

Fire Risk Assessment

Russell House



**Holyhead Road,
Wednesbury, WS10 7BA**

Date Completed: 05/11/2025.

Review Period: 12 months.

Officer: A. Jones **Building Safety Manager**

Checked By: C. Hill **Building Safety Manager**

Current Risk Rating = Tolerable

Subsequent reviews

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

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Section

0

Introduction

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”*.

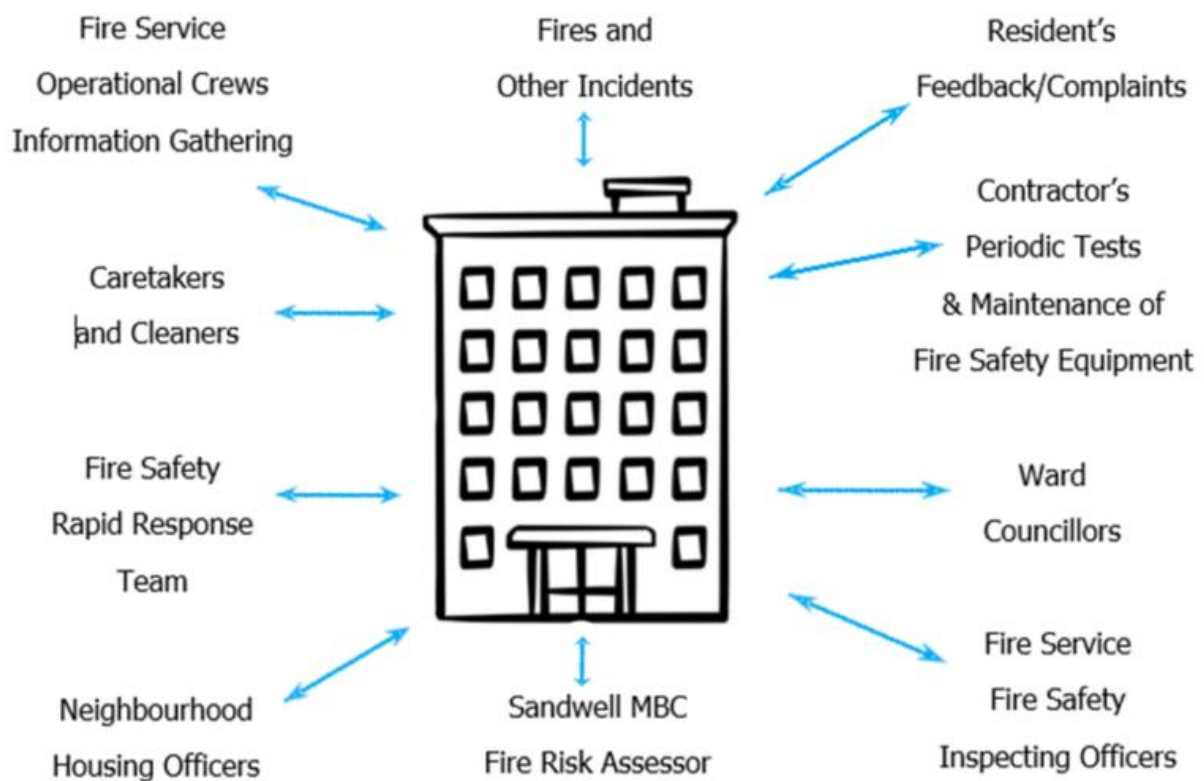
This fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>. 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/feedb ack_and_complaints](https://www.sandwell.gov.uk/info/200195/contact_the_council/283/feedback_and_complaints) or by phone on 0121 569 6000.

The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation, but the Council will as a minimum review:

- High Risk Residential Buildings 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 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.

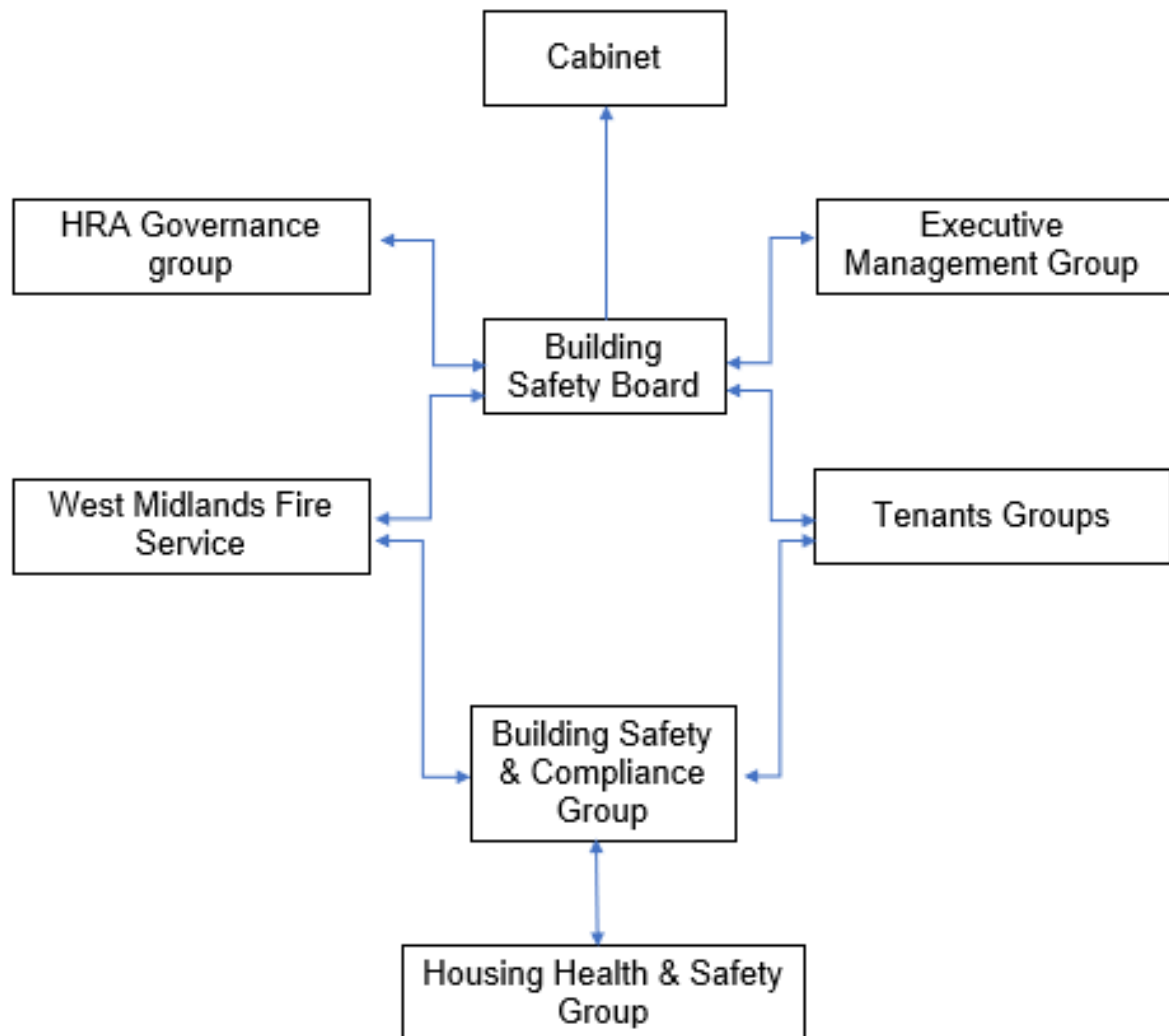
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring, and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



The above processes and procedures are overseen by the Fire Safety, 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****Significant findings**

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

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

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

Significant findings

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

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

Section number	Section Area	Individual Risk Level
Section 6	External Envelope Brickwork to 1 st floor - Ibstock Rockshield brick slips. Unknown Insulation rating. Above first floor, gable walls have insulated EWI mineral wool render (Fire Classification A2) The front and rear façade has high density Baucalad laminate board panels (Fire Classification B-s2, d0) with rockwool render.	Trivial

Section 7	<p>Means of Escape from Fire</p> <p>There is 1 protected staircase that provides a suitable means of escape.</p> <p>All communal doors along the means of escape are self-closing nominal fire doors with combined intumescent strips / cold smoke seals & vision panels.</p> <p>There are 4 final exit doors.</p> <p>Ground floor community room entrance door requires remedial work.</p>	<p>Tolerable</p>
Section 8	<p>Fire Detection and Alarm Systems</p> <p>Fire detection within flats is installed to LD2 standard with smoke detectors to the hall / lounge and a heat detector within the kitchen.</p> <p>Automatic opening vents are installed to the stairwell and corridors.</p> <p>The Communal fire alarm system has been decommissioned; equipment is still in place, but associated equipment is in the process of being removed.</p> <p>A suitable fire alarm system should be installed in the community room.</p>	<p>Tolerable</p>
Section 9	<p>Emergency Lighting</p> <p>The premises has sufficient emergency / escape lighting system.</p>	<p>Trivial</p>

Section 10	<p>Compartmentation</p> <p>The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance.</p> <p>All doors are 30-minute nominal fire doors with intumescent strips & cold smoke seals, including those in 1-hour rated walls.</p> <p>On the 6th floor in the service cupboard, the intumescent pillows have become dislodged and need to be re seated or replaced with an alternative FR product.</p>	<p>Tolerable</p>
Section 11	<p>Fire Fighting Equipment</p> <p>The dry riser serves all floors.</p> <p>There are several fire extinguishers located throughout the building in risk rooms. Generally these are C02 fire extinguishers with a Water extinguisher in the community room. It has been recorded that all fire extinguishers will be serviced in November 2025.</p> <p>There is a fire suppression system in the bin store.</p> <p>There is a sprinkler system in the scooter room.</p> <p>Maintenance contracts are in place to service the dry riser twice yearly and the fire extinguishers annually.</p>	<p>Trivial</p>
Section 12	<p>Fire Signage</p> <p>Sufficient signage is displayed throughout the building.</p>	<p>Trivial</p>

Section 13	Employee Training All staff receive basic fire safety awareness training.	Trivial
Section 14	Sources of Ignition The fixed EICR electric tests are carried out every 5 years. The last inspection was carried out on 11/11/2024, the overall assessment has been recorded as <u>unsatisfactory</u> . Remedial action has scheduled for week commencing 24/11/2025. In the community room, it was noted that at least one armchair had tears in the fabric. These items should be taken out of service and disposed of. Housing to implement a system whereby furnished items are checked at frequent intervals to ensure they are fit for purpose.	Tolerable
Section 15	Waste Control Regular checks by Caretakers minimise risk of waste accumulation. Refuse containers are secured within the bin store.	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 A door entry system prevents unauthorised access. Perimeter lighting is in place.	Trivial
Section 18	Storage Arrangements Residents instructed not to bring L.P.G cylinders into block.	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

In conclusion, the likelihood of a fire is at a medium level of risk prior to the implementation of the action plan because of the potential fire hazards that have been highlighted within the risk assessment.

After considering the use of the premise and the occupants within the block, the consequences for life safety in the event of a fire would be slight harm.

This is due to there being sufficient compartmentation to include nominal 30-minute fire doors with intumescent strips and cold smoke seals to flat entrances, communal doors and service cupboards, combined with suitable smoke detection to LD2 standard within flats, automatic smoke ventilation systems and a Stay Put – Unless policy.

Overall, the level of risk at the time of this FRA is Tolerable, this will be lowered to trivial once recommended actions have been completed.

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk- based control plan is based on one that has been advocated for general health and safety risks:

Risk level	Action and timescale
Trivial	No action is required, and no detailed records need to be kept.
Tolerable	No major additional fire precautions are required. However, there might be a need for reasonably practicable improvements that involve minor or limited costs.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources might have to be allocated to reduce the risk. If the premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.
Intolerable	Premises (or relevant area) should not be occupied until the risk is reduced.

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

Section

2

People at Significant Risk of Fire

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

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

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

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

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

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

Section 3

Contact Details

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

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

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

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

Chief Executive Shokat Lal		
Executive Director Asset Manager & Improvement Alan Lunt		
Assistant Director Asset Management & Improvement Sarah Agar		
Fire Safety Manager Tony Thompson		
Team Lead Fire Safety Jason Blewitt		
Team Lead Fire Safety Jason Blewitt		
Housing Office Manager Rushpal Dhaliwal		
Building Safety Managers Adrian Jones Andrew Froggatt Carl Hill Louis Conway	Fire Risk Assessors Craig Hudson Mohammed Zafeer Stuart Henley	Resident Engagement Officers – Fire Safety Abdulmonim Khan Ethan Somaiya Hannah Russon

Please note, the above details are correct at the time of the production of the risk assessment and may be subject to change

Section 4

Description of Premises

This type 1 fire risk assessment encompasses the high rise building that is known as:

Russell House
Holyhead Road
Wednesbury
WS10 7BA

Description of the Property

This large panel system (LPS) high-rise block was constructed in 1968 for general needs housing and is surmounted by a flat roof.

The height of the building is approximately 25.9 metres. For clarity, this is from the lowest adjoining ground level to the highest habitable floor level.

The most recent refurbishment works were carried out in 2012, this included, the proposed external refurbishment including insulated cladding, replacement windows, new front entrance porch, replacement balcony panels and environmental works.

The external wall system at Russell House has 3 separate areas of cladding: -

- Ibstock Rock shield brick slips at ground floor. PIR insulation (Class Unknown) (Ground floor only) noted behind brick slips.
 - Rockwool Insulated Render to gable walls, fire Classification is A2.
 - High Pressure Laminate Panel. Front and rear façade. Fire classification B-S2, D0.
-

The block consists of consists of 11 storeys (inclusive of the ground floor) with 1 number dwelling to the ground floor, 6 to the 2nd floor, 7 to the 1st 8th & 9th floors and 8 number dwellings to each remaining floor. There is a total of 76 flats, all of which are let to tenants of SMBC .

It was noted that the signage below was not an accurate description of each floor. This will be resolved outside of the fire risk assessment.



Russell House	
10th Floor:	74 - 81
9th Floor:	66 - 73
8th Floor:	58 - 65
7th Floor:	50 - 57
6th Floor:	42 - 49
5th Floor:	34 - 41
4th Floor:	26 - 33
3rd Floor:	18 - 25
2nd Floor:	10 - 17
1st Floor:	2 - 9
0th Floor:	1

The main entrance to the front elevation has a door entry system with a fob reader installed. The front elevation also has a firefighter override by use of a drop latch key. The entrance to the rear and side elevation can be accessed by the installed fob reader.



The ground floor community room has a further final exit. Both front, side and rear entrances have door entry system with a fob reader installed.



There is one protected staircase, this is located centrally within the building and serves all floors.



The firefighters' white box is located to the right-hand side of the front main entrance. The box contains the keys for the building.



Gas risers have been de-commissioned by Cadent, therefore, there is no live gas supply in the block. The location of service isolation points for electricity and water are detailed on the plan on page 23.

There is a Secure Premise Information Box (PIB) located on the ground floor in the foyer. It is a Gerda box that utilises a standard WMFS suited key. The SIB contains floor plans, vertical plans, orientation plans, information for WMFS and documents for those with vulnerabilities who may require additional consideration if there is a fire incident (PEEP).



With the exception of the 10th floor, there are two separate lift cars that serve alternate floors. The capacity for each lift is 8 persons or 630kg. However, both lifts serve the 9th floor and access to the 10th floor is via a staircase.



Access to the motor room is obtained via a metal gate leading from 10th floor.



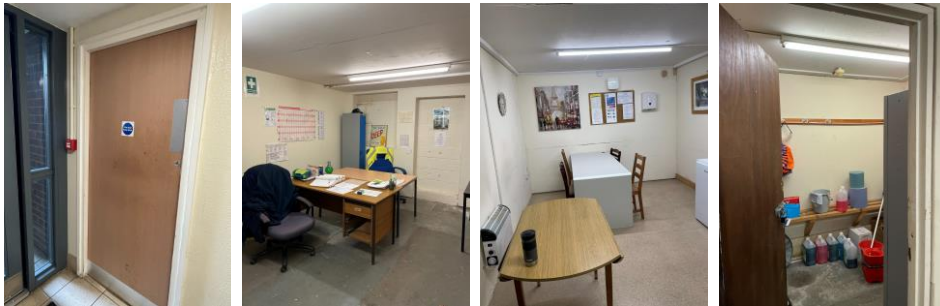
Once through the metal gate, access to both the lift motor room and the roof area can be gained via the full height doors, both fitted with a 54-type mortice lock.



There are cleaning facilities located on the 10th and the 5th floors within the chute room, these doors are not locked.



On the ground floor there is a Caretakers office, stores, scooter room and incoming electrical mains room secured with a type 54 suited mortice lock.



There is a communal lounge, toilet and laundry room (decommissioned) accessed via a fob also located on the ground floor.



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

The enforcing authority is West Midlands Fire Service.

High/Low Rise	High Rise
Number of Floors	11.
Date of Construction	1968.
Construction Type	Concrete / Brick.
Last Refurbished	2012
External Cladding	Brickwork to 1 st floor, Ibstock Rockshield brick slips. Above first floor, gable walls have insulated EWI mineral wool render (Fire Classification A2) The front & rear façade has high density Bauclad laminate board panels (Fire Classification B – s2, d0).
Number of Lifts	Two.
Number of Staircases	One.
Automatic Smoke Ventilation to communal area	Yes.
Fire Alarm System	The communal fire alarm has recently been decommissioned. There is an independent alarm system in the ground floor mobility room and the bin chute room.
Refuse Chute	Yes.
Access to Roof	Access via steel gate (top floor landing) leading up a flight of stairs. A full height steel door then allows access onto the main roof.
Equipment on roof (e.g. mobile phone station etc)	Yes

Persons at Risk

Residents / Occupants of 76 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)

On arrival Information (for WMFS)

Address: Russell House, Holyhead Rd, Wednesbury, W510 7BB		Survey date: 11/11/2025	ON ARRIVAL INFORMATION
BUILDING LAYOUT			
Size: Height	25.9 meters; For clarity, this is from the lowest adjoining ground level to the highest habitable floor level.		
Construction	Concrete/ brick construction with high density laminate board, Rockwool insulated render-brick cladding and Powder Coated Aluminium window frames last refurbished 2012.		
Number of floors	11 including ground floor, excluding the roof.		
Layout	<p>The block has a main entrance to the front elevation, a side exit and a further exit located on the rear elevation.</p> <p>Ground floor consists of 1 flat, 2 void rooms refuse area, store cupboards, electric scooter storage communal room, electrical room, and a warden's office.</p> <p>Floors 3, 4, 5, 6, 7 and 10 consist of 8 flats per floor. Floors 1, 8 & 9 consist of 7 flats. 2nd floor consists of 6 flats and ground floor has 1 flat.</p> <p>Building has 1 staircase located in the centre of the building and 2 lift cars serving alternate floors.</p> <p>All communal areas protected with FD30s doors providing good compartmentation.</p>		
Lifts	There are two separate lift cars that serve alternate floors. The capacity for each lift is 8 persons or 630kg. However, both lifts serve the 9th floor and access to the 10 th floor is via a staircase.		
Types of entrance doors	Russell Doors FD30s.		
Rubbish chutes/ bin rooms	Yes, secured behind FD30s timber fire doors.		
Common voids	2 common voids on the ground floor.		
Access to roof/ service rooms	Access to the motor room is obtained via a metal gate leading from 10 th floor. Once through the metal gate, access to both the motor room and the roof area can be gained via the full height doors, both fitted with a 54-type mortice lock.		
Occupants	Approx. 152 based on the average of 2 occupants per flat (76 flats)		
Evacuation strategy	Stay Put Unless- 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.		
Fire alarm/ evacuation alarm	<p>Early warning is limited to hard wire or battery smoke alarms within each of the resident's flats.</p> <p>The communal fire alarm has been decommissioned; there is an independent fire alarm system that covers the ground floor mobility storage room and the Bin chute room.</p>		
Caretaker/ concierge	Caretaking/cleaning service that conducts regular checks of the building.		
FIREFIGHTING SYSTEMS			
Water supplies	Fire hydrant is located 12m from the building fire hydrant and water isolation points located on the orientation plan.		
Fire mains	The dry riser inlet cabinet is located to the rear elevation to the right-hand side of the rear entrance / exit, secured with a fire fighter suited bridge padlock. exposed outlets on the landing of each floor.		
Firefighting shafts	No firefighting lifts/shafts however there is the ability to take control of the common lift A Firefighter control switch is located within the ground floor lobby as well as a central staircase protected by FD30s doors.		
Smoke control vents	Automatic smoke ventilation is employed on each level; there are master reset key switches located on both the top floor and ground floor lobby.		
Sprinkler system	An independent AQ3000 sprinkler system is provided to protect the scooter room and is connected to the fire alarm. A sprinkler system is provided to the bin store.		
DANGEROUS SUBSTANCES			
Location, type, and quantity	Asbestos is present in the following locations, COMMUNAL AREA CEILINGS SEALED-PAINT, ROOF FAN DUCT CHRYSOTILE, LIFT MOTOR ROOM - LININGS TO DUCTSON EXTERNAL WALL CHRYSOTILE, ALL ELECTRIC METER CUPBOARDS FLOOR TILES CHRYSOTILE.		
SERVICES			
Electricity	Ground floor electrical cupboard located on the floor plan secured with a suited 54 mortice lock. Electric service cupboards located in the communal area on each floor of the block.		
Gas	Gas isolation points located on the orientation plan.		

Aerial View



Orientation Plan

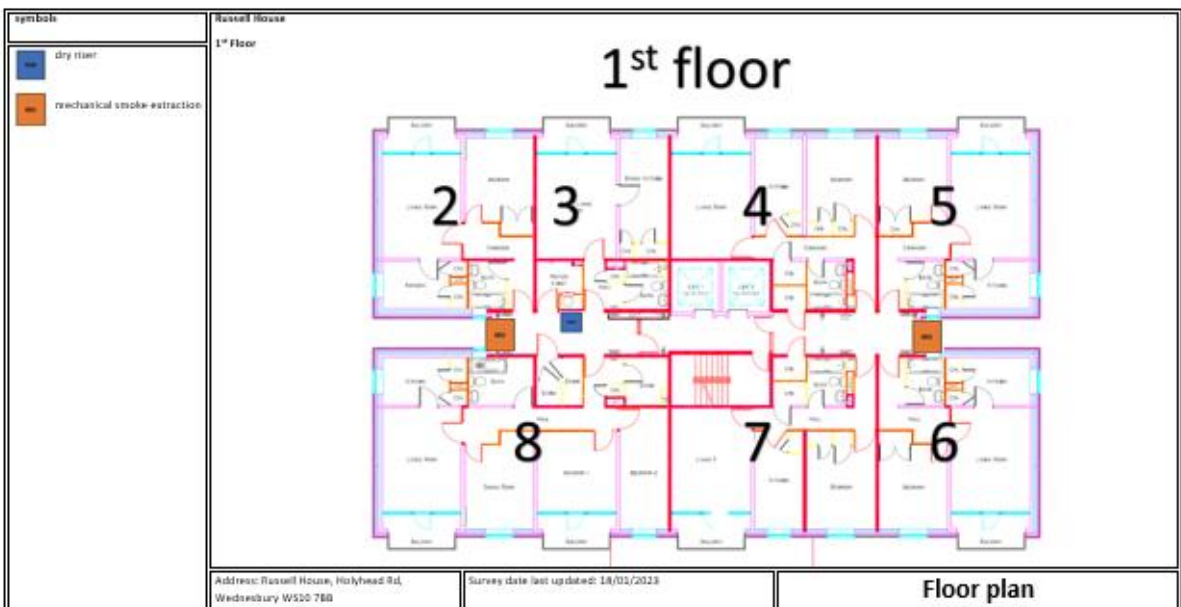


Section 5



Building Plan

A typical floor layout showing horizontal lines of compartmentation, lift shafts, dry riser installation and AOVs etc.

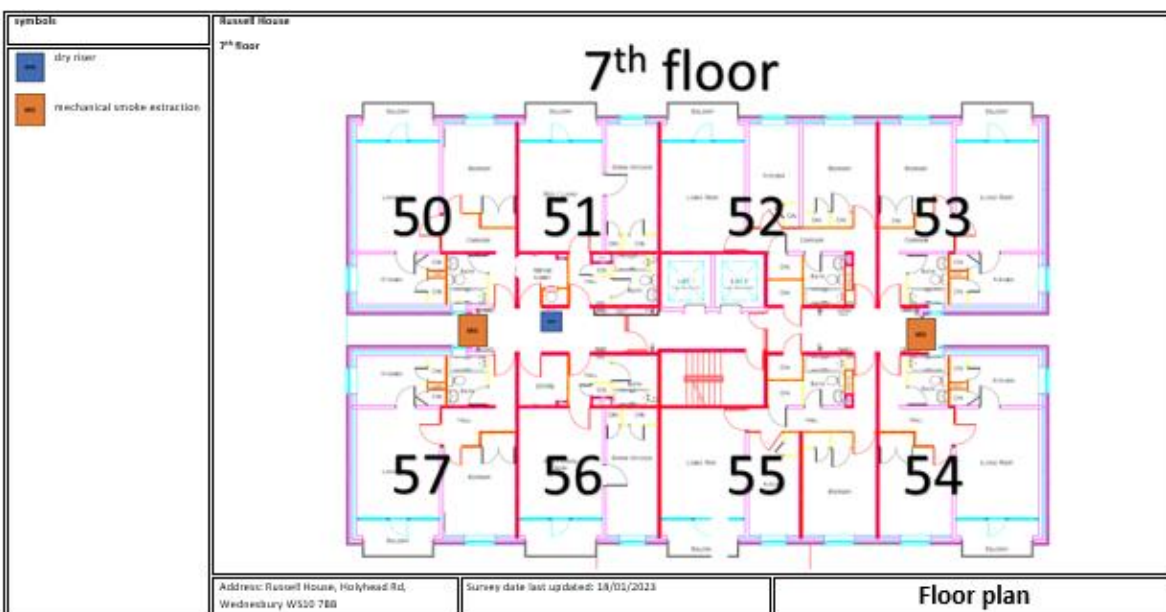
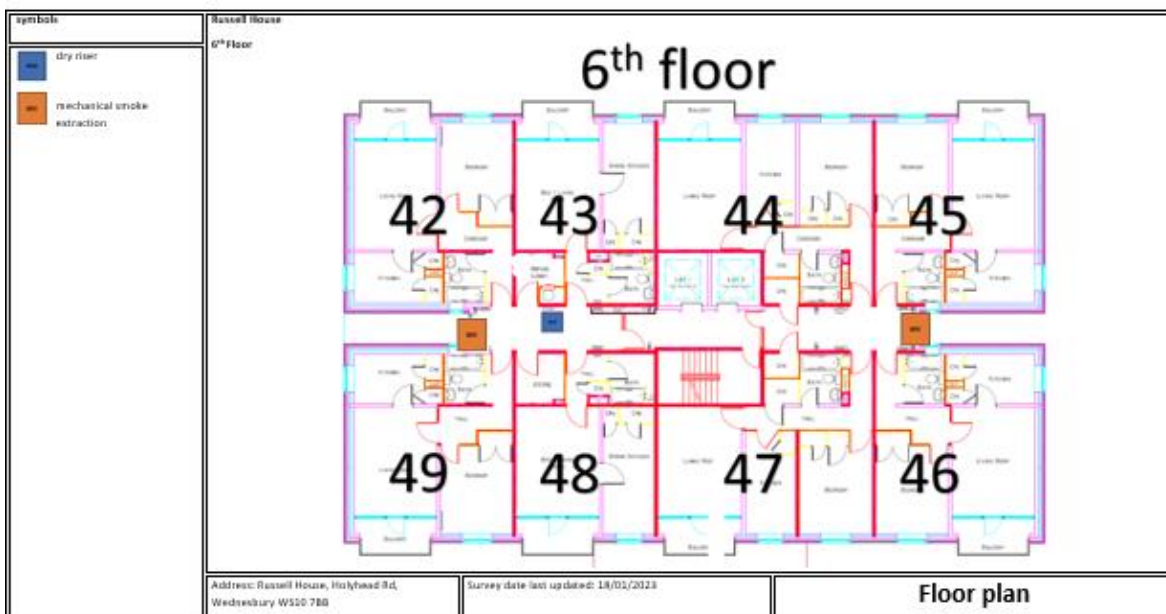
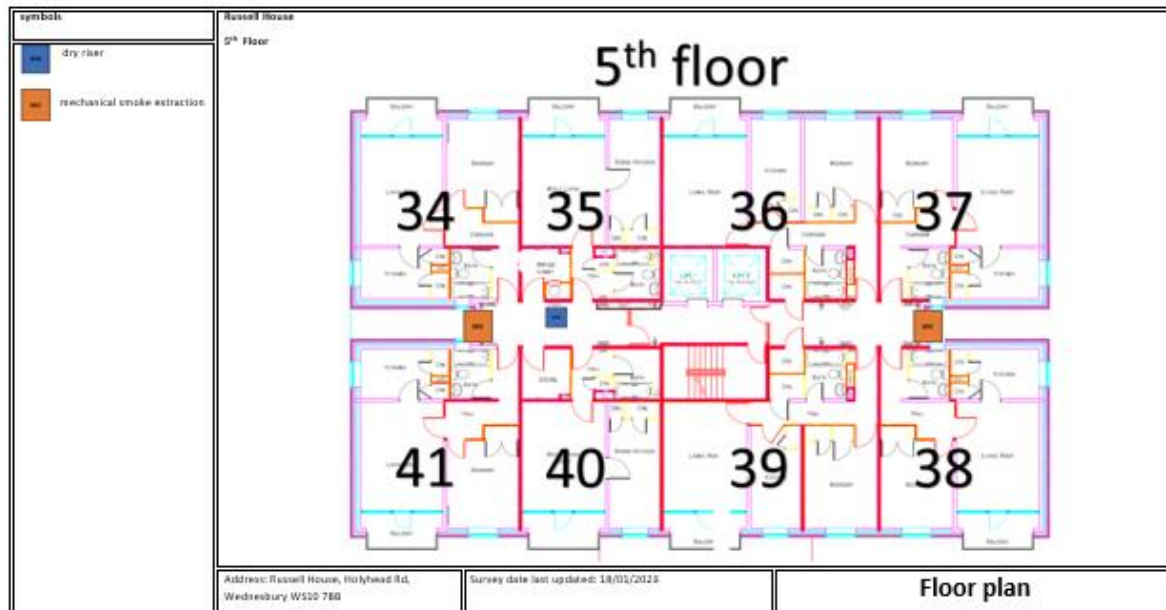
These plans have been shared with WMFS electronically via their portal.

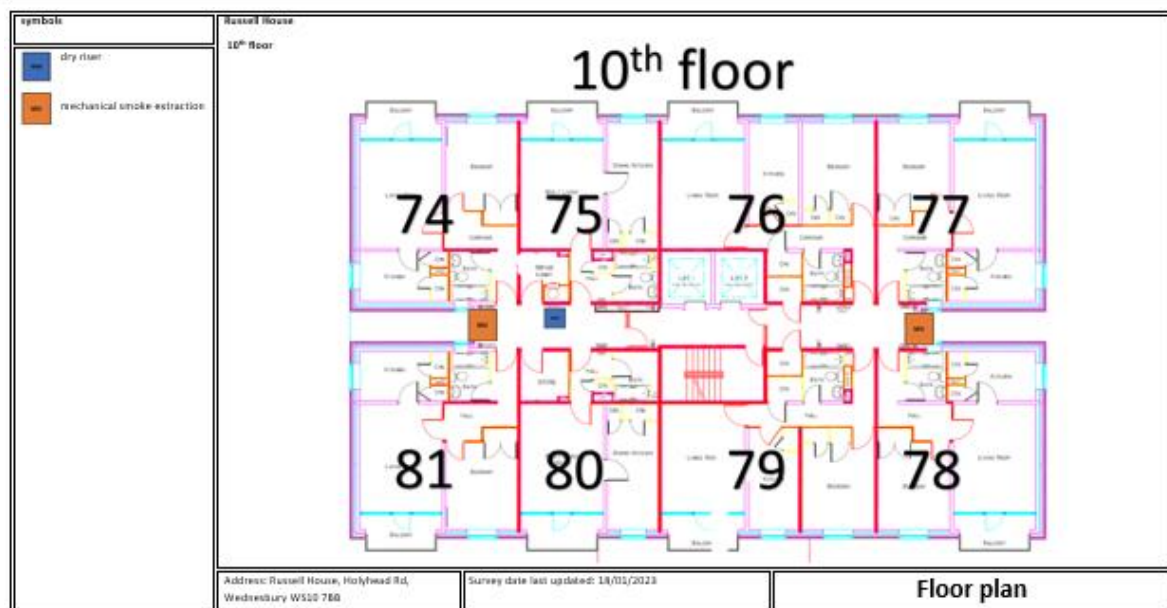
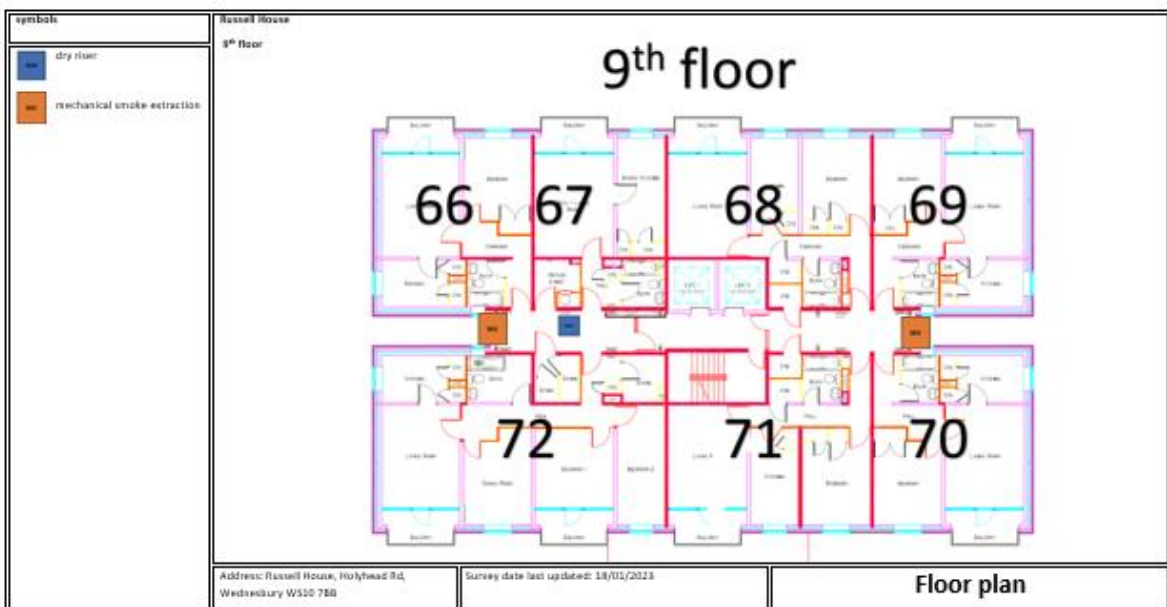
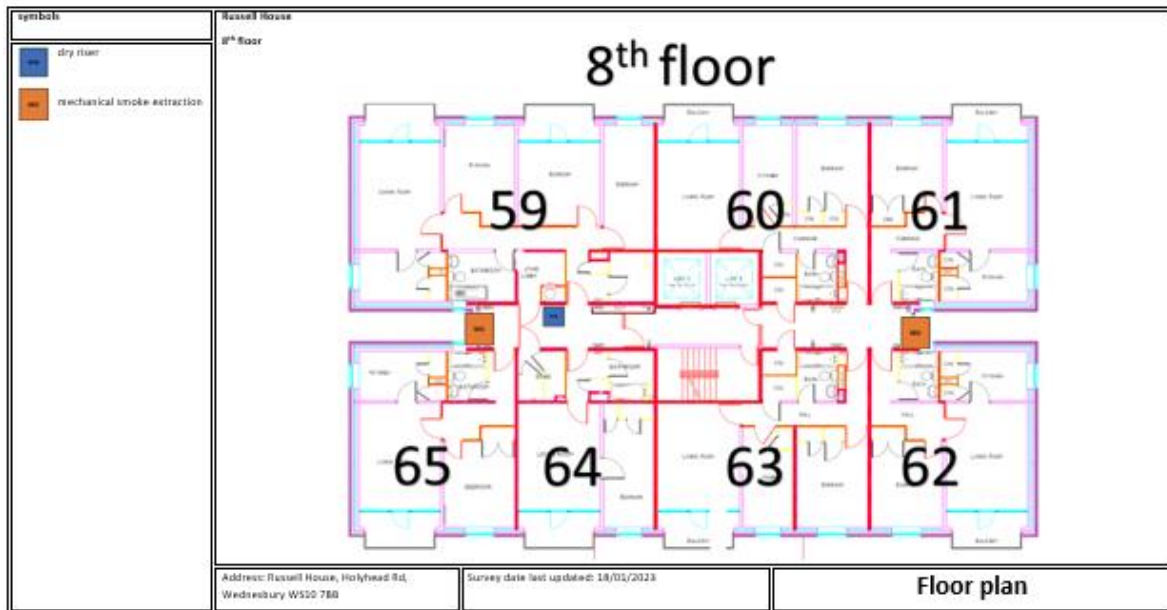


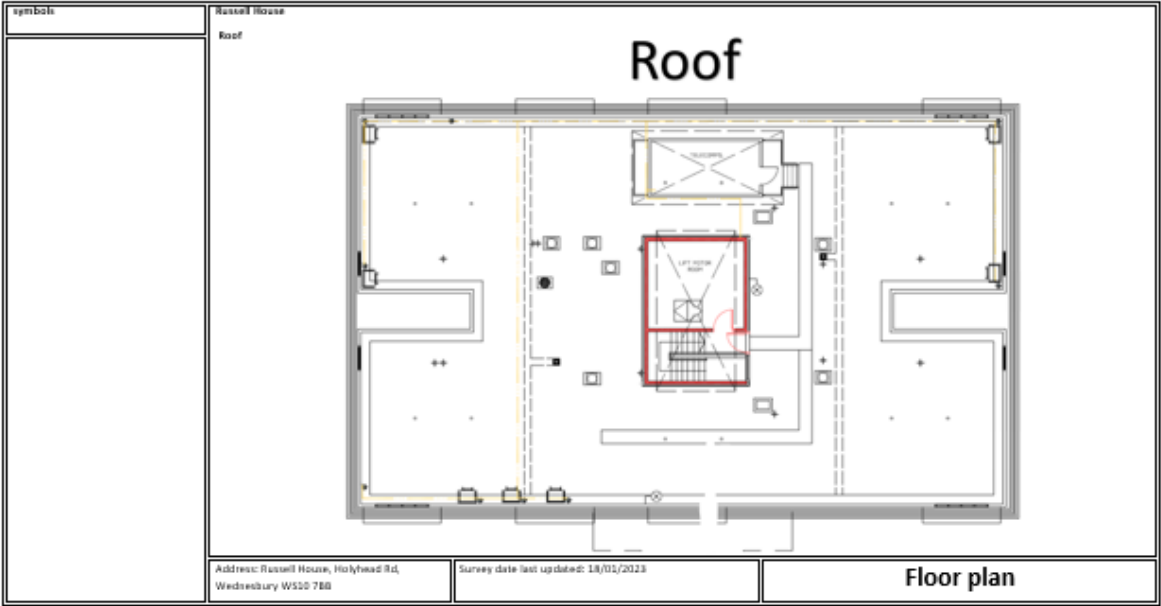
Fire Risk Assessment

<p>symbols</p> <p> dry riser</p> <p> mechanical smoke extraction</p>	<p>Russell House</p> <p>2nd floor</p>  <p>Address: Russell House, Holyhead Rd, Wednesbury W510 7BB</p> <p>Survey date last updated: 18/01/2023</p> <p>Floor plan</p>
<p>symbols</p> <p> dry riser</p> <p> mechanical smoke extraction</p>	<p>Russell House</p> <p>3rd floor</p>  <p>Address: Russell House, Holyhead Rd, Wednesbury W510 7BB</p> <p>Survey date last updated: 18/01/2023</p> <p>Floor plan</p>
<p>symbols</p> <p> dry riser</p> <p> mechanical smoke extraction</p>	<p>Russell House</p> <p>4th floor</p>  <p>Address: Russell House, Holyhead Rd, Wednesbury W510 7BB</p> <p>Survey date last updated: 18/01/2023</p> <p>Floor plan</p>

Fire Risk Assessment







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.

Details of the external wall construction have been provided to the fire service via the WMFS portal in line with fire safety regulations 2022.

An appraisal of the external wall construction including balconies, windows and doors has been undertaken in accordance with the flow chart detailed in PAS 9980:2022 – Fire Risk Appraisals of External Walls (FRAEW) for existing multi-story, multi-occupied residential buildings. The FRAEW was undertaken by Firntec Building Compliance on 19th June 2025 and recorded as a low risk.

Firntec Compliance Ltd have recommended that the external wall system is reviewed no later than 26th April 2030.

It is deemed that the combination and application of these materials present an acceptable level of fire risk. Below is a breakdown of the materials used: -

- 1) Russell House has 3 separate areas of cladding consisting of: Brick, Render and High-Pressure Laminate Panel.
 - Ibstock Rock shield brick slips at ground floor. PIR/PUR insulation (Class Unknown) (Ground floor only) noted behind brick slips. See observation Section.



- Rockwool Insulated Render to gable walls. Fire Classification A2. Please see historic photo A taken 17/01/2012 indicating rockwool insulation behind.



- High Pressure Laminate Panel. Front and rear façade. Fire classification B-S2, D0. Please see historic photo A taken 17/01/2012 indicating rockwool insulation behind.



2) All windows are double glazed units housed in aluminium frames.



Section 7

Means of Escape from Fire

- 1) The site has a single staircase, of width 1050mm, that provides a means of escape.



- 2) All corridors are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum.



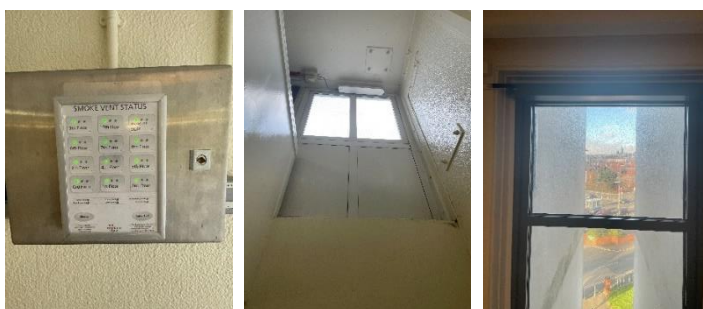
- 3) The means of escape are protected to prevent the spread of fire and smoke.
- 4) The communal landing / staircases are protected by use of self-closing 44mm nominal timber 30-minute fire doors with vision panels & intumescent strips / cold smoke seals.



- 5) All communal doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).
- 6) All communal fire doors are subject to a 12-week check by the Fire Safety Rapid Response Team.
- 7) The final exit doors have door entry systems installed to help prevent unauthorised access. 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.



- 8) Automatic smoke ventilation (AOV's) have been commissioned. These systems are tested, inspected and maintained by a competent contractor in accordance with BS7346. The frequency for the maintenance checks is twice per calendar year.



- 9) The chute room has natural louvre vent / screen. Communal windows can only be opened with the use of a key or by operating the automatic smoke vents.
 - 10) There are master reset key switches located on both the top floor and ground floor lobby.
-

- 11) Communal areas are kept free of flammable items. The communal areas are checked on a daily 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.
- 12) Emergency lighting is provided to communal landings and stairs. Routine maintenance is carried out as required by Sandwell MBC in house electrical team or approved contractor.



- 13) Electric meter cupboards are fibreglass modular units fitted with budget locks, located outside each property on the communal landing.



- 14) The building has sufficient passive controls that provides effective compartmentation that will support a Stay Put Unless evacuation strategy. Therefore, residents are advised to remain in their flat unless the fire directly affects them.
- 15) The surface coatings to wall linings on the communal areas are Euro Class B- s3, d2 rated.

- 16) It was noted on the ground floor that some repairs have been carried out and bare plaster exposed. Further repairs are required to existing panels and the surface areas sealed with an appropriate finish and decoration required.



- 17) Dry riser outlets on lobbies are not housed in service cupboards, but deliveries are secured by cable tie.



- 18) Service cupboards located within the corridors are 44mm nominal fire doors with intumescent strips and cold smoke seals secured with type 54 suited mortice locks. Service cupboards are FD30s rated.

Please note the newly constructed service cupboards (done as part of the 2012 refurbishment) are constructed from timber studding, plywood overlaid with 9mm Supalux. The plywood has been used to support all the internal fixtures, as Supalux is, by nature, quite brittle.



- 19) Several plants were noted on communal landing window sills. It was accepted that these do not create a fire risk. The assessor accepted these items as low risk.
- 20) 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 they are asked to leave by the emergency services.
- 21) Individual flat doors are a combination of composite and timber nominal 30-minute fire doors with intumescent strips, cold smoke seals and self-closing devices.



- 22) On Monday 10th November 2025, the Fire rapid response team carried out surveys of flat entrance doors. Based on 76 flats inspected the following information was identified: -

- 62 flats were accessed and passed inspection.
- 9 flats were not accessed.
- 5 flats accessed and failed inspection.

An action plan has been created, and the team will resolve any issues identified during the survey. Please Note – these actions will not be captured in the FRA.

76 Flats		Percentage
62	Flats accessed and passed inspection	81.58
9	Flats not accessed	11.84
5	Flats accessed and failed inspection	6.58
	Total number of flats accessed	88.16

Looking at the above we also need to revisit flats 2 and 56

23) The outcomes of the flat entrance door inspection by the fire rapid response team have been scheduled into the diary for remedial work.

- 24) At the time of the assessment access was not gained by the fire risk assessor to properties to establish whether or not entrance doors have been tampered with by residents etc.
- 25) Replace combined cold smoke seal and intumescent strip in the community room door on the ground floor.**



- 26) Replace or repair top hinge in the ground floor community room door.**



- 27) Adjust the self-closer on the ground floor community door to ensure the door closes correctly into the frame.**

Section 8

Fire Detection and Alarm Systems

- 1) Based on the sample of properties accessed during the fire risk assessment smoke detection within individual flats has been installed to an LD2 Standard.

LD1 all rooms except wet rooms

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

LD3 Hallway only

- 2) The main Fire Alarm control panel is located within the lift lobby area. At the time of the fire risk assessment the panel was not showing any detail on the screen. It has been clarified by the Electrical team that the communal alarm system has been decommissioned. This will avoid any conflict with the STAY PUT UNLESS Policy.
- 3) Break glass points are located on each floor adjacent to the stairs fire screen door throughout the premises. It should be noted that some obsolete break glass call points on the ground floor have been isolated and capped with a red blank. Sounders are also located on each floor level.



- 4) When any refurbishments are carried out within this building all existing and decommissioned equipment associated with the communal fire alarm system should be removed in its entirety.

- 5) This point has been raised for the last three years. An independent fire alarm system specifically for the community room on the ground floor should be installed.

An independent alarm system should be provided and installed in the community room. This could be smoke detection only that gives warning to a fire in progress.

- 6) A fire suppression system is provided to protect the refuse chute bin store. An approved contractor maintains the system. The frequency for the maintenance checks are twice per calendar year. (April and October). The control panel for the system is located in the ground floor electrical service cupboard.
- 7) An independent AQ3000 sprinkler system is provided to protect the scooter room used for the storage and the charging of resident's mobility scooters that is located on the ground floor. The system is a wet pipe system and has been installed in accordance with BS9251:14.



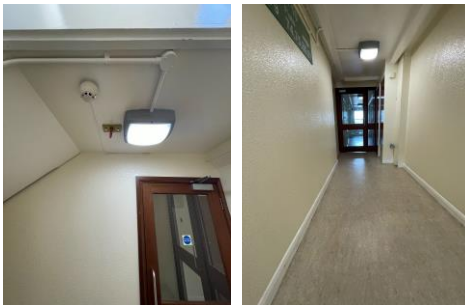
- 8) It is understood that the mobility scooter room and the bin chute room are independently powered. The system includes sounders and neon strobe lights.



Section 9

Emergency Lighting

- 1) The premises has sufficient emergency / escape 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 and lift motor room.



- 3) All equipment is checked and tested on a monthly basis by Sandwell MBC in house electrical team or approved contractor, in accordance with BS 5266.
 - 4) The last monthly inspection for testing of the emergency lights has been recorded as 30/10/2025.
-

Section 10

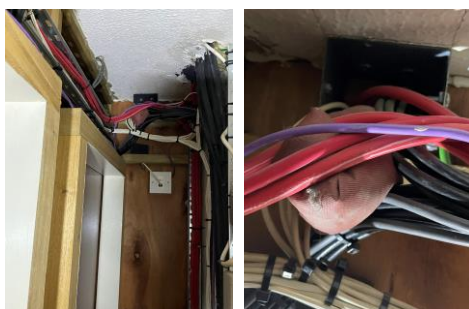
Compartmentation

This section should be read in conjunction with Section 4

- 1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are 30-minute fire resistant with cold smoke seals, including those in 1-hour rated walls.
- 2) 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.
- 3) All communal doors are fitted with automatic closing devices that are checked on a regular basis by Caretaking Teams as part of their checks. Defective closing devices are replaced either by the Caretaking Team(s) or the in-house repairs team(s).
- 4) All communal fire doors are subject to a 12-week check by the Fire Safety Rapid Response Team.
- 5) A variety of methods / materials have been used to achieve fire-stopping including Rockwool, fire rated sponge and intumescent pillows.



- 6) **On the 6th floor in the service cupboard, the intumescent pillows have become dislodged and need to be re seated or replaced with an alternative FR product.**



- 7) All fire stopping / compartmentation is subject to a 12-week check by the Fire Safety Rapid Response Team.
- 8) Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately and remedial work carried out by the Fire Rapid Response Team.
- 9) Individual flat doors are nominal 44mm self-closing fire doors of timber construction with intumescent strips and cold smoke seals. The following flats are composite fire doors. These are: 71, 29, 23 and flat 1.
- 10) The corridors / staircases are protected by use of self-closing nominal 44mm fire doors with combined intumescent strips / cold smoke seals and vision panels consisting of Georgian wired glazing.
- 11) Please note the newly constructed service cupboards (done as part of the 2012 refurbishment) are constructed from timber studding, plywood overlaid with 9mm Supalux. The plywood has been used to support all the internal fixtures, as Supalux is, by nature, quite brittle.

Section 11

Fire Fighting Equipment

- 1) The dry riser inlet cabinet is located externally on the rear elevation.



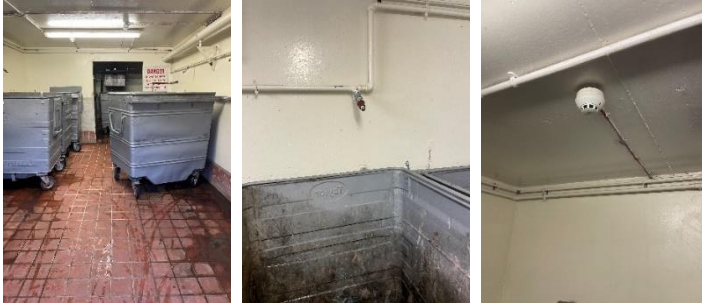
- 2) There is a dry riser that serves the building. The outlets are exposed and located on the communal lobby of each floor. Each exposed valve is secured with a cable tie.



- 3) The dry riser is checked regularly as part of the Caretakers duties.
- 4) Maintenance contracts in place to service the valves twice per year (April and October) with a hydraulic test undertaken annually (October) to comply with the requirements of BS9990.
- 5) Portable fire extinguisher (CO2) is provided to the lift motor room. Portable fire extinguisher (CO2) and a fire blanket are provided to the Caretakers Office. Portable fire extinguisher (CO2) is provided to the ground floor electrical intake room. Portable extinguisher (Water) to Communal Lounge. Portable extinguisher (CO2) to Laundry.

The frequency for the maintenance checks is once (October) of each calendar year.

- 6) Bin room is protected by Deluge/sprinkler system and serviced 6-monthly.



Section 12

Fire Signage

- 1) All fire doors display “Fire Door Keep Shut” where appropriate.



- 2) Fire Action Notices are displayed throughout the building.



- 3) Yellow LPG warning signs are displayed within the lift cars.



- 4) Signage illustrating the floor location of each flat is fitted to the ground floor lobby wall. It was noted that this signage is not an accurate reflection of the floor plans. *This will be amended to ensure that the floor levels are recorded accurately for the emergency services.*



Section 13

Employee & Resident Training/Provision of Information

- 1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke 'Fire Safety in High / Low Rise Flatted Accommodation' Video.
- 2) All employees are encouraged to complete 'In the line of fire' training on an annual basis.
- 3) Caretaking Teams are not currently trained in the effective use of fire extinguishers. Caretaking Teams are not expected to tackle fires in this area.
- 4) Staff undertaking fire risk assessments are qualified to Level 4 Diploma in Fire Safety.
- 5) Fire safety information has been provided as part of tenancy pack.
- 6) Evacuation notices are displayed in common areas.



- 7) Information regarding use of fire doors is provided to residents.



- 8) Information regarding the Stay Put unless fire evacuation strategy is provided to residents.



- 9) Information regarding building safety is contained within a Building Safety Notice. This is affixed to the wall on the ground floor lift lobby of high-rise blocks.

BUILDING SAFETY INFORMATION		RUSSELL HOUSE		FIRE SAFETY INFORMATION	
TO KEEP YOU SAFE WE DO THIS (green background)		TO KEEP YOURSELF AND OTHERS SAFE, DO THIS (blue background)		SAVE LIVES, DON'T DO THIS (red background)	
	Mains electrical system is tested every 5 years.				Fire Risk Assessments (FRAs) are undertaken in line with the Regulatory Reform (Fire Safety) Order 2005.
	There is no Gas supply to this building.				Stairs and corridors are escape routes and must be kept clear
	Water supplies checked in line with water hygiene regulations.				Emergency lighting comes on in the event of power failure and is checked monthly.
	There is 4 yearly check of the structural condition.				Walls, floors and ceilings around flats provide a minimum of 60 minutes fire resistance.
	An asbestos survey has been completed and available on request.				Flat doors are fire rated to protect the escape route. DO NOT REMOVE THE DOOR CLOSERS
	This building has protection against lightning strikes. The system is checked annually.				Smoke and heat detector alarms are installed in resident's flats.
	There is a 'dry riser' to assist fire-fighters in getting water to a floor level. This is checked 6 monthly.	THIS BUILDING IS DESIGNED TO SUPPORT A <u>STAY PUT</u> POLICY. IN THE EVENT OF A FIRE ELSEWHERE, STAY IN YOUR FLAT <u>UNLESS</u> AFFECTED BY FIRE OR SMOKE.			Smoke detectors in common areas are to open automatic vents and not to raise the alarm.
	Cladding materials are Ibstock Rockshield Brick Slips over PUR/PIR insulation to ground floor. HPL panels (class B-s2-d0) and mineral wool insulated render (classA2) to upper floors. Mineral Wool Insulation to cavities.	Fire safety advice	Further information available at www.sandwell.gov.uk , your My Sandwell account or the Fire Safety Liaison Officer on 0121 569 6000 ethan_somlyo@sandwell.gov.uk Resident Engagement Officer: Tony2_somlyo@sandwell.gov.uk Building Safety Manager	Sandwell FRAs	Mobility storage room and the Bin rooms have sprinkler protection activated by smoke alarms.

Section 14

Sources of Ignition

- 1) Smoking is prohibited 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 Bryan Low.
- 4) **On the ground floor in the community room, it was noted that at least one armchair had tears in the fabric. These items should be taken out of service and disposed of.**



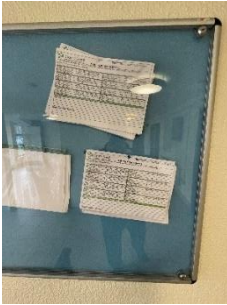
- 5) When purchased, armchairs did meet regulations set out within the furniture and furnishings (Fire Safety) regulations. **However, a system needs to be introduced whereby furnished items are checked at frequent intervals to ensure they are fit for purpose.**

- 6) The fixed electrical installation should be tested every 5 years. The date of the last electrical test has been recorded as 11th November 2024; the overall assessment of the electrical installation was recorded as unsatisfactory. Remedial works have been arranged for week commencing 17th November 2025. This information is contained in an email from the electrical team.
- 7) The electrical installation(s) are contained within dedicated service cupboards that are secure and protected by means of a nominal+ 44mm timber fire door with intumescent strip & cold smoke seal.
- 8) There is lightening protection installed to the block. Maintenance contracts are in place for lightning conductor testing in accordance with BS 6651.
- 9) Portable heaters are not allowed in any common parts of the premises.

Section 15

Waste Control

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



- 2) Refuse containers are located in the bin store which is located at the rear of the building. Access is via a motorised roller shutter; key is stored in the firefighter's white box. All refuse containers are emptied regularly.



- 3) Regular checks by Caretakers minimise risk of waste accumulation.
 - 4) 'Out of Hours' service 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 Investments office @ Roway Lane. This allows scrutiny of what is the scope of any works such as installation of tenant's broadband / phone line etc.
 - 4) Where contractors are appointed to undertake major refurbishment works, Sandwell MBC Urban Design team will put control measures in place. Such Measures include: -
 - a) Pre-Contract Meetings – where contractor is made aware of all working arrangements and safe systems of work to be adopted. Issues covered in this meeting will include:
 - Health and Safety.
 - Site Security.
 - Safety of working and impact on children/school business.
 - Fire risk, if any.
 - Site Emergency Plan.
 - b) Monthly Site Meetings – in order to monitor, review and share any new information including any new risks.
 - c) Site monitored daily whilst work is in progress by Clerk of Works / Health and Safety Officers.
 - d) Final Contractor review on completion of works undertaken.
-

Section 17

Arson Prevention

- 1) Regular checks are undertaken by Caretakers / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.
- 2) Restricted access to the premises by means of a door entry system.



- 3) CCTV is in operation that is monitored 365 days per year by the centralised CCTV control room located at the Sandwell MBC Operations and Development Centre, Roway Lane, Oldbury, B693ES.
 - 4) There is no current evidence of arson.
 - 5) The perimeter of the premises is well illuminated.
 - 6) 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. (Notice displayed in lifts see point)



- 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) All store cupboards are kept locked.
 - 5) There are no flammable liquids or gas cylinders stored on site.
-

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:


Russell House, Holyhead Road, Wednesbury.

Date of Action Plan:



25/11/20225

Review Date:



<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
07/16	Carry out further repairs to existing panels and the surface areas sealed with an appropriate finish, then redecorate.		P3	Repairs 3-6 Months	


Fire Risk Assessment

07/25	Community room door top edge - replace combined cold smoke seal and intumescent strip.		P3	Fire Rapid Team 3-6 Months	
07/26	Replace or repair top hinge in the ground floor community room door.		P3	Fire Rapid Team 3-6 Months	
07/27	Adjust the self-closer on the ground floor community door to ensure the door closes correctly into the frame.	N/A.	P3	Fire Rapid Team 3-6 Months	
08/05	An independent alarm system (smoke detection) should be installed in the community room.	N/A.	P4	Electrical 6 months under programmed work.	

Fire Risk Assessment

10/06	On the 6 th floor in the service cupboard, the intumescent pillows have become dislodged and need to be re seated or replaced with an alternative FR product.		P3	Fire Rapid Team 3-6 Months.	
14/04	On the ground floor in the community room, it was noted that at least one armchair had tears in the fabric. These items should be taken out of service and disposed of.		P2	Housing Manager 1-3 Months.	
14/05	A system needs to be introduced whereby furnished items are checked at frequent intervals to ensure they are fit for purpose.	N/A.	P2	Housing Manager 1-3 Months.	

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).



Observations		
As part of any future works programme consideration should be given to the installation of sprinkler systems in this LPS building.	No Image	
It was noted that some communal doors on various landings has excess gaps at the threshold of the door. As part of any future refurbishment consideration should be given to either replace these doors, doorsets, or install a drop down seals.	No Image	
Foam insulation behind brick slips. Management aware of situation. Combustibility rating unknown. Rectification works presently being discussed and should provide for an “A” rated insulation.		

Fire Risk Assessment

As part of a future works programme consideration should be given to replacing the existing nominal timber flat entrance doors to certified self-closing FD 30s door sets.



Signed

 ADRIAN JONES	Building Safety Manager	Date: 14/11/2025
 Chris	Quality Assurance Check	Date: 17/11/2025

Appendix 1

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

Name of property: Russell House

Updated: 19/06/2025

Premise Manager: Tony Thompson

Tel. No.: 0121 569 2975

Hazard	Information/Comments
PEEPS	Refer to Secure Premise Information Box
Asbestos	An asbestos survey has been undertaken of the communal areas. Survey held by Sandwell Housing: 0121 569 5077).



Report No.: J411305
Nature of Work: Management Survey
Issue Date: 11/07/2025
Client Name: Sandwell MBC (formerly Homes) Building Services, Direct 2 Trading Estate, Roway Lane, Oldbury, West Midlands, B69 3ES
UPRN: BL25460RU04 10
Site Address: 1-81 Russell House, Wednesbury, WS10 7BA



Order Placed By: Jon Hemming
Site Contact: Site Manager
Date(s) of Work: 19/06/2025 to 20/06/2025
Technical Manager: D Ely CCP (Asbestos)

Assistant Surveyor(s): Not Applicable

Lead Surveyor: **Authorised Signatory:**

Anton Rickards

Anton Rickards
Asbestos Surveyor

Louise Farmer

Louise Farmer
Technical Review Officer and Asbestos Consultant
11/07/2025

Non-accredited activities are present within this report.

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