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Fire Risk Assessment

New Hope Road 54 - 58



Smethwick
B66 3TX.

Date Completed: 13th July 2026

Officer: M Zafeer **Fire Risk Assessor**

Checked By: J Blewitt **Fire Risk Assessor**

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.

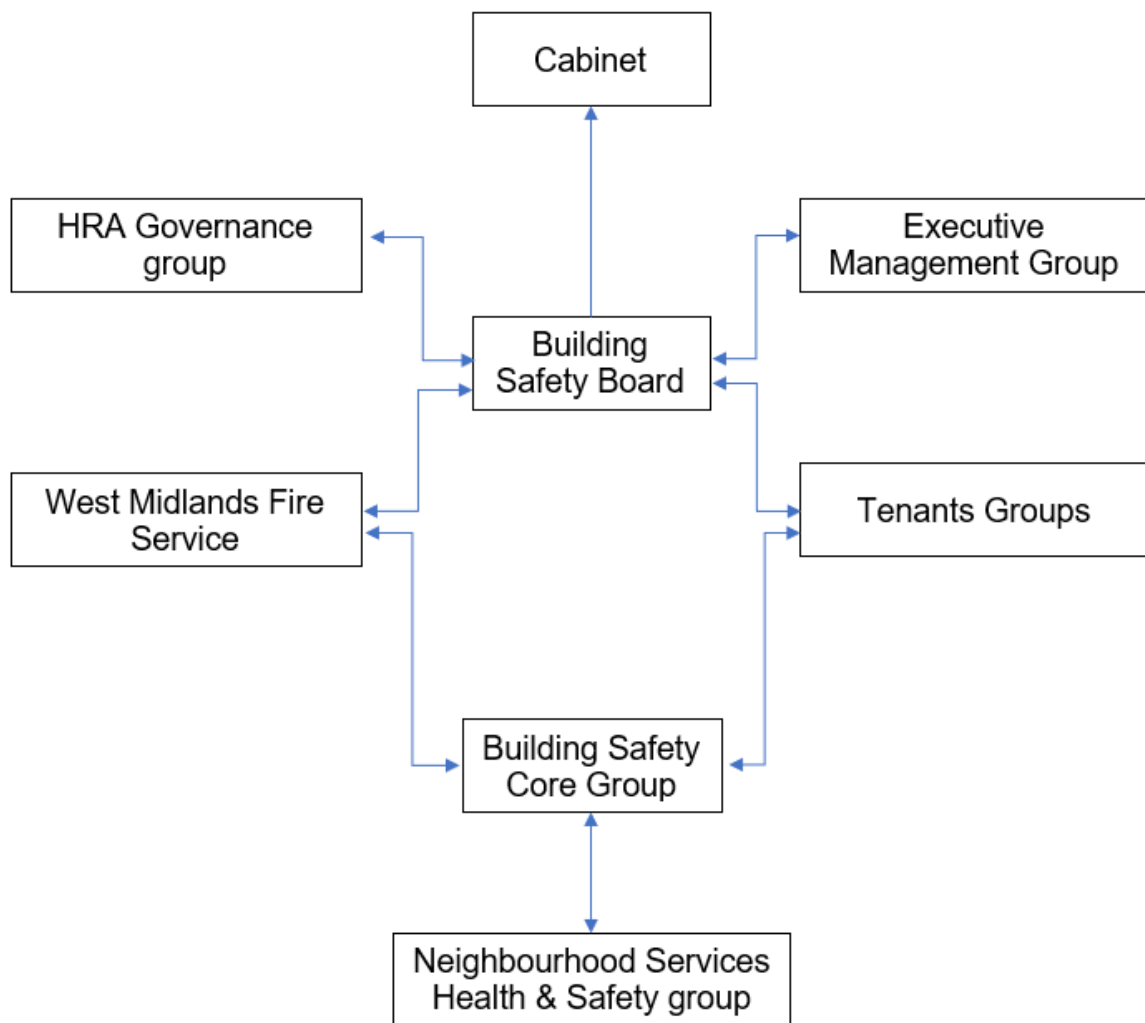
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. 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	External Envelope Traditional brick-built 3 story block, ground, 1 st and 2 nd floor each contain a single dwelling. UPVC window units installed with UPVC cladding to the roof line. Spandrel panels are installed beneath each UPVC window unit.	Trivial

	• Vehicles parked beneath flat window units. Roof is of a flat Bitumen roof type with UPVC cladding installed under the roof line. Front entrance doors are of timber construction with glass inserts within the door. Main entrance is to the front elevation of the building. Front elevation of the building has 3 resident garages on the ground level below the flats.	
Section 7	Means of Escape from Fire Final exit door is made to fail safe in an emergency Resident electrical meters are located next to the front entrance doors. Electrical cupboard housing the mains electric meters and incoming supply is in the communal ground floor entrance. All escape routes and stairways are equipped with standard lighting. Refuse hoppers are located on 1st & 2nd floor staircase landing. Pathways out main entrance is clear and safe. • Resident items left outside flat entrance on the 2nd floor.	Tolerable
Section 8	Fire Detection and Alarm Systems	Trivial

	Individual flats are fitted with hardwired smoke detection to an LD3 standard minimum.	
Section 9	Emergency Lighting The premise has no emergency lighting Conventional lighting is evident throughout the block, corridors, staircase landing.	Trivial
Section 10	Compartmentation The block has sufficient compartmentation between dwellings. Individual flat entrance doors are predominately Notional FD30s timber doors Cyclical programme in place to ensure fire stopping has not been compromised.	Trivial
Section 11	Fire Fighting Equipment The premises have no provision for firefighting equipment.	Trivial
Section 12	Fire Signage There is sufficient Fire door keep shut signs; however, these signs are installed on non-fire closures. No Smoking signs in place.	Trivial
Section 13	Employee Training All staff receive basic fire safety awareness training.	Trivial

Section 14	Sources of Ignition Recent Satisfactory EICR was carried out on the 20/08/2025	Trivial
Section 15	Waste Control Caretakers undertake regular checks and bins are stored away within secured bin room. Refuse bins stored in a dedicated refuse cupboard located outside to the front, next to the main entrance.	Trivial
Section 16	Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.	Trivial
Section 17	Arson Prevention There is external lighting, and a door entry system prevents unauthorised access. No fire incidents reported since the last FRA.	Trivial
Section 18	Storage Arrangements There is internal storage cupboards for residents located in the communal areas on the ground floor.	Trivial

Risk Level Indicator

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

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

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

Low ☐ Medium ☒ High ☐

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

Low Unusually low likelihood of fire because of negligible potential sources of ignition.

Medium Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

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

Slight Harm ☒ Moderate Harm ☐ Extreme Harm ☐

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

Slight harm

Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).

Moderate harm

Outbreak of fire could foreseeably result in injury including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme harm

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

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

Trivial ☐ Tolerable ☒ Moderate ☐ Substantial ☐ Intolerable ☐

Comments

After carrying out a Type 1 **non-intrusive** fire risk assessment on

54 - 58 New Hope Road
Smethwick
B66 3TY

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.

The potential life safety risk from fire within this building is categorized as slight, based on its current use and occupancy. Although FD30S composite fire doors are present at flat entrances

Risk is further mitigated by localized LD3-standard smoke detection within each flat and proactive communal housekeeping to eliminate fire load. The escape route benefit from comprehensive illumination via conventional and borrowed street lighting. Finally, the main exit door features a levered handle which allows easy exit, supporting the building's designated 'Stay Put Unless' fire strategy

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 to 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 Teresa Warren - Donley		
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

54 - 58 New Hope Road
Smethwick
B66 3TY

Description of the Property

This Type 1 non-intrusive fire risk assessment pertains to the residential block located at 54 -58 New Hope Road. The property is a low-rise, three-storey building constructed in 1969 utilising traditional brick cavity wall construction. The building's footprint accommodates three self-contained dwellings, configured as a single ground-floor unit and single dwellings on each of the first and second floor levels. The sole means of access and egress for all 1st and 2nd floor flat residents is provided by a single central staircase. Additionally, the front elevation features three integral resident garages positioned directly beneath the residential units



Grd floor – flat 58
1ST floor – flats 56
2nd floor – flats 54

Main entrance to the building is through a timber door, with door 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.

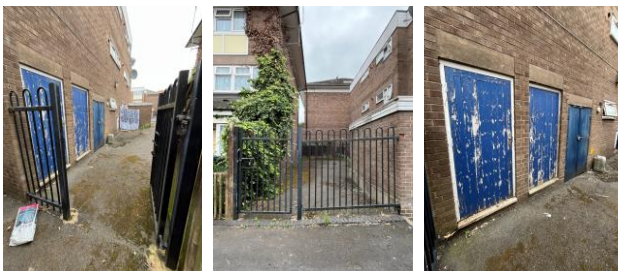


Entrance with door access control to the block



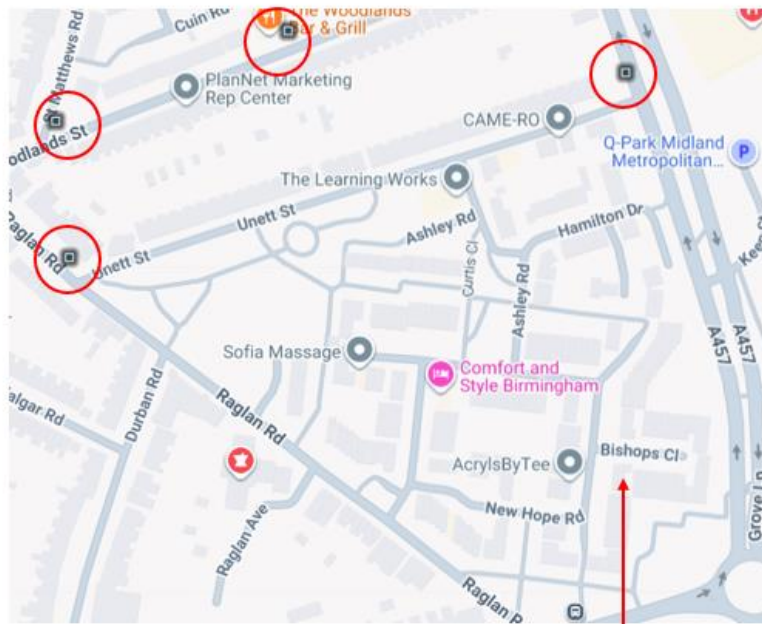
Firefighter's switches at only the front entrance

To the rear of 54 - 58 New Hope Road there is small courtyard accessed via metal gates, this courtyard also houses the bin refuse room and 2 resident storage cupboards.



Location of the nearest Hydrant is located on Raglan Road

Fire Hydrant circled in red



54 -58 New Hope Road

Nearest Fire station is Smethwick Fire Station, which is 1.8 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 blocks
Date of Construction	1969
Construction Type	Traditional Brick Cavity and Concrete Construction
Last Refurbished	Unknown
External Cladding	No
Number of Lifts	None
Number of Staircases	1
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	No,
Refuse Chute	1
Access to Roof	External only
Equipment on roof (e.g. mobile phone station etc)	None

Persons at Risk

Residents / Occupants of 3 flats

Visitors,

Sandwell MBC employees,

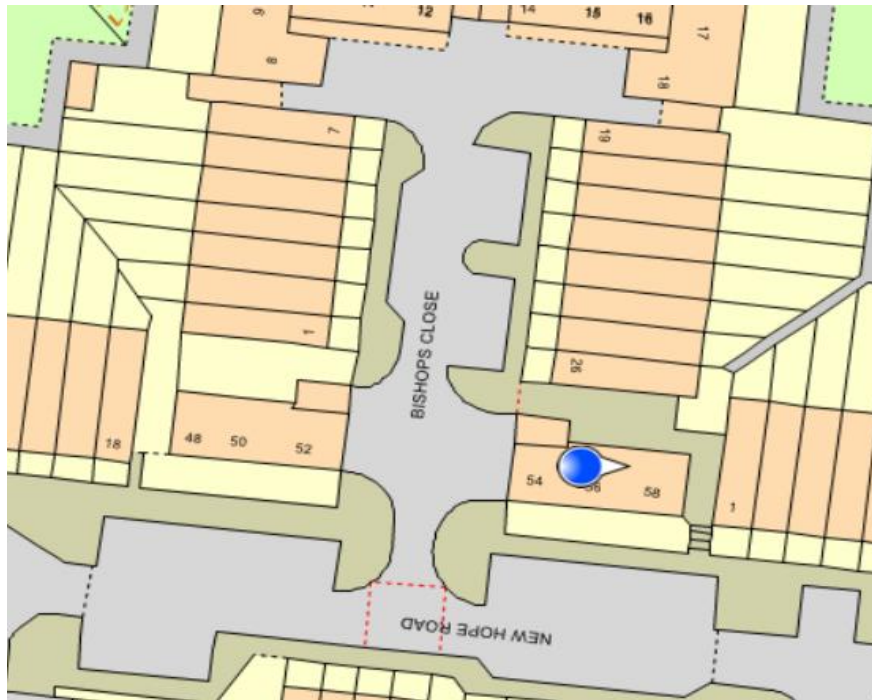
Contractors,

Service providers (e.g. meter readers, delivery people etc)

Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

Section 5

Building Plan



Section 6

External envelope

Following the introduction of the Fire Safety Act 2021, consideration needs to be given to the external envelope of the building for any fire risk. This predominantly means the external wall construction including any insulation filler. It also includes balconies and any other fixtures as well as doors and windows.

The materials used within the external construction 54 - 58 New Hope Road present an acceptable level of risk to fire.

- 1) The exterior of the building is predominately traditional brick construction with a flat roof design with UPVC cladding boards under the roof line and a bitumen and felt roof. Front entrance is through timber doors with glazing in the inserts of the doors. Further along the front entrance is the refuse bin store which can be found in a secured courtyard,



Front Elevation



Side and rear elevation



Front Entrance and bin refuse room.

- 2) UPVC double glazed window units have been installed for each flat and communal areas within the block. Spandrel panelling is installed under some of the UPVC window units.



- 3) Three residential garages are integrated beneath the residential flats on the side elevation



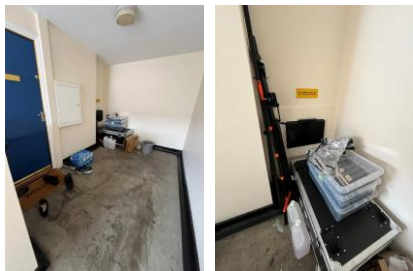
Section 7

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.



- 3) **On the second-floor landing outside Flat 54, numerous items are stored within the escape route and in front of the refuse hopper. The landing is actively being used for storage, compromising the means of escape.**



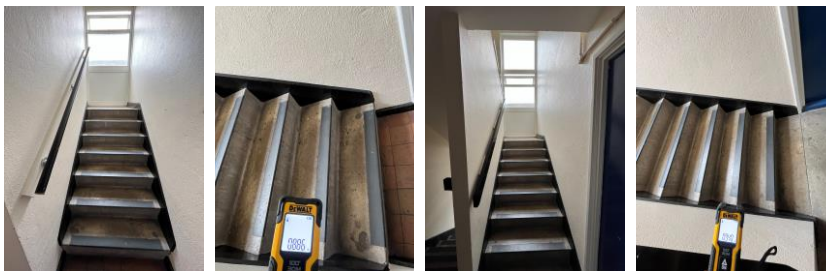
- 4) Located beneath the ground-floor concrete staircase is a storage cupboard door. This area was omitted from the internal inspection as no keys were available at the time of the assessment. Electrical intake cupboard is located on the ground floor adjacent to flat 58, this is secured behind a timber door, access was not possible due to a seized lock.



- 5) 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.



- 6) 54 -58 New Hope Road consists of a single staircase that provides sufficient means of escape, this is located as you enter the block. The width of the staircases has been measured from handrail to wall at a measurement of 886 and 940mm. The stairs and landings are kept clear to maintain safe means of escape.



Ground to 1st and 2nd floor

- 7) 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

- 8) 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. The 2nd floor hopper was obstructed by items that have been stored. *Noted in the section 7 (Means of escape)*



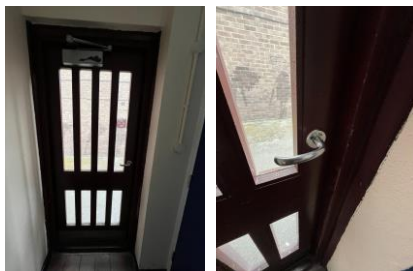
- 9) The residential electricity meters are installed within durable metal enclosures situated in the communal corridors adjacent to the flat entrance doors. Access control to these service boxes is maintained via standard budget lock mechanisms.



- 10) The block has no emergency lighting system installed, standard lighting units are situated throughout the communal stairwell, internal landings, these units, supplemented by borrowed street lighting, provide sufficient levels of illumination to facilitate a safe means of escape.



- 11) There is a clear and safe exit out of the building via the single-ground floor exit. The front final exit door is accessed using a levered handle allowing easy exit out of the building.



Final exit door and levered handle

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



Section

8

Fire Detection and Alarm Systems

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

Access was not possible to inspect flats for detection

- 4) SMBC's Job Manager system confirms detectors to LD3 standard were checked as part of the most recent annual gas service for

Flat 54 – Hallway, Living room, Kitchen – LD2

Flat 56 – No record on JM system for detection

Flat 58 - Hallway, Living room, Kitchen – LD2

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) Emergency lighting is not present within the block. Conventional lighting and within the use of borrowed lighting within the communal area supplies sufficient luminaries for emergency evacuation

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 vertical fire resistance.
 - 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.
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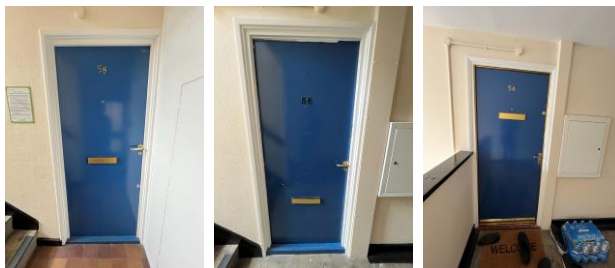
- 6) The electrical cupboard on the ground floor within the escape route could not be accessed to check sufficient compartmentation and fire stopping. There is evidence of a repair on the door with some fire mastic. *Recommended that on any future works programme to the block that this door be replaced with a certified FD30s fire door.*



- 7) No access was gained to assess the storage cupboard door in the means of escape. There are also vent holes above the door.



- 8) All individual flats are installed with timber FD30s doors. *Recommendation on any future refurbishment of the block the doors be upgraded to certified FD30s rated fire doors.*



Flats 54,56,58

Block Name	Place-Re	Address	Front Door Type	Glazed / Not Glazed
New Hope Road 54-58 (E)	BL34075NE14	54 New Hope Road;Smethwick;West Midlands;;	Timber Door FD30s	Not Glazed
New Hope Road 54-58 (E)	BL34075NE14	54-58 New Hope Road;Smethwick;West Midlands;;	Intentionally Blank	
New Hope Road 54-58 (E)	BL34075NE14	56 New Hope Road;Smethwick;West Midlands;;	Timber Door FD30s	Not Glazed
New Hope Road 54-58 (E)	BL34075NE14	58 New Hope Road;Smethwick;West Midlands;;	Timber Door FD30s	Not Glazed

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



Section

11

Fire Fighting Equipment

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

Section 12

Fire Signage

- 1) Fire door keep shut signs is displayed on external the electrical cupboard door, this will be required to be replaced with certified fire rated FD30s doors on any future refurbishment of the block.



- 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.



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. Recent Satisfactory EICR was carried out on the 20/08/2025

NICEIC APPROVED CONTRACTOR		Image Unavailable		This certificate is not valid if the serial number has been defaced or altered		40122834	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 (*Where applicable)				DETAILS OF THE CLIENT		DETAILS OF THE INSTALLATION	
Registration No.: 004768004 Branch No.: 004				Contractor Reference Number (CRN): N/A		Occupier: Communal Area	
Trading Title: Dodd Group (Midlands) Ltd				Name: SMBC Electrical		UPRN: N/A	
Address: Unit 1 Rabone Park, Rabone Lane, Smethwick				Address: Sandwell Homes, Operations & Development Centre, Direct 2 Industrial Park, Oldbury, West Midlands		Address: 54-58 New Hope Road, Smethwick, West Midlands	
Postcode: B66 2NN Tel No.: 0121 565 6000				Postcode: B66 3ES Tel No.: N/A		Postcode: B66 3TY 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: 20/08/2025 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, plastic Sector Consumer Unit, 10mm tails / 6mm main earth.							
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** (delete 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: [Signature] Date: 20/08/2025							
I/We further RECOMMEND, subject to the necessary remedial action being taken, that the installation is inspected and tested by: 20/08/2030 (date)							
Give reason for recommendation: N/A							
The proposed date for the next inspection should take into consideration any legislative or licensing requirements and the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life. The period should be agreed between relevant parties.							
REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE CONTRACTOR							
Name (capital) on behalf of the contractor identified in PART 1: CHRIS HAVEN Signature: [Signature] Date: 02/09/2025							
This report is based on the model forms shown in Appendix 6 of BS 7671: 2018 (as amended) © Copyright Certsure LLP (August 2024)							
Enter a ☒ or value in the respective fields, as appropriate. Where an item is not applicable insert N/A							
Please see the 'Notes for Recipients' Page 1 of 19							

- 5) Electrical service cupboard on the ground floor under the stairs could not be accessed. *Noted in section 10(Compartmentation)*



- 6) Door access control units is secured within a secure metal enclosure and at height to avoid any potential risks in an even of a fire.



- 7) 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.



Section 15

Waste Control

- 1) There is a regular Cleaning Service to the premises. Regular checks by Caretakers minimise risk of waste accumulation. Sandwell Council 'Out of Hours' service is in place to remove bulk items



- 2) Refuse bins are stored in secured bin rooms that are located at the front of the building. This is kept secure by a means of a sliding bolt and padlock. Bins Are regularly emptied by site services.



- 3) Refuse storage cupboard has a manual bin closure plate to mitigate any potential fire risk, both 1st floor internal refuse chutes are clear of any rubbish.



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) 54 - 58 New hope Road has restricted access, this is via door access control, each resident has their own fob to gain access. There is an intercom system that can allow visitors and contractors in.



Entrance door access systems.

- 3) There is no current evidence of arson.
- 4) The perimeter of the premises is well illuminated. The building has external lighting unit installed over the front entrance alongside illumination from the nearby streetlamps provide sufficient lighting.



- 5) There have been no reported fire incidents at 54 - 58 New hope Road 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) There are two storage cupboards located externally to the rear in the secured courtyard, these are kept locked.



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:

54 - 58 New hope Road

Date of Action Plan:

16th July 2026

Review Date:

<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
7/3	Item stored on 2 nd floor landing and outside flat 54, tenant to be advised and items to be removed.		P2	1-3 Months Housing Manager	

Observations	
The block does not have the required emergency lighting that should be present, however there is sufficient illumination to the communal escape routes and with the block being of non-complex design, this can be seen as acceptable. <i>Recommended that on any future refurbishment of the block that these lights be upgraded.</i>	
Recommended that all timber FD30S flat entrance doors are to be upgraded to Composite certified FD30S fire doors on any future upgrade to the block.	
Vehicles are being parked close to the building's envelope and under flat windows, this will need to be factored in on any future refurbishment of the block.	

Fire Risk Assessment

Recommended that the electrical intake cupboard on the ground floor to be fitted with a fire rated FD30s enclosure on any future refurbishment of the block.



Signed

	Fire Risk Assessor	Date: 16/07/2026
	Team Lead Fire Safety	Date: 16/07/2026

Appendix 1

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

Name of property: 54 - 58 New hope Road

Updated: 04/03/2025

Premise Manager: Teresa Warren - Donley 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.: J420765
 Nature of Work: Management Survey
 Issue Date: 05/06/2025
 Client Name: Sandwell MBC (formerly Homes)
 Building Services, Direct 2 Trading Estate, Roway Lane,
 Oldbury, West Midlands, B69 3ES
 UPRN: BL34075NE14 2
 Site Address: 54-58 New Hope Road, Smethwick, B66 3TY



Order Placed By: Dean Harding
 Site Contact: Communal
 Date(s) of Work: 02/05/2025
 Technical Manager: D Ely CCP (Asbestos)
 Assistant Surveyor(s): Not Applicable
 Lead Surveyor:

Authorised Signatory:


 Jack Baldwin
 Asbestos Surveyor


 Paul Walters
 Technical Review Officer
 05/06/2025

Non-accredited activities are present within this report.

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