

Fire Risk Assessment



Trinity Court

Church Street,
Cradley Heath, B64 6DS

Date Completed: 3rd October 2025

Officer: M Zafeer **Fire Risk Assessor**

Checked By: L Conway **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

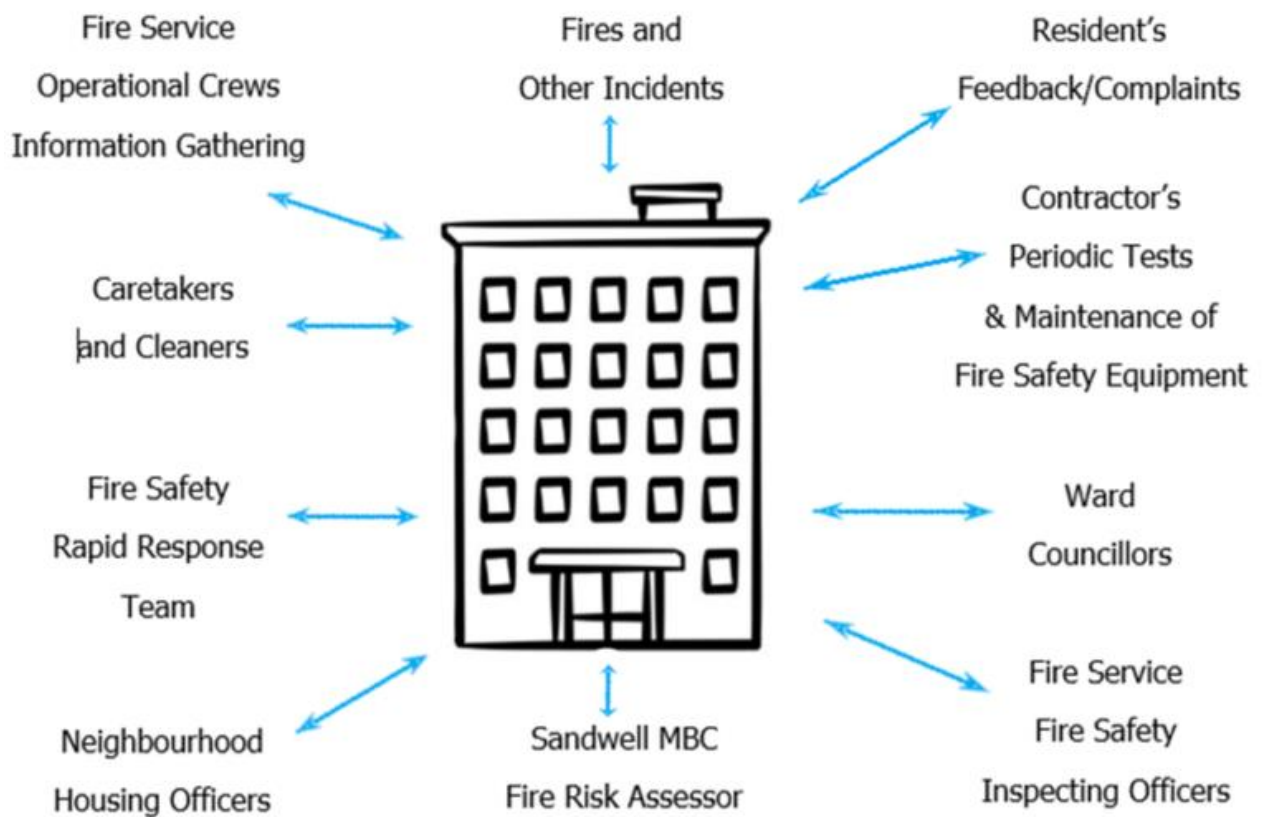
Introduction

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 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.

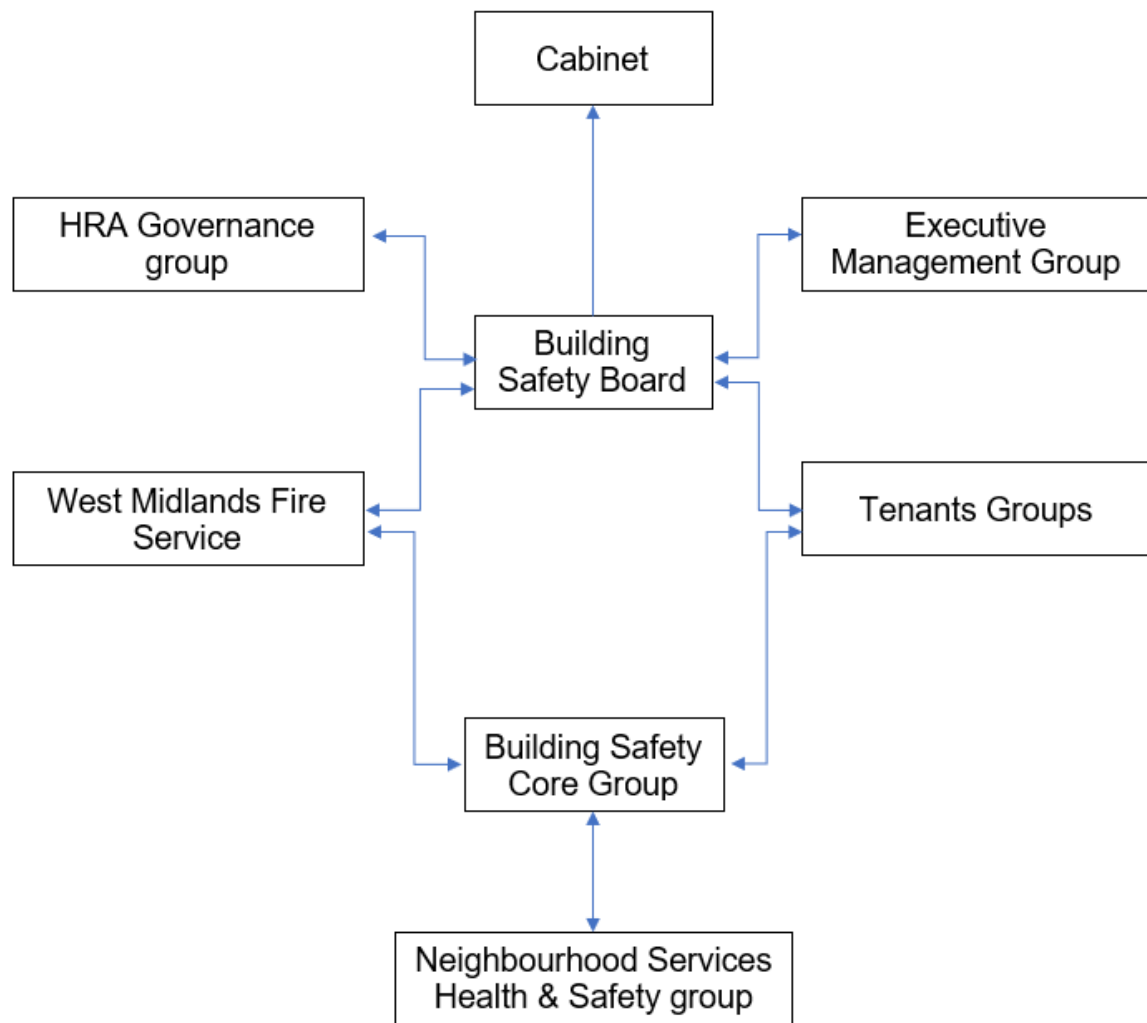
The date of the fire risk assessment is on the front page, followed by any subsequent reviews. A recurring time frame is not set in legislation. The council has procedures and policies in place that will trigger a review of the fire risk assessment. This then is recorded on the fire risk assessment. 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 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 Traditional brick-built block of flats that are split into 2 separate blocks which are connected via an open deck access that runs from the 1 st floor of each block. Front entrance doors are of timber construction with additional timber framed side panel with Georgian Wired Glass. The block has UPVC windows units installed to the flats and communal areas.	Trivial

	Roof is of a pitched construction with UPVC fascias installed under the roof line, concrete roof tiles are used for the roof. Fire switch to the lift is installed at the 3-story block, this is located at the front entrance above the canopy.	
Section 7	Means of Escape from Fire A lift located in the lobby serving flats 1–4, 9–12, and 18–21 provides access to the ground, first, and second floors. Resident meter cupboard is in lobby next to the lift to flats 1-4,9-12,18-21. Metal trunking fitted within lobby to flats 1-4,9-12,18-21. Lift motor room located on 2nd floor corridor through roof hatch of block 1-4,9-12,18-21. • Items placed on open deck access landing. • Combustible reef attached to the front entrance door of flat 18.	Tolerable
Section 8	Fire Detection and Alarm Systems No detection in communal areas. Previous communal alarm panel and call points have been decommissioned and removed since the last FRA. Individual flats are fitted with hardwired smoke detection to an LD3 standard minimum. Flat 2 Checked for detection LD2.	Trivial

	Flat 16 checked for detection LD2.	
Section 9	Emergency Lighting The premise has sufficient emergency/escape lighting system in accordance with BS 5266. Emergency lighting is evident throughout the block, corridors, staircase landing, refuse bin room and electrical cupboard.	Trivial
Section 10	Compartmentation The block has sufficient compartmentation between dwellings. There is sufficient compartmentation within the lift motor room. Cyclical programme in place to ensure fire stopping has not been compromised. Flat entrance doors are Notional FD30 timber doors, recommend upgrading to certified FD30s Fire rated doors in future planned work. Flat 18 has installed a CCTV camera system which is installed on the door frame with cabling going through the frame.	Tolerable
Section 11	Fire Fighting Equipment There is Co2 fire extinguisher located in the lift motor room which is accessed through a loft hatch on the 2nd floor.	Trivial

Section 12	Fire Signage There is sufficient Fire door keep shut signs & No Smoking signs in place. • New 'No Smoking' signage needs installing to the outside of the building.	Tolerable
Section 13	Employee Training All staff receive basic fire safety awareness training.	Trivial
Section 14	Sources of Ignition EICR carried out 01/10/2024 which was unsatisfactory due to C2 codes on investigation, this is scheduled for remedial work. Email sent to electrical department on the 22/09/2025. Contractor has been on site, but no access gained. Has been scheduled for 23/10/2025. All electrical cupboards are free of combustibles.	Trivial
Section 15	Waste Control Caretakers undertake regular checks and bins are stored away from the building. Refuse bins stored in a dedicated refuse cupboard located outside next to the entrances.	Trivial
Section 16	Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.	Trivial

Section 17	Arson Prevention There is external lighting, and a door entry system prevents unauthorised access.	Trivial
Section 18	Storage Arrangements There are no external or internal storage cupboards for residents.	Trivial

Risk Level Indicator

The following simple risk level estimator is based on commonly used risk level estimator:

Likelihood of fire	Potential consequences of fire		
	Slight harm	Moderate harm	Extreme harm
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

Considering the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Low ☐ Medium ☒ High ☐

In this context, a definition of the above terms is as follows:

Low Unusually low likelihood of fire because of negligible potential sources of ignition.

Medium Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Considering the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Slight Harm ☒ Moderate Harm ☐ Extreme Harm ☐

In this context, a definition of the above terms is as follows:

Slight harm

Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).

Moderate harm

Outbreak of fire could foreseeably result in injury including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme harm

Significant potential for serious injury or death of one or more occupants.

Accordingly, it is considered that the risk to life from fire at these premises is:

Trivial ☐ Tolerable ☒ Moderate ☐ Substantial ☐ Intolerable ☐

Comments

After carrying out a Type 1 fire risk assessment on Trinity Court, in my conclusion, the likelihood of a fire is of a medium level of risk prior to the implementation of the action plan because of the normal fire hazards that have been highlighted within the risk assessment.

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.

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 because, all flats have FD30 notional timber entrance doors, smoke detection to a minimum standard of LD3 installed in all flats, two final exit doors per block and a stay put unless fire strategy is in place.

At present it is tolerable to have notional FD30 timber doors but would be recommended that on any future refurbishment of the block that these doors be replaced with certified FD30s fire rated doors to residents front entrances.

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

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 risk.

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

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

Section

2

People at Significant Risk of Fire

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

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

Sandwell Council has a policy and procedure in place for Personal Emergency Evacuation Plans (PEEPs). This is based on tenants identifying themselves as requiring a PEEP.

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 Manager & Improvement Sarah Agar		
Building & Fire Safety Manager Tony Thompson		
Team Lead Fire Safety Jason Blewitt		
Team Lead Building Safety Anthony Smith		
Housing Office Manager Prabha Patel		
Building Safety Managers Adrian Jones Carl Hill Louis Conway Andrew Froggatt	Fire Risk Assessors Mohammed Zafeer Stuart Henely Craig Hudson	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

Trinity Court 1-21
Church Street
Cradley Heath
B64 6DS

Description of the Property

This Type 1 fire risk assessment applies to 1–21 Trinity Court. The low-rise block was constructed in 1984 and comprises three storeys, including the ground floor.

The block is split into two sections: one three-storey and one two-storey building, each with its own staircase. Lift access is available in the three-storey section and serves all floors. Adequate resident parking is provided at the front of the building, with vehicles parked at a safe distance from the building's envelope.



The building consists of 3 floors with each floor containing 4 flats

Flat 1-4,9-12,18-21

Ground floor - Flats 1,2,3,4
1st floor – Flats 9,10,11,12
2nd floor – Flats 18,19,20,21

Flat 5 -8,14 -17

Ground Floor - Flats 5,6,7,8
1st Floor - Flats 14,15,16,17



Both blocks of flats are connected via an open deck access that runs along the first floor of each block.



Access to the building is available from both the front and rear, with entry through a key-operated system at both locations. Trades and visitors can access via an intercom system. A firefighters lift override switch is located at the front entrance, positioned just above the canopy.



Front and rear entrances to flat 1-4,9-12,18-21 & 5 -8,14 -17.



Intercom access and firefighter's lift override switch.

Externally the building has a timber and metal railing fenced perimeter with a courtyard to the rear.



Metal railing and timber fencing to the courtyard at the rear.

Flats 1-4,9-12,18-21 is equipped with a residential lift that serves ground, first floor and second floor. Access to the lift motor room is on the 2nd floor through a secured roof hatch.



Nearest Fire station is Haden Cross fire station, which is 1.5 miles.

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 story, 2 story
Date of Construction	1984
Construction Type	Traditional Brick Construction
Last Refurbished	Unknown
External Cladding	Limited amount of UPVC shiplap above main entrances.
Number of Lifts	1, on 3 story blocks
Number of Staircases	2, 1 per block
Automatic Smoke Ventilation to communal area	None
Fire Alarm System	No, Decommissioned System
Refuse Chute	1 per block
Access to Roof	External Access
Equipment on roof (e.g. mobile phone station etc)	None

Persons at Risk

Residents / Occupants of 20 flats in 2 separate blocks (no number 13)

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.

The materials used within the external construction at Trinity Court present an acceptable level of risk.

- 1) The exterior of the building is predominately traditional brick construction with a pitched roof for both blocks. There is UPVC facias to the roof line with concrete roof tiles above.



Front Elevation



Rear Elevation



Side Elevation



UPVC Facias boards with concrete roof tiles

- 3) UPVC double glazed window units have been installed at both blocks, these are installed at flats and the communal areas of the blocks.



UPVC window units

- 4) On the front elevation of the building, there are UPVC cladding installed under the window units above the front entrances, these window units are part of the communal staircase landing.



Front UPVC cladding

- 5) There is a canopy over each entrance to the building, which is cladded on the front with UPVC, the underside is boarded with the roof being lined with felt and Asphalt.



Canopies over front and rear entrances to both blocks.

- 5) The front & rear entrance are of a timber frame construction with Georgian wired glazing within the inserts to the frames on either side of the doors.



Timber constructed door entrance and Georgian Wired Glass

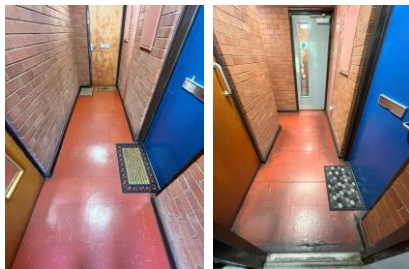
- 6) At the rear of the building, a first-floor open deck access connects the two blocks. The structure is primarily of brick and concrete construction, with a concrete tiled roof. The underside is finished with UPVC fascia boards, and steel railings are installed along the front edge. There are no flat entrance doors accessible from the deck access, and all windows facing the deck are UPVC units.



Section 7

Means of Escape from Fire

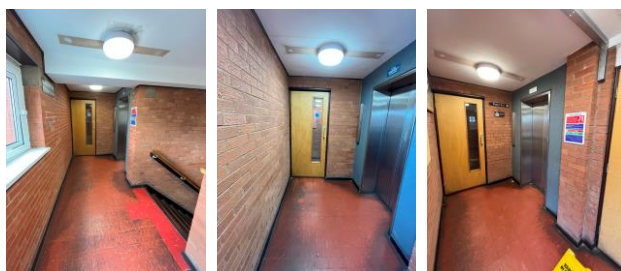
- 1) Each flat is equipped with, as a minimum LD3 fire detection to facilitate means of escape and provide sufficient response time.
- 2) All communal hallway floors are covered in vinyl type of floor tile, residents of flats have various types of door mats placed in front of entrances, the fire rating is not known for these door mats.



Various type of mats and floor coverings.

- 3) All corridors, landing and staircase are of adequate width and are kept clear to maintain safe exit in an event of fire.

Flats 1-4,9-12,18-21

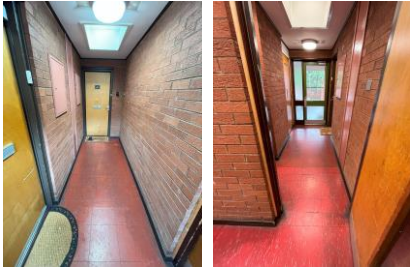


2nd floor.

1st floor.

Ground floor.

Flats 5 -8,14 -17



1st floor. Ground floor

- 4) Lift motor room located on 2nd floor near flat 18 through roof hatch.



- 5) Flat 18 has a combustible reef attached to the front entrance door



- 6) An open deck access on the first floor connects both blocks. UPVC window units are installed along the deck at the recommended height of 1100mm. There are no flat entrance doors that open onto the deck, and the area is adequately lit.



- 7) On the open deck access landing, residents have set up a seating area that includes a bench, a table, and a medium-sized outdoor rug. A couple of bicycles are also stored among these items; however, they do not obstruct the means of escape onto the access route. It is recommended that this area be regularly monitored to prevent the accumulation of additional items and to ensure the escape route always remains clear.

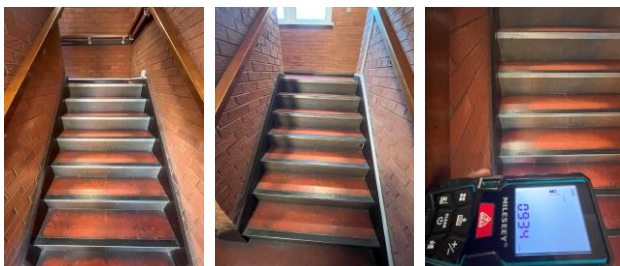


- 6) Communal areas are kept free of flammable items. The communal areas are checked on a regular basis by Caretaking / Cleaning teams 365 days per year and all items of rubbish are immediately removed. There is also an out of hour's service that allows combustible items of furniture / rubbish to be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



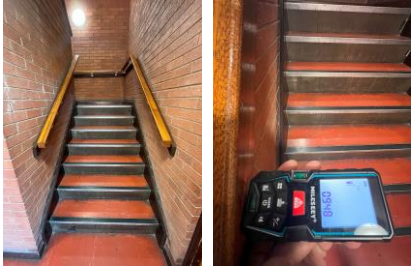
- 7) Trinity Court comprises one staircase per block, each providing an adequate means of escape and located at the entrance to each respective block. The staircases have been measured between handrails, with widths of 948mm and 934mm. These stairways are kept clear to ensure a safe and unobstructed means of escape.

Flats 1-4,9-12,18-21



Ground to 1st & 2nd floor staircase.

Flats 5 -8,14 -17



Ground to 1st floor staircase.

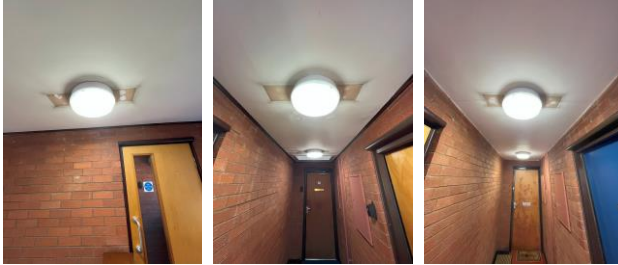
- 8) On both blocks, UPVC windows units have been installed on the staircase landing and within the corridors to the flats, these windows can be opened without the use of a key to allow sufficient airflow into the corridor and stairwell. There is no automatic smoke ventilation system installed in this premises.



- 9) Skylights are installed above the staircase and landing of 1st and 2nd floor of the building.



- 10) Emergency lighting is installed throughout the building, these are installed near final exit doors, communal staircase, landing and flat corridors.



- 11) The final exit doors have door handle exit systems installed. These doors are checked on regular bases by the 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).

Flats 5 -8,14 -17



Front door & rear final exits doors

Flats 1-4,9-12,18-21



Front door & Rear door exits.

- 12) Flats 1-4,9-12,18-21 has a lift located on the ground floor communal area. This can be accessed from ground, first and second floor.



- 13) Metal trunking for electrical cabling is installed within the ground floor lobby area of flats 1-4,9-12,18-21.



Metal trunking

- 14) There is a clear and safe exit out of the building via the two-ground floor exits.

Flat 5 -8,14 -17.



Front final & Rear final exit.

Flats 1-4,9-12,18-21



Front final & Rear final exit.

- 15) A fire switch for the lift on the 3-story block that is located at the front entrance, just above the canopy, on investigation it was found that it had been left in the ON position of override and did not override the lift on inspection. An email has been sent to the electrical team on the 20/10/2025.



- 16) There is no fire fighters override facility installed at the block for emergency services to gain access, this has been recorded in the last FRA and is in the initial process of being installed. An update email was sent to Community Alarms on 20/10/2025.

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 resident's flats are installed to a minimum of LD3 Standard.

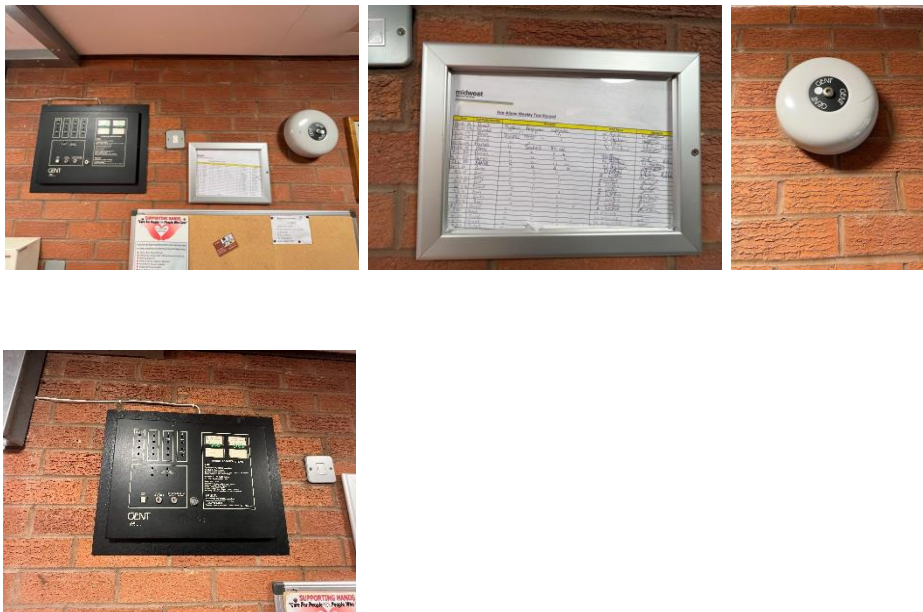
Flat 2 has detection in hallway, lounge – LD2

Flat 16 has detection in hallway, lounge - LD2



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

4) A communal fire alarm system that was previously installed in the building has since been decommissioned. Although the system is no longer active, key components—such as the alarm sounders located within the corridors and the main control panel situated in the ground floor communal lobby—remain in place. According to available records, the system has been inactive since 2020. However, there is currently no signage or labelling on the control panel to clearly indicate that it is out of service. This could potentially cause confusion in the event of an emergency or for visiting contractors and should be addressed to ensure clarity and compliance with best practice.



Section 9

Emergency Lighting

- 1) The premises have a sufficient emergency / escape lighting system in accordance with BS 5266.
- 2) Emergency lighting is serviced by City Fire.



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

Job Details

Job ID 177647	Client Name Dodd Group (Midlands) Limited	Site Name 1-21 TRINITY COURT
Job Order Number SMBC_16772331	Details Of Client Dodd Group Ltd Stafford Park 13	Site Address
Client ID 25	Client Postcode TF3 3AZ	Site Post Code
Site ID 8,591		

System Details

Manufacturer Kosnic	Number of Fittings Onsite 40
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Inspections and Tests

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

Sign Off Area

NAME OF ENGINEER James anderton	New Signature 	New Date 08/08/2025
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Photos

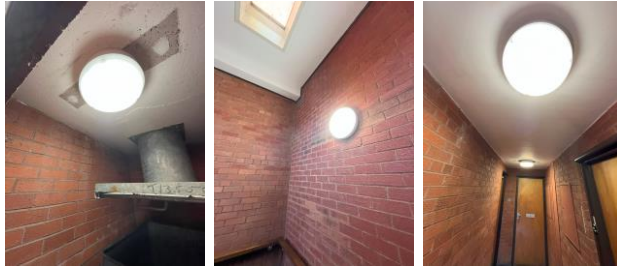
Photo Attachments	Photo Attachments	Photo Attachments
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- 3) Emergency lights are also checked and tested monthly by Sandwell MBC in house electrical team.



Monthly Sandwell test record and testing switch

- 4) Emergency lighting is installed throughout the building, units are installed in communal areas e.g. stairways, corridors, lobbies, they are also installed within the electrical cupboard, refuse cupboards and stores.



Communal area, service and refuse cupboard emergency lighting.

Section 10

Compartmentation

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 survey undertaken as part of this risk assessment should not be construed as a full compartmentation survey of the building. From a visual inspection carried out at the time of the inspection, there were no breaches in compartmentation evident between the communal areas and the residential accommodation.

- 1) The walls and floors are designed to provide as a minimum 1-hour vertical fire resistance and 30 min horizontal fire resistance around flats and stairwells. Flat entrance doors are 30-minute notional fire doors, including those in 1-hour rated walls.
- 2) Due to the premises having an open plan stairwell, provisions are in place to limit any potential risks in the communal area. Combustibles and ignition sources are limited and present a low level of risk, alongside the use of Notional FD30 fire rated doors to individual flat entrances, communal doors on staircase landings & service cupboards, with sufficient fire stopping in place, provides acceptable compartmentation. There is a cyclical programme to ensure fire stopping has not been compromised by third parties e.g. contractors and where applicable enhance the fire stopping.
- 3) Electrical Service cupboard on ground floor is located behind an FD30s timber fire door, this secured by 054 mortice lock key; this key is only held by authorised staff.

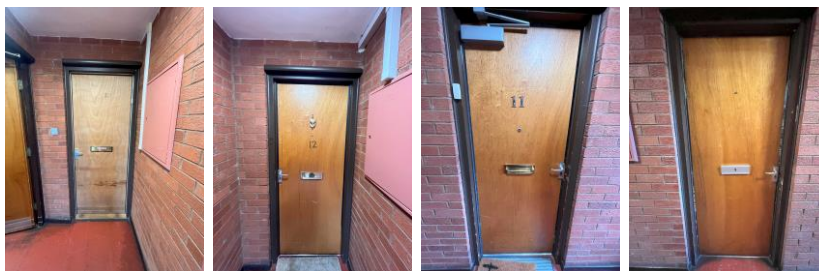


- 4) A variety of methods and materials have been used to achieve fire-stopping including Rockwool and intumescent pillows where needed.
- 5) All individual flats are installed with notional FD30 timber doors. It has been recommended that on the next refurbishment to the building that the FD30 timber doors be upgraded to certified FD30s fire rated doors.

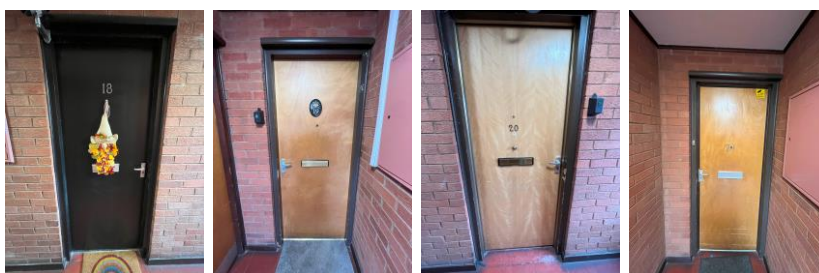
Flats 1-4,9-12,18-21



Ground floor flats 1,2,3,4

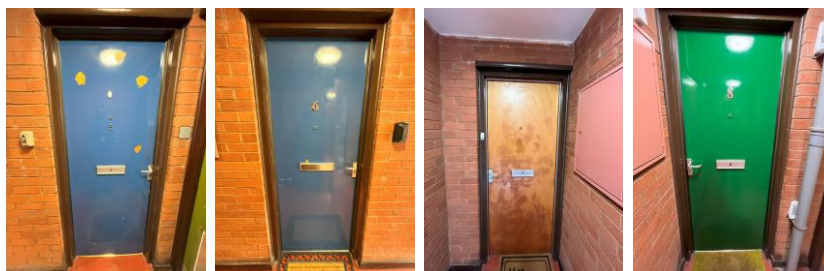


1st floor flats 9,10,11,12

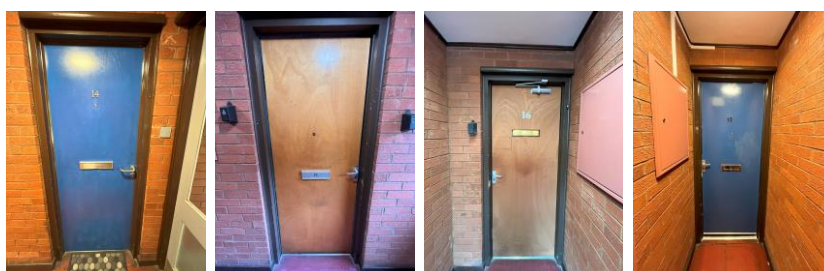


2nd floor flats 18,19,20,21

Flats 5 - 8,14 -17



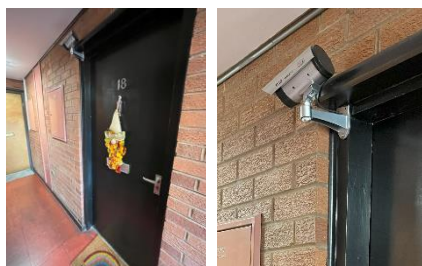
Ground floor flats 5,6,7,8



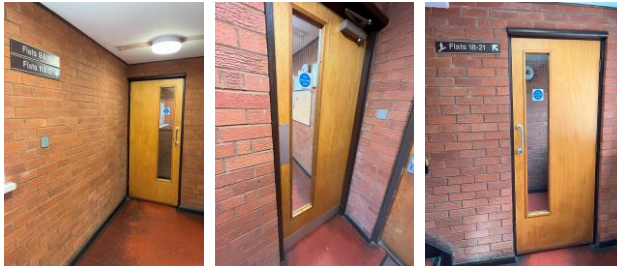
1st floor flats 14,15,16,17

Trinity Court 1-21 (O&E)	BL48835TR03	1-21 Trinity Court;Cradley Heath;West Midlands;;	Intentionally Blank	
Trinity Court 1-21 (O&E)	BL48835TR03	1 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	2 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	3 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	4 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	5 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	6 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	7 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	8 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	9 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	10 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	11 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	12 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	14 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	15 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	16 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	17 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	18 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	19 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	20 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed
Trinity Court 1-21 (O&E)	BL48835TR03	21 Trinity Court;Cradley Heath;West Midlands;;	Timber Door FD30	Not Glazed

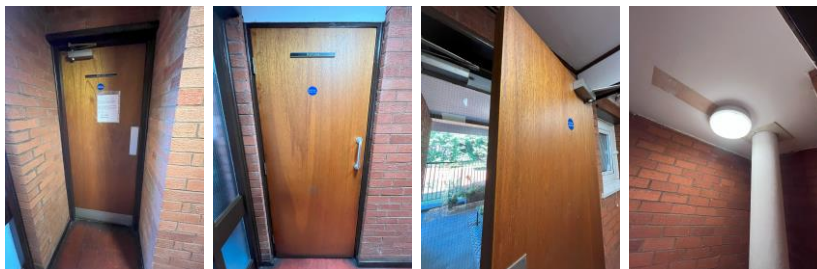
7) Flat 18 has installed a CCTV camera system which is secured onto the door frame, the cabling is running through the frame, this could potentially reduce the integrity of the compartmentation between the flat and communal corridor.



- 8) The building has sufficient compartmentation between the communal areas, staircases, landing corridors by the means of FD30s fire doors with door closures, all communal doors were checked to see if self-closing device worked as should, no issues were found.

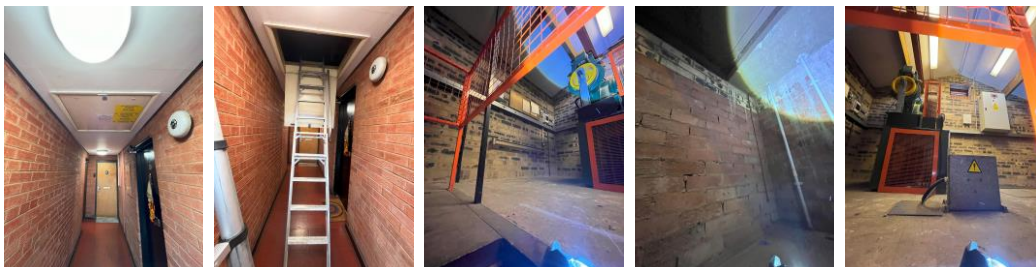


- 9) All refuse waste cupboards located on each communal landing are secured with timber FD30s fire doors. The compartmentation within these refuse cupboards was inspected, and no issues were identified. The cleaners' storage cupboard on the ground floor is also fitted with a timber FD30s fire door. This door is secured with a 54-mortice lock and is accessible only to authorised personnel.



Internal Refuse cupboards

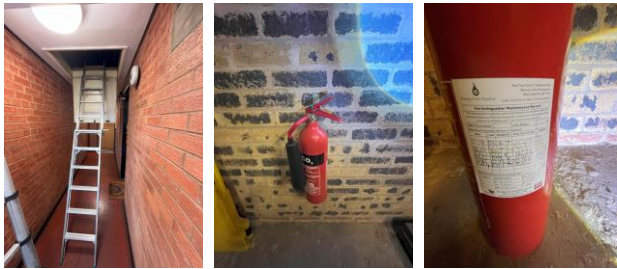
- 10) Lift motor room on the 2nd floor for flats 1-4,9-12,18-21 was accessed to check compartmentation and fire stopping, no issues found



Section 11

Fire Fighting Equipment

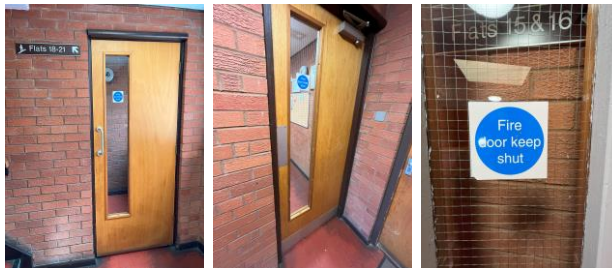
- 1) There is a CO2 fire extinguisher located in the lift motor room, which is on the second floor, accessed through a roof hatch. Next service date is due for Oct 2025.



Section 12

Fire Signage

- 1) Fire door keep shut signs are displayed where appropriate. All resident meter cupboards display "Fire Door Keep Shut/Locked" sign.



Communal fire doors have signage of keeping door closed



Electrical cupboard and storeroom have signage of keeping door locked.

- 2) Fire Action Notices are displayed throughout the building notifying residents of basic fire safety.



- 3) Yellow LPG warning signs are not displayed within the block. [refer to section 18](#).

- 4) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation. Signage is also displayed in the external refuse cupboard located next to the entrance doors.



- 5) External No Smoking signs need replacing due to fading and damage.



Section 13

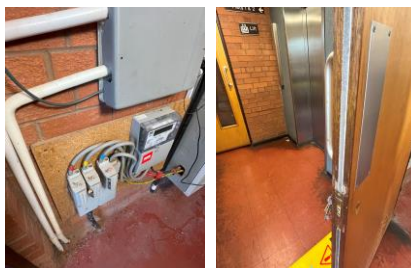
Employee & Resident Training/Provision of Information

- 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) Fire safety has been provided as part of tenancy pack.
- 5) Staff undertaking fire risk assessments are qualified to or working towards Level 4 Diploma in Fire Risk Assessment.

Section 14

Sources of Ignition

- 1) Smoking is prohibited on entrance and within any communal parts of the building in line with Smoke Free England legislation.
- 2) Hot working is not normally carried out. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.
- 3) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager.
- 4) Other portable electrical equipment as used by residents in communal areas is also subject to periodic PAT testing.
- 5) The fixed electrical installation shall be tested every 5 years. EICR has been carried on the 01/11/2024, but this was deemed as unsatisfactory due to having codes of C2, A request has been made for a up to date EICR from the Electrical Team, email sent on 22/09/2025. Contractor attended, but no access could be gained to the property. Has been scheduled for 23/10/2025.
- 7) Electrical service cupboard on the ground floor is secured behind a FD30s fire rated door. Cupboard is free from any combustibles.



- 8) Gas appliances and pipework (where installed) are subject to annual testing and certification. This contract is managed by the in-house Gas team. Gas supply to these premises is external.
-

- 9) All electrical cabling feeding supply from electrical cupboard and supply to the lift are channelled through secure metal box trunking that is securely install across the upper walls and ceiling of the lobby. All electrical trunking is protected by Envirograf Intumescent Pillows or Pads.



Metal Electrical Trunking

Section 15

Waste Control

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



- 2) Refuse bins are stored in 2 refuse cupboards that are located next to the front entrances of the building. Bins Are regularly emptied by site services.



- 3) All internal refuse Shute rooms are clear of any rubbish.



- 4) Regular checks by Caretakers minimise risk of waste accumulation.



5) 'Out of Hours' service is in place to remove bulk items.

Section 16

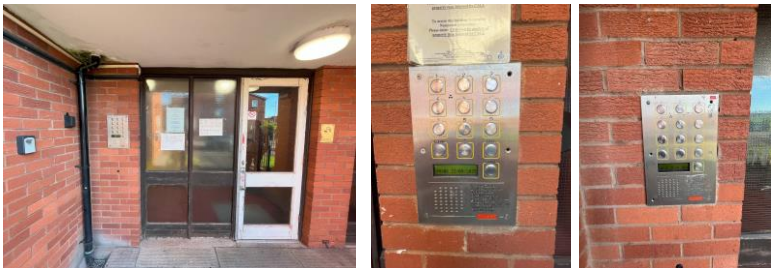
Control and Supervision of Contractors and Visitors

- 1) Responsive Repairs service delivered by Sandwell MBC necessitates the production of an order via the computerised repairs system. Details of any known risks are documented on the repair order.
 - 2) Hot works are not permitted unless authorisation is given via the approved officer. The hot works procedure is to be followed.
 - 3) Utility companies are not allowed to access any service cupboard or secure area. They must request and collect maintenance keys from the local housing office. This allows scrutiny of what is the scope of any works such as installation of tenant's broadband / phone line etc.
 - 4) Where contractors are appointed to undertake major refurbishment works, Sandwell MBC Urban Design team will put control measures in place. Such Measures include: -
 - a) Pre-Contract Meetings – where contractor is made aware of all working arrangements and safe systems of work to be adopted. Issues covered in this meeting will include:
 - Health and Safety.
 - Site Security.
 - Safety of working and impact on children/school business.
 - Fire risk, if any.
 - Site Emergency Plan.
 - b) Monthly Site Meetings – 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) Both blocks have restricted access, this is via a key lock, each resident has their own key to gain access. There is an intercom system that can allow visitors and contractors in.



Entrance doors and intercom access system.

- 3) There is no current evidence of arson.
- 4) The perimeter of the premises is well illuminated.



Front External lighting

- 5) There have been no reported fire incidents at Trinity Court 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) No Flammable liquids stored on site by Caretakers / cleaners.
 - 4) 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:

1 – 20 Trinity Court

Date of Action Plan:

22nd October 2025

Review Date:

<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
7/5	Flat 18 has combustible reef attached to the front entrance door.		P2	1-3 Months Housing Manager	

Fire Risk Assessment

8/4	Decommissioned alarm panel and sounders still present within the building. Need labelling on panel to indicate that it is not in use.		P2	1-3 Months Community Alarms	
10/7	Flat 18 has installed CCTV with channelling of cable through door frame. Needs removing to inspect and rectify.		P2	1-3 Months Fire Rapid Response	
12/5	External No Smoking signs need replacing due to fading and damage		P2	1-3 Months Fire Rapid Response	

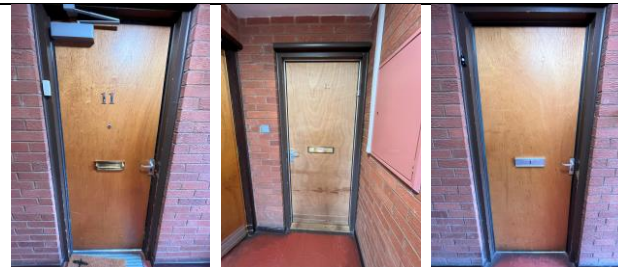
Fire Risk Assessment

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Observations

When undertaking future improvement program(s), it is advised that the observations listed below should be given consideration (noting that the safety of the residents is not jeopardised by these, and all steps to reduce any known risks have been taken).

It is recommended that for future renovations of the block that the notional FD30 timber fire doors be replaced with FD30s certified fire rated doors.

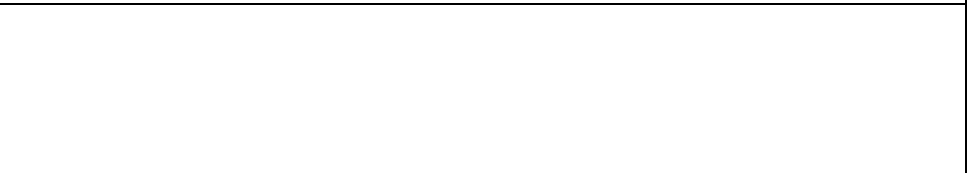


On the landing part of the open deck access, residents have placed a bench and table, at present it does not pose a significant risk. It is recommended that this area is to be monitored to keep items at a minimum and kept clear of access on to the deck.



EICR required remedial work due to C2 codes, has been scheduled for 23/10/2025

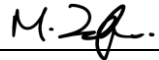
There is no Firefighters override switch for door access at the block, this has been recorded previously in the last FRA and is in the process of being installed. An request for a update email sent on 20/10/2025.



Fire switch for lift override does not operate. Email has been sent to Electrical Team to investigate. 20/10/2025



Signed

	Fire Risk Assessor	Date: 22nd October 2025
	Building Safety Manager	Date: 22 nd October 2025

Appendix 1

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

Name of property: 1 – 21 Trinity Court

Updated:

Premise Manager: Prabha Patel

Tel. No.: 0121 569 2975

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



Report No.: J423990
Nature of Work: Management Survey
Issue Date: 06/08/2025
Client Name: Sandwell MBC (formerly Homes)
Building Services, Direct 2 Trading Estate, Roway Lane,
Oldbury, West Midlands, B69 3ES
UPRN: BL48835TR03 2
Site Address: Trinity Court 1-21 (O&E), Cradley Heath, B64 6DS



Order Placed By: Jon Hemming
Site Contact: Communal
Date(s) of Work: 21/07/2025
Technical Manager: D Ely CCP (Asbestos)
Assistant Surveyor(s): Not Applicable

Lead Surveyor:

A handwritten signature in black ink, appearing to be "Jack Baldwin".

Jack Baldwin
Asbestos Surveyor

Authorised Signatory:

A handwritten signature in black ink, appearing to be "Paul Walters".

Paul Walters
Technical Review Officer
06/08/2025

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





CERTIFICATE OF ANALYSIS

Asbestos Fibre Identification in Bulk Sample

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

Site: Trinity Court 1-21 (O&E)
Address: Cradley Heath
B64 6DS

Samples Received: 21/07/2025

Issue Date: 24/07/2025

Order Placed By: Jon Hemming

Sampled By: Jack Baldwin

Analysed on: 24/07/2025

Authorised Signatory:

Job Title: Laboratory Analyst

Opinions and interpretations including the sample reference are outside the scope of UKAS accreditation						
Report No.: J423990						
Date Analysed:	Lab Ref.:	Site Ref:	Room:	Sample Reference:	Analysis Result:	Analyst:
24/07/2025	FC000104	-	02 - Hall	Thermoplastic floor tiles to bitumen adhesive to timber floor	No Asbestos Detected in tile or adhesive	Laura Smart
24/07/2025	FC000105	-	02 - Hall	Insulating board infill panel	No Asbestos Detected	Laura Smart
24/07/2025	FC000106	-	03 - Landing/Stairs	Reinforced plastic stair treads	No Asbestos Detected	Laura Smart
24/07/2025	FC000107	-	01 - Lift Plant Room	Insulating board panels	No Asbestos Detected	Laura Smart

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

Analysed at:

Head Office:

20 Stourbridge Road,
Halesowen, West Midlands
B63 3US

Tel: 0121 550 0224

Email: sales@bradley-enviro.co.uk



Registered Office: Bradley Environmental Consultants Limited, 20 Stourbridge Road, Halesowen, West Midlands, B63 3US. Registered in England No. 02573757

Management Survey (with MA - LOD) Template Version 56

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