

Fire Risk Assessment

**12 – 20 Langley High Street,
Oldbury.
B69 4SL.**



Date Completed: 10th September 2025

Officer: M Zafeer **Fire Risk Assessor**

Checked By: Louis Conway **Building Safety Manager**

Current Risk Rating = Tolerable

Subsequent reviews

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

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Section

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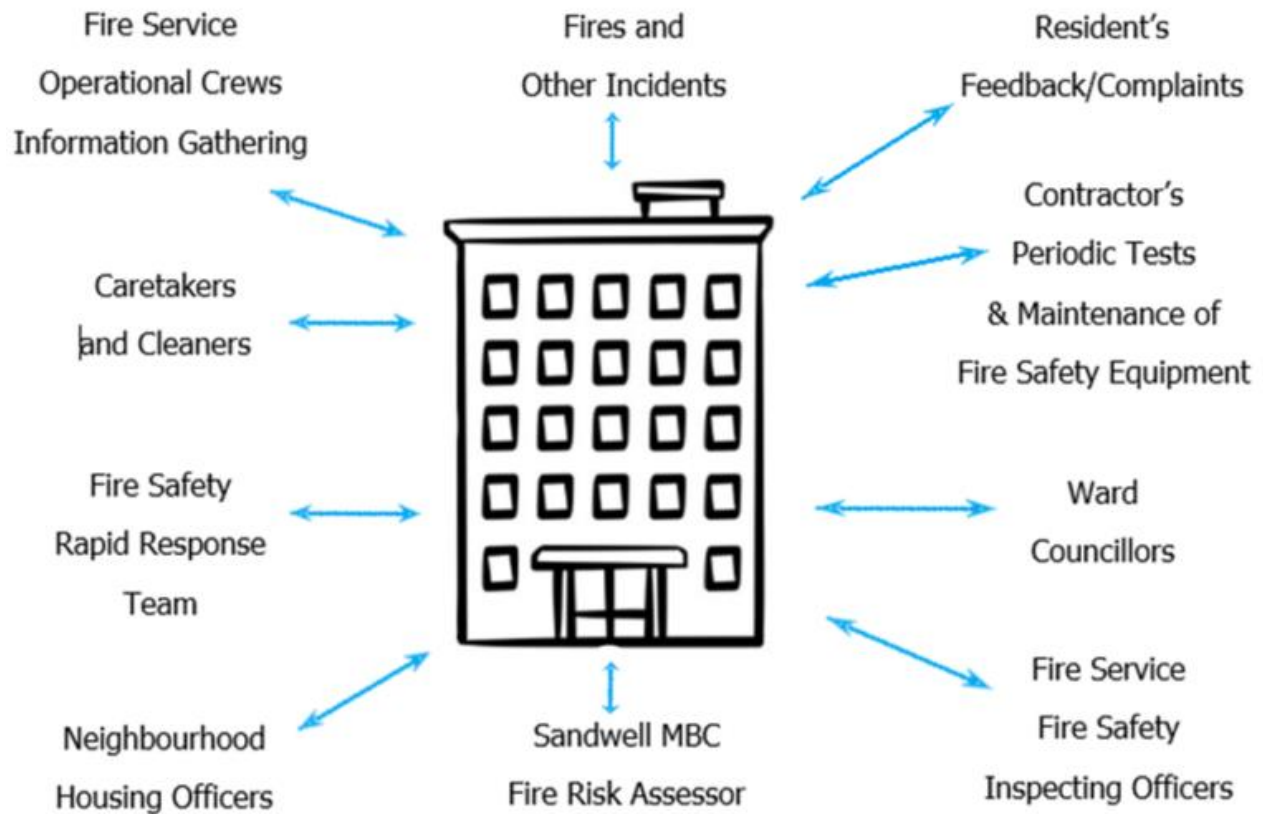
Introduction

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

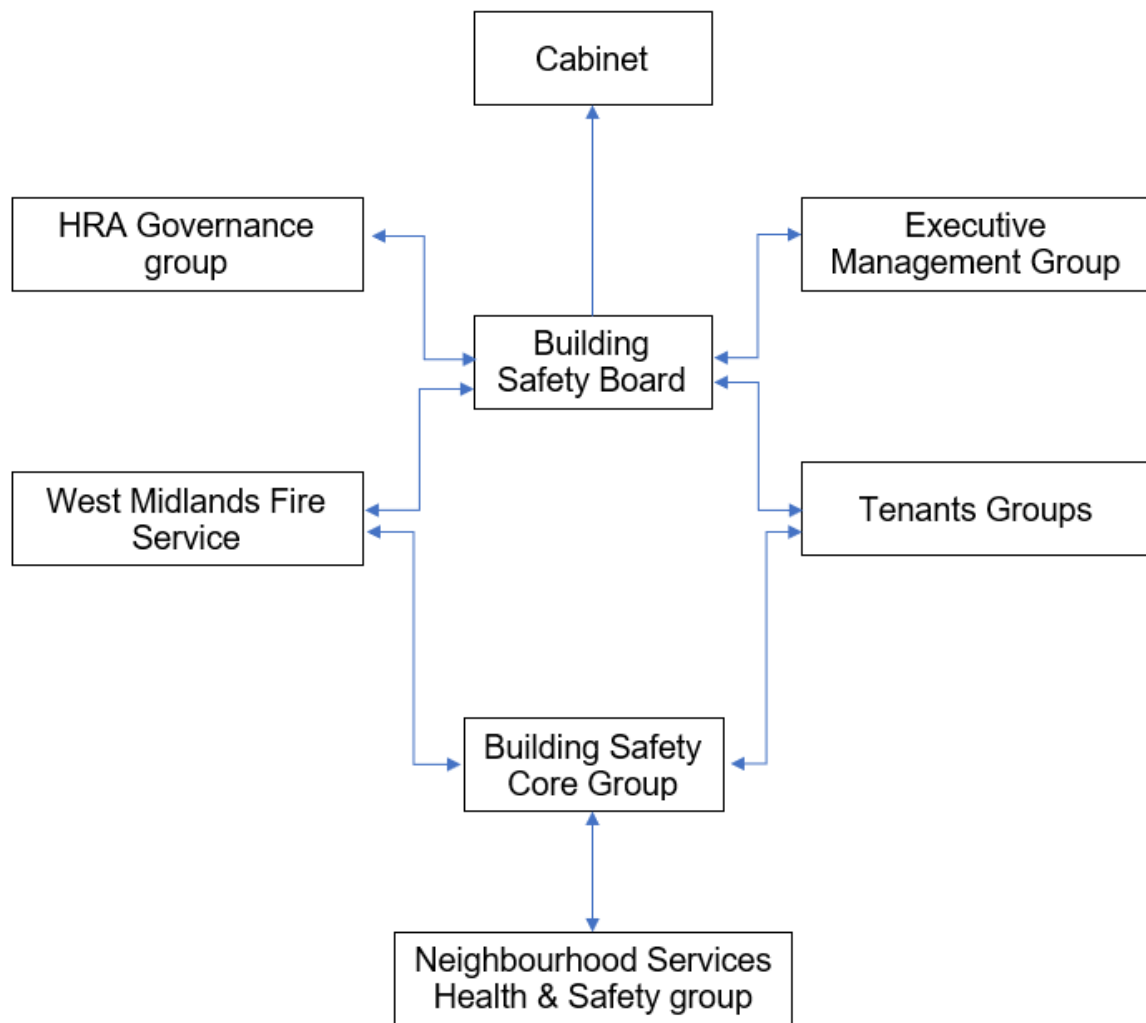
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment.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

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



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

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



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

Section

1

Significant findings

The significant findings (executive summary) of the fire risk assessment include those measures that have been or will be undertaken by the responsible person 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 Block is constructed from brick and concrete with canopy running the full length of the block, shops are located beneath the flats. Access into the building is through two timber front entrances doors located from the main foot path of the high street. Rear doors are timber.	Trivial

	<p>The block has mixture of UPVC, and timber framed window units installed to the flats.</p> <p>UPVC Facia boards are installed beneath the roof line, roof is pitched,</p> <p>Canopy extends the entire front walkway.</p>	
Section 7	<p>Means of Escape from Fire</p> <ul style="list-style-type: none">• Block housing flats 12,14 has bicycles stored at the bottom of the stairs.• Block for flat 20, stored item on the first-floor landing, and at the bottom of stairs near rear final exit.• Front and rear final exit doors have netted curtains covering door glazing on both blocks.• Discarded items are stored outside the rear exit. <p>Thumb turn locks installed on all final exit doors.</p> <p>All final exit doors open inwards to the building.</p>	<p>Tolerable</p>

Section 8	<p>Fire Detection and Alarm Systems</p> <p>No detection in communal areas.</p> <p>Individual flats are fitted with hardwired smoke detection to an LD3 standard minimum.</p> <p>Flat checked for detection.</p> <p>Flat 12 – Detection in all areas, LD1 Flat 20 - Detection in hallway, lounge, LD2</p>	<p>Trivial</p>
Section 9	<p>Emergency Lighting</p> <p>No emergency lighting is evident at the premises due the simple layout of the building and sufficient borrowed lighting on the communal staircase and landing.</p>	<p>Trivial</p>
Section 10	<p>Compartmentation</p> <ul style="list-style-type: none"> • Flat 12 door needs slight adjustment, slams too hard, slight sticking. • Flat 14 needs a fire door, currently has a glazed timber door, glass pane is cracked. Needs replacing with FS30s fire rated door. • Internal Electrical cupboard requires acceptable fire stopping in places. <p>Artex ceiling on block 12 – 14 & 20.</p>	<p>Tolerable</p>
Section 11	<p>Fire Fighting Equipment</p> <p>The premises have no provision for firefighting equipment.</p>	<p>Trivial</p>

Section 12	Fire Signage There is sufficient No Smoking signs in place.	Trivial
Section 13	Employee Training All staff receive basic fire safety awareness training.	Trivial
Section 14	Sources of Ignition <ul style="list-style-type: none"> • There is no EICR for the block, email has been sent to electrical team. Have been notified by electrical team that there is no supply coming into the building. Currently being investigated. • Incense sticks being used in communal areas. • Plastic Trunking is used on outgoing cable from resident's electrical supply. • Broken electrical timer in cupboard serving flats 12- 14 All electrical cupboards are free of combustibles.	Tolerable
Section 15	Waste Control Caretakers undertake regular checks and bins are stored away from the building. <ul style="list-style-type: none"> • Items of rubbish stored outside the rear exit of both blocks, flats 12-14 and 20. 	Tolerable

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 Access to the building is controlled via a use of key for the front and rear entrances There is sufficient security lighting on the front and rear.	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.	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 12 -20 Langley High Street, 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

- Accumulated waste on the rear exit of flats 12 – 14.
- Accumulated waste on the rear exit of flat 20.
- Rear fire exit pathways require clearing of rubbish.
- Burning of incense sticks within communal areas
- Flat 14 front entrance door needs to be replaced with FD30s fire rated door.

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 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. 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.

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

12 – 20 Langley High Street,
Oldbury.
B69 4SL.

Description of the Property

The low-rise block was constructed in 1975 using traditional brick construction with concrete floors between the ground floor shops and flats above. The block is made up of two stories, ground and first with the first floor containing 3 flats. There are no flats on the ground floor as this is occupied by commercial premises.



Entrance to the building is accessed through a UPVC framed with timber doors that uses a key lock access handle, the side panel is glazed with frosted glass.



Entrance to flats 12 -14 & 20



Double glazed glass flats 12,14 & 20 & Rear entrance doors 12,14 & 20

Nearest Fire station is Oldbury fire station, which is 1.0miles.

Commercial Premises

The commercial shop element of the premises is managed by the council's corporate department.

There are 6 commercial units to the premises, 4 of which were closed during this FRA. Access was gained to 2 of the commercial units, (accountancy and mortgage hub & Langley Aquatics). Owner of Langley aquatics confirmed the presence of a suitable and sufficient fire risk assessment, the employee at accountancy and mortgage hub was unsure of the presence of a fire risk assessment and was to confirm with management.



An email has been sent to the corporate team to identify the presence of suitable and sufficient Fire Risk Assessments to all commercial units and ensure a managed approach is in place so that the units are compliant with the RRO 2005. As these units do not fall within the scope of this FRA.

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	1975
Construction Type	Traditional brick and concrete
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	None
Number of Staircases	2, 1 per block
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	No
Refuse Chute	No
Access to Roof	No, No Internal Access
Equipment on roof (e.g. mobile phone station etc)	No

Persons at Risk

Residents / Occupants of 3 flats,

Visitors,

Sandwell MBC employees,

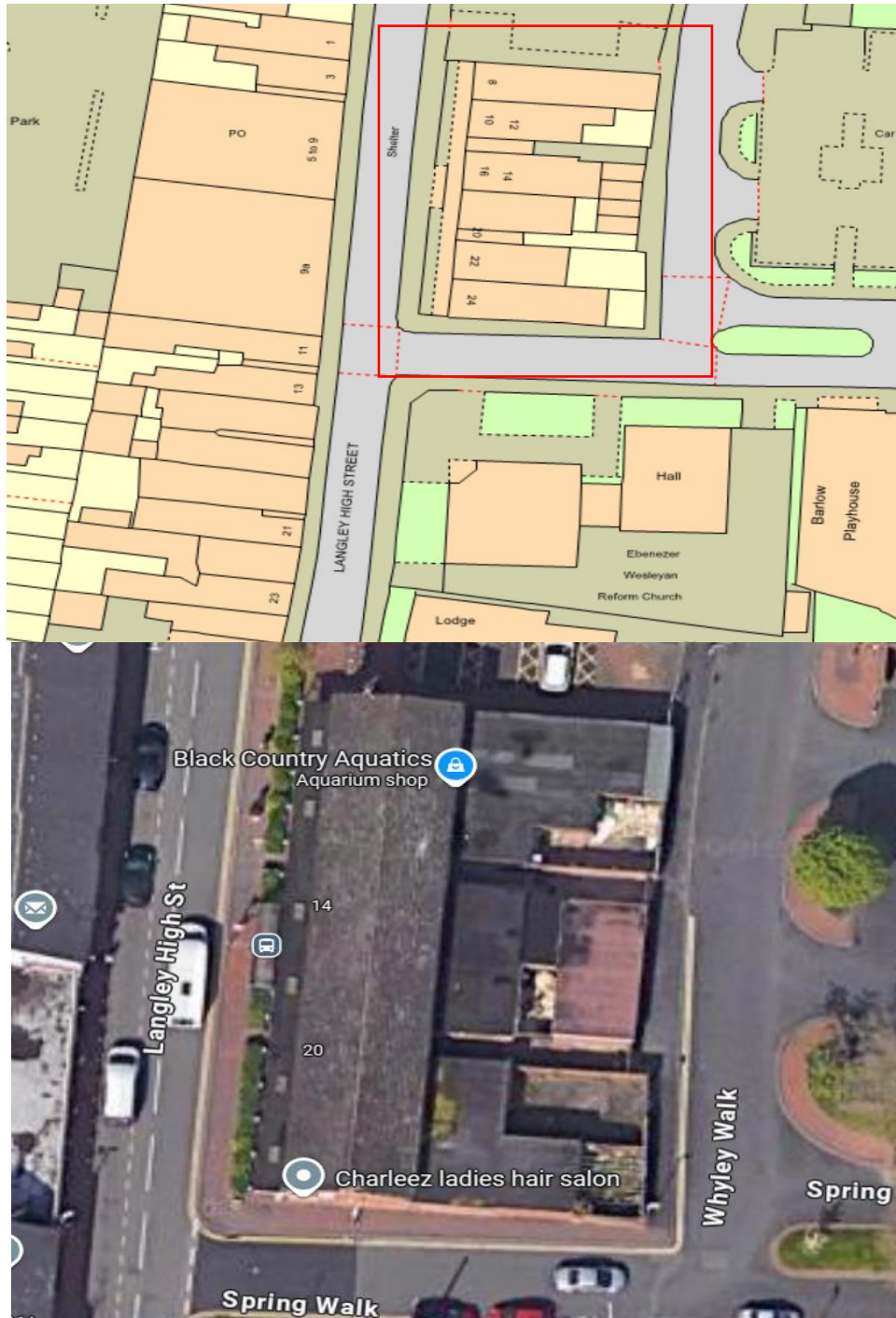
Contractors,

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 12-20 Langley High Street present an acceptable level of risk to fire.

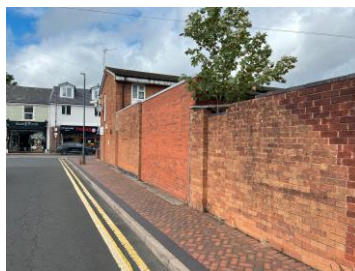
- 1) The external construction of the building is of brick construction, with a mixture of UPVC and timber door and window units.



UPVC Facias boarding up to the roofline



Front Elevation



Side Elevation



Rear Elevation



Side Elevation

- 2) UPVC double glazed, and timber framed units have been installed to flats.



UPVC and timber framed units to front and rear

- 3) On the front elevation of the building, there are Spandrel panels installed under the UPVC window units.



Spandrel panelling under the flat window units

- 4) A canopy serves the entire pathway in front of the shop and flat entrances.



- 5) The roof is off a pitched design with concrete roof tiles.



Section 7

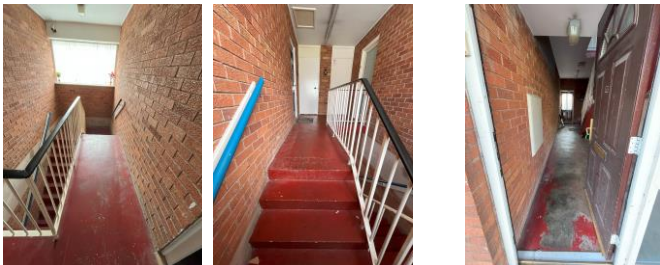
Means of Escape from Fire

- 1) All flats are equipped with minimum LD3 detection to aid means of escape.
- 2) No emergency lighting is installed within the building.
- 3) Access to the flats is controlled via the use a key entry for the front and rear doors to the building. There is floor mats placed outside each resident flat, the fire rating for these mats is not known.



- 4) All corridors of flats 12,14 & 20 are of adequate width and are usually kept clear to promote maintain safe exit in an event of fire. On this occasion there was items stored on the first floor landing of flat 20, on the ground floor corridor of flat 12,14 there are items placed at the foot of the stairs and on the ground floor of flat 20, there are considerable amounts of combustibles stored which are close to the exit of the stairs and rear fire exit.

Flats 12 & 14



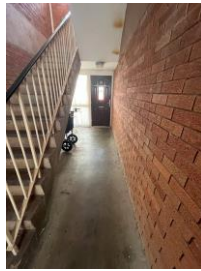
1st floor

Ground floor

Flat 20

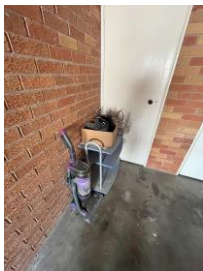


1st floor



Ground floor

5) Items stored on the first-floor landing at flat 20.



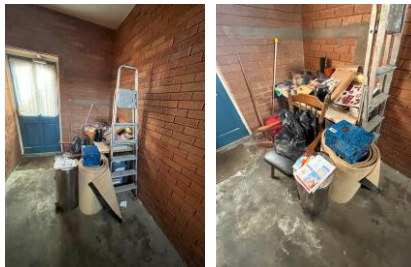
6) Wheelchair has been stored under the stairs at flat 20.



- 7) Ground floor communal hallway near stairs serving flats 12 – 14, has bicycles stored.**



- 8) On the ground floor for flat 20, there are numerous amounts of combustibles stored in the at the bottom of the communal staircase.**



- 9) There is a drain inspection cover installed within the communal ground on the block serving flats 12 – 14.**



- 10) 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 when carrying out the FRA, there was considerable items left in the communal areas and exit pathways on both blocks.**

- 11) Ground floor for flats 12 -14 has plastic trunking installed on the ceiling and to the resident's electrical cupboard. This has been actioned in section 14, Source of Ignition



- 12) There is a single staircase for flats 12,14,20, that provides means of escape, this is located as you enter the building, this has been measured at 811mm for flat 12 -14 and 921mm in width flat 20, from handrail to balustrades. The stairways are kept clear to maintain safe means of escape.

Flats 12 – 14



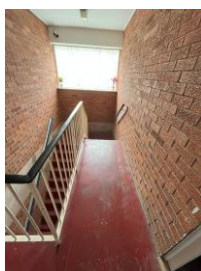
Ground 1st floor staircase

Flat 20



Ground 1st floor staircase

- 13) On the 1st and ground floor communal landings of flats 12,14, and 20, UPVC windows have been installed to allow borrowed lighting and airflow into the communal area, there is no automatic smoke ventilation system installed in this premises.



Flats 12 -14



Flat 20

14)Both blocks have plastic flowers placed on the communal landing windowsills.



Flats 12,14 & 20

15)No emergency lighting is installed within the building due to the block due to having a simple layout and sufficient borrowed lighting.

16)The final exit doors have thumb lock for easy access.

Flats 12 -14



Front door & rear door exits.

Flat 20



Front door & rear door exits.

- 17) There is a clear and safe exit out of the building via the two-ground floor exits. On this occasion the rear exit pathway serving flat 20 was not clear of obstructions.

Flats 12 -14



Front final & Rear final exit

Flat 20



Front final & Rear final exit

- 18) Rear exit pathway serving flat 20 is not clear of obstruction and ground is covered in moss.**



- 19) Flats 12,14,20 have netted curtains installed on the windows and both front and rear doors.**



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.

Flat 12 accessed for detection. Hallway, lounge and bedrooms -LD1 system.

Flat 20 accessed for detection, Hallway, lounge – LD2



- 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

Section 9

Emergency Lighting

- 1) The premises does not have any emergency lighting installed due the building having a simple layout and having sufficient borrowed lighting that is present on the staircase and landing.

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.

A visual inspection of the accessible areas was undertaken as part of the assessment, but areas with restricted access, i.e., false ceilings and void areas, were only inspected where readily accessible. The survey undertaken as part of this risk assessment should not be construed as a full compartmentation survey of the building. From a visual inspection carried out at the time of the inspection.

- 1) The walls and floors are designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are 30-minute fire resistant with intumescent strips and cold smoke seals, including those in 1-hour rated walls.
 - 2) Due to the premises having an open plan stairwell, provisions are in place to limit any potential risks in the communal area. The use of nominal and notional FD30s fire rated fire doors to flat 12 and 20 provides acceptable compartmentation between these flats and communal areas, however flat 14 is not a fire door and will need to be upgraded to a FD30s fire rated door to be able to provide acceptable compartmentation. There is a cyclical programme to ensure fire stopping has not been compromised by third parties e.g. contractors and where applicable enhance the fire stopping.
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- 3) Electrical service cupboards on the ground floor under the stairs, the units are installed within the brickwork.

Flats 12 -14



Flat 20



- 4) A variety of methods and materials have been used to achieve fire-stopping including Rockwool and intumescent pillows were needed.
- 5) Flat 12 & 20 are FD30s rated composite doors. Flat 14 is a notional 2 pane Georgian wired glass door.



Flats 12 – 14

Flat 20

- 6) **Flat 14 is a notional timber door with Georgian Wired glass installed the glass is cracked on the upper pane.**



- 7) Both roof voids were inspected through the roof hatches located on the first floor for both blocks. All fire stopping in place with block work in place up to the roofline.

Roof void serving flats 12 -14.



Roof void serving flat 20.



- 8) Previous fire stopping installed within flat 12 residents electrical cupboard.



- 9) Door lock damaged on the ground floor internal electrical cupboard for flats 12 -14.



Internal electrical cupboard

- 10) Acceptable fire stopping is needed in the electrical cupboard on the ground floor to flats 12 -14.



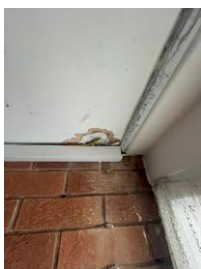
- 11) All residents' storage cupboards on each floor are secured notional fire doors and with residents own key.



- 12 Recommended that all residents and landlord electrical cupboards are to be upgraded to fire rated units on any future renovation to the blocks.



- 13) Adequate Fire stopping is required in cable penetration behind plastic trunking on ground floor communal corridor 12 -14.



Section
11

Fire Fighting Equipment

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

Section 12

Fire Signage

- 1) Fire Action Notices are not displayed throughout the building.
The signs are not necessary due to the building not having a complex layout.
- 2) Yellow LPG warning signs are not displayed within the block. [refer to section 18](#).
- 3) 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
- 5) The fixed electrical installation shall be tested every 5 years. Currently there is no EICR for this building. Have been notified by electrical team that there is no supply coming into the building, this issue is at present being investigated by the Electrical team. Email has been sent to the electrical team on 11/09/2025.
- 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.
- 7) There is evidence of incense sticks being burnt in the common with burn marks left on the ceiling outside flat 20 and on the lower communal hallway.**



- 8) Broken electrical timer on the ground floor internal electrical cupboard serving flats 12- 14.**



- 9) Ground floor serving 12 -14 has plastic trunking installed on the ceiling and to the resident's electrical cupboard.**



Section 15

Waste Control

- 1) There is no evidence of any regular cleaning service attending to the premises.
- 2) Refuse bins are stored to the rear of the building. Bins are regularly emptied by site services.



- 3) There is a collection of items left outside in the rear exit that serves 12 and 14.



- 4) There is a discarded items left outside in the exit pathway that serves flat 20.



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.
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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 timber doors that are secured with key lock. The rear entrances have timber gates installed for security. There is a mortice lock installed on gate for flat 12 -14, at the time of the FRA being conducted the gates were easily accessible, it is not known as if these gate for flat 12-14 is locked on the night.

12 -14



Front and rear entrance

Rear entrance gate

- 3) The perimeter has sufficient using streetlights and lights fitted beneath canopy. There are lights installed at the back of the block for the rear exits.



Front External lighting

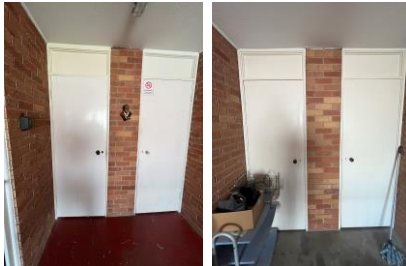
Rear External lighting

- 4) The last reported fire incident at 12 - 20 Langley High Street was on the 19th of June 2025.
- 5) There are no signs of arson, but burn marks were evident in communal areas, these occurred when residents used incense sticks, this has been noted in section 14, Source of Ignition.

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 which they keep secured by means of own keys.



Storage for flats 12,14 & 20

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:




12 -20 Langley High Street

Date of Action Plan:




26th September 2025

Review Date:





<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
7/5	Items stored on the landing at block serving flat 20. Need removing.		P2	1-3 Months Housing Team	
7/6	Wheelchair has been stored under the stairs at block serving flat 20. Need removing.		P2	1-3 Months Housing Team	
7/7	Block serving flats 12 – 14, ground floor communal hallway near stairs has bicycles stored. Need removing.		P2	1-3 Months Housing Team	

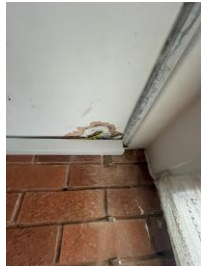



Fire Risk Assessment

7/8	Block serving flat 20, ground floor communal hallways near stairs has numerous amount of items stored. Need removing.		P2	1-3 Months Housing Team	
7/14	Both blocks have plastic flowers placed on the communal landing windowsills. Need removing.		P2	1 -3 Months Housing Team	
7/18	Block serving flat 20, rear exit pathway is not clear of obstruction and ground is covered in moss. Needs clearing.		P2	1-3 Months Caretaking Team	

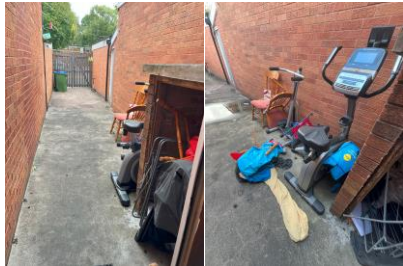

Fire Risk Assessment

7/19	Both blocks have netted curtains installed on the windows and both front and rear doors. Needs removing.		P2	1-3 Months Caretaking Team	
10/6	Flat 14 is a notional timber door, Georgian wired glass, glass is cracked on the upper pane. Door needs replacing.		P2	1-3 Months Leaseholder Management	
10/9	Door lock damaged on the ground floor internal electrical cupboard on block serving flats 12 -14. Needs repair.		P2	1-3 Months Fire Rapid Response	
10/10	Fire stopping is needed in the electrical cupboard on the ground floor to block serving flats 12 -14.		P2	1-3 Months Fire Rapid Response	

Fire Risk Assessment

10/13	Adequate fire stopping required on cable penetration in communal corridor of block 12-14		P2	1-3 Months Fire Rapid Response	
14/7	Incense sticks being burnt in the common with burn marks left on the ceiling outside flat 20 and on the ground communal hallway.		P2	1-3 Months Housing Team	
14/8	Broken electrical timer in block serving flats 12- 14 on the ground floor internal electrical cupboard.		P2	1-3 Months Electrical Team	
14/9	Ground floor on block serving 12 -14 has plastic trunking installed on the ceiling and to the resident's electrical cupboard. Need to replace with metal trunking.		P2	1-3 Months Electrical Team	

Fire Risk Assessment

15/1	There is no evidence of any cleaning services attending to the blocks.		P2	1-3 Months Estate Services	
15/3	Collection of items left outside in the rear exit pathway at block serving flats 12 and 14. Need removing.		P2	1-3 Months Caretaking Team	
15/4	Discarded items left outside in the exit pathway at block serving flat 20. Need removing.		P2	1-3 Months Caretaking Team	

Observations

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).

There is no EICR for this block currently. Email has been sent to the electrical team for this to be investigated as of 11/09/2025.

Enquired with business owners regarding FRA required for their premises.

- Langley Pet Supplies has notified that they have an up-to-date FRA.
- No Access to Greville Hodgson Musical Instruments.
- No Access to Charleez Hairdressers.
- No management available at Accountancy and Mortgages – Advice has been given on the requirement of an FRA, advised to visit the u.k.gov site for further guidance.
- No access to Dark Rose Tattoo.

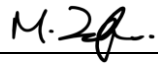

Email has been sent to the Commercial Property Officer on 16/09/2025.

No access to Asbestos information on this property.

Recommendation for in wall electrical cupboards to be replaced with secure fire rated units on any future refurb of the blocks.



Signed

	Fire Risk Assessor	Date: 26 th September 2025
	Building Safety Manager	Date: 26 th September 2025

Appendix 1

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

Name of property: 12- 20 Langley High Street

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).		