



Assessment Findings

Blackbird News

222 Blackbird Road

Leicester

LE4 0AF

Assessment conducted by **Graham J Nicholson**

Assessment date **Monday 21st March 2022**



PART 1. INTRODUCTION

About this Fire Risk Assessment Report

This Fire Risk Assessment Report will identify the risk to life from fire, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation.

SCOPE AND PURPOSE OF THE FIRE RISK ASSESSMENT REPORT

Scope

The Regulatory Reform (Fire Safety) Order 2005 replaces the 40 year old fire certification scheme.

It is now the duty of the •responsible person• for the premises to ensure the occupants are safe from the effects of fire as far as practicable. This does not imply a lesser responsibility for the safety of the occupant of the premises; it is almost certain that for premises which required a fire certificate prior to January 2006, similar measures will be required under the Regulatory Reform (Fire Safety) Order 2005.

The Regulatory Reform (Fire Safety) Order 2005 applies to all non-domestic premises, including any voluntary sector and self-employed people with premises separate from their homes. For domestic premises this assessment had been undertaken in accordance with The Housing Act 2004 and relevant building regulations.

Purpose

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.

Limitations of the Fire Risk Assessment

The Regulatory Reform (Fire Safety) Order 2005 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 coordinate 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. UK-Fire Risk Assessments 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 Regulatory Reform (Fire Safety) Order 2005. 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 was any operational electrical or mechanical systems tested. All comments and recommendations are based on visual inspection only.

Revision of your Fire Risk Assessment

It is a statutory requirement for the Responsible Person to ensure that this risk assessment is reviewed regularly so as to keep it up to date. This will identify what you need to do to prevent fire and keep people safe, particularly if:

- a. There is reason to suspect it is no longer valid or
- b. There has been a significant change in the matters to which this assessment relates including when the premises, special, technical and organisational measures, or organisation of the work undergo significant changes, extensions or conversions.
- c. Following a near miss (after a fire or where evidence suggests that a fire could have occurred).

It is recommended that the fire precautionary arrangements contained within this assessment are checked annually and that all fire related equipment and fittings are regularly maintained and serviced in accordance with manufacturers and British Standard recommendations.

The next review should be conducted in MAR 2023

In any event it is recommended that a full review should be carried out by a competent person Annually

Section 1. Executive Summary

This Executive Summary highlights the major concerns of the assessor and number of problems that have been identified by this fire risk assessment. It is NOT the complete list of deficiencies or hazards discovered. However, the full details of all items that need to be addressed to comply with fire safety legislation are contained within the relevant sections of this report. A risk rating has been awarded, based on the risks identified within the building and the likely harm to occupants.

Priorities

Priority 1 matters are serious breaches of the Regulations that require immediate attention. During this assessment 15 Priority 1 matters were identified.

Priority 2 matters are breaches of the Regulations that should be completed as soon as possible. During this assessment 20 Priority 2 matters were identified.

RISK RATING

Likelihood of Fire

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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).

Additional Comments:

The assessment is primarily for the commercial area, but as the private living accommodation above only has a single means of escape via the commercial areas, certain aspects of the private living area have had to be taken into account in the report.

Potential Consequences of Fire

Taking into account the nature of the building and the occupants, as well as the fire protection and procedural arrangements observed at the time of this risk assessment, it is considered that the consequences for life safety in the event of fire would cause:

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.

Accordingly it is considered that the risk of fire in relation to this building at this time is:

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.

The satisfactory completion of all items contained in this report will ensure:

- An acceptable level of safety for all relevant persons from fire.
- The building(s) comply with current fire safety legislation.
- Suitable fire safety management procedures are in place.

Section 2. The Responsible Person

The management of fire safety rests with the 'Responsible Person' as defined by the Regulatory Reform (Fire Safety) Order 2005, which states that the 'Responsible' Person must make and give effect to such arrangements as are appropriate, having regard to the size of their undertaking and the nature of its activities, for the effective planning, organisation, control, monitoring and review of the preventative and protective measures, in order to ensure the premises and relevant persons are safe from fire.

1.2.1. The 'Responsible Person' for this premise is: **Pirathap Sriskandarajah**

1.2.2. The Responsible Persons Role for this premise is **Owner**

1.2.3. Building Fire Safety Manager is **The Responsible Person (Named above)**

Section 3. Description of Building and Facilities

1.3.1. The main use of the building is **Retail Outlet**

1.3.2. The building is **Detached**

1.3.3. The client occupies **the Whole of the premises**

1.3.4. The estimated size of area the client occupies is **2000-5000 square feet**

1.3.5. The building is **Single Occupancy**

1.3.6. The number of floors above and including the access level is **2**

1.3.7. There are no basement/lower level floors

1.3.8. The type of construction of the building is **Traditional**

1.3.9. External walls are constructed of **Brick**

1.3.10. Is cladding provided on the building? **No**

There is no cladding on the building

1.3.11. Internal walls are constructed of **Brick, Studding, Timber**

1.3.12. The floors are constructed of **Concrete Timber**

1.3.13. The roof is constructed of **Pitched Tile**

1.3.14. Number of protected staircases **1 Staircase but not protected**

1.3.15. There are **0** external staircases

1.3.16. There are **0** passenger lifts installed

1.3.17. There are **0** fireman/evacuation lifts installed

1.3.18. There are **2** emergency exits including the main entrance.

1.3.19. Is a smoke and heat ventilation system is provided? **No**

There is not a smoke and heat ventilation system provided.

1.3.20. Is a smoke control pressurisation system provided? **No**

There is not a smoke control pressurisation system installed

1.3.21. The building has the following services **Electricity, Mains Gas**

1.3.22. The building has **No Boiler**

Additional Comments:

None in the retail area, Gas in the living accomodation

1.3.23. Is the building provided with heating systems? **Yes**

Heating of the building is provided by:

- Electric Warm Air Convection Heaters in the shop area

1.3.24. Are there any sources of ignition in the building? **Yes**

The following items are potential sources of ignition in the building:

- Electrical Installation
- CCTV
- Gas Installation
- Malicious (Arson)
- Electric Heaters

1.3.25. Are there any combustible fuels in the building? **Yes**

The following combustible fuels were found to be in the building:

- Wooden Furniture
- Stationery
- Upholstered Furniture
- Plastic Materials
- Packaging
- Occupant Belongings
- Floor Coverings
- Flammable Liquids
- Stock
- Soft Furnishing
- Clothing

1.3.26. Are there any additional sources of Oxygen that pose a fire risk? **No**

There are no additional sources of Oxygen that pose a fire risk.

Section 4. Persons at Risk

1.4.1. The total number of employees who will be in the building at any one time will be **2**

1.4.2. The total number of public/visitors/contractors/residents that may be in the building at any one time will be **3**

1.4.3. The total number of Persons employed under the age of 18 is **None**

1.4.4. Are any persons identified from this risk assessment within the building or in the vicinity of the building at risk? **Yes**

The following persons have been identified as 'at risk' within or in the vicinity of the building:

- Staff
 - Contractors
 - Visitors
 - Persons in the immediate vicinity
 - Sleeping Occupants
-

Section 5. History of Fire Incidents / Fire Authority Visits

1.5.1. Is there a history of fire related incidents in the building? **Yes**

Fire service attended and electrical fire October 2020

1.5.2. Have the local Fire Authority visited within the last 12 months? **Yes**

1. Visit dated 9/12/21

Additional Comments:

site visited 9/12/21 after a previous fire in October 2020

Section 6. Sub Buildings

1.6.1. Are there any sub buildings that form part of this report? **No**

There are no sub-buildings that form part of this report.

PART 2. PRIORITIES ACTION PLAN

This section provides details of all fire safety arrangements that are required to satisfy current fire safety legislation. The arrangements that were found to not comply with the legislation are summarised below with a priority status. Where a contravention is found the actions to be taken to satisfy legislation are detailed within the relevant part of this report. Items flagged as a Major Concern are situations identified by the assessor that warrant serious urgent attention by the Responsible Person (also identified herein).

This Fire Risk Action Plan provides management with the facility to plan and allocate the recommendations made in this assessment. It also provides inspecting officers from enforcing authorities with information on the current progress of compliance to fire safety legislation.

THE POINTS LISTED BELOW ARE ONLY A SUMMARY

PLEASE GO TO THE RELEVANT SECTION TO GET A FULL EXPLANATION

Major	Requirement	Priority	Completed

When each action has been completed and signed off please tick the relevant box here.

Management of Fire Safety

- | | | | |
|---|--|---|--------------------------|
| - | A suitable Fire Safety Policy has NOT been produced. | 2 | <input type="checkbox"/> |
| - | Fire Action Notices will be suitable for this type of premise. | 2 | <input type="checkbox"/> |

Procedures for Serious and Imminent Danger

- | | | | |
|---|---|---|--------------------------|
| - | During the assessment it was noted that fire drills are not being conducted on a regular basis. | 1 | <input type="checkbox"/> |
| - | Safe Assembly/Muster Points have NOT been satisfactorily established. | 2 | <input type="checkbox"/> |
| - | A safe system of contacting the emergency services in the event of an incident has NOT been satisfactorily established. | 1 | <input type="checkbox"/> |
| - | In order to manage fire safety within the premises it is recommended that routine inspections are undertaken. | 1 | <input type="checkbox"/> |

Information and Training of Employees

- | | | | |
|---|---|---|--------------------------|
| - | Employees are not being given fire safety instruction and training by a competent person at the commencement of employment. | 1 | <input type="checkbox"/> |
| - | Suitable arrangements are not in place to provide employers of outside undertakings with comprehensible and relevant fire safety information. | 1 | <input type="checkbox"/> |

Maintenance/Service of Equipment and Devices

- | | | | |
|---|--|---|--------------------------|
| - | It is important regular inspections and maintenance are carried out to extinguisher units. | 2 | <input type="checkbox"/> |
|---|--|---|--------------------------|

Records

-	A suitable system of routine maintenance of the general fire safety arrangements, devices and facilities was found not to be in place.	1	<input type="checkbox"/>
-	Suitable and comprehensible records of all fire safety training undertaken by employees are not being maintained.	2	<input type="checkbox"/>
-	Suitable records of fire evacuation drills are not being maintained.	2	<input type="checkbox"/>

Electrical

-	The electrical installation is not subject to a system of routine maintenance by a competent person.	1	<input type="checkbox"/>
-	Portable electrical appliances are not subject to a system of routine inspection; this presents a potential fire hazard.	2	<input type="checkbox"/>

Housekeeping

-	The general housekeeping in some areas was found to be unsatisfactory.	2	<input type="checkbox"/>
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Smoking Activities

-	It is recommended management ensure that no smoking signage be displayed prominently within the building.	2	<input type="checkbox"/>
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Gas Installations and Appliances

-	The gas isolating shut off valve is NOT readily accessible or located and identified by an appropriate sign.	1	<input type="checkbox"/>
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Fire Extinguishers

-	The measures in relation to the means for fighting fires for the work processes and type of occupancy of the premises are unsatisfactory.	2	<input type="checkbox"/>
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-	Fire extinguishers/fire blankets were found to be free standing and could be moved out of position.	2	<input type="checkbox"/>
-	Portable fire extinguishers/fire blankets were found to be obstructed.	2	<input type="checkbox"/>
-	It was noted that portable fire extinguishers/fire blankets are not all indicated with suitable signs.	2	<input type="checkbox"/>

Fire Alarm, Detection and Warning

-	In order for occupants to safely escape from the building in the event of a fire, a suitable fire detection and warning system is to be provided.	1	<input type="checkbox"/>
-	It is recommended an audibility test is to be carried out by a competent person and recorded to assess the levels of audibility.	1	<input type="checkbox"/>

Emergency Routes and Exits

-	A 'Dead End' is an area where there is escape in only one direction only thus presenting a risk to occupants in the event of a fire.	1	<input type="checkbox"/>
-	During the assessment it was noted that emergency exit door fastenings are not appropriate.	1	<input type="checkbox"/>

Emergency Escape Routes and Obstructions

#	Internal emergency routes were found to be obstructed.	1	<input type="checkbox"/>
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Fire Safety Signs and Notices

-	The emergency routes are not all indicated with appropriate signs in accordance with the Health and Safety (Safety Signs and Signals) Regulations 1996.	1	<input type="checkbox"/>
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-	'Fire Action Notices' detailing the specific actions to be taken in the event of an emergency are not provided or clearly displayed in all appropriate positions.	2	<input type="checkbox"/>
-	The operating instructions for the emergency exit doors, are NOT clearly displayed.	2	<input type="checkbox"/>

Emergency Lighting

-	To enable persons to see their way out of the premises in an emergency, emergency lighting conforming to British Standard 5266 should be installed within the premises.	1	<input type="checkbox"/>
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Fire Doors

-	During the survey it was noted that doors opening onto escape routes and doors in high risk areas did not afford the required standard of fire resistance.	2	<input type="checkbox"/>
-	Self-closing devices that form an essential part of fire resisting doors were found to be missing/not fitted at the time of the fire risk assessment.	2	<input type="checkbox"/>
-	Fire doors were found to be damaged and/or also have excessive gaps around the door, this could potentially compromise the integrity of the fire door Fire doors where gaps are excessive of 3mm will require maintenance to reduce the gaps without the integrity of the fire door being compromised.	2	<input type="checkbox"/>

Containment and Separation

-	The walls, glazing, floors and ceilings that form part of the emergency exit routes were assessed.	2	<input type="checkbox"/>
-	During the fire risk assessment walls, ceilings and floors were found to be breached.	2	<input type="checkbox"/>

PART 3. MANAGEMENT OF FIRE SAFETY

Section 1. Management of Fire Safety

This section details any deficiencies in the effective planning, organisation, control and monitoring of the preventative and protective measures that are required to ensure the premises and relevant persons are safe from fire.

3.1.1. Has a Fire Safety Policy been produced and is it being reviewed regularly? **No**

A suitable Fire Safety Policy has NOT been produced. A Fire Safety Policy provides direction and clear guidelines on all fire safety issues for an organisation to follow, demonstrating a commitment to the safety and welfare of staff and ensuring compliance with Fire Safety and Health and Safety Regulations. It is recommended that a Fire Safety Policy is devised, written and made available to staff/occupants and Inspecting Officers from enforcing authorities. The Policy should set objectives that can be monitored to ensure compliance with regulations. The Policy must be reviewed on a regular basis.

 This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

3.1.2. Is there an emergency plan in place and is it reviewed on a regular basis? **No - Fire Action Notices are sufficient**

Fire Action Notices will be suitable for this type of premise.

 This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

Section 2. Procedures for Serious and Imminent Danger

The Regulatory Reform (Fire Safety) Order 2005, specifies in Part 2- Article 15 the 'Responsible Person' requires to, where necessary to establish and give effect to appropriate safety drills in the event of serious and imminent danger to relevant persons and to nominate sufficient numbers of competent persons to implement those procedures.

3.2.1. Are fire evacuation drills conducted on a regular basis? **No**

During the assessment it was noted that fire drills are not being conducted on a regular basis. This is a contravention of fire safety legislation.

A fire drill comprising of a full evacuation of the premises is to be conducted by a competent person at intervals not exceeding 6 months. The results of the drill and any problems encountered must be recorded in a Fire Safety Log Book/Fire File. The Log Book/Fire File will be required for examination during an inspection by the Fire Authority.

! This is a '**Priority One**' problem that requires immediate corrective action

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

3.2.2. Are sufficient persons nominated to ensure a safe evacuation of the building? **Yes**3.2.3. Are there personal evacuation procedures in place for the safe evacuation of persons with a Physical or Sensory Disability? **N/A**3.2.4. Are Safe Assembly/Muster Points established and signed accordingly? **No**

Safe Assembly/Muster Points have NOT been satisfactorily established. It is recommended that Assembly Points are established in safe locations away from the building and suitably indicated by appropriate signage.

**Additional Comments:**

Information can be added to Fire Action Notices

! This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

3.2.5. Are there procedures in place for the safe isolation of machinery during evacuation? **N/A**

3.2.6. Are suitable arrangements in place for summoning the emergency services? **No**

A safe system of contacting the emergency services in the event of an incident has NOT been satisfactorily established. A suitable procedure to summon the emergency services in an emergency is to be initiated and detailed within the Emergency Plan. Specific persons must be nominated to carry out this task. A notice detailing the exact address of the premises (with post code) is to be displayed adjacent to the telephone that will be used. This is to ensure that the persons making an emergency call will provide the correct information to the emergency services control room.

Additional Comments:

Information can be shown on Fire Action Notices

! This is a '**Priority One**' problem that requires immediate corrective action

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

3.2.7. Are regular fire safety checks being carried out in the premise? **No**

In order to manage fire safety within the premises it is recommended that routine inspections are undertaken. Fire exits, and fire related equipment must be checked on a regular basis to ensure that they are freely available and unobstructed to ensure the safe evacuation of occupants within the building. Consider the implementation of a floor walk checklist to assist with inspections. All fire safety checks should be recorded in the Fire Safety Log Book/Fire File.

! This is a '**Priority One**' problem that requires immediate corrective action

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

3.2.8. Is there appropriate liaison with the local fire authority regarding solar panels fitted to the building? **N/A**

Section 3. Information and Training of Employees

The Regulatory Reform (Fire Safety) Order Part 2 Articles 19-22 require the 'Responsible Person' to provide adequate safety information to employees and employers of outside undertakings. And provide employees with information and adequate safety training.

3.3.1. Are all staff are provided with basic fire safety awareness training on an annual basis by a competent person or online course? **Yes**

Additional Comments:

The owner and his wife were undertaking a Fire Marshall Training course at the time we carried out the assessment and have a Fire Safety Principles course PDF to use as a training document as required in the future. There were no records of any previous training

3.3.2. Are all staff are given adequate fire safety instruction and training on induction of employment? **No**

Employees are not being given fire safety instruction and training by a competent person at the commencement of employment. Employees must be aware of the fire safety arrangements, procedures, emergency exit routes and assembly points at the commencement of their employment. The details of the instruction and the name of the person giving the training are to be recorded in the Fire Safety Log Book/Fire File.

Additional Comments:

The owner is to implement training following his own Fire Marshall Training and has a Fire Safety Principles course to use as a training document

! This is a '**Priority One**' problem that requires immediate corrective action

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

3.3.3. Are employees where required given training on hazardous work processes? **N/A**

3.3.4. Are suitable arrangements in place to provide visitors/contractors from outside undertakings with sufficient fire safety information? **No**

Suitable arrangements are not in place to provide employers of outside undertakings with comprehensible and relevant fire safety information. It is recommended that suitable arrangements are made to provide employers of outside undertakings with comprehensible and relevant fire safety information.

The information must include

- Risks identified in the risk assessment to those employees.
- The preventative and protective measures.
- The procedures to be followed in the event of serious and imminent danger.
- The action to be taken in the event of the fire alarm sounding.

Additional Comments:

A Fire Action Notice will be sufficient

! This is a '**Priority One**' problem that requires immediate corrective action

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

3.3.5. Are Fire Wardens/Marshalls (if applicable) established and trained on a regular basis. **Yes**

Additional Comments:

Training was carried out 21/3/22

3.3.6. Are there sufficient Fire Wardens/Marshalls provided for the use and size of the premise? **Yes**

Section 4. Maintenance/Serviceing of Equipment and Devices

The Regulatory Reform (Fire Safety) Order 2005 Part 2 Article 17 requires the 'Responsible Person' to ensure that the premises and any facilities, equipment and devices provided to safeguard the safety of relevant persons are subject to a suitable system of routine maintenance and are maintained in an efficient state, in working order and in good repair.

3.4.1. Are there annual testing/servicing routines for the Emergency Lighting System and recorded? **N/A**

Additional Comments:

There is no emergency lighting installed

3.4.2. Is there periodic servicing of the Fire Alarm and Detection System and recorded? **N/A**

Additional Comments:

The only detection fitted are temporary alarms supplied by the fire service

3.4.3. Are Fire Extinguishers provided with annual servicing? **No**

It is important regular inspections and maintenance are carried out to extinguisher units. At the time of the Fire Risk Assessment extinguishers were found out of test date and require servicing. Ensure a competent contractor maintains each unit in accordance to BS 5306.

**Additional Comments:**

We are advised that two of the extinguishers are new, and there are no documents for the one located to the rear of the shop

! This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

3.4.4. If provided, is there six-monthly inspections and annual testing of rising mains? **N/A**

3.4.5. Is there appropriate inspection and servicing of the lifts provided within the premise? **N/A**

Section 5. Records

3.5.1. Are records provided of all maintenance and testing carried out on the fire related equipment? No

A suitable system of routine maintenance of the general fire safety arrangements, devices and facilities was found not to be in place. It is recommended that records are maintained for the items listed below and recorded in a Fire Safety Log Book/FireFile and made available for inspecting officers, or officers from an enforcing authority during an inspection:

- Fire Extinguishers (Monthly Visual Check)
- Internal Fire Doors and their closing devices (Recommended Three Monthly Inspection)
- Final Exit Doors and their opening devices (Recommended Three Monthly Inspection)
- Emergency Lighting System (Monthly Test when installed)
- Fire Alarm and Detection System (Weekly Test when installed)

! This is a '**Priority One**' problem that requires immediate corrective action

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

3.5.2. Are there appropriate records of all fire safety training? No

Suitable and comprehensible records of all fire safety training undertaken by employees are not being maintained. It is recommended that the results of all fire safety training and instruction undertaken by employees are recorded in a comprehensive manner in a Fire Safety Log Book/Fire File. The records are to be available for inspection by an inspecting officer from the enforcing authority.

! This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

3.5.3. Are records being maintained of Fire Evacuation Drills? **No**

Suitable records of fire evacuation drills are not being maintained.

It is a requirement to conduct a fire drill at least twice a year. The results of the drill and any problems encountered must be recorded in a Fire Safety Log Book/Fire File. This will be required for examination during an inspection by the Fire Authority. The type of details to be recorded are listed below:

- Date of the evacuation drill
- Nature of evacuation drill i.e. planned, false alarm,
- Duration of the evacuation drill
- Name of person conducting the evacuation drill
- Names of persons who formed part of evacuation drill
- Any comments regarding the evacuation i.e. Good points / bad points / what could be better

 This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

PART 4. FIRE HAZARDS

The Regulatory Reform (Fire Safety) Order 2005, Part 1 Article 4 (1) requires the 'Responsible Person' to make general fire precautions to reduce the risk of fire and the risk of fire spread on the premises. There are 3 elements required for a fire to occur Oxygen, fuel and a source of ignition. This section highlights probable ignition sources and available fuels discovered during the assessment.

Section 1. Electrical

4.1.1. Is the main electrical installation maintained and inspected? **No**

The electrical installation is not subject to a system of routine maintenance by a competent person. The system therefore presents a potential fire hazard. It is recommended the electrical installation is inspected periodically. In accordance with Electricity at Work Regulations and BS 7671 fixed electrical installations should be inspected every 5 years by an NIC EIC contractor or equivalent.

! This is a '**Priority One**' problem that requires immediate corrective action

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

4.1.2. Is all portable electrical equipment subject to a system of routine testing? **No**

Portable electrical appliances are not subject to a system of routine inspection; this presents a potential fire hazard. It is recommended that all portable electrical appliances are inspected and tested by a competent person in accordance with Electricity at Work Regulations and BS 7671.

! This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

4.1.3. Is there suitable limitation of connected extension cables, trailing leads and adapters? **Yes**4.1.4. Are electrical light fittings clear from combustible materials? **Yes**4.1.5. Are combustible materials kept at a safe distance from electrical heaters and appliances? **Yes**4.1.6. Do electrical sockets (from a visible inspection) appear to be in good condition? **Yes**

Section 2. Commercial Kitchens/Cooking

4.2.1. Is the premise provided with a cooking facility for a commercial basis, which includes cooker hoods, deep fat fryers etc? **No**

4.2.2. Is kitchen equipment such as deep fat fryers, ovens and hobs subject to a system of routine maintenance? **N/A**

4.2.3. Are cooker hoods, extractors and ducting subject to a system of routine cleaning and maintenance? **N/A**

4.2.4. Is the kitchen emergency isolation switch (where provided) suitably located, clearly indicated and free from obstruction? **N/A**

Section 3. Hot Work Processes

4.3.1. Is hot work carried out on site? **No**

4.3.2. Are satisfactory arrangements in place for all hot work processes? **N/A**

Section 4. Naked Flame Processes

4.4.1. Are there any naked flame processes on site? **No**

4.4.2. Are satisfactory arrangements in place for any naked flame processes? **N/A**

Section 5. Mechanical Machinery

4.5.1. Is there any mechanical machinery on-site? **No**

4.5.2. Is mechanical machinery maintained/serviced on a regular basis? **N/A**

Section 6. Housekeeping

4.6.1. Is housekeeping well managed? **No**

The general housekeeping in some areas was found to be unsatisfactory. Poor housekeeping presents a potential fire hazard and the risk of rapid fire development. It is recommended that housekeeping is improved in the areas detailed below to reduce the hazard and the risk of fire:

Additional Comments:

There are large amounts of stock located at numerous locations around the premises making it difficult to access and move around

i This is a 'Priority Two' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

4.6.2. Are high risk areas free from combustible materials? **Yes**

Section 7. Waste Management

4.7.1. Is there a satisfactory system of waste management? **Yes**

Section 8. Arson


4.8.1. Are suitable arrangements in place to minimise the risk of arson? **Yes**

Section 9. Smoking Activities

4.9.1. Is smoking prohibited in the building? **Yes**

4.9.2. Is •No Smoking• signage displayed within the building **No**

It is recommended management ensure that no smoking signage be displayed prominently within the building. In large premises we would advise that no smoking signage is displayed adjacent to all access points.

 This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

4.9.3. Is there evidence of illicit smoking? **No**

Section 10. Furniture & Furnishings

4.10.1. Are furniture coverings in a good state of repair without visible signs of damage? **N/A**

4.10.2. Are curtains and drapes in circulation areas in compliance with the current Furniture and Furnishings (Fire Safety) Regulations? **N/A**

PART 5. DANGEROUS SUBSTANCES

The Regulatory Reform (Fire Safety) Order 2005 requires the responsible person to safeguard the safety of relevant persons arising from an incident relating to dangerous substances in or on the premises. The items detailed below provide assistance in meeting these requirements.

Note: A Dangerous Substance is any substance or preparation which meets the criteria in the Approved Classification and Labelling Guide (CHIP) or any substance that is explosive, oxidising, extremely flammable, highly flammable or flammable, (combustible dusts are also included). The safe handling and storage of dangerous substances must be in accordance with the Dangerous Substances and Explosive Atmospheres Regulations 2002 (DSEAR).

Section 1. Highly Flammable Liquids

5.1.1. Are highly flammable liquids used on site? **No**



Additional Comments:

Highly flammable liquids are not used on site but the stock does contain items such as spirits and lighter fluids and BBQ lighters and kept in low quantities.

5.1.2. Are appropriate arrangements in place for the safe storage of flammable liquids and substances? **N/A**

5.1.3. Are flammable liquids with a flashpoint below 32c kept to a minimum within the workplace? **N/A**

5.1.4. Has an assessment been carried out under DSEAR Regulations? **N/A**

5.1.5. Are there any other dangerous substances used or stored on site? i.e Acids, Irritants **No**

Section 2. Gas Installations and Appliances

5.2.1. Is there a natural gas installation? **Yes**

Additional Comments:

Gas installations are only provided in the private accommodation.

5.2.2. Are the gas installations and appliances maintained by a competent person on a regular basis? **N/A**


5.2.3. Is the mains gas intake housed in a suitable compartment with adequate ventilation and free from all ignition sources? **Yes**

5.2.4. Are gas emergency shut off controls readily accessible and unlikely to be impeded? **No**

The gas isolating shut off valve is NOT readily accessible or located and identified by an appropriate sign. It is recommended that the gas isolating shut off valve is made easily accessible and indicated by an appropriate sign which is displayed in a prominent position. This is to enable staff or emergency service personnel to readily identify the valve in an emergency.

**Additional Comments:**

The gas meter and valve are located on what was an external wall but is now inside an extension that has been built as storage. The racking makes the gas meter difficult to locate and access

 This is a '**Priority One**' problem that requires immediate corrective action

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

Section 3. Highly Flammable Gases

5.3.1. Are highly flammable gases used or stored on site? **No**

There were no flammable gasses used or stored on site at the time of the inspection

5.3.2. Are highly flammable gases stored in accordance within the current association Code of Practice 7? **N/A**

5.3.3. Are on site LPG Appliances subject to a system of routine maintenance? **N/A**

Section 4. Combustible Dusts

5.4.1. Is there a combustible dust hazard (Shavings, Sawdust etc)? **No**

5.4.2. Are appropriate controls measure in place for the collection of combustible dust? **N/A**

PART 6. FIRE FIGHTING EQUIPMENT

The Regulatory Reform (Fire Safety) Order 2005, Part 2 Article 13 requires that appropriate fire-fighting equipment is provided, is easily accessible, simple to use and indicated by appropriate signs.

Section 1. Fire Extinguishers

6.1.1. Are the correct type and numbers of fire extinguisher/fire blankets provided to deal with the most likely sources of ignition, including equipment that deals with multi fuel fires (that may involve electrical equipment)? **No**

The measures in relation to the means for fighting fires for the work processes and type of occupancy of the premises are unsatisfactory. It is recommended that portable fire extinguishers or fire blankets conforming to British Standard EN3 are provided and sited in the following locations: Which type are stated-



Additional Comments:

There are what appears to be a new 6litre Co2 and Small dry powder extinguisher at the rear of the counter (no documents to evidence the dates) and a 6 litre foam tucked away near the rear toilet. We recommend a minimum of a 2KG CO2 and 6Litre foam be located close to the bottom of the stairs / rear storage area and at the front of the shop

! This is a 'Priority Two' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

6.1.2. Are all fire extinguishers/fire blankets fixed to the wall or on appropriate extinguishers stands? No

Fire extinguishers/fire blankets were found to be free standing and could be moved out of position. Anyone wishing to use an extinguisher/fire blanket in an emergency may not be able to easily locate one. The following extinguishers/fire blanket are to be hung on an appropriate bracket that is firmly fixed to the wall, with the top of the extinguisher approximately 1 metre from floor level, or extinguishers should be placed on an appropriate extinguisher stand:



! This is a **'Priority Two'** problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

6.1.3. Are fire extinguishers/fire blankets accessible and free from obstruction? No

Portable fire extinguishers/fire blankets were found to be obstructed. Fire regulations clearly state that portable fire extinguishers must be easily accessible at all times. It is recommended that the obstructions are removed from the extinguishers listed below and they are maintained free from obstruction and easily accessible at all times. Particular attention to be given in the following areas.



Additional Comments:

At the front behind the counter and the rear of the shop

! This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

6.1.4. Is all fire fighting equipment provided with appropriate identification signage? **No**

It was noted that portable fire extinguishers/fire blankets are not all indicated with suitable signs. It is recommended that suitable signs conforming to the Health and Safety (Safety Signs and Signals) Regulations 1996 are to be clearly displayed above all extinguishers. The signs should indicate the type of the extinguisher and the classes of fire for which the appliance can be used.

! This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

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SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

Section 2. Fire Suppression Systems

6.2.1. Is a fire suppression system provided? **No**

There was no fire suppression system provided at the time of the inspection.

6.2.2. Is the fire suppression appropriately signed? **N/A**

6.2.3. Is a fire suppression system required to protect high risk or other areas? **No**

Section 3. Sprinkler System

6.3.1. Is a sprinkler system installed? **No**

6.3.2. Is a sprinkler system required? **No**

6.3.3. Are sprinkler heads free of obstruction or being actuated accidentally? **N/A**

6.3.4. Is the sprinkler system subject to a system of routine maintenance and the results of the test recorded on the sprinkler test card? **N/A**

PART 7. GENERAL FIRE PRECAUTIONS

Section 1. Fire Alarm, Detection and Warning

The Regulatory Reform (Fire Safety) Order 2005, Part 2 Article 13 requires that the premises are equipped with appropriate fire detectors and alarms in order to safeguard the safety of relevant persons within the premises.

7.1.1. Is there a suitable fire warning system to alert all occupants of the building? **No**

In order for occupants to safely escape from the building in the event of a fire, a suitable fire detection and warning system is to be provided. A fire detection and warning system conforming to British Standard 5839 is to be installed by a competent person. The system is recommended to be of the following standard:

Additional Comments:

There is only temporary detection currently on the premise in the main shop area. We recommend a category L2 AFD (Automatic Fire Detection) system be installed throughout the property including the living accommodation

! This is a '**Priority One**' problem that requires immediate corrective action

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When this action has been completed and signed off, please tick the relevant box in the action plan.

7.1.2. Is the level and type of detection satisfactory in all parts of the building? **N/A**

Additional Comments:

See previous answer

7.1.3. Are automatic hold open devices (including battery operated devices) where fitted functioning correctly? **N/A**

7.1.4. Is the level of audibility satisfactory throughout the premises? **No**

It is recommended an audibility test is to be carried out by a competent person and recorded to assess the levels of audibility. Sound levels are required to be a minimum of 60dB(A) and 75dB(A) at bed head where persons sleep (if applicable to the premises). It could not be ascertained at the time of the inspection if a recent audibility test had been carried out. Additional warning devices may be required to be installed if the warning signal is not suitably audible throughout the whole premises. All test records should be kept for inspection in the Fire Safety Log Book/Fire file

! This is a '**Priority One**' problem that requires immediate corrective action

DATE:

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7.1.5. Are strobe lights required but not installed? **No**

7.1.6. If amplified music is played through a sound system within the premise i.e. Licensed Premise, Nightclub is there a device installed to mute the music when the fire alarm actuates? **N/A**

7.1.7. If electromagnetic locking devices are fitted to doors, are they connected to the fire alarm system, and/or provided with an emergency manual override button or suitable disconnection unit (green break glass box) and release on a power outage to the premise? **N/A**

7.1.8. Are fire alarm call points easily accessible? **N/A**

7.1.9. Are additional fire alarm call points required? **N/A**

7.1.10. Is the fire alarm panel free of audible and visual faults warning indicators? **N/A**

7.1.11. Are zonal plans of the fire alarm system provided adjacent to the fire panel or is the fire panel fitted with a zonal display. **N/A**

Section 2. Emergency Routes and Exits

The Regulatory Reform (Fire Safety) Order 2005, Part 2 Article 14 requires that suitable and adequate emergency routes and exits are provided, kept clear, maintained, indicated by signs and provided with adequate emergency lighting to ensure relevant persons can evacuate the premises as quickly and safely as possible.

7.2.1. Do all emergency routes and exits leads to a place of safety? **Yes**

7.2.2. Are travel distances within the prescribed distances for high, normal and low risk areas? **Yes**

7.2.3. Is the building free of any •inner room• situations that require recommendations? **Yes**

7.2.4. Is the building free of any •dead end• situations that require recommendations? **No**

A •Dead End' is an area where there is escape in only one direction only thus presenting a risk to occupants in the event of a fire.

To rectify the situation it is recommended that either:

- the walls, screens, doors and glazing that form the •Dead End' are upgraded to provide a minimum standard of 30 minutes fire resistance,
- Install additional automatic fire detection and warning systems in the areas where a fire could pose a risk to the escape route,
- Provide an additional emergency exit.

It was noted during the assessment that there is a •Dead End' situation in the following area:

Additional Comments:

Due to the lack of a protected route, the upstairs living accommodation would be classed as a dead-end situation and would require one or more of the above recommendations to be implemented to remedy, but it is noted that the assessment does not actually cover the overall internal living accommodation areas.

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7.2.5. Are there sufficient emergency exits from the building? **Yes**

7.2.6. Are emergency exit doors available at all material times? **Yes**

7.2.7. Do emergency exit doors open in the direction of escape? No - But Acceptable

Due to the number of persons occupying this type premises being below 60 the direction of emergency exit doors is deemed acceptable.

7.2.8. Is the building free of revolving or sliding emergency exit doors? Yes**7.2.9. Are all emergency exit doors in a good state of repair? Yes****7.2.10. Are all steps/areas around the emergency exits in a good state of repair? Yes****7.2.11. Do all emergency exits have approved emergency fastenings? No**

During the assessment it was noted that emergency exit door fastenings are not appropriate. Emergency exit doors should be secured by an approved fastening which ensures that the door can be readily opened by persons within without the use of a key allowing egress in a singular motion. It is recommended that approved door fastenings conforming to British Standard 5725: Part 1 such as •Push Bar Devices•, •Push Pad Devices• or •Thumb Turn Locks• should be fitted to the emergency exit doors detailed below. An alternative option is the installation of automatic mag lock devices which would require to be interlinked with the fire alarm system and release on activation of the alarm. Green break glass boxes must be fitted as an override adjacent the door if this option is chosen.

Additional Comments:

Any fire exit door from this premise requires a thumb turn lock or similar so a key is not required to be used to open doors.

! This is a **'Priority One'** problem that requires immediate corrective action

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PRINT NAME:

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7.2.12. Is the building provided with suitable arrangements for the safe evacuation of persons with physical or sensory disabilities? **N/A**

7.2.13. Are there any other deficiencies regarding emergency escape routes and exits? **No**

Section 3. Emergency Escape Routes and Obstructions

MAJOR CONCERN

7.3.1. Are all internal emergency routes and exits free from obstruction? **No**

Internal emergency routes were found to be obstructed. The obstructions are to be removed from the following locations. All emergency routes and exits must be maintained and free from obstructions at all times. Occupants are to be made aware that it is an offence to obstruct emergency exits and routes.



Additional Comments:

Emergency routes are blocked with items and stock at various points throughout the premises, and in one case prevent a door from fully opening. Items should be removed to provide an unobstructed route to fire exit doors.

! This is a 'Priority One' problem that requires immediate corrective action

DATE:

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7.3.2. Are all external emergency routes and exits free from obstruction? **Yes**

7.3.3. Is there reasonable limitation of combustible wall/ceiling coverings i.e. displays that may promote fire spread within the escape routes? **Yes**

Section 4. Fire Safety Signs and Notices

7.4.1. Are emergency routes and exits adequately indicated by directional signs? **No**

The emergency routes are not all indicated with appropriate signs in accordance with the Health and Safety (Safety Signs and Signals) Regulations 1996. Fire exit signs conforming to BS 5499 with directional arrows are to be provided in the following area: The use of an appropriate arrow denotes to the occupants the direction of travel that they should take to reach a place of safety.

Additional Comments:

A Direction of travel sign is required at the bottom of the stairs and in the rear storeroom

! This is a 'Priority One' problem that requires immediate corrective action

DATE:

PRINT NAME:

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7.4.2. Are emergency exit doors adequately indicated with appropriate signs?

Yes

7.4.3. Are emergency exit doors adequately indicated on the external side with Fire Exit Keep Clear signs? **Yes**

7.4.4. Are all fire doors clearly indicated with appropriate signs? **Yes**

7.4.5. Are Fire Action Notices clearly displayed at appropriate positions? **No**

'Fire Action Notices' detailing the specific actions to be taken in the event of an emergency are not provided or clearly displayed in all appropriate positions. It is recommended Fire Action Notices be provided adjacent to all manual fire alarm call points and final exit doors/points of access. Fire Action Notices should be provided at the following locations:

Additional Comments:

Adjacent to the front and rear exit doors, upon installation of the fire alarm system it is good practice for fire action notices to also be sited adjacent to all manual fire alarm call points.

 This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

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SIGN:

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7.4.6. Are Lift Fire Action Notices clearly displayed adjacent the lift(s) at each floor level? **N/A**

7.4.7. Are all emergency exit operating mechanisms clearly indicated with appropriate signs? **No**

The operating instructions for the emergency exit doors, are NOT clearly displayed. Appropriate signs indicating the operating instructions of the emergency fastening such as 'PUSH BAR TO OPEN', 'PUSH PAD TO OPEN', or 'TURN TO OPEN' are to be displayed on the emergency exit doors listed below:

Additional Comments:

Turn to Open signage is required for the Front and rear exit doors

! This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

Section 5. Emergency Lighting

7.5.1. Is emergency lighting provided in the building? **No**

To enable persons to see their way out of the premises in an emergency, emergency lighting conforming to British Standard 5266 should be installed within the premises. The lighting units must be capable of maintaining the required level of illumination for a recommended period of at least 3 hours. It is recommended a full survey of the emergency lighting requirements is carried out by a competent electrical engineer.

Additional Comments:

Required at the inside front and rear of the shop, or a single light that is sufficiently light enough to illuminate both areas, on the stairwell, and in the rear store area. It is advised a full emergency lighting requirement survey is carried out by a competent electrician in compliance with BS 5266

! This is a '**Priority One**' problem that requires immediate corrective action

DATE:

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SIGN:

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7.5.2. Is an adequate standard of emergency lighting provided? **N/A**

7.5.3. Where required is sufficient external emergency lighting provided? **Yes**

7.5.4. Do the emergency lighting units appear in full working order and free of any obvious defects? **N/A**

PART 8. CONTAINMENT AND FIRE SEPARATION

The Regulatory Reform (Fire Safety) Order 2005 specifies in Part I Article 4 • (1a) which requires the Responsible Person to take measures to reduce the spread of fire. Structural arrangements that contain a fire also assists in the maintenance of escape routes and the safe evacuation of •Relevant Persons• from fire.

Section 1. Fire Doors

8.1.1. Do all doors that form part of the emergency routes and high risk areas conform to the required standard of resistance?
No

During the survey it was noted that doors opening onto escape routes and doors in high risk areas did not afford the required standard of fire resistance. The following doors that form part of an escape route should be either be replaced or made to provide a minimum of 30 minutes fire resistance. In high risk area•s consideration should be given to providing FD60s providing 60 minutes of separation dependant on the type of building/business. If 30 minutes is deemed a sufficient time to evacuate a site, an FD30s standard fire door is generally suitable.

**Additional Comments:**

Fire doors should be fitted on both doors that open to the bottom of the stairs, and the door between the two storerooms, with a recommendation for the doors to have glass vision panels so occupants can see where a fire is located without opening the door. It is also recommended that all doors that open onto the landing in the living accommodation are FD30 rated with appropriate strips, seals, and self-closing devices fitted, as these will form part of the protected escape route.

! This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

8.1.2. Are self-closing devices in a satisfactory state of repair? **N/A**

Additional Comments:

There are non fitted

8.1.3. Are additional self-closing devices required to be provided? **Yes**

Self-closing devices that form an essential part of fire resisting doors were found to be missing/not fitted at the time of the fire risk assessment. It is recommended that self-closing devices which are suitable for fire doors are provided/replaced on the following doors.

Additional Comments:

When the doors aforementioned are replaced with fire doors that should be fitted with self-closing devices

i This is a 'Priority Two' problem that requires attention over the course of the next 3-6 months

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SIGN:

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8.1.4. Are intumescent strips/cold smoke seals provided to all fire resisting doors? **N/A**

Additional Comments:

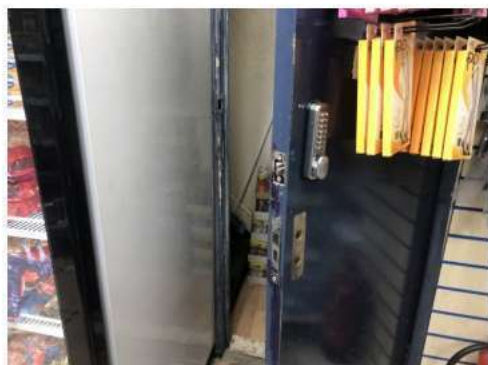
No fire doors are fitted, intumescent strips/cold smoke seals will be required on all new fire doors.

8.1.5. Are all fire resisting doors fitted with the correct number and type of door hinges? **N/A**

8.1.6. Are all fire resisting doors able to close freely in to the rebate? **N/A**

8.1.7. Are fire doors of the correct fire resistance, undamaged and have gaps 3mm or less to the tops and sides of the door. **No**

Fire doors were found to be damaged and/or also have excessive gaps around the door, this could potentially compromise the integrity of the fire door. Fire doors where gaps are excessive of 3mm will require maintenance to reduce the gaps without the integrity of the fire door being compromised. Alternatively, fire doors may be required to be replaced. Attention should be given to the following fire doors:



Additional Comments:

The door and frame at the rear of the shop are damaged and should be replaced with an FD30 rated door

! This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

8.1.8. Are fire resisting doors free from air transfer grilles that will not seal in the event of a fire? **N/A**

8.1.9. Are all fire resisting doors kept closed and not wedged or held open via other devices which will not automatically release the door on activation of the fire alarm? **N/A**

8.1.10. If glazing is provided in fire resisting doors, does the glazing conform to the required fire resistance? **N/A**

Section 2. Containment and Separation

8.2.1. Do partition walls, glazing, floors and ceilings that form part of the emergency routes provide the required standard of fire resistance (except for doors)? **No**

The walls, glazing, floors and ceilings that form part of the emergency exit routes were assessed. It is considered that some areas do not provide the required standard of fire resistance. It is recommended that the following locations are constructed with suitable material to provide a minimum standard of fire resistance of at least 30 minute duration.

**Additional Comments:**

Ceiling tiles in the shop that are missing provide protection and should be replaced. The partitioning at the bottom of the stairs is in the process of being replaced and be we are advised is due to be plastered and suitably sealed within a few days of the assessment

! This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

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PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

8.2.2. Where high risk areas are located within the premises, are they separated from the remainder of the building with the required standard of fire resistance? **Yes**

8.2.3. Are all walls, ceilings and floors free from breaches in the fire separation? **No**

During the fire risk assessment walls, ceilings and floors were found to be breached. The prevents potential fires from being contained and allowing fire/smoke to spread. Attention is required in the following areas:

**Additional Comments:**

Ceiling tiles in the shop that are missing provide protection and should be replaced and/or refitted as required

! This is a '**Priority Two**' problem that requires attention over the course of the next 3-6 months

DATE:

PRINT NAME:

SIGN:

When this action has been completed and signed off, please tick the relevant box in the action plan.

8.2.4. Are all cavity barriers/voids in place and in a good state of repair? **N/A**

8.2.5. If lift shafts and hoists are installed, are they constructed to the appropriate standard of fire resistance? **N/A**

8.2.6. Are refuges or temporary safe spaces for persons with a mobility impairment provided, if required? **N/A**

Additional comments relating to this report

Additional Comments:

The premises consist of a ground floor convenience store with rear storage areas, and owners living accommodation upstairs. The only access to and from the living accommodation is an area of concern as it is down a flight of stairs through the shop or the store area, and both routes are unprotected. There are a number of items highlighted with the fire alarm and fire-doors being listed as a matter of priority. The assessment is primarily for the commercial area, but as the private living accommodation above only has a single means of escape via the commercial areas, certain aspects of the private living area have had to be taken into account in the report. The survey did not access any of the private living areas such as kitchen, lounge or bedrooms, and these areas are not included as part of the report.

Disclaimer

The following limitations apply to the conduct of the inspection:

- This 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 coordinate 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. UK-Fire Risk Assessments 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 Regulatory Reform (Fire Safety) Order 2005. The fire risk assessment will cover all the areas within the property where access could be gained, the assessment does not include areas such as roof voids, ceiling voids etc. We will also comment upon the areas surrounding the building.
- UK-Fire Risk Assessments has assumed all relevant documentation and information provided to us by the **Responsible Person** or representative is accurate and correct and not misleading. 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 was any operational electrical or mechanical systems tested. All comments and recommendations are based on visual inspection only.
- It is the responsibility of the **Responsible Person** and/or their Representative to implement any required actions/findings identified within Fire Risk Assessment and not the responsibility of UK-Fire Risk Assessments, their employees or representatives. UK-Fire Risk Assessments will not be responsible for how the assessment findings/checklist are utilised and are not responsible for any added content which has not been agreed.
- The **Responsible Person** or their representative should note that nothing within the fire risk assessment overrides any requirements needs to comply with the statutory obligations, under the Regulatory Reform (Fire Safety) Order 2005, and all associated regulations and approved codes of practice.
- The Fire Risk Assessment does not override, where appropriate the application requirements for Building Control, Local Authority, Licensing and any other consent and it is assumed all relevant building regulations were complied within the construction of the premises, conversions, extensions, renovations or refurbishment of the premise(s).
- This Fire Risk Assessment has not taken into account the risk(s) posed by electrostatic discharge (lightning) or voltage surcharge to/on the premise(s) unless any obvious damage to the premise or hazard to life has been identified.
- This Fire Risk Assessment is a continuous, live process and must be monitored and audited, reviewed and revised with any structural and material changes to the premises/building, the usage of, and any changes to the process carried out. The Fire Risk Assessment should be reviewed with any significant changes to staff and occupancy, and following any **near miss**, incidents or accidents. Any changes to the premise(s) could lead to new risks or hazards needing to be considered and no liability rests with UK-Fire Risk Assessments in this respect. The assessment should be programmed for review at intervals not exceeding twelve months.
- UK-Fire Risk Assessments employees and representatives have no control of the business or business premises, staffing levels and on-going business management. It is the responsibility of the **Responsible Person** to ensure compliance with procedures and measures that have been highlighted by the assessor are carried out.
- Whilst this fire risk assessment has been carried out to PAS 79 guidelines and is correct at the time of the inspection. UK-Fire Risk Assessments and its employees/representatives accept no responsibility for incidents which may occur.