

Fire Risk Assessment

9-14

**Newmans Close,
Smethwick,
B66 4SW.**



Date of Inspection: 6th August 2026

Review Period: 3 years.

Officer: S. Henley - Fire Risk Assessor

Checked by: A. Froggatt - 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, Scope & References

The [Regulatory Reform \(Fire Safety\) Order 2005 \(RR\(FS\)O\)](#) requires the Responsible Person to ensure that a **suitable and sufficient Fire Risk Assessment (FRA)** is carried out for the common parts of all multi-occupied residential buildings. This FRA supports the organisation's wider fire safety management system and ensures compliance with statutory duties relating to the safety of residents, visitors, staff, and contractors.

This FRA has been completed in accordance with [BS 9792:2025 – Fire Risk Assessment for Housing](#), and with reference to relevant UK legislation and guidance, including:

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

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

The assessment considers:

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

Type of Assessment

This FRA has been completed as a:

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

Scope of the Assessment

The assessment includes, but is not limited to:

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

Limitations

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

This FRA does **not**:

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

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

Review Requirements

The FRA should be reviewed:

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

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

If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>.

In the first instance however, we would be grateful if you could contact us directly via <https://www.sandwell.gov.uk/contact/log-complaint> or by phone on 0121 569 7867

The FRA does not address the risk to property or business continuity from fire.

This FRA complies with the above legislation which is enforced locally by West Midlands Fire Service.

If required, complaints can be made to them by telephone on 0121 380 7500 or electronically on <https://www.wmfs.net/our-services/fire-safety/#reportfiresafety>.

In the first instance however, we would be grateful if you could contact us directly via <https://www.sandwell.gov.uk/contact/log-complaint> or by phone on 0121 569 7867.

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

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

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

If the review suggests the fire risk assessment is not currently suitable and sufficient, then a new fire risk assessment will be undertaken and published.

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

References

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

Applicable Legislation

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

Key Guidance Documents

- [Fire Safety in Purpose-Built Blocks of Flats \(Local Government Association\)](#): Considered the definitive guidance, often known as the "LGA guide," for purpose-built blocks.
 - [Fire Safety Risk Assessment: Sleeping Accommodation \(GOV.UK\)](#): Guidance on managing risks in communal areas.
 - [Making Your Small Block of Flats Safe from Fire \(GOV.UK\)](#): Specific guidance for small, 3-storey blocks.
 - [BS 9792:2025](#): New British Standard for conducting fire risk assessments in housing.
 - [NFCC publication](#) "Fire safety in specialised housing."
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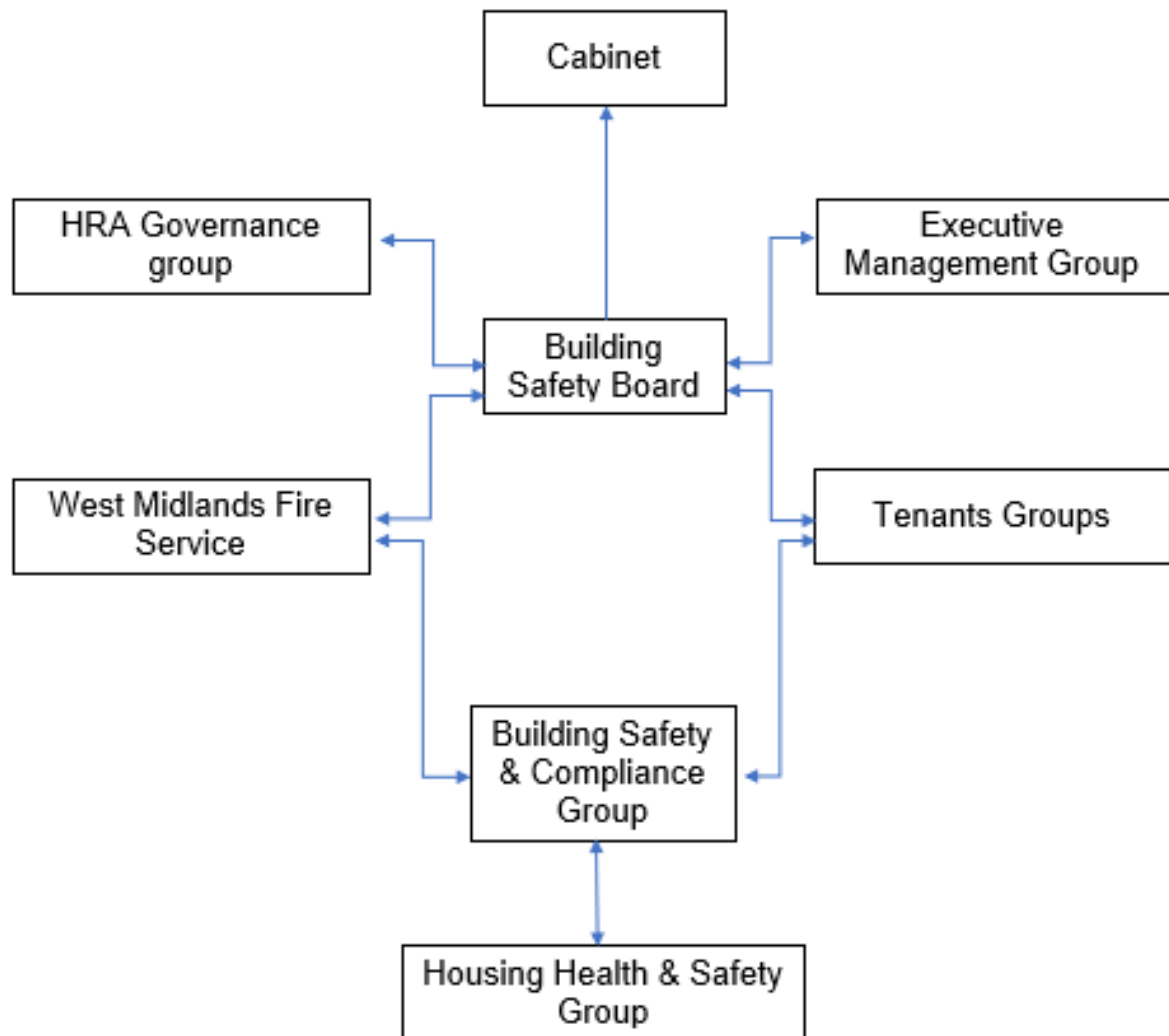
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring, and review of the preventive and protective measures. This information is provided as required under the RR(FS)O.



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

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

Governance Structure



To summarise the fire risk assessment, in this scenario the RR(FS)O requires the prescribed information to be recorded. The prescribed information is the significant findings of the fire risk assessment and those groups or persons especially at risk from fire.

This is recorded here in [section 1](#). Also required to be recorded under article 11, are the fire safety arrangements for the planning, organisation, control, monitoring, and review of the preventative and protective measures. The information shown above is part of this requirement.

Section

1

Executive Summary

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

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

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

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

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

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

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

Significant findings

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

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

Section number	Section Area	Individual Risk Level
Section 6	External Envelope The premises comprise a brick cavity external envelope with a flat roof system and uPVC double-glazed window units serving the residential accommodation. Access is provided via two timber entrance doors incorporating glazed panels. At ground-floor level, three integral garages are situated directly beneath the first and second floors, with additional flat-roofed garages positioned along the side elevation. Adjacent to the main entrance on Bishops Close, a dedicated refuse storage area is enclosed behind timber doors. The bin store contains a galvanised steel wheelie bin and an associated bin chute.	Tolerable

	Adjacent to the garage serving Flat 6 at the front of the premises, a plywood cover was observed to be detached from its frame, exposing service risers and soil pipework serving the flats above. A visual inspection of the exposed area indicated that there appears to be an absence of suitable fire stopping around service penetrations.	
Section 7	Means of Escape from Fire The building is served by a single protected staircase constructed in concrete, providing the primary means of escape for all occupants. The communal corridors and stairways are of concrete construction throughout, offering an inherently robust level of fire resistance. Inspection of the flat entrance doors was attempted; however, access was gained to only one flat. The door to this flat was a composite fire door which had all fire safety furniture in place. The ground-floor flat is located within a separate communal lobby. This area is divided from the main circulation space by a glazed screen and a self-closing timber door. Due to the flat having windows that open directly onto this lobby, would recommend that the glazed communal windows be upgraded to a fire rated unit to include Georgian wired safety glass, and the door replaced with a certified FD30 fire door with a vision panel to maintain adequate separation. These works have been raised with the head of compliance, in the short term the door needs repairing so it closes fully within the frame. A plywood-constructed cupboard is located within the ground floor communal area and was found to contain the building's main	Tolerable

	electrical intake equipment. During inspection, deficiencies were identified, including the apparent absence of suitable fire stopping within the cupboard, a defective lock, and the need for replacement safety signage.	
Section 8	Fire Detection and Alarm Systems Each flat is equipped with a fire detection system that meets at least the LD3 standard. No detection in communal areas.	Trivial
Section 9	Emergency Lighting No emergency lighting is provided within the block. Lighting can be obtained from standard lights, the landing windows also the entrance door. It is recommended that the lighting is upgraded to emergency lighting to adhere to the guidelines set out in the Gov.uk Fire Safety in Purpose-Built Blocks of Flats Guide. There is lighting externally installed to the building on the courtyard sides of the building.	Trivial

Section 10	Compartmentation The building is constructed to provide 1-hour vertical and horizontal fire resistance around all flats. Flat entrance doors are a minimum notional FD30 timber, offering approximately 30 minutes' fire resistance. Recommend these are upgraded within future upgrades. A couple of the over cupboards for the electrical and gas meters require replacing due to damage to the casing.	Tolerable
Section 11	Fire Fighting Access & Equipment The premises have no provision for firefighting equipment. Fire fighting access is gained at the front of the property via a fireman's drop key	Trivial
Section 12	Fire Signage There is sufficient Fire door keep shut signs & No Smoking signage in place. Signage to the electrical cupboard requires changing to a 'Fire Door Keep Locked'. Also, the addition of electrical hazard signage is required.	Tolerable
Section 13	Employee Training All staff receive basic fire safety awareness training.	Trivial

Section 14	Sources of Ignition The fixed electrical installation should be tested every 5 years. Last EICR was carried out on the 19/08/2025.	Trivial
Section 15	Waste Control Waste is disposed of via the internal bin-chute hoppers located on the first and second floors, with the bin room positioned behind double timber doors externally on the ground floor.	Trivial
Section 16	Control and Supervision of Contractors and Visitors Contractors are controlled centrally, and hot works permits are required where necessary.	Trivial
Section 17	Arson Prevention The front entrance/exit door is accessible by a call point, fob and fireman's drop key. The rear by a fob only.	Trivial
Section 18	Storage Arrangements There are storage cupboards situated internally on the ground floor and accessible with the use of a resident key. Residents should not store fuel or LPG Cylinders in their home or storage facilities.	Trivial

Risk Level Indicator

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

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

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

☐ Low Risk:

☒ Medium Risk:

☐ High Risk:

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

Low

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

Medium

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

High

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

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

Slight Harm ☒ Moderate Harm ☐ Extreme Harm ☐

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

Slight harm	Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).
Moderate harm	Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
Extreme harm	Significant potential for serious injury or death of one or more occupants.

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

Trivial ☐ Tolerable ☒ Moderate ☐ Substantial ☐ Intolerable ☐

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

Comments

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

A Type 1 Fire Risk Assessment of the premises at Newmans Close 9-14 has been carried out. The assessment included a thorough inspection of the site's layout, identification of potential fire hazards, and evaluation of existing fire safety measures. The findings and recommendations have been documented.

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

Considering the use of the premises and the occupants within the block, the potential consequences for life safety in the event of a fire would be slight harm. This is because flats are fitted with a minimum of notional timber FD30 fire doors, and smoke/heat detection systems installed to a minimum of LD3 within all the flats, and a stay-put strategy unless a fire strategy is in place.

Access was attempted to a sample some of the properties as part of the risk assessment. This was to ensure the doors have not been tampered with by residents.

It is recommended that emergency lighting be installed throughout the communal areas, as the building exceeds two storeys and requires adequate illumination to support safe evacuation in the event of a power failure.

On the ground floor, the section that separates the ground-floor flat from the remainder of the communal area should be upgraded to provide enhanced fire protection. Specifically, the Georgian wired glazed units should be replaced as they incorporate a trickle vent within them and an opener, and the separating door should be upgraded to a certified FD30S self-closing fire door. This will ensure the lobby provides suitable fire-resisting separation between the flat and the escape route.

The electrical cupboard within the communal area requires upgrading to a metal unit, as the one installed is a timber and plywood structure.

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

Once the recommended actions have been completed, the overall risk rating for the building will be reduced to trivial, subject to the implementation of the suggested measures outlined in this fire risk assessment.

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

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

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

Section 2

People at Significant Risk of Fire

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

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

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

Groups of People Who May Be at Increased Risk

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

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

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

Identification of Residents Needing Assistance

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

Person-Centred Fire Risk Assessments (PCFRAs)

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

Residential Personal Emergency Evacuation Plans (RPEEPs)

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

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

RPEEPs are voluntary and require the resident's consent.

Consent-Based Sharing of Information with the Fire Service

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

Review Requirements

PCFRAs and RPEEPs must be reviewed:

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

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

Number of PCFRAs/RPEEPs currently in place:

If no residents have been identified as requiring additional support, this should be recorded. If residents decline to participate, this should also be noted.

Section 3

Contact Details

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

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

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

Chief Executive Shokat Lal		
Executive Director Asset Manager & Improvement Alan Lunt		
Assistant Director Asset Management & Improvement Sarah Agar		
Head of Building Safety & Compliance Jon Hemming		
Building & Fire Safety Team Manager Tony Thompson		
Team Lead Fire Safety Jason Blewitt		
Team Lead Building Safety Anthony Smith		
Housing Office Manager Lisa Ellis		
Building Safety Managers Adrian Jones Andrew Froggatt Carl Hill Louis Conway Craig Hudson	Fire Risk Assessors Mohammed Zafeer Stuart Henley Ethan Somaiya	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

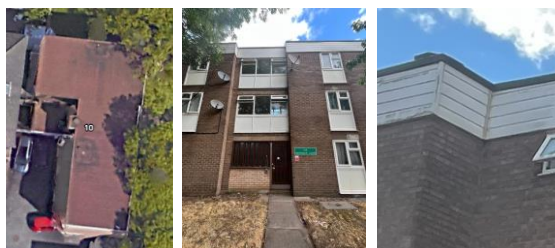
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Newmans Close
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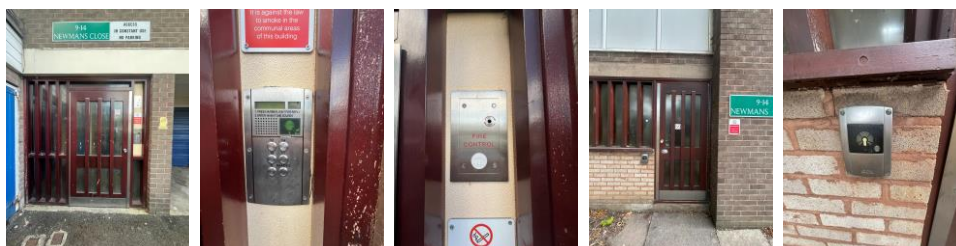
A Type 1 Fire Risk Assessment of the premises at Newmans Close 9-14 has been carried out. The assessment included a thorough inspection of the site's layout, identification of potential fire hazards, and evaluation of existing fire safety measures. The findings and recommendations have been documented.

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

The low-rise three-storey block was built in 1968 using traditional brick cavity and concrete construction. The building has a flat bitumen-felt roof with uPVC fascia boards fitted around the roofline.



The building is a detached residential block positioned at the end of the close. Access is provided from the front via Bishops Close and from the rear via the A457 Grove Lane. The entrance and exit doors are of timber construction with glazed panel insets. Front-entrance access is controlled by a fob system, flat call button, and fire-service drop key, while the rear entrance is fob-controlled only.



Located at the front of the premises and under the first and second floors of the block are 3 garages. These were not accessible at the time of the FRA.



The blocks bin store is located adjacent to the front door. This is secured by two timber doors. Within this store is a commercial-grade metal wheelie bin, functioning as the receptacle for refuse discharged via the block's bin chute.



The enforcing authority is West Midlands Fire Service.
The nearest fire station is Smethwick Fire Station,
located approximately 1.5 miles away.

Types of fire risk assessments (FRAs) for multi-occupied buildings,

- Types of fire risk assessments (FRAs) for multi-occupied buildings,
- Type 1 is a basic, non-destructive check of common areas;
- Type 2 involves destructive sampling of common areas for serious flaws;
- Type 3 extends Type 1 to include individual flats non-destructively; and
- Type 4 is the most comprehensive, combining Type 3 with destructive inspection of common areas and flats for deep structural assessment.

High/Low Rise	Low Rise
Number of Floors	3
Height (estimate)	9 Metres
Approximate floor area	329 Sq. Mtrs
Date of Construction	1968
Construction Type	Traditional brick & concrete
Last Refurbished	Unknown
External Cladding	N/A
Number of Lifts	N/A
Number of Staircases	One
Automatic Smoke Ventilation to communal area	No
Fire Alarm System	No
Refuse Chute	Yes
Access to Roof void	No (Flat Roof)
Equipment on roof (e.g., mobile phone station etc)	No
EV charging points, distance from building	N/A
WMFS Audit	N/A
Enforcement action	N/A
Fire strategy	N/A

Persons at Risk

Residents / Occupants of 5 number of flats.

Visitors,

Sandwell MBC employees,

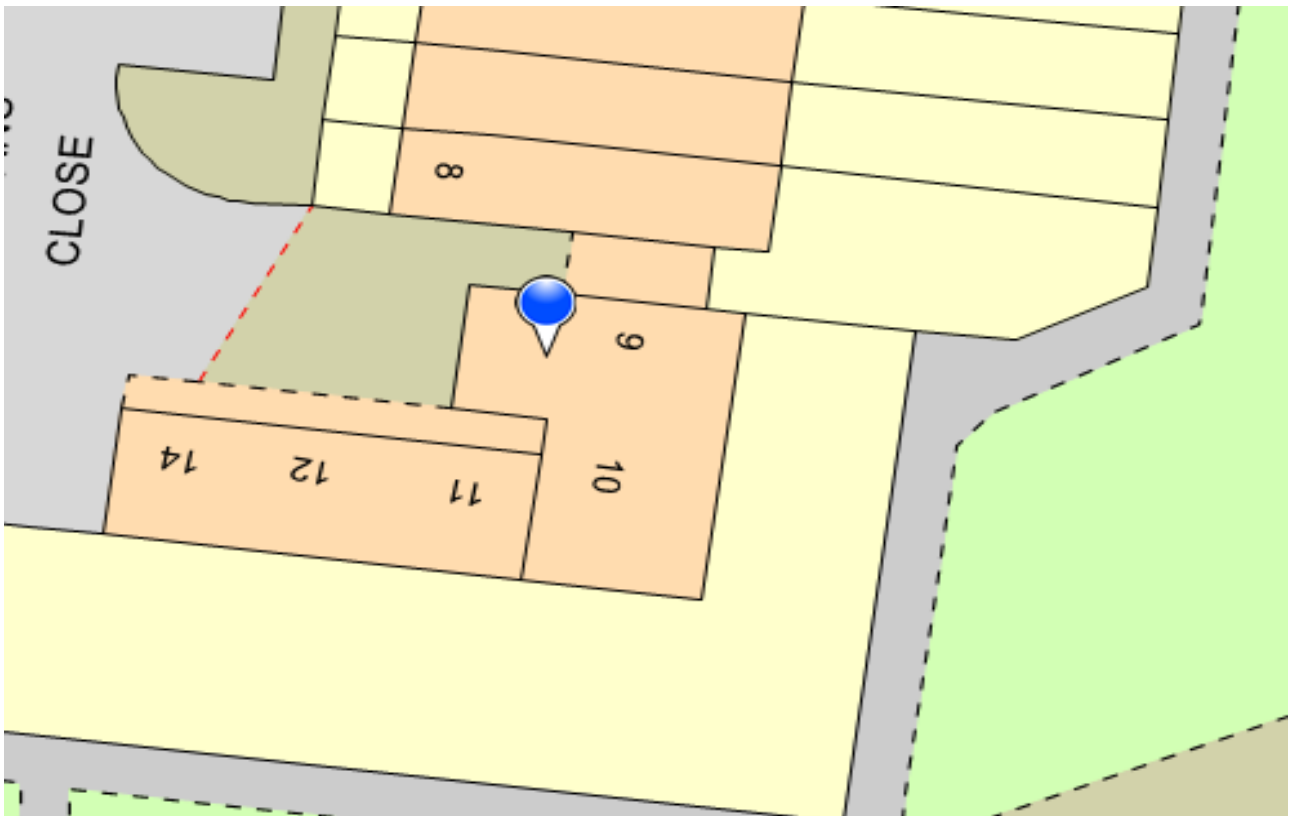
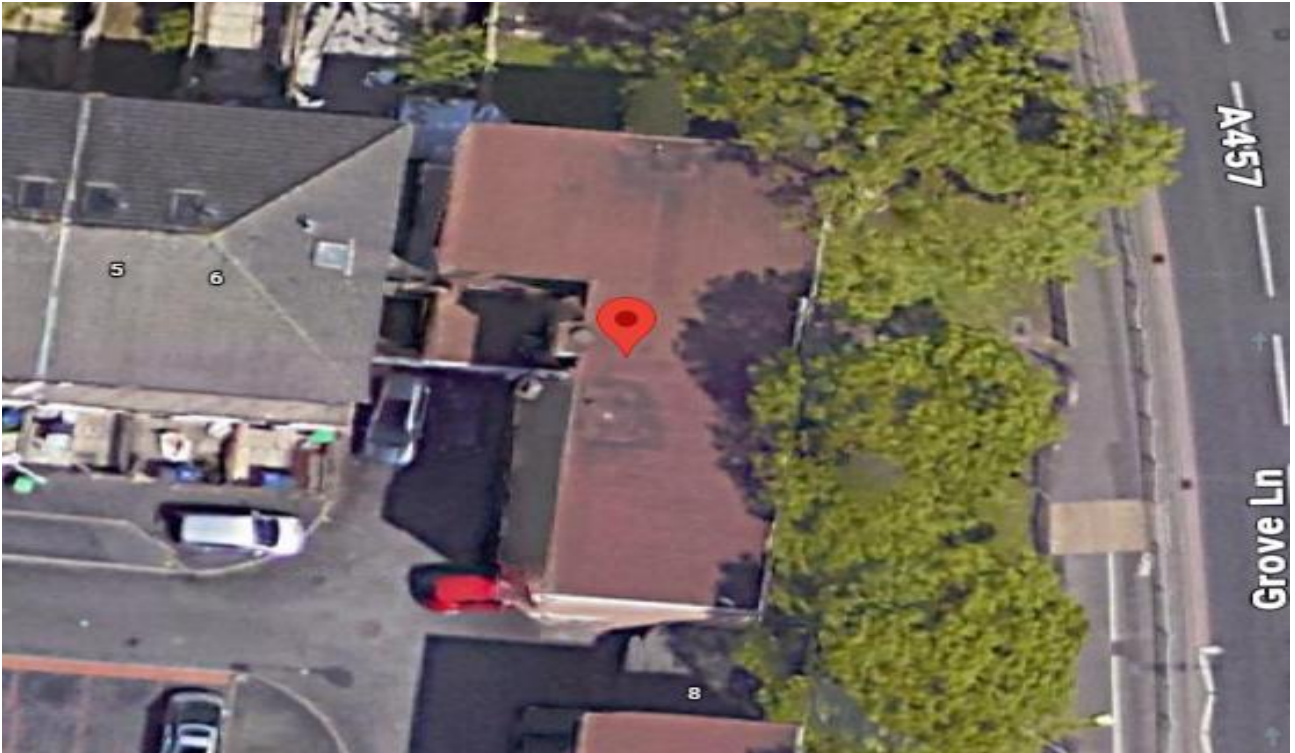
Contractors,

Service providers (e.g., meter readers, delivery people etc)

Statutory bodies (e.g., W.M.F.S, Police, and Ambulance

Section 5

Building Plan



Section 6

External envelope

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

Below is a breakdown of the materials used within the external envelope, it is deemed that the combination and application of these materials present an acceptable level of fire risk.

- 1) The external surface of the building is predominantly brick structure. The building has a flat bitumen-felt roof with uPVC fascia boards fitted around the roofline



- 2) uPVC double-glazed units have been installed in each flat and within the communal stairway, most of the large units have spandrel panels fitted on the lower sections of the units. The entrance doors are a timber construction with glazed panels.



- 3) Beneath the first and second floors, and accessed from the front elevation of the building, are three garages forming part of the external envelope. These garages remain secured at all times using residents' keys. At the time of the assessment, one garage was found to be boarded up. As access could not be gained at the time of the FRA, the fire-resisting compartmentation and general fire safety condition of the garages could not be confirmed.



- 4) Adjacent to the front entrance of the block is a secure bin store. The store houses a large, galvanised steel bin which serves the building's bin chute system. Access to the bin store is restricted to authorised users to ensure appropriate control of waste and reduce fire loading in this area.



- 5) Adjacent to the garage serving Flat 6 at the front of the premises, a plywood cover was observed to be detached from its frame, exposing service risers and soil pipework serving the flats above. A visual inspection of the exposed area indicated that there appears to be an absence of suitable fire stopping around service penetrations.

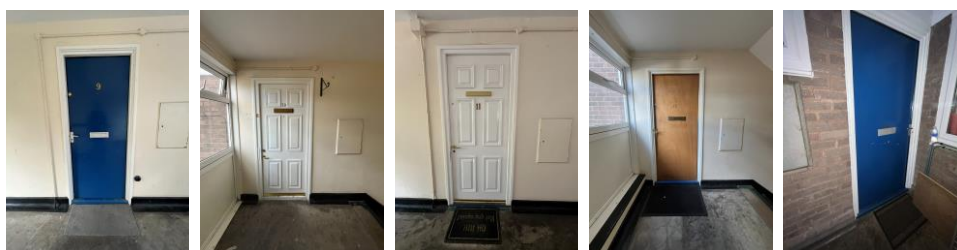
This condition could compromise the integrity of the building's compartmentation and may facilitate the spread of fire and smoke between compartments. It is therefore recommended that the area is inspected by a competent contractor and that appropriate fire-stopping measures are installed around all service penetrations in accordance with relevant fire safety standards. The damaged plywood cover should also be repaired or replaced to restore the enclosure and maintain the fire-resisting construction.



Section 7

Means of Escape from Fire

- 1) Each property is fitted with a minimum of an LD3 detection system within the flat.
See Section 8
- 2) All corridors are of adequate width (at least 1050mm) and will be maintained clear to that width as a minimum
- 3) None of the corridors that form part of the means of escape are dead ends.
- 4) Majority of the flats within the block are fitted with timber notional doors, with two flats having composite FD30s door fitted.



Newmans Close 9-14 (O&I BL34465NE31	10 Newmans Close;Smethwick;West Midlands;;	Permadoor	Not Glazed
Newmans Close 9-14 (O&I BL34465NE31	11 Newmans Close;Smethwick;West Midlands;;	Permadoor	Not Glazed
Newmans Close 9-14 (O&I BL34465NE31	12 Newmans Close;Smethwick;West Midlands;;	Timber Flush Door	Not Glazed
Newmans Close 9-14 (O&I BL34465NE31	14 Newmans Close;Smethwick;West Midlands;;	Timber Flush Door	Not Glazed
Newmans Close 9-14 (O&I BL34465NE31	9 Newmans Close;Smethwick;West Midlands;;	Timber Flush Door	Not Glazed

- 5) Access was attempted to the properties as part of the risk assessment. This was to ensure the doors have not been tampered with by residents.
 - a) Flat 9: No answer
 - b) Flat 10: Access gained. The flat entrance door was inspected and found to be fitted with the required fire door hardware. The self-closing device was operational, and the door closed fully into the frame, with no defects noted at the time of inspection.
 - c) Flat 11: No answer
 - d) Flat 12: No answer
 - e) Flat 14: No answer

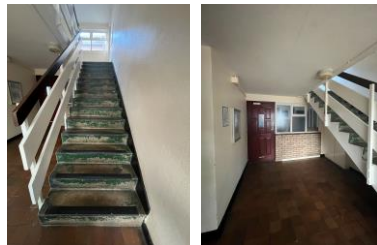
- 6) Within the block each floor is accessed via a single staircase that provides a means of escape for the flats on the 1st and 2nd floors, the width of the staircase is 1.073m handrail to wall.



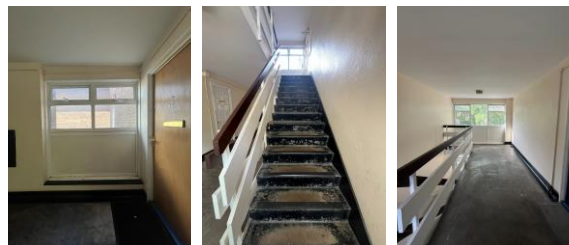
- 7) Furthest travel distance to the escape stairs is approx. 3.2mtrs



- 8) The flooring and stairway within this property are concrete construction.



- 9) Automatic smoke ventilation is not employed. Windows fitted on the stairwell are fitted with manual openers; the windows will assist in additional lighting and any ventilation required.

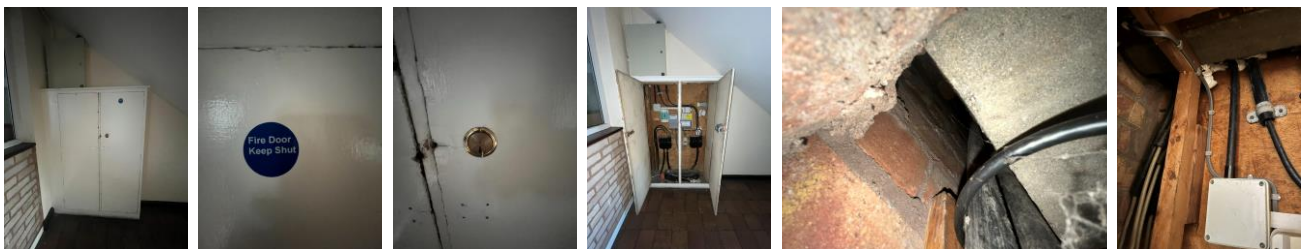


10) A plywood-constructed cupboard is located within the ground floor communal area and was found to contain the building's main electrical intake equipment. During inspection, deficiencies were identified, including the apparent absence of suitable fire stopping within the cupboard, a defective lock, and the need for replacement safety signage.

- a) **Fire Stopping: Install suitable fire-stopping measures to all service penetrations within the cupboard to maintain the integrity of the building's fire compartmentation.**
- b) **Lock Replacement: Replace the existing lock or fit a suitable new lock to the cupboard to prevent unauthorised access to the electrical intake equipment.**
- c) **Signage: Provide and install compliant electrical hazard warning signage to clearly identify the presence of electrical equipment and associated risks. See section 12**
- d) **Signage: Replace existing signage with 'fire door keep locked' See section 12**

These actions should be completed to ensure the cupboard is adequately protected, secured, and appropriately identified.

Furthermore, as part of any future planned refurbishment or capital investment programme, consideration should be given to replacing the existing plywood cupboard with a suitably constructed non-combustible metal enclosure to improve fire safety and enhance the protection of the building's electrical infrastructure.



- 11) **A number of items were observed being stored within the communal area adjacent to the entrance of Flat 14. The storage of personal belongings within common escape routes has the potential to increase the fire load and may obstruct means of escape in the event of an emergency. Relocate these items from the communal area or dispose of items no longer required.**



- 12) **Within the communal area adjacent to Flat 14, a gap was observed around a house brick where the cement joint has been cut away. Remedial repointing works are required to seal the opening and maintain the integrity of the wall construction, ensuring that the cavity is not breached and that the potential passage of fire and smoke through the wall is restricted.**



- 13) **Adjacent each flat entrance there is an electrical over cupboard. The one adjacent flat 9 requires replacing due to missing hinges.**



- 14) Ground Floor Dividing Wall: The ground-floor flat is located within a separate communal lobby. This area is divided from the main circulation space by a glazed screen and a self-closing timber door. Due to the flat having windows that open directly onto this lobby, would recommend that the glazed communal window unit to be upgraded to a suitable fire rated frame and to include Georgian wired safety glass, and the door replaced with a certified FD30 fire door with vision panel to maintain adequate separation. This has been raised with the head of compliance to action, and it will be reviewed in 6 months.



Definitions Fire Doors.

Notional fire door – A fire door that is thought to have been installed at the time of construction. This door may not meet current building regulation requirements however is still acceptable if performing as originally intended.

Upgraded notional fire door – A notional fire door that has been upgraded. For example, with intumescent strips and cold smoke seals.

Nominal fire door – A fire door that may meet the standards specified within the building regulations but has not been awarded the official certification of doors manufactured and evaluated by an accredited, third-party testing unit and approved formally with the relevant certificates and documentation.

Certified fire door – A fire door and frame that have been approved and certified by the manufacturer. A competent person must install the door assembly.

Classifications of FD30 and FD30s fire doors include timber-based options designed to provide 30 minutes of fire resistance, with the "s" suffix indicating additional smoke sealing capabilities. Timber notional doors are a distinct category within this, referring to older, existing timber doors—often in older residential buildings—that are deemed capable of providing 30 minutes of fire protection based on an inspector's assessment rather than formal, modern fire testing certification.

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 and the community room. The equipment is subjected to a cyclical test.
- 2) The following information is based on a sample of properties visited at the time of the survey or information gained via SMBC's Job Manager system, the smoke alarms within resident's flats are installed to a minimum of an LD3 Standard. The detectors are checked and records updated during the annual gas service.

Flat 9 - Detection unknown (leaseholder)

Flat 10 - Detector in Hallway, kitchen, bedrooms and living room (LD1)

Flat 11 - Detection unknown (leaseholder)

Flat 12 - Detector in Hallway (LD3)

Flat 14 – Detector in Hallway and living room (LD2)

For information

LD1 all rooms except wet rooms

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

LD3 Hallway only

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

Section

9

Emergency Lighting

- 1) The premise is not fitted with emergency lighting
- 2) The communal landings and stairways within this three-storey block are not provided with emergency lighting. *Approved Document B, paragraph 3.41* requires that, except for two-storey blocks of flats, all escape routes must have adequate artificial lighting, with escape lighting operating in the event of a mains power failure. To meet this requirement and comply with the *Regulatory Reform (Fire Safety) Order 2005*, it is advised that emergency lighting is installed throughout the escape routes as part of future upgrade works. At present, illumination is limited to standard luminaires and natural light from the landing window and final exit door.

The installation of a suitable emergency lighting system has therefore been recorded as a recommendation for future upgrade works to improve life safety provisions within the building and support compliance with current fire safety legislation and guidance.

[Approved Document B](#) See page 35 paragraph 3.41

Section 10

Compartmentation

- 1) A visual inspection of the accessible areas was undertaken as part of the assessment, but areas with restricted access, i.e., false ceilings and void areas, were only inspected where readily accessible. The inspection did not reveal any breaches in compartmentation.

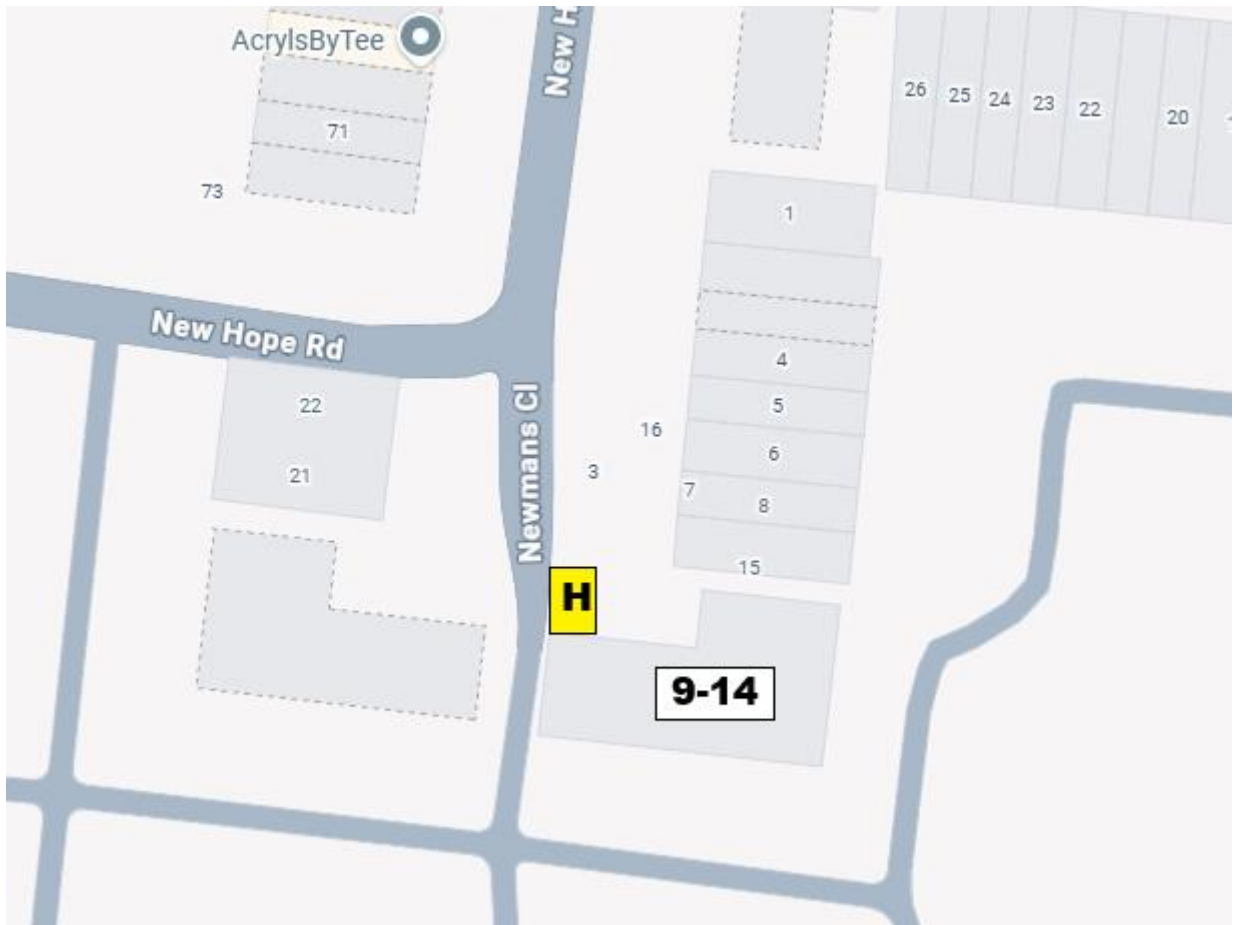
The survey undertaken as part of this risk assessment should not be construed as a full compartmentation survey of the building.

- 2) The building is designed to provide as a minimum 1-hour vertical and horizontal fire resistance, except at entrance to flats which is a minimum of 30-minute fire door.
 - 3) Any remedial works arising from the fire stopping / compartmentation check(s) will be actioned immediately by the Fire Safety Rapid Response Team.
 - 4) 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).
 - 5) See section 7/10a, 7/12 and 7/13 for required compartmentation works.
-

Section 11

Fire Fighting Access & Equipment

- 1) There is no firefighting equipment on this premises.
- 2) Nearest fire hydrant is indicated within the attached plan.



The enforcing authority is West Midlands Fire Service.
The nearest fire station is Smethwick Fire Station,
located approximately 1.5 miles away.

Section 12

Fire Signage

1) The electrical service cupboard on the ground floor requires the following

a) Replace the existing 'Fire Door Keep Shut' signage with 'Fire Door Keep Locked'



b) Install a compliant electrical hazard warning signage to clearly identify the presence of electrical equipment and associated risks.



Signage example

2) Smoking is prohibited within any communal parts of the building in line with Smoke Free England legislation. Signage is installed to notify residents and visitors of this.



3) Directional escape signage is not provided throughout the building. This is considered acceptable due to the simple and straightforward layout of the premises, where the route to the final exit is readily apparent and can be easily identified by occupants and visitors. The absence of directional signage is therefore not considered to adversely affect means of escape arrangements at the time of assessment.

Section 13

Employee & Resident Training/Provision of Information

- 1) All Caretaking / Cleaning Employees have undertaken fire safety training. This includes use of bespoke 'Fire Safety in High / Low Rise Flatted Accommodation' Video.
- 2) All employees are encouraged to complete 'In the line of fire' training on an annual basis.
- 3) Staff undertaking fire risk assessments on Low Rise buildings have or are working towards a minimum of Level 4 Diploma in Fire Risk Assessment.
- 4) Fire safety information has been provided as part of tenancy pack.

Section 14

Sources of Ignition

- 1) Smoking is prohibited on entrance and within any communal parts of the building in line with Smoke Free England legislation.
- 2) Hot working is not normally carried out. If essential maintenance requires the use of hot work processes, then corporate policies and procedures are to be followed.
- 3) Portable electrical equipment used as part of the Caretaking / Cleaning regime is subject to annual PAT Testing. This information is held by the Estate Services Manager.
- 4) The fixed electrical installation shall be tested every 5 years. The date of the last EICR was 03/09/2025.

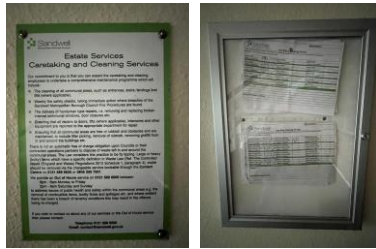
The screenshot shows a detailed Electrical Installation Condition Report (EICR) form. It includes sections for contractor details, client information, installation details, a summary of the condition, and a discussion. The form is partially filled out with handwritten and printed information.

- 5) Portable heaters are not allowed in any common parts of the premises.
- 6) Gas appliances and pipework (where installed) are subject to annual testing and certification. This cyclical contract is managed by the in-house Gas Team.

Section 15

Waste Control

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



- 2) Refuse bins for Newmans Close 9-14 are stored within a designated storage cupboard. This area also functions as the bin-chute room, with hopper doors located on the 1st and 2nd floors for residents to dispose of refuse. The bins are emptied as part of the routine waste collection service.



- 3) Regular checks by Caretakers minimise risk of waste accumulation.
- 4) '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 – in order to monitor, review and share any new information including any new risks.
 - c) Site monitored daily whilst work is in progress by Clerk of Works / Health and Safety Officers.
 - d) Final Contractor review on completion of works undertaken.
-

Section 17

Fire Precautions

- 1) Regular checks are undertaken by Caretakers / Cleaning Team(s) 365 days per year which helps reduce the risk of arson.
 - 2) Restricted access to the premises by means of a door entry system.
 - 3) There is no current evidence of arson.
 - 4) The perimeter of the building is well illuminated.
 - 5) There have been no reported fire incidents since the last FRA.
-

Section 18

Storage Arrangements

- 1) Residents instructed not to bring L.P.G cylinders into block.
 - 2) The tenancy conditions, Section 7 – Condition 5.6 stipulates “If you live in a flat or maisonette, you, people living with you and any visitors to your property must not keep or use paraffin oil, petrol, bottled gas appliances or any other explosive, FLAMMABLE or dangerous material in the property. This restriction also applies to any storage facility situated in or attached to the block, which has been provided for your use.”
 - 3) Residents should not store flammable liquids or gas cylinders on site.
 - 4) No Flammable liquids stored on site by Caretakers / Cleaners.
 - 5) There is a storage cupboard for each flat upon the ground floor and is locked by a tenant only key.
 - 6) There were some items being stored within the communal area, these have been listed in 7/11 and have been raised with the housing manager to deal with.
-

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:

Newmans Close 9-14

Date of Action Plan:

24/08/2026

Review Date:

<Insert date>

Question/ Ref No	Required Action	Supporting photograph	Priority	Timescale and Person Responsible	Date Completed
6/5	Replace plywood with Supalux, and fire stop the top of the void where the waste pipes pass through.		P3	Within 3-6 Months Fire Rapid Response	

7/10a	Service cupboard: Fire stop the internal top section of the service cupboard situated on the ground floor		P3	Within 3-6 Months Fire Rapid Response	
7/10b	Service cupboard: Replace the faulty lock on the service cupboard situated on the ground floor		P3	Within 3-6 Months Fire Rapid Response	
7/12	Flat 14: Repoint around brickwork within the communal area adjacent flat 14		P3	Within 3-6 Months Repairs Bricklaying	
7/13	Flat 9: Adjacent flat 9 replace the electrical over cupboard due to missing hinges		P3	Within 3-6 Months Fire Rapid Response	

12/1a	Electrical service cupboard: On the ground floor replace existing 'Fire Door Keep Shut' signage with 'Fire Door Keep Locked'		P3	Within 3-6 Months Caretaker	completed
12/1b	Electrical service cupboard: On the ground floor install electrical hazard signage to the door		P3	Within 3-6 Months Caretaker	completed

Observations/Recommendations

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

Emergency lighting: It is recommended that compliant emergency lighting be incorporated during future refurbishment works. At present, illumination is provided only by standard lighting and natural light from nearby doors and windows.

Ground Floor Dividing Wall: The ground-floor flat is located within a separate communal lobby. This area is divided from the main circulation space by a glazed screen and a self-closing timber door. Due to the flat having windows that open directly onto this lobby, would recommend that the glazed communal window unit to be upgraded to a suitable fire rated frame and to include Georgian wired safety glass, and the door replaced with a

certified FD30s fire door with vision panel to maintain adequate separation. This has been raised with the head of compliance to action, and it will be reviewed in 6 months.

Fire Risk Assessor	Signed	Qualifications	Date
S. Henley		L4 Diploma	20/08/2026
Verified by	Signed	Qualifications	Date
A. Froggatt		L4 Diploma	21/082026

Appendix 1

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

Name of property: Newmans Close 9-14

Updated:

Premise Manager:

Tel. No.:

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



Report No.: J420771
Nature of Work: Management Survey
Issue Date: 15/05/2025
Client Name: Sandwell MBC (formerly Homes)
Building Services, Direct 2 Trading Estate, Roway Lane,
Oldbury, West Midlands, B69 3ES
UPRN: BL34465NE31 2
Site Address: 9-14 (O&E) Newmans Close, Smethwick, B66 4SW



Order Placed By: Dean Harding
Site Contact: Communal
Date(s) of Work: 28/04/2025
Technical Manager: D Ely CCP (Asbestos)
Assistant Surveyor(s): Not Applicable
Lead Surveyor:

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

Jack Baldwin
Asbestos Surveyor

Authorised Signatory:

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

Paul Walters
Technical Review Officer
15/05/2025

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



Fire Risk Assessment

Executive Summary Report of Asbestos
Containing Materials (ACMs) By Risk

9-14 (O&E) Newmans Close, Smethwick

Report Number: J420771

Sample No.:	Floor Level:	Block Name:	Location:	Item:	Asbestos Content:	Determination Method:	Extent:	Risk Category:	Recommendations:
RD001379	1st Floor	Flats	02 - Landing/Stairs	Asbestos Reinforced plastic stair treads	Chrysotile	Analysis of sample using PLM	14 linear metres	C10	Monitor condition
RD001376	2nd Floor	Flats	01 - Landing/Stairs	Asbestos Reinforced plastic stair treads	Chrysotile	Analysis of sample using PLM	14 linear metres	C10	Monitor condition
No sample - presumed	Ground Floor	Flats	03 - Lobby	Asbestos Bitumen cable wrap	Crocidolite	Presumed	1 linear metres	C9	Monitor condition
RD001378	1st Floor	Flats	02 - Landing/Stairs	Asbestos Gaskets	Chrysotile	Analysis of sample using PLM	2 units	C7	Monitor condition
RD001375	2nd Floor	Flats	01 - Landing/Stairs	Asbestos Gaskets	Chrysotile	Analysis of sample using PLM	2 units	C7	Monitor condition
RD001381	Ground Floor	Flats	03 - Lobby	Asbestos Gaskets	Chrysotile	Analysis of sample using PLM	2 units	C7	Monitor condition

Management Survey (with MA - LOD) Template Version 56

Bradley Environmental Consultants Limited

Page 9 of 44

Executive Summary Report of Asbestos
Containing Materials (ACMs) By Risk

9-14 (O&E) Newmans Close, Smethwick

Report Number: J420771

Sample No.:	Floor Level:	Block Name:	Location:	Item:	Asbestos Content:	Determination Method:	Extent:	Risk Category:	Recommendations:
As RD001381	Ground Floor	Flats	05 - Front Entrance	Asbestos Gaskets	Chrysotile	Strongly presumed	1 unit	C7	Monitor condition
RD001382	Ground Floor	Flats	07 - Bin Store	Asbestos Bitumen damp proof course	Chrysotile	Analysis of sample using PLM	2 linear metres	C7	Monitor condition
RD001383	E - External	Flats	10 - External	Asbestos Bitumen damp proof course	Chrysotile	Analysis of sample using PLM	80 linear metres	D6	Monitor condition