



European Science Foundation

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Draft Minutes

Management Committee: Working Group Chair Meeting Number 2

COST Action C17

Fire Loss to Historic Buildings

Stansted, England: 9-10 February 2005

1. Welcome to participants

The meeting started at 2100 hrs on 9 February on the arrival of the delegates, was adjourned at 2300 hrs, to be reconvened at 0900 hrs on 10 February 2005

2. Adoption of agenda

The draft agenda was agreed

3. Minutes of MC meeting: Varna, Bulgaria: 9-11 September 2004

A full set of Varna meeting papers were issued to members as PDF documents by e-mail on 2 October 2004, included were:

- Minutes of the Management Committee Meeting (Draft), dated 29 September 2004
- Associated Working Group papers, dated 2 October 2004 (A 52 page set of Papers)
- International Workshop Associated papers, dated 27 September 2004 (A 21 page collection of 6 Associated Papers)
- International Workshop Meeting photographs, dated 27 September 2004
- COST C17 Management Committee & Working Group Members, as at 2 October 2004

Included in the issue of these document sets were:

- A 20 page report on the limited feedback that had been received as a result of WG 1 activities in issuing a request letter on 11 February 2004 to a wide range of *European Insurance Organisations and Fire Protection Associations* seeking relevant information.
- A 21 page Report on the *Historical Places in Kocaeli and Istanbul Cities, Turkey* received from Emin Pehlivan on 17 September 2004.
- A 7 page paper prepared by Miguel Gomez Heras on *Fire Damage of Heritage Building Stones: Methodological Considerations on Current Research* received on 21 September.
- A summary paper of the Address given to the Action at Varna by Dennis Davis, Chairman CTIF Europe Commission, received on 27 September 2004.

Three of the PowerPoint presentations delivered during the Varna International Workshop have also been received. These include:

- *Fire Safety at the Historical Covered Bazaars (Turkey)* by Emin Pehlivan
- *Weimar Library Fire, Germany* by Per Rohlen
- *Intelligent Building: Monitoring of buildings, uniform system for operative - dispatching managements in extreme situations* by the Russian Civil Defense Agency



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With the Varna Workshop Proceedings still to be published in the fullness of time, the following documentation has been forwarded by Bulgarian colleagues to the COST Office to conclude the formalities of the Action's International Workshop:

- Financial statement listing all expenses and revenues
- Copy invoices/receipts covering all conference expenses
- A scientific report from the Conference
- The conference programme/agenda
- A complete list of presented scientific papers (author/title)
- MC approval of the financial statement and scientific report
- A complete participants list
- The reimbursement request form

These details were approved on 22 November, and endorsed by the Chairman on 3 December 2004

Matters arising

As indicated at the MC meeting, a further e-mail was issued by the Chairman to all Action members on 2 October 2004 requesting them to –

- *write a short paragraph on how the influence of COST Action C17 had impacted on their own countries over the past two years. (to help finalize the mid-term report on the Action activities)*
- *send their brief CV's of expertise*
- *compile a list of known historic building fires in each country since December 2002*

A limited response has been received as a result of this:

- A report *Reflections from the Swedish National Board about the work within COST 17* was received from Kerstin Westerlund on 3 November 2004.
- A short summary from Austria was received on 8 February 2005 from Dietmar Wohltan.
- A list of *Important Fires in Norway During the Last 20 years* was received from Einar Karlsen on 6 October 2004. It was noted that the majority of them were caused by arson.

Whilst slow to gather, only the request for CV material has produced any significant replies and this information was being incorporated into the Master List of Members.

As agreed, the Chairman e-mailed Kristian Herz the Danish representative on the Action, copied to the Danish National COST Co-ordinator, on 2 October 2004 to seek clarification if Denmark was going to participate in the Action's activities. Following a number of exchanges, a reply was received on 3 November 2004 noting that, following a significant escalation in his official duties, it was not possible for him to take part, but wished to remain a recipient of the issued Action's papers. A further approach to the Danish National COST Co-ordinator on 3 December 2004 to find a substitute member from Denmark has also failed, although an additional contact suggested by Kerstin Westerlund was currently being followed up via the National COST Co-ordinator.

Jan Holmberg (Sweden) undertook to establish follow up the proposed links with the *Association of Castles and Museums around the Baltic Sea* that were expressed to the Action in September 2003.



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As a result, contact co-ordinates for the Secretary, Anne Parikka, were received on 11 October 2004. These have been entered on the list of Action Corresponding Members so that releases of all future papers are appropriately forwarded.

On 4 October 2004 an e-mail was received from colleagues in Bulgaria requesting a letter of support from COST Action C17 in pursuance of a bid they were submitting under the *EC 6th Framework Programme UCEFLOSS project- University Centre towards Fire Loss of Cultural and Historical Heritage (FP6 – 2004 – ACC – SSA -2)*. Following agreement to do so, the Chairman forwarded such a letter on 14 October 2004.

Follow WG 2 discussions during the Varna meeting, Geir Jensen and Sjur Helseth proposed that the Directorate for Cultural Heritage, Norway take the lead and submit a proposal to prepare the technical publications on:

- “*Hypoxic Air Inerting Technology*”: Italy, Sweden and Norway have declared an intention to evaluate this technology for potential applications in pilot heritage sites in their respective countries. A two-page proposal has been prepared
- “*Manual Extinguishing Equipment Alternatives*” would address the topics of hand-held extinguishers and guns, combined into one publication.
- “*Minimum Invasive Fire Detection alternatives*” would consider thermal imaging and line heat detection topics, combined into one publication.

Discussions have since been taking place with Historic Scotland with a view to determining if a joint approach to producing these technical volumes might be possible. Subsequently, a formal agreement was reached on 7 February 2005 with the stated intention of producing the 3 reports in published form early in 2005. They will be released under the joint logos of Riksantikvaren, Historic Scotland and COST.

4. Report from the Scientific Officer

- News from the COST Office (Nothing to report)
- Status of Action: on target for completion by December 2006
- Number of Signatories (See item 11 below)

5. Year Budget status and planning

A preliminary indication of the Action’s operating budget for 2005 was received by the Chairman from the COST Office on 15 September 2004, but this has still to be finalised, and ratified.

Meantime, the following amounts have already been pre-committed:

- 18,000 Euro for Siena, Italy (30 members to be reimbursed)
- 15,000 Euro for New Lanark, Scotland (20 members to be reimbursed)
- WG Chairmen’s meeting (No 2) in Stansted, England (4 members attending)

Whilst there is still money left for a meeting in Helsinki, Finland it should be noted that, with the standing pre-commitments, the amounts may increase if more than 30 and 20 members are eligible for reimbursement over and above what has already been approved.



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6. STSM status, applications

A copy of Kalle Reivila's WG 1 STSM final Scientific Report, *Comparison of Data Categorisation of European Countries Fire Reporting Statistics* setting out his findings, in respect of examining the categorisation of European countries' fire reporting statistics, was received on 3 November 2004.

Endorsing letters of the STSM's outcome were sent from the Chairman and Historic Scotland, to the COST Office on 4 and 5th of November 2004. They confirmed the successful execution of the STSM carried out at Historic Scotland's offices in Edinburgh over the period 5 October – 13 October 2004.

7. Publications, annual report

A draft Interim Report, covering the period 13 December 2002 to 31 December 2004, was discussed in detail. This presented a summary collation of all oral presentations, scientific site visits, collected papers issued to members before, during and following meetings. WG Chairmen were invited to add to this material by offering an introductory summary of each WG's activities and achievements set against the MoU intentions over the report period. It was agreed that this report should be finalised for issue to the COST office by the end of March 2005

8. Evaluations

Paul Beaton, Secretary of the *Scottish Historic Buildings Fire Liaison Group*, attended the English Heritage *Historic Buildings Fire Research Co-ordinating Committee* in London on 7 November 2004 and gave a short report about the COST C17 WG1 STSM findings. He mentioning that the scope of the research had been limited by the data available and that further research would be necessary to substantiate the fire cause categorisation conclusions.

Paddy Elson enquired whether the STSM report could be copied to her for distribution with the HBFRC meeting minutes – or to follow on when available. She also suggested that an entry for the research could be made in the *English Heritage Fire Research Database (FReD)* which has now been fully revamped to resolve previous IT teething problems. In discussion with the Chairman it was indicated that this would probably be agreed following endorsement of the STSM Report findings by the Action's MC.

The Chairman indicated that he was invited on 7 February 2005 to act as a Referee Assessor on Miguel Gomez Heras's application for an independent Marie Curie Intra-European Fellowship bid to the EC's 6th Framework Programme. This was for financial support to undertake a 2-year post-doctorate research programme at Queens University, Belfast, Northern Ireland on the topic "*Preservation of stone-based heritage damage by fire during conflict*".

He was also invited to act in a similar capacity for Alfred Mosar's application to undertake a project on Gas Terrorism. Unfortunately, due to a misunderstanding, the deadline for this submission was missed.

Details of a proposal by Irena Wasserman to seek funding under the Israeli Science Networking Development Scheme to investigate the "*Scientific and engineering advances in protection of*



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cultural heritage from fire loss and associated conservation strategies” were received on 4 January 2005. This proposal was for an Israeli/UK bilateral network on scientific and technical co-operation. On considering the draft submission the Chairman thought it appropriate to seek Action MC support before any form of commitment could be entered into, but unfortunately such an approach overshot the tight deadline that was being proposed.

On 31 January 2005 Mr Ian Binson of the European Sprinkler Network enquired as to how much influence the Action was able to raise on the benefits of sprinkler protection with the European Parliament.

A request to the Chairman to prepare an article on the Action was received from the Editor of the Fire Prevention and Fire Engineers Journal had been received on 4 January 2005, and this was promised following the completion of the Action’s Annual Report to the COST Office.

9. Request for new members

The following was reported:

Belgium

Prof. Vandeveld, leader of the concluding FIRETECH 5th Framework Project and raised his interest to join the Action with the Chairman during the Final FIRETECH Seminar in Ghent on 29-30 November 2004.

FYR of Macedonia

Coordinates of the proposed Member from the FYR of Macedonia to join the Action were received from the COST Office on 4 October 2004. Contact details have now been received and added to the Master List of Members.

Greece

On 12 January 2005 the Chairman received an e-mailed request for information about the Action to be sent to Dr Bonas, the Greek National COST Co-ordinator, from Prof. Papaioannou of the University of Thessaloniki. Prof. Papaioannou is a member of the terminating FIRETECH 5th Framework Project and raised his interest to represent Greece, and join the Action during the FIRETECH Seminar in Ghent on 29-30 November 2004. He was identified as possible member in the original list of member countries submitted on setting up the Action. His commitments to the funded FIRETECH project, which had been initiated by the time the Action was approved, prevented him from following through such an intention at that time. The COST Office has been asked to assist in making the formal contact.

Israel

Following the Varna meeting contact details for Israel’s second nomination of Mr Yuri Minin, Historic Cultural Heritage Association, Haifa to join WG 3 were received on 16 September 2004.

Netherlands



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On 6 September 2004 the Action's Monitor, Roko Zarnic, received a request for colleague Jacques Akerboom, Director, Monumentenwacht Noord-Brabant, in the Netherlands to join the Action. The MC approved this, and contact details have now been received. The intention is that Mr Akerboom will become an MC, WG 3 and WG 4 member.

Norway

Kerstin Westerlund reported that Ivar Clausen, an Architect with strong links to the Insurance world, had been invited to join WG 3 at the Paris meeting in October 2004 and had accepted.

Portugal

On 28 October 2004 Miguel Gomez-Heras e-mailed to indicate that other Portuguese interests were being declared in joining the Action's activities. The COST Office responded by noting the co-ordinates of the National COST Co-ordinator who needed to be contacted to formalise these intentions, but no further contact has been received.

Sweden

Kerstin Westerlund reported the details of the Swedish professional experts for WG 2 and 4:

Thomas Erenmalm Civ ing (WG 2)
Riksantikvarieämbetet RAÄ
Box 5405
11484 Stockholm Sweden
Tel +46 8 51918180, mobile + 46 70 8858935
<thomas.erenmalm@raa.se>

Prof Thorbjörn Thedeen (WG 4)
Kungliga Teckniska Högskolan KTH (Royal Technical University)
10044 Stockholm Sweden
Tel +46 8 7906000
<tort@kth.se>

Turkey

During the Varna meeting, an expression of interest to join the Action was made Mr Enin Pehlivan, Fire Chief of Izmit Fire Brigade Department of Kocaeli Metropolitan Municipality, Turkey, and this was approved by the MC and contact details have now been received. In addition Wolfgang Kippes reported that Mr Oeczan and Mr Oeztas from the Building Organisation, Houses of Parliament, Istanbul, Turkey had attended the joint WG 2 and 4 meeting in Vienna in December 2004 and had expressed a desire to join the Action's WG 4.

10. Non-COST participations

In clarification of how non-COST countries might become involved in then Action the following direction was subsequently received from the COST Office on 15 October 2004:



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Non COST member states can participate in Actions by having their Institution participating to the Action. A special procedure is needed for this. A letter of intention from the institution needs to be drafted, and someone needs to be proposed as the representative of this institution to COST meetings. They also need to prove that they are active in other programmes etc...

Once that letter is received by the Science Officer of the COST Action and the Chair of the Action, this participation needs to be accepted both by the MC and the Science Officer. Once this is done the proposal is presented to the CSO (Committee of Senior Officials) and, if they approve it that means that the institution is considered as co-operating with the Action.

This does not mean that they are entitled to reimbursement. It only means that they can be active members of the MC and WG's if they can travel at their own costs. Neither are they entitled to vote during MC sessions.

The other option is to have intended participants invited as Invited Experts once a year, preferably to a MC meeting and Workshop, but not for Working Group meetings.

So, much depends on the degree of involvement that non-COST country experts want to have in the Action, and on their financial possibilities to self-fund attendance.

Russia

At the Varna MC meeting it was acknowledged that because Russia was not a COST signatory country it was not possible for members to join from there. However, the MC agreed that Russian colleagues could become corresponding members, and the names of colleagues who met in Varna have been added to the list of contacts as such.

USA

Stewart Kidd reported that the programme for the NFPA Cultural Resources Committee meeting was being devised and the Chairman indicated that he was in discussion with the organisers to try to establish an appropriate link with the Action MC at its planned Scottish meeting at New Lanark. Due to limitations in hotel accommodation in New Lanark, it was possible that the COST meeting would be located in Stirling, linking with the NFPA meeting by coach transfer as appropriate.

11. Updates of Co-ordinates MC / WGs etc.

The latest issues of the *Illustrated Master List of Members*, including all available photos and received CV's, were released to members on 7 and 23 December 2004. Following receipt of additional information, further adjustments continue to be made, and a revised list will be issued in due course.

The Chairman also reported that he had been informed of official changes in the MC role of the Polish members, now to be taken by Marian Ornat, and was seeking clarification on this regarding related WG participation by Dorota Puchowicz and Mr Fietko.

12. Web update

Problems have been experienced since September 2004 in maintaining the original COST C17 web site. As a result, a plea was made by the Chairman to member on 6 December 2004 asking if it were possible to find a new institute that would be prepared to sponsor the setting up, and maintenance, of



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a new site. In consequence both Alfred Mosar and Chris Hood offered assistance. Following discussion, Chris Hood has agreed to undertake to provide the required service. The new C17 web site is due to come on stream once some further problems have been resolved in transferring the registered domain name from the previous host to the new sponsor host. It was agreed that if this problem has not been resolved by the end of March 2005, a new offer by Wolfgang Kippes to provide the host facilities would be accepted.

A one page electronic “Flyer” briefly describing the intention of the Action was prepared and made available in hard copy format for the 6th *European Commission Conference on Sustaining Europe’s Cultural Heritage: From Research to Policy* held in London on 1-3 September 2004.

13. Progress report of Working Groups

WG 1 Ingval Maxwell reported on the joint WG 1 + 4 Meeting: Varna, 9-11 September 2004

It was noted that a brief report on activities was provided in the Varna Meeting minutes.

WG 2: Stewart Kidd reported on the joint WG 2 + 4 Meeting: Schloss Schonbrunn, Vienna: 7-9 December 2004

It was noted that Minutes of the meeting had been finalised and issued on 29 December 2004.

In advance of the meeting the MC Chairman was asked if it were possible to make copies of the scientific reports of the last COST meeting for issue to the members of the meeting and to release them to external contacts. Noting that there was no problem in doing so it was suggested that the note of the meeting might records what was issued, and to whom so that an awareness of the networking use of the papers might be had.

Regrettably end-of-year budget restrictions meant that some of the members who wished to attend the joint WG 2 and WG 4 meeting could not have their travel costs reimbursed. Some other attendees were, however, able to self-fund their attendance.

During the successful meeting, locally organised by Irena Machatschek, and attended by 25 participants, the following papers were presented:

- *Effects of fire on sandstone* Miguel Gomez Heraz
- *White paper on portable extinguishing agents* Geir Jensen/Sjur Helseth
- *Final report on Evacuation Modelling Project at Schloss Schonbrunn*
Dr Ed Galea
- *Modelling of fire loading in a single compartment simulation of a heritage building*
Christian del Taglia
- *Water Mist updates and review of proposed installation at Schloss Schonbrunn*
Stewart Kidd
- *Anna Amalia Library* Per Rohlan



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- *Management issue training*

Wolfgang Kippes

A Scientific visits took place to:

- Sisi Museum in the Hofburg Palace, Vienna to assess the fire protection measures

A WG 2 research project proposal, entitled *Standard Fires in Historic Buildings*, was put forward by Christian Del Taglia for discussion.

WG 3 Kerstin Westerlund reported on the Paris meeting: 28-29 October 2004

It was noted that Minutes of the meeting had been finalised and issued on 3 December 2004.

The following documents were received from Mariana Llinares in August 2004 and issued to WG 3 member on 20 October 2004

- WG 3.1.2. Definition of cultural historic value (1 page)
- WG 3.1.3. Given loss of authentic fabric because of fire, consider principles of deciding what should be built in its place – a recreation of what was there before, or a modern replacement (2 pages)

During the meeting, held in the Salon de Cariatides, Hotel de Ville, Place de Hotel de Ville, Paris, attended by 21 participants and locally organised by Simon Singer, the following papers were presented:

- | | |
|--|-------------------------|
| • <i>The Insurance Policy of the City of Paris</i> | Marianne Delage Joubert |
| • <i>How to handle cultural historic value in risk analysis</i> | Kerstin Westerlund |
| • <i>When is the fire risk too big</i> | Ingval Maxwell |
| • <i>How to put philosophy, ethic and emotions into practice</i> | Ivar Clausen |
| • <i>Insurance of historical buildings in:</i> | |
| • <i>Austria</i> | Dietman Wohltan |
| • <i>United Kingdom (Ecclesiastical Insurance Group)</i> | Ian Wainright |
| • <i>Finland (Federation of Finnish Insurance Companies)</i> | Seppo Pekurinen |
| • <i>Sweden (Legal finance and Administrative Services Agency)</i> | Bo Palmqvist |
| • <i>Sweden (St Erik Försäkring)</i> | Monica Ekwall |
| • <i>Norway</i> | Ivar Clausen |

Scientific visits took place to view fire protection measures at the:

- Chateau de Versailles
- Eiffel Tower, Paris

A report, dated 21 November 2004, entitled *Conclusions Observations* by the Chairman was issued to members on 3 December 2004. It noted issues emanating from the WG 3 meeting that he considered were relevant to the Action's overall intentions. He had suggested that members may wish to reflect on the comments where read-across issues affecting all WG's had been identified, so that the points could be taken into account. On discussion it was agreed that there was mutual benefit



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16. AOB

It was reported that:

On 18 October 2004 a paper entitled *The Efficacy of Water Mist Fire Suppression Systems for Archive Protection* that was published in the Proceedings of Interflam 04, together with a copy of the associated PowerPoint Presentation, entitled *The efficacy of water mist fire suppression systems for archive protection*, by Dr Eric W. Marchant, Edinburgh Fire Consultants Limited was forwarded by Bob Phillips of The National Archives of Scotland for issue to Action members.

On 29 October 2004 details of *Fire Safety Policy Directive No 53 Residential Sprinkler Systems – Potential for Design Freedoms, Proposals for Design Freedoms that may be allowed against the requirements of Approved Document B, Where Residential Sprinkler Systems, Designed and Installed to BS DD251:2000, are fitted* were received by the Chairman from Kent Fire and Rescue Service for issue to Action members.

On 9 December 2004 the chairman issued a paper entitled *Malicious Attacks on Heritage Buildings*. Prepared by Dennis Davis, Chairman CTIF Europe Commission, the paper was a welcome addition to the range of topics that were reviewed in Varna, and raised new issues that were also germane to the work of the Action's WG 3. It was issued it to members in anticipation that it could be the trigger for some additional thought, and the possibility that it might provide the catalyst for either a future funding bid or a new COST Action. It was noted that this aspect also linked with that proposed by Alfred Moser and Miguel Gomez Helas and could well set the scene for deliberations on a new COST Action proposal as it also tied into managerial requirements.

On 22 December 2004 Sjur Helseth reminded members that there was ongoing work on water-mist extinguishing, CEN prEN 14972 with the Standard progressing as planned. He noted that it was important to recognise that there might be conflict of interests between commercial interests in sprinklers and a standard on water-mist but, for professionals in heritage protection, there was no conflict. Indicating that we need both systems for extinguishing and flashover prevention we must have a wide range of choices in technology. Consequently he encouraged all members to do whatever they could to support the work on the CEN-standard and to get it as well adapted as possible to cultural heritage needs.

The meeting closed at 1800 hrs.

Ingval Maxwell OBE
Chairman MC
COST Action C17
12 February 2005



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Annex A: Outline Contents of COST Action C17 Final Report

The form of the Final Report, as discussed at the 3rd MC Meeting in Schloss Schonbrunn, Vienna on 5-6 December 2003 and was recorded in the Minutes as follows-

Mr Samaras explained that Action outputs could take the form of on-going Conferences, Seminars, Workshops and Publications in addition to the Final Report. The question of the ultimate ownership of emerging publications was discussed, and the Chairman indicated that this would be held by COST. It was therefore important to recognise from the outset that all C17 documents which would be published by COST needed to be copyright free. It was therefore especially important to ensure that any photographs, diagrams or tables that were to be used in the Final Report could be used freely without any copyright restriction. The Chairman said that he considered it essential to envisage the content of the final report from the outset. As a minimum it should contain the following sections:

1. Introduction
2. Summary findings
3. The scale of fire loss to historic buildings in Europe
4. Report on MC activities
5. Report on WG 1 activities
6. Report on WG 2 activities
7. Report on WG 3 activities
8. Report on WG 4 activities
9. Conclusions
10. Case studies
11. Annexes and Datasets (including databases on European fires)