

**FIRE RISK ASSESSMENT**  
**76-88 & 91 TOM COLLINS HOUSE,**  
**BYKER, NEWCASTLE UPON TYNE,**  
**TYNE & WEAR**

NOVEMBER 2016



**STORM TEMPEST**  
PROPERTY CONSULTANCY

**Reference:** JR – 3159-10-16

**Prepared by:**

Storm Tempest Ltd  
3 Apollo Court  
Koppers Way  
Monkton Business Park South  
Hebburn  
Tyne and Wear  
NE31 2ES

**Version:** 1

**Prepared for:**

Byker Community Trust (BCT)  
17 Raby Cross  
Byker  
Newcastle upon Tyne  
NE6 2FF



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## 1.0 INTRODUCTION

The Client	Byker Community Trust (BCT)
Instruction	This Fire Risk Assessment was undertaken in accordance with an instruction received from Andy Kennedy, Manager, Karbon Solutions Ltd (KSL).
Responsible Person	Jill Haley, Chief Executive, Byker Community Trust.
The Property	76-88 & 91 Tom Collins House, Byker, Newcastle upon Tyne, NE6 1DB.
The Surveyor	The Fire Risk Assessment was carried out by Simon Scurfield BSc (Hons) MRICS and Joseph Reed BSc (Hons).
Survey Date	17 November 2016
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.

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

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.

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

Tom Collins House is a 11 storey purpose built residential tower block. The building forms part of the Byker Wall and is grade II\* listed. The building is of cast in situ concrete frame and clad in metric modular bricks. The building is believed to have been constructed in 1978.

The building contains 52 flats separated into two schemes, 39 flats form part of a sheltered housing scheme and 13 flats are self-contained general needs flats. Ten of the general needs flats are accessed externally and have no communal areas. Four of the general needs flats are accessed off a communal entrance and staircase to the north west end of Tom Collins House.

This Fire Risk Assessment is for the 4 general needs flats which are accessed off the communal areas. The general needs flats are not managed by the Scheme Manager at Tom Collins House. The building is owned by the Byker Community Trust, the repairs, maintenance and facilities management of the building is the responsibility of KSL.



### 3.0 FIRE HAZARDS

3.1 Sources of Fuel      The building has been designed on the assumption that the balcony walkways and stairwell areas are kept free from sources of fuel.

At the time of the survey no fuel sources were noted in the communal areas of the scheme.

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

3.2 Sources of Ignition      At the time of the survey no sources of ignition were noted in the communal areas of the scheme.

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

At the time of the survey we were unable to identify the location of a communal electrical distribution board. We recommend the communal distribution board is identified and the client ensures periodical testing is undertaken every 5 years by NICEIC registered contractor.

3.3 Sources of Oxygen      Natural airflow. No chemicals with oxidising agents noted being used. At the time of the survey no residents were known to be 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      Residents, visitors and contractors.

At the time of the survey no residents were believed to be un-able to gain access into their flats unaided and be classed as vulnerable persons under the RR(FS)O.



## 4.0 MEANS OF ESCAPE

4.1 Escape Routes      The building is believed to have been purpose built late 1970's and should have been designed in accordance with the Building Regulations at the time. The travel distances within buildings are within current recommended limits.

At the time of the survey no items were noted in the communal areas which could impede escape. We recommend regular inspections are undertaken to ensure communal areas are kept free from items which could impede escape.

The escape route is of simple layout. At the time of the survey emergency escape signs were suitably located throughout the communal areas. We do not deem escape signs necessary for this scheme due to its size and layout.

The final exit doors are fitted with suitable quick release mechanisms.

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

At the time of the survey we were unable to gain access into any of the flats on the enclosed stairwell. We recommend the Flat entrance doors to 76, 80, 85 & 91 are inspected and upgraded if necessary to meet the requirements of a FD30S fire doors fitted with self-closing devices and fire rated letter boxes.

The cupboard door on the stairwell is believed to be a solid core fire door, the door is however without intumescent strips, cold smoke seals and hung on only one pair of hinges. We recommend the cupboard door is fitted with intumescent strips, cold smoke seals, suitable lock, hung on 1½ pairs of fire rated hinges and labelled with a sign reading 'Fire door keep shut'.



4.3 Fire Compartmentation	Due to building's construction we believe the fire compartmentation is generally good.
	Most of the escape routes are open air and do not require compartmentation. The enclosed communal stairwell requires good compartmentation to ensure a safe escape route. We recommend doors on the enclosed stairwell are upgraded as per recommendations in Item 4.2.
	At the time of the survey several service penetrations were found in compartmenting walls between the stairwell cupboard and flats. We recommend the penetrations in the cupboard compartmenting walls are blocked up with fire rated materials.
4.4 Fire Alarm and Detection System	The communal areas of the block have no provision for fire alarm and detection. There is no requirement to provide fire alarm or detection to the communal areas. The flats have their own provision for fire detection, detectors in flats are not believed to be linked.
4.5 Emergency Lighting	The communal escape routes are covered by wall mounted bulk head light units. At the time of the survey we were unable to identify if the bulk head light units were emergency lights. We assume the existing wall mounted lights in communal areas are not emergency light units. We recommend the light units in the enclosed stairwell are either replaced with emergency light units or additional emergency lighting are installed to the areas. Light units should be installed in accordance with BS5266.
4.6 Fire Fighting Equipment	No firefighting equipment is present in the communal areas. Firefighting equipment is not recommended to be installed in un-staffed general needs properties where residents are not trained in their use.
4.7 Lightning Protection	The building has lightning protection. We recommend the lightning conductor system is inspected and tested annually by a competent contractor in accordance with BS665/ BS EN 62305-1:2006.
4.8 Signage	The property has good provision for fire safety signage.



The escape signage above the final exit door on the lower ground floor is an old sign. We recommend the sign above the final exit door on the lower ground floor is replaced with a new fire exit sign.

4.9 Disabled Persons Egress At the time of the survey no residents were known to be considered disabled persons.

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.

4.10 Arson The risk of an arson attack is considered low. The access doors to the communal areas are fitted with suitable locks.



## 5.0 MANAGEMENT PROCEDURES

5.1 Fire Evacuation Procedures At the time of the survey several fire action notices were present to the communal areas. The fire action notices detail the buildings simultaneous fire evacuation procedure.

5.2 Fire Log Book At the time of the survey no fire log book was kept on site. We recommend the client holds a fire log book in a central location, the log book should contain records of testing to emergency lights and testing to communal distribution boards.

5.3 Training No staff present to require training.

**Surveyor** Joseph Reed, BSc (Hons)

**Signed**

.....  
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

Likelihood of fire occurring	<i>Potential consequences of fire</i>		
		<i>Slight Harm (1)</i>	<i>Moderate harm (2)</i>
<b>Low (1)</b>	<b>Trivial Risk</b>	<b>Tolerable Risk</b>	<b>Moderate Risk</b>
<b>Medium (2)</b>	<b>Tolerable Risk</b>	<b>Moderate Risk</b>	<b>Substantial Risk</b>
<b>High (3)</b>	<b>Moderate Risk</b>	<b>Substantial Risk</b>	<b>Intolerable Risk</b>

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.)**

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

**APPENDIX 2**  
**SCHEDULE OF OBSERVATIONS**

## Means of Escape

LOW		1
		<p><b>Assessors Observations:</b></p> <p>At the time of the survey we were unable to gain access into any of the flats on the enclosed stairwell.</p>
Date of FRA:	17/11/2016	<p><b>Recommended Action:</b></p> <p>We recommend the Flat entrance doors to 76, 80, 85 &amp; 91 are inspected and upgraded if necessary to meet the requirements of a FD30S fire doors fitted with self-closing devices and fire rated letter boxes.</p>
Action by:	12 Months	
<p><b>Action</b></p> <p>Actioned by:</p> <p>Date:</p>		
<p><b>Review:</b></p> <p>Reviewed by:</p> <p>Date:</p>		
<p>Date:</p>		
LOW		2
		<p><b>Assessors Observations:</b></p> <p>The cupboard door on the stairwell is believed to be a solid core fire door, the door is however without intumescent strips, cold smoke seals and hung on only one pair of hinges.</p>
Date of FRA:	17/11/2016	<p><b>Recommended Action:</b></p> <p>We recommend the cupboard door is fitted with intumescent strips, cold smoke seals, suitable lock, hung on 1½ pairs of fire rated hinges and labelled with a sign reading 'Fire door keep shut'.</p>
Action by:	12 Months	
<p><b>Action</b></p> <p>Actioned by:</p> <p>Date:</p>		
<p><b>Review:</b></p> <p>Reviewed by:</p> <p>Date:</p>		
<p>Date:</p>		

<b>LOW</b>	<b>3</b>	
		<p><b>Assessors Observations:</b></p> <p>At the time of the survey several service penetrations were found in compartmenting walls between the stairwell cupboard and flats.</p>
<p>Date of FRA: 17/11/2016</p> <p>Action by: 12 Months</p>		<p><b>Recommended Action:</b></p> <p>We recommend the penetrations in the cupboard compartmenting walls are blocked up with fire rated materials.</p>
<p><b>Action</b></p> <p>Actioned by:</p> <p>Date:</p>		
<p><b>Review:</b></p> <p>Reviewed by:</p> <p>Date:</p>		

<b>LOW</b>	<b>4</b>	
		<p><b>Assessors Observations:</b></p> <p>At the time of the survey we were unable to identify if the bulk head light units were emergency lights. We assume the existing wall mounted lights in communal areas are not emergency light units.</p>
<p>Date of FRA: 17/11/2016</p> <p>Action by: 12 Months</p>		<p><b>Recommended Action:</b></p> <p>We recommend the light units in the enclosed stairwell are either replaced with emergency light units or additional emergency lighting are installed to the areas. Light units should be installed in accordance with BS5266.</p>
<p><b>Action</b></p> <p>Actioned by:</p> <p>Date:</p>		
<p><b>Review:</b></p> <p>Reviewed by:</p> <p>Date:</p>		

LOW	5	
	<p><b>Assessors Observations:</b></p> <p>The escape signage above the final exit door on the lower ground floor is an old sign.</p>	
<p>Date of FRA: 17/11/2016</p> <p>Action by: 12 Months</p> <p><b>Action</b></p> <p>Actioned by:</p> <p>Date:</p> <p><b>Review:</b></p> <p>Reviewed by:</p> <p>Date:</p>	<p><b>Recommended Action:</b></p> <p>We recommend the sign above the final exit door on the lower ground floor is replaced with a new fire exit sign.</p>	

### Management Procedures

LOW	6	
	<p><b>Assessors Observations:</b></p> <p>The building has lightning protection.</p>	
<p>Date of FRA: 17/11/2016</p> <p>Action by: 12 Months</p> <p><b>Action</b></p> <p>Actioned by:</p> <p>Date:</p> <p><b>Review:</b></p> <p>Reviewed by:</p> <p>Date:</p>	<p><b>Recommended Action:</b></p> <p>The lightning conductor system should be tested annually by a competent contractor in accordance with BS665/ BS EN 62305-1:2006.</p>	

LOW		7
		<p><b>Assessors Observations:</b></p> <p>At the time of the survey we were unable to identify the location of a communal electrical distribution board.</p>
Date of FRA:	17/11/2016	<p><b>Recommended Action:</b></p> <p>We recommend the communal distribution board is identified and the client ensures periodical testing is undertaken every 5 years by NICEIC registered contractor.</p>
Action by:	12 Months	
<b>Action</b> Actioned by:		
Date:		
<b>Review:</b> Reviewed by:		
Date:		

LOW		8
		<p><b>Assessors Observations:</b></p> <p>At the time of the survey no fire log book was kept on site.</p>
Date of FRA:	17/11/2016	<p><b>Recommended Action:</b></p> <p>We recommend the client holds a fire log book in a central location, the log book should contain records of testing to emergency lights (once installed) and testing to communal distribution boards.</p>
Action by:	12 Months	
<b>Action</b> Actioned by:		
Date:		
<b>Review:</b> Reviewed by:		
Date:		

**APPENDIX 3**  
**SUMMARY OF FINDINGS / ACTION PLAN**

### Summary of Findings / Action Plan

No	Deficiency/Rectification	Priority	Date to be Rectified	Date Rectified	Estimated Costs £
<b>Means of Escape</b>					
1	We recommend the Flat entrance doors to 76, 80, 85 & 91 are inspected and upgraded if necessary to meet the requirements of a FD30S fire doors fitted with self-closing devices and fire rated letter boxes.	Low	12 Months		£2,000 £500 per door.
2	We recommend the cupboard door is fitted with intumescent strips, cold smoke seals, suitable lock, hung on 1½ pairs of fire rated hinges and labelled with a sign reading 'Fire door keep shut'.	Low	12 Months		£150
3	We recommend the service penetrations in the cupboard's compartmenting walls are blocked up with fire rated materials.	Low	12 Months		£50
4	We recommend the light units in the enclosed stairwell are either replaced with emergency light units or additional emergency lighting are installed to the areas. Light units should be installed in accordance with BS5266.	Low	12 Months		£300
5	We recommend the sign above the final exit door on the lower ground floor is replaced with a new fire exit sign.	Low	12 Months		£30
<b>Management Procedures</b>					
6	We recommend liaison is made with the management of 89-90 & 92-128 Tom Collins house. The lightning conductor system should be tested annually by a competent contractor in accordance with BS665/ BS EN 62305-1:2006.	Low	12 Months		Management Cost

No	Deficiency/Rectification	Priority	Date to be Rectified	Date Rectified	Estimated Costs £
7	We recommend the communal distribution board is identified and the client ensures periodical testing is undertaken every 5 years by NICEIC registered contractor.	Low	12 Months		Management Cost
8	We recommend the client holds a fire log book in a central location, the log book should contain records of testing to emergency lights (once installed) and testing to communal distribution boards.	Low	12 Months		Management Cost
<b>TOTAL:</b>					<b>£2,530.00</b>