

Fire Risk Assessment

Sampson Close 7-12



Sampson Close Tividale, B69 1NL

Date Completed: 1st April 2026

Officer: M Zafeer **Fire Risk Assessor**

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

Current Risk Rating = Tolerable



Subsequent reviews

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

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Section 0

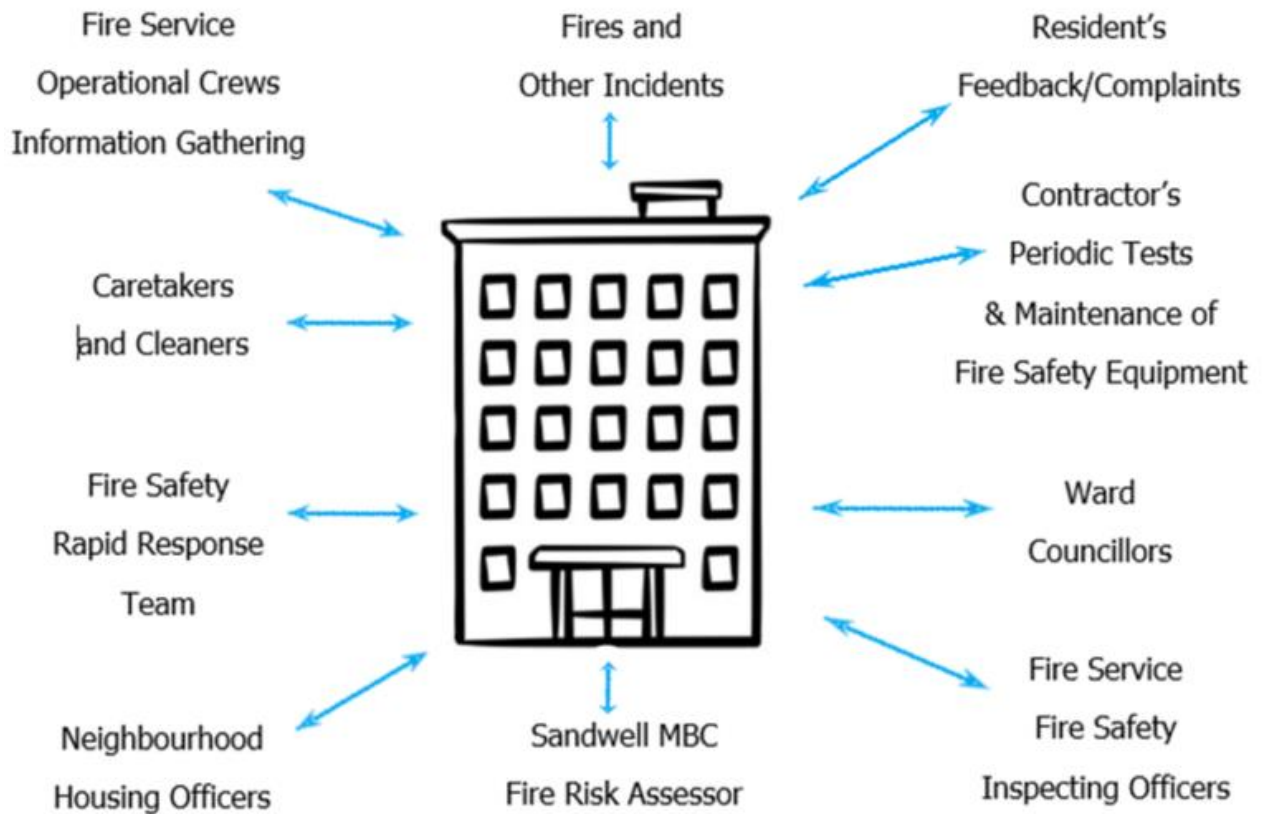
Introduction

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

This 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.

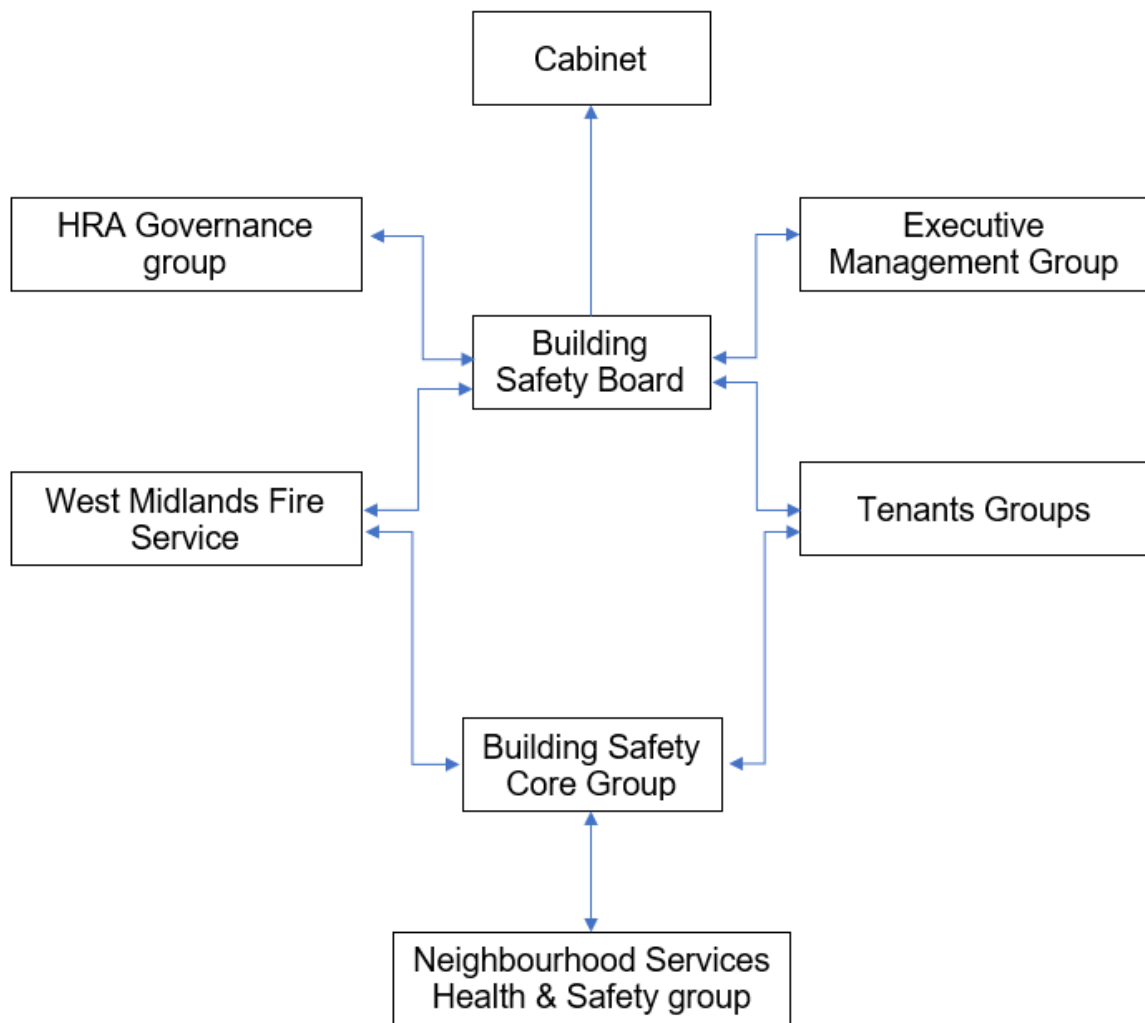
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. 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	<p>External Envelope</p> <p>Traditional brick-built 3 story block of flats with each floor accommodating 2 flats.</p> <p>UPVC window units installed with UPVC fascia and under boards to the roof line</p> <p>Pitched roof design with concrete roof tiles.</p> <p>Front entrance has a concrete flat roofed canopy.</p>	<p>Trivial</p>

	<p>Blocks 1-6 and 7-12 are attached and share the front and rear courtyard.</p> <p>Front entrance doors are of timber construction with glass inserts within the door</p>	
<p>Section 7</p>	<p>Means of Escape from Fire</p> <p>There is one staircase along the means of escape with two final exit doors at front and rear of the block.</p> <p>Refuse hoppers are located on 1st and 2nd floor staircase landing.</p> <ul style="list-style-type: none"> • Ground floor communal hallway, electrical trunking damaged and loose, exposing cables. <p>Electrical cupboard housing the mains electric and residential metering for each flat is in the communal ground floor escape route, this is behind a FD30s timber door.</p> <p>Front final exit has a push button final exit system which will fail safe in an emergency, rear final door has a turn handle to exit.</p> <p>All escape routes and stairways are equipped with emergency lighting.</p> <p>Corridors, stairs and landings are clear of any obstruction.</p> <p>Pathways out both entrances are clear and safe.</p>	<p>Tolerable</p>

<p>Section 8</p>	<p>Fire Detection and Alarm Systems</p> <p>Individual flats are fitted with hardwired smoke detection to an LD3 standard minimum.</p> <p>Access gained to flat 12 to sample for detection in this block. Flat 12 - LD2</p>	<p>Trivial</p>
<p>Section 9</p>	<p>Emergency Lighting</p> <p>The premise has sufficient emergency/escape lighting system in accordance with BS 5266.</p> <p>Emergency lighting is evident throughout the block, corridors, staircase landing, refuse bin room and electrical cupboard.</p>	<p>Trivial</p>
<p>Section 10</p>	<p>Compartmentation</p> <p>The block has sufficient compartmentation between dwellings.</p> <p>Cyclical programme in place to ensure fire stopping has not been compromised.</p> <p>Roof void on 2nd floor checked for compartmentation; no issue found regarding compartmentation.</p> <p>All flat entrance doors are fitted with composite FD30s fire doors, flat 10 is equipped with a Certified FD30s fire door, self-closing device checked for functionality, no issue found.</p> <ul style="list-style-type: none"> • 2nd floor landing, section of timber trunking missing around water shut off valve, leaving an electrical cable exposed, requires open area to be closed as much as possible without 	<p>Tolerable</p>

	<p>reducing access to the valve. Within this exposed section there a couple of bore holes drilled into the brickwork.</p>	
Section 11	<p>Fire Fighting Equipment</p> <p>The premises have no provision for firefighting equipment.</p>	Trivial
Section 12	<p>Fire Signage</p> <p>There is sufficient Fire door keep shut signs & No Smoking signs in place.</p> <ul style="list-style-type: none"> External No Smoking signage to the rear is damaged. Replace with new signage. 	Tolerable
Section 13	<p>Employee Training</p> <p>All staff receive basic fire safety awareness training.</p>	Trivial
Section 14	<p>Sources of Ignition</p> <p>Satisfactory EICR carried out on 07/01/2026</p> <p>Electrical cupboard is in the communal corridor, secured by a timber FD30s fire door. This is kept locked and is free of any combustibles.</p>	Trivial
Section 15	<p>Waste Control</p> <p>Caretakers undertake regular checks and bins are stored away within secured bin room.</p> <p>Refuse bins stored in a dedicated refuse cupboard located outside to the rear, next to the rear final exit</p>	Trivial

Section 16	<p>Control and Supervision of Contractors and Visitors</p> <p>Contractors are controlled centrally, and hot works permits are required where necessary.</p>	<p>Trivial</p>
Section 17	<p>Arson Prevention</p> <p>There is external lighting, and a door entry system prevents unauthorised access.</p> <p>No fire incidents reported since the last FRA</p>	<p>Trivial</p>
Section 18	<p>Storage Arrangements</p> <p>There are no external or internal storage cupboards for residents.</p>	<p>Trivial</p>

Risk Level Indicator

The following simple risk level estimator is based on commonly used risk level estimator:

Likelihood of fire	Potential consequences of fire		
	Slight harm	Moderate harm	Extreme harm
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

Considering the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Low Medium High

In this context, a definition of the above terms is as follows:

Low	Unusually low likelihood of fire because of negligible potential sources of ignition.
Medium	Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).
High	Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Considering the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Slight Harm Moderate Harm Extreme Harm

In this context, a definition of the above terms is as follows:

Slight harm	Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).
Moderate harm	Outbreak of fire could foreseeably result in injury including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme harm

Significant potential for serious injury or death of one or more occupants.

Accordingly, it is considered that the risk to life from fire at these premises is:

Trivial Tolerable Moderate Substantial Intolerable

Comments

After carrying out a Type 1 **non-intrusive** fire risk assessment on
7-12 Sampson Close
Tividale
Oldbury
B69 1NL

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.

After assessing the building's use and its occupants, the potential life safety risk in the event of a fire is slight. This assessment is based on the presence of FD30s composite fire door installed to the flats, the installation of smoke detection systems meeting at least LD3 standards within each flat, and effective housekeeping practices in communal areas that minimize combustible materials and aid safe evacuation. Additionally, the evacuation route is adequately illuminated, and final exit door is installed with a failsafe system which will allow the door to automatically switch to open in an event of an emergency. The fire strategy for the block is a 'Stay Put Unless'.

Access was gained to Flat 10 to assess the operation of the self-closing device and the condition of the fire and smoke seals to the flat entrance door, smoke detection was also assessed at the properties

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

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.

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 risk.

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 has a policy and procedure in place 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 Prabha Patel		
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

Sampson Close 7-12
Tividale
Oldbury
B69 1NL

Description of the Property

This Type 1 **non-intrusive** fire risk assessment pertains to the residential block located at 7-12 Sampson Close. The property is a low-rise building constructed in 1965, utilising traditional brick cavity wall construction. The structure comprises three storeys, including the ground floor, with two self-contained dwellings on each level. There is a single centrally positioned staircase, which serves as the only means of access and egress for all flats.

The site has adequate off-street parking situated at the front of the building. Resident and visitor vehicles are positioned at a safe and appropriate distance from the building envelope, reducing potential fire spread or obstruction to access routes.

It is also noted that the block at 7-12 is physically attached to an neighbouring residential building, 1-6 Sampson Close which is accessed separately, although adjoined, the neighbouring block of 1-6 is served by its own independent entrance and access arrangements and does not share internal common areas with 7-12 Sampson Close. To the rear there is a courtyard which is shared with the neighbouring block.



Ground floor – flats 7,8
1ST floor – flats 9,10
2nd floor – flats 11,12

Main entrance to the building is through a timber door, with both the front and rear doors accessed via fob reader, trades and visitors use an intercom system. For emergency access there is a firefighter manual override switch located above the door intercom panel.



Front and rear entrances to block



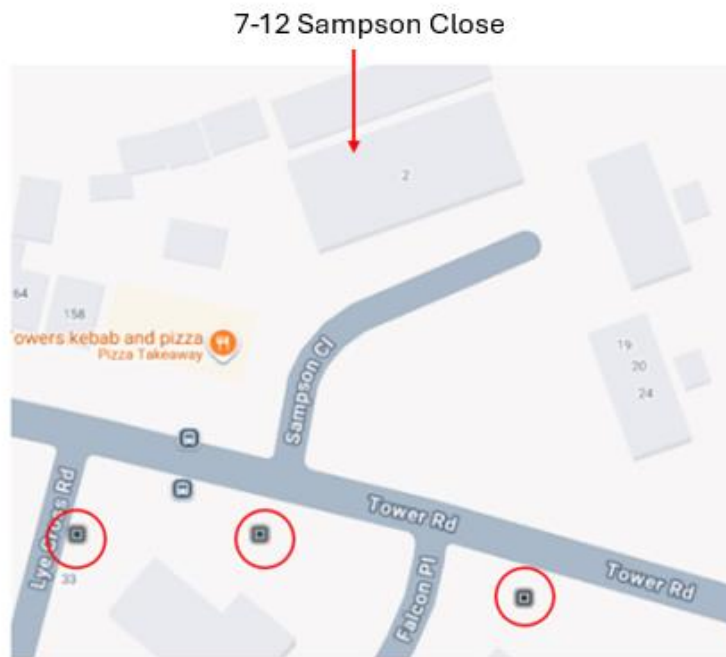
Intercom access and firefighter's switch

Externally the building has a timber and steel fenced perimeter and access to the rear is from the righthand side of 1-6, this leads the rear courtyard where residents' garages are situated.



timber fencing perimeter and courtyard at the rear.

Location of the nearest Hydrants are located in between Lyle Cross Road and Falcon Place. There is also an additional hydrant located at further along Tower Road.



Location of Hydrants

Nearest Fire station is Oldbury fire station, which is 1.5 miles.

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	3 story
Date of Construction	1965
Construction Type	Traditional Brick Construction
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	External access to bin room
Access to Roof	Via 2 nd floor roof hatch
Equipment on roof (e.g. mobile phone station etc)	None

Persons at Risk

Residents / Occupants of 6 flats

Visitors,

Sandwell MBC employees,

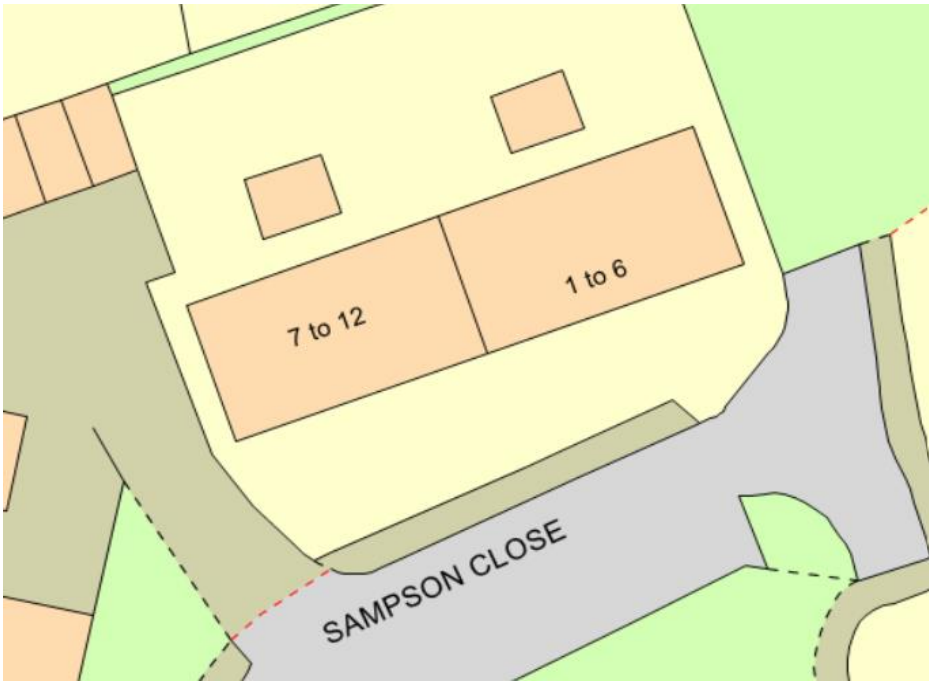
Contractors,

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 7-12 Sampson Close present an acceptable level of risk to fire.

- 1) The exterior of the building is predominately traditional brick construction with a pitched roof design with UPVC fascia boards to the roof line and interlocked concrete roof tiles above. Front entrance is through timber doors with glazing in the inserts of the door.



Front Elevation

Side and Rear Elevation

- 2) Both the front and rear doors are of timber construction and incorporate glazed inserts. The front entrance is positioned beneath a concrete canopy, while the rear door is recessed within a brick and concrete alcove. Adjacent to the rear exit is the refuse bin store, which is enclosed by a timber door.



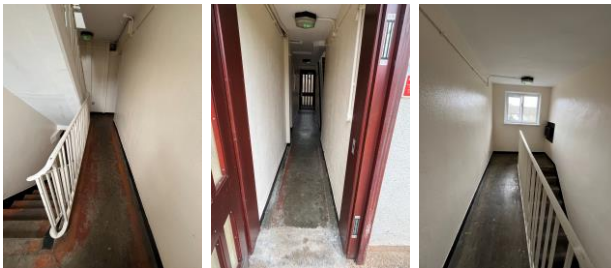
- 3) UPVC double glazed window units have been installed for each flat and communal areas within the block.



Section 7

Means of Escape from Fire

- 1) Each flat is equipped with, as a minimum LD3 fire detection to facilitate means of escape and provide sufficient response time.
- 2) All corridors, landing and staircase are of adequate width and are kept clear to promote & maintain safe exit in an event of fire.



2nd floor.

1st floor.

Ground floor.

- 3) 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.



- 4) 7-12 Sampson Close consists of a single staircase that provides sufficient means of escape, this is located as you enter each block. The width of the staircases has been measured from handrail to the wall at a measurement of 964mm and 953mm These stairs are kept clear to maintain safe means of escape.
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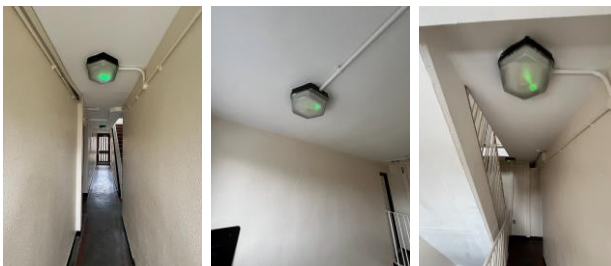
Ground to 1st & 2nd floor staircase.

- 5) UPVC windows units have been installed on the staircase landing and within the corridors to the flats, these windows can be opened without the use of a key to allow sufficient airflow into the corridor and stairwell. There is no automatic smoke ventilation system installed in this premises.



1st and 2nd floor landing

- 6) Emergency lighting is installed throughout the building, these are installed near final exit doors, communal staircase, landing and the corridors for flat entrances.



- 7) On both 1st floor and 2nd floor landings, there are bin chute hoppers within the means of escape, they do not present any obstruction in the event of safe evacuation.



- 8) The electrical meters and distribution board for block are housed in the electrical cupboard which is in the communal corridor within the means of escape.



- 9) All electrical cabling installed within the communal corridors and escape routes are channelled via metal electrical trunking and metal conduits.



- 10) Electrical trunking located along the ground floor communal corridor is damaged, resulting in the lid becoming dislodged and leaving the internal cabling exposed. It is recommended that the damaged trunking be replaced or repaired, and that the lid be securely refitted to ensure all cabling is fully enclosed and adequately protected.



- 10) There is a clear and safe exit out of the building via the two-ground floor exits. The front final exit door is accessed using a push button, this will fail safe in an emergency, the rear final exit door accessed by a levered handle.



Front final & Rear final exits.

- 11) The route out the block to ultimate safety is clear from both final exit doors.



Front and rear final exit routes

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.
- 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
- 4) Access was obtained to **flat 10** to check for confirmation of detection – Hallway, lounge - LD2



- 5) SMBC's Job Manager system confirms detectors to LD2 standard were checked as part of the most recent annual gas service for **flat 10**

For information

LD1 all rooms except wet rooms

LD2 all-risk rooms e.g. Living Room, Kitchens, and Hallway.

LD3 Hallway only

Section 9

Emergency Lighting

- 1) The premises have a sufficient emergency / escape lighting system in accordance with BS 5266
- 2) Emergency lighting is serviced and checked by Sandwell Council contractor City Fire and monthly inspected by in house Sandwell electrical staff.



CF009 - SMBC - Emergency Lighting Test
Certificate - Self-Contained Fittings

Job Details

Job ID 193208	Client Name Dodd Group (Midlands) Limited	Site Name 7-12 SAMPSON CLOSE
Job Order Number SMBC_18549050	Details Of Client Dodd Group Ltd Stafford Park 13	Site Address
Client ID 25	Client Postcode TF3 3AZ	Site Post Code
Site ID 8,675		

System Details

Manufacturer KOSNIC	Number of Fittings Onsite 6
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Inspections and Tests

Type of inspection MONTHLY	Any luminaires having a repair has been internally cleaned NO	Are all luminaires labelled YES
All luminaires and/or signs are functioning correctly FAIL	A visual check of the fixed wiring installation has been carried out YES	Log book completed YES
Each luminaire has been checked to ensure that the normal supply has been restored YES	Has any alteration to the building structure or layout affected the effectiveness of the emergency lighting system NO	Comments
All luminaires have been externally visually examined YES		

Sign Off Area

NAME OF ENGINEER jamie davis	New Signature 	New Date 10/03/2026
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Photos

Photo Attachments	Photo Attachments	Photo Attachments
Photo Attachments	Photo Attachments	Photo Attachments
Repairs		



- 4) Emergency lighting is installed throughout the building; units are installed in communal areas e.g. stairways & corridors.



Communal corridors on ground, 1st and 2nd floors

Section 10

Compartmentation

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, there were no breaches in compartmentation evident between the communal areas and the residential accommodation.

- 1) The walls and floors are designed to provide as a minimum 1-hour vertical fire resistance and 30 min horizontal fire resistance around flats and stairwells. Flat entrance doors are 30-minute notional fire doors, 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 limit of combustibles and ignition sources are of a low level, alongside the use of FD30 fire rated fire doors to individual flat entrances, communal doors on staircase landings, service cupboards and with sufficient fire stopping, provides acceptable compartmentation. 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) Electrical Service cupboard on the ground floor which accommodates the residents' electrical meters and other electrical apparatus is secured by a FD30s and accessed using a 138 key.



- 4) Access to the roof is by means of roof hatch which is on the 2nd floor landing. Compartmentation inspected within the roof space; there is no evidence of any breach in the compartmentation. Noted that there is an extraction fume venting out the roof. Rockwool insulation is layered within the Joice.



- 5) All individual flats are installed with composite FD30s rated doors. Flat 10 was checked for the function of the self-door closing device and smoke seals. The self-closing device was tested from a range of opening angles to determine its function, no issues found.

Block Name	Place-Re	Address	Front Door Type	Glazed / Not Glazed
Sampson Close 7-12 (O&E) BL64700SA15		7 Sampson Close;Tivdale;Oldbury;West Midlands;	Composite Door FD30s	Glazed
Sampson Close 7-12 (O&E) BL64700SA15		7-12 Sampson Close;Tivdale;Oldbury;West Midlands;	Intentionally Blank	
Sampson Close 7-12 (O&E) BL64700SA15		8 Sampson Close;Tivdale;Oldbury;West Midlands;	Composite Door FD30s	Glazed
Sampson Close 7-12 (O&E) BL64700SA15		9 Sampson Close;Tivdale;Oldbury;West Midlands;	Composite Door FD30s	Glazed
Sampson Close 7-12 (O&E) BL64700SA15		10 Sampson Close, Tivdale, Oldbury,West Midlands	<u>Certified Composite Door FD30s</u>	Glazed
Sampson Close 7-12 (O&E) BL64700SA15		11 Sampson Close, Tivdale, Oldbury,West Midlands	Composite Door FD30s	
Sampson Close 7-12 (O&E) BL64700SA15		12 Sampson Close;Tivdale;Oldbury;West Midlands;	Composite Door FD30s	Glazed



Confirmation of Certified Composite FD30s at flat 10



Ground floor flats 7,8



1st floor flats 9,10



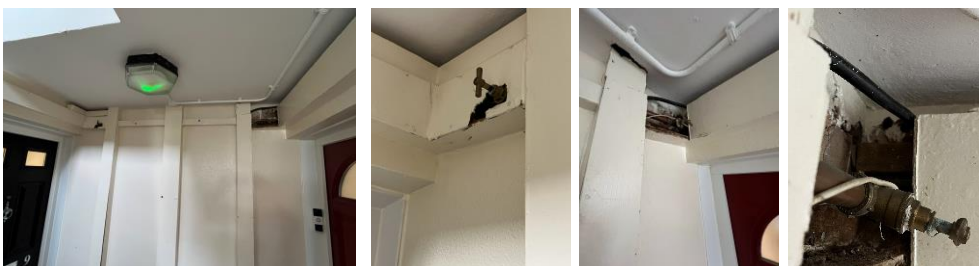
2nd floor flats 11,12

- 6) Intumescent seals have been installed with the chute hoppers on the 1st and 2nd landing



- 7) On the second-floor communal landing, section of timber boxed trunking has been removed to access the water shut off valve, leaving opening that exposes internal cable run. There are also, within this section penetrated holes into the brick work where previous pipes or cabling were channelled through.

It is recommended that the trunking be repaired or reinstated to fully enclose the cabling without reducing the access to the water shut of valve.



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, on external electrical cupboard and communal fire doors display Fire Door Keep Shut/Locked” sign.



- 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. Signage is also displayed in the external refuse cupboard located next to the entrance doors.



- 4) No smoking signage on the rear needs to be replaced with a new sign due to being damaged



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) 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) The fixed electrical installation shall be tested every 5 years. EICR has been carried on the 07/01/2026



This certificate is not valid if the serial number has been defaced or altered

40836485 **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: 604786004 Branch No: 004 Trading Name: Dodd Group (Midlands) Ltd Address: Unit 1 Rabone Park, Rabone Lane, Smethwick Postcode: B99 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, Direct 2 Industrial Park, Oldbury, West Midlands Postcode: B69 5ES Tel No: N/A	DETAILS OF THE INSTALLATION Occupier: Communal Area UPIN: BL047005A15 Address: 7-12 Sampson Close, Trivale, Oldbury, West Midlands Postcode: B69 1NL Tel No: West Midlands

PART 2 : PURPOSE OF THE REPORT

Purpose for which this report is required: Test and inspect the fixed wiring installation within the property to ensure safety for continued use, as requested by the Client. As required by Guidance Note 3 Section 3.7 and table 3.2 and including change of occupancy

Date(s) when inspection and testing was carried out: 07/01/2026 Records available (BS11): Previous inspection report available (BS11): 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 BS7671 with the exception of any items mentioned in observations and is safe for continued use. Low-Rise Communal, Crabtree metal clad consumer unit.


Description of premises: Dwelling: Commercial: (.....) Industrial: (.....) Other (include brief description): N/A

Estimated age of electrical installation: 30..... years Evidence of additions or alterations: (.....) if Yes, estimated age 5..... years Overall assessment of the installation for continued use: **Satisfactory** / ~~Unsatisfactory~~ * (select as appropriate)

**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: HAYDN THOMAS Signature:  Date: 11/01/2026

I/We further RECOMMEND, subject to the necessary remedial action being taken, that the installation is inspected and tested by: 07/01/2031 (date)

Give reason for recommendation: Routine Inspection

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: 18/01/2026

This report is based on the model forms shown in Appendix 6 of BS 7671:2018 (as amended) Enter a (✓) or value in the respective fields, as appropriate. Where an item is not applicable insert N/A
 © Copyright Centura LLP (August 2024) Please see the 'Notes for Recipients' Page 1 of 15

- 7) Electrical service cupboard on the ground floor which is located within the communal corridor near the rear final exit, this is secured behind a FD30s fire door. Cupboard is free from any combustibles.



- 8) 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 these premises is external.



External Gas supply

Section 15

Waste Control

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



- 2) Refuse bin is stored in a secured bin room that is located next to the rear entrance of the building. This is kept secure by a means of a sliding bolt. Bins Are regularly emptied by site services.



- 3) Both 1st and 2nd floor internal refuse chutes are clear of any rubbish.



4) Regular checks by Caretakers minimise risk of waste accumulation. Sandwell Council '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 local housing office. 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) Both blocks have restricted access, this is via a key lock, each resident has their own fob to gain access. There is an intercom system that can allow visitors and contractors in.



Front and rear entrance doors with access system.

- 3) There is no current evidence of arson.
- 4) The perimeter of the premises is well illuminated. The front and rear both have external lighting units installed.



- 5) There have been no reported fire incidents at 7-12 Sampson Close 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 external storage units to the rear of the building; these are kept secure by residents themselves.



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:


7-12 Sampson Close

Date of Action Plan:

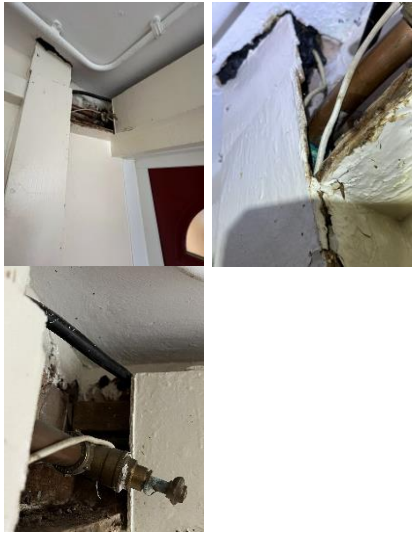

7th April 2026

Review Date:

<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
7/10	Ground floor communal corridor, electrical trunking damaged exposing cables, Replace and make secure.		P2	1-3 Months Electrical Team	

Fire Risk Assessment

10/8	<p>2nd floor landing, timber box trunking around water shut off valve removed and exposing cable run, requires adequate fire stopping on brickwork behind and section of trunking replaced without reducing access to the water shut of valve</p>		P2	1-3 Months Fire Rapid Response	
12/4	<p>External No Smoking signage to the rear is damaged. Replace with new signage.</p>		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).

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Signed

	Fire Risk Assessor	Date: 7 th April 2026
	Team Lead Fire Safety	Date: 7 th April 2026

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

Name of property: 7 -12 Sampson Close

Updated:

Premise Manager: Prabha Patel

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).		



Report No.: J411506
Nature of Work: Management Survey
Issue Date: 14/03/2025
Client Name: Sandwell MBC (formerly Homes)
Building Services, Direct 2 Trading Estate, Roway Lane,
Oldbury, West Midlands, B69 3ES
UPRN: BL64700SA15 2
Site Address: 7-12 Sampson Close, Oldbury, B69 1NL



Order Placed By: Dean Harding
Site Contact: Communal
Date(s) of Work: 04/03/2025
Technical Manager: D Ely CCP (Asbestos)
Assistant Surveyor(s): Not Applicable
Lead Surveyor:

Jack Baldwin
Asbestos Surveyor

Authorised Signatory:

Ian Hawthorne (CoC Asbestos)
Technical Manager
14/03/2025

Non-accredited activities are present within this report.

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