Fire Risk Assessment

26 - 36
Chaddesley Close,
Oldbury,
B69 1EL



Date Completed: 07/08/2025

Review Period: 3 years.

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

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

Current Risk Rating = Tolerable

Sandwell Metropolitan Borough Council

Subsequent reviews

Review date	Officer	Comments

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Section 0

Introduction

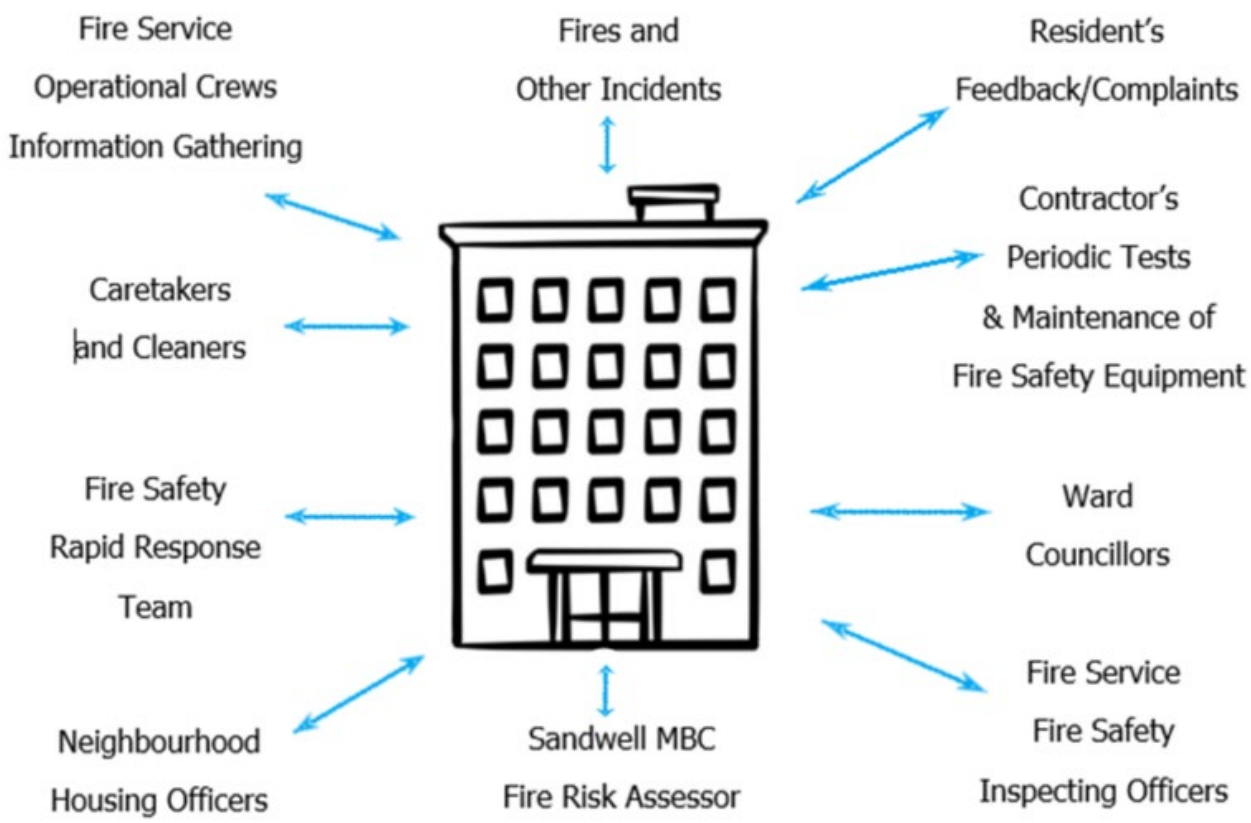
The Regulatory Reform (Fire Safety) Order 2005 (RR(FS)O) places a legal duty on landlords to complete a fire risk assessment (FRA).

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.

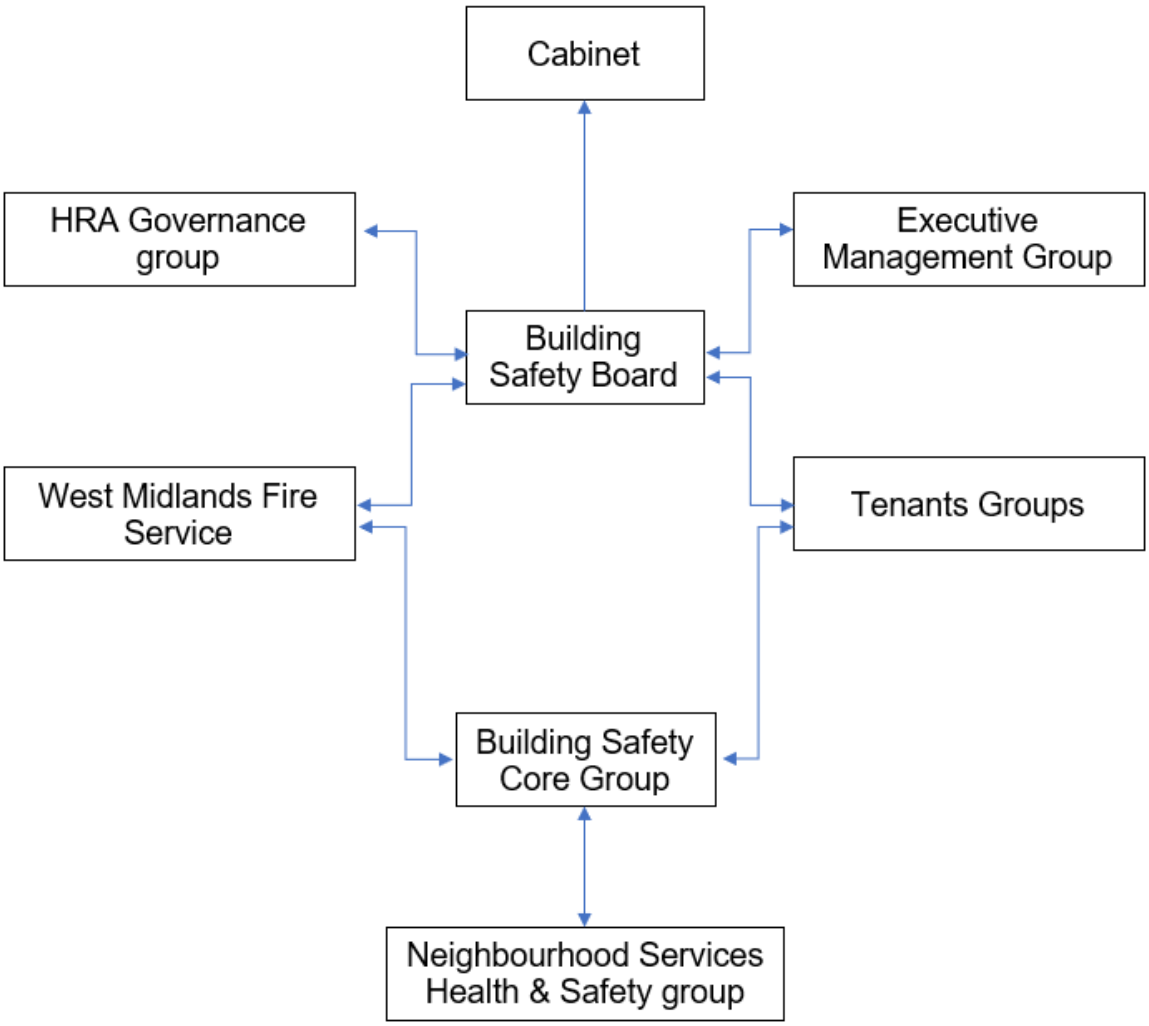
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. 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 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
Section 6	**External Envelope** The building is predominantly brick cavity construction with uPVC doubled glazed units to the flats. Timber soffits and facia boards fitted. Marley concrete interlocking roof tiles are fitted on the roof. A number of external lights are fitted for safety and security around the premises.	Trivial

	Doors are fitted with self-closers and access is via fob or intercom. Fireman's drop key access is also installed at the front entrance.	
Section 7	**Means of Escape from Fire** There is a single central staircase offering adequate means of escape with front and rear final exits doors.	Trivial
Section 8	**Fire Detection and Alarm Systems** Individual flats have a fire detection system fitted to a minimum of a LD3 standard. No detection in communal areas.	Trivial
Section 9	**Emergency Lighting** The premises have a sufficient emergency / escape lighting system in accordance with BS 5266. Last lighting test 07/07/2025.	Trivial
Section 10	**Compartmentation** All service cupboards to communal landings are FD30s rated and lockable with budget locks and include a Fire Door Keep locked signage. On the first floor a few holes are present within the ceiling. These require repair. Each flat has access to a storage cupboard on the landing of the flat. Cupboards do not have fire rated doors but are kept locked.	Tolerable
Section 11	**Fire Fighting Equipment** The premises have no provision for firefighting equipment.	Trivial

Section 12	**Fire Signage** There is sufficient Fire door keep shut signs & No Smoking signage in place.	Trivial
Section 13	**Employee Training** All staff receive basic fire safety awareness training.	Trivial
Section 14	**Sources of Ignition** The fixed electrical installation should be tested every 5 years, currently this is overdue. However, remedial works is scheduled for the first week September.	Trivial
Section 15	**Waste Control** Caretakers undertake regular checks and bins are stored away from the building. Refuse bins are to the rear against the outdoor brick-built sheds, away from residential block.	Trivial
Section 16	**Control and Supervision of Contractors and Visitors** Contractors are controlled centrally, and hot works permits are required where necessary**.**	Trivial
Section 17	**Arson Prevention** There is external lighting and the final exit doors have door entry systems installed. These systems are designed to fail safe i.e., door unlocked in the event of a power failure.	Trivial

Section 18	**Storage Arrangements** Residents have their own internal store cupboards on the landing which are kept secure. There are external brick-built storage cupboards detached from the main building. These are locked with resident's keys. Residents should not store fuel or LPG Cylinders in their home or storage facilities.	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 conducting a Type 1 fire risk assessment at Chaddesley Close, I conclude that the likelihood of a fire is medium prior to the implementation of the action plan, owing to the normal fire hazards identified within the assessment.

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 all flats are fitted with FD30s composite entrance doors, smoke/heat detection systems installed to a minimum of LD3 in all flats, two final exit doors, and a stay-put strategy unless a fire strategy is in place.

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:

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 period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources might have to be allocated to reduce the risk. If the premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.
Intolerable	Premises (or relevant area) should not be occupied until the risk is reduced.

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

Section 2 People at Significant Risk of Fire

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

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

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

Residents are responsible for letting us know whether they might need a Personal Emergency Evacuation Plan (PEEP). The Resident Engagement Officers (Fire Safety) will conduct an assessment visit upon request. Any risk-reduction measures that are found where a PEEP is necessary and completed will be documented and taken quickly.

With the consent of the resident, we will make a referral for West Midlands Fire Service to conduct a Safe and Well visit.

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

Section 3 Contact Details

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

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

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

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

<table>
<tr><td colspan="3">Chief Executive
Shokat Lal</td></tr>
<tr><td colspan="3">Executive Director Asset Manager & Improvement
Alan Lunt</td></tr>
<tr><td colspan="3">Assistant Director Asset Manager & Improvement
Sarah Agar</td></tr>
<tr><td colspan="3">Fire Safety Manager
Tony Thompson</td></tr>
<tr><td colspan="3">Team Lead Fire Safety
Jason Blewitt</td></tr>
<tr><td colspan="3">Team Lead Building Safety
Anthony Smith</td></tr>
<tr><td colspan="3">Housing Office Manager
Rachel Price</td></tr>
<tr><td>Building Safety Managers
Adrian Jones
Andrew Froggatt
Carl Hill
Louis Conway</td><td>Fire Risk Assessors
Craig Hudson
Mohammed Zafeer
Stuart Henley</td><td>Resident Engagement Officers – Fire Safety
Abdulmonim Khan
Ethan Somaiya
Hannah Russon</td></tr>
</table>

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

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.

26-36
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These low-rise blocks were constructed in 1961 using a traditional brick cavity & concrete build. The roof is pitched with Marley concrete interlocking roof tiles.

The blocks consist of 2 storeys inclusive of ground. Each of the floors contain 3 number dwellings accessed by a single central stairwell.

Each block has a main entrance to the front elevation and a further exit located on the rear elevation. Front entrances have a door entry system with a fob reader installed and a firefighter override switch, the rear entrances have a fob reader.

The enforcing authority is West Midlands Fire Service
The nearest Fire Station is Oldbury Community Fire Station, which is 1.2 miles.

High/Low Rise	Low-Rise
Number of Floors	2
Date of Construction	1961
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	Loft Hatch from Communal Lobby

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.

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

1) The external surface of the building is predominantly brick structure with timber soffits and facia. The roof is pitched and fitted with Marley concrete interlocking roof tiles are fitted on the roof.






2) UPVC double glazed units have been installed to each flat and communal stairway. There is a canopy situated over the entrance to the block. Entrance & rear door are timber units.





3) Access to the building: front entrance is via a call point/fob system, and firefighting override system. Rear entrance is a fob access only.







Front door access Rear door access

4) There is lighting installed close to the front and rear door for safety and security





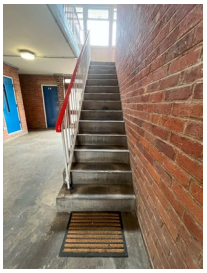


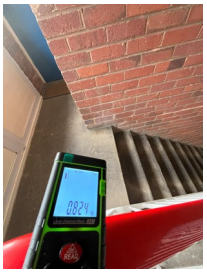
Front lighting Rear lighting

Section 7

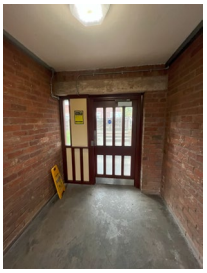
Means of Escape from Fire

1) The first floor is accessed via a single staircase that provides a means of escape and has a width of 750mm reducing to 688mm between the handrails. The stairwell width has been reduced slightly due to added handrail, this reduction in width is unlikely to affect acceptable evacuation times.





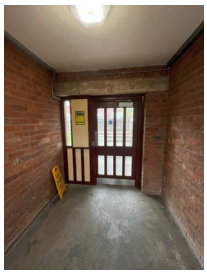
2) Corridors are at least 1050mm in width and are kept clear.



3) The premise does not have sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire in communal areas due to open plan staircase. A Stay Put Unless strategy is in place to protect residents in such circumstances.

4) The only communal doors within the block are the final exit doors, which are fitted with automatic closing devices. These are checked on a regular basis by caretaking teams as part of their checks.

5) Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s). The final exit doors have door entry systems installed. These systems are designed to fail safe i.e. door unlocked in the event of a power failure. This prevents residents being locked in or out of the building.

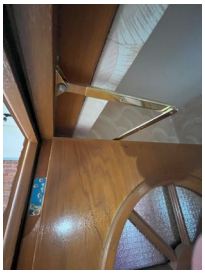




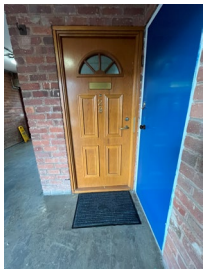
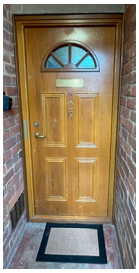
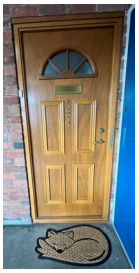
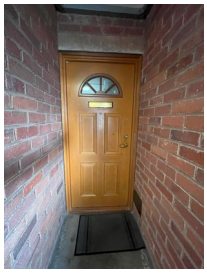
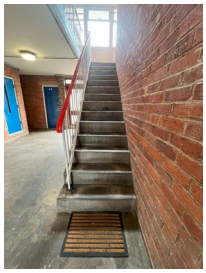


6) Individual flat doors are FD30s rated composite doors sets. Access is gained to a sample of properties as part of the fire risk assessment to ensure the doors have not been tampered with.

- Flat 34 accessed at the time of the assessment and all door fire safety equipment was in place and working.



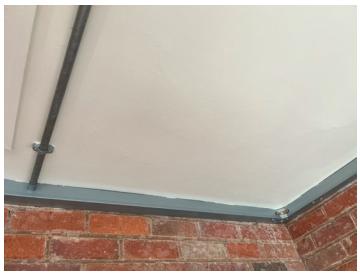
7) A number of flat entrances also at the bottom of the communal stairs door mats are present; the fire rating is not known on these door mats and are deemed to be low risk.

8) Windows on the front first floor are fitted with narrow top openers; these would assist in any ventilation if required.



9) All cabling that runs through the communal area is encased within metal trunking.



10) Communal areas are kept free of flammable items. The communal areas are checked on a regular basis by Caretaking / Cleaning teams 365 days per year and all items of rubbish are immediately removed. There is also an out of hour's service that allows combustible items of furniture / rubbish to be removed.





11) Metal locked cupboard is kept under the stairs. This is for access by the caretaker/cleaning teams only.



12) Emergency lighting is provided to communal landings and stairs.
Checks are done on a monthly basis by Sandwell MBC in house electrical team or approved contractor. (Refer to section 9)





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.

   Based on the sample of properties accessed during the fire risk assessment the smoke alarms within residents' flats are fitted to a minimum of an LD3 standard.

   Flat 34 was inspected at the time of the Fire Risk Assessment.



   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

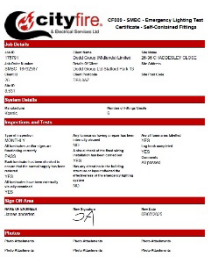
Emergency Lighting

1) The premises have a sufficient emergency / escape lighting system in accordance with BS 5266.

2) Two emergency lighting units are situated on the ground and two units on the first floor.



3) Emergency lights are also checked and tested monthly by City Fire & Electrical Services.





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.

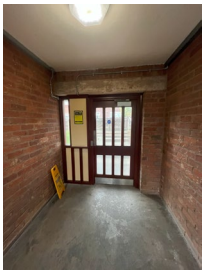
3) The building has sufficient passive controls that provide effective compartmentation to support a Stay Put -Unless policy. Therefore, residents are advised to remain in their flat unless the fire directly affects them or if they are advised to evacuate by the emergency services.

4) However, the building does not have sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire in communal areas due to open plan staircase.

5) 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.

6) A variety of methods / materials have been used to achieve fire-stopping such as intumescent mastic around penetrations.

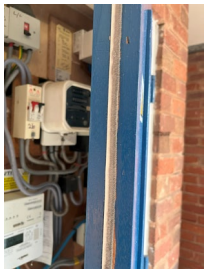
7) The front and rear exit doors are fitted with automatic closing devices. These are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).



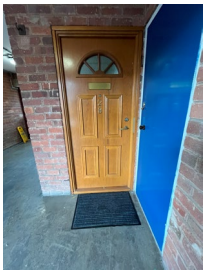



8) All service cupboards to communal landings are FD30s rated and lockable with budget locks and include a “Fire door Keep locked” signage.

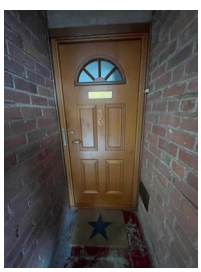
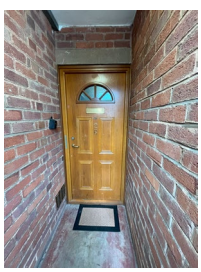
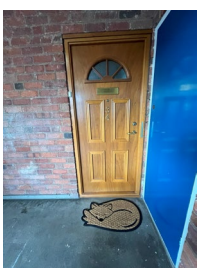
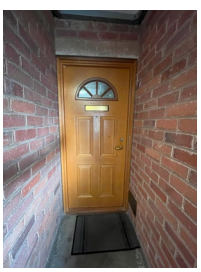


9) Each flat has access to a storage cupboard situated next to the property’s door. Cupboards do not have fire rated doors but are kept locked.




10) Individual flat doors are FD30s rated composite fire door construction. Flats 26 – 36 pictured.


11) All doors should be fitted with self-closers at the time of installation. Flat 34 was inspected and self-closers and cold smoke seals were in place and working correctly. Unable to inspect all flats at the time of the Fire Risk Assessment, so cannot say if they are all working correctly and still in place.



12) Flats have airbricks that are fitted within the communal landing. These are an Envirograf intumescent fire grill type MGL.



13) On the first floor there is a loft hatch. This is kept padlocked at all times. At the time of the Fire Risk Assessment this area was not accessed due to lone working.



14) On the first floor a number of holes are present within the ceiling. These require firestopping.



Section 11

Fire Fighting Equipment

1) There is no firefighting equipment on this premises.

Section 12

Fire Signage

1) Fire door keep shut signs are displayed where appropriate. All resident meter cupboards also the front and rear exits display" Fire Door Keep Shut" sign.





2) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation.





Front Rear

Section 13

Employee & Resident Training/Provision of Information

1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke ‘Fire Safety in High / Low Rise Flatted Accommodation’ Video.

2) All employees are encouraged to complete ‘In the line of fire’ training on an annual basis.

3) Caretaking teams are not currently trained in the effective use of fire extinguishers.

4) Fire safety has been provided as part of tenancy pack.

5) Staff undertaking fire risk assessments are qualified to or working towards Level 4 Diploma in Fire Risk Assessment.

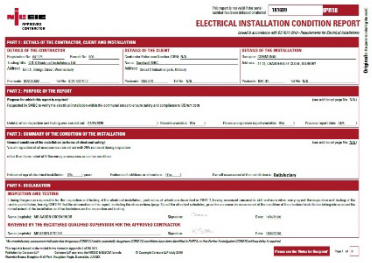
Section 14 Sources of Ignition

1) Smoking is prohibited on entrance and within any communal parts of the building in line with Smoke Free England legislation.

2) Hot working is not normally carried out. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.

3) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager.

4) The fixed electrical installation shall be tested every 5 years. The date of the last EICR was 16/7/20 and is therefore now overdue. The senior planning officer - electrics has confirmed an EICR will be scheduled September 2025.


ELECTRICAL INSTALLATION CONDITION REPORT

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) All Residents service cupboards on each floor are housed behind a FD30s fire rated doors. All cupboards are free from any combustibles.





Section 15

Waste Control

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

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



3) Regular checks are carried out by Caretakers to minimise risk of waste accumulation.





4) ‘Out of Hours’ service is in place to remove bulk items.

Section 16 Control and Supervision of Contractors and Visitors

1) Responsive Repairs service delivered by Sandwell MBC necessitates the production of an order via the computerised repairs system. Details of any known risks are documented on the repair order.

2) Hot works are not permitted unless authorisation is given via the approved officer. The hot works procedure is to be followed.

3) Utility companies are not allowed to access any service cupboard or secure area. They must request and collect maintenance keys from the 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.

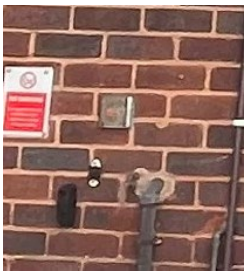
    d) Final Contractor review on completion of works undertaken

Section 17

Arson Prevention

1) Regular checks are undertaken by Caretakers / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.

2) Restricted access to the premises by means of a door entry system to the front and the rear.

3) There is no current evidence of arson.

4) The perimeter of the premises is well illuminated.





5) There have been no reported fire incidents since the last FRA.

Section 18

Storage Arrangements

1) Residents instructed not to bring L.P.G cylinders into block.

2) The tenancy conditions, Section 7 – Condition 5.6 stipulates “If you live in a flat or maisonette, you, people living with you and any visitors to your property must not keep or use paraffin oil, petrol, bottled gas appliances or any other explosive, FLAMMABLE or dangerous material in the property. This restriction also applies to any storage facility situated in or attached to the block, which has been provided for your use.”

3) Residents should not store flammable liquids or gas cylinders on site.

4) No Flammable liquids stored on site by Caretakers / Cleaners.

5) Residents have individual storage cupboard internally and externally which they keep secured by means of own keys.





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: Chaddesley Close 26 - 36

Date of Action Plan: 29/08/2025

Review Date: <Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
10/10	Fill the holes that are present on the 1st floor ceiling		P2	Within 1-3 months Fire Rapid Response jm**17685443**	08/09/2025

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).
N/A.

Signed

	Fire Risk Assessor	Date: 29th August 2025
	Building Safety Manager	Date: 29th August 2025.

Appendix 1

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

Name of property: 26-36 Chaddesley Close

Updated: 08/08/2025

Premise Manager: Rachel Price **Tel. No.: 0121 569 2975**

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

Asbestos Survey	Property Address	26-36 Chaddesley Close, Oldbury, B69 1EL		✓ Office use
Surveyed by	JOHN DAVIS	Date	18/03/14	Checked by	Paul Arundel	Desktop Check	✓	Site Check	
				Date	30/04/20				

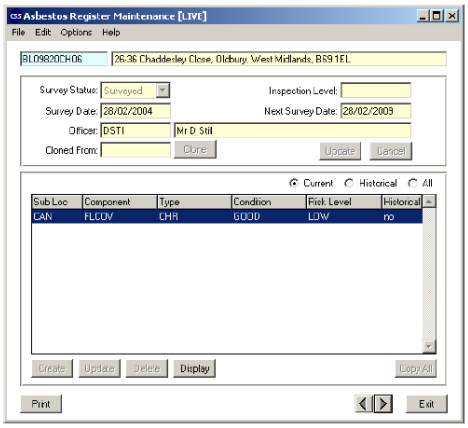
Reason for request		HSG 264 - Survey Report Type	
Investment Void		Refurbishment Survey	
Investment Tenanted		Management Survey	✓
R & M Void		SHAPE Interrogated.	✓
R & M Tenanted		No Existing SHAPE Data.	
Medical / Emergency - Heating Works		Existing SHAPE Data.	✓
Communal Areas	✓	Refurb Surveys Interrogated?	

Property Description

TWO STOREY LOW RISE BLOCK



Year Built	1961



Notes / including details of similar property surveys completed.

NO ACCESS TO MAIN ROOF SPACE DURING SURVEY

LANDING STORE CUPBOARDS BY FLAT FRONT DOORS NOT SURVEYED

Building Surveyors
0121 569 5077

Asset Team – Investment Division
Operations & Development Centre
Roway Lane
Oldbury
B69 3ES

Sandwell Metropolitan Borough Council

Sample Locations	Property Address	26-36 Chaddesley Close, Oldbury, B69 1EL						
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIF Y	Labelled ?	ACTION TAKEN ON CONTRACT
IF DURING THE COURSE OF WORK SUSPECTED ACM'S ARE IDENTIFIED THAT ARE NOT CONTAINED WITHIN THIS REPORT STOP WORK & SEEK ADVICE								
MAIN ROOF VERGE CLOAKING	CEMENT	-	UNSEALED	PRESUMED	CHRYSOTILE	NO	NO	
MAIN ROOF SARKING FELT	BITUMEN	-	SEALED	-	NOT SAMPLED	-	-	PLEASE REQUEST SAMPLE IF TO BE DISTURBED
D.P.C.	BITUMEN	-	SEALED	-	NOT SAMPLED	-	-	PLEASE REQUEST SAMPLE IF TO BE DISTURBED

ITEMS SHOWN BELOW HAVE BEEN ASSESSED ON SITE BY THE ASBESTOS SURVEYOR & ARE CONFIRMED NOT TO BE ACM's.

LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL
MAIN ROOF SOFFIT	TIMBER	STAIRS / LANDING WALLS	BRICK	ALL FLATS – FRONT DOOR FRAME SEALANTS	SILICONE
FRONT ENTRANCE CANOPY SOFFIT	TIMBER	STAIRS / LANDING CEILINGS	PLASTER	FRONT AND REAR COMMUNAL ENTRANCE DOOR – FRAME SEALANT	SILICONE
FRONT ENTRANCE CANOPY ROOF COVERING	MINERAL FELT	PIPE INSIDE LANDING ELECTRIC METER CUPBOARDS	CAST IRON		
RAINWATER GOODS	PLASTIC	LANDING HIGH LEVEL TRUNKING	METAL		
ROOF TO REAR EXTERNAL STORE SHEDS	MINERAL FELT				

ABOUT THE REPORT – PLEASE READ

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

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

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

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

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

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

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