

Fire Risk Assessment

Redwood Road

14-16 64-66



**Redwood Road, West Bromwich,
WS5 4LB**

Date Completed: 17th March 2025

Review Period: 3 years

Officer: Anthony Smith **Team Lead Building Safety**

Checked By: Louis Conway. **Building Safety Manager**

Current Risk Rating = Trivial

Subsequent reviews

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

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Section

0

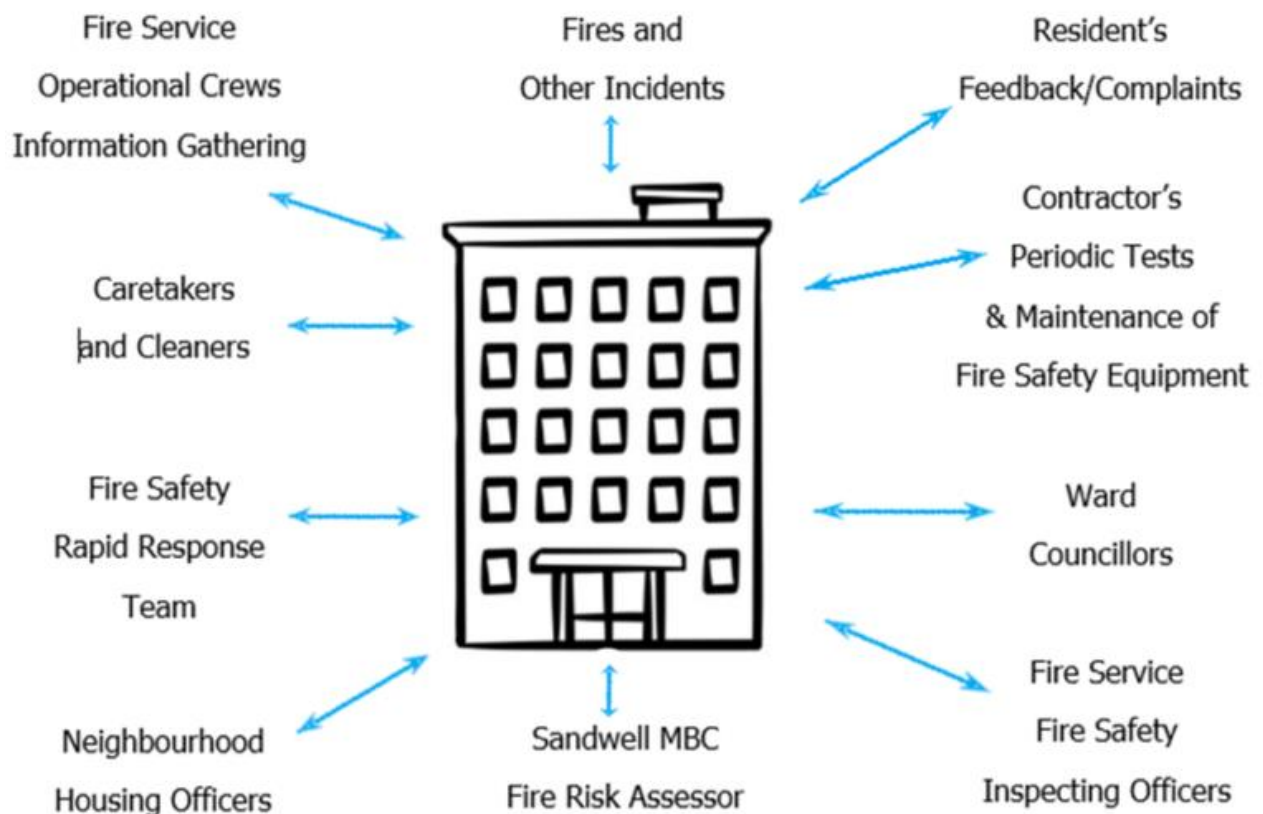
Introduction

The [Regulatory Reform \(Fire Safety\) Order 2005 \(RR\(FS\)O\)](#) places a legal duty on landlords to complete a fire risk assessment (FRA). Specifically, RR(FS)O article 9. — (1) *“The responsible person must make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions he needs to take to comply with the requirements and prohibitions imposed on him by or under this Order”*.

This type 1 fire risk assessment has been written to comply fully with the above legislation which is enforced locally by West Midlands Fire Service. If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>. In the first instance however, we would be grateful if you could contact us directly via https://www.sandwell.gov.uk/info/200195/contact_the_council/283/feedback_and_complaints or by phone on 0121 569 6000.

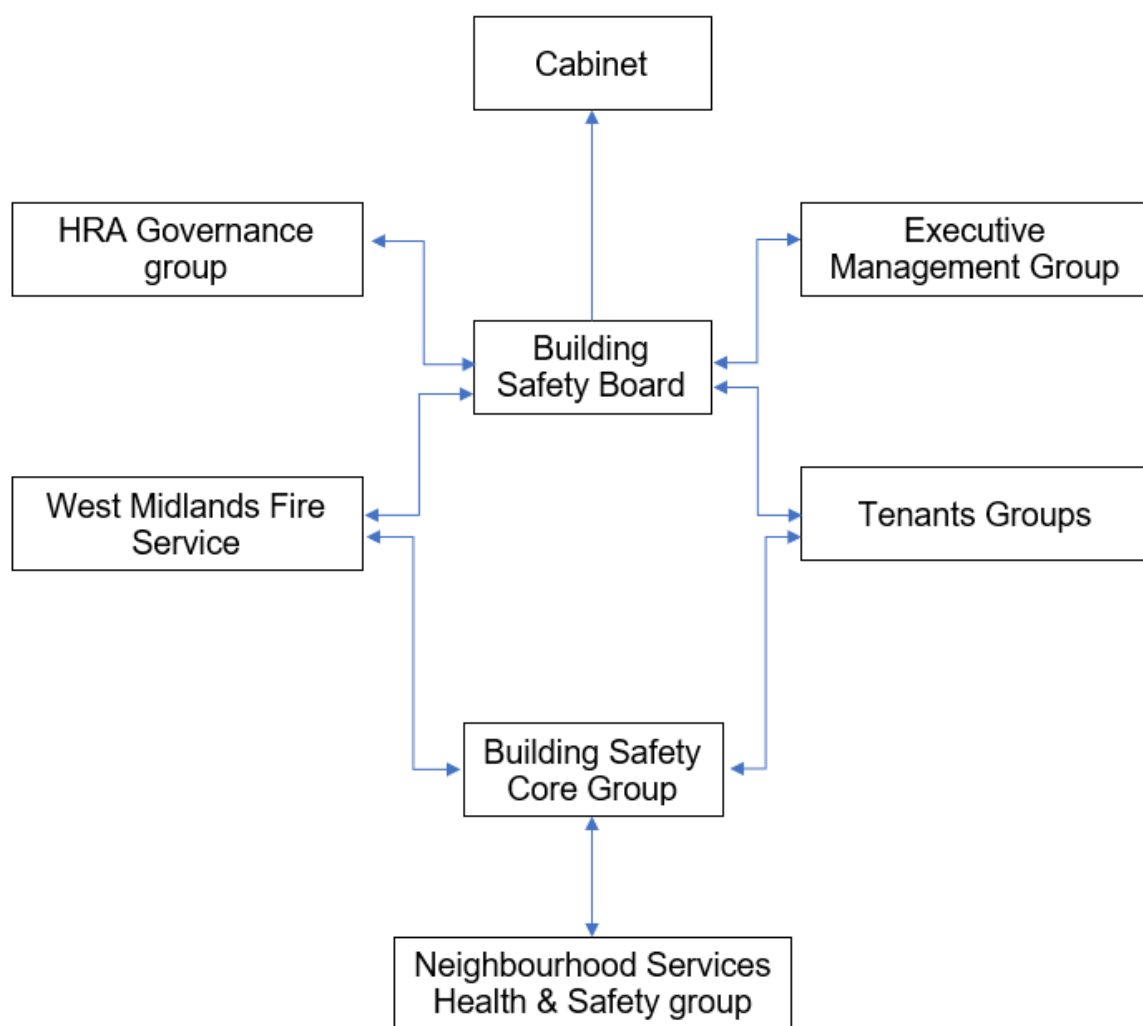
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. If the review suggests the fire risk assessment is not currently suitable and sufficient, then a new fire risk assessment will be undertaken and become the current fire risk assessment. The previous fire risk assessment will be retained in the building safety case for that building.

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



The above processes and procedures are overseen by the Fire Safety, Facilities and Premises Manager who reports to the Business Manager - Surveying and Fire Safety.

These managers attend the Fire Safety Core Group for scrutiny which is part of the governance structure below.



To summarise the fire risk assessment, in this scenario the RR(FS)O requires the prescribed information to be recorded. The prescribed information is the significant findings of the fire risk assessment and those groups or persons especially at risk from fire. This is recorded here in [section 1](#). Also required to be recorded under article 11, are the fire safety arrangements for the planning, organisation, control, monitoring and review of the preventative and protective measures. The information shown above is part of this requirement.

Section 1

Significant findings

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

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

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

Significant findings

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

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

Section number	Section Area	Individual Risk Level
Section 6	External Envelope The exterior of the building is predominantly traditional brick construction. Individual flat windows and communal windows are UPVC double glazed units. Concrete interlocking tiles to the pitched roof.	Trivial
Section 7	Means of Escape from Fire The site has a single protected staircase (two blocks) that provides a suitable means of escape.	Trivial

Section 8	Fire Detection and Alarm Systems Flats are installed to an LD 3 standard.	Trivial
Section 9	Emergency Lighting There is no emergency lighting within the premise. This is deemed acceptable in this low-rise premise.	Trivial
Section 10	Compartmentation Individual flat doors are a combination of notional and nominal fire doors.	Trivial
Section 11	Fire Fighting Equipment The premises have no provision for firefighting equipment.	Trivial
Section 12	Fire Signage Fire action notices are not displayed due to simplicity of layout,	Trivial
Section 13	Employee Training All staff receive basic fire safety awareness training.	Trivial
Section 14	Sources of Ignition Fixed electrical installation shall be tested every 5 years the last inspection date was not evident. Email sent to the electrical engineers.	Trivial
Section 15	Waste Control Caretakers and cleaners conduct regular checks 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 No evidence of arson at the block. Restricted access to the building by way of a door entry system combined with regular checks by caretakers and cleaners helps reduce risk of arson.	Trivial

Section 18	Storage Arrangements Residents are instructed not to bring L.P.G cylinders into block. This information is contained within the tenants' handbook. No flammable liquids are to be stored on site as part of the tenants' agreements. All store cupboards are to be kept locked.	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 low level of risk.

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 the simple layout of the building providing a sufficient means of escape as well as the stay put unless policy that is in place in the event of a fire, Combined with sufficient smoke detection to an LD3 standard within flats and FD30s fire rated notional and nominal flat entrance doors.

Overall, the level of risk is trivial at the time of this fire risk assessment.

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 be
Tolerable	No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.

Substantial	Considerable resources might have to be allocated to reduce the risk. If the premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.
Intolerable	Premises (or relevant area) should not be occupied until the risk is reduced.

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

Section 2

People at Significant Risk of Fire

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

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

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

Where this is known and PEEPs have been completed, it will be captured in this fire risk assessment along with any building layout or working practices placing people at significant risk of fire.

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 of Place

Alan Lunt

Assistant Director Asset Management & Improvement

Sarah Agar

Building and Fire Safety Manager

Tony Thompson

Team Lead Fire Safety

Jason Blewitt

Team Lead Building Safety

Anthony Smith

Building Safety Managers

Carl Hill

Louis Conway

Adrian Jones

Resident Engagement Officer - Fire Safety

Abdul Monim Khan

Ethan Somaiya

Hannah Russon

Housing Office Manager

Lisa Ellis.

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

Redwood Road 14-16, 64-66
Walsall
WS5 4LB

Description of the Property

The low-rise block was constructed in 1946 using a traditional brick cavity construction and consists of 3 storeys inclusive of the ground.

The block has 2 side elevations each served by a single staircase and located either end of the commercial shop units.

Each of the floors to block 14-16 from the first floor upwards contains 1 number dwellings, which is repeated to block 64-66. There are no dwellings located on the ground floor.

The block 64-66 has a main entrance to the LHS front elevation and the block 14-16 has an entrance located on the RHS side elevation. Both front / side entrances have a door entry system with a fob reader installed. The front entrance has a firefighter override by use of a drop latch key.

The rear access door has a thumbscrew lock which is fitted with an automatic closing device.

There are 11 number commercial premises located on the ground floor, inclusive of 10 number 3 storey dwellings with their own individual entrance from the main front elevation with a further exit / entrance leading to a private rear garden / courtyard area. These properties do not form part of this fire risk assessment.

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

The enforcing authority is West Midlands Fire Service.

High/Low Rise	Low Rise
Number of Floors	3
Date of Construction	1946
Construction Type	Traditional Cavity Construction
Last Refurbished	Unknown
External Cladding	None
Number of Lifts	None
Number of Staircases	One
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	None
Refuse Chute	None
Access to Roof	Externally only
Equipment on roof (e.g. mobile phone station etc)	None

Persons at Risk

Residents / Occupants of 4 number 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

A typical block location plan is shown below



Section 6

External envelope

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

The building has traditional brick cavity construction with a pitched tiled concrete roof.



Section 7

Means of Escape from Fire

- 1) The site has a single staircase that provides a means of escape (one located at each end of the block).
- 2) The means of escape are protected to prevent the spread of fire and smoke.
- 3) The communal entrance / exit doors within the block are fitted with automatic closing devices that are checked on a regular basis by Janitorial Teams as part of their daily checks. Defective closing devices are reported to an external contractor.
- 4) The final front exit doors have door entry systems installed. These systems are designed to fail safe i.e. door unlocked in the event of a power failure. This prevents residents being locked in or out of the building.



- 5) Automatic smoke ventilation is not employed, the staircase has openable windows.
- 6) The rear exit doors to each end block are fitted with a thumb turn lock, leading to an external communal area.



- 7) Communal windows can only be opened with the use of a key
- 8) Communal areas should be 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
- 9) Emergency lighting is not provided to communal landings and stairs. This is deemed acceptable for this low-rise block.
- 10) Gas service cupboards are FD30s rated, secured with type 54 suited mortice locks.
- 11) The building has sufficient passive controls that provide effective compartmentation in order to support a Stay Put-Unless Policy. Therefore, residents are advised to remain in their flat unless the fire directly affects them.
- 12) Individual flat doors within the two end blocks are notional and nominal FD30s fire rated. Door 64 has been painted. Housing officer to discuss this with the resident.



Refer to door sheet below

Redwood Road 14-66 (E)	BL40740RE01	14-66 Redwood Road;Yew Tree Estate;Walsall;West Midland	Intentionally Blank
Redwood Road 14-66 (E)	BL40740RE01	38 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	
Redwood Road 14-66 (E)	BL40740RE01	14 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	timber notional
Redwood Road 14-66 (E)	BL40740RE01	16 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	Composite
Redwood Road 14-66 (E)	BL40740RE01	22 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	
Redwood Road 14-66 (E)	BL40740RE01	36 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	
Redwood Road 14-66 (E)	BL40740RE01	52 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	
Redwood Road 14-66 (E)	BL40740RE01	54 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	
Redwood Road 14-66 (E)	BL40740RE01	64 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	timber notional
Redwood Road 14-66 (E)	BL40740RE01	66 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	timber nominal
Redwood Road 14-66 (E)	BL40740RE01	44 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	
Redwood Road 14-66 (E)	BL40740RE01	28 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	
Redwood Road 14-66 (E)	BL40740RE01	30 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	
Redwood Road 14-66 (E)	BL40740RE01	46 Redwood Road;Yew Tree Estate;Walsall;West Midlands;	

- 13) Access is gained to a sample of properties as part of the fire risk assessment to ensure the doors have not been tampered with by residents etc.

Access to flat 14 confirmed no signs of tampering.

Section

8

Fire Detection and Alarm Systems

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

Resident to flat 14 confirmed smoke detection to hallway only (LD3)

For information

LD1 all rooms except wet rooms

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

LD3 Hallway only

- 3) There is no effective means for detecting an outbreak of fire to communal areas. The reason for this are:
 - I. Such systems may get vandalised.
 - II. False alarms would occur.
 - III. A Stay Put - Unless policy is in place

Section 9

Emergency Lighting

- 1) The premises has a no provision for emergency lighting. This is deemed acceptable in this low-rise block.

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, however, it was noted that this is limited due to the open plan staircase. Whilst the existing fire stopping is fit for purpose, there is a cyclical programme to ensure fire stopping has not been compromised by third parties and where applicable enhance the fire stopping.
 - 3) There are no communal doors fitted within the property other than the main entrance / exit doors. These 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 by an authorised contractor.
 - 4) All service cupboards to communal landings are lockable. Keys are held centrally unless containing resident's meters.
-

Section 11

Fire Fighting Equipment

- 1) The premises have no provision for firefighting equipment.

Section 12

Fire Signage

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



- 2) Fire Action Notices are not displayed throughout the building due to the noncomplex layout.
-

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. The only extinguishers located within the lift motor room. Caretaking Teams are not expected to tackle fires in this area.
- 4) Housing Directorate employees assigned to undertake Fire Safety Inspections have received IFE approved training via West Midlands Fire Service.
- 5) Staff undertaking fire risk assessments are qualified at Level 4 in Fire Risk Assessment.
- 6) Fire safety has been provided as part of tenancy pack.

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) The fixed electrical installation shall be tested every 5 years. It was noted that the last inspection date was not evident. Email sent to the electrical engineers.
 - 5) The electrical installation i.e. risers are contained within dedicated service cupboards that are secure and protected by means of a FD30S door.
 - 6) Portable heaters are not allowed in any common parts of the premises.
 - 7) 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) Refuse containers 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) There is no current evidence of arson.
 - 4) The perimeter of the premises is well illuminated.
-

- 5) There have been one reported fire incidents since the last FRA. Smoke generated after items left on cooker. No injuries. Fire service attended 16/09/2020, flat 66.

Section 18

Storage Arrangements

- 1) Residents instructed not to bring L.P.G cylinders into block.
(Notice displayed in lifts see point 9-3)
 - 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:

Redwood Road 14-16,64-66

Date of Action Plan:

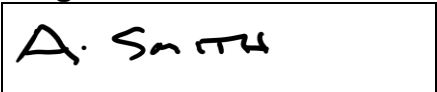

31/03/2025

Review Date:

<Insert date>

Question/ Ref No	Required	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
	No Actions				

Signed

	Team Lead Building Safety	Date: 31/03/2025
	Quality Assurance Check	Date: 31/03/2025

