Fire Risk Assessment

Alfred Gunn House

Thompson Road,
Oldbury, B68 8RW

Date Completed: 4th December 2025

Review Period: 12 Months

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

Checked By: Carl Hill **Building Safety Manager**

Current Risk Rating = Tolerable

Sandwell
Metropolitan Borough Council

Subsequent reviews

Review date	Officer	Comments

Contents

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*".

Alfred Gunn has over the last six years been subject to a major investment and refurbishment programme. This included the addition of a new 10th floor providing additional flatted accommodation and plant room with a mezzanine level serving two lift motor rooms. Creation of an additional staircase and thermal upgrade to the external wall construction including a rainscreen cladding system. Automatic smoke ventilation has been provided to corridors and staircases. The lower ground floor will be utilised for Caretaking services a landlord's fire alarm system has been installed to cater for areas where persons will be working. All work has been inspected by Building Control and the Clerk of Works. This work was undertaken while the residents were decanted from Alfred Gunn.

This type 1 fire risk assessment has been written December 2025 soon after building works were completed and the majority of flats now occupied.

It is important to note that a fire engineer has been commissioned to produce a fire strategy for the building. Several on site meetings have taken place with the fire engineer, and no concerns have been raised with the design or construction. An updated fire strategy has not yet been received by Sandwell Council although verbal assurance has been received from the fire engineer that compliance is satisfactory.

The regulatory reform fire safety order 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, but the Council will as a minimum review:

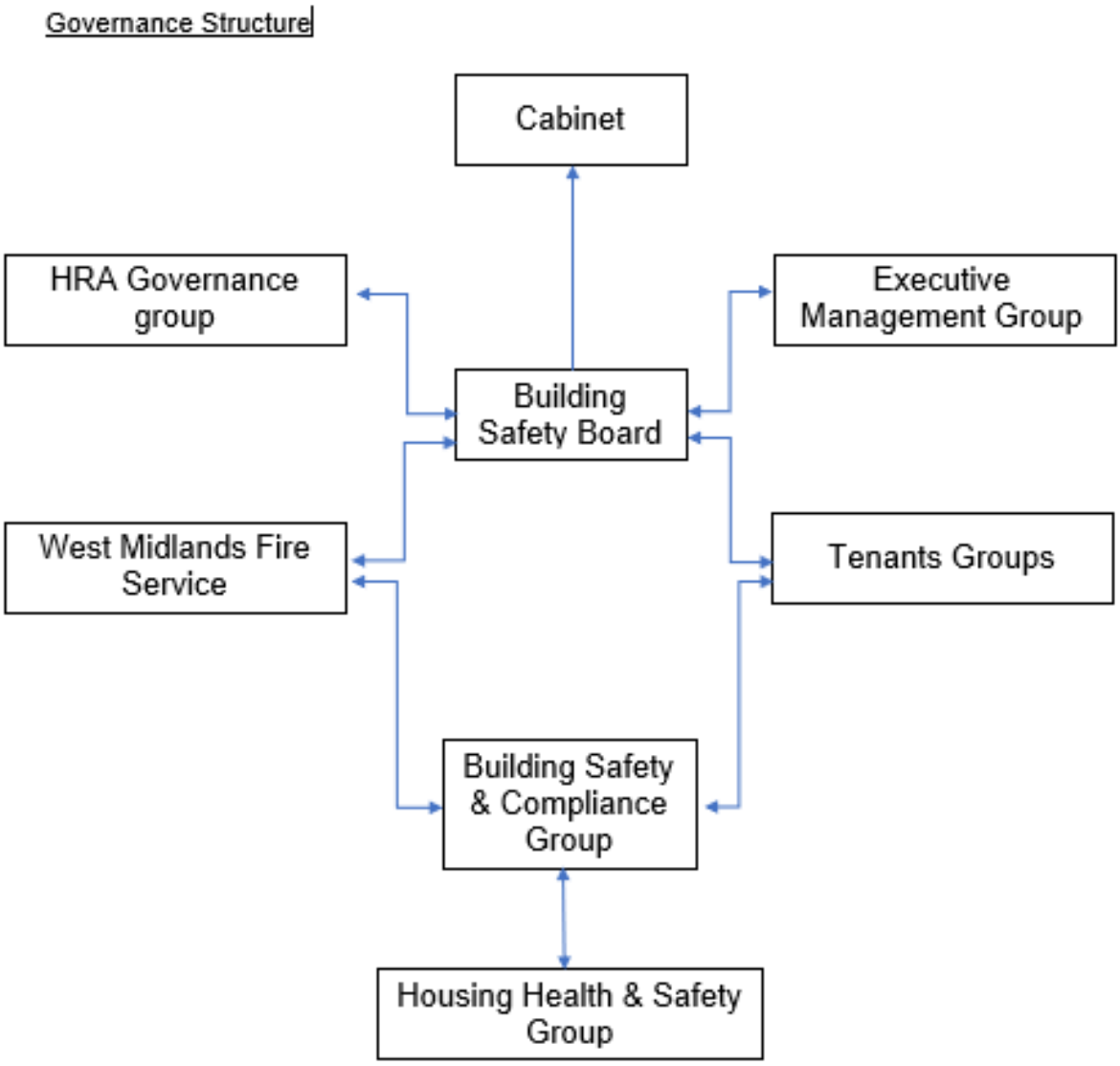
- High Risk Residential Buildings annually
- Other Buildings every 3 years

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



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 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** The external walls are built with non or limited-combustibility materials, including Brick slips (A1), Ceramapanel (A1), Rockslilk rainscreen slab (A1), HardiePlank cladding (A2-s1, d0), and EWI Pro mineral wool insulation (A2-s1, d0)."	Trivial

Section 7	**Means of Escape from Fire** There are 3 protected staircase's that provide a suitable means of escape. The introduction of the new third staircase means travel distances are well within the guidance limits for two-way travel within communal areas. The two side stairs, although on maximum distance, do satisfy building regulation requirements for travel distances without the need for the newly installed staircase. All communal doors along the means of escape are certified 30-minute self-closing fire doors with combined intumescent strips / cold smoke seals & vision panels. Doors also have drop down seals installed. All corridors and staircases have automatic opening ventilation provision. All flat entrance doors are certified self-closing FD 30S. The lower ground floor (caretakers' facility) has two-way travel leading to staircase B and the rear final exit. The landlords smoke detection and alarm system serves both the lower ground floor and plant room. The two lifts are also brought to ground upon activation. These areas have a simultaneous evacuation strategy. Emergency lighting is located within the communal corridors and staircases, plant room and lower ground floor. Floor joists supporting escape hatches within lift motor rooms to be trimmed to allow easy removal.	Tolerable

	Break Glass Box required in 1 x lift motor room. Lower ground door opening into staircase B requires lock removal / blanked.	
Section 8	**Fire Detection and Alarm Systems** Fire detection within flats is installed to an LD1 and LD2 standard. Automatic opening vents are installed to the head of all protected stairs and all communal protected corridors. Activated by smoke detection within the communal corridors. Both bin rooms have deluge protection which is activated by smoke detection. Alarm receiving centre yet to be established at Roway Lane. Relocate smoke detectors in bin store adjacent downstand. Smoke detection required in sluice room.	Tolerable
Section 9	**Emergency Lighting** The premises have a sufficient emergency / escape lighting system.	Trivial
Section 10	**Compartmentation** The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance. All doors are minimum 30-minute certified fire doors with intumescent strips & cold	Tolerable

	smoke seals, including those in 1-hour rated walls. Cracked glazing panel noted to communal door set adjacent to flat 14. Requires replacement. Several fire doors within the lower ground floor require adjustment to enable them to close into the frame. Confirmation of fire resistance of fire stopping to downstand in bin store. Cold smoke seal to lower ground lift lobby doors required.	
Section 11	**Fire Fighting Equipment** The building has two dry risers which serve all floors between first and tenth. The dry risers are labelled A and B. There is a deluge system in the bin store. All flats benefit from a newly installed sprinkler system. Maintenance contracts are in place to service the dry riser twice yearly. Vegetation to be removed to allow access to dry riser. Redundant hydrant to the rear of the building is to be removed / obscured / covered.	Tolerable
Section 12	**Fire Signage** Appropriate signage is displayed throughout the building.	Tolerable

	LPG warning signage to be displayed.	
Section 13	**Employee Training** All staff receive basic fire safety awareness training.	Trivial
Section 14	**Sources of Ignition** All flats have undergone electrical testing prior to occupation.	Trivial
Section 15	**Waste Control** There are two bin storage rooms. Consultation with stakeholder reference safe storage of recycling facilities / bins is required.	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. CCTV is in operation.	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 (normal level of risk) 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 there being sufficient compartmentation, having due regard to the newly installed sprinkler system. Certified 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 LD1, LD2 standard within flats, automatic smoke ventilation system to the head of all protected stairs and corridors with a Stay Put – Unless policy. The lower ground floor (caretakers' facility) and plant room has a simultaneous evacuation policy and is served by the landlord's fire detection and alarm system.

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

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 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 has a policy and procedures 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 Housing Officers 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 Building Safety Anthony Smith		
Housing Office Manager Rachel Price		
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

Alfred Gunn House
Thompson Road,
Oldbury, B68 8RW.

Description of the Property

The building comprises accommodation in flats (Purpose group 1(a)) with a lower ground for caretakers use, ground floor with ten floors above including a plant room with a further mezzanine level. The lower ground floor will be an empty space containing only some building services and be accessibly only for occasional maintenance and repair.

The building work consisted of the addition of a central staircase and tenth floor to recover accommodation lost to the additional stair.
The top floor is more than 18m in height from ground level access at nominally 26m. The site is sloping such that the lower ground floor exits to ground to the north elevation at which point the nominal height to the top floor is 29m.

The building is therefore classed as a relevant building, since it has a habitable floor at least 18m above ground and contains one or more dwellings.

The building is comprised of three linked cores as detailed in Figure 1 below. All accommodation floors from ground to 9th floor have the same layout. The 10th floor differs in that there is a plant room. The lower ground floor layout has been altered as part of the refurbishment to accommodate the sprinkler tanks and new main electrical supplies.

Figure 1: Building Cores

Each core within the block is provided with a protected central corridor to access the flat entrance doors with a staircase located in each section. The building also contains two sets of lifts, one located in the protected corridors of core A and B. Each floor contains twelve flats, four in each core, except the top floor which contains only 10 flats. There is a total of 130 flats in the building, these all providing either one or two bedroom accommodation.

The staircase in core A, referred to as staircase A, is the recently added staircase that was introduced to improve evacuation routes from core A. Refuse chutes are in a riser room in the protected corridor within cores C & A, the refuse chutes discharge into the bin stores located at lower ground floor.

The Alfred Gunn building has a lower ground floor. As this is accessed from ground level it does not fall under the definition of a basement area, and as such it provides no additional firefighting challenges in that regard. The lower ground is landlord occupancy only and has undergone significant alterations as part of the refurbishment, with the entire area now relatively fire sterile except for the main electrical riser and new unprotected cable runs. The sprinkler tank and pumps are also housed in this area.

The refurbishment has also consisted of the addition of a tenth floor which has also resulted in the extension of staircases and the lifts one level. Additionally, the tenth floor contains a plant room in the central area of the flats. A mezzanine floor in the plant room gives access to the lift motor rooms and maintenance corridors.

The block has a main entrance to the front elevation (Block A), and a further entrance/ exit located on the two side elevations (Blocks C and B). All of these exits have a drop latch facility for firefighting purposes. There is a further entrance/exit to the lower ground floor for estate services staff.




Keys for firefighters are contained within the premise information box located within Entrance A adjacent to the fire alarm panel.

The gas risers have been de-commissioned by Cadent, so there is no live gas supply in the block.

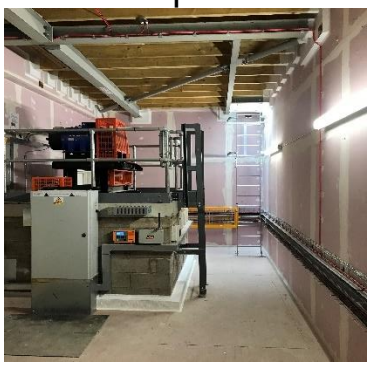
The communal electricity supply can be isolated from the lower ground floor electric room.

The electric meters are contained within the entrance hallway of each flat.

Each flat can be isolated independently from within their respective property.

There are two lift cars that serve floors ground to 10. The lift can travel to the lower ground floor with the use of an override key. This facility is not available for residents. The capacity for each lift is 8 persons or 600kg. Both lifts are Fireman's lifts with basic override facility.

The two lift motor rooms are located within the main roof void. Located within the plant room off an access corridor on the mezzanine level.



There is a sky light from the roof space that provides access out on to the roof.

The main entrance to the front elevation has a door entry system with a fob reader installed. The entrance to the rear elevation is accessed by the installed fob reader. The front, two sides and rear entrance have a firefighter override by use of a drop latch key.

There is a Secure Premise Information Box (PIB) located on the ground floor with Block A. It is a Gerda box that utilises a standard WMFS suited key. The PIB contains keys for the building, 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).

All floors are served with two lift cars and three protected stairs.

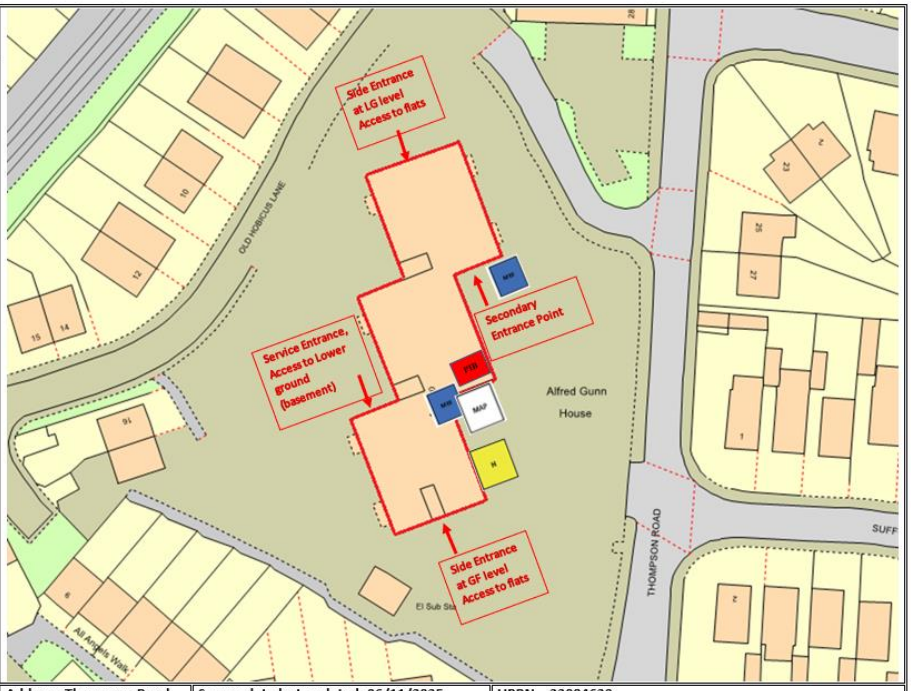
The communal, any workplace areas and the external envelope of the building are subject to the Regulatory Reform (Fire Safety) Order 2005 as confirmed by the Fire Safety Act 2021.

The enforcing authority is West Midlands Fire Service.

High/Low Rise	High Rise
Number of Floors	12 (includes lower ground floor)
Date of Construction	1962
Construction Type	Wates
Last Refurbished	2019-2025 (6-year project)
External Cladding	The external walls are built with non or limited-combustibility materials, including Brick slips (A1), Ceramapanel (A1), Rockslilk rainscreen slab (A1), HardiePlank cladding (A2-s1, d0), and EWI Pro mineral wool insulation (A2-s1, d0).”
Number of Lifts	Two
Number of Staircases	Three
Automatic Smoke Ventilation to communal area	Yes
Fire Alarm System	Yes (covering landlords’ area)
Refuse Chute	Yes
Access to Roof	Access to lift motor room via plant room. Fixed vertical ladder to roof light allowing roof access.
Equipment on roof (e.g. mobile phone station etc)	Yes. Telecommunication equipment.

Persons at Risk
Residents / Occupants of 130 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)

Orientation Plan

Symbols			
H Fire Hydrant MAP Main Access Point MR Dry Riser PIB Premise Information Box			
Orientation Plan.	Address: Thompson Road, Oldbury, B68 8RN	Survey date last updated: 06/11/2025	UPRN – 32084630 BSR Registration Number: HRB04340N3Z3

On arrival Information (for WMFS)

Address: Alfred Gunn House 1-130, Thompson Road, B68 8RN Block Reference: BL47940AL18	Survey date: 07/11/2025	ON ARRIVAL INFORMATION

BUILDING LAYOUT	
Size: Height	12 storeys inclusive of lower ground floor, 10th floor plant room with additional mezzanine level leading to lift motor rooms.
Construction	The block was constructed utilising concrete frame with masonry infill and a flat roof construction. Major refurbishment works (2025) include an additional floor, staircase, pitched roof, external wall system and enclosed balconies (winter gardens).
Number of floors	12 storeys inclusive of lower ground floor, 10th floor plant room with additional mezzanine level leading to lift motor rooms.
Layout	Lower ground level contains the caretaker's office, incoming electrical supply service cupboard, water tank with automated sprinkler priority valve and general SMBC storage areas. Flatted accommodation on all floors between Ground & Tenth floor. The main entrance to the building is located on the front elevation at ground floor (Thompson Rd) with a second entrance also on the front elevation. Additionally, there is a rear service entrance at lower ground floor (Old Hobicus Lane) and two further side entrances, one at each end of the building. The layout is replicated on each floor between ground and 9th floors, consisting of 12 flats per floor. The 10*th* floor consists of 10 flats, a plant room containing telecommunications equipment and 2 x lift motor rooms. All floors above ground are accessible via 2 x lift cars and 3 x stairwells. The lower ground is accessible via the rear service entrance, both lift cars and the stairwell in block B (Old Hobicus Lane). All flats have an open plan kitchen / lounge with bedroom(s) & bathroom off a protected entrance hall.
Lifts	1 x lift car in block A. 1 x lift car in block B. Both lifts serve floors lower ground to 10th.
Types of doors.	Flat entrance doors are certified FD30s composite fire doors. Communal doors are certified FD30s timber fire doors.
Rubbish chutes / bin rooms	2 x refuse chutes terminating in separate bin store accessed at the rear of the building. Each bin store is protected with a fire suppression system and automatic chute closure plate. Hoppers on all floors are within protected riser rooms with FD30s timber fire doors.
Common voids	No
Access to roof / service rooms	Access to roof via the 10*th* floor plant room (suited 54 key). All service rooms / cupboards also accessed with a suited 54 key.
Occupants	Approx. 260 based on an average of 2 occupants per flat (130 flats) potentially 270 to allow for contractors, visitors, SMBC staff that may also be on site.
Evacuation strategy	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, heat or smoke. Within the lower ground and plant room areas a simultaneous evacuation strategy is in place.
Fire alarm / evacuation alarm	All flats have independent hard-wired smoke and heat detectors. Fire alarm panel in block A is linked to lower ground floor detectors including bin stores, all AOV detectors, sprinkler activation in flats, and the VESDA system located in the 10th floor plant room / roof void.

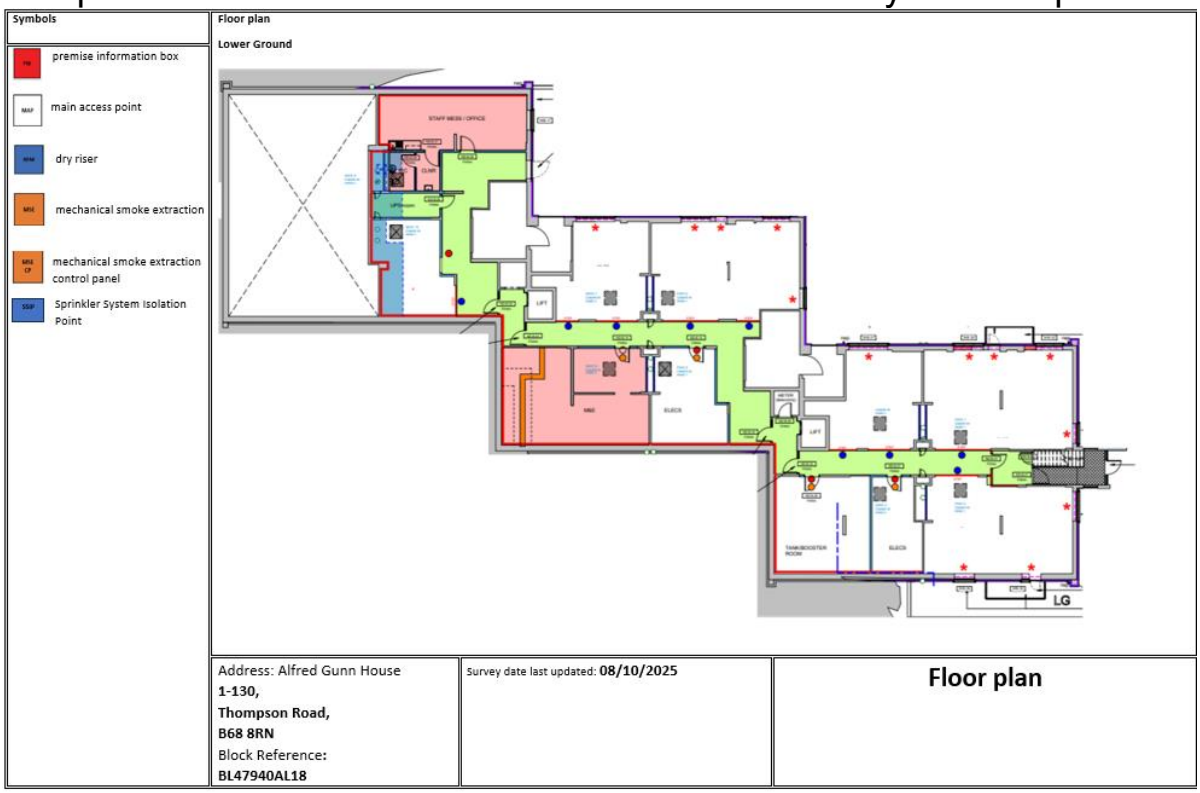
FIREFIGHTING SYSTEMS	
Water supplies	Nearest fire hydrant located outside the main entrance point at block A.
Fire mains	There are 2 Dry risers that serve the block the inlets are located externally on the ground floor front elevation adjacent the main entrance point and secondary entrance.
Firefighting shafts	No.
Lift	Lifts have basic firefighter override controls, accessed via a switch beside each lift car. 1 x lift car in block A. 1 x lift car in block B. Both lifts serve floors lower ground to 10th
Smoke control vents	Automatic Opening Vents (AOV's) located on the flank wall of each corridor and the AOV at the head of the corresponding stair.
Sprinkler system	Sprinkler heads within all flats. There is a sprinkler isolation valve within a service cupboard adjacent all flats accessed with a suited 54 key. Each service valve will isolate both flats either side of it. It is not possible to isolate sprinklers to a single flat. Upon a sprinkler activation, water is prioritised to the sprinkler system via a diverter valve in the lower ground water tank room.
DANGEROUS SUBSTANCES	
Location, type, and quantity	**Nearest COMAH site:** Solvay Solutions Ltd, Trinity St, Oldbury, B69 4LW – 540m
SERVICES	
Electricity	Incoming service supply located in lower ground service room, accessed via suited 54 key.
Gas	The gas risers have been de-commissioned by Cadent, so there is no live gas supply in block.

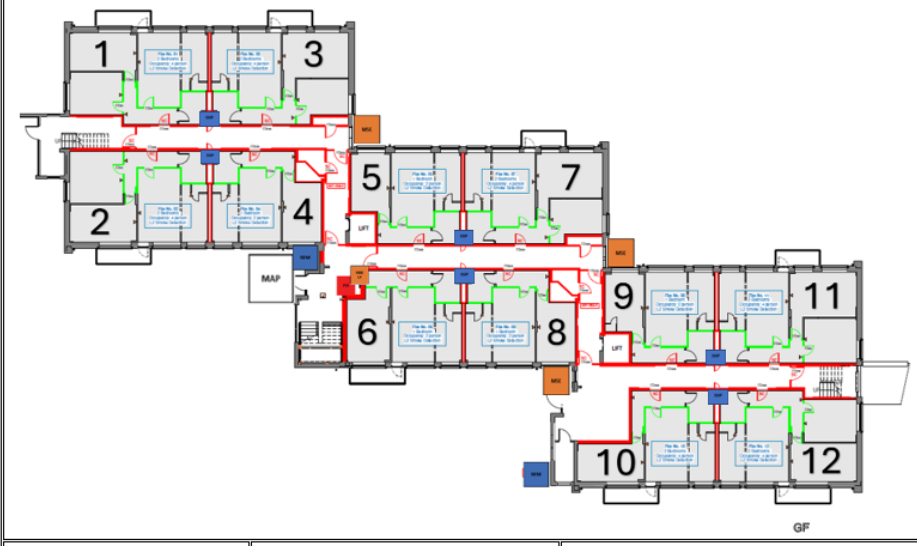
Section 5

Building Plan

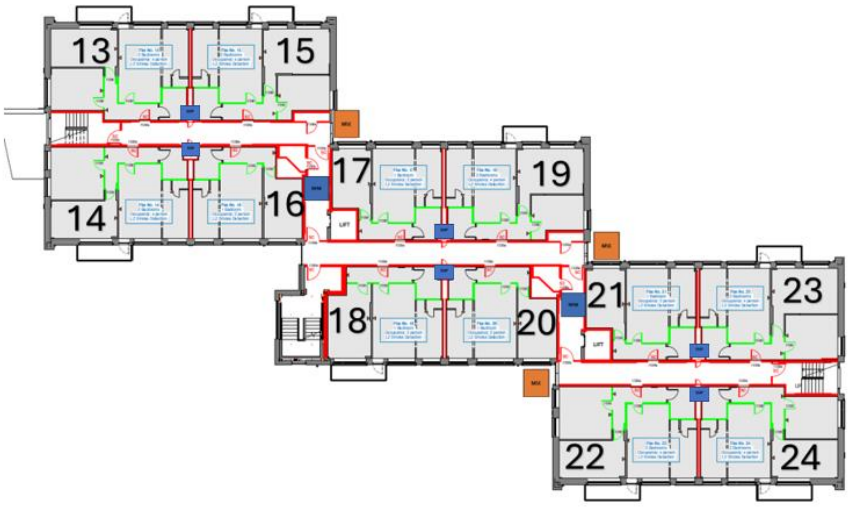
A typical floor layout showing horizontal lines of compartmentation, lift shafts, dry riser installation and AOVs etc.

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



Symbols	Ground floor
premise information box main access point dry riser mechanical smoke extraction mechanical smoke extraction control panel Sprinkler System Isolation Point	

Address: Alfred Gunn House **1-130,** **Thompson Road,** **B68 8RN** Block Reference: **BL47940AL18**	Survey date last updated: **07/11/2025**	**Floor plan**

Symbols	1st floor
premise information box main access point dry riser mechanical smoke extraction mechanical smoke extraction control panel Sprinkler System Isolation Point	

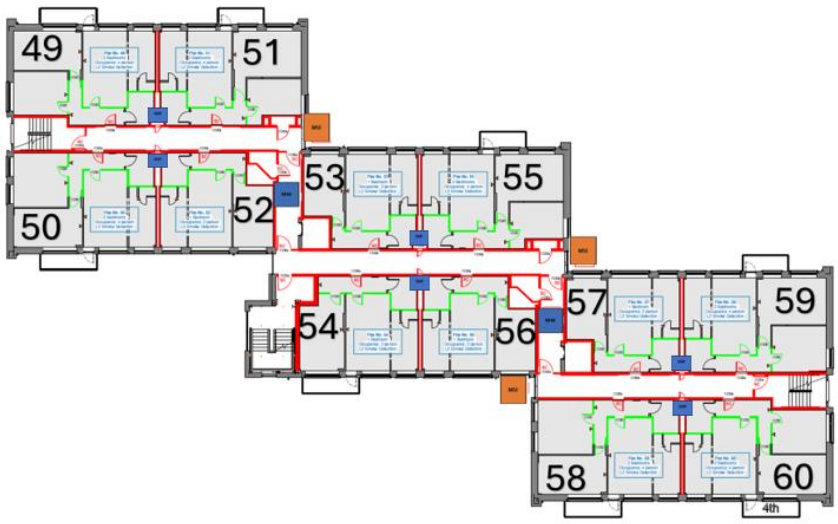
Address: Alfred Gunn House **1-130,** **Thompson Road,** **B68 8RN** Block Reference: **BL47940AL18**	Survey date last updated: **07/11/2025**	**Floor plan**

Symbols	2nd floor
premise information box main access point dry riser mechanical smoke extraction mechanical smoke extraction control panel Sprinkler System Isolation Point	

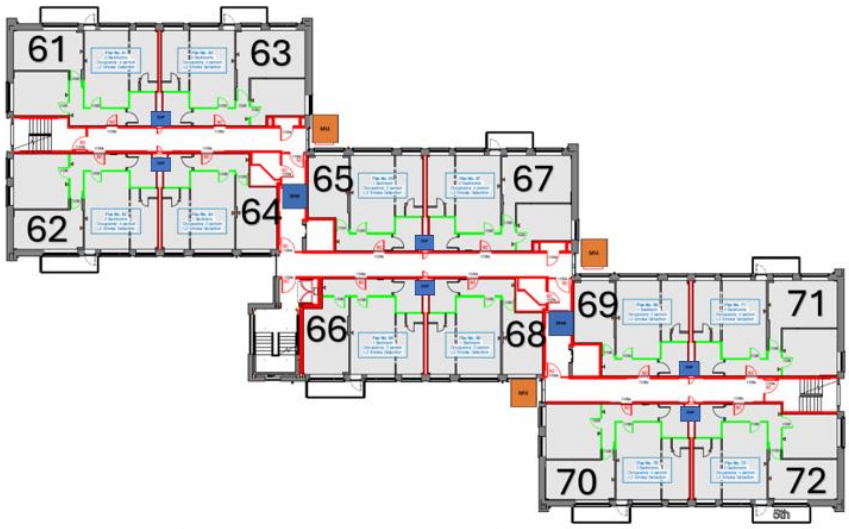
Address: **Alfred Gunn House 1-130, Thompson Road, B68 8RN** Block Reference: **BL47940AL18**	Survey date last updated: **07/11/2025**	**Floor plan**

Symbols	3rd floor
premise information box main access point dry riser mechanical smoke extraction mechanical smoke extraction control panel Sprinkler System Isolation Point	

Address: **Alfred Gunn House 1-130, Thompson Road, B68 8RN** Block Reference: **BL47940AL18**	Survey date last updated: **07/11/2025**	**Floor plan**

Symbols	4th floor
premise information box main access point dry riser mechanical smoke extraction mechanical smoke extraction control panel Sprinkler System Isolation Point	

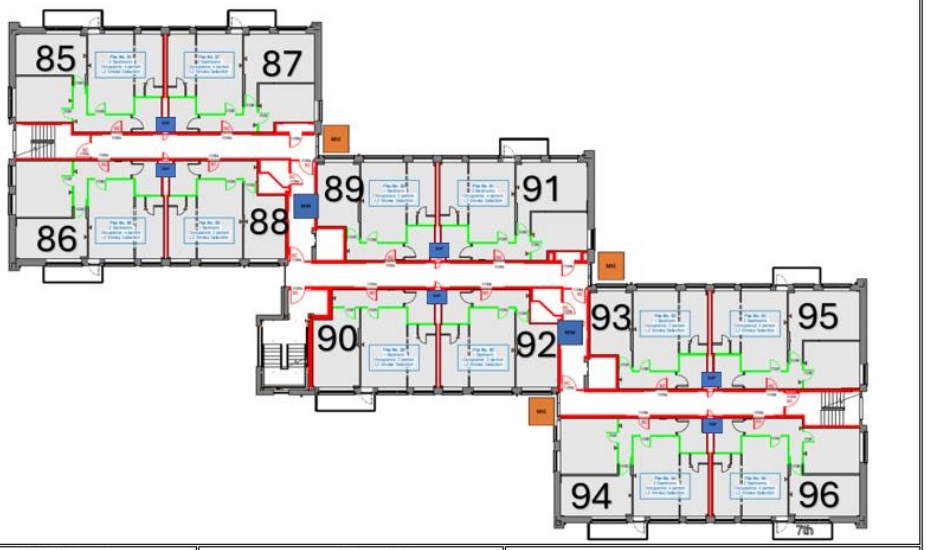
Address: **Alfred Gunn House 1-130, Thompson Road, B68 8RN** Block Reference: **BL47940AL18**	Survey date last updated: **07/11/2025**	**Floor plan**

Symbols	5th floor
premise information box main access point dry riser mechanical smoke extraction mechanical smoke extraction control panel Sprinkler System Isolation Point	

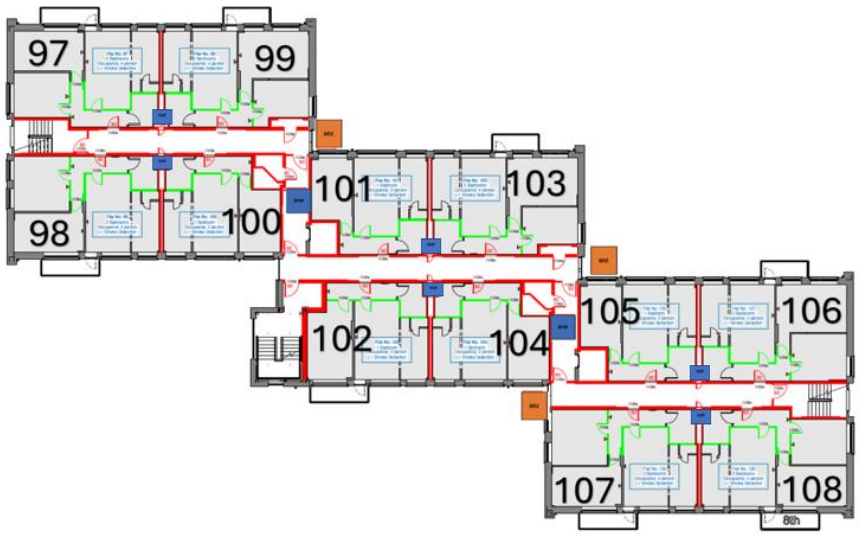
Address: **Alfred Gunn House 1-130, Thompson Road, B68 8RN** Block Reference: **BL47940AL18**	Survey date last updated: **07/11/2025**	**Floor plan**

Symbols	6th floor
premise information box main access point dry riser mechanical smoke extraction mechanical smoke extraction control panel Sprinkler System Isolation Point	

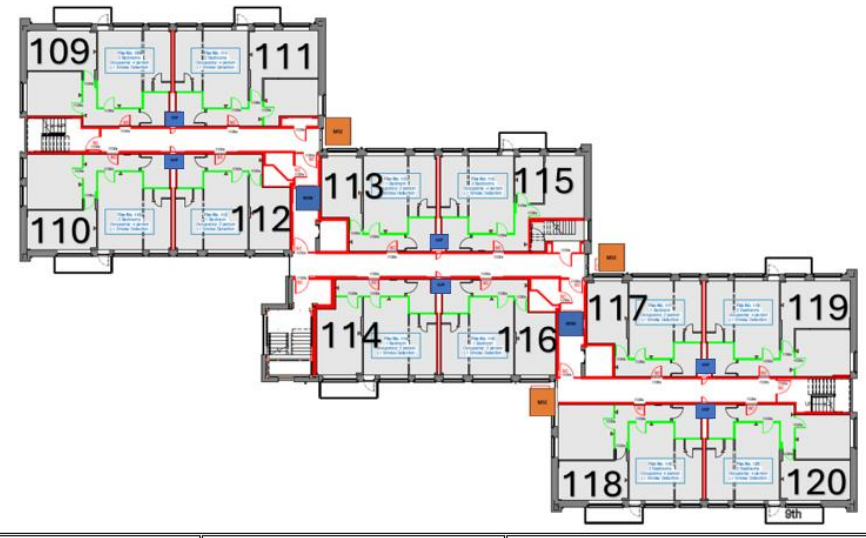
Address: **Alfred Gunn House** **1-130,** **Thompson Road,** **B68 8RN** Block Reference: **BL47940AL18**	Survey date last updated: **07/11/2025**	**Floor plan**

Symbols	7th floor
premise information box main access point dry riser mechanical smoke extraction mechanical smoke extraction control panel Sprinkler System Isolation Point	

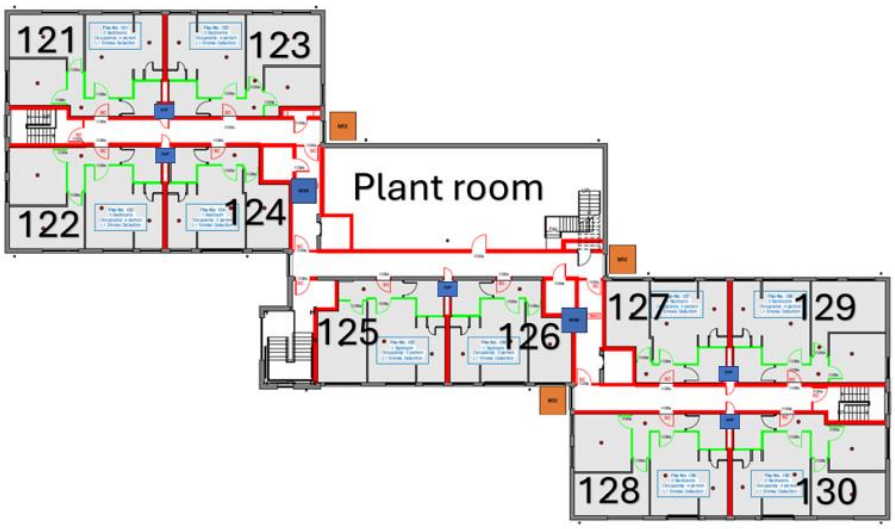
Address: **Alfred Gunn House** **1-130,** **Thompson Road,** **B68 8RN** Block Reference: **BL47940AL18**	Survey date last updated: **07/11/2025**	**Floor plan**

Symbols	8th floor
premise information box main access point dry riser mechanical smoke extraction mechanical smoke extraction control panel Sprinkler System Isolation Point	

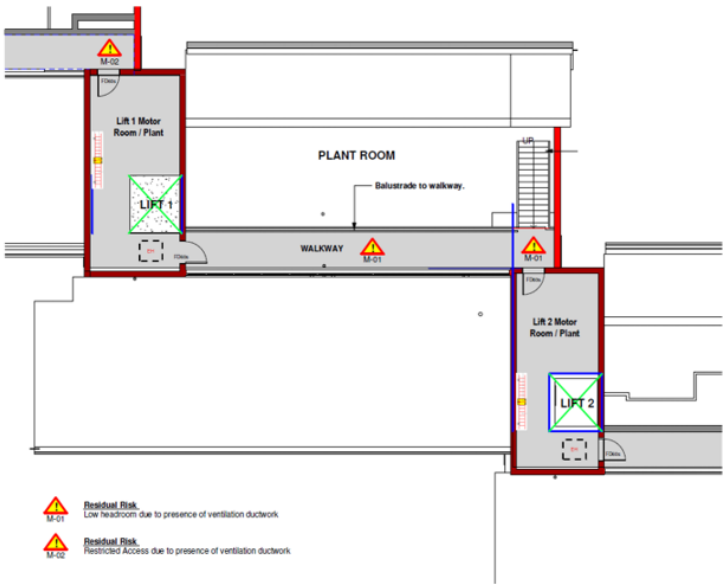
Address: **Alfred Gunn House** **1-130,** **Thompson Road,** **B68 8RN** Block Reference: **BL47940AL18**	Survey date last updated: **07/11/2025**	**Floor plan**

Symbols	9th floor
premise information box main access point dry riser mechanical smoke extraction mechanical smoke extraction control panel Sprinkler System Isolation Point	

Address: **Alfred Gunn House** **1-130,** **Thompson Road,** **B68 8RN** Block Reference: **BL47940AL18**	Survey date last updated: **07/11/2025**	**Floor plan**

Symbols	10th floor & Plant Room
premise information box main access point dry riser mechanical smoke extraction mechanical smoke extraction control panel Sprinkler System Isolation Point	

Address: **Alfred Gunn House** **1-130,** **Thompson Road,** **B68 8RN** Block Reference: **BL47940AL18**	Survey date last updated: **07/11/2025**	**Floor plan**

Symbols	Plant Room Upper Level
premise information box main access point dry riser mechanical smoke extraction mechanical smoke extraction control panel Sprinkler System Isolation Point Ladders Emergency Escape Hatch M-01 Low Headroom M-02 Restricted access due to ductwork	

Address: **Alfred Gunn House** **1-130,** **Thompson Road,** **B68 8RN** Block Reference: **BL47940AL18**	Survey date last updated: **07/11/2025**	**Floor 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.

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

Below is a breakdown of the visible materials used within the external envelope.

It is deemed that the combination and application of these materials in conjunction with a non-combustible mineral wool insulation, present an acceptable level of fire risk.

1) Each flat within the block has access to an individual winter garden balcony. These are cantilevered concrete floors with an aluminium and glass construction. The glass to the winter gardens has been confirmed as A1 combustibility.

Section 7

Means of Escape from Fire

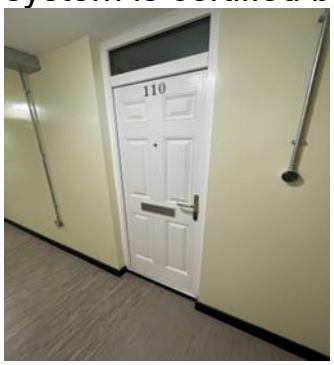
1) Escape hatches have been created in both lift motor rooms due to the excessive single travel distance of sixty metres to the entrance door to the plant room. **Floor joists supporting both escape hatches within lift motor rooms to be trimmed to allow for ease of lifting.**

2) Due to the lack of escape ironmongery to the plant room doors. Red break glass boxes have been installed however the keys have been removed. Keys to be replaced and situation to be monitored. Relates to entrance door to plant room and entrance door to lift motor room directly in front of metal stair.

3) **Break glass box required in lift motor room (furthest from metal stair) to house keys for escape hatch.**

4) The timber flat roof covering the lift motor room and timber floor covering to the plant room should be considered, as part of a future works programme, for having the combustibility rating of these elements improved by the application of an intumescent paint by a specialist contractor. See observations section19.

5) Individual flat entrance doors are self-closing certified 30-minute composite fire door sets with intumescent strips and cold smoke seals. Preoccupation inspections confirmed flat entrance doors are fitted to a high standard. (Neuma FD30s,GRP composite fire door system is certified by BM Trada)



6) Access was not gained to flats during this risk assessment as the building has just been handed over and certified doors installed. Flat entrance doors will be inspected on an annual basis by SMBC in house Fire Rapid Response team who are qualified fire door inspectors.

7) Individual floor mats were noted outside some flats. Fire rating of the mats is unknown but deemed to be of low risk.

8) Emergency lighting is provided to communal landings, stairs, lower ground floor and plant rooms. Checks are done monthly by Sandwell MBC in house electrical team or approved contractor.

9) Two way travel within the protected corridors is available ensuring there is always an alternative means of escape.

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

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

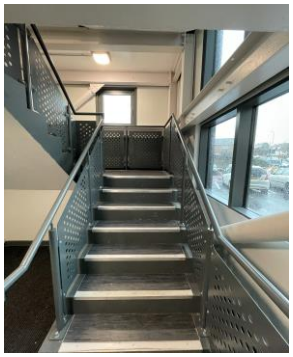
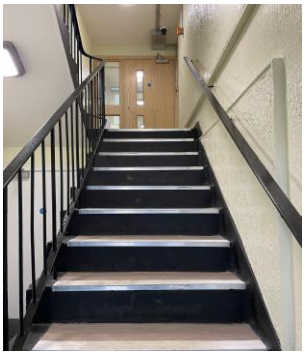
12) The communal landing / staircases are protected by use of self-closing 44mm certified timber 30-minute fire doors with vision panels & intumescent strips and cold smoke seals.



13) 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).

14) All communal fire doors are subject to a 12-week check by the Fire Safety Rapid Response Team.

15) The site has three protected stairs with widths ranging between 1 metre and 1.1 metre. The location of the stairs ensures that travel distances from flat entrance doors to a storey exit are compliant.

16) The means of escape are protected to prevent the spread of fire and smoke.

17) The surface coatings to the communal areas are Class 0 rated.

18) Automatic smoke ventilation is employed. This is tested, inspected and maintained by a competent procured contractor in accordance with BS7346. The frequency for the maintenance checks is twice per year (April and October) of each calendar year.

19) Automatic smoke ventilation is installed to all communal corridors. This is activated by the smoke detection located within the corridors. All protected stairs have an automatic opening vent at the head of the staircase. In the event of an ignition and smoke entering a corridor the automatic vent within that corridor will open along with the staircase vent that relates to that zone. The re-set switches for the automatic opening vents are located within the riser cupboards located within blocks A and C.



20) Communal windows can be opened manually.

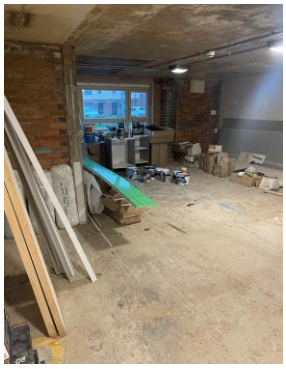
21) The final exit doors have door entry systems installed. These systems are designed to fail safe i.e. door unlocked in the event of a power failure. This prevents residents being locked in or out of the building.

22) 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.

Good housekeeping is fundamental to reducing risk in blocks of flats. Controlling the presence of combustible materials and ignition sources not only reduces the potential for accidental fires to start and develop in the common parts, it also significantly reduces the scope for deliberate fires. It also ensures escape routes are free of obstructions that might hinder the evacuation of people from the building and access for fire-fighters.

23) Dead lock to be removed/sealed to inner lobby door (lower ground floor) discharging into staircase B.

24) The fire strategy states that the lower ground floor should be free of combustibles. If future intention is to store items, then approval should be sought from the fire engineer with regards structural fire protection. A further consideration would also be means of escape in case of fire. It would not be acceptable to create an “inner room situation” and compromise protected escape routes. The building should be used as directed by the fire strategy with the lower ground floor being an empty space. Any deviation from this would require consultation with the fire safety team. Presently combustible items are being stored, and they do require removal. E-mail communication has been sent to Urban design requesting removal.



25) 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, or they are asked to leave by the emergency services. Simultaneous evacuation strategies apply to the lower ground floor and plant room.

Section 8

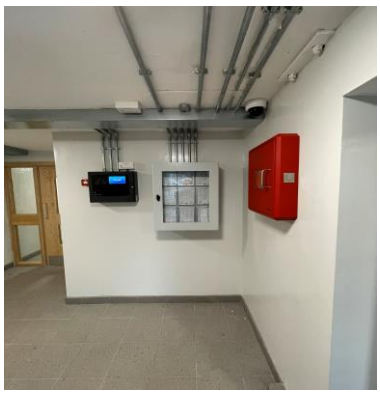
Fire Detection and Alarm Systems

1) Early warning is limited to hard wired smoke alarms within each of the resident's flats. The equipment is subjected to a cyclical test.

2) Based on preoccupation inspections of properties the smoke alarms within resident's flats are installed to an LD2 and LD1 standard.

3) A landlord's system has been installed. This serves the lower ground floor and the plant room. Both these areas have a simultaneous evacuation policy. The alarm panel is located in Entrance A next to the sprinkler and alarm identification panel.

   Both lifts come to ground on activation of this alarm. The alarm panel is presently only indicating an ignition on floor 10 and requires re programming. Fire Alarm Engineer currently rectifying situation.

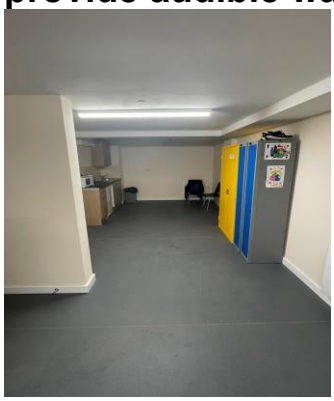


LD1 all rooms except wet rooms
LD2 all-risk rooms e.g. Living Room, Kitchens and Hallway.
LD3 Hallway only

4) 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.

5) A deluge system is provided to the refuse chute bin store. An approved contractor maintains the system. The frequency for the maintenance checks is twice per year (April and October) of each calendar year. The newly installed fire stopping (boarded construction creating a down stand) has resulted in the smoke detection, which operates the deluge system, being within 300mm of the down stand. **Smoke detection to be re positioned (relates to both bin rooms).**

6) The lower ground floor has a caretaker's room with smoke detection provision. **This should be extended into the sluice room to provide audible warning to the WC area**.



7) **The fire strategy has requested that an ARC (Alarm receiving centre) be created. The principal being that if an ignition occurred in the lower ground floor or plant room the control room at Roway Lane (Sandwell Council Housing Offices) would be notified. The Control room is staffed 24 hours per day 7 days per week. A sprinkler operating within a flat would also send a signal to the Control Centre. The fire risk assessor understands that work in relation to the ARC is ongoing.**

Section 9

Emergency Lighting

1) The premises has a 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, corridors, plant room, lift motor room and lower ground floor.

3) All installed equipment is checked and tested monthly by Sandwell MBC in house electrical team or approved contractor, in accordance with current standards.

Section 10 Compartmentation

1) The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around flats stairwells and lift shafts. All doors are 30-minute fire resistant with cold smoke seals and intumescent strips, including those in 1-hour rated walls**.**

2) Fire stopping has been certified by BM Trada in the riser cupboards and certified for one hour's fire resistance. **The fire resistance of the fire stopping works to the bin stores has been questioned as fixings are showing and material unknown. This work was created near the smoke detection units.**

3) The fire stopping / compartmentation is subject to a 12-week check by the Fire Safety Rapid Response Team in accordance with a cyclical programme.

4) Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately 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) The corridors / staircases are protected by use of self-closing, certified 44mm fire doors with combined intumescent strips / cold smoke seals and vision panels consisting of Georgian wired glazing. Drop down seals are located within several doors.


7) **Cracked glazing noted to door set adjacent to flat 14 in block C. Glazing to be replaced.**

8) 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).

9) All communal fire doors are subject to a 12-week check by the Fire Safety Rapid Response Team.

10) Service cupboards located within the corridors are 44mm certified fire doors with intumescent strips and cold smoke seals. Service cupboards to the lower ground including Sprinkler Pump Room & Electrical Intake Room are certified FD60s.

11) All service cupboards are locked with suited 54 mortice locks.

12) Fire doors to the server room and the room behind the electrical intake room require adjustment as not closing into the frame.

13) Smoke seals are required to lift lobbies at Lower Ground Floor Level.

14) The chute room doors on each floor are 44mm certified 30-minute fire doors with combined intumescent strips & cold smoke seals and overhead self-closing devices. The chute room on each floor has a ventilated extract system that is driven by a roof fan and extracted via an intumescent grill within each chute room. Chute room provision is not available on the 10th floor.


15) Individual flat entrance doors are certified 44mm self-closing fire doors of composite construction with intumescent strips, cold smoke seals and self-closing devices. (Neuma FD30s,GRP composite fire door system is certified by BM Trada).

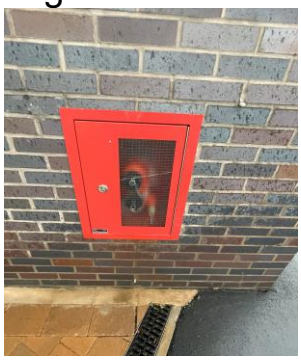
16) All flat entrance doors will be inspected annually on a best endeavour basis. The inspections and where necessary any subsequent repairs or adjustments will be carried out by SMBC inhouse Fire Rapid Response team who are qualified fire door inspectors.

17) Glazing between the flatted accommodation/ lower ground floor and the staircase is in proximity. The fire engineer has verbally confirmed this situation is acceptable. Fire strategy awaited confirming this.

Section 11

Fire Fighting Equipment

1) The building has two dry risers located at the front of the building. Identified as A and B internally to aid firefighting operations. Keys for the dry riser inlet are located within the secure premise information box. Estate services have agreed to remove the vegetation obstructing access to dry riser A.



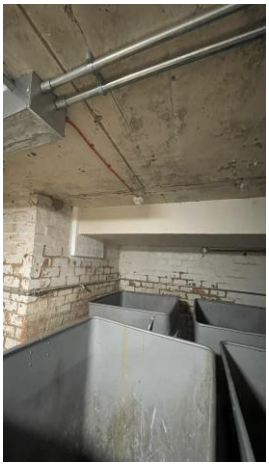
2) The dry riser outlets are exposed and located on the lift lobby of each floor. Each exposed valve is secured with a cable tie. The caretakers check the cable tie is intact as part of their weekday inspections. The locations of the dry risers ensure a 45m hose length is satisfactory for any flat however, a hose length of sixty metres would be required to the furthest point of the plant room. Various end caps were missing and should be replaced (Riser B, floor numbers: 10, 6 and 4). This will be rectified during the next scheduled inspection of the dry risers.

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 rooms, server and welfare room. Maintenance contracts are in place. The frequency for the maintenance checks is once (October) of each calendar year.

6) The two bin stores are protected by a Deluge system which is serviced 6- monthly.

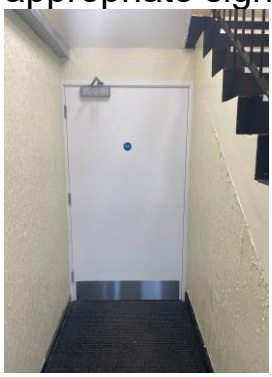


7) Front hydrant requires better identification. WMFS Water Officer has confirmed by email that they will install a suitable hydrant identification plate.

8) **Rear hydrant is now redundant and therefore should be removed/covered to avoid confusion of firefighters. WMFS have been notified.**

9) Both passenger lifts have firefighter override switches.

10) The door into the lower ground floor from staircase B cannot be opened staircase side. Building Safety Manager has confirmed appropriate signage is to be installed.



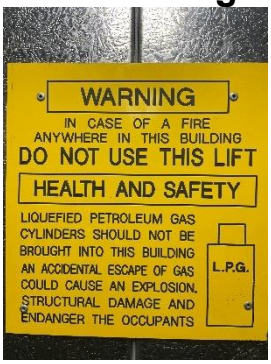
Section 12

Fire Signage

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

2) Fire Action Notices are displayed throughout the building.

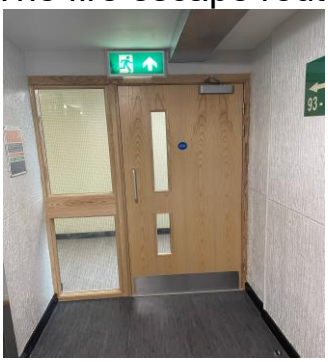
3) Yellow LPG warning signs are not displayed within the lift cars. One sign required in each lift.



4) Signage depicting the floor location of each flat is fitted to the ground floor lobby wall.

5) Photoluminescent wayfinding signage depicting floor level and flat numbers are fitted to the walls on all floors adjacent the lift car's and to the wall of each landing on the communal staircase. Signage meets the requirement of ADB and Fire Safety (England) Regulations 2022

6) The fire escape routes do use directional fire signage.



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 are within the lift motor room, server room and welfare room. Caretaking Teams are not expected to tackle fires in these areas.

4) Staff undertaking fire risk assessments in High Rise buildings are qualified to Level 4 Diploma in Fire Risk Assessment.

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

6) Building safety and evacuation notices are displayed in common areas and lift cars.

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) Tenants Building Safety Notices were not displayed at the time of this Fire Risk Assessment. Confirmation has been received from the fire safety manager that two BSN will be displayed in prominent areas shortly.

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 was 09/09/2025.

5) The electrical installation i.e. risers are contained within dedicated service cupboards that are secure and protected by means of a certified 44mm timber fire door with intumescent strip & cold smoke seal.

6) There is lightening protection installed to the block. Maintenance contracts are in place for lightning conductor testing in accordance with BS 6651.

7) 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 in the two bin stores which are underneath the ground floor. The Bin stores are accessed at the rear of the building. Access is via a motorised roller shutter. Key is stored within the premise information box.

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

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

5) The external re cycling bins have been placed as a temporary measure. The location being away from the building. Email communication has been sent to Urban Design requesting consultation with all stake holders to ensure appropriate arrangements are implemented.

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 has been installed within the block.

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 previous Fire Risk Assessment.

Section 18

Storage Arrangements

1) 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.”

2) No Flammable liquids stored on site by Caretakers / cleaners.

3) All store cupboards are kept locked.

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

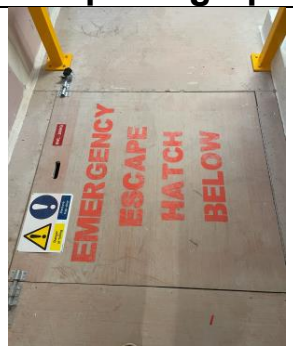
P2 Arrange and complete within 1-3 Months of assessment date

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

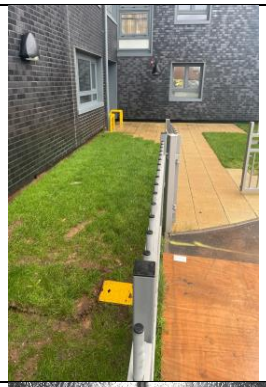
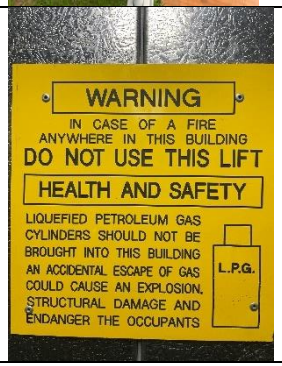
Name of Premises or Location:	Alfred Gunn House
Date of Action Plan:	22/12/2025
Review Date:	<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
7/1	Both escape hatches require floor joists (under emergency escape hatch) to be trimmed to allow for ease of removal.		P2	Fire Rapid Response 1-3 Months	

7/3	Break glass box required in lift motor room furthest from metal stair to keep escape hatch keys.	N/A	P2	Fire Rapid Response 1-3 Months	
7/23	Lower ground door opening into staircase B - Remove escusions and fit blanks to prevent door being locked.		P2	Fire Rapid Response 1-3 Months	
8/5	Smoke detection within both bin rooms to be repositioned as within 300mm of down stand.		P2	Urban Design 1-3 Months	

8/6	Sluice room within Caretakers room requires linked smoke detection to caretakers' room.		P3	Electrical 3-6 Months	
8/7	Creation OF ARC (Alarm receiving Centre)	No Photograph	P3	Urban Design 3-6 Months	
10/2	Confirmation required of fire resistance of fire stopping within Bin rooms (Boarded Construction with fixings exposed)		P2	Urban Design 1-3 Months	

10/7	Cracked Glazing to be replaced. Block C adjacent flat 14		P3	Repairs 3-6 months	
10/12	Fire doors (2) to the server room and the room behind the electrical intake room require adjustment as not closing into the frame.		P2	Fire Rapid Response 1-3 Months	
10/13	Cold Smoke Seals are required to lift lobby doors at Lower Ground Floor Level (Seddon's).		P2	Urban Design 1-3 Months	

11/8	Rear hydrant is now redundant. Cover to be obscured / removed		P2	Urban Design 1-3 Months	
12/3	Warning Signage required to both lifts.		P2	Urban Design 1-3 Months	

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).

The combustibility of the flat timber roof construction covering the lift motor room and the timber floor decking within the plant room should be improved by application of an intumescent paint by a specialist contractor (eg Envirograf).	

Signed

A. Smith	Team Lead Building Safety	Date: 22/12/2025
Chill	Quality Assurance Check	Date: 22/12/2025