FIRE RISK ASSESSMENT
SALISBURY HOUSE,
4-11 & 17-27 SALISBURY HOUSE, BYKER, NEWCASTLE UPON TYNE NE6 1AG

FEBRUARY 2023

Reference: SH/23/02/23/IC
Version: 1

Prepared by:
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Prepared for:
Karbon Homes
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1.0 INTRODUCTION

The Client	Karbon Homes
Instruction	This Fire Risk Assessment was undertaken in accordance with an instruction received from Tony Ruddick, Data & Compliance Manager, Karbon Homes.
Responsible Person	Paul Fiddaman, Chief Executive, Karbon Homes.
The Property	Salisbury House, 4-11 & 17-27 Salisbury House, Byker, Newcastle Upon Tyne. NE6 1AG.
The Surveyor	The Fire Risk Assessment was carried out by: Ian Cuskin GIFireE.
Survey Date	23rd February 2023
Scope and Purpose of the Fire Risk Assessment	The Regulatory Reform (Fire Safety) Order 2005 [RR(FS)O] applies to all non-domestic premises, including any voluntary sector and self-employed people with premises separate from their homes. A fire risk assessment is an organised and methodical look at your premises. The fire risk assessment procedure identifies the activities carried out at the premises and assesses the likelihood of a fire starting. The aim of a fire risk assessment is to: • Identify the hazards. • Reduce the risk of those hazards causing harm to as low as reasonably practicable. • Decide what physical fire precautions and management policies are necessary to ensure the safety of people in your premises if a fire does start. The fire risk assessment was carried out in accordance with the Department for Communities and Local Government (DCLG) 'sleeping accommodation' guidance document as well as the Local Government Group (LGA) document 'Fire safety in purpose built blocks of flats'.

This building has been audited to highlight to the Client, any non-compliant issues with regard to relevant aspects of UK fire safety legislation and best practice. The principal documents relevant to buildings being:

- The Building Regulations 2019 Approved Document B – Fire Safety
- BS9999 2017 Code of practice for fire safety in the design, management and use of buildings
- BS9991 2015 Fire safety in the design, management and use of residential buildings – Code of practice
- Local Government Group - Fire safety in purpose-built blocks of flats (hereafter referred to as the LGA Guide)
- LACORS – Housing – Fire Safety – Guidance on fire safety provisions for certain types of existing housing

The RR(FS)O does not stipulate the required review period for a particular building; we recommend a review of this building **annually or when a material change is made to the property.**

Limitations of the Fire Risk Assessment

The RR(FS)O places a burden of responsibility firmly on the head of a 'responsible person' with regard to the fire safety of the occupants of the premises to which they have been assigned. The responsible person is required to co-ordinate all fire safety related issues including the carrying out of a fire risk assessment and production of associated documentation. The responsible person may nominate a 'competent person' to assist in the implementation of any measures deemed necessary to ensure the fire safety of the occupants of the premises.

There are many factors that impact upon what may constitute adequate measures to assess the fire safety of the occupants. Resilience Risk Management Services Ltd are not the responsible person and are unable to determine, on behalf of the organisation, the steps it should or must take to comply with its duties under the RR(FS)O. The fire risk assessment will cover all of the areas within the property. We will also comment upon the external construction materials of the building and the area surrounding the building.

This report is for the use of the party to whom it is addressed and should be used within the context of instruction under which it has been prepared.

A Type 3, Common Parts and Flats (non-invasive) Fire Risk Assessment (as detailed in LGA Guidance Document Fire Safety in Purpose Built Blocks of Flats) has been conducted in relation to this property.

Prioritisation of Recommendations

To assist in the development of a strategy and action plan for addressing recommendations in the fire risk assessment report, a priority rating is attached to each recommendation. The following is an explanation of each rating:

High Priority: Immediate action required to prevent risk to the health and safety of relevant persons

Medium Priority: Planned action to improve fire safety within the premises

Low Priority: Features that comply with current regulations but which the responsible person may consider upgrading.

Identified costs of Recommendations

The report will give a budget costing for recommendations covered in the fire risk assessment for alterations or improvements to physical features to assist the client in developing an Action Plan and improvement programme.

Access Limitations

We were unable to access the following compartments: -

- We were unable to access the external steel doors under the walkways adjacent to dwellings numbered 3 and 13. We advise the client gains access to these compartments to ensure there are no significant fire hazards within.

Revisit	There is no requirement for a revisit at this time.

2.0 THE BUILDING

2.1 The Building

The building is a grade II* listed building with Historic England and is constructed from concrete frame. The external fabric of the building is part brick cavity construction and part Marley Equitone (Pictura) cladding together with Tenmat ventilated fire barriers fixed to blockwork with no insulation due to the 25 cavity and the listing preventing any change externally. Walkways have Filon cladding to class 1 fire rating.

Windows are aluminium framed double glazed and the roof is a "Bauder" system design as is the fascia. Internally, floors and stairs in the common parts of the building are concrete, walls are of solid masonry construction with plaster skim, as are the ceilings.

The building consists of 27 apartments over five storeys. Eight of the apartments are accessed at ground level individually. Access to the remaining apartments is via two communal entrances on the east side of the building accessed by means of steel composite doors which open in the direction of travel in an emergency. Each door has a secure magnetic lock entry system and is unlocked by a pre-programmed key fob. A push button release in the lobby allows residents to leave the building. The south east door gives access to a lobby housing a bin store, access to flats 4 and 5 and the protected stair to the upper floors. The stairs lead to a landing area with access to two further flats and access to a short external walkway leading to flat 7. Stairs continue to the second-floor landing which houses a bin store, access to one flat on the landing, and allows access to the upper walkway. This walkway provides access to six further flats directly, allows access to the north east protected stairway for Salisbury House, as well as access to Northumberland Terrace via an access bridge. A similar arrangement exits with the north east entrance door with flats and service rooms accessed off the protected stair and allows access to the same upper walkway.

The building benefits from CCTV and a remote concierge service. Internally, ten flats are accessed from the protected stairways with the remaining flats accessed from an external balcony walkway which is semi-enclosed with a corrugated polycarbonate roof.

2.2 Fire Loss Experience	Karbon Homes have not made us aware of any fire related incidents at this housing scheme.

3.0 FIRE HAZARDS

3.1 Sources of Fuel

- Electrical PVC insulation throughout and in particular the communications room.
- Timber construction materials (in particular, within the roof space, balcony/walkway construction and boxing in of heating pipes externally).
- Refuse stored within the internal refuse store.
- Refuse stored within the wheelie bins within residents' gardens and commercial bins.
- Excessive combustibles on the balcony walkway adjacent to door 31/2.2.
- Commercial wheeled bins complete with refuse adjacent to exit 31.

It is accepted that there will be sources of fuel located within the individual apartments associated with domestic living such as; timber and foam furnishings, linen, bedding and household clothing and cooking oils and fats within the kitchens.

External to the building, there are commercial wheeled bins with associated refuse within underneath dwellings and adjacent to exit 31 as well as residents wheeled bins to the front of the premises outside of flat entrance doors. Should these be accidently or deliberately ignited there is a risk of fire spread to the building via the timber construction materials above. We recommend the commercial wheeled bins are stored away from the fabric of the building (ideally 5m) and residents are also reminded to store wheeled bins away from the building.

Although there is a "managed use" policy in place for the premises, we believe there are excessive combustible materials stored on the balcony walkway adjacent to the fire exit door (door 31/2.2). Although these items do not cause an obstruction on the walkway, we recommend the client investigates this matter, liaises with the resident involved, with a view to reducing the amount of combustibles stored in this area.

3.2 Sources of Ignition

The sources of ignition within the property were assessed as follows:

- Electrical supply and distribution system.
- Electrical CCTV equipment within the Landlord Services room.
- Potential for arson, in particular, to the external commercial wheeled bins stored beneath the walkway to Salisbury House.
- Sources of ignition located within individual apartments associated with domestic living such as electrical goods, cooking / heating appliances, and the possibility of smoking materials / candles.
- Potential for lightning strikes.

All electrical installations are required to be tested regularly to the standards defined by the IET Wiring Regulations (BS 7671). The mains electrical supply and distribution installation and wiring (common areas and rented dwellings) should be tested at least every five years by a registered NICEIC contractor to satisfy compliance with the requirements of the Electricity at Work Regulations 1989 in addition to the IET Wiring Regulations BS7671:2018 18th edition. The mains electrical supply and distribution system was subject to a fixed wiring inspection by a competent engineer which is recorded within the records held by Karbon Homes as 10/12/21 which satisfies the above requirement.

Records held centrally by Karbon Homes confirmed the lightning conductor for the building was last subject to an annual inspection and test by a competent person to BS EN 62305 on 02/02/23.

The servers/CCTV equipment within the landlord services room (30/2.1) are connected via standard electrical plugs. We recommend the client confirms these are subject to inspection and test (PAT) by a competent person on an annual basis.

The communal areas of the property are no smoking areas and there were no signs of smoking taking place in these areas.

3.3 Sources of Oxygen	Natural airflow through doors and windows.
3.4 People at Risk	The residents within the building and ground floor flats as well as the potential for visitors, housing staff and trades persons.

4.0 MEANS OF ESCAPE

4.1 Escape Routes

The means of escape routes (walkway/balcony) external to the building have planters and/or fixed bench seating outside several individual properties. These are low risk and due to the size, layout, available exit routes and number of residents within the building pose a minimal risk of impeding evacuation in the event of a fire. Karbon Homes are also aware of these and this is part of their "managed use" policy of the building to keep these to an acceptable level and at the same time to encourage residents to have a sense of pride and value in their home environment.

The south east entrance door gives access to a lobby housing a bin store, access to flats 4 and 5, and the protected stair to the upper floors.

The stairs lead to a landing area with access to two further flats and access to a short external walkway leading to flat 7. Stairs continue to the second-floor landing which houses a bin store, access to one flat on the landing, and via a FD60S SC part glazed door with marked fire rated glazing, to the upper balcony/walkway. This walkway provides access to six further flats which exit directly onto this walkway. Alternative means of escape are also provided by accessing the north east protected stairway for Salisbury House, as well as access to Northumberland Terrace via a connecting bridge.

All exits allow residents to leave by means of a single action opening mechanism.

With the exception of the fixed benches and planters outside of residents' property, all access/egress routes were good at the time of the inspection and are within the recommended travel distances for this type of premises as detailed with the Building Regulations Approved Document B and DCLG Fire Risk Assessment Guidance.

4.2 Fire Doors

The Regulatory Reform (Fire Safety) Order 2005 / Fire Safety Act 2021 makes it a legal requirement to ensure that fire resisting doors and escape doors are correctly installed and adequately maintained in order for them to be fit for purpose. BS9999 states that all fire

doors should be inspected every six months. However, depending on the type of building the "responsible person" is required to influence the frequency of fire door inspections subject to their use. The responsible person should ensure an adequate routine for inspections and maintenance is in place and should be undertaken by a competent person. The current benchmark standard is for flat entrance doors to be self-closing, capable of providing 30-minute fire resistance and incorporating intumescent strips and smoke seals FD30(S) and where key operated mortice locks are provided they should be fitted with the means to override the lock from the inside without having to rely on the key. We advise the client examines their installation records to confirm the flat entrance doors meet the current benchmark standard (BS8214). Where this cannot be confirmed, or the doors do not meet the current benchmark standard we advise the doors are replaced with door sets meeting the current benchmark standard. Failure to do so could result in the door not achieving the expected fire resistance and allowing fire and smoke spread into the means of escape.

Notwithstanding the above, we were able to gain access to flats 8, 9, and 21 in order to check the specification and action of the flat entrance doors. These flat entrance doors appear to conform to BS8214 as FD60S doors with fire rated ironmongery, letterboxes, door viewers, thumb turn device and self-closing devices.

All service cupboard doors (kept locked) on the protected route, and the part glazed fire doors leading onto the balcony/walkways appear to be FD60S SC doors to BS8214.

4.3 Fire Compartmentation

The means of escape routes within the building are protected by fire resistant walls, ceilings, and doors, which provide 60-minute fire protection. These include solid brick walls with a plaster finish, ceilings with a plaster skim, and concrete floors. There were no obvious signs of breaches in compartmentation within the flats inspected.

It was noted there are breaches around the boxing in of services internally, immediately adjacent to exits 30 and 31. We recommend

these breaches are addressed using a suitable fire stopping material capable of providing a minimum 30 minutes fire resistance.

Windows opening onto the communal walkway are double glazed aluminium units set into timber frames and do not appear to be fire rated. These windows are also part of the listed status of the building. However, as there are alternative escape routes available from each flat entrance along the open balcony, these flat entrance doors and windows are not required to be fire-resisting (LGA Fire Safety in Purpose Built Blocks of Flats Sec 59.4).

We were unable to access several ground floor doors and adjacent service cupboards built into the common external walkways leading from the front of the building to the rear. It is believed these may have been used by former tenants' groups but are no longer in use and secured. We advise Karbon Homes endeavour to access these rooms for any signs of breaches in compartmentation that may facilitate fire spread from these compartments.

4.4 Fire Alarm and Detection System

There is no fire detection (or a requirement to do so) within the communal stairs. The landlord services cupboards have mains powered smoke detection to BS5839-1 within, linked to the concierge.

We inspected the detection within flats 8 and 9 and 21 and noted that the fire detection system within each property appears to be a Grade D1 category LD2 system covering the circulation spaces within the dwelling, living room and heat detection in the kitchen, which appears to conform to BS5839-6. This comprises of interlinked mains powered smoke detectors which are also linked to the concierge system. The last time the automatic fire detection was subject to a six-month service by a competent engineer is recorded as 08/02/2023 and the last weekly test of the system was on 21/02/2023.

4.5 Emergency Lighting

Salisbury House has 3-hour non-maintained emergency lighting installed at key points on the escape routes throughout the

building that conform to BS5266. These were last subject to an annual full discharge test 20/05/2022. Weekly functional tests were last carried out by on-site electricians' and recorded as 31/01/23. The emergency lighting is required to be tested and maintained in accordance with BS5266 which requires monthly short duration tests and annual full discharge test.

It was noted the emergency lighting luminaire located outside of entrance 31 on the stair does not appear to be working. We recommend the client investigates this matter and addresses any defect identified.

4.6 Fire Fighting Equipment

There is no portable firefighting equipment on site in the communal areas. Landlords are not required to provide such equipment in residential properties and some fire authorities discourage installing firefighting equipment as they would rather the residents leave the building than attempt to fight a fire with equipment they have not been trained to use.

4.7 Signage

Generally, there is inadequate fire exit and directional signage fitted within the building due to current improvement works where some signs have been removed.

There is no "Fire Exit" sign above both final exit doors (exits 30 and 31). We recommend one such sign is affixed above each of these doors.

It was noted the directional fire exit signs have been removed from the walls in several locations and stuck on the emergency lighting luminaires, reducing the amount of illumination on the means of escape. in place within the premises. We recommend these directional exit signs are removed from the luminaires and reinstalled onto the means of escape in appropriate locations such as at the changes of direction, to indicate the direction to the final exits on the ground floor.

There is no signage on all landlord services doors to indicate the requirement to keep these doors locked. We recommend a "Fire Door Keep Locked" sign is attached to the facing side of all landlord services doors in the block.

There are no "General Fire Action" notices or "No Smoking" notices displayed within the block. We recommend these notices are displayed in the entrances numbered 30 and 31 in a conspicuous location.

Both fire exit doors from the balcony walkway to the stairs have their fire exit sign attached to the door. We recommend these signs are displayed above the doors on the balcony side so that the sign is still visible when the door is opened.

Should the client be in any doubt about the type and location of signage required, we would advise a full signage survey is undertaken at the completion of refurbishment works.

All signage should satisfy the requirements of BS 5499-5 and be installed in accordance with the recommendations of BS 5499-4.

4.8 Disabled Persons Egress

The property is suitable for disabled access on the ground floor. It is the Responsible Person's duty to ensure suitable provision is made for disabled persons within the property to ensure that they can escape in the event of a fire.

5.0 MANAGEMENT PROCEDURES

5.1 Fire Evacuation Procedures	There is a "Full Simultaneous" evacuation policy for this premises for all occupants in a fire situation. When residents are first inducted to the premises, they are given a briefing on what to do in the event of a fire within the building. This should be reinforced by the provision of General Fire Action notices.
5.2 Fire Log Book	There is a fire log book held within the red fire documents box in the entrance lobby which was accurately completed.
5.3 Training	There are no staff in general needs accommodation.
5.4 Access & Facilities for the Fire Service	Access to the buildings for fire appliances is good and is in line with the requirements of Approved Document B.
5.5 Arson	The risk of an arson attack is considered medium. The premises have secure access and entry is controlled, with the addition of a concierge service when needed. CCTV is also installed at key points within and external to the building. On the ground floor, some residents wheeled bins are stored outside of their flat entrance doors and also the large commercial wheeled bins are also near to the building (see earlier recommendations).
5.6 Previous Recommendations	Karbon Homes have provided us with the previous fire risk assessment for this building. Should any significant issues be outstanding, we will highlight these in Appendix 2 – Schedule of Observations of this report.

Surveyor Ian Cuskin GIFireE

Signed 

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On Behalf of Resilience Risk Management Services Ltd

APPENDIX 1
FIRE RISK ASSESSMENT

FIRE RISK ASSESSMENT

		Potential consequences of fire		
		Slight Harm (1)	***Moderate harm (2)***	***Extreme harm (3)***
Liklihood of fire occuring	**Low *(1)***	**Trivial Risk**	**Tolerable Risk**	**Moderate Risk**
	Medium *(2)*	**Tolerable Risk**	**Moderate Risk**	**Substantial Risk**
	High (3)	**Moderate Risk**	**Substantial Risk**	**Intolerable Risk**

Taking into account 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** ☐

Low: Unusually low likelihood of fire as a result 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.

Taking into account 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:

<u>Tolerable Risk</u>

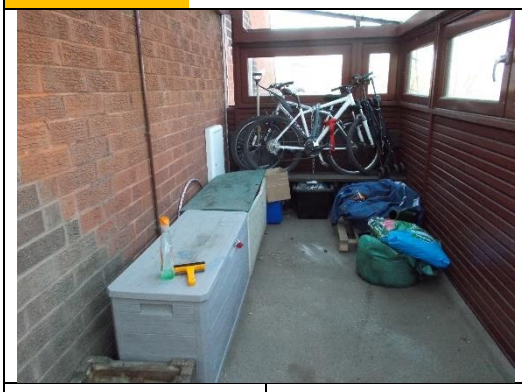
(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following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

Risk level	Action and timescale
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional fire precautions required. However, there might be a need or 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.

APPENDIX 2
SCHEDULE OF OBSERVATIONS

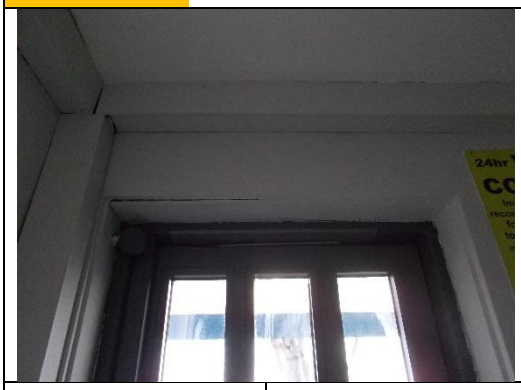
Fire Hazards

MEDIUM	**1**	
		**Assessors Observations:** There are commercial wheeled bins with associated refuse within, underneath dwellings and adjacent to exit 31, as well as residents wheeled bins to the front of the premises outside of flat entrance doors. Should these be accidently or deliberately ignited there is a risk of fire spread to the building via the timber construction materials above.
Date First Identified:	22/02/19	**Recommended Action:** We recommend the commercial wheeled bins are stored away from the fabric of the building (ideally 5m) and residents are also reminded to store wheeled bins away from the building. We would specifically draw your attention to this matter which has been identified during previous inspections of this building. This recommendation should be addressed appropriately with due consideration to the protracted period for remediation.
Date of FRA	23/02/23	
Rectify Within: (months)	6	
Budget Cost:	No Cost	

MEDIUM	2	
		**Assessors Observations:** Although there is a "managed use" policy in place for the premises, we believe there are excessive combustible materials stored on the balcony walkway adjacent to the fire exit door (door 31/2.2).
Date First Identified:	23/02/23	**Recommended Action:** Although these items do not cause an obstruction on the walkway, we recommend the client investigates this matter, liaises with the resident involved, with a view to reducing the amount of combustibles stored in this area.
Date of FRA	23/02/23	
Rectify Within: (months)	6	
Budget Cost:	No Cost	

LOW	3	
		**Assessors Observations:** The servers/CCTV equipment within the landlord services room (30/2.1) are connected via standard electrical plugs.
Date First Identified:	23/02/23	**Recommended Action:** We recommend the client confirms these are subject to inspection and test (PAT) by a competent person on an annual basis.
Date of FRA	23/02/23	
Rectify Within: (months)	12	
Budget Cost:	No Cost	

Compartmentation

MEDIUM	4	
		**Assessors Observations:** There are breaches around the boxing in of services internally, immediately adjacent to exits 30 and 31.
Date First Identified:	23/02/23	**Recommended Action:** We recommend these breaches are addressed using a suitable fire stopping material capable of providing a minimum 30 minutes fire resistance.
Date of FRA	23/02/23	
Rectify Within: (months)	6	
Budget Cost:	£50	

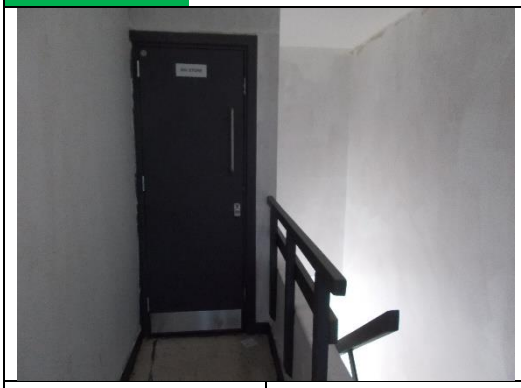
Emergency Lighting

LOW	5	
		**Assessors Observations:** The emergency lighting luminaire located outside of entrance 31 on the stair does not appear to be working.
Date First Identified:	23/02/23	**Recommended Action:** We recommend the client investigates this matter and addresses any defect identified.
Date of FRA	23/02/23	
Rectify Within: (months)	12	
Budget Cost:	No Cost	

Signage

LOW	6	
		**Assessors Observations:** There is no "Fire Exit" sign above both final exit doors (exits 30 and 31).
Date First Identified:	23/02/23	**Recommended Action:** We recommend one such sign is affixed above each of these doors.
Date of FRA	23/02/23	
Rectify Within: (months)	12	
Budget Cost:	£20	

MEDIUM	7	
		**Assessors Observations:** The directional fire exit signs have been removed from the walls in several locations and stuck on the emergency lighting luminaires, reducing the amount of illumination on the means of escape. in place within the premises.
Date First Identified:	23/02/23	**Recommended Action:** We recommend these directional exit signs are removed from the luminaires and reinstalled onto the means of escape in appropriate locations such as at the changes of direction, to indicate the direction to the final exits on the ground floor.
Date of FRA	23/02/23	
Rectify Within: (months)	6	
Budget Cost:	No Cost	

LOW	8	
		**Assessors Observations:** There is no signage on all landlord services doors to indicate the requirement to keep these doors locked.
Date First Identified:	23/02/23	**Recommended Action:** We recommend a "Fire Door Keep Locked" sign is attached to the facing side of all landlord services doors in the block.
Date of FRA	23/02/23	
Rectify Within: (months)	12	
Budget Cost:	£30	

LOW	9	
		**Assessors Observations:** There are no "General Fire Action" notices or "No Smoking" notices displayed within the block.
Date First Identified:	23/02/23	**Recommended Action:** We recommend these notices are displayed in the entrances numbered 30 and 31 in a conspicuous location.
Date of FRA	23/02/23	
Rectify Within: (months)	12	
Budget Cost:	£40	

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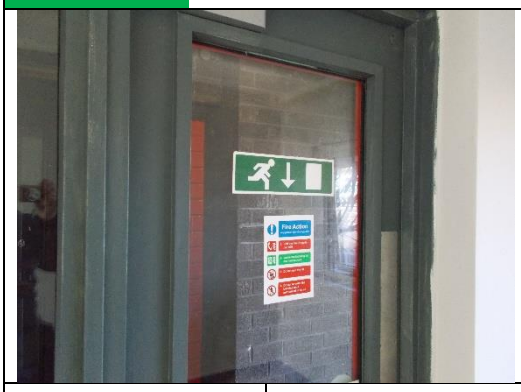
<tr><td colspan="2" rowspan="2">  </td><td colspan="2">Assessors Observations:</td></tr>
<tr><td colspan="2">Both fire exit doors from the balcony walkway to the stairs have their fire exit sign attached to the door.</td></tr>
<tr><td>Date First Identified:</td><td>23/02/23</td><td colspan="2" rowspan="4">Recommended Action:
We recommend these signs are displayed above the doors on the balcony side so that the sign is still visible when the door is opened.</td></tr>
<tr><td>Date of FRA</td><td>23/02/23</td></tr>
<tr><td>Rectify Within: (months)</td><td>12</td></tr>
<tr><td>Budget Cost:</td><td>No Cost</td></tr>
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