

Teesside University
Risk Assessment Record

As required by the Health and Safety at Work Regulations 1999

Task/Activity: Fire Risk Assessment – TU London

Department: Health & Safety

Date: April 2023 **Assessment carried out by:** Lynn Smith, Snr H&S Adviser & Steven Westcough Head of Health, Safety & Wellbeing

Who is at Risk? Staff, students, contractors and visitors

Use of Building: TU London is based in the Here East building on the former Olympic Park. The TU London facilities are general purpose teaching spaces and breakout areas.

No of Floors: 1

HAZARD	RISK					CONTROL MEASURES	Residual Risk T. L. M. H. I.
Identified Hazards	Probability. V.L.L. M. H.	X	Hazard Effect L. M. H.	=	Risk Rating T. L. M. H. I.	Actions Taken to Reduce Risk	
Fire – sources of heat generation & ignition Building wiring Gas boiler Portable Appliances Smoking	M		H		H	Electrical wiring installation in accordance with British Standards and subject to 5-year testing. Gas boilers installed and	L

					<p>serviced by Gas-Safe engineers. All portable appliances tested in accordance with University Electrical testing procedure. Fire detection and means of warning systems in place and regular maintained. Firefighting equipment available and regularly maintained. Smoking/vaping is not permitted inside the building. Only designated kitchens and tea-points permitted</p>	
Fire – Storage of flammable, toxic or hazards equipment and materials	M		H	H	<p>No toxic material stored in demise. No hazardous equipment or materials housed in demise. Good housekeeping practiced to reduce storage of flammable / combustible materials. Guidance on escape routes and permitted furniture and equipment in place Annual inspections undertaken by H & S team. Regular inspections of building undertaken by departmental staff members (DSO) Deficiencies identified as a result of inspections rectified and</p>	L

					traceable log kept.	
Fire – High Value or Business Critical Assets	M		H		H	No high value or business critical assets in demise. T
Fire – Injury to persons evacuating	M		H		H	Means of escape clearly defined. Signage meeting British Standards through-out building leading to defined muster points. Emergency lighting maintained and tested. Designated refuge points. Staff undergo mandatory fire compliance training. Students undergo induction training. Visitors receive information Fire drill carried out in each building annually. PEEP procedure available for staff and students. Trained fire marshals to assist with evacuations. Fire extinguisher training for designated staff. L
Fire – Fire brigade unfamiliarity causing delay in managing situation	L		H		M	Fire information documents in secure storage box in building for fire brigade. Fire brigade familiarisation visits carried out periodically. Correspondence with fire brigade L

					documented.	
Fire – Arson and environmental factors	L		H		M Security staff appointed by Here East. CCTV systems in place. Fire emergency control room response procedure in place. Maintained fire detection systems in place. Lightening protection systems annually maintained.	L
Fire – Contractors	L		H		M Contractors supply risk assessments before undertaking activities. Authorised contractors only allowed access. Permit to Work and Hot Works permit systems in place.	L
Fire – Failure of detection, warning or firefighting systems	M		H		H AFD, sounders and extinguishers maintained annually to meet legislative compliance. Weekly fire alarm tests utilising manual call points. Emergency lighting tested and maintained Quarterly refuge checks.	L
Failure of means of escape egress	M	H			H Quarterly check of final exit doors	L

FURTHER CONTROLS:

Control Measures in bold are documented in further detail in the Fire Safety Order folders
 Fire risk assessment questionnaire carried out

<u>Probability Key:</u>	<u>Hazard Effect Key</u>	<u>Key:</u>	<u>Residual Risk</u>
<p>Low = Low likelihood as a result of negligible potential sources of ignition</p> <p>Medium = Normal fire hazards for this type of occupancy</p> <p>High = Significant sources of ignition/fire hazards</p>	<p>Low = Outbreak of fire unlikely to result in serious injury or death</p> <p>Medium = Foreseeable injury of one or more occupants in the event of an outbreak of fire, but unlikely to cause multiple fatalities</p> <p>High = Significant potential for serious injury or death of one or more occupants</p>	<p>L x L = T L x M = L L x H = M M x L = L M x M = M M x H = H H x L = M H x M = H H x H = I</p>	<p>Trivial & Low = Acceptable Risk Level</p> <p>Medium, High & Intolerable Risk Level = Additional actions required such as implementing Control Measures to reduce risk</p>
<p><u>Overall Risk Rating for Building following control measures: LOW risk</u></p>			

At the time of producing this assessment, as far as I can reasonably foresee, the risks involved with this activity have been reduced as far as reasonably practicable.

Author: Lynn Smith Snr H&S Adviser Date: September 2023

Signature:



Reviewed By: S Westcough Head of Health, Safety & Wellbeing Date: September 2023

Signature:



Review date:

November 2023