

# Fire Risk Assessment

## John Bright Close



**Flats 13 - 19**  
**John Bright Close**  
**Tipton**  
**DY4 9JU**

**Date Completed:** 18<sup>th</sup> July 2024

**Officer:** Adrian Jones **Fire Risk Assessor**

**Checked By:** Jason Blewitt **Team Lead Fire Safety & Facilities**

**Current Risk Rating = Tolerable**

**Subsequent reviews**

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

---

## Contents

<a href="#">Section 0</a>	<b>Introduction</b>	
<a href="#">Section 1</a>	<b>Significant Findings (executive summary)</b>	
<a href="#">Section 2</a>	<b>People at Significant Risk of Fire</b>	
<a href="#">Section 3</a>	<b>Contact Details</b>	
<a href="#">Section 4</a>	<b>Description of Premises</b>	
<a href="#">Section 5</a>	<b>Building Plan</b>	
<a href="#">Section 6</a>	<b>External Envelope</b>	
<a href="#">Section 7</a>	<b>Fire Safety Risk Statement</b>	

## Section

# 0

## Introduction

---

The [Regulatory Reform \(Fire Safety\) Order 2005](#) places a legal duty on landlords to complete a fire risk assessment (FRA).

Specifically, RR(FS)O article 9. — (1) *“The responsible person must make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions he needs to take to comply with the requirements and prohibitions imposed on him by or under this Order”*.

This is a simplified version of the fire risk assessment template is used for Council residential blocks that have communal areas within the premises.

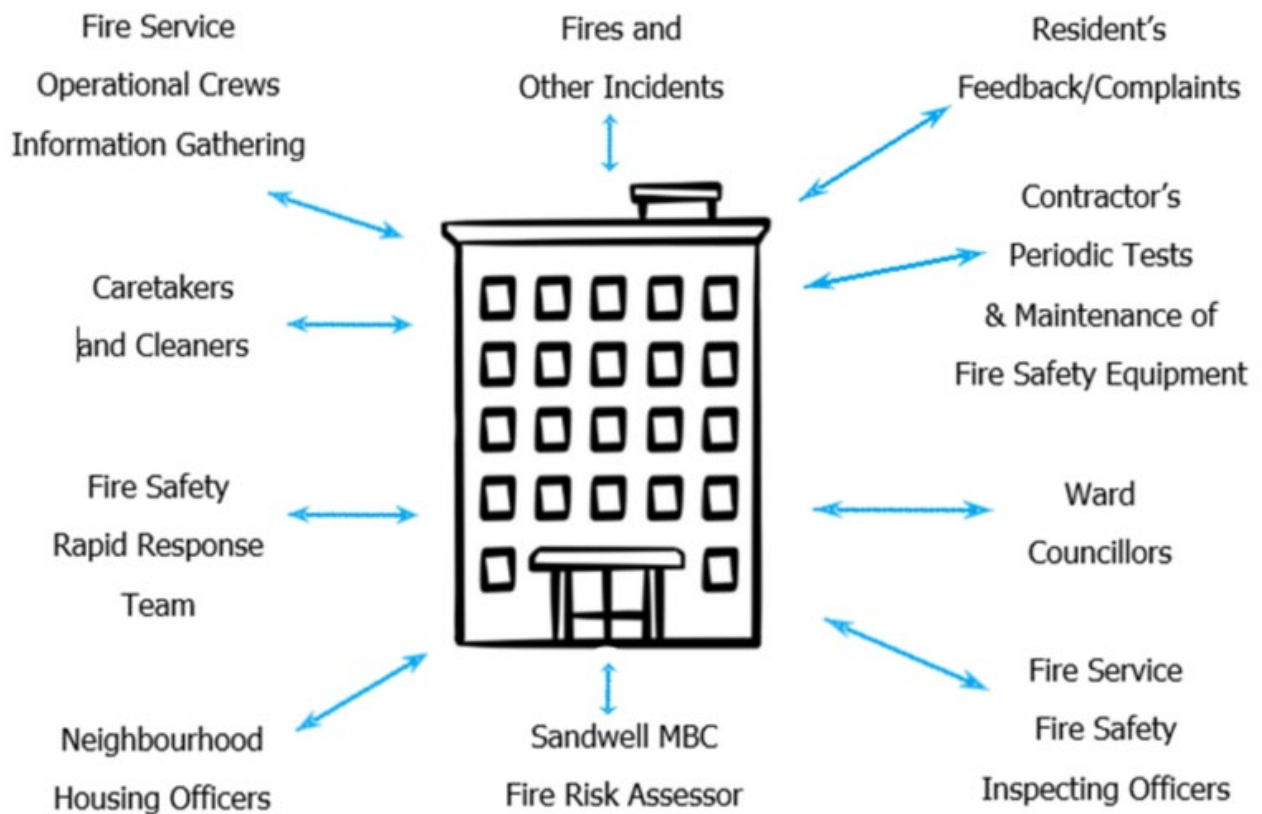
Due to the high number of council premises this affects, this shortened version has been created to simplify the process, whilst still ensuring the safety of residents and meeting the council’s statutory obligations.

The legislation 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](https://www.sandwell.gov.uk/info/200195/contact_the_council/283/feedback_and_complaints) or by phone on 0121 569 6000.

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

---

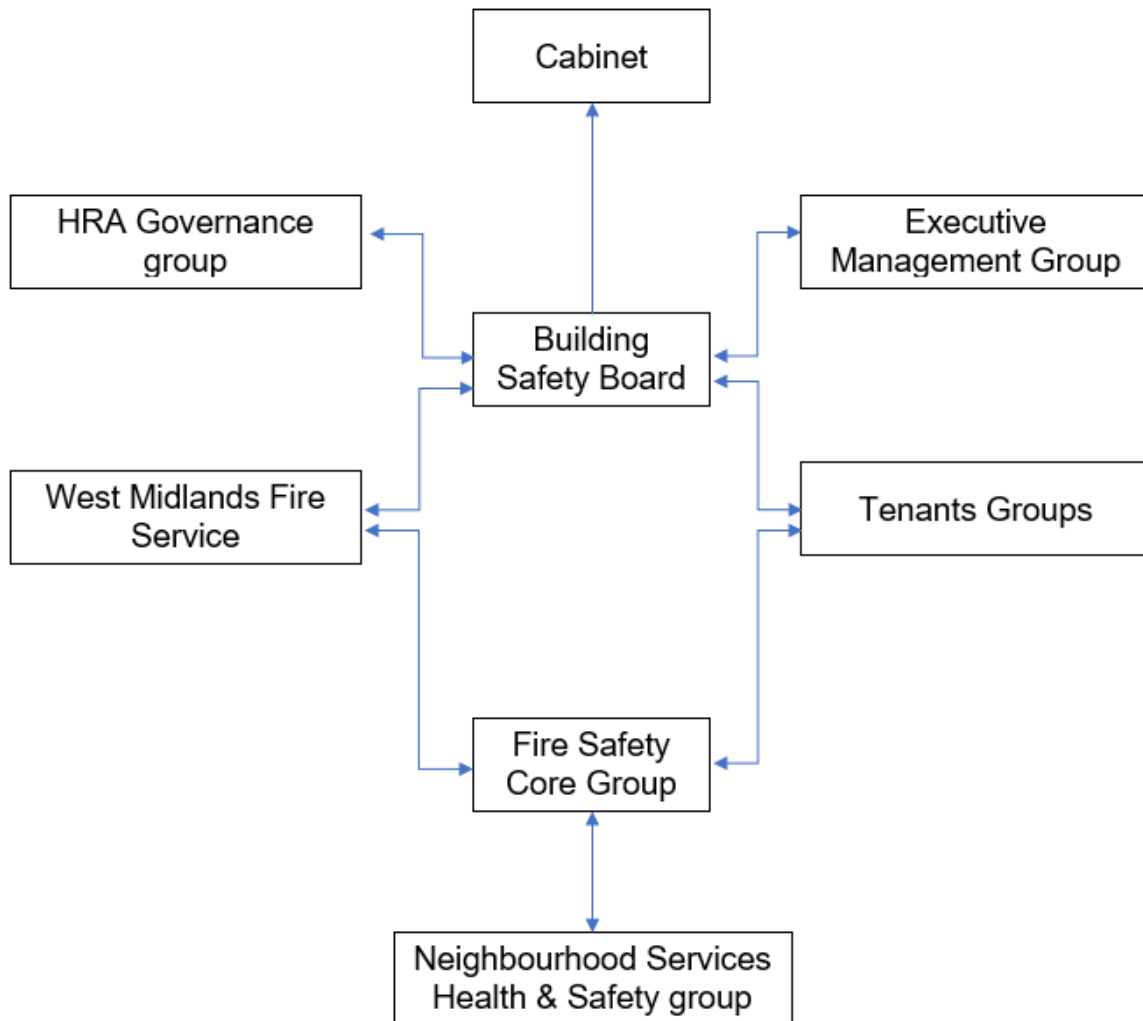
The following diagrams illustrate those procedures and persons that support the effective planning, organisation, control, monitoring and review of the preventive and protective measures. This information is provided as required under the Regulatory Reform (Fire Safety) Order 2005.



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

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

---



To summarise the fire risk assessment, in this scenario the Regulatory Reform (Fire Safety) Order 2005 requires the prescribed information to be recorded. The prescribed information is the significant findings of the fire risk assessment and those groups or persons especially at risk from fire. This is recorded here in [section 1](#). Also required to be recorded under article 11, are the fire safety arrangements for the planning, organisation, control, monitoring and review of the preventative and protective measures. The information shown above is part of this requirement.

---

## Section

# 1

## Significant findings

---

The significant findings (executive summary) of the fire risk assessment include those measures that have been or will be undertaken by the responsible person in order to comply with the Regulatory Reform (Fire Safety) Order 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
<a href="#">Section 6</a>	<b>External Envelope</b>  The exterior of the buildings is predominantly traditional brick, concrete construction with bitumen flat roof. Individual flat windows are UPVC double glazed units.	Trivial

---

Section 7

**Fire Safety Risk Statement.**

Tolerable

There is open access to all dwelling front doors from an open concrete walkway at the front elevation accessed via path off John Bright Close.

There is single direction of escape from these dwellings along this walkway. The walkway leads into an open grassed courtyard and via a metal gate onto John Bright Close.

Additional lighting is provided on this walkway and the side of the building.

Dwellings have fire detection fitted within the hallway, at the head of the stairs and in the living room.

Electrical intake cupboards to each dwelling are sited outside of each dwelling adjacent to the dwelling front door.

There are no communal areas shared with the commercial premises.

It was noted that flat 13 requires a new letterplate to be fitted.

There was evidence of smoking outside maisonettes. In conjunction with no smoking (Smoke Free England) smoking should cease forthwith.

It was noted that a BBQ was in view on the access pathway, BBQ's should not be used in close proximity to the building and should be removed.



	<p>Compartmentation surveys have been carried out in 2023 by local authority teams. This was to establish the compartmentation between the commercial premise and the residential accommodation above.</p> <p>It is understood that Photographs and other associated documentation is held by the property services team within the Local Authority.</p>	<p>Tolerable</p>
--	--	------------------

## Risk Level Indicator

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

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

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

Low  Medium  High

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

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

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

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

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

Slight Harm  Moderate Harm  Extreme Harm

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

---

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

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

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

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

Trivial     Tolerable     Moderate     Substantial     Intolerable

**Comments:**

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

There was evidence of smoking outside maisonettes. In conjunction with no smoking (Smoke Free England) smoking should cease forthwith.

It was noted that a BBQ was in view on the access pathway, BBQ's should not be used in close proximity to the building and should be removed.

It was noted that Flat 13 requires a new letterplate to be fitted.

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.

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:

---

<b>Risk level</b>	<b>Action and timescale</b>
<b>Trivial</b>	No action is required, and no detailed records need to be kept.
<b>Tolerable</b>	No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
<b>Moderate</b>	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.
<b>Substantial</b>	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.
<b>Intolerable</b>	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.

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

Residents are responsible for letting us know whether they might need a Personal Emergency Evacuation Plan (PEEP). The Resident Engagement Officers (Fire Safety) will conduct an assessment visit upon request. Any risk-reduction measures that are found where a PEEP is necessary and completed will be documented and taken quickly. With the consent of the resident, we will make a referral for West Midlands Fire Service to conduct a Safe and Well visit.

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

---

## Section

# 3

## Contact Details

---

The Chief Executive of Sandwell Metropolitan Borough Council has ultimate responsibility for the site as the responsible person identified by the Regulatory Reform (Fire Safety) Order 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

**Directorate of Place**

Alan Lunt

**Assistant Director Building Compliance**

*Vacant Post*

**Fire Safety Manager**

Tony Thompson

**Team Lead Fire Safety**

Jason Blewitt

**Fire Risk Assessor(s)**

Adrian Jones

Anthony Smith

Carl Hill

Louis Conway

**Resident Engagement Officer - Fire Safety**

Abdul Monim Khan

Lee Mlilo

**Housing Office Manager**

Rushpal Dhaliwal

*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

---

Flats 13 - 19  
John Bright Close  
Tipton  
DY4 9JU

### Description of the Property.

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

The enforcing authority for the Regulatory Reform (Fire Safety) Order 2005 is West Midlands Fire Service.

The ground floor commercial business is managed by the Local Authority's property services department under a tenancy lease agreement. Part of the agreement is for the tenants to hold a current written fire risk assessment.

The building comprises of traditional brick construction with a concrete slab that should extend the full length of this premises. This separates the ground floor shop and first floor maisonettes. The building has a flat roof.



This low-rise premise was constructed in 1967 and consists of residential accommodation (dwellings) that are accessed via a small path off John Bright Close. The premise consists of 3 stories' in total, ground floor commercial premise and first and second floor maisonettes.



Maisonettes have UPVC double glazed window frames and a combination of UPVC and timber front entrance doors, each dwelling has its own independent front door directly off this deck access.

With regard to refuse, residents utilise a waste bin located outside the access path in John Bright Close.



There are several car parking spaces in place for residents, these are located in John Bright Close

### **Commercial Premises within this block of maisonettes**

Business 131 High Street, Princes End, Tipton.

Unicorn Day Nursery - A written fire risk assessment is in place (verbally confirmed however, not witnessed at the time of the assessment).





# Section 5

## Building Plan

A general plan showing the building location.



## Section 6

### External Envelope.

---

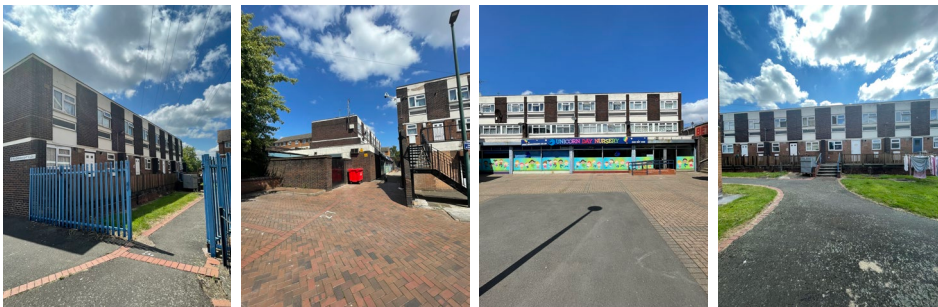
Following the introduction of the Fire Safety Act 2021, consideration needs to be given to the external envelope of the building for any fire risk. This predominantly means the external wall construction including any insulation filler. It also includes balconies and any other fixtures as well as doors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

The simplified nature of these premises does not require the in-depth response normally provided in the fire risk assessment of other Sandwell council housing properties.

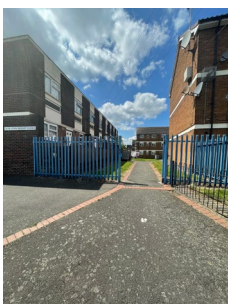
However, below is a breakdown of the materials used within the external envelope and, as part of the external wall system.

It is deemed that the combination and application of these materials presents an acceptable level of fire risk.

- 1) The external envelope of the premise is predominantly traditional brick, concrete construction, UPVC double glazed window frames surmounted by a flat bitumen roof.



- 2) Access to maisonettes is located on the ground floor area in John Bright Close.



- 3) With the exception of the access pathway to each maisonette, there are no other shared facilities at this premise.



- 4) All refuse is collected at frequent intervals by the local authority. Although this container is a safe distance from any building stock, it was not secured to the post and therefore could be moved.
- 5) The access walkway is of adequate width referenced in building regulations. An observation will be to ensure all front entrance doors are upgraded to self-closing FD30s.



## Section 7

# Fire Safety Risk Statement

---

The simplified nature of these premises does not require the in-depth response normally provided in the fire risk assessment of other Sandwell council housing properties.

However, this statement should cover all those points normally covered on the Sandwell council FRA template, even if to say why something is not required or why it is suitable and sufficient. The following is an example.

1. The dwelling front doors are accessed via a front elevated slabbed walkway, each flat has its own independent front door directly off this walkway.



2. As the doors are located on the ground floor and have a choice of travel there is no requirement for these doors to be fire rated.
3. **It was noted that flat 13 requires a new letterplate to be fitted.**



4. Supplementary lighting has been installed around the building.
-

5. The building is designed to provide as a minimum 1-hour vertical fire resistance and 1-hour horizontal fire resistance around maisonettes. All flat entrance doors are 30-minute notional/nominal doors, including those in 1-hour rated walls.
6. On the day of the inspection flat 17 front door was examined to establish if it had been tampered with by residents etc. The door was a nominal door & appeared to be in good condition.
7. The resident at flat 17 confirmed that smoke detection is located in the Hallway, Landing & Kitchen. Therefore, smoke detection is installed to an LD2 standard.
8. Electrical intake boxes for all of the flats were sited externally adjacent to the flat entrances.
9. It was noted that a BBQ was in view on the access pathway, BBQ's should not be used in close proximity to the building and should be removed.



10. There was evidence of smoking outside maisonettes. In conjunction with no smoking (Smoke Free England) smoking should cease forthwith.



11. The fire stopping / compartmentation of the premises is subject to an annual inspection by the Fire Safety Rapid Response Team.
12. A variety of methods / materials have been used to achieve fire-stopping, refer to table(s) below.

Flo or No	Drg Riser					Electrical Riser					Gas Riser					BT Riser					Bin Room					Fire Stopping Materials										
	Supalux	Fire Batt	Intumescent Spont	Fire Foam	Fire Mastic	Rockwool	Fire Pillars	Supalux	Fire Batt	Intumescent Spont	Fire Foam	Fire Mastic	Rockwool	Fire Pillars	Supalux	Fire Batt	Intumescent Spont	Fire Foam	Fire Mastic	Rockwool	Fire Pillars	Supalux	Fire Batt	Intumescent Spont	Fire Foam	Fire Mastic	Rockwool	Fire Pillars	Supalux	Fire Batt	Intumescent Spont	Fire Foam	Fire Mastic	Rockwool	Fire Pillars	
B																																				
G																																				
1																																				
2																																				
3																																				
4																																				
5																																				
6																																				
7																																				
8																																				
9																																				
10																																				
11																																				
12																																				
13																																				
14																																				
15																																				
16																																				
17																																				
	Communal doors free from defects					✓	Communal windows free from defects					✓	Flat doors free from defects					X	Communal cupboards locked and secure					✓	Communal areas free from tenants stored items					✓	Communal areas free from repairs materials					✓

13. Compartmentation surveys have been carried out in 2023 by local authority teams. This was to establish the compartmentation between the commercial premise and the residential accommodation above.
14. It is understood that Photographs and other associated documentation is held by the property services team within the Local Authority.





# Fire Risk Assessment Level 2 Action Plan



Name of Premises or Location:

Maisonettes 13 - 19, John Bright Close, Tipton.

Date of Action Plan:

23<sup>rd</sup> July 2024.

Review Date:



Insert Date:

Question/ Ref No	Required Action	Supporting photograph	Risk Rating	Timescale and Person Responsible	Date Completed
07/03	New letterplate is required to be fitted to Flat 13		P2	Fire Response Team. 1-3 Months.	

Fire Risk Assessment (Abridged).

---

**Signed:**

 Aodhán Jones	Fire Risk Assessor	Date: 23/07/2024
	Quality Assurance Check.	Date: 23/07/2024





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


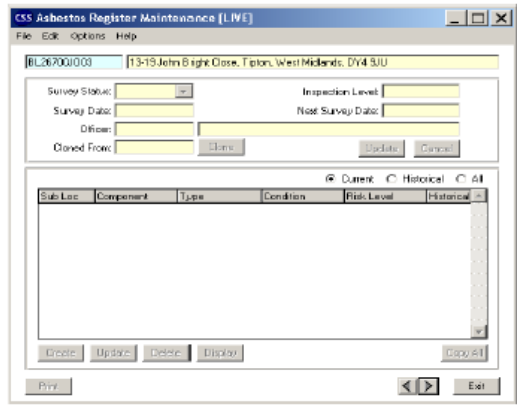

**Name of property:** John Bright Close - 13 – 19

**Updated:**

**Premise Manager:** Tony Thompson

**Tel. No.:** 0121 569 2975

Hazard	Information/Comments
Asbestos	An asbestos survey has been undertaken of the communal areas. Survey held by Sandwell Housing (Derek Still <a href="tel:01215695077">Tel:- 0121 569 5077</a> ).

<b>Asbestos Survey</b>		Property Address		13 - 19 John Bright Close, Tipton, DY4 9JU.		Office use <input checked="" type="checkbox"/>		
Surveyed by		Gary Carrington		Date		10/03/14		
Checked by		DEREK STILL		Desktop Check		<input checked="" type="checkbox"/>		
Date		19/05/2020		Site Check		<input type="checkbox"/>		
Reason for request		HSG 264 - Survey Report Type		Property Description				
Investment Void		Refurbishment Survey		2 Storey Maisonettes (above shops) <div style="text-align: right; margin-top: 10px;">  </div>				
Investment Tenanted		Management Survey						<input checked="" type="checkbox"/>
R & M Void		SHAPE Interrogated.						<input checked="" type="checkbox"/>
R & M Tenanted		No Existing SHAPE Data.						<input checked="" type="checkbox"/>
Medical / Emergency - Heating Works		Existing SHAPE Data.						
Communal Areas		Refurb Surveys Interrogated ?						<input checked="" type="checkbox"/>
Notes / including details of similar property surveys completed.				Revised by D.Williams – 19/08/2022				
								
Building Surveyors				Asset Team – Investment Division				
0121 569 5077				Operations & Development Centre				
				Roway Lane				
				Oldbury				
				B69 3ES				
								

Fire Risk Assessment (Abridged).

---

Sample Locations	Property Address 13 - 19 John Bright Close, Tipton, DY4 9JU.							
LOCATION	MATERIAL	QTY	SURFACE TREATMENT	SAMPLE REF	RESULT	HSE NOTIFY	LABOUR?	ACTION TAKEN ON CONTRACT
<b>IF DURING THE COURSE OF WORK SUSPECTED ACM'S ARE IDENTIFIED THAT ARE NOT CONTAINED WITHIN THIS REPORT STOP WORK &amp; SEEK ADVICE</b>								
<b>NO SUSPECTED ACM'S IDENTIFIED DURING SURVEY</b>								
FLAT 19 DOOR FRAME SEALANT	MASTIC	-	SEALED	DMW390-001	NONE DETECTED	-	-	-
FLAT 17 DOOR FRAME SEALANT	MASTIC	-	SEALED	DMW390-002	NONE DETECTED	-	-	-
<b>ITEMS SHOWN BELOW HAVE BEEN ASSESSED ON SITE BY THE ASBESTOS SURVEYOR &amp; ARE CONFIRMED NOT TO BE ACM'S.</b>								
LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL	LOCATION DESCRIPTION	MATERIAL			
FLAT 13 DOOR FRAME SEALANT	MASTIC							
FLAT 15 DOOR FRAME SEALANT	SILICONE							

FOR THE REPORT: 2014/05/14