

**FIRE RISK ASSESSMENT
MOUNT PLEASANT HOUSE,
98 HEADLAM STREET, BYKER,
NEWCASTLE UPON TYNE, NE6 1EB**

JUNE 2019



STORM TEMPEST
PROPERTY CONSULTANCY

Reference: 3474-05-18-MH

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Version: A

Prepared for:

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1.0 INTRODUCTION

The Client	Byker Community Trust, 17 Raby Cross, Byker, Newcastle upon Tyne, NE6 2FF
Instruction	This Fire Risk Assessment was undertaken in accordance with an instruction received from Andy Kennedy, Head of Compliance, Karbon Solutions Ltd (KSL).
Responsible Person	Jill Haley, Chief Executive, Byker Community Trust.
The Property	Mount Pleasant House, 98 Headlam Street, Byker, Newcastle upon Tyne, NE6 1EB.
The Surveyor	The Fire Risk Assessment was carried out by Mark Harrison BSc (Hons).
Survey Date	22 nd May 2019
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' and 'offices' guidance documents.

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 residential buildings being:

- The Building Regulations 2012 Approved Document B – Fire Safety
- BS9999 2008 Code of practice for fire safety in the design, management and use of buildings
- BS9991 2011 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 LLG 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 to review this type of building **annually**.

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. Storm Tempest 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 areas 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, Fire Risk Assessment (as detailed in LGG Guidance Document Fire Safety in Purpose Built Blocks of Flats) has been conducted in relation to this property.

No opening up of any part of the structure was carried out nor were any operational electrical or mechanical systems tested. All comments and recommendations are based on a visual inspection only.

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.



2.0 THE BUILDING

Mount Pleasant House is a 3-storey purpose built sheltered housing scheme. The building forms part of the Byker Estate and is grade II* listed. The building is of cast in situ concrete frame and clad in metric modular bricks. The building was constructed between 1978-1980.

The building contains 24 self-contained flats and a guest room, in a sheltered housing scheme, separated over two main floors and a smaller lower ground floor.

The building is owned by the Byker Community Trust, the repairs, maintenance and facilities management of the building is the responsibility of Byker Community Trust. There is a Sheltered Scheme Officer, Mary Helen-Binns, who is based in the ground floor office off the main entrance lobby. The flats within the Scheme have a warden control system, which is linked to a 24-hour alarm monitoring centre at Beyond Housing.

The ground floor of the sheltered housing scheme contains a communal lounge with kitchen area, the Scheme Officer's office, communal laundry, communal WC and central entrance lobby, with a lift to all floors located within the 3-storey section of the building. The first floor comprises of a communal lounge area, a scooter store, communal WC and cleaner's cupboard. The lower ground floor has the guest bedroom, a scooter store and the electric meter storeroom. There is an escape stair serving the third floor which is open to the elements, with open slatted cladding and Filon sheeting. There is a central staircase, which services the ground and first floor. There is a single stair to the end of the first-floor corridor to Headlam Street, providing access directly to the outside. Several flats have an external timber balcony, whilst others have direct access to the front and rear gardens.

There is an enclosed front and rear garden. There is an external timber bin store located to the front garden, adjacent to the front entrance door.



3.0 FIRE HAZARDS

3.1 Sources of Fuel The building has been designed on the assumption that corridors and stairwells are kept free from sources of fuel.

The following sources of fuel were noted in communal areas:

- Typical household goods in communal lounges and kitchen;
- Blinds to windows;
- Pictures to corridors.

The flats themselves are likely to have typical sources of fuels such as furniture, fixtures and fittings; these are however out of the landlord's control.

The furniture present in the communal lounge was identified as being fire rated. The blinds and pictures provided to the communal areas were identified as being fire rated.

There are two notice boards, with clear covers, within the entrance foyer which are fire rated.

The corridors are kept clear of scooters, as scooter stores have been provided on the 1st floor and lower ground floor.

The external commercial bins are stored in a purpose-built timber bin store, located away from the building within the front garden. Resident access is via the front garden, using a keycode with thumbturn release to the garden side.

At the time of the survey no sources of fuel were found in the laundry.

3.2 Sources of Ignition

The sources of ignition in the communal areas of the scheme were assessed as follows:

- Electrical distribution boards;
- Door access control units;
- Typical office equipment;
- Typical kitchen electrical equipment;
- Lift machinery;



- Laundry appliances;
- Mobility scooters.

The flats themselves are likely have typical household sources of ignition; these are however out of the landlord's control.

Electrical distribution boards should be tested every five years by a registered NICEIC contractor to satisfy compliance with the requirements of the Electricity at Work Act 1989. At the time of the survey all distribution boards were labelled with stickers indicating testing was last carried out November 2018. Current electrical test certificates were provided.

Most Portable Appliances were labelled with Testing (PAT) stickers indicating testing was last carried out regularly. We recommend PAT testing is undertaken annually to all appliances; a data sheet with PAT testing records was provided.

A no-smoking policy is in place in the communal areas of the building. Smoking signs are suitably positioned in the building.

3.3 Sources of Oxygen

Natural airflow through doors and windows etc. There were no chemicals with oxidising agents noted that were being used in the scheme. At the time of the survey no residents were identified as using oxygen bottles for medical reasons. The Client should ensure the Fire and Rescue Service are informed if any residents require oxygen bottles in the future as oxygen enriched environments are a serious potential hazard for Fire and Rescue Officers in a live fire situation.

3.4 People at Risk

There is a Scheme Officer for the building, who also manages an additional property and shares their time between the two properties. The scheme officer has an office off the main entrance foyer on the ground floor. There are approximately 24 residents in the Scheme. There are a number of visitors and contractors who visit the scheme irregularly.

At the time of the survey all residents were believed to be able to gain access into their flats unaided and would not be classed as vulnerable persons under the RR(FS)O. Personal Emergency



Evacuation Plans (PEEPs) should be put in place for any residents who require assistance accessing and egressing from the building.



4.0 MEANS OF ESCAPE

4.1 Escape Routes The building was purpose built between 1978 and 1980 and should have been designed in accordance with the Building Regulations at the time. Generally, the travel distances within the building are within current recommended limits.

In order to keep the escape routes, clear of obstructions, 2 scooter stores have been created on the 1st floor and lower ground floor, providing storage and charging facilities for around 6-7 scooters.

The escape routes in the building are of a simple layout. At the time of the survey there was adequate signage, reflective of the simple layout of the building with a central stairwell and escape stairs to either end of the building, all leading to a safe location externally.

All final exit doors are fitted with suitable quick release mechanisms. All external doors with electronic locking mechanisms release in the case of a fire.

Fire action notices are placed at suitable points around the property. There is specific signage instructing residents not to use lifts in the event of a fire.

The gate to the rear yard has a push pad opening mechanism and the gate to the front garden has a thumbturn mechanism to enable quick escape.

The Responsible Person must ensure that there is a suitable Personal Emergency Evacuation Plan (PEEP) in place for any persons that have limited mobility and will experience difficulty in escaping from a fire incident. The Scheme Officer has a list of any vulnerable persons in the Scheme who may require assistance in the event of a fire evacuation, which is located in the office and the Fire Brigade have the key code for the key safe.

4.2 Fire Doors All doors on escape routes are required to be fire doors to provide the necessary fire compartmentation.



The property has recently been refurbished, with all communal doors and flat entrance doors replaced with new FD30S fire doors. All doors are fitted with intumescent cold smoke seals, fire rated glazing where present and fire rated ironmongery. The flat doors are also fitted with fire rated letter boxes.

The communal 2XGG cross corridor fire doors have been fitted with an electronic hold open device, which activates and closes the door in the event of a fire.

4.3 Fire Compartmentation

Due to the building's construction we believe the fire compartmentation is generally good. During the recent refurbishment works, any areas exposed during the works were fire stopped and any new penetrations through the compartmentation have also been fire stopped.

4.4 Fire Alarm and Detection System

The building is covered by a Grade A - Category L1 fire alarm and detection system. The system comprises of call points, smoke detectors, heat detectors and sounders. At the time of the surveys the fire alarm and detection system appeared to be designed and installed in accordance with BS 5839. Records of 6 Monthly servicing are kept in the fire logbook. We recommend the fire alarm system is tested in accordance with BS 5839; this requires weekly test of call points and 6 monthly servicing of the system. All records of testing should be kept in the fire logbook.

4.5 Emergency Lighting

The building is covered by a suitable emergency lighting system. The system contains non-maintained emergency light units which provide cover to the communal areas throughout the property. The lighting appears to be correctly designed and installed in accordance with BS 5266.

At the time of the survey records of testing to the emergency lighting were present in the fire log book on site. We recommend tests are undertaken in accordance with BS 5266, this requires monthly short duration tests to be undertaken by either trained staff or an electrical contractor and a full system discharge test



annually by a competent electrician; results of the test should be recorded in the fire log book.

4.6 Fire Fighting Equipment There are no fire extinguishers located throughout the scheme. There is a fire blanket within the communal kitchen.

4.7 Lightning Protection The building does not have lightning protection.

4.8 Signage The property has a good provision of fire safety signage, including fire action notices, fire escape signage and fire door keep locked shut signs suitably located throughout the communal areas.

4.9 Disabled Persons Egress At the time of the survey summary sheets detailing residents with any severe limited mobility or severe visual or hearing impairments that may affect their safe evacuation from the building in the event of a fire evacuation were present in the fire log book.

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. We recommend detailed personal emergency evacuation plans (PEEPS) are put in place for disabled persons who may have difficulty in egressing the building in the event of a fire.

4.10 Arson The risk of an arson attack is considered medium. The access doors to the property have suitable locks in place and the building is covered by CCTV. The main bin store has been located an acceptable distance away from the building.



5.0 MANAGEMENT PROCEDURES

5.1 Fire Evacuation Procedures The building currently has a stay put fire evacuation procedure in place. All residents are informed of the evacuation policy and are familiar with the fire evacuation procedures for the building and understand what they are required to do in the event of a fire alarm activation. All new tenancies are provided with a copy of the fire evacuation procedure as part of their induction pack. The communal areas off the ground floor have a normal fire evacuation policy, with signage instructing visitors to evacuate the building.

5.2 Fire Log Book The fire log book on site contained records of fire alarm tests, emergency lighting tests, equipment servicing, PAT testing, electric certificates.

5.3 Training The Scheme Manager has received fire awareness training. We recommend the scheme manager receives refresher fire warden training, staff training records are regularly reviewed.

Surveyor Mark Harrison, BSc (Hons)

Signed

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On Behalf of Storm Tempest Ltd

Checked Simon Scurfield BSc (Hons) MRICS

Signed

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On Behalf of Storm Tempest Ltd



**APPENDIX 1
FIRE RISK ASSESSMENT**



FIRE RISK ASSESSMENT

		<i>Potential consequences of fire</i>		
		<i>Slight Harm (1)</i>	<i>Moderate harm (2)</i>	<i>Extreme harm (3)</i>
<i>Likelihood of fire occurring</i>	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:

Tolerable Risk

(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	<p>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.</p> <p>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.</p>
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

LOW	1
Fire Hazards	Assessors Observations: No observations to report.
Date of FRA: 23/05/2019	Recommended Action: No actions required at this time.
Action by:	
Action Actioned by:	
Date:	
Review: Reviewed by:	
Date:	

Means of Escape

LOW	2
Means of Escape	Assessors Observations: No observations to report.
Date of FRA: 23/05/2019	Recommended Action: No actions required at this time.
Action by:	
Action Actioned by:	
Date:	
Review: Reviewed by:	
Date:	



Management Procedures

LOW	3
Management Procedures	Assessors Observations: No observations to report.
Date of FRA: 23/05/2019	Recommended Action: No actions required at this time.
Action by:	
Action Actioned by: Date:	
Review: Reviewed by: Date:	