

# Fire Risk Assessment

**2-4 Tower Rise,  
Tividale,  
B69 1NP**



**Date Completed: 02/04/2026**

**Review Period: 3 years.**

**Officer: S. Henley Fire Risk Assessor**

**Checked by: A. Jones Building Safety Manager**

**Current Risk Rating = Tolerable**

**Subsequent reviews**

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

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## Section

# 0

## Introduction

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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](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.

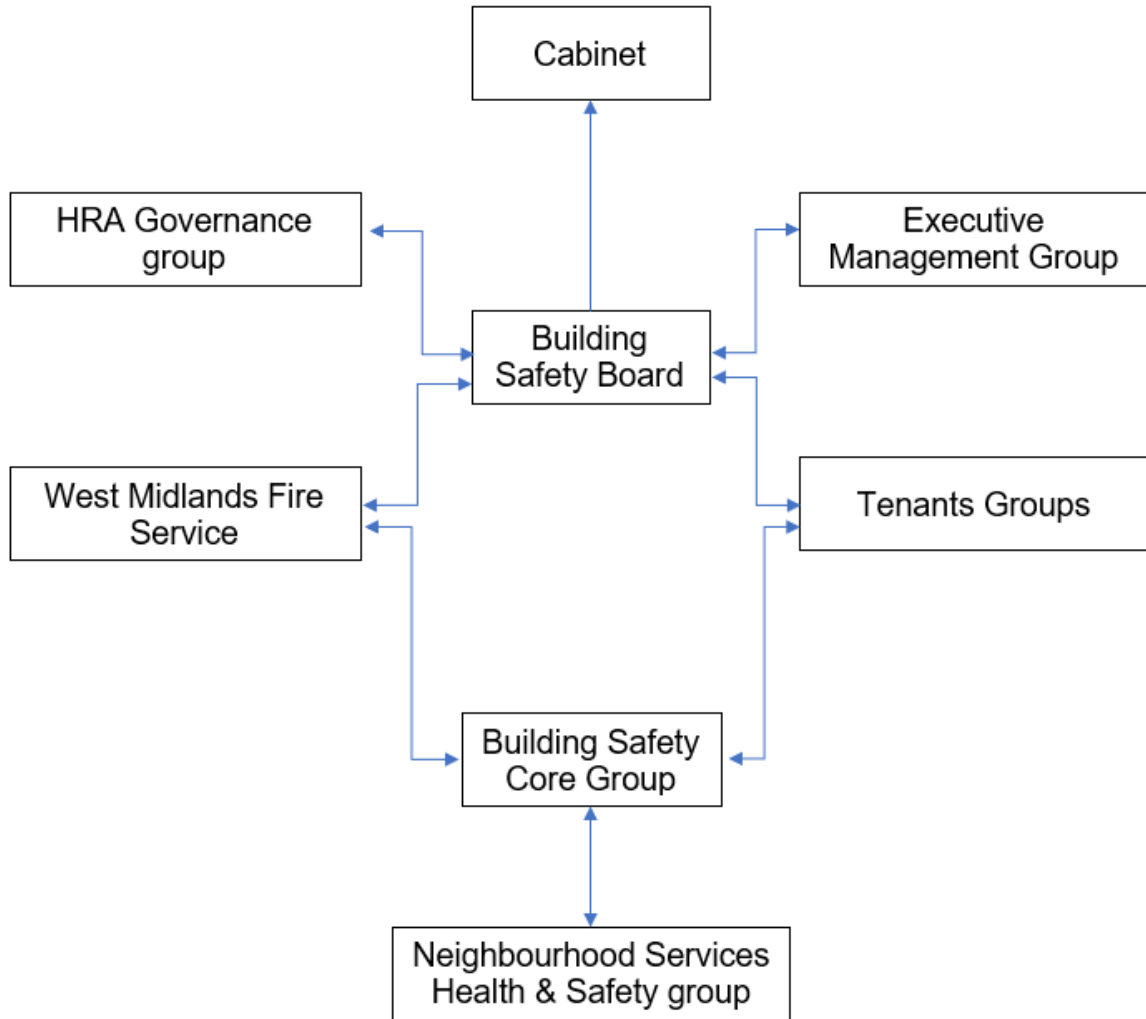
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.

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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.

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## Section

## 1

## Significant findings

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

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

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

### Significant findings

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

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

Section number	Section Area	Individual Risk Level
<a href="#">Section 6</a>	<p><b>External Envelope</b></p> <p>The building is of predominantly brick cavity construction, with uPVC double-glazed window units serving the individual flats. At roof level, timber fascia boards are installed, with asbestos-cement under cloaking soffit boards forming part of the eaves detail. The roof is finished with concrete interlocking tiles.</p> <p>The main entrance assembly consists of a timber-framed unit incorporating a door, a</p>	Trivial

	<p>top-light, and a side panel. The door contains approx. 50% timber and a 50% Georgian glass panelled inset; the adjoining side panel is also a 50/50 Georgian glass and timber construction.</p>	
<p><a href="#">Section 7</a></p>	<p><b>Means of Escape from Fire</b></p> <p>There is a single staircase in the block offering adequate means of escape for flat 4 which consists of a stair lift.</p> <p>Communal hallway floors and stairway are concrete construction. Carpet pads are fitted to the stairway.</p> <p>A sample of properties were visited at the time of the fire risk assessment. Door deficiencies are listed under section 7/6.</p> <p>Some compartmentation deficiencies require rectification that come on to the escape route, see section 10/6.</p>	<p>Tolerable</p>
<p><a href="#">Section 8</a></p>	<p><b>Fire Detection and Alarm Systems</b></p> <p>Each flat is equipped with a fire detection system that meets at least the LD3 standard.</p> <p>No detection in communal areas.</p>	<p>Trivial</p>
<p><a href="#">Section 9</a></p>	<p><b>Emergency Lighting</b></p> <p>No emergency lighting is provided within the block. Lighting can be obtained from standard lights, the landing window also the entrance door.</p>	<p>Trivial</p>

<p><a href="#">Section 10</a></p>	<p><b>Compartmentation</b></p> <p>The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats.</p> <p>Flat doors are a minimum notional fire doors offering a minimum of 30 minutes fire resistance.</p> <p>Gas service cupboard is recommended for upgrading in future refurbishments with a new door and frame. Install a sliding bolt lock on the outside to secure the cupboard.</p> <p>Outside flat 4 to the top left-hand side a cable runs through to the roof void area. This requires fire stopping.</p>	<p>Tolerable</p>
<p><a href="#">Section 11</a></p>	<p><b>Fire Fighting Equipment</b></p> <p>The premises have no provision for firefighting equipment.</p>	<p>Trivial</p>
<p><a href="#">Section 12</a></p>	<p><b>Fire Signage</b></p> <p>There is sufficient Fire door keep shut signs &amp; No Smoking signage in place. Signage to be fitted to the gas cupboard (ordered).</p>	<p>Trivial</p>
<p><a href="#">Section 13</a></p>	<p><b>Employee Training</b></p> <p>All staff receive basic fire safety awareness training.</p>	<p>Trivial</p>
<p><a href="#">Section 14</a></p>	<p><b>Sources of Ignition</b></p> <p>The fixed electrical installation should be tested every 5 years. Last EICR was carried out on the 29/01/2026 and gets its supply from 118-118a Tower Road.</p>	<p>Trivial</p>

	<p>Electrical board requires enclosing within an over cupboard. Added to future refurbishments.</p> <p>Recommendation: Remove gas meter from the communal area, this is to be carried out by Cadet.</p>	
<a href="#">Section 15</a>	<p><b>Waste Control</b></p> <p>Bins are located at the rear and away from the building</p>	Trivial
<a href="#">Section 16</a>	<p><b>Control and Supervision of Contractors and Visitors</b></p> <p>Contractors are controlled centrally, and hot works permits are required where necessary.</p>	Trivial
<a href="#">Section 17</a>	<p><b>Arson Prevention</b></p> <p>The entrance/exit door is accessible by a resident only key. There are security/safety lights fitted to externally around the building.</p>	Trivial
<a href="#">Section 18</a>	<p><b>Storage Arrangements</b></p> <p>There is a storage cupboard externally, accessible with the use of a resident key.</p> <p>Residents should not store fuel or LPG Cylinders in their home or storage facilities.</p>	Trivial



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:

<b>Slight harm</b>	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).
<b>Moderate harm</b>	Outbreak of fire could foreseeably result in injury including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
<b>Extreme harm</b>	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

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## Comments

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.

A Type 1 Fire Risk Assessment of the premises at 2-4 Tower Rise has been carried out. The assessment included a thorough inspection of the site's layout, identification of potential fire hazards, and evaluation of existing fire safety measures. The findings and recommendations have been documented.

Based on the assessment, the likelihood of a fire is deemed medium prior to the implementation of the action plan, due to the identified normal fire hazards. Considering the use of the premises and the occupants within the block, the potential consequences for life safety in the event of a fire would be slight harm. This is because the flats are fitted with notional fire doors, smoke/heat detection systems installed to a minimum of LD3 in all flats, one final exit door, and a stay-put strategy unless a fire strategy is in place.

Access was attempted to a sample some of the properties as part of the risk assessment. This was to ensure the doors have not been tampered with by residents.

Access was gained to flat 2, the flat door is a timber notional fire door and does not have a self-closer. Email sent to Leasehold manager to rectify the issue by installing extra fire safety door furniture or having a new fire door fitted 20/03/2026.

Properties assessed at the time of the Fire Risk Assessment require repairs to fully bring their entrance doors up to full fire safety compliance.

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

Once the recommended actions have been completed, the overall risk rating for the building will be reduced to trivial, subject to the implementation of the suggested measures outlined 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 risks:*

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<b>Risk level</b>	<b>Action and timescale</b>
<b>Trivial</b>	No action is required, and no detailed records need to be kept.
<b>Tolerable</b>	No major additional fire precautions are required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
<b>Moderate</b>	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.
<b>Substantial</b>	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.
<b>Intolerable</b>	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.)***

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**Section**

**2**

**People at Significant Risk of Fire**

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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.

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**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:

<b>Chief Executive</b> Shokat Lal		
<b>Executive Director Asset Manager &amp; Improvement</b> Alan Lunt		
<b>Assistant Director Asset Manager &amp; Improvement</b> Sarah Agar		
<b>Fire Safety Manager</b> Tony Thompson		
<b>Team Lead Fire Safety</b> Jason Blewitt		
<b>Team Lead Building Safety</b> Anthony Smith		
<b>Housing Office Manager</b> Prabha Patel		
<b>Building Safety Managers</b> Adrian Jones Andrew Froggatt Carl Hill Louis Conway	<b>Fire Risk Assessors</b> Mohammed Zafeer Stuart Henley Craig Hudson	<b>Resident Engagement Officers – Fire Safety</b> 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**

2-4  
Tower Rise  
Tividale  
B69 1NP



A Type 1 Fire Risk Assessment of the premises at 2-4 Tower Rise has been carried out. The assessment included a thorough inspection of the site's layout, identification of potential fire hazards, and evaluation of existing fire safety measures. The findings and recommendations have been documented.

Based on the assessment, the likelihood of a fire is deemed medium prior to the implementation of the action plan, due to the identified normal fire hazards.

The low-rise, two-storey block (inclusive of the ground floor) was constructed in 1965 using traditional brick cavity and concrete construction. The roofs are pitched and finished with concrete interlocking tiles. Around the roof line uPVC fascia boards are fitted with asbestos cement underclocking soffit boards.



The building is a semi-detached block adjoining 118-118a Tower Road. Access is gained via a secured side entrance. The entrance/exit door is timber construction with Georgian glass panelled inset. Access is gained a resident's key only. Beyond the entrance, there is a ground-floor flat (No. 2) and a concrete staircase with carpet pads to access Flat 4.



Above the front entrance door, within the rear courtyard and at the front of the block there is a safety/security light installed.



At the rear of the premises the courtyard is shared with 118-118a Tower Road. Within the building at the rear there is a small storage cupboard which is kept locked with a residential key.



There is no access to the loft space from the communal area, so I cannot comment on any storage or compartmentation within this space at the time of the fire risk assessment.

The enforcing authority is West Midlands Fire Service.

The nearest fire station is Oldbury Fire Station, located approximately 1.5 miles away.

Types of fire risk assessments (FRAs) for multi-occupied buildings,

- Types of fire risk assessments (FRAs) for multi-occupied buildings,
  - Type 1 is a basic, non-destructive check of common areas.
  - Type 2 involves destructive sampling of common areas for serious flaws.
  - Type 3 extends Type 1 to include individual flats non-destructively; and
  - Type 4 is the most comprehensive, combining Type 3 with destructive inspection of common areas and flats for deep structural assessment.
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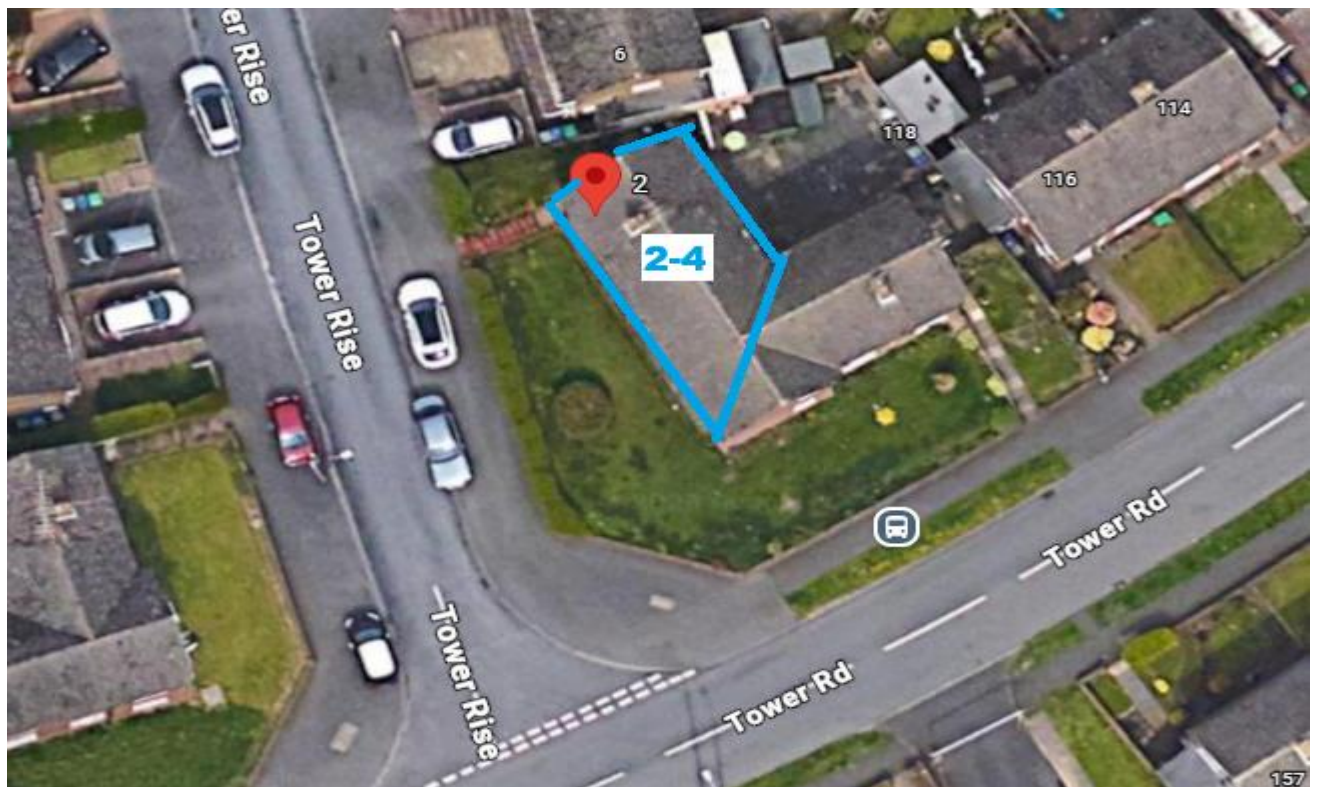
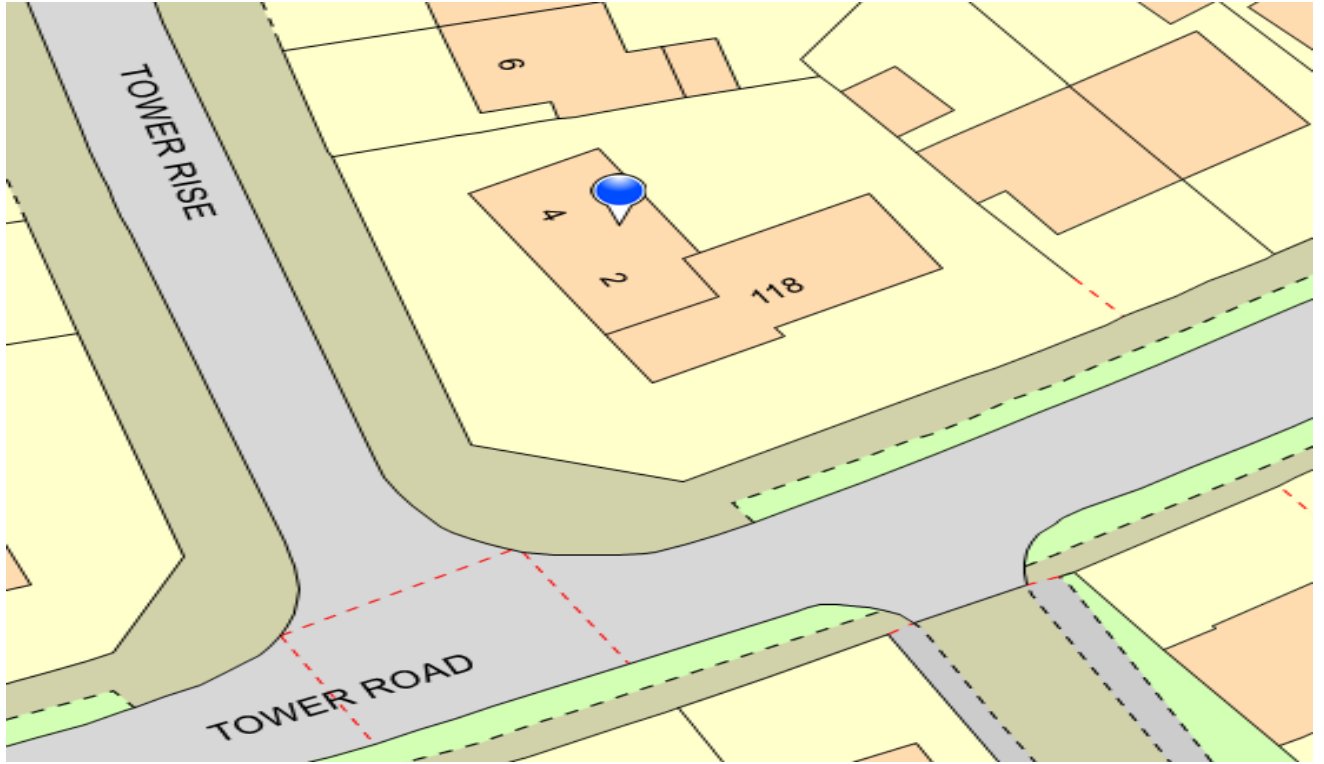
High/Low Rise	Low-Rise
Number of Floors	2
Date of Construction	1965
Construction Type	Traditional brick & concrete
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	None
Number of Staircases	1
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	None
Refuse Chute	None
Access to Roof void	None from communal area
Equipment on roof (e.g. mobile phone station etc)	None

### **Persons at Risk**

Residents / Occupants of 2 flats total,  
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.

Below is a breakdown of the materials used within the external envelope, it is deemed that the combination and application of these materials present an acceptable level of fire risk.

- 1) The external surface of the building is predominantly brick structure with uPVC fascia and asbestos cement undercloaking soffits. The roof is pitched and fitted with concrete interlocking roof tiles on the roof.



- 2) uPVC double-glazed units have been installed in each flat and one at the top of the communal stairway. A security/safety light is fitted above the entrance door, one at the rear and one at the front of the property. The entrance door and side panel is timber construction with glazed panels.



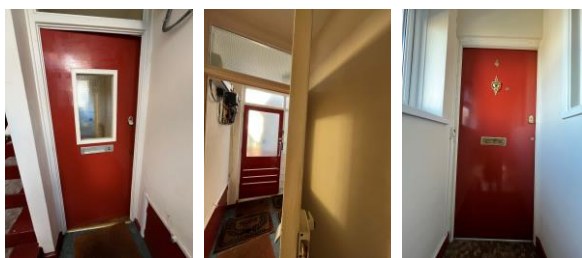
**Section  
7**

**Means of Escape from Fire**

- 1) Each property is fitted with a minimum of an LD3 detection system within the flat. See Section 8
- 2) All corridors are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum.
- 3) Furthest distance to travel is from flat 4 to the final exit, this distance is approx. 5.086 metres (5086mm)



- 4) None of the corridors that form part of the means of escape are dead ends.
- 5) Two flats are located within the block, and both entrance doors are of timber construction (notional fire doors). Flat 2 incorporates a Georgian wired window within the centre of the door and a Georgian wired window light above the door. Flat 4 is a full timber door.



Tower Rise 2&4	BL48640T003	2 Tower Rise;Tividale;Oldbury;West Midlands;	Timber
Tower Rise 2&4	BL48640T003	2-4 Tower Rise;Tividale;Oldbury;West Midlands;	
Tower Rise 2&4	BL48640T003	4 Tower Rise;Tividale;Oldbury;West Midlands;	Timber

6) Access was attempted to the properties as part of the risk assessment. This was to ensure the doors have not been tampered with by residents. Access was gained to the following

**a) Flat 2 (Leasehold): No Self closer in place. Notional fire door, no intumescent strips or smoke seals/brushes. *Email sent to the leasehold manager 20/03/2026***

**b) Flat 4 (Leasehold): No answer. Notional timber door fitted. The door has a large gap at almost 15mm, *this has been emailed to the leasehold manager 20/03/2026***



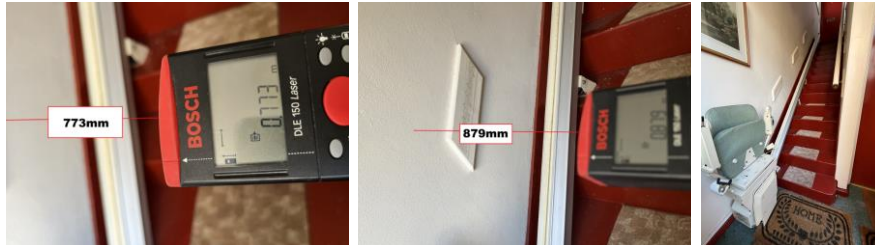
7) Upon the stairs small carpet pads are fitted, full section of carpet is fitted outside flat 4; the fire rating is not known of the carpet it is deemed to be low risk as in good condition.



8) Flat 4 has a window shared with the communal area. This is Georgian wired glazed to protect the escape route in times of fire.



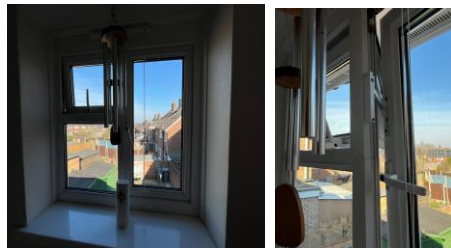
9) Within this block the first floor is accessed via a single staircase that provides a means of escape for flat 4 and has a width of a minimum of 773mm between the handrails, and 879mm wall to wall. At the time of the fire risk assessment there was a stairlift fitted which reduces the stairway down. I was informed that this is to be removed soon.



10) The flooring and stairway within this property are concrete construction, the stairway has a carpet pads fitted.



11) Automatic smoke ventilation is not employed. Window at the top of the stairway outside flat 4 is fitted with a manual opener; the window will assist in additional lighting and any ventilation required.



12) On the wall next to flat 2 the electrical fuse board is situated. See required actions under section 14/8

13) In the communal area on the ground floor outside flat 2 is situated the gas service cupboard see required actions under section 10/6

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14) Gas meter: Gas meter serving flat 4 is located outside flat 2 within the communal area of the block and are housed in small service cupboard that lacks ventilation to the exterior. The cupboard doors are not fire-rated, are not fitted with appropriate lockable hardware to prevent unauthorised access, and do not display signage indicating the presence of gas installations (see Section 10/6), it is also recommended that an upgrade is carried out during future refurbishment works See Section 10.

“Fire Door – Keep Shut” also “Gas meter” signage requires to be affixed to the current door. Refer to Section 12 for the associated action.



15) Electrical consumer units and associated switchgear are installed openly within the communal area outside Flat 2, with no enclosure or access control. Their positioning within a shared escape route presents a fire-safety concern. Further detail and recommendations are set out in Section 14/8 of this Fire Risk Assessment.



16) The final exit door can be opened from inside using a thumb turn latch



17) Communal areas are to be kept free of flammable items.

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18) No emergency lighting is provided to communal landings and stairs. Adequate lighting comes from standard lighting also from the door and window areas.



19) Within the communal area on the ground floor and first floor smoke detection has been installed.



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

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*Definitions Fire Doors.*

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

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

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

*Certified fire door – A fire door and frame that have been approved and certified by the manufacturer. A competent person must install the door assembly.*

*Classifications of FD30 and FD30s fire doors include timber-based options designed to provide 30 minutes of fire resistance, with the "s" suffix indicating additional smoke sealing capabilities. Timber notional doors are a distinct category within this, referring to older, existing timber doors—often in older residential buildings—that are deemed capable of providing 30 minutes of fire protection based on an inspector's assessment rather than formal, modern fire testing certification.*

**Section**

**8**

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## **Fire Detection and Alarm Systems**

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- 1) Early warning is limited to resident's flats with this being a hard wire or battery smoke alarm. The equipment is subjected to a cyclical test. Residents' flats are fitted to a minimum of an LD3 standard.

Unable to access all of the properties at the time of the Fire Risk Assessment, information was gained from SMBC Job Manager.

- Flat 2: LD3 system installed
- Flat 4: No Answer

*For information*

*LD1 all rooms except wet rooms*

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

*LD3 Hallway only*

- 2) 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**

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- 1) The premises is not fitted with emergency lighting
- 2) There is standard lighting within the communal area also a landing window and final exit door to assist in lighting the communal areas from outside



## Section 10

# Compartmentation

*This section should be read in conjunction with Section 4*

- 1) 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 inspection did not reveal any breaches in compartmentation.

The survey undertaken as part of this risk assessment should not be construed as a full compartmentation survey of the building.

- 2) The building is designed to provide as a minimum 1-hour vertical and horizontal fire resistance, except at entrance to flats which is a minimum of 30-minute fire door.
- 3) The building has sufficient passive controls that provide effective compartmentation to support a Stay Put -Unless policy. Therefore, residents are advised to remain in their flat unless the fire directly affects them or if they are advised to evacuate by the emergency services.
- 4) The existing fire-stopping measures are fit for purpose, and a cyclical programme is in place to ensure that the fire-stopping has not been compromised by third parties and to make enhancements where necessary.
- 5) A variety of methods / materials have been used to achieve fire-stopping such as intumescent mastic around penetrations.
- 6) **Flat 4: Outside flat 4 to the top left-hand side a cable runs through to the roof void area. This requires fire stopping**

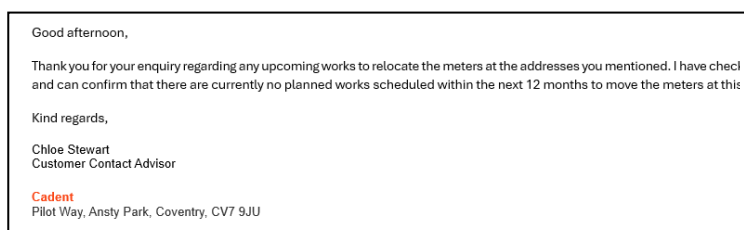


7) Gas Service Cupboard located ground floor outside flat 2: The gas meter should be relocated to an external position to remove the hazard from the communal escape route. SMBC Gas team have contacted Cadent to explore this option 19/01/2026; however, Cadent have confirmed that they have no planned works to relocate the meters within the next 12 months. As such, interim measures are required, including:

- Installing suitable external ventilation to the meter cupboards.
- Upgrading the cupboard doors to fire-resistant construction.
- Fitting appropriate lockable door furniture.
- Adding compliant gas-meter identification signage.

Future Works and Refurbishment Planning: Following a meeting with the Contracts Manager, it has been agreed that this block will be added to the future refurbishment programme for ongoing review. This ensures that the issues identified are captured within planned works and that longer-term solutions—including potential meter relocation—can be implemented when opportunities arise.

There is currently no fire safety signage on the service cupboard door. Appropriate signage should be installed to clearly identify the cupboard and warn of the presence of service equipment. Refer to Section 12 for the associated actions.



- a) **To ensure the gas service cupboard can be reliably secured and maintain appropriate fire safety standards, a suitable sliding bolt latch or key-operated lock should be installed to assist in keeping the doors fully closed and preventing any compromise to the cupboard's fire-protective function**

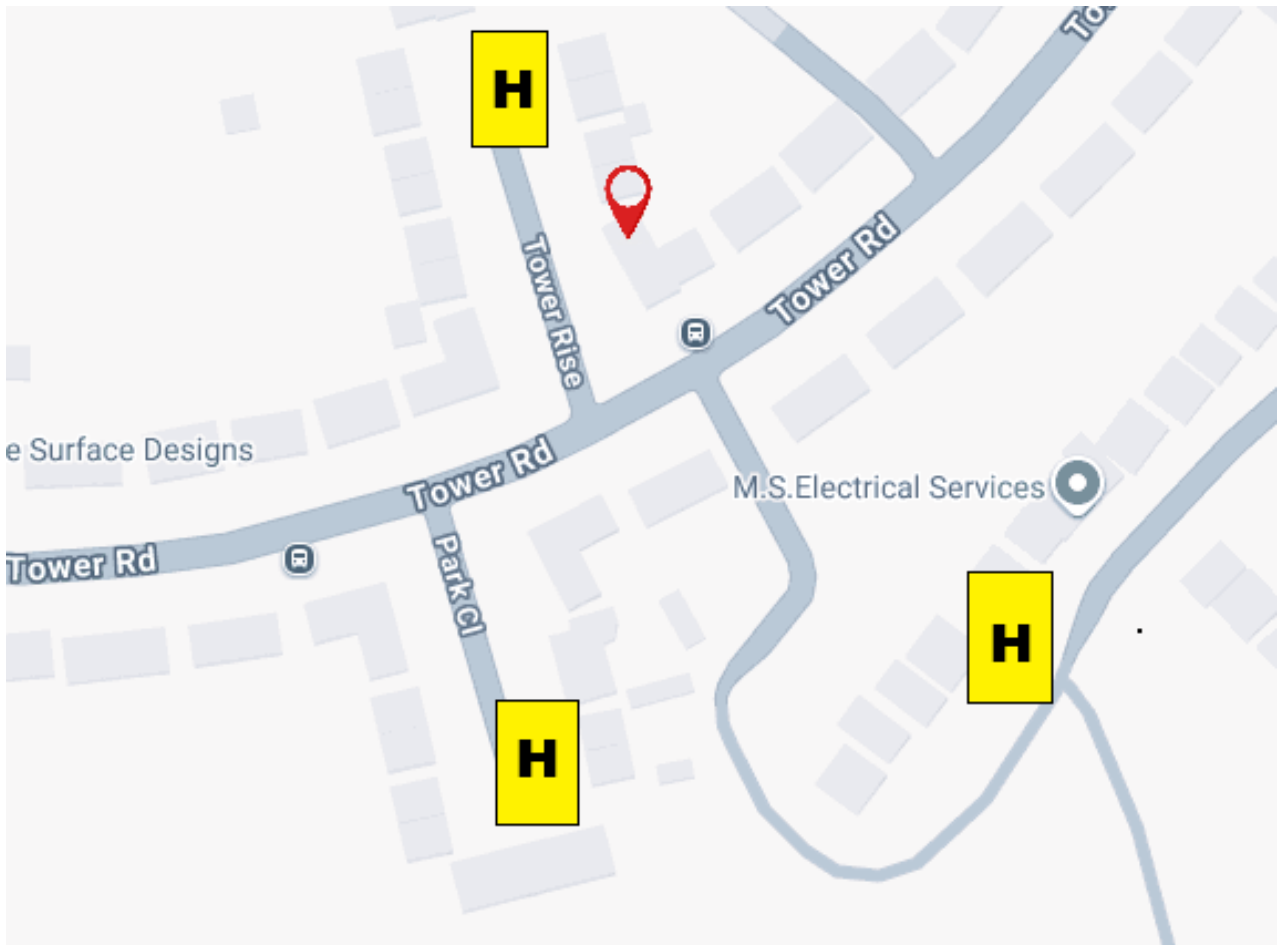


- b) **Flat entrances are fitted with FD30 door sets. See section 7/2**
-

**Section  
11**

**Fire Fighting Equipment**

- 1) There is no firefighting equipment on this premises.
- 2) Nearest fire hydrant is indicated within the attached plan. Information from <https://dataservices.riscauthority.co.uk/map/index>



## Section 12

### Fire Signage

- 1) The service cupboard outside flat 2 “Fire Door Keep shut” signage is to be installed. Although this is not a fire door and will be ungraded in future refurbishments, or the gas removed, the signage is fitted to remind all to keep the doors closed.



- a) Display signage on the gas service cupboard saying "Gas Cupboard - Do Not Use for Storage - Keep Clear" or "Gas Meter Cupboard" BS EN ISO 7010. Signage is being ordered as per conversation with line manager 20/02/2026



- b) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation. Signage is required to be installed to notify residents and visitors of this.



- 2) Directional signage is not displayed throughout the building. Its absence is considered acceptable, as the building layout is straightforward and does not necessitate such signage.

**Section  
13**

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**Employee & Resident  
Training/Provision of Information**

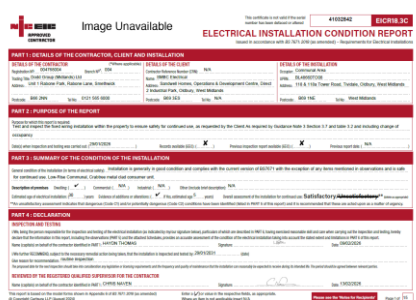
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- 1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke 'Fire Safety in High / Low Rise Flatted Accommodation' Video.
  - 2) All employees are encouraged to complete 'In the line of fire' training 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) The fixed electrical installation shall be tested every 5 years. The date of the last EICR was 29/01/2026, the mains runs from the neighbouring property 118-118a Tower Road.



- 5) Portable heaters are not allowed in any common parts of the premises.
- 6) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team.

- 7) The presence of gas meters within the communal escape route introduces a potential source of ignition due to the increased fire loading associated with gas infrastructure.

Although the primary concern relates to gas accumulation and interference, the lack of external ventilation, non-fire-rated cupboard construction, and absence of appropriate protective measures heightens the risk that an electrical fault, accidental damage, or deliberate tampering could act as an ignition source in the event of a gas leak.

The historic nature of the installation—dating back to the building’s original 1960s construction—means that the current arrangement does not reflect modern safety expectations under the Gas Safety (Installation and Use) Regulations 1998 or contemporary fire-safety standards. These regulations require gas installations to be adequately ventilated, protected, and positioned so that they do not compromise the means of escape or increase ignition risk within communal areas.

As Cadent have confirmed that no relocation works are planned in the short term, suitable permanent ventilation must be installed to reduce the likelihood of gas build-up and therefore minimise the potential for ignition. This should include the installation of a ventilation brick or equivalent arrangement to ensure compliant airflow to the exterior of the property.

*An email was sent to the Gas Compliance Manager on 19/01/2026 requesting that a job be raised with Cadent to progress this work, and the recommendation has been recorded under observations. Relevant legal and technical guidance supporting this recommendation can be found within the Gas Safety (Installation and Use) Regulations 1998*

- a) As no future works are planned with Cadent to relocate the gas meters, suitable permanent ventilation must be provided. This should include the installation of a ventilation brick or equivalent arrangement to ensure compliant airflow to the exterior of the property. This has been added to recommendations to be undertaken at a future refurb date. Meeting held on the 23/02/2026 concluded that the service cupboards would be surveyed for the addition of ventilation being added to the outside of the building.

Good afternoon,  
Thank you for your enquiry regarding any upcoming works to relocate the meters at the addresses you mentioned. I have checked our system and can confirm that there are currently no planned works scheduled within the next 12 months to move the meters at this location.  
Kind regards,  
Chloe Stewart  
Customer Contact Advisor  
**Cadent**  
Pilot Way, Ansty Park, Coventry, CV7 9JU

- b) Flat 2's gas meter is located on the outside of the property within a locked protective protected service cupboard. Flat 4's is within a small service cupboard within the communal area.



- 8) The electrical switching apparatus and resident metering equipment are currently mounted on an exposed distribution board within the communal hallway adjacent to Flat 2. Although the installation is historic, it benefits from up-to-date Electrical Installation Condition Reports (EICRs), and the existing wiring and fixings are therefore deemed safe at present.

However, the equipment remains unenclosed, leaving live electrical components accessible to residents and visitors. This arrangement does not align with modern expectations under BS 7671 (IET Wiring Regulations), which require electrical equipment in publicly accessible areas to be suitably enclosed, protected against unauthorised access, and housed within non-combustible or fire-resistant enclosures. While compliant at the time of original construction, the open distribution board presents a foreseeable ignition risk through accidental contact, deliberate interference, or electrical fault, any of which could lead to arcing, overheating, or fire. The lack of containment also increases the potential for flames or hot gases to spread directly into the communal escape route in the event of a fault.

In line with contemporary fire-safety legislation, including the Fire Safety Act 2021 and the Fire Safety (England) Regulations 2022, it is recommended that during future refurbishment works the metering and switching equipment be relocated either into suitable external protective cabinets or into each individual flat. This approach would provide improved physical protection, reduce the risk of tampering, and enhance fire containment.

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These recommendations were discussed and agreed in principle during a meeting with the Gas and Electrical Service Managers on 23/02/2026, where it was confirmed that this block will be incorporated into the future refurbishment programme for ongoing review and long-term compliance planning.



**Section**  
**15**

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## Waste Control

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- 1) There is no Cleaning Service within these premises.
- 2) The refuse bins for 2-4 Tower Rise are stored away from the block within the shared rear courtyard. These are emptied with the regular waste collections.



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

**Section  
16**

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## **Control and Supervision of Contractors and Visitors**

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- 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 – in order to monitor, review and share any new information including any new risks.
    - c) Site monitored daily whilst work is in progress by Clerk of Works / Health and Safety Officers.
    - d) Final Contractor review on completion of works undertaken
-

**Section  
17**

**Arson Prevention**

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- 1) Access to the premises is by means of a resident's key only.
- 2) Perimeter is covered by external lighting



- 3) There is no current evidence of arson.
- 4) 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) Residents should not store flammable liquids or gas cylinders on site.
- 4) No Flammable liquids stored on site by Caretakers / Cleaners.
- 5) There is one storage cupboard in the rear courtyard, which is built within the main building, it is maintained locked by a tenant only key.



**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:


Tower Rise 2-4

Date of Action Plan:




17/04/2026

Review Date:


<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
7/6a	<b>Flat (Leasehold):</b> Fit self closer, intumescent strips and smoke seals – or replace the door for an FD30s fire door		P2	Within 1-3 months Leasehold Manager	

Fire Risk Assessment

<p>7/6b</p>	<p><b>Flat 4 (Leasehold):</b> Almost 15mm gap at the base of the door. Fit threshold or drop seal to close the gap. Or fit an FD30s door</p>		<p>P2</p>	<p>Within 1-3 months Leasehold Manager</p>	
<p>10/6</p>	<p><b>Flat 4:</b> Outside flat 4 to the top left-hand side a cable runs through to the roof void area. This requires fire stopping</p>		<p>P3</p>	<p>Within 3-6 months Fire Rapid Response</p>	
<p>10/7a</p>	<p><b>Gas service cupboard:</b> Fit a suitable sliding bolt latch to the external side of the door to assist in keeping the doors secure</p>		<p>P3</p>	<p>Within 3-6 months Fire Rapid Response</p>	

Fire Risk Assessment



12/1	<b>Gas service cupboard:</b> fit signage to the door. Gas signage (when in stock) also “fire door keep door shut”		P3	Within 3-6 months Fire Rapid Response	
12/1b	Fit Smoke Free England Signage to notify residents and visitors of this.		P2	Within 1-3 months Fire Rapid Response	

**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).

- **Gas Service Cupboard:** The gas meters located within the communal service cupboard lack external ventilation and appropriate fire-resisting protection. While interim measures will reduce immediate risk (i.e. keeping them locked, appropriate signage and kept sterile), the arrangement should be reviewed during future improvement programmes to ensure full compliance with modern gas-safety and fire-safety standards, see section 14/7
- **Gas Service Cupboard:** Display signage on the gas service cupboard saying "Gas Cupboard - Do Not Use for Storage - Keep Clear" or "Gas Meter Cupboard"
- **Electrical Consumer Unit:** The electrical consumer unit and associated metering equipment remain exposed within the communal hallway, without a fire-resistant enclosure. Although current controls mitigate immediate hazards, the installation should be considered for enclosure within a compliant fire-rated cabinet as part of future refurbishment works.

**Signed**

	Fire Risk Assessor	Date: 17/04/2026
 Aderian Jones	Building Safety Manager	Date: 17/04/2026

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

Name of property: 2-4 Tower Rise

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 ( <a href="tel:01215695077">Tel:- 0121 569 5077</a> ).		




**Report No.:** J444108  
**Nature of Work:** Management Survey  
**Issue Date:** 29/08/2025  
**Client Name:** Sandwell MBC (formerly Homes)  
Building Services, Direct 2 Trading Estate, Roway Lane,  
Oldbury, West Midlands, B69 3ES  
**UPRN:** Not Supplied  
**Site Address:** 2 & 4 Tower Rise, Tividale, Oldbury, West Midlands, B69 1NP



**Order Placed By:** Donna Williams  
**Site Contact:** Site Manager  
**Date(s) of Work:** 15/08/2025  
**Technical Manager:** D Ely CCP (Asbestos)  
**Assistant Surveyor(s):** Not Applicable  
**Lead Surveyor:**

  
Oliver Burt  
Asbestos Surveyor

**Authorised Signatory:**

  
Ian Hawthorne (CoC Asbestos)  
Technical Manager  
29/08/2025

Non-accredited activities are present within this report.

Head Office:  
20 Stourbridge Road,  
Halesowen, West Midlands  
B63 3US  
Tel: 0121 550 0224  
Email: [sales@bradley-enviro.co.uk](mailto:sales@bradley-enviro.co.uk)



# Fire Risk Assessment

Executive Summary Report of Asbestos Containing Materials (ACMs) By Risk

2 & 4 Tower Rise, West Midlands

Report Number: J444108

Sample No.:	Floor Level:	Block Name:	Location:	Item:	Asbestos Content:	Determination Method:	Extent:	Risk Category:	Recommendations:
No sample - presumed	1st Floor	Communal	01 Landing/Stairs	Asbestos Textured coating to plaster to brickwork walls	Chrysotile	Presumed	20 m <sup>2</sup>	C8	Monitor condition
No sample - presumed	E - External	Communal	03 External	Asbestos Insulating board fascias and soffits	Crocidolite	Presumed	30 metres	C8	Monitor condition
No sample - presumed	Ground Floor	Communal	02 Communal area	Asbestos Textured coating to plaster to brickwork walls	Chrysotile	Presumed	10 m <sup>2</sup>	C8	Monitor condition
No sample - presumed	1st Floor	Communal	01 Landing/Stairs	Asbestos Textured coating to plaster to plasterboard ceiling	Chrysotile	Presumed	5 m <sup>2</sup>	D6	Monitor condition
No sample - presumed	E - External	Communal	03 External	Asbestos Cement undercloaking	Crocidolite	Presumed	6 metres	D6	Monitor condition
No sample - presumed	Ground Floor	Communal	02 Communal area	Asbestos Textured coating to plaster to plasterboard ceiling	Chrysotile	Presumed	3 m <sup>2</sup>	D6	Monitor condition

Management Survey (with MA - LOD) Template Version 56


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Item Register and Management Report

2 & 4 Tower Rise, West Midlands

Report Number: J444108

Location:	03 External	Block:	Communal	Floor Level:	E - External
Sample No.:	No sample - presumed	Portal Ref No.:	5		
Item:	Asbestos Cement undercloaking				
Asbestos Content:	Result Based on:				
Crocidolite	Presumed				
Sample Analysed By:	Not applicable	Extent:	6 metres		
Comments: Presumed to gable end. No access due to height restrictions of above 4m.					

Material Assessment Total Score: 5		Likelihood of Disturbance Assessment Total Score: 1		<b>Management Assessment</b>  <b>Recommendations:</b> Monitor condition  <b>Reinspection Interval:</b> 12 Months  <b>Overall Risk Category:</b> D6
Product Type:	1 (Asbestos cement)	Location:	0 (Outdoors)	
Condition:	0 (Perfect)	Accessibility:	0 (Usually inaccessible or unlikely to be disturbed)	
Surface Treatment:	1 (Enclosed asbestos cement)			
Asbestos Type:	3 (Crocidolite)	Extent Score:	1 (<10 sq m or 10m pipe run)	

Management Detail
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Management Survey (with MA - LOD) Template Version 56

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# Fire Risk Assessment

Item Register and Management Report

2 & 4 Tower Rise, West Midlands

Report Number: J444108

Location:	03 External	Block:	Communal	Floor Level: E - External
Sample No.:	No sample - presumed	Portal Ref No.:	6	
Item:	Asbestos Insulating board fascias and soffits			
Asbestos Content:	Result Based on:			
Crocidolite	Presumed			
Sample Analysed By:	Not applicable	Extent:	30 metres	
Comments: Presumed to be present within the fixed uPVC fascias and soffits. Access would cause irreparable damage.				

<b>Material Assessment Total Score: 0</b>		<b>Likelihood of Disturbance Assessment Total Score: 2</b>		<b>Management Assessment</b>  <b>Recommendations:</b> Monitor condition  <b>Reinspection Interval:</b> 12 Months  <b>Overall Risk Category:</b> C8
Product Type:	2 (Asbestos insulating board)	Location:	0 (Outdoors)	
Condition:	0 (Perfect)	Accessibility:	0 (Usually inaccessible or unlikely to be disturbed)	
Surface Treatment:	1 (Enclosed asbestos insulating board)			
Asbestos Type:	3 (Crocidolite)	Extent Score:	2 (>10 - <50 sq m or >10m - <50m pipe run)	

Management Detail
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