN

Description of the Property
The property was built in approximately 1900 and is an Edwardian style Traditional brick construction with timber finishings and a pitched slated roof. The building is an end terrace converted house.

The property consists of 3 storeys (including the ground floor) the entrance door is of timber constructions located at the right-side elevation accessed via a cylinder type lock.

The property was converted into 5 self-contained flats in the mid 70's, Ground and First floors contain 2 flats per floor with the Second floor containing 1 flat at the top of the staircase.

The building contains a single staircase acting as the sole means of escape for upper floors



There is a rear yard area accessed via a timber side gate at the right-hand side of the property.


On arrival Information (for WMFS)

Access gained via the right-side elevation through a timber door, note there is no fire fighters drop latch at this property.


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.

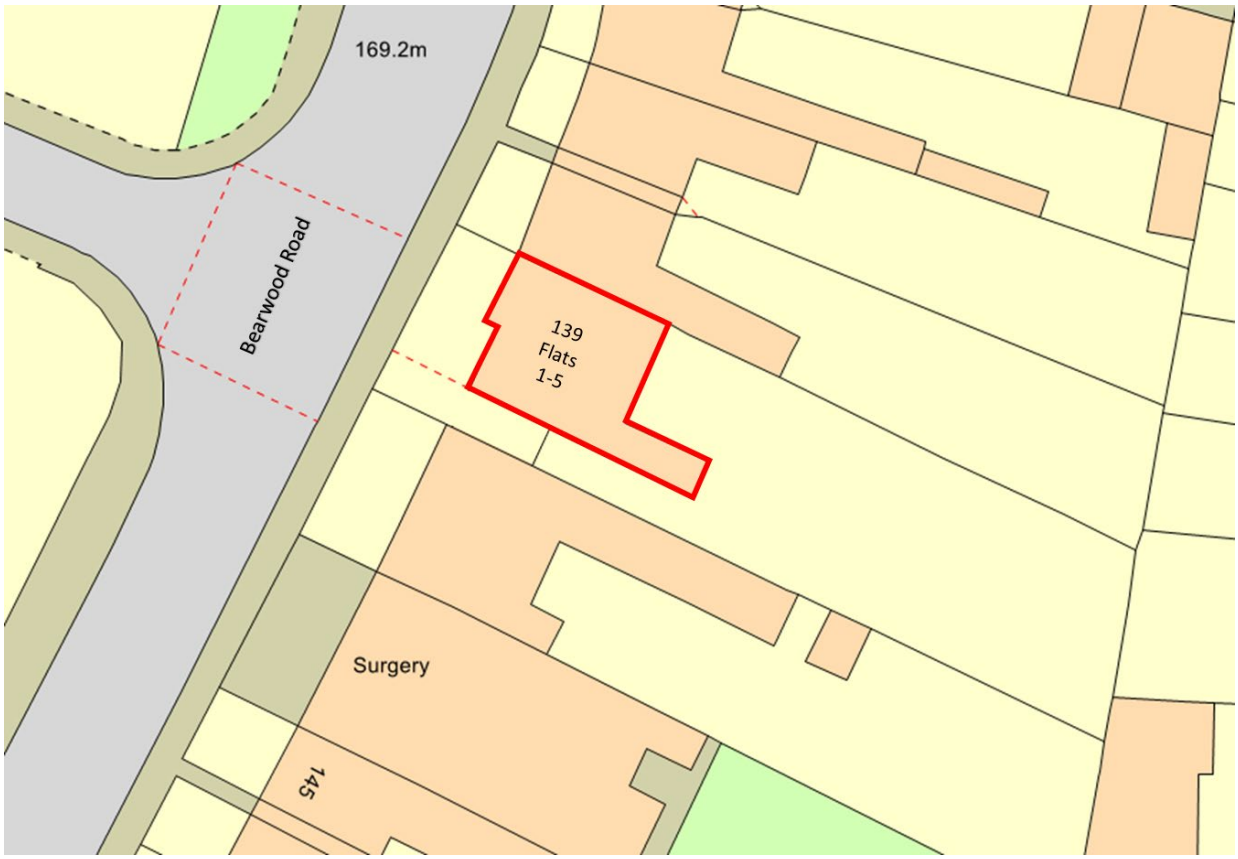
High/Low Rise	Low
Number of Floors	3
Date of Construction	1900 (converted in 70's)
Construction Type	Traditional brick (Edwardian)
Last Refurbished	Mid 70's
External Cladding	Traditional Brick, Timber, Render
Number of Lifts	None
Number of Staircases	One
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	Yes
Refuse Chute	None
Access to Roof	None
Equipment on roof (e.g. mobile phone station etc)	None

Persons at Risk
Residents / Occupants of 5 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

The floor plans provide basic layout and location of the building.



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 property was built in approximately 1900 and is an Edwardian style Traditional brick construction with timber finishings and a pitched slated roof.

2) The 2nd floor façade on the front elevation has a render and timber finish.

3) Timber porch located at the front elevation of the property

4) Timber decorative panel under the windowsill on the front elevation at first floor level.

5) Timber Bay roof above ground floor windows with felt topping.

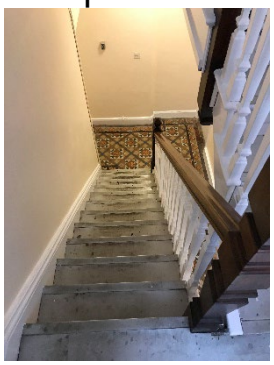
6) UPVC Double Glazed units installed to all elevations.

7) gas is external running along the side elevation with modular units containing meters near the main entrance to the building.

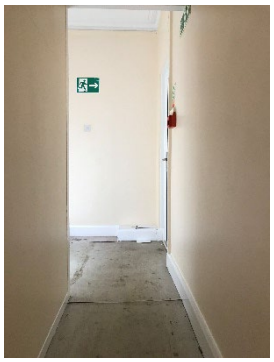
8) Front entrance door and frame is a timber construction.

Section 7 Means of Escape from Fire

1) The site has a single staircase that provides a means of escape and is between 750mm – 770mm in width and is deemed acceptable.



2) All corridors are of adequate and will be maintained clear.

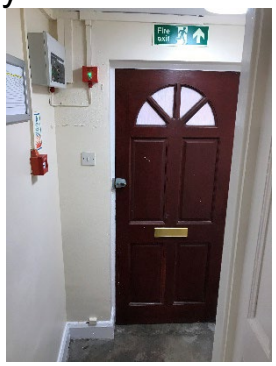


3) There are no corridors within the means of escapes that act as a dead end.

4) The means of escape are protected to prevent the spread of fire and smoke with the use of nominal timber and composite doors from flats there are no communal fire doors within the block.

5) There are no communal fire doors within the building that require a self-closing device.

6) The final exit door is a standard timber combination door and frame secured with a cylinder lock and latch.

7) Communal windows can be opened without the use of a key.

8) Communal areas Should be kept free of flammable items. There is an out of hour's service that allows combustible items of furniture / rubbish to be removed.

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


10) There are no dry riser requirements for the building.

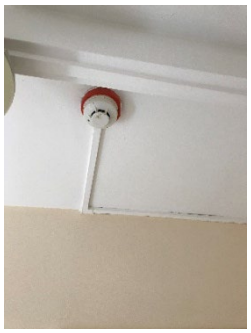
11) electric meter cupboards are stored near the final exit of the building within a timber constructed cupboard.

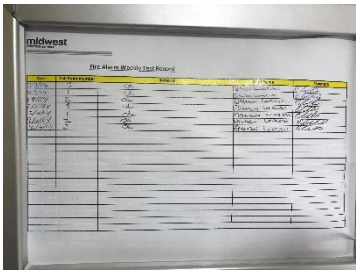
12) The surface coatings to the communal areas are Class 0 rated.

13) The only communal storage cupboard is located under the staircase on the ground floor. This cupboard had been filled with combustible materials and could not be secured.

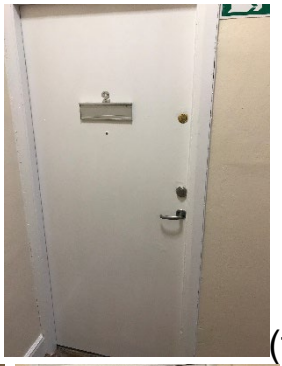
14) Due to undertaking a type 1 fire risk assessment, when a property becomes void or as part of future works, measures shall be taken to undertake a destructive survey to the converted flats to confirm a minimum of REI 30-minutes fire protection between flats and communal areas at floor and wall levels.

15) Communal fire alarm has been introduced along the means of escape within the corridors and staircase with call points and alarm sounders strategically located on each floor. The fire alarm control panel can be located on the ground floor nearest the final exit door. Evidence provided of weekly tests.



16) Individual flat doors are Nominal composite/ timber construction.



(timber)

(Composite)

17)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 bellow Section 10 for relevant information.

18)evacuation signage has been utilised within the communal areas.



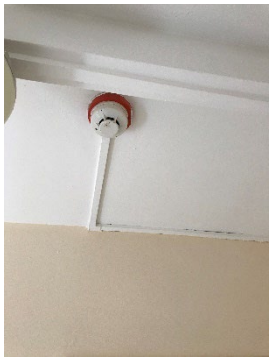
19) fire action notices have been displayed strategically within the communal areas of the building.

20) Stop Taps located within the communal areas stored within timber units.


Section 8

Fire Detection and Alarm Systems

1) Early warning systems have been installed within residents flat to a minimum of an LD3 standard alongside a communal alarm system installed within the corridors and staircase of the building with call points and alarm sounders strategically located on each floor. The fire alarm control panel can be located on the ground floor nearest the final exit door and is tested weekly.



2) Based on the previous risk assessment and the alarm from flats being linked to the communal panel, the smoke alarms within resident's flats are installed to a minimum of an LD3 Standard.

3) **It should be determined that the sounder within the communal area provide sufficient decibels to the bed head within all flats to support a total evacuation policy BS 5839-1 recommends that, if an audible alarm is intended to rouse sleeping persons, a sound level of 75 dB(A) should be achieved at the bedhead when all doors are shut**

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

Section 9

Emergency Lighting

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

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

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

Section 10 Compartmentation

1) Due to undertaking a type 1 fire risk assessment, when a property becomes void or as part of future works, measures shall be taken to undertake a destructive survey to the converted flats to confirm a minimum of REI 30-minutes fire protection between flats and communal areas at floor and wall levels before it can support a stay put unless policy.

   ADB Volume 1 states the following.
   6.5 Where an existing dwellinghouse or other building is converted into flats, a review of the existing construction should be carried out. Retained timber floors may make it difficult to meet the relevant provisions for fire resistance.
   6.6 In a converted building with a maximum of three storeys, a minimum REI 30 fire resistance could be accepted for elements of structure if the means of escape conform to the provisions of Section 3

   The converted building currently has an early warning system installed to communal areas that is triggered if an alarm goes off within the residents flats and manual call points strategically located on all floors which are linked to a sounder and fire alarm panel located in the communal corridor nearest the final exit door, Fire Action Notices are strategically placed providing instructions to leave the building in the event of a fire combined with directional signage this would suggest a Total evacuation policy is in placed further doubting the compartmentation within the building.

   Measures shall be taken to ensure that the sounder within the communal area provide sufficient decibels to the bed head within all flats to support a total evacuation policy BS 5839-1 recommends that, if an audible alarm is intended to rouse sleeping persons, a sound level of 75 dB(A) should be achieved at the bedhead when all doors are shut.

2) The building should be designed to provide as a minimum 30-minute vertical fire resistance and 30-minute horizontal fire resistance around flats stairwells and. All doors are 30-minute fire resistant with cold smoke seals this will need to be determined under future works.

3) there is a cyclical programme to ensure fire stopping has not been compromised by third parties and where applicable enhance the fire stopping within communal areas.

4) There are no communal fire doors fitted within the building.

5) Cupboards within the communal areas were not secured during the FRA.

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

	Electrical																																				
	Fire Stopping Materials									Fire Stopping Materials									Fire Stopping Materials									Fire Stopping Materials									Fire Stopping Materials									
Floor No	Supalux	Intu Batt	Intu Sponge	Intu AM Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AM Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AM Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Supalux	Intu Batt	Intu Sponge	Intu AM Mastic	Graphite Filler	Intu Pads	Intu Pillows	Intu Wraps	Rockwool	Floor No
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Communal doors free from defects	✓	Communal windows free from defects	✓	Flat doors free from defects	✓	Communal cupbaords locked and secure	✓	Communal areas free from tenants stored items	✓	Communal areas free from repairs materials	✓

Foam Removal & Enhancement Record	
Foam Present But Not Removed This Visit	
Foam Present & Partailly Removed This Visit	
Foam Present & Fully Removed This Visit	
No Foam Present	
No Enhancement Carried Out This Visit	
Enhancement Carried Out This Visit	

Foam, Enhancements & Other Comments:

7) The fire stopping / compartmentation within the communal area is subject to an annual check 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.

9) Individual flat doors are Nominal FD30 construction.

Bearwood Road 139 Flats 1-	**BL03760BE49**	BL03760BE49	Flat1-6;139 Bearwood Road;Smethwick;West Midlands;	Intentionally Blank
Bearwood Road 139 Flats 1-	BL03760BE49	DW0376000001	Flat 1;139 Bearwood Road;Smethwick;West Midlands;	Timber Door FD30s
Bearwood Road 139 Flats 1-	BL03760BE49	DW0376000091	Flat 2;139 Bearwood Road;Smethwick;West Midlands;	Timber Door FD30s
Bearwood Road 139 Flats 1-	BL03760BE49	DW0376000117	Flat 5;139 Bearwood Road;Smethwick;West Midlands;	Timber Door FD30s
Bearwood Road 139 Flats 1-	BL03760BE49	DW0376000118	Flat 3;139 Bearwood Road;Smethwick;West Midlands;	Timber Door FD30s
Bearwood Road 139 Flats 1-	BL03760BE49	DW0376000119	Flat 4;139 Bearwood Road;Smethwick;West Midlands;	Timber Door FD30s

10) Stop taps present within the communal areas, housed behind timber panels.

Section 11 Fire Fighting Equipment

1) There are no firefighting provisions within the premise.

Section 12

Fire Signage

1) Fire Action Notices are displayed strategically throughout the building near manual call points.

2) Yellow LPG warning signs are not displayed.

3) The fire escape routes are clearly defined using directional fire signage in accordance with BS 5499.

4) No smoking signs displayed at the block

Section 13

Employee & Resident Training/Provision of Information

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

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

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

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 Risk Assessments.

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

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

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

IMPORTANT NOTICE

FIRE DOORS

Fire doors are crucial life safety devices, designed to restrict the spread of smoke and fire for a substantial period of time.

You must ensure:

- Fire doors are kept shut when not in use.
- Residents and visitors do not tamper with doors or self-closing devices.
- Any faults or damage is reported immediately to the Contact Centre using the details below.

You must NOT:

- Alter or change your flat front door or internal doors without prior consent from Sandwell Council.

We will:

- Ensure caretakers check communal fire doors.
- Carry out an audit of communal fire doors every 12 weeks.
- Check your flat entrance fire door every year.

ANY UNAUTHORISED MODIFICATIONS MAY PUT LIVES AT RISK

This information is provided in line with the Fire Safety (England) Regulations 2022 to ensure the safety of residents and building users is not negatively impacted by the modification / misuse of fire doors.

PLEASE REPORT ANY DEFECTS OR CONCERNS WITH FIRE DOORS TO:

Name: Contact Centre
Phone: 0121 569 8000
Email: customer_services@sandwell.gov.uk
On-line: My Sandwell Account

Sandwell Metropolitan Borough Council

Use QR Code to access Fire Safety Advice

Section 14

Sources of Ignition

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

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

3) Portable electrical equipment that may be used by council employees is subject to annual PAT Testing. This information is held in house.

4) The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection was 03/02/2020.

5) The electrical installation i.e., risers are contained within dedicated timber cupboards within the means of escape.

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 supplies are external**

Section 15

Waste Control

1) There is no caretaking or cleaning service provided at the premise.
2) Refuse containers emptied regularly and stored away from the building.

3) ‘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 – 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) No door entry system however door is secured with standard lock and key.

2) Camera installed over the main entrance door, could not be determined weather this is council owned Swann security 24-hour surveillance noted on site.

3) There is no current evidence of arson within the premise.

4) The perimeter of the premises is well illuminated with the use of external lighting and borrowed light from streetlights.

5) There has been no reported fire incidents since the last FRA.

Section 18

Storage Arrangements

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

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.

4) All store cupboards should be kept locked.

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

6) There is one communal cupboard located under the staircase that has been used to store items, these items will be asked to be removed.

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 139 (Flats 1-5)

Date of Action Plan: 24/04/2024

Review Date: <Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
07/13	Removal of combustible items stored within unsecured cupboard under stairs on the ground floor		P3	Housing Manager 3-6 Months	

08/03	Conduct a survey testing the DB coming from the sounder in the communal area to the bed head within flats (minimum 75db)	N/A	P2	Electrical 1-3 Months	
10/01	Engage with residents so they are clear on the fire strategy at the building.	N/A	P2	Resident Engagement 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	
Communal service cupboard	Upgrade as part of next improvement works
Compartmentation checks	Conduct when a flat becomes available or improvement works happens at the block

Signed

	Fire Risk Assessor	Date: 25/04/2024
	Quality Assurance Check	Date: 07/05/2024

Appendix 1

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

Name of property: Bearwood Road 139 (Flats 1-5)

Updated: 19/04/2024

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). *Include survey*

Sample Locations	Property Address	139 (Flat 1-5) Bearwood Road, Smethwick, B66 4LN.						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	Labelled ?	ACTION TAKEN ON CONTRACT
IF DURING THE COURSE OF WORK SUSPECTED ACM'S ARE IDENTIFIED THAT ARE NOT CONTAINED WITHIN THIS REPORT STOP WORK & SEEK ADVICE								
GROUND FLOOR REAR STORE SHED ROOF	CEMENT	-	UNSEALED	PRESUMED	CHRYSOTILE	NO	-	-

ITEMS SHOWN BELOW HAVE BEEN ASSESSED ON SITE BY THE ASBESTOS SURVEYOR & ARE CONFIRMED NOT TO BE ACM's.					
LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL
GROUND FLOOR METER CUPBOARD	PLYWOOD	1ST & 2ND FLOOR FLOORING	VINYL	FRONT CANOPY	TIMBER
GROUND FLOOR METER CUPBOARD – BACKBOARD	PLYWOOD	UNDERSTAIR CUPBOARD WALL PANELS	SUPALUX	ALL FLAT DOOR FRAME SEALANTS	SILICONE
1ST FLOOR STOP TAP BOXES	TIMBER & PLYWOOD	UNDERSTAIR CUPBOARD CEILING PANEL	SUPALUX	UNDER STAIRS CUPBOAD FRAME SEALANT	NONE
2ND FLOOR STOP TAP BOXES	TIMBER & PLYWOOD	UNDERSTAIR CUPBOARD DOOR PANEL	SUPALUX		
STAIR PANELLING	PLYWOOD	SOIL PIPE	PLASTIC		