Fire Risk Assessment

1 - 20
Church Gardens
Smethwick, B67 6EY.



Date of Inspection: 15th September 2026
Review Period: 3 years.

Officer: E. Somaiya **- Fire Risk Assessor**
Checked by: M. Zafeer **– Fire Risk Assessor**

Current Risk Rating = Tolerable

Sandwell
Metropolitan Borough Council

Subsequent reviews

Review date	Officer	Comments

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Section 0 Introduction, Scope & References

The Regulatory Reform (Fire Safety) Order 2005 (RR(FS)O) requires the Responsible Person to ensure that a **suitable and sufficient Fire Risk Assessment (FRA)** is carried out for the common parts of all multi-occupied residential buildings. This FRA supports the organisation's wider fire safety management system and ensures compliance with statutory duties relating to the safety of residents, visitors, staff, and contractors.
This FRA has been completed in accordance with **BS 9792:2025 – Fire Risk Assessment for Housing**, and with reference to relevant UK legislation and guidance, including:

- Regulatory Reform (Fire Safety) Order 2005 (FSO): The primary law governing fire safety in the common parts of flats, including stairways, corridors, and entrance doors.
- Fire Safety Act 2021: Information about the commencement of the Fire Safety Act and how it affects Responsible Persons and others.
- Fire Safety (England) Regulations 2022: Introduced under the FSO, it mandates high-rise residents (>11m) to have fire doors checked quarterly and provides safety information.
- Housing Act 2004: Empowers local authorities to enforce safety standards within individual residential units.
- Building Safety Act 2022: (where applicable) Imposes strict management requirements on higher-risk buildings.
- Fire Safety in Purpose-Built Blocks of Flats (Local Government Association): Considered the definitive guidance, often known as the "LGA guide," for purpose-built blocks.
- Making your small block of flats safe from fire: *Fire Safety in Small Blocks of Flats*
- NFCC guidance on residential fire safety

The purpose of this FRA is to evaluate the risk to life from fire within the **common parts** of the building and to identify any measures required to ensure compliance with applicable legislation.

The assessment considers:

- The building's construction, layout, and fire protection features
- The nature of the occupancy and any residents who may require additional support
- Fire hazards and the measures in place to eliminate or control them
- The adequacy of means of escape and fire safety systems
- The management arrangements for maintaining fire safety

Type of Assessment

This FRA has been completed as a:

- ☒ Type 1 – Common parts only (non-intrusive)
- ☐ Type 2 – Common parts only (Intrusive)
- ☐ Type 3 – Common Parts & Dwellings (Non-Intrusive)
- ☐ Type 4 – Common Parts & Dwellings (Intrusive)

Scope of the Assessment

The assessment includes, but is not limited to:

- ☒ Visual review of the external wall construction (where relevant)
- ☒ Inspection of flat entrance doors from the common side
- ☒ Means of escape routes and exit doors
- ☒ Accessible compartmentation and fire-stopping, passive and active fire protection measures.
- ☒ Service cupboards, risers, and meter rooms (where accessible)
- ☒ Roof voids and loft spaces (where accessible)
- ☒ Fire safety signage, lighting, and detection systems
- ☒ Accessible compartmentation,

Limitations

This FRA is based on a **visual, non-destructive inspection** unless otherwise stated. No opening up of construction, removal of fixtures, or intrusive investigation was undertaken. Areas that could not be accessed at the time of inspection are recorded within the report.
This FRA does **not**:

- Provide a full fire strategy for the building
- Assess the structural fire resistance of building elements
- Identify latent construction defects
- Assess internal conditions within individual dwellings
- Provide an external wall appraisal (FRAEW), which is not normally required for low-rise buildings unless specific concerns are identified
- Serve as a compliance audit or snagging inspection

The findings are therefore limited to the conditions observed and the information made available at the time of inspection.

Review Requirements

The FRA should be reviewed:

- At regular intervals (typically every 3 years)
- Following any significant change to the building
- Following a fire incident
- Following identification of new risks or concerns
- Following significant changes in occupancy or management arrangements

The Responsible Person must ensure that all significant findings and recommended actions are addressed within appropriate timescales and that fire safety information is kept up to date in line with the principles of the **Golden Thread**.

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/contact/log-complaint or by phone on 0121 569 7867

The FRA does not address the risk to property or business continuity from fire.
This FRA complies 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/contact/log-complaint or by phone on 0121 569 7867.

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, but SMBC will as a minimum review:-

- High Risk Residential Buildings annually.
- Commercial buildings annually.
- Emergency Housing Schemes annually.
- Sheltered schemes annually.
- Other Buildings every 3 years.

The council has procedures and policies in place that will trigger a review of the fire risk assessment. This outcome will then be 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 published.

The Building Safety Case will be updated to reflect the latest detail/information of latest fire risk assessment. (High Rise Only)

References

This Fire Risk Assessment has been undertaken with reference to relevant UK fire safety legislation, statutory guidance, and applicable British Standards current at the time of assessment. For example: -

Applicable Legislation

- Regulatory Reform (Fire Safety) Order 2005 (FSO): The primary law governing fire safety in the common parts of flats, including stairways, corridors, and entrance doors.
- Fire Safety (England) Regulations 2022: Introduced under the FSO, it mandates high-rise residents (>11m) to have fire doors checked quarterly and provides safety information.
- Building Safety Act 2022: Imposes strict management requirements on higher-risk buildings.
- Housing Act 2004: Empowers local authorities to enforce safety standards within individual residential units.

Key Guidance Documents

- Fire Safety in Purpose-Built Blocks of Flats (Local Government Association): Considered the definitive guidance, often known as the "LGA guide," for purpose-built blocks.
- Fire Safety Risk Assessment: Sleeping Accommodation (GOV.UK): Guidance on managing risks in communal areas.
- Making Your Small Block of Flats Safe from Fire (GOV.UK): Specific guidance for small, 3-storey blocks.
- BS 9792:2025: New British Standard for conducting fire risk assessments in housing.
- NFCC publication “Fire safety in specialised housing.”

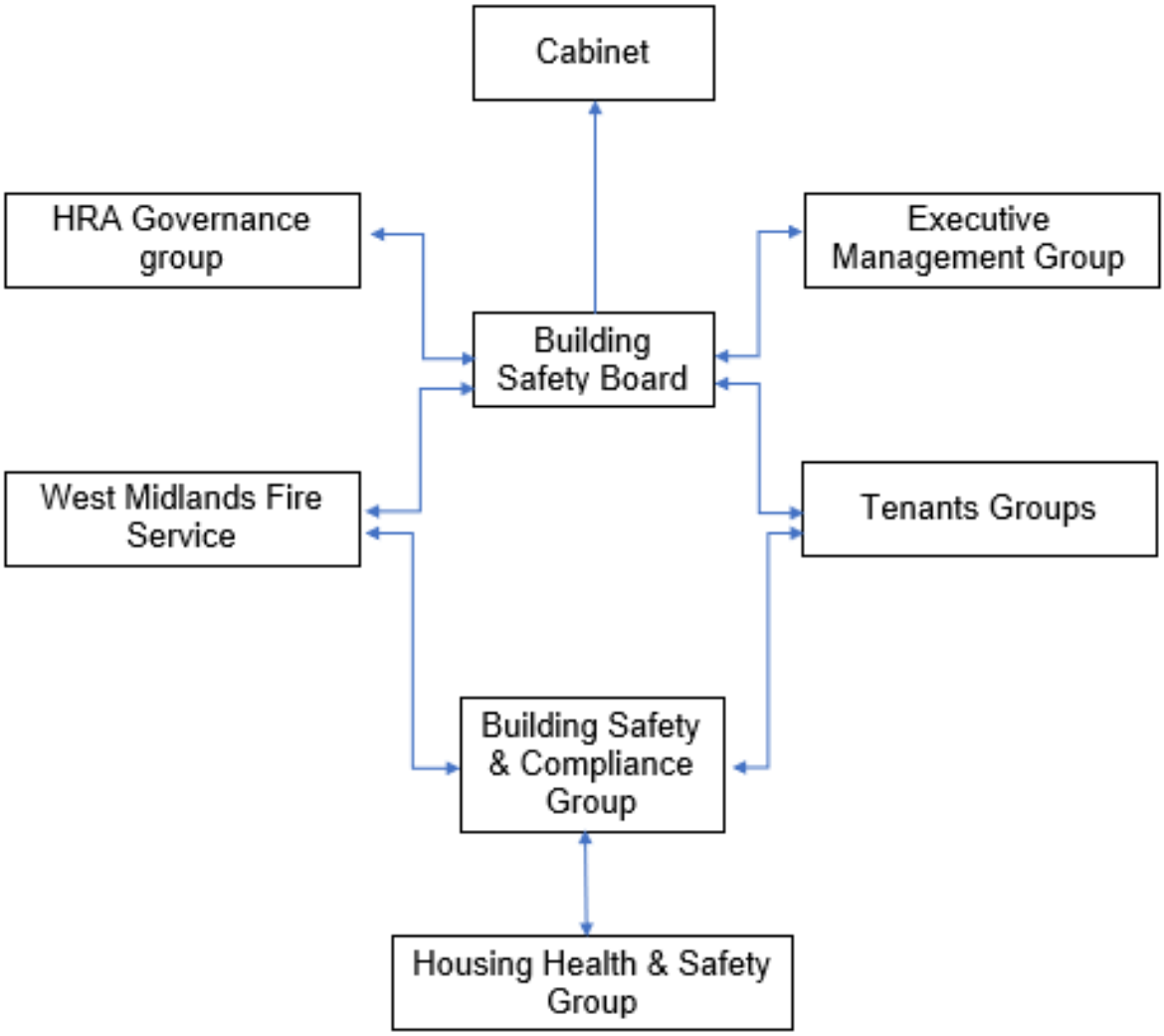
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring, and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



The above processes and procedures are overseen by the Fire Safety, Manager who reports to the Head of Building Safety

These managers attend the Building Safety and Compliance Group for scrutiny which is part of the governance structure below.

Governance Structure



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 Executive Summary

This Fire Risk Assessment provides an overview of the fire safety arrangements in place within the building and evaluates the level of risk to life from fire within the common parts. The assessment has been undertaken in accordance with the Regulatory Reform (Fire Safety) Order 2005, the Fire Safety Act 2021, the Fire Safety (England) Regulations 2022, and BS 9792:2025. It reflects the building's design, construction, occupancy profile, and the fire safety measures provided.

The building is a low-rise, purpose-built block of flats designed to support a **Stay Put Unless Affected** evacuation strategy. This approach is appropriate for buildings of this type, where each flat is intended to provide a degree of fire resistance that allows occupants to remain safely within their dwelling unless directly affected by fire or smoke. The common areas are designed to remain clear and unobstructed, with a single protected stairway providing the means of escape for residents who need to evacuate.

The assessment considers the building's passive and active fire protection measures, including compartmentation, flat entrance doors, fire-stopping, emergency lighting, and domestic smoke detection within sampled flats. It also reviews the management arrangements in place for maintaining fire safety systems, controlling contractors, managing waste, and providing residents with appropriate fire safety information.

The building benefits from traditional, inherently robust construction, and the fire protection measures provided are generally consistent with the expectations for low-rise residential buildings. The management regime supports the maintenance of a sterile common area, which is a key control measure in buildings with a single escape route. The building's occupancy profile does not indicate any unusual or heightened risk factors, although residents who may require additional support are managed through Person-Centred Fire Risk Assessments (PCFRAs) and Residential PEEPs where agreed.

Based on the conditions observed at the time of inspection, the overall risk to life from fire is assessed as Tolerable

This means that the existing fire safety measures are broadly adequate, and only minor or routine improvements may be required. The detailed significant findings and recommended actions are provided in the Action Plan at the end of this report.

The Responsible Person must ensure that all recommended actions are addressed within appropriate timescales and that the FRA is reviewed regularly, or sooner if significant changes occur to the building, its use, or its occupancy.

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, smoke or you have been advised by the emergency services to leave.

Section number	Section Area	Individual Risk Level
Section 6	**External Envelope** Construction: Traditional cavity brick and concrete masonry. Roofing: Pitched structure finished with traditional tiles or slates. Top Floor Finish: Rendered external envelope. Fascias & Soffits: UPVC and timber detailing above communal entrances. Primary Access: Glazed timber and aluminium doors for first and second floor flats. Communal Stairwells: Fitted with glass panes. Residential Windows: Individual units feature UPVC double glazing. Refuse Storage: Five dedicated rear compounds with secured timber doors.	Trivial

	Ground-Floor Units: Front and rear gardens, partially enclosed by timber fencing. Upper-Floor Units: Concrete balconies requiring monitoring to stay clear of combustible storage.	
Section 7	**Means of Escape from Fire** Each block consists of a single staircase that provides sufficient means of escape to all flats on the 1st and 2nd floor. Glass panes with ventilation in communal stairwells. Service cupboards containing resident's meters are located on landings next to flat entrance doors. Metal trunking and conduit for electrical cabling in communal areas. Clear and safe exit out of the building via the ground floor exits. Final front exit doors are accessed using a mixture of levered handles and door release buttons.	Trivial
Section 8	**Fire Detection and Alarm Systems** Each flat is equipped with a fire detection system that meets at least the LD3 standard. No detection in communal areas.	Trivial
Section 9	**Emergency Lighting** The premises has a no sufficient emergency / escape lighting system.	Trivial
Section 10	**Compartmentation** The building has been constructed to provide 60 minutes' fire resistance both vertically and horizontally between individual flats, ensuring	Tolerable

	effective compartmentation throughout the block. Flats on the ground floor escape directly into open air and the ultimate place of safety from either the front or rear of the property. Flats on the second floor open directly onto the escape corridor. Notwithstanding this, the majority of flat entrance doors within the block have been replaced with composite FD30 fire doors, providing an enhanced level of fire protection beyond the minimum requirement. • **Flat 18 entrance door needs to be replaced**	
Section 11	**Fire Fighting Access & Equipment** Location of fire hydrants is located to the corner of 1-20 Church Gardens, next to the rear of flat 17, marked with a Fire Hydrant sign for easy Identification Nearest fire station is Smethwick.	Trivial
Section 12	**Fire Signage** 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. Last EICR was carried out on the 13/03/2025.	Trivial

Section 15	**Waste Control** Regular checks by Caretakers minimise risk of waste accumulation. Bins are stored securely in 5 internal stores at the rear of the building.	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** The entrance/exit doors is accessible by a call point, fob and fireman's drop key.	Trivial
Section 18	**Storage Arrangements** Residents should not store fuel or LPG Cylinders in their home.	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 Risk: ☐ Medium Risk: ☐ High Risk:

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 ☐

Intolerable (Very High Risk)	The situation is intolerable. All or part of the building is unsafe for occupation. Significant

	effort and/or expenditure might be required to rectify the situation.
Substantial (High Risk)	Significant improvements are required. Urgent and/or substantial rectification work to at least normalize the risk.
Moderate (Normal Risk)	Improvements are necessary to reduce the risk to a tolerable level.
Tolerable (Low Risk)	While some very minor improvements might be required, the existing controls only require maintenance.
Trivial (Very Low Risk)	The risk to life is exceptionally low. No action is needed.

Comments

The communal, any workplace areas and the external envelope of the building are subject to the Regulatory Reform (Fire Safety) Order 2005 as confirmed by the Fire Safety Act 2021. The enforcing authority is West Midlands Fire Service.

A Type 1 Fire Risk Assessment of the premises at Church Gardens 1-20 has been carried out. The assessment included a thorough inspection of the site's layout, identification of potential fire hazards, and evaluation of existing fire safety measures. The findings and recommendations have been documented.

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

The block is of traditional construction, comprising brick cavity walls and concrete with uPVC double-glazed window units and a flat roof finished. The building benefits from five staircases from the ground floor serving five pairs of flats located on the second floor. Ground-floor flats have direct access to open air from either the front or rear of the flat, providing occupants with immediate access to a place of ultimate safety.

The common parts were generally found to be in a satisfactory condition, and while the means of escape were mostly unobstructed at the time of inspection, two bi-cycles were located within the escape corridor of one of the sets of stairs. An email has been sent to Housing for this matter to be dealt with.

The flats are provided with fire detection systems to at least an LD3 standard and are protected by a stay-put evacuation strategy, which is supported by the building's compartmentation. Taking account of the construction of the building, the available escape route and the fire safety measures in place, the potential consequences to life safety in the event of a fire are considered to be slight harm.

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:
Trivial	No action is required, and no detailed records need to be maintained.
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

Sandwell Council takes the health, safety and wellbeing of residents and leaseholders seriously. It is our policy to exceed, where possible, the minimum health and safety requirements of the law.

The Fire Safety (Residential Evacuation Plans) (England) Regulations 2025 requires the Responsible Person to identify any groups of people who may be especially at risk in the event of a fire. This section considers the building's occupancy profile, the nature of the premises, and any factors that may increase vulnerability.

This low-rise residential building is occupied primarily by general-needs residents; however, as with all multi-occupied housing, there may be individuals whose personal circumstances increase their level of risk. These risks may arise from physical, sensory, or cognitive impairments, temporary health conditions, or other factors that could affect a person's ability to detect a fire, respond to an alarm, or evacuate safely.

Groups of People Who May Be at Increased Risk

- **Residents with mobility impairments** – may require more time or support to evacuate.
- **Residents with sensory impairments** – reduced ability to detect fire or navigate escape routes.
- **Residents with cognitive impairments** – may struggle to recognise danger or follow instructions.
- **Residents with temporary vulnerabilities** – illness, injury, recovery from surgery, or pregnancy.
- **Children and young people** – may rely on adults for guidance during an emergency.
- **Visitors unfamiliar with the building** – may not know escape routes or fire procedures.
- **Contractors working on site** – may be unfamiliar with fire safety arrangements and introduce additional risks.

Fire Safety (Residential Evacuation Plans) (England) Regulations 2025

These regulations apply to all multi-occupied residential buildings and place duties on the Responsible Person to identify and support residents who may require assistance in the event of a fire. The requirements include:

Identification of Residents Needing Assistance

The Responsible Person must take reasonable steps to identify residents whose ability to evacuate independently may be compromised due to physical, sensory, or cognitive impairments.

Person-Centred Fire Risk Assessments (PCFRAs)

A PCFRA is a structured conversation with the resident to understand their individual needs, risks, and capabilities. It considers mobility, communication, awareness, and any assistive technology required.

Residential Personal Emergency Evacuation Plans (RPEEPs)

Where agreed with the resident, an RPEEP sets out the actions they should take in the event of a fire. It may include:

- Evacuation routes
- Support required
- Communication needs
- Use of mobility aids
- Any agreed assistance arrangements

RPEEPs are voluntary and require the resident's consent.

Consent-Based Sharing of Information with the Fire Service

Information relating to residents who may require assistance can only be shared with West Midlands Fire Service if the resident provides explicit consent. This information helps the Fire Service plan an appropriate operational response.

Review Requirements

PCFRAs and RPEEPs must be reviewed:

- Annually
- When a resident's circumstances change
- When requested by the resident

Summary for This Building: PCFRAs/RPEEPs (not required due to being a low-rise building)

Number of PCFRAs/RPEEPs currently in place:
If no residents have been identified as requiring additional support, this should be recorded. If residents decline to participate, this should also be noted.

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.

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 Management & Improvement
Sarah Agar</td></tr>
<tr><td colspan="3">Head of Building Safety & Compliance
Jon Hemming</td></tr>
<tr><td colspan="3">Building & Fire Safety Team 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>Building Safety Managers
Adrian Jones
Andrew Froggatt
Carl Hill
Louis Conway
Craig Hudson</td><td>Fire Risk Assessors
Mohammed Zafeer
Stuart Henley
Ethan Somaiya</td><td>Resident Engagement Officers – Fire Safety
Abdulmonim Khan
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

1 -20
Church Gardens
Smethwick
B67 6EY

Constructed circa 1949–1950, the low-rise block comprises four storeys, including the ground floor. Church Gardens 1 – 20 contains 20 maisonettes. Ground-floor dwellings feature direct street-level access alongside a secondary rear entrance/exit these are flats 1, 4, 5, 8, 9, 12, 13, 16, 17, 20. Upper-floor maisonettes are accessed on the second floor via 5 different staircases located at the front of each block, flats 2, 3, 6, 7, 10, 11, 14, 15, 18, 19.





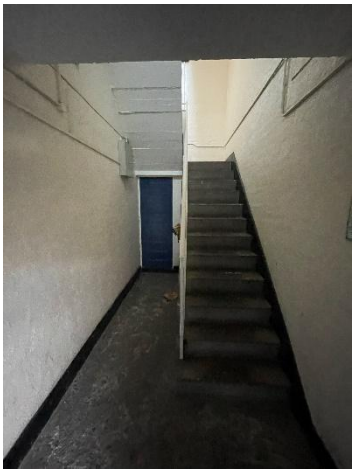
Access is controlled by a fob system, property number call button, and fire-service drop key.



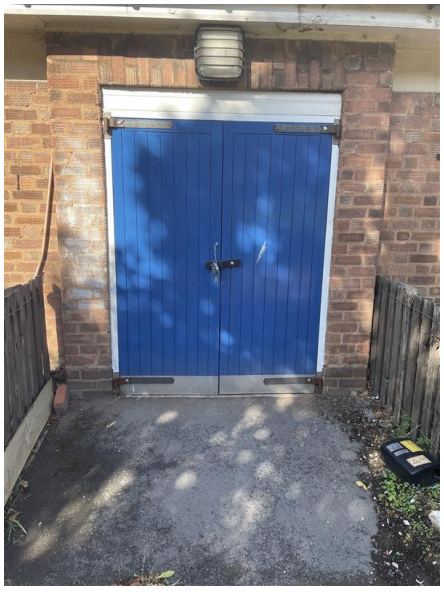


The residence consists of 4 storeys (inclusive of the ground floor). This constitutes 20 total properties, 10 ground floor maisonettes and 10 second floor maisonettes. There is five staircases which are positioned at the front of the block**,** which serves as the only means of access and egress for second floor maisonettes. The rear elevation of the block is where the second floor maisonettes balconies are located as well as 5 bin store rooms.





There is 5 refuse chutes which have been decommissioned within the block, residents dispose of rubbish by accessing the bin rooms and putting the rubbish straight into the bins. The bin rooms are located at the rear of the premise, the doors are wooden in construction. Residents dispose of household waste via the bins provided within the block, which discharge into waste containers located in a purpose-built bin rooms.





The block has a dedicated parking area at the front of the block.



The enforcing authority is West Midlands Fire Service.
The nearest fire station is Smethwick Fire Station,
located approximately 1 mile away.

High/Low Rise	Low Rise
Number of Floors	2 floors, 2 storeys to each flat
Height (estimate)	12 m
Approximate floor area	537 m^2
Date of Construction	Circa 1949 - 1950
Construction Type	Traditional brick & concrete
Last Refurbished	N/A
External Cladding	None
Number of Lifts	None
Number of Staircases	5
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	None
Refuse Chute	None
Access to Roof void	Within Flats
Equipment on roof (e.g., mobile phone station etc)	No
EV charging points, distance from building	N/A
WMFS Audit	N/A
Enforcement action	N/A
Fire strategy	N/A

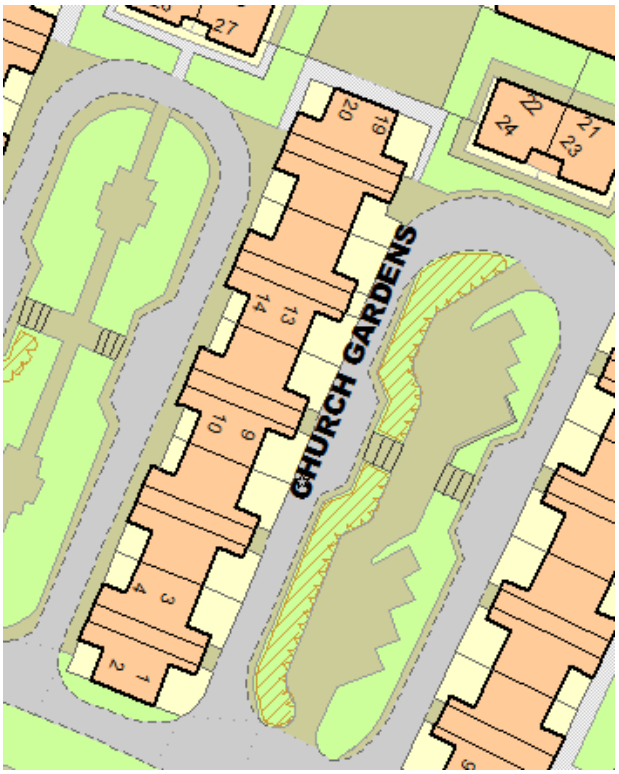
Persons at Risk

Residents / Occupants of 20 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 present an acceptable level of fire risk.

1) The blocks feature a traditional cavity brick and concrete masonry construction, completed with a pitched roof structure. The external envelope incorporates a rendered finish across the top floor, with UPVC and timber elements detailing the fascias and soffits above the communal entrances. Primary access to each 1st and second floor flats is provided via a mixture glazed timber and aluminium doors. Situated at the rear of the block there are five dedicated refuse compounds, each accessible via a secured timber door.





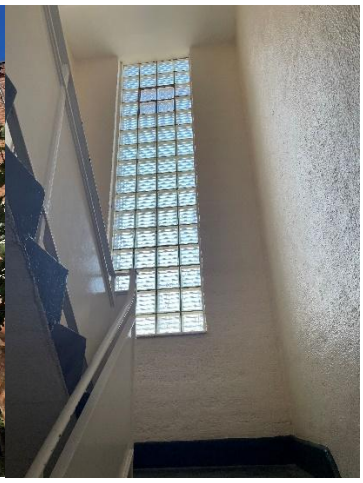



2) On the day of the FRA, damage was observed to the underside of the external balcony above Flat 9. A section of concrete had broken away, exposing the reinforcement beneath, with cracking also visible to the surrounding area. The condition should be assessed by a suitably competent person, with any necessary remedial works undertaken to prevent further deterioration and the potential for additional concrete to fall.

Email sent to repairs for investigation 29/09/2026.

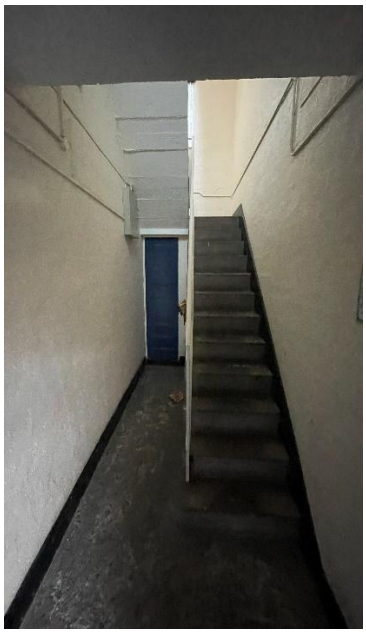



3) Communal stairwells feature glass panes, while individual residential units are fitted with UPVC double-glazed windows. The buildings is constructed with traditional tiled or slated pitched roofs. Ground-floor flats feature front and rear garden areas, with select boundaries partitioned by timber fencing. Upper-floor flats feature external concrete balconies, which require monitoring to ensure they remain clear of combustible materials and storage items.


4) Front entrance doors are predominantly nominal FD30S self-closing Permadoor flat entrance doors. Ground floor maisonettes are accessed directly from the front or rear of the building via the garden areas and open-air access paths. Ground floor flats also have a rear door that provides escape to open air. Second-floor maisonettes are accessed from one of five staircases. The communal staircases are of concrete construction and provides vertical access to the second-floor flats.

Address	Front Door Type	Glazed / Not Glazed
1 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
10 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
11 Church Gardens;Church Road;Smethwick;West Midlands;	Timber Door FD30s	Not Glazed
12 Church Gardens;Church Road;Smethwick;West Midlands;	Shelforce	Not Glazed
1-20 Church Gardens;Smethwick;West Midlands;;	Intentionally Blank	
13 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
14 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
15 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
16 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
17 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
18 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
19 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
2 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
20 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
3 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
4 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
5 Church Gardens;Church Road;Smethwick;West Midlands;	Composite	Glazed
6 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
7 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
8 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
9 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed



5) The building is arranged over four storeys with two floors including the ground floor. The number and distribution of exits provide adequate means of escape from the common areas. The building benefits from 5 external exit doors leading directly to open air. All exits from the common areas are fitted with access controls via resident fobs, flat call buttons and Fire & Rescue Service drop-key access, located on Church Gardens.





6) A bin stores are provided and lies at the rear of the premise in a purpose-built brick enclosures. The bin stores are secured with a suited padlock only accessible for Sandwell MBC Staff, Residents & the Waste Collection company.

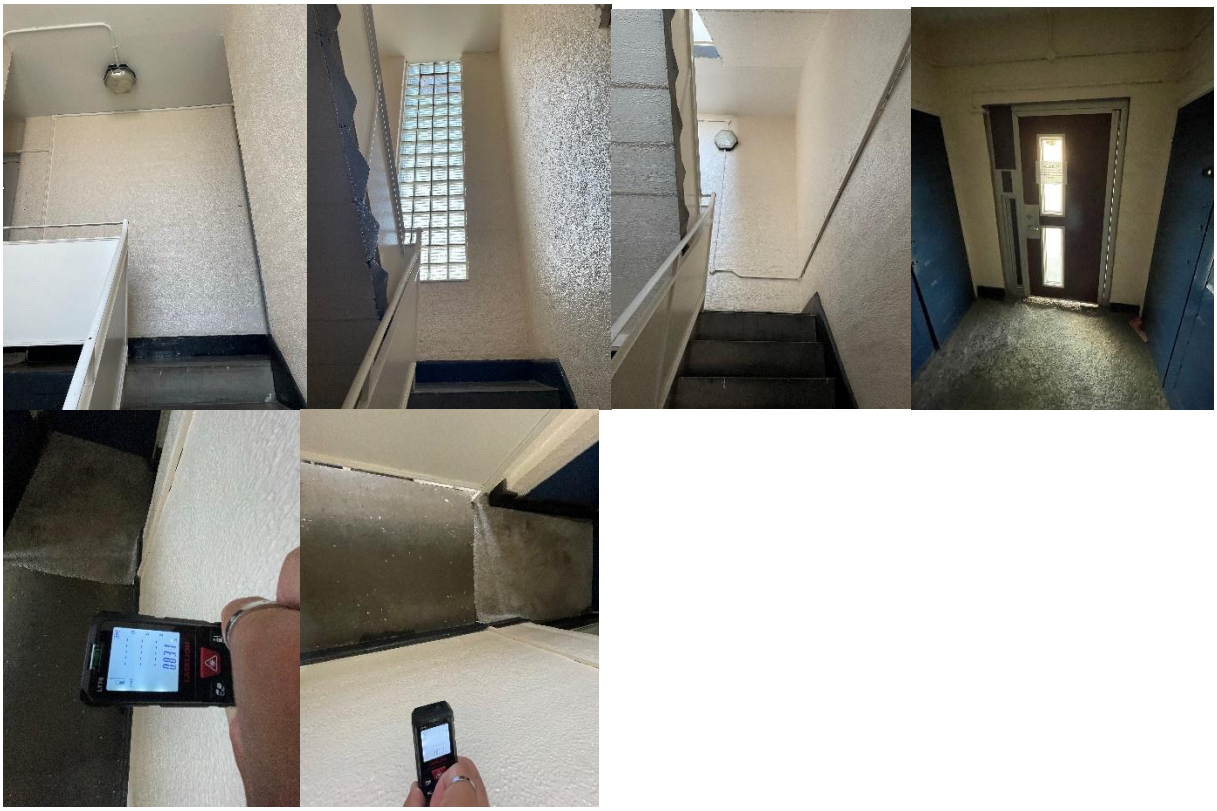




Section 7

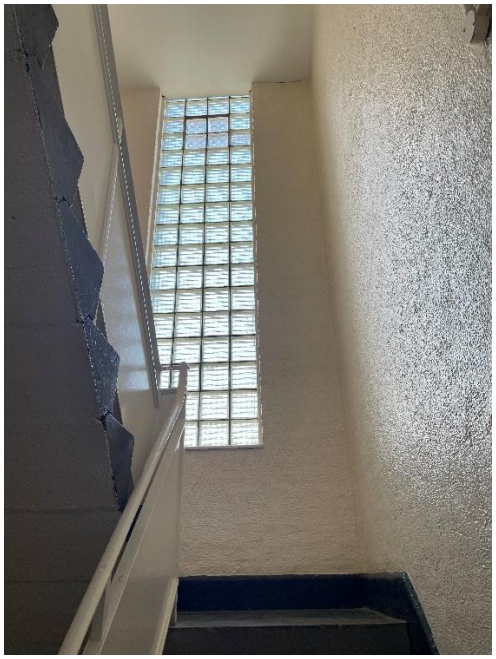
Means of Escape from Fire

1) The premise has 5 staircases that provides a means of escape from the second-floor flats. Within the block each floor is accessed via the concrete staircase that provides a means of escape for the upper floor flats, the width of the staircase is a minimum 883mm handrail to wall. A short corridor is located outside the flats that leads to the staircase. The corridor provides travel to the staircase and final exit door. The corridor has a width of 831mm. The measurements of the five corridors and five staircases vary slightly; however, each provides an adequate means of escape for the two flats it serves. Glass panels are fitted within the staircase with natural ventilation provided by integrated vents. This will reduce any smoke logging in the staircase in the event of a fire.

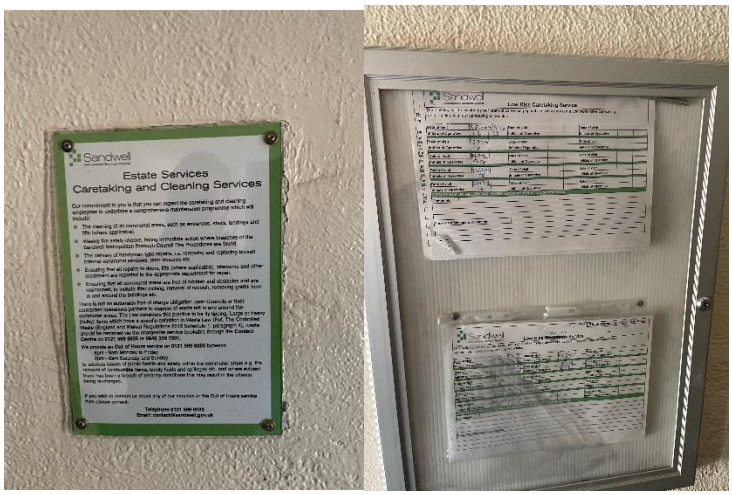


2) The width of the corridor and staircase are below dimensions typically referenced within current guidance. However, given the age of the building, the limited number of flats served on each level, the travel distances to the stair, and the provision of FD30s flat entrance doors, the arrangement is considered a legacy feature and does not present a significant risk to occupants using the escape route. No further action is considered necessary.

3) There is no automatic smoke ventilation system installed in this premises. The staircase is also kept free of any combustible materials and benefits from permanent ventilation. Glass panels are fitted within the staircase with natural ventilation provided by integrated vents. This will reduce any smoke logging in the staircase in the event of a fire.



4) 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.



5) At the time of inspection, it was found that a number of items were located within the corridor and staircase.

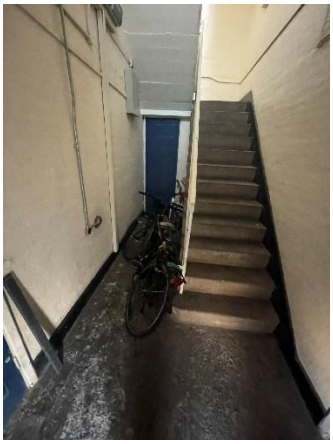
5a) Outside flat no.2 some cardboard boxes were left on top of the electrical meter, these needs to be removed and resident needs to be reminded that items shouldn't be left in the corridor.

5b) Outside flat 6 a wood and metal stand had been left on top of the electrical meter, this needs to be removed and resident needs to be reminded that items shouldn't be left in the corridor.

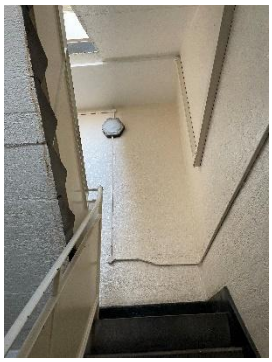
5c) located on the ground floor corridor serving flats 10 & 11, 2 bikes are being stored. These need to be relocated within the flat they belong too.

An email has been sent to housing, 22/09/2026, asking for these items to be removed. Chased 29/09/2026.





6) The block currently lacks a dedicated emergency lighting system; however, standard lighting units are situated throughout the communal stairwell, internal landings, on the first and second floors. These units, supplemented by borrowed street lighting through the glass panes, provide sufficient levels of illumination to facilitate a safe means of escape. *The building comprises of 4 storeys and 2 floors and is not provided with emergency lighting within the common escape route. Current guidance would typically recommend emergency lighting in purpose-built blocks of flats exceeding two storeys. However, the building benefits from short travel distances and a straightforward means of escape. This is considered a legacy feature of the building and no immediate concerns were identified at the time of inspection.*

7) Resident storage cupboards are provided within the communal corridor and immediately outside flat entrance doors.. All cupboards were locked at the time of the assessment and no internal inspection was undertaken.



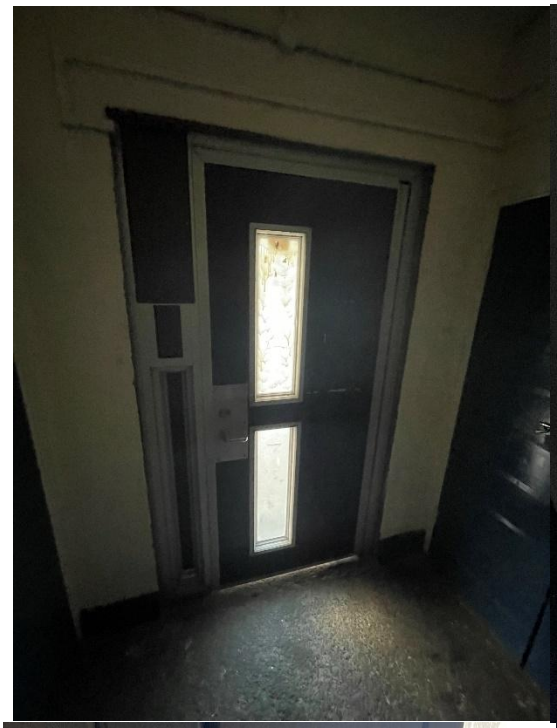
8) Service cupboards containing resident's meters are located on landings next to flat entrance doors. These doors are maintained but left unlocked.

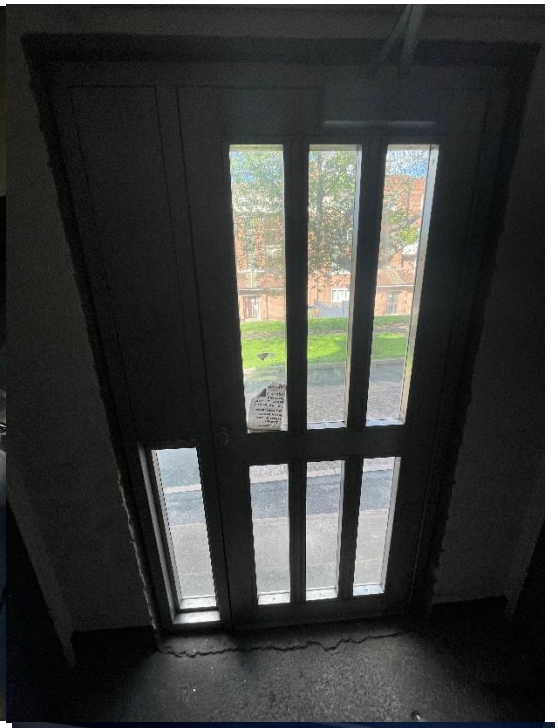


9) All electrical cabling within the communal corridors and protected escape routes is securely enclosed within metal trunking and metal conduits to prevent premature collapse in a fire.

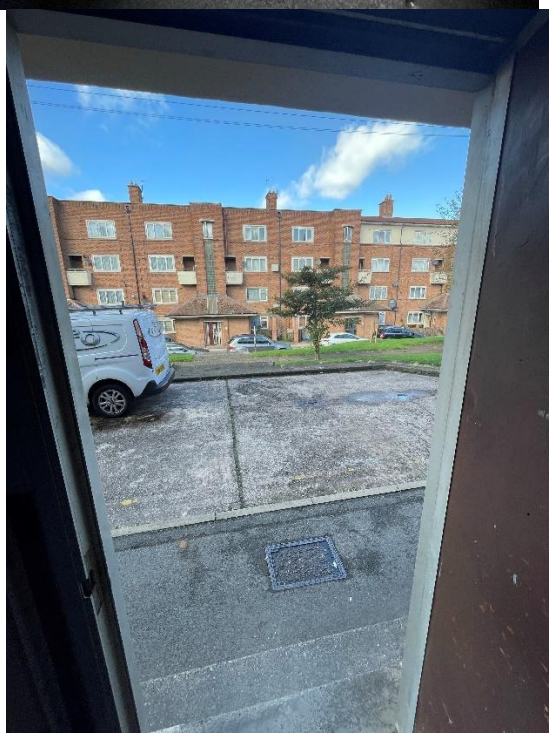


10) There is a clear and safe exit out of the building via the ground floor exits at the front of the block. The final front exit doors is accessed using either a push to exit button or levered handle. The route out the block to ultimate safety is clear from single final exit door.









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) No internal access to maisonettes was gained during this fire risk assessment but based on SMBC's Job Manager system, the smoke alarms within resident's flats are installed to a minimum 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 the residential communal areas. The reason for this is:

    a) Such systems may get vandalised.
    b) False alarms would occur.
    c) A Stay Put - Unless policy is in place.

Section 9

Emergency Lighting

1) The block currently lacks a dedicated emergency lighting system; however, standard lighting units are situated throughout the communal stairwell, internal landings, on the first and second floors. These units, supplemented by borrowed street lighting through the glass panes, provide sufficient levels of illumination to facilitate a safe means of escape.



2) It is recommended that emergency lighting accordance with BS 5266-1:2025 to be installed on any future works program.

Section 10 Compartmentation

1) A visual inspection of the accessible areas was undertaken as part of the assessment, but areas with restricted access, i.e., false ceilings and void areas, were only inspected where readily accessible. The inspection did not reveal any breaches in compartmentation. The survey undertaken as part of this risk assessment should not be construed as a full compartmentation survey of the building.

2) The building is designed to provide as a minimum 1-hour vertical and horizontal fire resistance, except at entrance to flats which is a minimum of 30-minute fire door.

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

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

5) There are no communal doors other than the entrance doors fitted within the property.

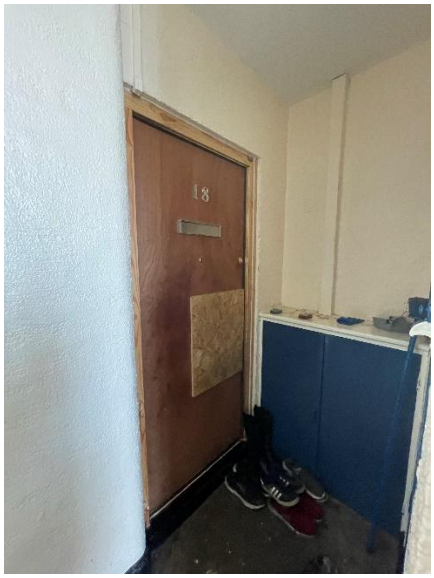
6) Individual flats are protected to prevent the spread of fire and smoke with predominately Permadoor FD30s doors. Ground floor flats that open to fresh air are not required to be FD30 fire rated doors. Despite best endeavours, access to inspect a sample of flat entrance doors could not be obtained at the time of the assessment.

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1 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
10 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed
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9 Church Gardens;Church Road;Smethwick;West Midlands;	Permadoor	Glazed





7) Flat 18 has a temporary door fitted, section of timber-based boarding has been affixed to the door. The fire performance of the door and the impact of this alteration could not be confirmed at the time of the assessment. **Flat 18 to have the flat entrance door replaced.**



8) Electrical meter cupboards are located within the second-floor corridor, adjacent to flat entrance doors, and are secured by timber doors. Suitable fire-stopping was observed within the cupboards at the time of inspection. *Given their location along the means of escape and proximity to flat entrance doors, consideration should be given to upgrading the cupboard doors to an appropriate fire-resisting standard as part of any future planned works programme.*
The photographs below provide examples of the electrical meter cupboards and associated fire-stopping inspected.



9) The cupboards are fitted with timber doors and locking mechanisms. However, the fire resisting rating of these doors could not be determined at the time of inspection. Considerations should be made for these doors to be replaced with FD30s rated doors during future refurbishment work.
Given their proximity to the flat entrance doors, being located along the escape route, consideration should be given to upgrading the cupboard doors to an appropriate fire-resisting standard as part of any future planned maintenance or refurbishment programme.



Section 11

Fire Fighting Access & Equipment

1) There is no firefighting equipment on this premises.

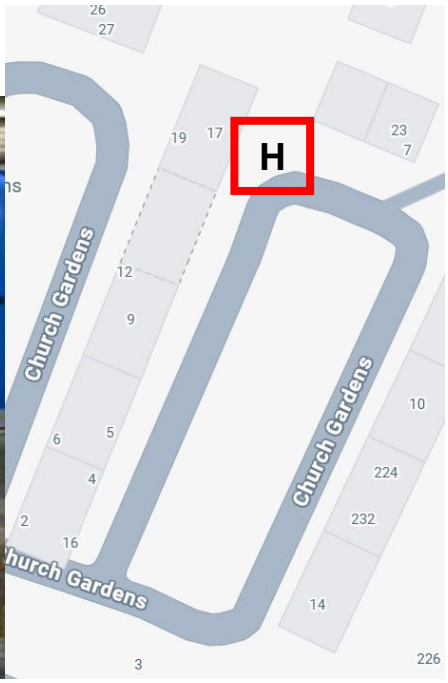
2) The location of the nearest fire hydrant was confirmed as Church Gardens, outside the rear access to flat 17.











The enforcing authority is West Midlands Fire Service. The nearest fire station is Smethwick Fire Station, located approximately 1 miles away.

Section 12

Fire Signage

1) There are no fire doors installed within the premise therefore Fire Door signage is not currently required.

2) Yellow LPG warning signs are not displayed within the block.

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





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) Staff undertaking fire risk assessments on Low Rise buildings have or are working towards a minimum of Level 4 Diploma in Fire Risk Assessment.

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

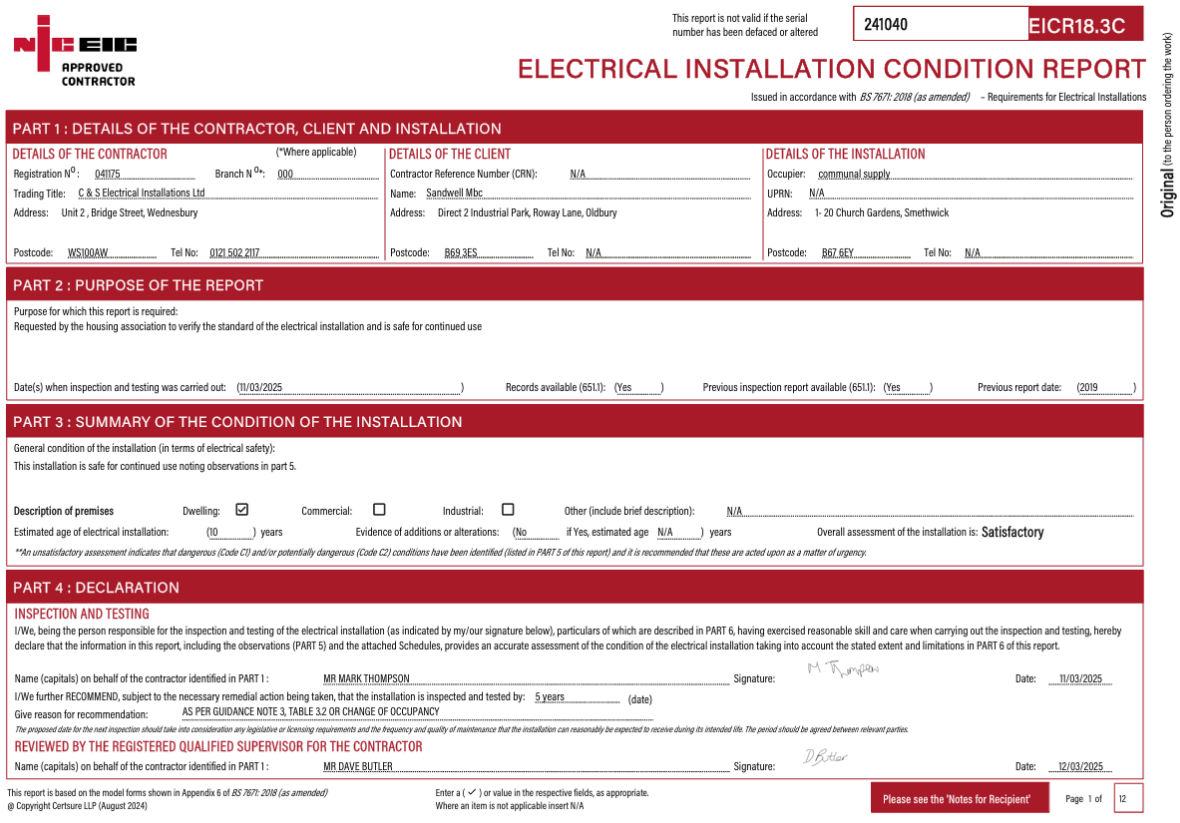
Section 14 Sources of Ignition

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 13/03/2025. The current EICR is showing a satisfactory result.



NICEIC APPROVED CONTRACTOR

This report is not valid if the serial number has been defaced or altered 241040 EICR18.3C

ELECTRICAL INSTALLATION CONDITION REPORT

Issued in accordance with *BS 7671: 2018 (as amended)* – Requirements for Electrical Installations

Original (to the person ordering the work)

PART 1 : DETAILS OF THE CONTRACTOR, CLIENT AND INSTALLATION

DETAILS OF THE CONTRACTOR (*Where applicable)
Registration N°: 041175 Branch N°*: 000
Trading Title: C & S 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 3ES Tel No: N/A

DETAILS OF THE INSTALLATION
Occupier: communal supply
UPRN: N/A
Address: 1- 20 Church Gardens, Smethwick
Postcode: B67 6EY 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 is safe for continued use

Date(s) when inspection and testing was carried out: (11/03/2025) Records available (651.1): (Yes) Previous inspection report available (651.1): (Yes) Previous report date: (2019)

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: (10) years Evidence of additions or alterations: (No) 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 : MR MARK THOMPSON Signature: M Thompson Date: 11/03/2025
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: AS PER GUIDANCE NOTE 3, TABLE 3.2 OR CHANGE OF OCCUPANCY
The proposed date for the next inspection should take into consideration any legislative or licensing requirements and the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life. The period should be agreed between relevant parties.

REVIEWED BY THE REGISTERED QUALIFIED SUPERVISOR FOR THE CONTRACTOR

Name (capitals) on behalf of the contractor identified in PART 1 : MR DAVE BUTLER Signature: D Butler Date: 12/03/2025

This report is based on the model forms shown in Appendix 6 of *BS 7671: 2018 (as amended)*
@ Copyright Certsure LLP (August 2024)

Enter a (✓) or value in the respective fields, as appropriate.
Where an item is not applicable insert N/A

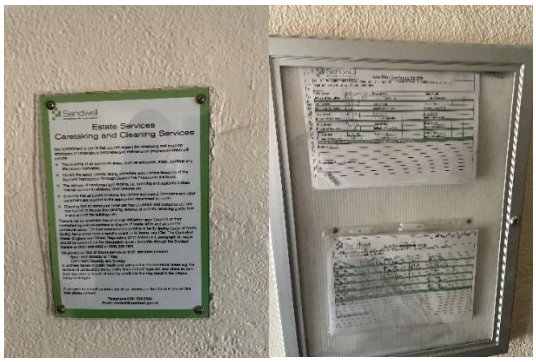
Please see the 'Notes for Recipient' Page 1 of 12

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.

Section 15 Waste Control

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



2) Five refuse storage rooms are located along the rear elevation of the building, serving the maisonette flats and providing dedicated facilities for the storage and disposal of household waste. There is 5 refuse chutes which have been decommissioned within the block, residents dispose of rubbish by accessing the bin rooms and putting the rubbish straight into the bins. One room is designated for garden waste only. Access could not be gained to one of the refuse rooms at the time of inspection; however, the remaining waste provisions were considered adequate for the number of residents served. The refuse storage arrangements are separate from the residential accommodation.



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

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

5) The bin storage arrangements provide a dedicated means of waste collection and storage separate from the residential accommodation.

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

Fire Precautions

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.

3) There is no current evidence of arson.

4) The perimeter of the building 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.

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:	1-20 Church Gardens
Date of Action Plan:	21/09/2026
Review Date:	September 2029

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
10/7	Flat 18 to have the flat entrance door replaced.		P3	3-6 Months New Door Contract	

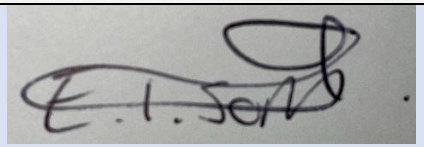
Observations/Recommendations

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).

7/6 – considerations should be made for emergency lighting to be fitted during future refurbishment works.

10/8 – upgrade electrical meter cupboard doors to certified fire doors on any future works program for the building.

10/9 - upgrade the cupboard doors to an appropriate fire-resisting standard as part of any future planned maintenance or refurbishment programme.

Fire Risk Assessor	Signed	Qualifications	Date
E.Somaiya		L3 PFRA IFE	21/09/2026
Verified by	**Signed**	**Qualifications**	**Date**
J Blewitt		L4 Diploma	25/09/2026

Appendix 1

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

Name of property: Church Gardens 1-20

Updated: 08/08/2025

Premise Manager: Teresa Warren Donely
Tel. No: 0121 569 7474

Hazard	Information/Comments
Asbestos	An asbestos survey has been undertaken of the communal areas. Survey held by Sandwell Housing Tel:- 0121 569 5077

Report No.:	J420730
Nature of Work:	Management Survey
Issue Date:	08/08/2025
Client Name:	Sandwell MBC (formerly Homes) Building Services, Direct 2 Trading Estate, Roway Lane, Oldbury, West Midlands, B69 3ES
UPRN:	BL10740CH31 1
Site Address:	Church Gardens 1-20 (O&E), Smethwick, B67 6EY



Order Placed By:	Jon Hemming
Site Contact:	Communal
Date(s) of Work:	24/07/2025
Technical Manager:	D Ely CCP (Asbestos)
Assistant Surveyor(s):	Daniel Rose, Ian Hawthorne (CoC Asbestos)

Lead Surveyor:

Jack France
Asbestos Surveyor

Authorised Signatory:

Louise Farmer
Technical Review Officer and Asbestos Consultant
08/08/2025

Non-accredited activities are present within this report.

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

UKAS INSPECTION 291 UKAS TESTING 1155 UKATA PROFESSIONAL MEMBER atac

Sample No.:	Floor Level:	Block Name:	Location:	Item:	Asbestos Content:	Determination Method:	Extent:	Risk Category:	Recommendations:
No sample - presumed	1st Floor	Flats	04 Stairwell Flats 2-3	Asbestos Textured coating to brick walls	Chrysotile	Presumed	30 m²	C9	Monitor condition
No sample - presumed	1st Floor	Flats	09 Stairwell Flats 6-7	Asbestos Textured coating to brick walls	Chrysotile	Presumed	30 m²	C9	Monitor condition
No sample - presumed	1st Floor	Flats	14 Stairwell Flats 10-11	Asbestos Textured coating to brick walls	Chrysotile	Presumed	30 m²	C9	Monitor condition
No sample - presumed	1st Floor	Flats	19 Stairwell Flats 18-19	Asbestos Textured coating to brick walls	Chrysotile	Presumed	30 m²	C9	Monitor condition
No sample - presumed	2nd Floor	Flats	05 Landing Flats 2-3	Asbestos Textured coating to brick walls	Chrysotile	Presumed	40 m²	C9	Monitor condition
No sample - presumed	2nd Floor	Flats	10 Landing Flats 6-7	Asbestos Textured coating to brick walls	Chrysotile	Presumed	40 m²	C9	Monitor condition

Sample No.:	Floor Level:	Block Name:	Location:	Item:	Asbestos Content:	Determination Method:	Extent:	Risk Category:	Recommendations:
No sample - presumed	2nd Floor	Flats	15 Landing Flats 10-11	Asbestos Textured coating to brick walls	Chrysotile	Presumed	40 m²	C9	Monitor condition
No sample - presumed	2nd Floor	Flats	20 Landing Flats 18-19	Asbestos Textured coating to brick walls	Chrysotile	Presumed	40 m²	C9	Monitor condition
No sample - presumed	Ground Floor	Flats	01 Entrance Flats 2-3	Asbestos Textured coating to brick walls	Chrysotile	Presumed	40 m²	C9	Monitor condition
No sample - presumed	Ground Floor	Flats	06 Entrance Flats 6-7	Asbestos Textured coating to brick walls	Chrysotile	Presumed	40 m²	C9	Monitor condition
No sample - presumed	Ground Floor	Flats	11 Entrance Flats 10-11	Asbestos Textured coating to brick walls	Chrysotile	Presumed	40 m²	C9	Monitor condition
No sample - presumed	Ground Floor	Flats	16 Entrance Flats 18-19	Asbestos Textured coating to brick walls	Chrysotile	Presumed	40 m²	C9	Monitor condition