# Fire Risk Assessment

# Brunswick Terrace



## Flats 7A- 7D
## Brunswick Terrace,
## Wednesbury,
## WS10 9DA.

**Date Completed:** 24/09/2024.
**Review Period:** 3 years.
**Officer:** A. Smith **Fire Risk Assessor**
**Checked By:** L. Conway **Fire Risk Assessor**

**Current Risk Rating = Trivial**

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*".

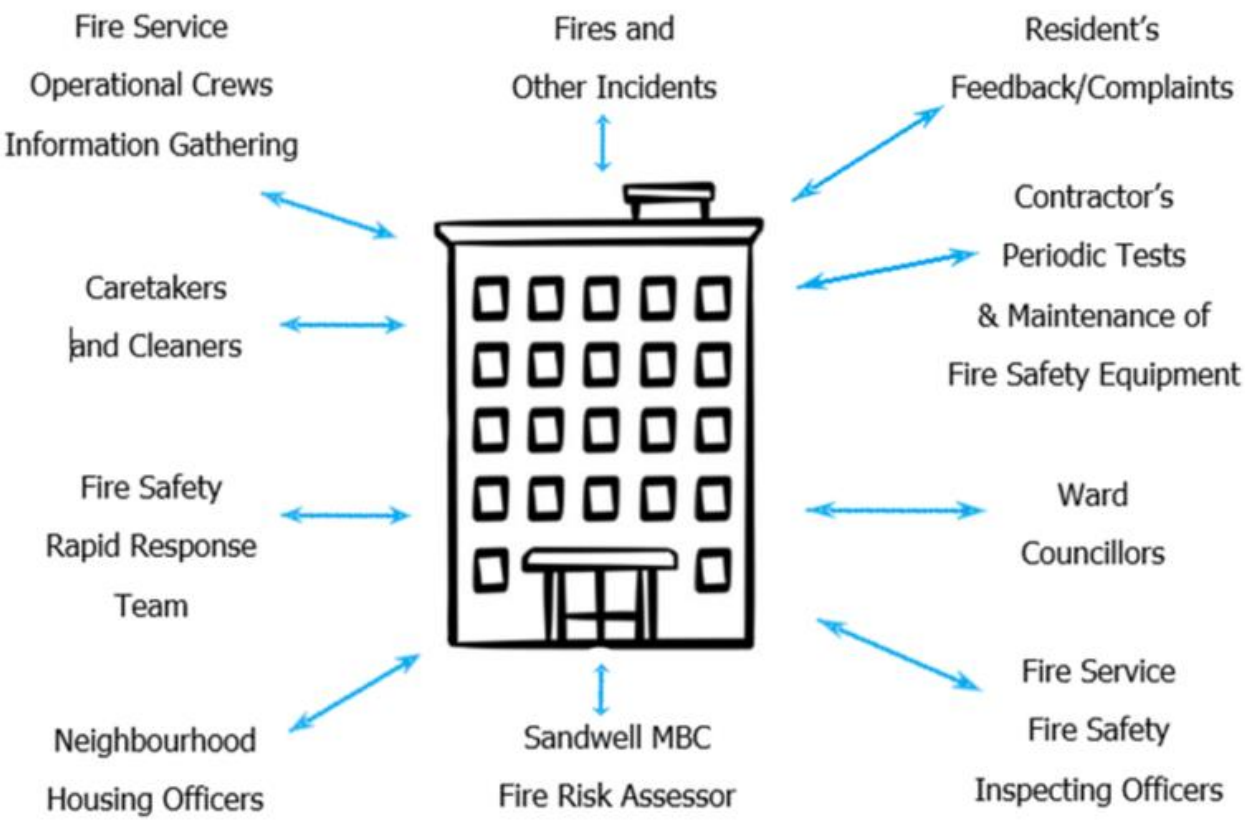
This type 1 fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on https://www.wmfs.net/our-services/fire-safety/#reportfiresafety. 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, but the Council will as a minimum review:

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

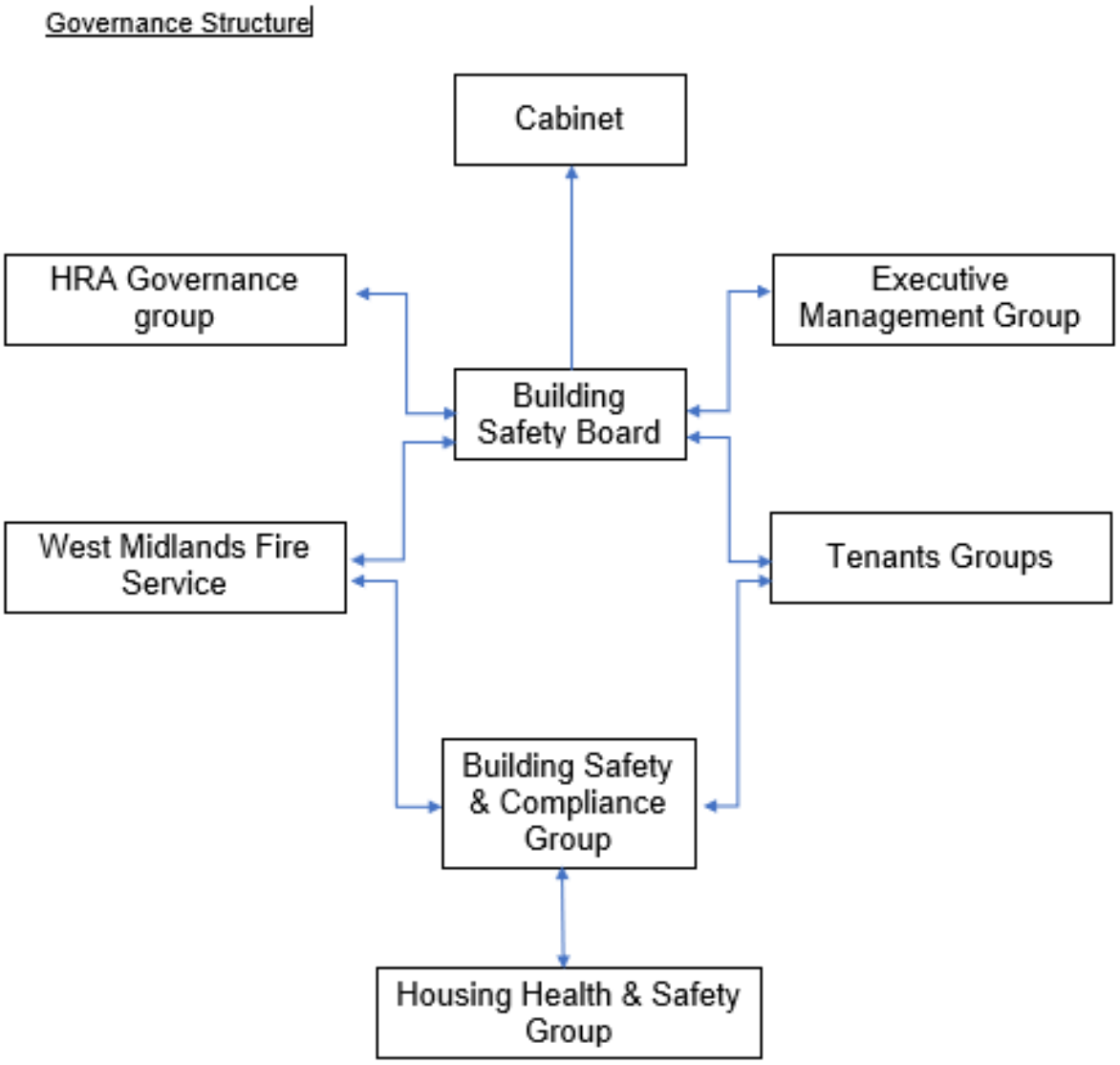
The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. If the review suggests the fire risk assessment is not currently suitable and sufficient, then a new fire risk assessment will be undertaken and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




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

# Section 1 Significant findings

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

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

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

## Significant findings

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

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

| Section number | Section Area | Individual Risk Level |
|---|---|---|
| Section 6 | **External Envelope**<br>The exterior of the building is predominantly traditional brick and concrete tiled roof.<br>Individual flat windows are UPVC double glazed units.<br>Staircase windows are openable. | Trivial |

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|---|---|---|
| Section 7 | **Means of Escape from Fire**<br>The means of escape staircase incorporates a final exit at the side of the premise. | Trivial |
| Section 8 | **Fire Detection and Alarm Systems**<br>Early warning is limited to hard wired or battery smoke alarms within each of the resident's flats. From the sampled flat an LD1 standard is evident. | Trivial |
| Section 9 | **Emergency Lighting**<br>Emergency lighting is not provided in the staircase. This is deemed acceptable in this low-rise building. | Trivial |
| Section 10 | **Compartmentation**<br>The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats.<br>Flat entrance doors are notional and nominal 30-minute doors. | Trivial |
| Section 11 | **Fire Fighting Equipment**<br>No firefighting provisions are provided within the premise. | Trivial |
| Section 12 | **Fire Signage**<br>Appropriate 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 electrical installation should be tested every 5 years. The next scheduled test is October 2024. | Trivial |

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| Section 15 | **Waste Control**<br>Regular cleaning services take place at the block and regular checks from caretakers help with waste control at the block. | 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>Access control system in place.<br>External lighting is in place.<br>Regular checks by caretakers reduce the risk of arson. | Trivial |
| Section 18 | **Storage Arrangements**<br>Residents instructed not to bring L.P.G cylinders into block. | 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.

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|---|---|
| **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 low level of risk. No reported fire incidents are recorded for this block.

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.

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. 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

**Directorate of Place**
Alan Lunt

**Fire Safety Manager**
Tony Thompson

**Team Lead Fire Safety**
Jason Blewitt

**Fire Risk Assessor(s)**
Adrian Jones
Anthony Smith
Carl Hill
Louis Conway

**Resident Engagement Officer - Fire Safety**
Abdul Monim Khan
Lee Mlilo

**Housing Office Manager**
Rushpal Dhaliwal

*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

Flats 7A-7D
Brunswick Terrace,
Wednesbury,
WS10 9DA.

**Description of the 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.

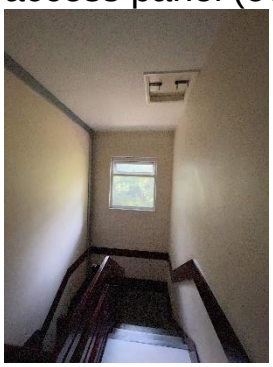
The enforcing authority is West Midlands Fire Service.

This low-rise block was constructed in 1925. The block consists of 2 storeys (inclusive of the ground floor). Two flats are located on each floor.

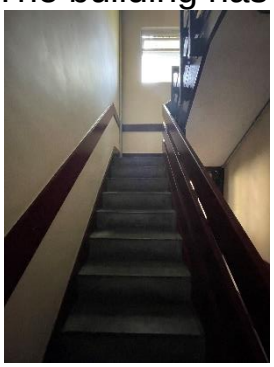
The block has a main entrance to the side elevation only. The front entrance has a door entry system with a fob reader installed.



Pitched roof with internal access on the first floor. No access was gained during this fire risk assessment due to the height and location of the loft access panel (over stairs).



The building has a single staircase that serves dwellings on all floors.

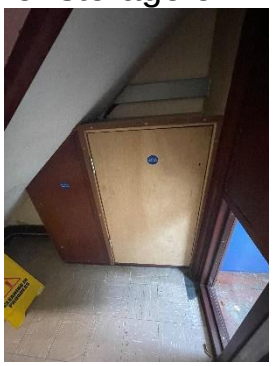


The rear garden is secured by fencing; there are access gates on the right-hand side of the building.





There are internal store cupboards located on the ground floor, these are for storage of resident's belongings.



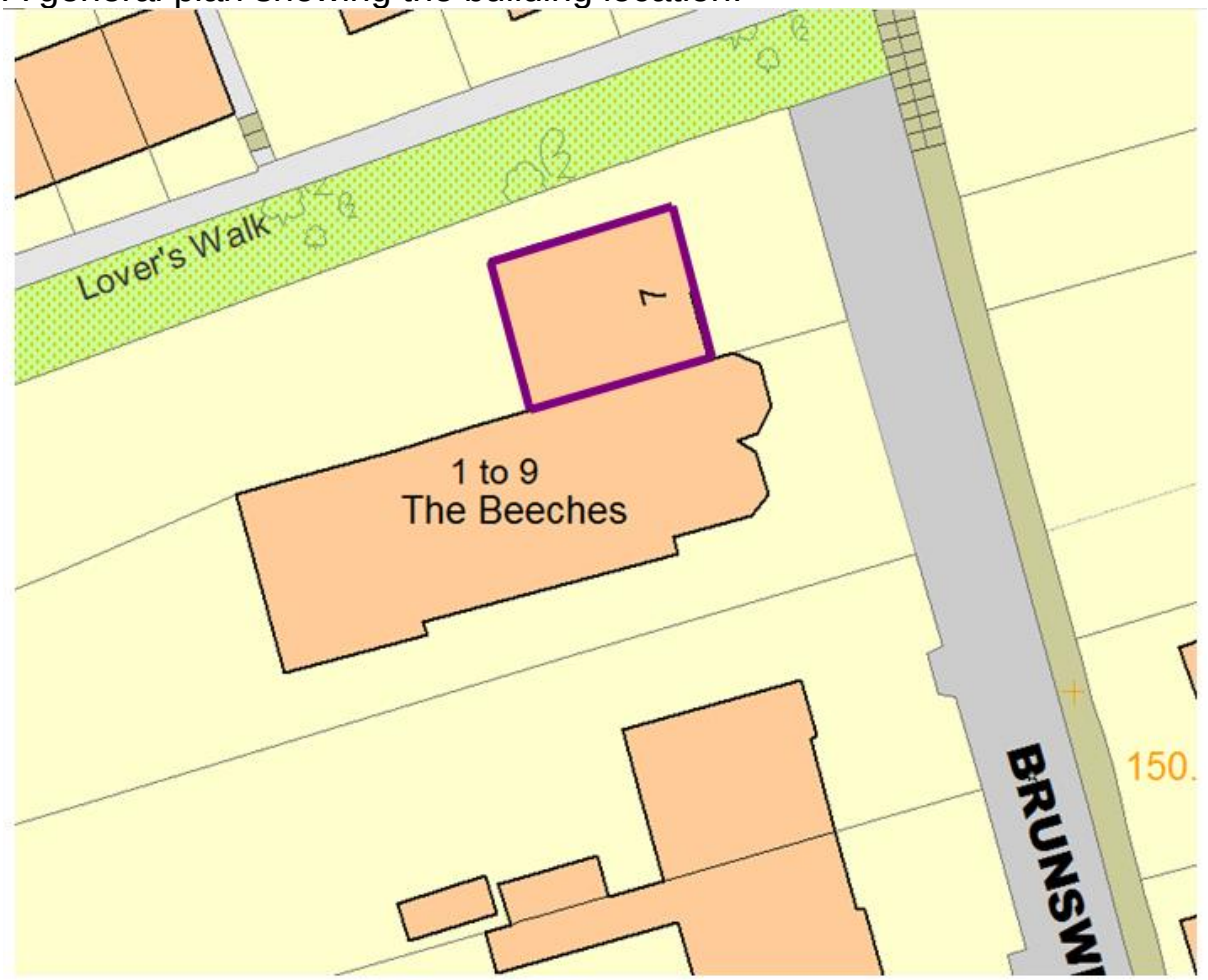
| | |
|---|---|
| High/Low Rise | Low Rise |
| Number of Floors | 2 |
| Date of Construction | 1925 |
| Construction Type | Traditional Solid Brickwork Construction |
| Last Refurbished | Unknown |
| External Cladding | None |
| Number of Lifts | None |
| Number of Staircases | One |
| Automatic Smoke Ventilation to communal area | None |
| Fire Alarm System | None |
| Refuse Chute | None |
| Access to Roof | Loft access first floor |
| Equipment on roof (e.g. mobile phone station etc) | None |

**Persons at Risk**

Residents / Occupants of 4 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 general plan showing the building location.



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.

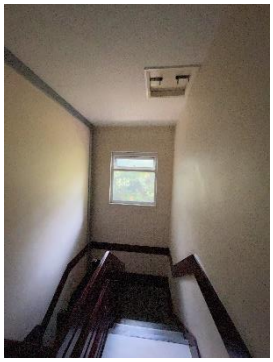
It is deemed that the combination and application of these materials presents an acceptable level of fire risk.

1) The external envelope of the premises is predominantly traditional brick construction.



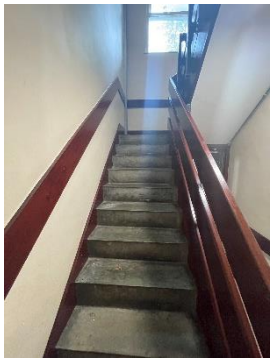
2) Individual flat windows and communal windows are UPVC double glazed units.





# Section 7 Means of Escape from Fire

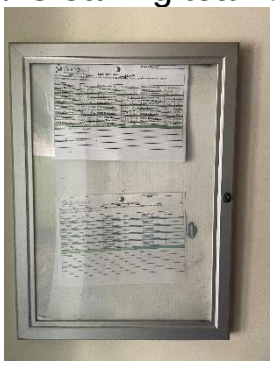
1) The building has a single staircase that provides the means of escape. The staircase is of adequate width (at least 900mm) and must be maintained clear to that width as a minimum.



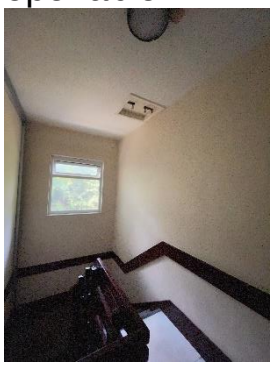
2) The final exit doors are fitted with a door entry system.




3) Communal areas should be kept free of flammable items. The communal areas should be checked on a regular basis by Caretaking / Cleaning teams and all items of rubbish removed.



4) Automatic smoke ventilation is not present. The staircase window is openable.



5) The building has sufficient passive controls that provide effective compartmentation to support a Stay Put Policy Therefore residents are advised to remain in their flat unless the fire directly affects them.

6) The means of escape are protected to prevent the spread of fire and smoke with a combination of notional and nominal timber flat entrance doors.




Definitions Fire Doors.

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

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

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

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

7) There are no corridors within the means of escape that form part of a dead end.

8) Resident to flat 7B allowed inspection of the front door. This door is an upgraded notional door as an intumescent strip has been added to the door. The door has a self-closing device and a 25mm door stop.






9) The premises do not have emergency lighting installed within the staircase.



10) Any communal fire doors are subject to an annual check by the Fire Safety Rapid Response Team.

11) When any future upgrades of the building are carried out, consideration should be given to upgrading the electrical intake cupboard and doors in the communal area to thirty minutes fire resistance.



## Section 8

# Fire Detection and Alarm Systems

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

2) During the assessment, the assessor spoke with the resident of flat number 7B who confirmed that smoke detection was in the Hallway, living room, bedroom & kitchen. Therefore, LD1 standard. Not inspected.

*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 other effective means for detecting an outbreak of fire to communal areas. The reason for this is: -

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

## Section 9

# Emergency Lighting

1) This premise does not have emergency lighting installed within the staircase. This is deemed acceptable due to the height of the building however consideration should be given to an installation during the next planned future works programme.

## Section 10

# Compartmentation

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

1. The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats. All flat entrance doors are 30-minute notional and nominal doors, including those in 1 hour rated walls.

2) The means of escape is protected, from flats, with the use of notional and nominal rated timber doors. These doors should be upgraded to certified FD30's during the next future works programme.

3) The fire stopping / compartmentation of the premises is subject to an annual inspection by the Fire Safety Rapid Response Team.

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

5) All front entrance doors appear to be notional/nominal timber fire doors. Refer to the updated sheet below.

| | | | | |
|---|---|---|---|---|
| Brunswick Terrace 7a-d | **BL07960BR34** | 7a-d Brunswick Terrace;Wednesbury;West Midlands;; | Timber door FD30s | not glazed |
| Brunswick Terrace 7a-d | BL07960BR34 | 7c Brunswick Terrace;Wednesbury;West Midlands;; | Timber door FD30s | not glazed |
| Brunswick Terrace 7a-d | BL07960BR34 | 7a Brunswick Terrace;Wednesbury;West Midlands;; | Timber door FD30s | not glazed |
| Brunswick Terrace 7a-d | BL07960BR34 | 7d Brunswick Terrace;Wednesbury;West Midlands;; | Timber door FD30s | not glazed |
| Brunswick Terrace 7a-d | BL07960BR34 | 7b Brunswick Terrace;Wednesbury;West Midlands;; | Timber door FD30s | not glazed |

*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.*

6) A variety of methods / materials have been used to achieve fire-stopping, refer to table(s) below.

| | Electrical | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Fire Stopping Materials | | | | | | | | | |
| Floor No | Supalux | Intu Batt | Intu Sponge | Intu AM Mastic | Graphite Filler | Intu Pads | Intu Pillows | Intu Wraps | Rockwool |
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| | Fire Stopping Materials | | | | | | | | | |
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| | Fire Stopping Materials | | | | | | | | | |
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| | Fire Stopping Materials | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Floor No | Supalux | Intu Batt | Intu Sponge | Intu AM Mastic | Graphite Filler | Intu Pads | Intu Pillows | Intu Wraps | Rockwool | Floor No |
| B | | | | | | | | | | | B |
| G | | | | | | | | | | | G |
| 1 | | | | | | | | | | | 1 |
| 2 | | | | | | | | | | | 2 |
| 3 | | | | | | | | | | | 3 |
| 4 | | | | | | | | | | | 4 |
| 5 | | | | | | | | | | | 5 |
| 6 | | | | | | | | | | | 6 |
| 7 | | | | | | | | | | | 7 |
| 8 | | | | | | | | | | | 8 |
| 9 | | | | | | | | | | | 9 |
| 10 | | | | | | | | | | | 10 |
| 11 | | | | | | | | | | | 11 |
| 12 | | | | | | | | | | | 12 |
| 13 | | | | | | | | | | | 13 |
| 14 | | | | | | | | | | | 14 |
| 15 | | | | | | | | | | | 15 |
| 16 | | | | | | | | | | | 16 |

| | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 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:**

## Section 11

# Fire Fighting Equipment

1) No firefighting provisions are provided within the premise.

## Section 12

# Fire Signage

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




2) The fire escape routes are self-evident and therefore additional fire action notices are not required.

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



# 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. Caretaking Teams are not expected to tackle fires in this area.

4) Employees within the Neighbourhoods Directorate 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 Assessment.

6) Fire safety information has been provided as part of tenancy pack. Information regarding the Stay Put Unless fire evacuation strategy is provided to tenants.






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 conducted. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.

3) The fixed electrical installation should be tested every 5 years. At the time of the assessment, it was confirmed that the next scheduled test was October 2024.

4) 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.

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

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

7) As per tenancy agreements, flammable liquids or gas cylinders should not be stored on site.

## Section 15 Waste Control

1) Refuse containers are emptied at regular intervals.

2) There is an ‘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) Owing to the nature of low-rise flatted accommodation it is difficult to manage/control individual contractors/utility companies.

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

4) 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.

5) 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) Access to the flats is restricted by a door entry system.

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

Section 18

# Storage Arrangements

1) Residents are instructed not to bring L.P.G cylinders into block. This information is contained within the tenants' handbook.

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) Most store/service cupboards are kept locked, these doors were in good condition at the time of the assessment.

5) As per tenancy agreements, flammable liquids or gas cylinders should not be 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: 7A-7D Brunswick Terrace Wednesbury.

Date of Action Plan: 26/09/2024

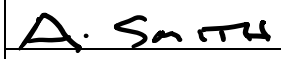
Review Date:

| Question/ Ref No | Required Action | Supporting photograph | Priority | Timescale and Person Responsible | Date Completed |
|---|---|---|---|---|---|
| | No actions. | | | | |

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** | |
|---|---|
| Section 7/6 -Flat entrance doors should be considered for replacement to certified self closing FD30S doorsets as part of the next improvement works programme. |    |
| Section 7/11 **-**Internal electrical intake cupboard located at ground floor within staircase should be upgraded to a minimum of 30-minutes fire resistance. Doors should be upgraded to certified FD 30s. |  |
| Section 9/1 – The installation of emergency lighting within the staircase should be considered as part of the next improvement works programme. |  |

**Signed**

| | | |
|---|---|---|
|  | Fire Risk Assessor | Date: 26/09/2024 |
|  | Quality Assurance Check | Date: 27/09/2024 |

**Appendix 1**

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

**Name of property:** Flats 7A-7D Brunswick Terrace. Wednesbury.

**Updated: 29/07/2022**

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

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

| Asbestos Survey | Property Address | 7a-7d Brunswick Terrace Wednesbury, WS10 9DA. | | ✓ Office use |
|---|---|---|---|---|
| Surveyed by | Gary Carrington | Date | 19/03/14 | Checked by | Paul Arundel | Desktop Check | ✓ | Site Check | |
| | | | | Date | 30/04/20 | | | | |

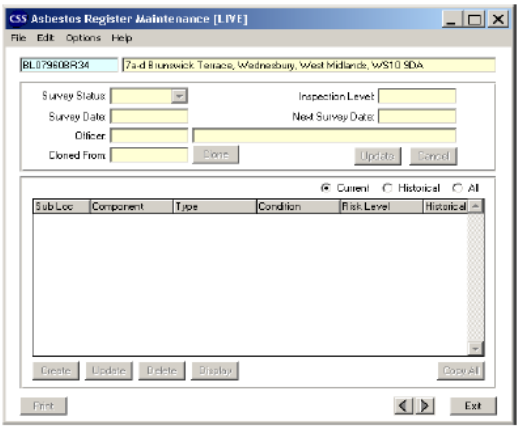
| Reason for request | | HSG 264 - Survey Report Type | |
|---|---|---|---|
| Investment Void | | Refurbishment Survey | |
| Investment Tenanted | | Management Survey | ✓ |
| R & M Void | | SHAPE Interrogated. | ✓ |
| R & M Tenanted | | No Existing SHAPE Data. | ✓ |
| Medical / Emergency - Heating Works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

**Property Description**

2 Storey Block



| Year Built | 1925 |
|---|---|




**Notes** / including details of similar property surveys completed.

Revised by G.Carrington – 03/08/2022

Building Surveyors
0121 569 5077

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

Sandwell
Metropolitan Borough Council

| Sample Locations | Property Address | 7a-7d Brunswick Terrace Wednesbury, WS10 9DA. | | | | | | |
|---|---|---|---|---|---|---|---|---|
| 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 – FLOOR TILES | THERMOPLASTIC | 10 m² | SEALED | PRESUMED | CHRYSOTILE | NO | - | - |
| | | | | | | | | |
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| | | | | | | | | |

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 |
|---|---|---|---|---|---|
| FRONT ENTRANCE INTERNAL PANEL TO LHS OF DOOR | PLYWOOD | 1ST FLOOR – FLOOR COVERING | VINYL SHEET | FLATS FRONT DOOR FRAME SEAL | SILICONE & NO VISIBLE SEALANT |
| GROUND FLOOR ELECTRIC METER CUPBOARD | PLYWOOD | FRONT ENTRANCE SOFFIT | CONCRETE | | |
| GROUND FLOOR ELECTRIC METER CUPBOARD – BACKPANEL | PLYWOOD | EXTERNAL GAS METER CUPBOARD BY FRONT ENTRANCE | PLYWOOD | | |
| GROUND FLOOR ELECTRIC METER CUPBOARD – RHS PANEL | SUPALUX | EXTERNAL GAS METER CUPBOARD BY FRONT ENTRANCE – LHS PANEL | SUPALUX | | |
| FLOOR LEVEL BOXING ON HALF LANDING | PLYWOOD | REAR SHED ROOFS | MINERAL FELT | | |