

Fire Risk Assessment

Martley Road 48-58



**Martley Road, Oldbury,
B69 1DZ**

Date Completed: 4th August 2025

Officer: M Zafeer **Fire Risk Assessor**

Checked By: Anthony Smith **Team Lead Building Safety**

Current Risk Rating = Tolerable

Subsequent reviews

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

Contents

Section 0	Introduction	
Section 1	Significant Findings (executive summary)	
Section 2	People at Significant Risk of Fire	
Section 3	Contact Details	
Section 4	Description of Premises	
Section 5	Building Plan	
Section 6	External Envelope	
Section 7	Means of Escape from Fire	
Section 8	Fire Detection and Alarm Systems	
Section 9	Emergency Lighting	
Section 10	Compartmentation	
Section 11	Fire Fighting Equipment	
Section 12	Fire Signage	
Section 13	Employee Training	
Section 14	Sources of Ignition	
Section 15	Waste Control	
Section 16	Control and Supervision of Contractors and Visitors	
Section 17	Arson Prevention	
Section 18	Storage Arrangements	
Section 19	Additional Control Measures. Fire Risk Assessment – Action Plan	
Appendix 1	Significant Hazards on Site and Information to be provided for the Fire Service	

Section

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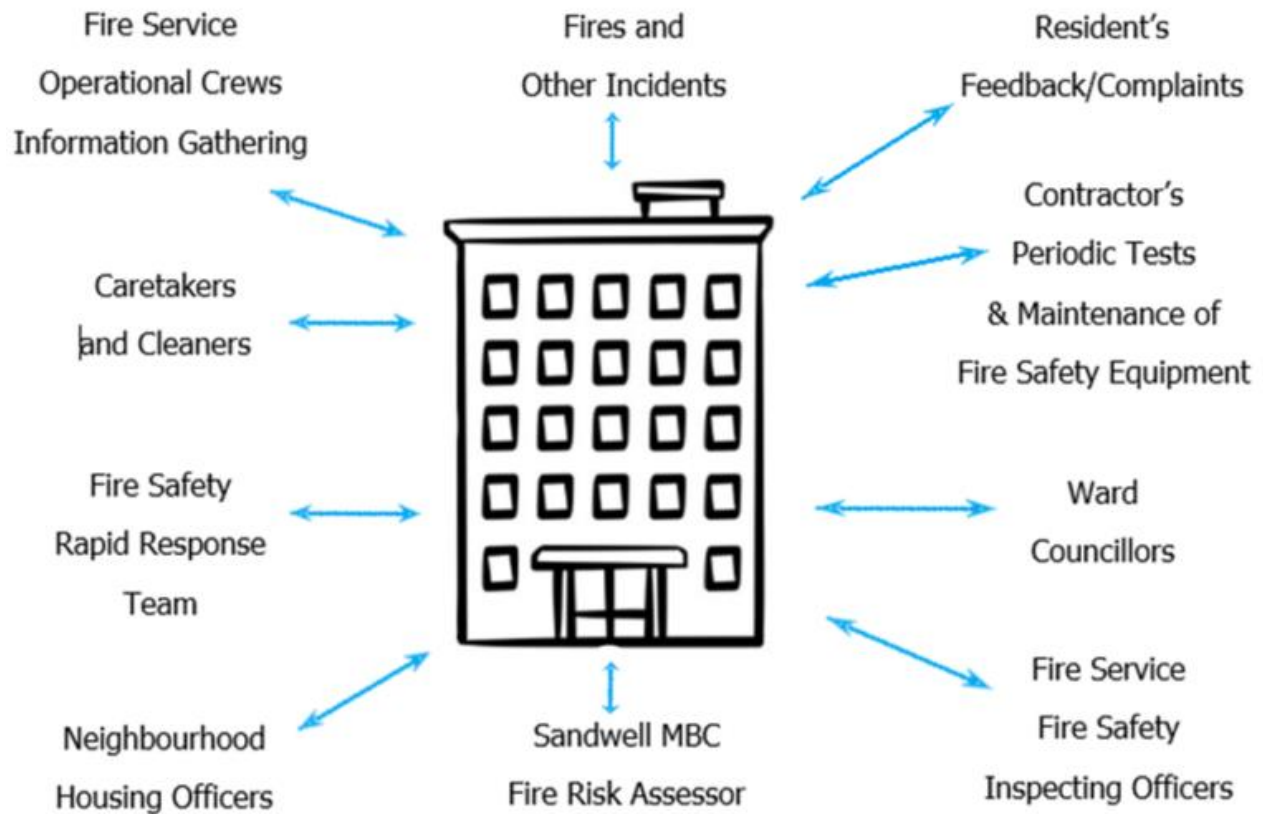
Introduction

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.

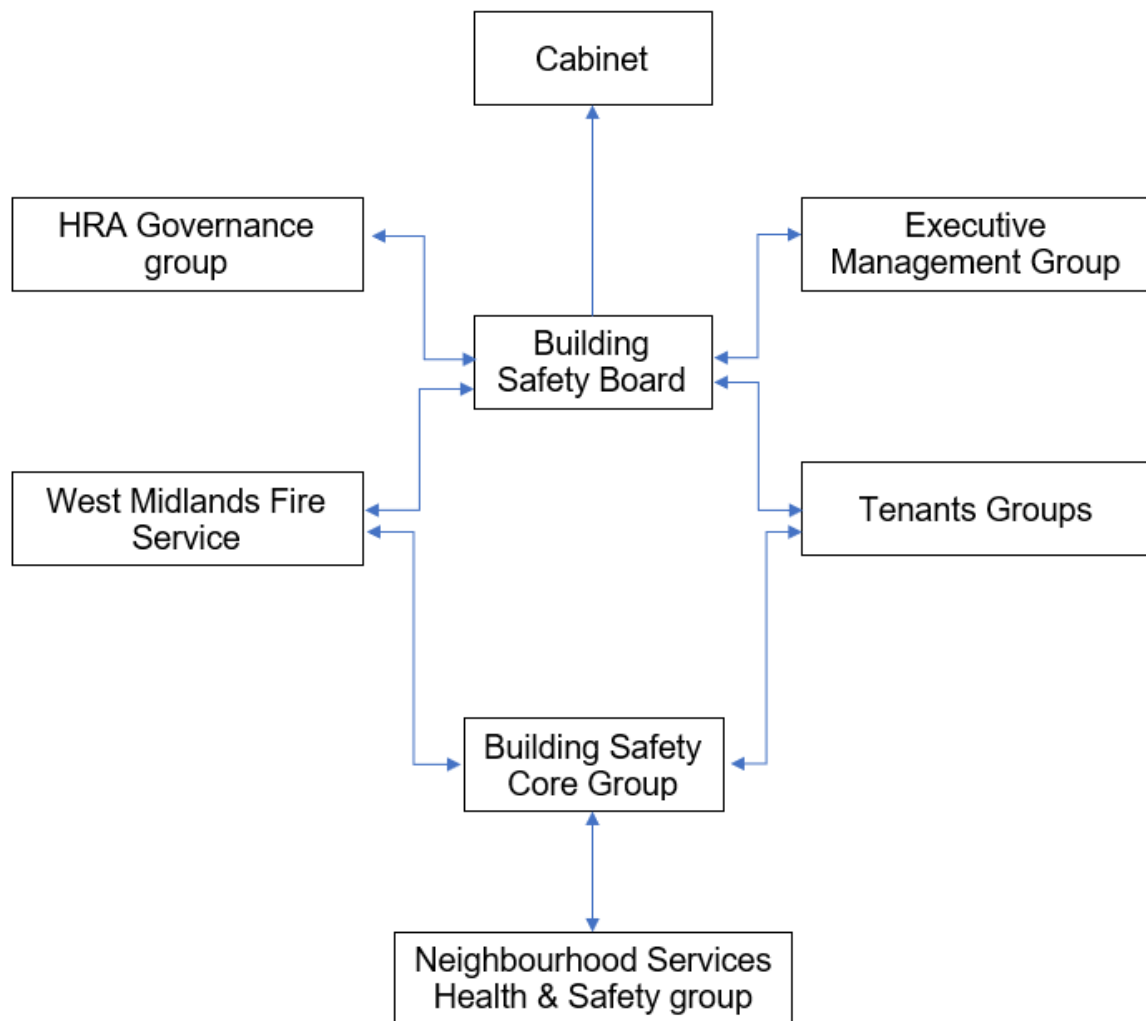
The date of the Type 1 fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. If the review suggests the fire risk assessment is not currently suitable and sufficient, then a new fire risk assessment will be undertaken and become the current fire risk assessment. The previous fire risk assessment will be retained in the building safety case for that building.

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



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

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



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

Section**1****Significant findings**

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

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

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

Significant findings

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

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

Section number	Section Area	Individual Risk Level
Section 6	External Envelope The block is constructed of traditional brick with UPVC windows units to the flats and UPVC window frames to the communal stairways. Spandrel panelling to the rear entrance under UPVC windows. Pathways lead up to the front of the premises from the road.	Trivial

	<p>Timber frame with aluminium trim to door entrances on the front and rear.</p> <p>There is a canopy over the front entrance with from the underside is cladded in UPVC</p>	
Section 7	<p>Means of Escape from Fire</p> <ul style="list-style-type: none"> • 1st floors landing and outside flat 56 entrance, there are numerous amounts of ornamental items, resident has said they will remove them. • Ground floor communal entrance near to the front entrance door, there is a wall light unit that is damaged, cover needs securing properly 	Tolerable
Section 8	<p>Individual flats are fitted with hardwired smoke detection to an LD3 standard minimum.</p>	Trivial
Section 9	<p>Emergency Lighting</p> <p>Block is not equipped with Emergency lighting, this is deemed acceptable in this low rise block.</p>	Trivial
Section 10	<p>Compartmentation</p> <p>Individual flat doors are FD30s rated composite fire doors.</p> <ul style="list-style-type: none"> • Flat 48 and 56 have UPVC framed windows with Georgian wired glass installed, these open into the communal areas. Noted in observations • Resident of flat 56 has painted the FD30s front entrance door and frame. Email sent to housing regarding permission obtained for alterations. Noted in observations. 	Trivial

Section 11	Fire Fighting Equipment The premises have no provision for firefighting equipment.	Trivial
Section 12	Fire Signage There is sufficient Fire door keep shut signs & No Smoking signs in place. Electrical cupboards have fire door keep shut signs	Trivial
Section 13	Employee Training All staff receive basic fire safety awareness training.	Trivial
Section 14	Sources of Ignition EICR carried out on 16/07/2025 Electrical supply for 36-48 Martley Road also supplies 48-58 Martley Road.	Trivial
Section 15	Waste Control Caretakers undertake regular checks and bins are stored away from the building. Refuse bins are to the rear against brick wall, away from residential block	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 There is external lighting, and a door entry system prevents unauthorised access.	Trivial
Section 18	Storage Arrangements Residents have their own internal store cupboards next to their flat entrances which are kept secure with their own locks. There's are also external storage set within a compound away from the main block, these are secured by residents with their own locks.	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

After carrying out a Type 1 fire risk assessment on 48-58 Martley Road, in my conclusion, the likelihood of a fire is of 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.

These hazards include

- 1st floors landing and outside flat 56 entrance, there are numerous amounts of ornamental items, resident has said they will remove them.
- Ground floor communal entrance near to the front entrance door, there is a wall light unit that is damaged, cover needs securing properly

After considering the use of the premise and the occupants within the block, the consequences for life safety in the event of a fire would be slight harm. This is because, all flats have FD30s entrance doors, smoke detection to a minimum standard of LD3 installed in all flats, two final exit doors and a stay put unless fire strategy is in place.

On completion of the recorded actions the overall risk rating for the building will be reduced to trivial, subject to the recommended actions in this fire risk assessment.

Overall, the level of risk at the time of this FRA is tolerable.

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

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

Section 2

People at Significant Risk of Fire

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

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

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

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

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

Section 3

Contact Details

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

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

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

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

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

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

Section 4

Description of Premises

Martley Road 48 - 58
Martley Road
Oldbury
B69 1DZ

Description of the Property

The low-rise block was constructed in 1961 using a traditional brick cavity build.



The building consists of 2 floors with each floor containing 3 flats

Flats 48,50,52 are on the ground floor

Flats 54,56,58 are on the 1st floor

Internally there is one central concrete staircase that allows access to the 1st floor.

Entrance to the building is accessed through the main entrance, which is slightly set back from the rest of the building, the entrance is of a timber framed door with aluminium trim and kick panel below, door inserts are installed with glass and the timber side inserts are installed with Spandrel panels.



Spandrel panelling on the front and rear

Both front and rear door entrances are accessed through a fob reader, the front entrance is equipped with a firefighters override switch.



Front entrance and fob



Rear entrance and fob



Firefighters Override Switch

Externally the building has a brick and timber fenced perimeter with a courtyard to the rear that accommodates the refuse bins which are up against a brick wall, there's residents' garages and storage also to the rear.



Nearest Fire station is Oldbury fire station, which is 1.1miles

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.

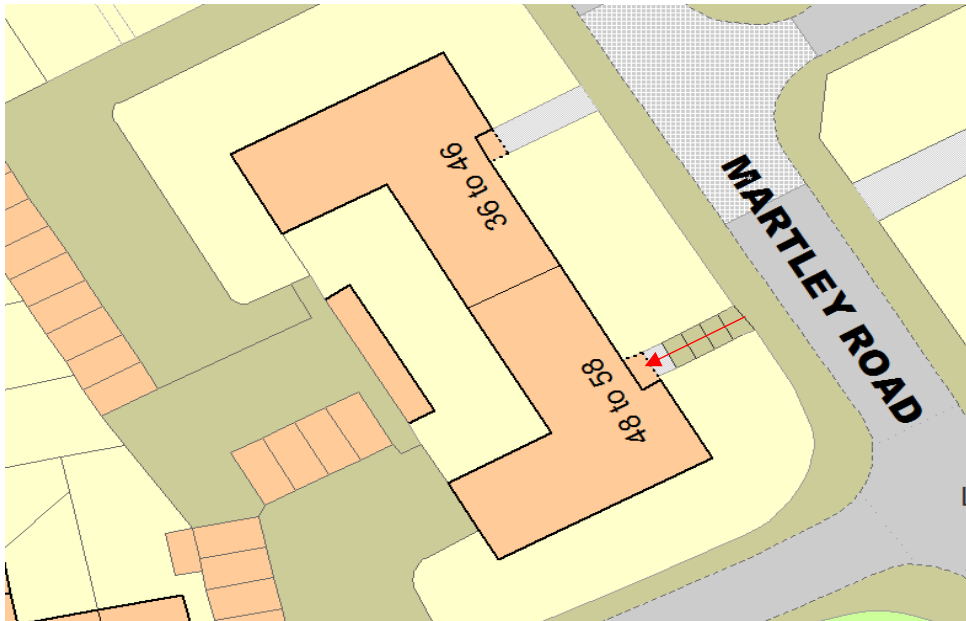
High/Low Rise	Low-Rise
Number of Floors	2
Date of Construction	1961
Construction Type	Traditional brick
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	None
Number of Staircases	1
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	No
Refuse Chute	No
Access to Roof	Loft Hatch (Padlocked)
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

Residents / Occupants of 6 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



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.

The materials used within the external construction at 48 - 58 Martley Road present an acceptable level of risk to fire.

- 1) The external construction of the building is predominantly brick with UPVC fascia just before the roof, the block roof is a tiled pitched type. Both front and rear entrance door are of timber construction. There is a canopy that is constructed over the front entrance, this is below a 1st floor window. The underside of this canopy is timber cladded.



Front and rear timber constructed entrances and canopy



Brick and wood fencing perimeter around the block

- 2) UPVC double glazed units have been installed to each flat.



UPVC Units to the front, side and rear of the building

- 3) On the front and rear elevation of the building, there are Spandrel panels installed under the rear entrance and stairwell window units.



Rear Spandrel panelling under the window units



Spandrel panelling insets on the front entrance

- 4) On the side elevation of the building there are two chimney stacks, it is not known if these are in use.

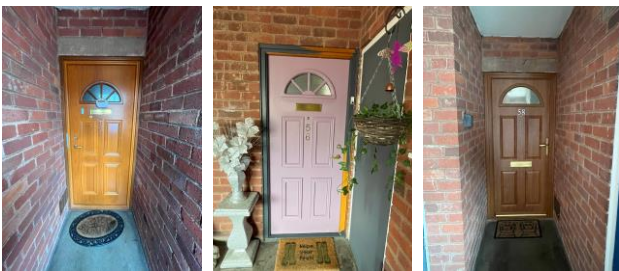


- 5) Access to the roof is internal through a loft hatch on the first floor.
-

Section 7

Means of Escape from Fire

- 1) All flats are equipped with minimum LD3 detection.
- 2) On the first floor, flat 56 has a UPVC framed unit installed, on investigation, the window can be opened as confirmed by the tenant, this window is accessed through the bathroom of this property.
- 3) First floor flats 54,56,58, have door mats outside the front entrance, the fire rating is not known on the door mats.



- 4) **Flat 56 has various items placed within the communal landing area, these items will impact the means of escape in an emergency, I have spoken to the tenant, and they have said that they will remove them, this needs to be regularly managed by the caretakers covering this building.**



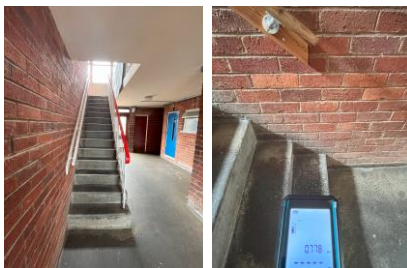
- 6) All corridors are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum
- 7) Communal areas are kept free of flammable items. The communal areas are checked on a regular basis by Caretaking / Cleaning teams 365 days per year and all items of rubbish are immediately removed. There is also an out of hour's service that allows combustible items of furniture / rubbish to be removed. On this occasion there were items of combustion listed above.



- 8) On the 1st floor communal landings, there are a set of UPVC windows the windows can be opened without the use of a key, these allow sufficient airflow into the landing. There is no automatic smoke ventilation system installed in this premises.



- 9) The premises consists of a single staircase that provides means of escape, this is located as you enter the building, The stairs have a secondary handrail installed on the wall narrowing its initial width, it has been measured and 778mm in width from rail to rail which is acceptable.



- 10) Flat 56 has a window that exits out on to the front entrance canopy. This is acceptable as the floor level no more than 4.5m in height.



- 11) Emergency lighting is not present in the block due to being no more than 2 floors in height, the block has standard lighting installed in the communal hallway, covering the stairs and landing,



These are standard light fittings within the communal area of the building.

- 12) Ground floor communal entrance near to the front entrance door, there is a wall light unit that is damaged, the plastic cover is secured with gaffer tape, this will need a new secure fitting.**



- 13) Ground floor flats 48,50 have Lino placed outside the entrance to individual flats, the fire rating is not known on these, the condition of the Lino does not warrant as a tripping hazard.



- 15) There is a metal cabinet placed under the stair, this is used by the cleaning team to store their equipment, it is made secure and is not a risk in the event of a emergency.



- 16) 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. These doors are check on regular bases by the 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).



Front door entry/exit

Rear door entry/exit

- 17) There is a clear and safe exit out of the building via the two-ground floor exits.
-



Front final & Rear final exit

Section 8

Fire Detection and Alarm Systems

- 1) Early warning is limited to hard wire or battery smoke alarms within each of the resident's flats the equipment is subjected to a cyclical test.
- 2) Based on the sample of properties accessed during the fire risk assessment the smoke alarms within resident's flats are installed to an LD3 Standard.

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

Flat 56 inspected for smoke detection – smoke detection in hallway
LD3



Flat 56 Smoke detection

Section

9

Emergency Lighting

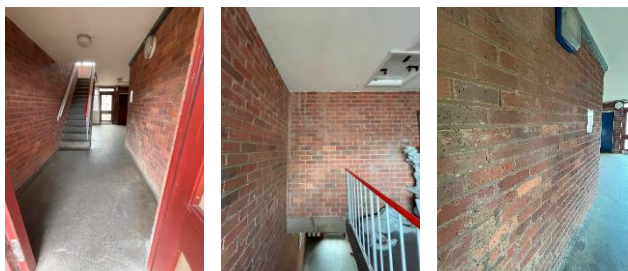
- 1) The premises does not have a sufficient emergency / escape lighting system in accordance with BS 5266. Standard lighting is present in communal hallway, over the stairs and landing.
- 2) Martley road is of no more than 2 floors in height, therefore there is no need for emergency lighting to be present at this premises.

Section 10

Compartmentation

This section should be read in conjunction with Section 4

- 1) The building is designed to provide as a minimum 1 - hour vertical fire resistance and 1 - hour horizontal fire resistance.
- 2) Due to the premises having an open plan stairwell, provisions are in place to limit any potential risks in the communal area. The limit of combustibles and ignition sources are of a low level, alongside the use of FD30s fire rated fire doors to individual flat entrances, sufficient fire stopping in service cupboards, provides acceptable compartmentation between the communal area, flats and service cupboards. There is a cyclical programme to ensure fire stopping as not been compromised by third parties e.g. contractors and where applicable enhance the fire stopping.
- 3) Internal walls are of exposed brick work which are throughout the communal block.



- 4) All service cupboards on each floor containing residents' meters are lockable with a budget key.



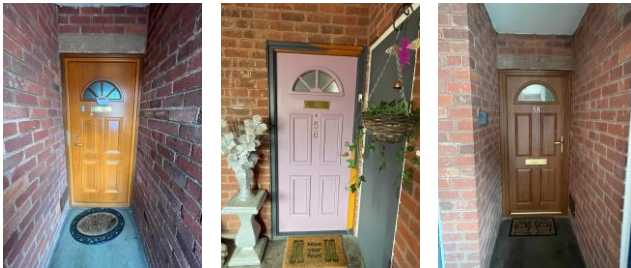
Ground floor & 1st floor electrical cupboard

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

7) All individual flats are installed with FD30s rated composite doors.



Ground floor flats 48,50,52



1st floor flats 54,56,58

8) Resident internal cupboards are secured by a notional non fire rated doors, these doors are secured by keys that are kept by residents.



9) Roof access is gained through a roof hatch on the first-floor landing near flat 44. This hatch is secured by 2 Abus padlocks, the hatch door seems adequate with no evidence of any gaps around the fit into the hatch frame.



- 10) Roof space investigated for compartmentation, there is suitable compartmentation in the form of block work, which is intact along the roofline, there are no other visible cavities or breaks in the compartmentation.



- 11) There is a UPVC framed unit installed in flat 48 and 56. This has been noted in observations for future works. Email has been sent to Capital Investment 12th August 2025.



- 12) Flat 56 was accessed to check condition of door, door closure, smoke seals and intumescent strips, The door closed as it should from the recommended 15 degree of opening.

- 13) Flat 56 FD30s front entrance door has been painted by the resident with a paint that the fire rating is not known. Email has been sent to the housing manager regarding if permission was obtained by tenant.



Section

11

Fire Fighting Equipment

- 1) There is no firefighting equipment on this premises.

Section 12

Fire Signage

- 1) Fire door keep shut signs are displayed where appropriate. All resident meter cupboards display "Fire Door Keep Shut/Lock" sign.



- 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) Yellow LPG warning signs are not displayed within the block. [refer to section 18](#)
- 4) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation.



Section 13



Employee & Resident Training/Provision of Information

- 1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke 'Fire Safety in High / Low Rise Flatted Accommodation' Video.
- 2) All employees are encouraged to complete 'In the line of fire' training on an annual basis.
- 3) Caretaking teams are not currently trained in the effective use of fire extinguishers.
- 4) Fire safety has been provided as part of tenancy pack.
- 5) Staff undertaking fire risk assessments are qualified to or working towards Level 4 Diploma in Fire Risk Assessment.

Section 14

Sources of Ignition

- 1) Smoking is prohibited on entrance and within any communal parts of the building in line with Smoke Free England legislation.
- 2) Hot working is not normally carried out. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.
- 3) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager.
- 4) Other portable electrical equipment as used by residents in communal areas is also subject to periodic PAT testing.
- 5) The fixed electrical installation shall be tested every 5 years. The date of the last test was 16/07/25
- 6) EICR certificate is addressed 36-46 Martley Road, This EICR covers 36-46 and 48-58 Martley Road

 		This certificate is not valid if the serial number has been defaced or altered 40031355 EICR18.3C	
ELECTRICAL INSTALLATION CONDITION REPORT Issued in accordance with BS 7671: 2018 (as amended) - Requirements for Electrical Installations			
PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION			
DETAILS OF THE CONTRACTOR Registration No.: 004798004 Branch No.: 004 Trading Title: Dodd Group (Midlands) Ltd Address: Unit 1 Rabone Park, Rabone Lane, Smethwick Postcode: B66 2NN Tel No.: 0121 565 6000		DETAILS OF THE CLIENT Contractor Reference Number (CRN): N/A Name: SMBC ELECTRICAL Address: Sandwell Homes, Operations & Development Centre, Roway Lane, Oldbury, West Midlands Postcode: B69 3ES Tel No.: N/A	
DETAILS OF THE INSTALLATION Occupier: Landlord UPRN: N/A Address: 36-46 Martley Road, Oldbury, West Midlands Postcode: B69 1DZ Tel No.: N/A			
PART 2 : PURPOSE OF THE REPORT			
Purpose for which this report is required: To test and inspect the fixed wiring installation within the property to ensure safe for continued use, as requested by Client			
Date(s) when inspection and testing was carried out: (16/07/2025) Records available (BS11): (X) Previous inspection report available (BS11): (X) Previous report date: (N/A)			
PART 3 : SUMMARY OF THE CONDITION OF THE INSTALLATION			
General condition of the installation (in terms of electrical safety): Installation is generally in good condition and complies with the current version of BS 7671 with the exception of any items mentioned in observations and is safe for continued use. Proteus metal clad consumer unit installed.			
Description of premises: Dwelling: (X) Commercial: (X) Industrial: (X) Other (include brief description): Communal area for block of flats			
Estimated age of electrical installation: (30) years Evidence of additions or alterations: (X) if yes, estimated age: N/A years Overall assessment of the installation for continued use: Satisfactory Unsatisfactory			
**An unsatisfactory assessment indicates that dangerous (Code C1) and/or potentially dangerous (Code C2) conditions have been identified (listed in PART 5 of this report) and it is recommended that these are acted upon as a matter of urgency.			
PART 4 : DECLARATION			
INSPECTION AND TESTING I/We, being the person responsible for the inspection and testing of the electrical installation (as indicated by my/our signature below), particulars of which are described in PART 6, having exercised reasonable skill and care when carrying out the inspection and testing, hereby declare that the information in this report, including the observations (PART 5) and the attached Schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent and limitations in PART 6 of this report. Name (capital) on behalf of the contractor identified in PART 1: HARPREET SINGH Signature: Date: 18/07/2025 I/We further RECOMMEND, subject to the necessary remedial action being taken, that the installation is inspected and tested by: 18/07/2030 (date) Give reason for recommendation: N/A The proposed date for the next inspection should take into consideration any legislative or licensing requirements and the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life. The period should be agreed between relevant parties.			
REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE CONTRACTOR Name (capital) on behalf of the contractor identified in PART 1: CHRIS NAVEN Signature: Date: 18/07/2025			
This report is based on the model forms shown in Appendix 6 of BS 7671: 2018 (as amended) © Copyright Certsure LLP (August 2024) Enter a (✓) or value in the respective fields, as appropriate. Where an item is not applicable insert N/A			
Please see the "Notes for Recipients"			Page 1 of 23

- 7) All electrical cable supplying power to flats via the electrical cupboards are encased in metal boxed trunking which is installed on the ceiling.



- 8) Portable heaters are not allowed in any common parts of the premises.
- 9) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team.
- 10) All Residents service cupboards on each floor are housed behind a FD30s fire rated doors. All cupboards are free from any combustibles.



Ground floor and 1st floor resident service cupboards

- 11) Gas appliances and pipework (where installed) are subject to annual testing and certification. This contract is managed by the in-house Gas team. Gas supply to this premises is internal.
- 13) 1st floor has door entry system power supply unit installed on the wall; this was not secured shut at the time of FRA. Email has been sent to the door access control team to have these units made secure.



Section 15

Waste Control

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



- 2) Refuse bins are stored to the rear of the building. Bins Are regularly emptied by site services.



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



- 4) 'Out of Hours' service is in place to remove bulk items.

Section 16

Control and Supervision of Contractors and Visitors

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

Section 17

Arson Prevention

- 1) Regular checks are undertaken by Caretakers / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.
- 2) Restricted access to the premises by means of a door entry system to the front and the rear.



Front and rear door access control

- 3) There was no current evidence of arson when the FRA was carried out.
- 4) The perimeter of the premises is well illuminated with wall lighting to both front and rear.



Front lighting Rear lighting

- 5) There have 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 by Caretakers / cleaners.
- 4) There are no flammable liquids or gas cylinders stored on site.
- 5) Residents have individual storage cupboard internally and externally which they keep secured by means of own keys.



External garages & stores



Internal resident's cupboards

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:

Martley Road 48 -58

Date of Action Plan:

12th August 2025

Review Date:

<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Prio rity	Timescale and Person Responsible	Date Compl eted
7/4	Flat 56 various items placed within the communal landing area, need to be removed.		P2	1-3 Months Housing Team	

Fire Risk Assessment

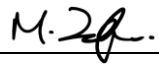

7/12	Ground floor communal hallway, damaged light. Needs replacing			P2	1-3 Months Electrical Team	
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Observations

Flat 48 & 56 has UPVC windows installed, it is assumed that these windows are from the bathrooms of the flats, for future renovation works integrity of the compartmentation between flats and the common area needs to be considered e.g. fire-resistant glazing could be installed.



Signed

	Fire Risk Assessor	Date: 12th August 2025
	Team Lead Building Safety	Date: 12th August 2025

Appendix 1

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


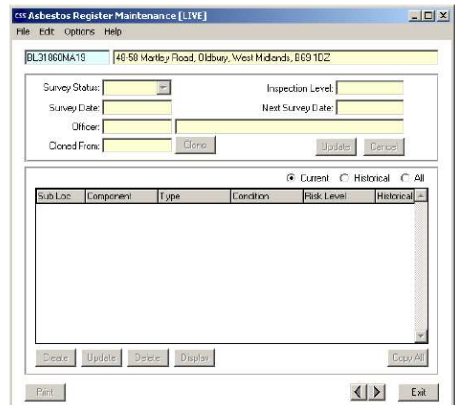

Name of property: 48 – 58 Martley Road

Updated:

Premise Manager: Rachel Price

Tel. No.: 0121 569 2975

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

Asbestos Survey		Property Address		48-58 Martley Road, Oldbury, B69 1DZ				✓ Office use
Surveyed by		JOHN DAVIS		Date		20/03/14		Checked by
								DEREK STILL
								Desktop Check
								✓
								Site Check
Reason for request		HSG 264 - Survey Report Type		Date		20/05/2020		 TWO STOREY LOW RISE BLOCK Year Built 1961
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 ?						
Notes / including details of similar property surveys completed.								
<div style="display: flex;"> <div style="flex: 1;">  </div> <div style="flex: 1; padding-left: 20px;"> <p>**NO ACCESS TO MAIN ROOF SPACE DURING SURVEY**</p> <p>**LANDING STORE CUPBOARDS BY FLAT FRONT DOORS NOT SURVEYED – SEE INDIVIDUAL FLAT SURVEYS FOR INFORMATION**</p> <p>Page 2 updated on the 06/07/2022 by Dave Jasper</p> </div> </div>								
Building Surveyors 0121 569 5077				Asset Team – Investment Division Operations & Development Centre Roway Lane Oldbury B69 3ES				
								

Fire Risk Assessment

Sample Locations		Property Address 48-58 Martley Road, Oldbury, B69 1DZ						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIF Y	Labelled Y	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								
MAIN ROOF SARKING FELT	BITUMEN	-	SEALED	-	NOT SAMPLED	-	-	PLEASE REQUEST SAMPLE IF TO BE DISTURBED
D.P.C.	BITUMEN	-	SEALED	-	NOT SAMPLED	-	-	PLEASE REQUEST SAMPLE IF TO BE DISTURBED
METER CUPBOARD DOOR FRAME SEALANT	MASTIC	-	SEALED	DMJ2098	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	
MAIN ROOF SOFFIT	TIMBER	LANDING / STAIR CEILINGS		PLASTER	SHED DOOR FRAMES		NO SEALANT	
FRONT ENTRANCE CANOPY SOFFIT	TIMBER	GROUND FLOOR HIGH LEVEL TRUNKING		METAL				
FRONT ENTRANCE CANOPY ROOF COVERING	MINERAL FELT	RAIN WATER GOODS		PLASTIC				
ROOF TO REAR STORE SHEDS	MINERAL FELT	PIPE IN LANDING ELECTRIC METER CUPBOARDS		CAST IRON				
LANDING / STAIR WALLS	BRICK	ALL FLAT DOOR FRAME SEALANTS		SILICONE				

ABOUT THE REPORT - PLEASE READ

All Survey Methodology is based upon HSE document HSG 264 - Asbestos: The Survey Guide. All surveyors are experienced British Occupational Hygiene Society (BOHS) P402 qualified surveyors with extensive Surveying & Refurbishment Project experience specific to Sandwell MBC's managed housing stock.

The person or persons using this report to programme refurbishment work on site are assumed to be competent & experienced in the field of domestic refurbishment projects & have suitable & sufficient asbestos awareness to understand the scope of this report & apply it to the project. All trade operatives working on site are also expected to have relevant asbestos awareness training & experience. IF IN DOUBT STOP & ASK! Please ensure the report covers the areas that you need to work on.

SHAPE: Sandwell MBC's integrated ICT solution holds the Company Asbestos Register. The Asbestos Register is interrogated when completing the asbestos survey report to ensure that ACM's in similar properties are considered where relevant. The Register holds details of all suspected or confirmed ACM's identified during Refurbishment & Demolition programmes as well as Repairs activities for the past 11 years. If potential ACM's have been identified within difficult to survey areas such as Cavity Walls, Floor Joists etc these will be highlighted within the report. The interrogation of the Company Asbestos Register complements the survey & report process & does not substitute the Refurbishment & Demolition Survey.

Void Properties - The Building Surveying team who undertake Refurbishment & Demolition Asbestos Surveys also undertake Domestic Energy Assessment Surveys, Borescope Surveys for Thermal Insulation & Fire Integrity Assessments to a representative percentage of the void turn over.

Site Overview Page 2 - This section is included to aid surveying & to ensure comprehensive survey information is detailed.

Term	Explanation
Property Address	Specific Property to which survey relates.
Surveyed by	Relates to P402 trained surveyor.
Action taken on Project	Record what action may have been undertaken to the Asbestos in question. E.g. Nothing, Repair, replace, Manage.
Type of Work to be undertaken	Relates to the envisaged type of work that the Asbestos Survey Report will be used to aid. This enables the asbestos surveyor to guide his survey methodology & will help the users of this report decide if it is suitable for the work activity being undertaken.
ACM	Asbestos Containing Material.
HSE Notify	This highlights if a material normally requires notification to the Health & Safety Executive prior to removal. GUIDANCE ONLY.
Bulk Sample	Sample of potential ACM that is representative of the whole.
Request Sample	The item described has not been tested for Asbestos content. The item must be presumed to contain asbestos until sampling confirms. If work is going to be undertaken in this area sample should be requested prior to work starting.
Awaiting Results	If no results have been detailed then you must not work on these items until you receive further confirmation.
Extent	An estimate of quantity will be given where possible to aid work planning & valuation.
Labels	Materials will be labelled where practical. Labelling will not be undertaken to low risk materials e.g. floor tiles, Textured Coatings etc or where labelling could easily be removed or would cause potential exposure if removed. All presumed ACM's will be labelled as "Asbestos" where practical. All sampled materials will be labelled with an "Asbestos Sampled" label.

Term	Explanation
Photo's	These will usually be provided for the front elevation of the property to aid identification.
Sampled by	P402 trained surveyor.
Checked by	P402 trained surveyor who checks report prior to issuing.
Survey Report Type	Report type is determined by the type of work to be undertaken. The reader of this report must satisfy themselves that the scope of the survey is sufficient for the purpose of work being undertaken.
Refurbishment Survey	HSG 264 - Refurbishment & Demolition Survey. Surveying undertaken to all parts of the property presuming full decent homes refurbishment, which may include, New Kitchen, New Bathroom, Electrical Rewire, Re-roof, Full Heating System. Taking account of the complete structure of the property & archetype information available. This survey has been carried out without detailed knowledge of the works to be undertaken during refurbishment. Anyone using this report to support building works being undertaken to the property should ensure that the report is sufficient for the purposes of the building work being undertaken. The reader should be confident that the areas that are to be disturbed by the proposed work are included.
Management Survey	A management survey is the standard survey. Its purpose is to locate, as far as reasonably practicable, the presence and extent of any suspect ACMs in the building which could be damaged or disturbed during normal occupancy, including foreseeable maintenance and installation, and to assess their condition.
Refurb & Management Survey	Both Survey Report Types are ticked! due to works identified at survey stage the surveyor has completed Refurbishment Survey for the works required & may have undertaken a management survey on remaining areas of the property. The report should not be used for works outside the scope stated, unless the reader assures themselves that it is suitable & sufficient.
Cavity Walls / Floor Joists or similar	Will be assessed at survey stage & desktop assessment of similar archetypes.
Photo's	Where practical & to aid the identification of ambiguous material locations photos will be included within the report to ensure that materials are identified on-site correctly. Photos will be annotated where necessary.