# Fire Risk Assessment

## 53-55
## Hawfield Road,
## Tividale,
## Oldbury,
## B69 1LD.



**Date Completed:**06/02/2026

**Review Period:** 3 years.

**Officer:** C. Hudson **Fire Risk Assessor**

**Checked by:** J. Blewitt **Team Lead Fire Safety**

**Current Risk Rating = Tolerable**

Sandwell Metropolitan Borough Council

## Subsequent reviews

| Review date | Officer | Comments |
|---|---|---|
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## Contents


| | | |
|---|---|---|
| Section 0 | **Introduction** | |
| Section 1 | **Significant Findings (executive summary)** | |
| Section 2 | **People at Significant Risk of Fire** | |
| Section 3 | **Contact Details** | |
| Section 4 | **Description of Premises** | |
| Section 5 | **Building Plan** | |
| Section 6 | **External Envelope** | |
| Section 7 | **Means of Escape from Fire** | |
| Section 8 | **Fire Detection and Alarm Systems** | |
| Section 9 | **Emergency Lighting** | |
| Section 10 | **Compartmentation** | |
| Section 11 | **Fire Fighting Equipment** | |
| Section 12 | **Fire Signage** | |
| Section 13 | **Employee Training** | |
| Section 14 | **Sources of Ignition** | |
| Section 15 | **Waste Control** | |
| Section 16 | **Control and Supervision of Contractors and Visitors** | |
| Section 17 | **Arson Prevention** | |
| Section 18 | **Storage Arrangements** | |
| Section 19 | **Additional Control Measures.<br>Fire Risk Assessment – Action Plan** | |
| Appendix 1 | **Significant Hazards on Site and Information to be provided for the Fire Service** | |

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.

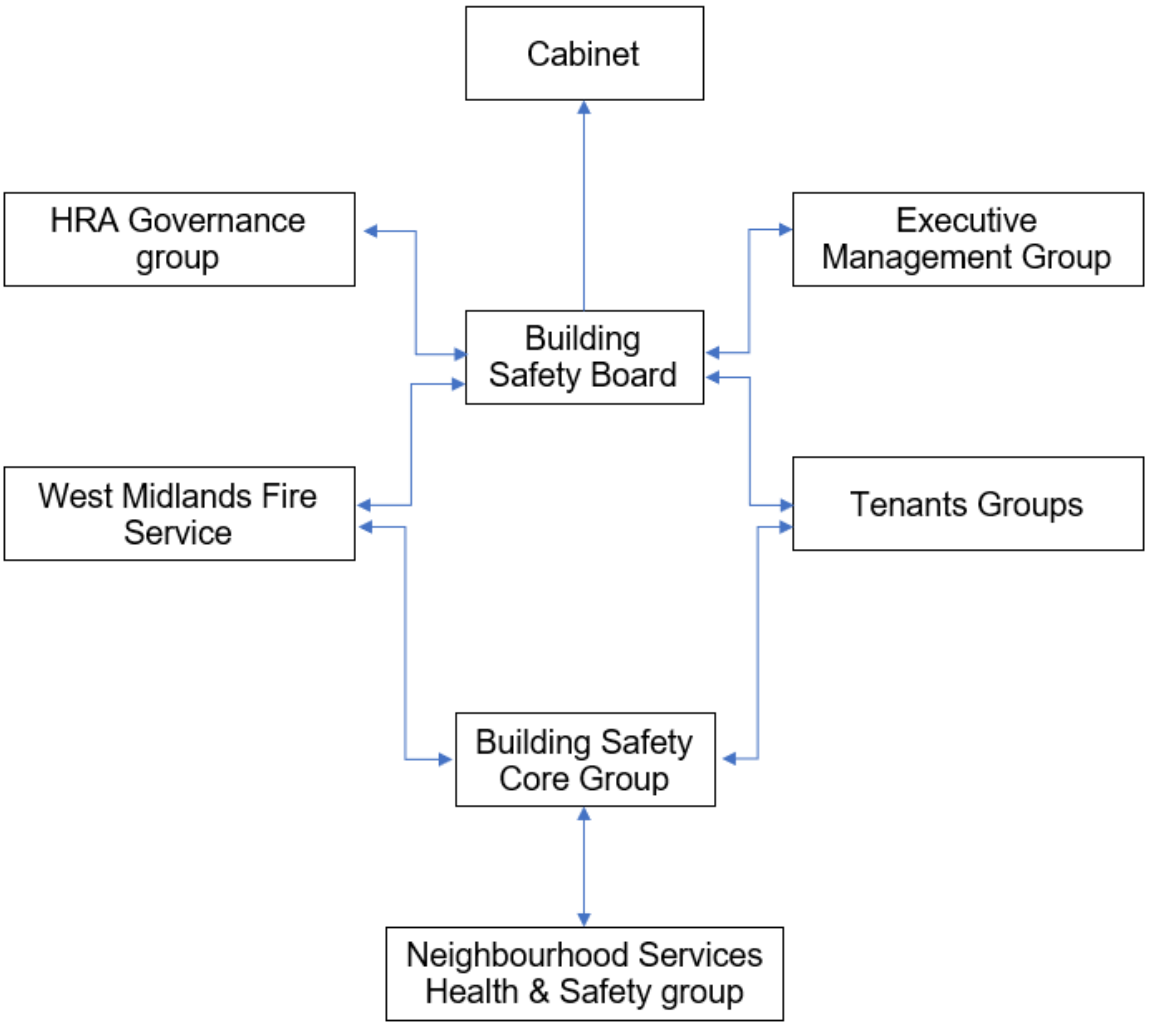
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. 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 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 or you have been advised by the emergency services to leave.

| Section number | Section Area | Individual Risk Level |
|---|---|---|
| Section 6 | **External Envelope**<br>The building is of traditional brick construction with a pitched, tiled roof.<br><br>UPVC double glazed units are fitted to individual flats and communal windows.<br><br>The Final exit door is of timber construction with glass vision panels. | Trivial |

| | | |
|---|---|---|
| Section 7 | **Means of Escape from Fire**<br>The premise has a single staircase and one final exit door that provide a sufficient means of escape.<br><br>Both Flat entrance doors are FD30s composite doors.<br><br>Incoming electrical supply is not in a fire rated enclosure. See observations.<br><br>Gas meters are in the communal area. See observations. | Trivial |
| Section 8 | **Fire Detection and Alarm Systems**<br>Early warning is limited to hard wired or battery smoke alarms within each of the resident's flats.<br>The detection in flats should be to a minimum LD£ standard, flats checked were to an LD2 standard. | Trivial |
| Section 9 | **Emergency Lighting**<br>The premises has emergency lighting to communal landing and stairs. | Trivial |
| Section 10 | **Compartmentation**<br>The premise has sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire between dwellings and support the stay put unless policy.<br><br>The Gas cupboard and doors require upgrading. See observations.<br><br>Roof void isn't assessable from communal area.<br><br>Doors on the gas cupboard require repair. | Tolerable |

| | | |
|---|---|---|
| Section 11 | **Fire Fighting Equipment**<br>The premises have no provision for firefighting equipment. | Trivial |
| Section 12 | **Fire Signage**<br>Appropriate signage communal area. | Trivial |
| Section 13 | **Employee Training**<br>All staff receive basic fire safety awareness training. | Trivial |
| Section 14 | **Sources of Ignition**<br>The fixed electrical installation was last tested on 05/09/25 and should be tested every five years. | Trivial |
| Section 15 | **Waste Control**<br>Regular cleaning services take place at the block.<br><br>No caretaking services schedule at the block. | Trivial |
| Section 16 | **Control and Supervision of Contractors and Visitors**<br>Contractors are controlled centrally, and hot works permits are required where necessary | Trivial |
| Section 17 | **Arson Prevention**<br>The final exit door has a door entry system installed.<br>There is no evidence of any arson since the last risk assessment was carried out. | Trivial |
| Section 18 | **Storage Arrangements**<br>Residents do not have access to any secure storage cupboards.<br><br>Residents should not store fuel or LPG Cylinders in their home or storage facilities. This documented in the tenancy agreement. | 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 Hawfield Road 53-55, I conclude, the likelihood of a fire is at 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.

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 composite FD30S entrance doors, smoke detection systems installed to a minimum of LD3 in all flats, the final exit door has a door entry system, and a stay-put strategy unless a fire strategy is in place.

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.

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

When future refurbishments are carried out, there are a number of observations that would improve the building. These observations can be found at the end of this document.

*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:*

***(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.)***

| 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. |

# 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:

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

This type 1 fire risk assessment covers

Hawfield Road 53-55
Tividale,
Oldbury
B69 1LD

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.

**Description of the Property:**

The Low-rise block was constructed in 1968 of traditional brick cavity and concrete construction with brick walls concrete floors and stairs. The block has double glazed UPVC window frames with a pitched, tiled roof.

The block consists of 2 stories inclusive of ground.



Each of the floors from the ground floor upwards contain 1 individual flat.

The block is also attached to the next block School Road 1-3.



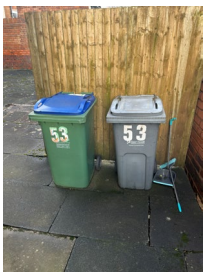
The building has a pitched roof, with concrete tiles and a brick-built chimney.



The block has a front entrance, that has a door entry system with a fob reader installed. The escape routes lead to an ultimate place of safety. The front final exit door has a firefighter override switch operated by drop-latch key. The door entry system is designed to fail safe and unlock in the event of a power failure.




This block does not have a dedicated bin store, but the bins are stored away from the building.




The block has a single concrete staircase as the sole means of escape (above ground floor).



The stairs do not have have any carpet covering.

Flats 53, is on the ground floor

Flats 55, is on the 1st floor

The service cupboard housing gas intakes is situated on the ground floor with no lock.



The electrical intake is in the communal area just outside flat 53.



The building has been designed and constructed to provide reasonable facilities to assist fire fighters in the protection of life. Reasonable provisions have been made to enable fire appliances to gain access to the building.

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.
The nearest fire station is Haden Cross Community Fire Station.

| | |
|---|---|
| High/Low Rise | Low-Rise |
| Number of Floors | 2 |
| Date of Construction | 1968 |
| Construction Type | Traditional Brick Cavity / 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 | No Access from communal area |
| Equipment on roof (e.g. mobile phone station etc) | None |

**Persons at Risk**

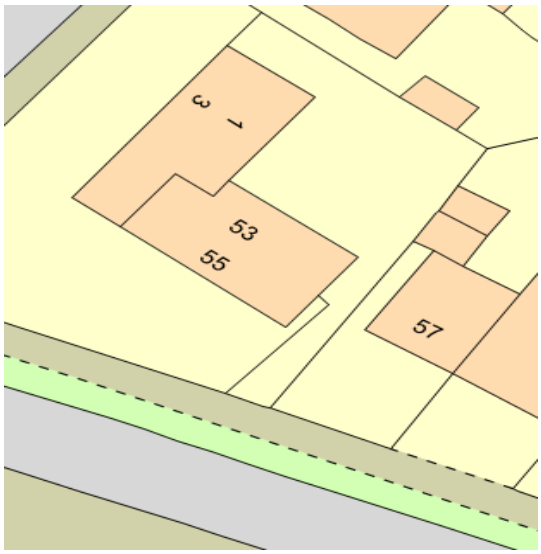
Residents / Occupants of 2 flats in total,
Visitors,
Sandwell MBC employees,
Contractors,
Service providers (e.g. meter readers, delivery people etc)
Statutory bodies (e.g. W.M.F.S, Police, and Ambulance)

Section 5

# Building Plan

Plan to show the general location/orientation of the building.
**Hawfield Road 53-55.**



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 traditional brick construction.



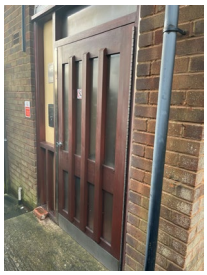
2) The roof is clad with concrete interlocking tiles.

3) The building has a brick-built chimney, at the time of the FRA it was unknown if it is in use.



4) There is no internal access from the landing to the roof space.

5) Doors and combination frame to the entrances are of timber construction with glass vision panels.



6) The building has Asbestos facias and under cloaking with UPVC guttering just below the roof line.



7) UPVC double glazed units have been installed to each flat.



8) In the building the 1st floor landing, has a UPVC window, these windows can be opened without the use of a key, these also allow sufficient ventilation. There is no automatic smoke ventilation system installed in this premises.

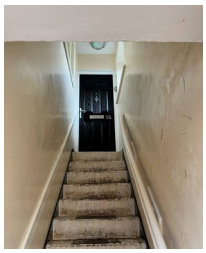


# Section 7

# Means of Escape from Fire

**1)** All Individual flat doors are FD30s rated composite fire doors.





| | | | | |
|---|---|---|---|---|
| Hawfield Road 53-55 | **BL22960HA52** | Hawfield Road 53-55;Hawfield Road;Tividale;Oldbury;West Midlands | | |
| Hawfield Road 53-55 | BL22960HA52 | 53 Hawfield Road;Tividale;Oldbury;West Midlands; | Composite (unknown) | Glazed |
| Hawfield Road 53-55 | BL22960HA52 | 55 Hawfield Road;Tividale;Oldbury;West Midlands; | Composite (unknown) | Not Glazed |

**2)** 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. Only Flat 53 was accessed.

**3)** Flat 53 door reliably self closes on the latch.

**4)** Flat 55 Door was not inspected.



**5)** The gas meter is in a cupboard in the communal entrance Just below the electrical installation. And does not meet current regulations see observations.



**6)** The incoming Electrical supply and associated metering equipment are mounted on a timber board located within the communal hallway adjacent to Flat 53 just above the gas cupboard. This is an original install and recommend it is bought up to current regulations and is enclosed in a suitable fire rated enclosure when the next refurbishment takes place. See observations.



**7)** Flat 55 has a Georgian wired glass panel in a solid timber frame to the 1st floor internal maisonette window.



**8)** The block has a single staircase that provides a means of escape and is 864mm in width.



**9)** The landing is kept clear to maintain safe means of escape.

**10)** None of the corridors that form part of the means of escape are dead ends.

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

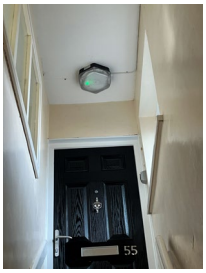
**12)** The communal area is kept free of flammable items. The communal areas should be checked on a regular basis by Caretaking / Cleaning teams and all items of rubbish removed.

**13)** Ventilation of the common area is facilitated by openable windows in the stairwell; these do not require a key to open. There is no automatic smoke ventilation system installed in this premises.



**14)** Emergency lighting is provided to communal landing and stairs.





**15)** The front final exit door has a door entry system 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.

**16)** The only communal doors within the block are the final exit doors. The main front door is fitted with an automatic closing device that is checked on a regular basis by Caretaking Teams as part of their daily checks. Defective closing devices are reported to an external contractor.

**17)** A large metal electrical enclosure for door entry system is mounted on the internal wall by the stairs.



**18)** There is no chute room or dry riser.

# 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 samples taken, the previous fire risk assessment and information kept on file (JM) the smoke alarms within resident's flats are installed to a minimum of an LD3 Standard.

   Flat 53 was accessed and was seen to be LD3 standard.



*For information*
*LD1 all rooms except wet rooms*
*LD2 all-risk rooms e.g. Living Room, Kitchens and Hallway.*
*LD3 Hallway only*

3) There is no effective means for detecting an outbreak of fire to communal areas. The reason for this is:

   I. Such systems may get vandalised.
   II. False alarms would occur.
   III. A Stay Put - Unless policy is in place.

# Section 9

# Emergency Lighting

1) The premises has sufficient emergency lighting system in accordance with BS 5266 and has test points strategically located.



2) The self-contained units are provided to the communal landings, stairs.

3) All installed equipment is checked and tested on a monthly basis by Sandwell MBC in house electrical team or approved contractor, in accordance with current standards. The emergency lighting was subject to an in-house test on 07.01.26.

cityfire & Electrical Services Ltd

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

**Job Details**

| | | |
|---|---|---|
| **Job ID**<br>188962 | **Client Name**<br>Dodd Group (Midlands) Limited | **Site Name**<br>HAWFIELD ROAD 53-55 |
| **Job Order Number**<br>SMBC_18093649 | **Details Of Client**<br>Dodd Group Ltd Stafford Park 13 | **Site Address** |
| **Client ID**<br>25 | **Client Postcode**<br>TF3 3AZ | **Site Post Code** |
| **Site ID**<br>8,713 | | |

**System Details**

| | |
|---|---|
| **Manufacturer**<br>kosnic | **Number of Fittings Onsite**<br>2 |

**Inspections and Tests**

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

**Sign Off Area**

| | | |
|---|---|---|
| **NAME OF ENGINEER**<br>jamie davis | **New Signature** | **New Date**<br>07/01/2026 |

**Photos**

| | | |
|---|---|---|
| **Photo Attachments** | **Photo Attachments** | **Photo Attachments** |
| **Photo Attachments** | **Photo Attachments** | **Photo Attachments** |

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Section 10

# Compartmentation

1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats. All flat entrance doors are 30-minute fire doors, including those in 1-hour rated walls.

2) 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.

3) Generally, the means of escape is protected from flats with the use of FD30s door sets.

4) The premise has sufficient compartmentation to limit the travel and effect of smoke and flame in event of a fire. Whilst the existing fire stopping is fit for purpose, there is a cyclical programme to ensure fire stopping as not been compromised by third parties and where applicable enhance the fire stopping.

5) A variety of methods / materials have been used to achieve fire-stopping.

6) Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately by the Fire Safety Rapid Response Team.

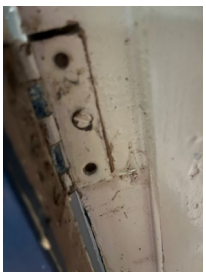
7) Electrical intake for both flats is on the ground floor and is not enclosed in a fire-resistant enclosure. See observations.



8) The gas meter is in a service cupboard in the communal entrance Just below the electrical installation. This is not to current regulations it has no ventilation to outside and no lockable fire rated doors. An email has been sent to the gas team to contact cadent about relocating the gas meters to outside. See observations

**9) Door on gas cupboard on left hand side is not secured on hinges this requires repair and screws adding to secure the door to the frame. See Action 10/11.**





10) All individual flats are installed with composite FD30s rated fire doors.

11) The block has a pitched roof with no loft access panel on the landing area.

Section 11

# Fire Fighting Equipment

1) There is no firefighting equipment on this premises.

Section 12

# Fire Signage

1) Appropriate signage is displayed throughout the building.

2) No smoking (Smoke Free England) signage is displayed at the front entrance to the premises.




3) Directional fire signage is not displayed throughout the building. This is due to the simple layout of the building, and this type of signage is not required.

4) Yellow LPG warning signs are not displayed within the block. refer to section 18.

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 information has been provided as part of tenancy pack. Information regarding the Stay Put Unless fire evacuation strategy is provided to tenants.

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

Section 14

# Sources of Ignition

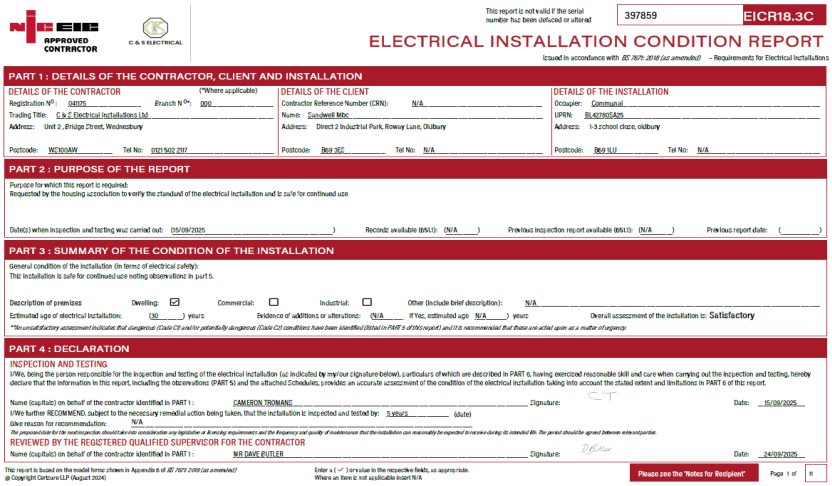
1) Smoking is prohibited on entrance and within any communal parts of the building in line with Smoke Free England legislation.

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 EICR provided within the risk assessment references the address of the adjoining property. This is due to the electrical intake and main service head also supplying the neighbouring address. The electrical inspector has noted this arrangement to ensure that future EICRs accurately document both the supply address and the address of the premises being assessed. This dual-address notation will provide clarity regarding the point of origin of the electrical installation, the extent of the inspection, and the supply configuration, thereby reducing the potential for misinterpretation in subsequent compliance reviews.

5) The fixed electrical installation EICR inspection was last carried out 05/09/25 and is carried out every 5 years.



This report is not valid if the serial number has been defaced or altered 397859 EICR18.3C

APPROVED CONTRACTOR

C & S ELECTRICAL

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)

Registration No*: 048175 Branch No*: 000

Trading Title: C & C Electrical Installations Ltd

Address: Unit 2 , Bridge Street, Wednesbury

Postcode: WS100AW Tel No: 0121 502 2117

DETAILS OF THE CLIENT

Contractor Reference Number (CRN): N/A

Name: Sandwell Mbc

Address: Direct 2 Industrial Park, Roway Lane, Oldbury

Postcode: B69 3EF Tel No: N/A

DETAILS OF THE INSTALLATION

Occupier: Communal

UPRN: BL427WSA25

Address: 1-3 school close, oldbury

Postcode: B69 1LU Tel No: N/A

**PART 2 : PURPOSE OF THE REPORT**

Purpose for which this report is required:
Requested by the housing association to verify the standard of the electrical installation and it is safe for continued use

Date(s) when inspection and testing was carried out: 05/09/2025 Records available (tick): (N/A) Previous inspection report available (tick): (N/A) Previous report date: ( )

**PART 3 : SUMMARY OF THE CONDITION OF THE INSTALLATION**

General condition of the installation (in terms of electrical safety):
This installation is safe for continued use noting observations in part 5.

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

Estimated age of electrical installation: (30 ) years Evidence of additions or alterations: (N/A ) If Yes, estimated age N/A ) years Overall assessment of the installation is: Satisfactory

*"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 (capitals) on behalf of the contractor identified in PART 1: CAMERON TRONANC Signature: Date: 15/09/2025

I/We further RECOMMEND, subject to the necessary remedial action being taken, that the installation is inspected and tested by: 5 years (date)

Give reason for recommendation: N/A

*The proposed date for the next inspection should take into consideration any legislative or Everday 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 interested parties.*

REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE CONTRACTOR

Name (capitals) on behalf of the contractor identified in PART 1: MR DAVE BUTLER Signature: Date: 24/09/2025

This report is based on the model forms shown in Appendix 6 of *BS 7671: 2018 (as amended)*
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Enter a ( ✓ ) or value in the respective fields, as appropriate.
Where an item is not applicable insert N/A

Please see the 'Notes for Recipient'

Page 1 of 9

6) Electrical switching apparatus and resident metering equipment are currently mounted on an exposed distribution board within the communal hallway adjacent to Flat 1. The consumer unit and associated equipment are not enclosed within any fire-resisting cabinet, leaving live electrical components accessible to residents and visitors. This creates a foreseeable source of ignition due to the potential for accidental contact, deliberate interference, or electrical fault, any of which could result in arcing, overheating, or fire.

The lack of containment also increases the likelihood that an electrical fault could allow flames or hot gases to spread directly into the communal escape route, compromising evacuation. This risk is heightened by the historic nature of the installation. The electrical infrastructure appears to date back to the building's original 1960s construction, when open distribution boards and minimal protective housings were common practice. Such arrangements no longer meet modern expectations under BS 7671 (IET Wiring Regulations), which require electrical equipment accessible to the public to be suitably enclosed, protected against unauthorised access, and constructed of non-combustible materials or housed within fire-resistant enclosures.

Contemporary fire-safety legislation, including the Fire Safety Act 2021 and the Fire Safety (England) Regulations 2022, reinforces the requirement for electrical installations within communal escape routes to be designed and maintained so that they do not increase ignition risk or compromise the integrity of the means of escape.

To mitigate the identified ignition hazard, the installation should be enclosed within a suitable, lockable, fire-resisting cabinet that provides both physical protection and fire containment. This will reduce the risk

of tampering, prevent accidental contact, and limit the potential for fire spread from an electrical fault.

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 incorporated into planned works and that longer-term compliance upgrades can be delivered when opportunities arise.

7) Portable heaters are not allowed in any common parts of the premises.

8) As per tenancy agreements, flammable liquids or gas cylinders should not be stored on site.

9) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team. The gas is supplied internally.

1) 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, recommend permanent ventilation being 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 13/02/2026 concluded that the service cupboards would be surveyed for the addition of ventilation being added to the outside of the building.

Section 15

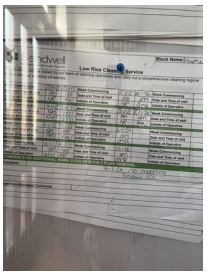
# Waste Control

1. Sandwell Cleaning services are not employed at this block

2. Refuse bins are stored to the rear of the building in the courtyard. Bins Are regularly emptied.




3. Regular checks by Caretakers minimise risk of waste accumulation.



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

Section 16

# Control and Supervision of Contractors and Visitors

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

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

3. Utility companies are not allowed to access any service cupboard or secure area. They must request and collect maintenance keys from the local housing office. This allows scrutiny of what is the scope of any works such as installation of tenant's broadband / phone line etc.

4. Where contractors are appointed to undertake major refurbishment works, Sandwell MBC Urban Design team will put control measures in place. Such Measures include: -

a) Pre-Contract Meetings – where contractor is made aware of all working arrangements and safe systems of work to be adopted. Issues covered in this meeting will include:

- Health and Safety.
- Site Security.
- Safety of working and impact on children/school business.
- Fire risk, if any.
- Site Emergency Plan.

b) Monthly Site Meetings – 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.

3. There is no current evidence of arson.

4. Since the last FRA was carried out a small fire incident happened at flat 53 in 2019.

5. The perimeter of the premises is well illuminated.





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. A ground floor external storage cupboard is available for the resident of the ground floor. This was not accessed at the time of the Fire Risk Assessment.



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: Hawfield Road 53-55

Date of Action Plan: 26/02/2026

Review Date: <Insert date>

| Question/ Ref No | Required Action | Supporting photograph | Priority | Timescale and Person Responsible | Date Completed |
|---|---|---|---|---|---|
| 10/11 | Door on gas cupboard on left hand side is not secured on hinges this requires repair and screws adding to secure the door to the frame. |  | P3 | 3-6 Months Fire Rapid Response JM**18952017** | 03/03/2026 |

**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: 26 February 2026 |
|  | Team Lead Fire Safety | Date: 26 February 2026 |

**Appendix 1**

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

**Name of property: Hawfield Road 53-55**

**Updated: 12/02/2025**

**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 (Tel:- 0121 569 5077). | | |



bradley ENVIRONMENTAL

CERTIFICATE OF ANALYSIS

Asbestos Fibre Identification in Bulk Sample

Client Address: Sandwell MBC (formerly Homes)
Building Services
Direct 2 Trading Estate
Roway Lane
Oldbury
West Midlands
B69 3ES

Site Address: Hawfield Road 53-55
Oldbury
B69 1LD

Samples Received: 30/04/2025

Issue Date: 07/05/2025

Order Placed By: Dean Harding

Sampled By: Jack Baldwin

Analysed on: 07/05/2025

Authorised Signatory:

Job Title: Laboratory Analyst

Opinions and interpretations including the sample reference are outside the scope of UKAS accreditation

Report No.: J412756

| Date Analysed: | Lab Ref.: | Site Ref: | Room: | Sample Reference: | Analysis Result: | Analyst: |
|---|---|---|---|---|---|---|
| 07/05/2025 | RD001425 | - | 01 - Landing/Stairs | Asbestos Bitumen adhesive to concrete floor | Chrysotile | Lee-Anne Campbell |

TEST NOTES: The test method is as described in the in-house method (Appendix 7, Quality Manual), based on HSG248. "Crocidolite", "Amosite" and "Chrysotile" are more commonly known as "blue", "brown" and "white" asbestos respectively. "Actinolite","Anthophyllite" and "Tremolite" are other asbestiform of asbestos. Bradley Environmental Consultants Limited is not responsible for sampling errors where the sample is provided by yourselves. Materials that have been referred to as Asbestos Insulating Board or Asbestos Cement are based on their asbestos content and visual appearance alone (these opinions are not covered by our UKAS accreditation), water absorption tests have not been carried out unless otherwise stated. Reported results relate only to the items tested. Samples are retained for a minimum of six months. The report should not be reproduced except in full, without written approval of the laboratory.

END OF REPORT

Analysed at:
Head Office:
20 Stourbridge Road,
Halesowen, West Midlands
B63 3US
Tel: 0121 550 0224
Email: sales@bradley-enviro.co.uk

UKAS 1188 UKATA atac

Registered Office: Bradley Environmental Consultants Limited, 20 Stourbridge Road, Halesowen, West Midlands, B63 3US. Registered in England No. 03573757

Management Survey (with MA - LOD) Template Version 56 Page 24 of 30

**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. |