FIRE RISK ASSESSMENT

Reference No: QU-0815

Prepared for: Fernwood Parish Council

Location: Fernwood Community Centre
Rubys Avenue
Fernwood
Newark
Nottinghamshire
NG24 3RS

Date of Assessment:	16/11/2022
Assessor / Consultant Name:	Andy Watterson
Signed off by:	John Priest MIFSM GIFireE
Recommended Review Date:	16/11/2023

Contents:

Part 4: General Fire Precautions

Part 5: Summary of Priorities and Action Plan

Fire Risk Assessment

This is a legal document which should be made available for inspection when requested by an inspecting officer from the enforcing authority.

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.

Revision of this Risk Assessment

It is a statutory requirement for the Responsible Person to ensure that this risk assessment is reviewed regularly and kept up to date.

Particularly if:

- There is reason to suspect it is no longer valid;
- There has been a material change, including when the premises' special, technical and organisational measures, or organisation of the work, have undergone significant changes, extensions or conversions;
- Following a fire or 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.

JPFIRE
SAFETY SOLUTIONS

A full review should be carried out annually.

The next review should be conducted within 12 months of the original report date.

Scope of Assessment and Methodology

This document has been prepared following a Fire Risk Assessment carried out in compliance with the Regulatory Reform (Fire Safety) Order 2005, and the Fire (Scotland) Act 2005. Information for the completion of this assessment has been obtained by physical inspection of the building together with examination of documentary evidence.

Executive Summary

The executive summary highlights the major concerns of the assessor and numbers the problems that have been identified during the conduct of this fire risk assessment. A Substantive Risk Rating has been awarded, based on the risks identified within the premises and the possible harm to occupants.

Part 1 Overview of Premises and Business

Defines the scope and activity of the business and premises that the assessment applies to, with regards to fire risk, prevention and safety. Included here is a brief description of the building(s), what it is used for and who uses it.

Importantly this section of the report provides details of the 'Responsible Person' as defined by the Fire Safety Order, and details all persons using the premises who are at risk.

Part 2 Management of Fire Safety

This section details deficiencies in the effective planning, organisation, control and monitoring of the preventative and protective measures that are required to ensure the premises and persons are safe from fire. Management of fire safety is a crucial element within the legislation; it ensures the safety of all persons who are likely to be affected by a fire within the building. A fire safety strategy including policies, emergency plans, maintenance, training and records of all fire related issues must meet the required standard. Corrective actions are detailed where deficiencies are discovered, in order to satisfy legislation.

Part 3 Fire Hazards and Hazardous Substances

Fire hazards and hazardous substances are considered to be potential risks that must be eliminated or reduced. The Fire Safety Order, requires the responsible person to make general fire precautions to reduce the risk of fire and fire spread on the premises. There are three elements required for a fire to occur: a source of ignition, oxygen, and fuel. This section highlights probable ignition sources and available fuels discovered during the assessment that must be eliminated or reduced. The recommended control measures, which are also requirements, are detailed.

Part 4 General Fire Precautions

General fire precautionary arrangements that are required by law, such as fire alarms, fire suppression systems, emergency lighting, safety signs and fire containment must meet the required standard. The Fire Safety Order requires that appropriate fire fighting equipment is provided, easily accessible, simple to use and indicated by appropriate signs. All of these items have been assessed; where non-compliance has been identified, the actions to be taken are detailed.

Summary of Priorities and Action Plan

Provides an overall summary of compliance, which details all requirements that need to be satisfied in order to comply with the legislation. The items that were found to contravene the regulations are detailed in the relevant parts of this report.

Fire Risk Control Plans provide a visual guide for management, to plan, implement and record the progress of improvements that have been identified as being required during this assessment.

Executive Summary

This summary highlights the major concerns of the assessor and the number and severity of problems that have been identified by this fire risk assessment. It is NOT the complete list of deficiencies or hazards discovered. The full details of all items that need to be addressed in order to comply with fire safety regulations are given in each relevant section of the report.

Although the purpose of this section is to place the fire risk in context, the approach to fire risk assessment, as set out below, is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following Action Plan. A suitable risk-based control plan should involve the effort and urgency that is proportionate to the risk.

This report is based on the information and physical evidence that was available at the time of the inspection. Any changes since the inspection, or future changes, that are likely to increase the fire risk should be considered in the context of fire hazard and the risk assessment should be reviewed. This will ensure that the spirit of available guidance is followed as far as is reasonably practicable.

The fire risk assessment should be reviewed regularly.

SUBSTANTIVE RISK RATING

A substantive risk rating has been awarded, based on the risks identified within the building(s) and the likely harm to occupants:

Priority	Number of risks (x)	Risk rating (y)	Score (x * y)
Major Concerns (High)	0	3	0
Priority 1 Matters (Medium)	5	2	10
Priority 2 Matters (Low)	1	1	1
		Total Risk Rating	11

The priorities given above must be addressed in the following timescales:

Concern	Priority	Action required	Impact
Major	High	Action required within **1 month** of the report	Serious breaches of the regulations requiring urgent attention
Priority 1	Medium	Action required within **3 months** of the report	Serious breaches of the regulations
Priority 2	Low	Action required within **6 months** of the report	Breaches of the regulations

Major concerns are those matters which are identified and prioritised within the report, and in the opinion of the assessor warrant serious urgent attention by management.

Any items identified as presenting an imminent risk and/or any major defects could result in enforcement action being taken against the responsible person if not acknowledged and addressed within the required timeframe.

Estimate of Overall Hazard From Fire

Taking into account the fire prevention measures observed at the time of the risk assessment, it is considered that the overall hazard from fire (likelihood of fire) at the premises is:

LOW		MEDIUM		HIGH	
	X				

Hazard Rating Definition:

LOW	**Unusually low likelihood of fire as a result of negligible potential sources of ignition.**
MEDIUM	**Normal likelihood of fire as a result of expected / common potential ignition sources for this type of occupancy, with fire hazards generally subject to appropriate controls, other than minor shortcomings.**
HIGH	**High likelihood of fire as a result of a lack of adequate controls applied to one or more significant fire hazards. Significant increase in the likelihood of fire compared to medium.**

Potential for Harm

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 fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

SLIGHT HARM		MODERATE HARM		EXTREME HARM	
	X				

Harm Level Definition:

SLIGHT HARM	Outbreak of fire unlikely to result in serious injury or death of any occupant other than occupants within the room of fire origin.
MODERATE HARM	Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.
EXTREME HARM	Significant potential for serious injury or death of one or more occupants.

RISK LEVEL ESTIMATOR			
LIKELIHOOD OF FIRE	POTENTIAL CONSEQUENCES OF FIRE		
	Slight harm	Moderate harm	Extreme harm
Low	Trivial	Tolerable	Moderate
Medium	Tolerable	Moderate	Substantial
High	Moderate	Substantial	Intolerable

Accordingly, it is considered that the risk to life from fire at these premises is:

Moderate

Comments:

A suitable risk-based control plan should involve effort and urgency that is proportional to risk.

Key to Risk Level Estimator:

RISK LEVEL	ACTION & TIMESCALE
TRIVIAL	No action is required and no detailed records need to be kept.
TOLERABLE	No major additional controls are required, however, there might be a need for improvements that involve minor or limited cost.
MODERATE	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within the time period specified in the report. Where moderate risk is associated with consequences that constitute extreme harm, further assessment may be required to precisely establish the likelihood of harm as a basis for prioritising improvements.
SUBSTANTIAL	Considerable resources might need to be allocated to reduce the risk. If the building is unoccupied, it should remain unoccupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
INTOLERABLE	The building (or relevant areas) should not be occupied until the risk is significantly reduced.

Part 1: Overview of premises and business enterprise

Section 1. The Responsible Person / Duty Holder

The management of fire safety rests with the 'Responsible Person' as defined by the Regulatory Reform (Fire Safety) Order 2005 and the Fire (Scotland) Act 2005, otherwise referred to as The Fire Safety Order. The 'responsible person' could be the employer, the owner, the landlord, an occupier or anyone else with control of the premises, e.g. a facilities manager, building manager, managing agent or risk assessor. They are responsible for fire safety in business or other non-domestic premises. If there's more than one responsible person, you have to work together to meet your responsibilities.

As the responsible person you must:
- carry out a fire risk assessment of the premises and review it regularly
- tell staff or their representatives about the risks you've identified
- put in place, and maintain, appropriate fire safety measures
- plan for an emergency
- provide staff information, fire safety instruction and training

S1.1. Name of the 'Responsible Person' or Duty Holder

The Village Hall Management Team

S1.2. Responsible Person or Duty Holders Position

The Village Hall Management Team

S1.3. Name and Position of the Building Fire Safety Manager or person who deals with fire safety

Marion Fox-Goddard and Malcolm Dickinson

Section 2. Persons at Risk

The persons at risk are the 'Relevant Persons' as described within the Fire Safety Order. The term relevant person refers to any person, who is or may be on the premises and any person in the immediate vicinity of the premises who is at risk from a fire on the premises.

S2.1. Number of persons on site

5

Employees and Volunteers

S2.2. Total number of people within the building

200

There can be up to 200+ persons on site during larger functions, with occupancy being spread across the Main Hall, Small Hall and bar area

S2.3. Number of persons under the age of 18 on this site

20

Event staff may, on occasion, be under 18.
Regular hall users also include groups for children, babies and toddlers aged under 6.

S2.4. Categories of people identified as potentially being 'at risk'

Employees
Volunteers,
Young and elderly persons
Babies accompanied by parents and guardians
Members of the public
Delivery and maintenance personnel
Visitors and guests

Disabled persons

It is also noted that, during evening functions, they may be Intoxicated persons on site

S2.5. Occupied hours and risk profiles

Purpose group 5 Place of assembly, entertainment or recreation.

The Community Centre staff are on site during normal office hours. However, the hall is available for use 7 days/week, from early morning until late evening.

Section 3. History of Fire Occurrences

S3.1. Is there a history of fire related incidents or enforcements?

No fires have occurred within the property within the last twelve months.

Section 4. Description of Premises

Fernwood village hall exists to support local community groups and to enable the delivery of professional and charitable services to the people of Fernwood.
Voluntary and paid management committee manages the property and functions within.

The property has a large function room, a small meeting room and smaller side rooms.

Other rooms and areas on-site include:
• Bar area for serving alcohol
• Commercial kitchen for use by hirers
• Toilets
• Backstage facilities
• Sports facility changing rooms, showers which are accessible from outside
• Storage areas and cupboards
• Meeting foyer entrance
• Office

S4.1. How much of the inspected building does the client occupy?

The Responsible Person has full control of the premises.

S4.2. The main use of the premises is:

Place of assembly, with offices, bar and facilities for meetings.

S4.3. What is the property type?

The property is detached with an approximate age of 14 years.

S4.4. Approximate property size

Based on the plan drawings, the size of the property is 4500ft²ft^2

S4.5. Occupancy and permitted numbers

Assembly area, public house, dance floor or hall etc Typical Occupant Density m²/person 0.5.
The occupancy never exceeds 100 even though the property can accommodate 180/200 comfortably.

S4.6. Is the building and it's emergency exit routes shared with other occupants and if so, does the responsible person co-operate and liaise with other responsible persons to ensure the safety of all relevant people?

The emergency exit routes are not shared.

In multi-occupied buildings the Regulatory Reform (Fire Safety) Order 2005, and the Fire (Scotland) Act 2006 require the 'Responsible Person/ Duty Holder' to co-operate and liaise with other 'Responsible Persons/Duty Holder' within the building whether on a permanent or temporary basis to ensure the safety of all relevant persons.

S4.7. The number of floors
1

S4.8. Building condition
The property is in good condition throughout.

S4.9. External wall construction
Brickwork

S4.10. External fire spread
The external building surfaces appear to be of non-combustible materials.

Solar panels are in place on the roof. It must be noted that the systems for generating or collecting power can be affected by tree debris. A periodic visual inspection is recommended annually and after inclement weather.

S4.11. Internal wall construction
Brickwork and stud partitions

There is also a fire-rated sectional wall within the Main Hall, enabling the splitting of the hall into two functional areas.

S4.12. Floor construction
Concrete with linoleum surfaces

S4.13. Roof construction
Pitched roof covered with roofing tiles

S4.14. Staircases in the property
The number of staircases within the building is 0 - the property is laid out over one floor only.

S4.15. External fire escape staircases
0

S4.16. Emergency exits on site which includes the main entrance to the property
6
All doors are easily operated without the need for a key.
Access control at the main entrance is linked to the fire alarm system.

S4.19. Is a smoke and heat exhaust ventilation system provided?
An extraction system is installed in the kitchen area, to facilitate the removal of odours, heat and grease generated by the cooking equipment and reduce the associated risk of fire.

The assessor was informed that usage of the kitchen was light and infrequent. However, minimum standards apply in commercial kitchens

The Building Engineering and Services Association Guide to Good Practice TR19: ‘Cleanliness of Ventilation Systems’, which provides recommended service frequencies based on usage, suggests that an annual clean of this system is sufficient.

The assessor suggests that the Responsible Person investigates the requirements of their insurer in respect of cleaning frequency, and what evidence of cleaning is required (eg. TR19 certificate)

S4.20. Is there any air handling equipment on site?

No systems currently installed.

S4.21. Property utilities

Mains gas intake is situated in the designated plant room which also houses the power generating boiler system. Electrical solar DC converters and also situated in this space. Access is via the external door in a gated compound.
Data services for computers as well as welfare, water and drainage.
Services for the property appear to be in good condition.

S4.22. The property has the following boiler system

Gas commercial grade system which is capable of generating its own power.

S4.23. Heating provisions

Water radiators fed from the boiler system.

S4.24. Sources of ignition that are potential fire hazards

Commercial Kitchen equipment
Electrical systems
IT equipment
Beer raising equipment
Portable appliances
CCTV units
Smoking materials (carried by individuals)
Stage lighting and sound equipment

S4.25. Oxygen sources that are potential fire hazards

Normal open doors and windows.
Should Oxygen cylinders be required for medical use by any persons on the premises, this should be notified to the Responsible Person.

S4.26. Combustible fuels that are potential fire hazards

Paperwork and office items
Foodstuffs including oils and cooking ingredients (occasional)
Personal belonging
Plastic toys and items used by external children’s groups
Alcohol
Spirits
Furniture coverings
Unknown Items brought in by others
Festive/party and other decorations

Fire loading is suitably controlled, of normal risk and managed by the responsible person.

S4.27. Are any Dangerous Substances stored or used?

No dangerous substances are stored or used.

Section 5. External or other buildings which form part of the report (Sub Buildings)

External or Sub-buildings (if any) that form part of this assessment are briefly described below: The control measures required to rectify any deficiencies discovered within these areas will be highlighted in the main body of the report.

S5.1. Are there any sub buildings included in this report?

Two shipping containers located in the fenced-off area at the rear of the property, which are being used to store grounds keeping equipment.

Ensure that the fuel stored inside for mowers is reduced to a day's supply where possible.
Before starting any mower or undertaking works within the container, ensure there has been adequate airflow beforehand, to allow any vapour given off from the fuel stored inside to be dissipated. Less than 10 litres stored.

Part 2: Management of Fire Safety

Section 6. Fire Safety Policy and Emergency Plan

This section details 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.

S6.1. Is there a suitable fire safety policy document held on site?

A suitable fire safety policy has been observed which covers all requirements. It contains a policy statement, preventive measures, protective measures, fire procedures, administration guidance and an overview of training information.

S6.2. What is the evacuation strategy?

Single-stage: If all persons are deemed independent of help, all persons can evacuate immediately with minimal assistance.

If the hall is used for disabled persons or young mothers with children, assistance by the group organiser property manager and other parents is provided.

S6.3. Does the building have an emergency plan in place?

There is a satisfactory emergency plan in place for this property.

Regular group organisers are provided with copies of the Fire Safety Policy and Emergency Plan, including evacuation information, at the commencement of their relationship with the Village Hall, and subsequent refreshers issued as required.

Ad-hoc users of the Hall are provided with such information

S6.4. Does the Responsible Person have assistance to deal with matters fire related?

The responsible person has access to competent advice, via internal or external sources. The business has dedicated personnel who are responsible for the day to day health and fire safety of the premises, their duties are expected to be included in the emergency plan and they are expected to be adequately trained.

Section 7. Procedures and Practises for Serious and Imminent Danger

The Fire Safety Order requires the responsible person put in place appropriate safety drills in the event of serious and imminent danger to relevant persons. They must ensure that sufficient numbers of competent persons are nominated and trained to implement these drills.

S7.1. Are fire evacuation and safety drills conducted on a regular basis?

Fire drills run periodically and account for all occupants.

The assessor acknowledges a well-managed centre .

S7.2. Are enough people trained and responsible for ensuring safe evacuation?
Compliant. There are adequate numbers of people trained and responsible for ensuring safe evacuation, records have been provided.

S7.3. Are there procedures in place for the safe evacuation of persons with a physical or sensory disability?
There is a set procedure for people with sensory or physical impairment. A generic evacuation procedure is provided in the logbook.

All floors and exits are level and direct to the outside, meaning that wheelchair access and egress can be achieved at every fire exit.

S7.4. Are safe assembly points established?
An Assembly Point is located outside of the main property.

S7.5. Are there procedures in place for the safe isolation of machinery during evacuation?
The procedure is in place and documented.

The gas system appears to be linked to the fire alarm.

All equipment for the kitchen and bar would be manually isolated if required.

S7.6. Are suitable arrangements in place for summoning the emergency services?
Systems in place to deal with contacting the fire services are adequate.

Hall users are responsible for summoning the Emergency Services, whilst renting those rooms. Most persons carry mobile phones that have a reasonable signal for the area. During business hours the centre staff would be available to assist in summoning the fire services as required.

S7.7. Are third party visitors / contractors provided with clear fire safety information?
Yes, procedures for contractors are provided and records are available to check.

S7.8. Are regular fire safety checks being carried out and recorded?
There is regular checking of the on-site equipment which includes records within the fire log book.
Fire alarm system 07/02/2022
Electronic (fail-safe) release mechanisms 21/06/2021
Emergency light tests, servicing and checks 28/06/2022
Lightning protection April 2022
Fire warden training 2019
Fire extinguisher checks and tests 07/04/2022

Records of Portable electrical appliance tests and Gas Boiler checks list the last test as being 2021. However, the assessor was informed that these have recently been carried out.

NOTE: The remote cooler in the cellar (Scotsman "Vision") did not appear to have been included in the latest EET (formerly PAT) test. The responsible person should ensure that this is tested in line with current requirements.

Section 8. Information and Training of Employees

The Fire Safety Order requires the responsible person to provide adequate fire safety training and information to employees and to provide adequate fire safety information to the employers and employees of outside undertakings.

S8.1. Is fire safety instruction/training being given to employees on a regular basis by a competent person and are records of training kept?

Yes, the individuals in this building are fully trained in basic fire safety procedures. Evidence is retained for future inspections.

S8.2. Have sufficient people been trained to a competent standard (where Fire Wardens are not required) to conduct the fire evacuation procedures?

Yes, there are enough people trained to a competent standard for this property.

S8.3. Are employees given fire safety training at commencement of employment?

Yes, employees are trained and familiar with how to correctly and confidently use the evacuation equipment provided within the building.

Staff turnover is very low. Councillors were also included in the last fire session for continuity of cover if an when required.

The procedure is in place and documented.

S8.4. If required, are there sufficient fire wardens for the size and type of building?

Yes, people with specific roles to perform during an evacuation (i.e. fire wardens and coordinators) have received appropriate training and undergo periodic refresher training. Records are available.

S8.5. Does specific training include hazardous working practises?

There are no hazardous working practices.

S8.6. Are arrangements for visitors/contractors adequate? Specifically related to fire safety provision.

Adequate information is provided for contractors and visitors attending the site. The assessor has acknowledged that good practices are in place.

Provided information to all hirers and contractors who frequent the property covers all required action.

Signing in takes place and in most instances, people come and go frequently. When a contractor is on-site, they are fully aware of the fire safety procedures at all times. Any occasional hot works (plumbing etc.) sis pre-planned and booked in advance

S8.7. Are Fire Marshals established and trained on a regular basis?

The assessor can verify that training for all fire marshals has been undertaken by competent persons and that records of this training are kept.

Jan 2019 – JP Fire Training – Marion Fox Goddard and Malcolm Dickinson + some councillors and regular users
Sept 2021 – iHasco Fire Fire Warden online Training – Malcolm Dickinson
March 2022 - iHasco Fire Fire Warden online Training – Marion Fox Goddard

At the time of the inspection, refresher training was in the process of being arranged with JP Fire

For Hirers of the hall:

The Hall can be hired to members of the public, who require self-evacuation on hearing the alarm system.

The Hirer will only be allowed to use the hall once Hall Management has undertaken the fire familiarisation instruction with them, including emergency procedure on site, the location of all fire exits (even if they are not in the area hired) and correct use of extinguishers.

On hearing the fire alarm the Hirer shall be responsible for the orderly and safe evacuation of their group(s) with the assistance of the prearranged fire marshals.

By informing hirers of basic evacuation techniques and ensuring they have a selection of people taking responsibility to get all persons out is required.

The Hirer must appoint two Fire Marshals for each gathering up to 25 people and then 1 additional marshal for each additional 25 people at the gathering.

Section 9. Maintenance of Equipment and Record Keeping

The Fire Safety Order requires the responsible person to ensure that the premises, facilities, equipment and devices provided to safeguard relevant persons are subject to a suitable system of routine maintenance and are maintained in working order, good repair and an efficient state.

S9.1. Is all fire related equipment subject to a system of routine maintenance/ testing and recorded in the Fire Safety Log Book?

The Fire Log Book is completed with details of the tests, servicing and checks that have been carried out to ensure that records are available and up to date for future inspections.

S9.2. Are relevant checks being carried out and recorded?

Employees conduct a visual inspection of all fire-related equipment or installations within the building. This is recorded in the logbook.

Part 3: Fire Hazards and Dangerous Substances

Section 10. Fire Hazards

Electrical

The Fire Safety Order requires the responsible person to make general fire precautions to reduce the risk of fire and fire spread on the premises. There are three elements required for a fire to occur: a source of ignition, oxygen, and fuel. This section highlights probable ignition sources and available fuels discovered during the assessment that must be eliminated or reduced.

S10.1. Fixed wiring installations. Are the systems inspected, tested and checked by competent persons?

Yes, electrical condition reports on the consumer units show adequate testing had been carried out. Records of the test had also been evidenced.

S10.2. Is the responsible person ensuring the prevention of electrical fires within the property?

The property is in reasonable order and good practices have been observed. It is recommended that all electrical outlets and devices are monitored and visually checked for signs of wear or damage.

S10.3. Are all electrical fittings in a good state of repair and free from any obvious signs of damage including light fittings?

All electrical fittings were in an acceptable state of repair, this is evident throughout the property.

Any equipment brought on-site by hirers or other outside companies should be visually inspected before use on site. If Hall Management observes damaged or poor-quality electrical items brought on site or attempting to be

used, they have the right to prohibit use. This will significantly reduce the risk of fire from outside influences.

Ideally, the Hirer or other parties shall require items being PAT labelled

S10.4. Are any portable electrical appliances subject to a system of routine inspection?

Yes, labelling (where appropriate) was observed. EET conducted at appropriate intervals.

NOTE: The remote cooler (Scotsman Vision) unit, located in the bar cellar, seemed to have been missed off the latest round of EET testing. The responsible person should ensure that the unit is tested in line with current requirements.

S10.5. Are electrical cables and sockets in good condition without signs of visible defects?

All are in good condition. However, it was noted that a laminated sign was covering a switched spur socket in the small hall (labelled "Outdoor Socket").

This sign should be removed, as it places a combustible material directly in contact with a source of ignition.

Should there be an issue with people switching this spur off, it is suggested that the responsible person considers replacing this with a non-switchable spur.

S10.6. Is the building protected from electrostatic discharge by installations such as lightning conductors and is the system adequately maintained?

The external Lightning Protection System (LPS) to BS EN 62305: 2006 is readily visible to protect against a direct strike and/or surge damage on any of the buildings. With the projected climate change and increased likelihood of more frequent thunderstorms, consideration should be given to the protection of the building.

Kitchen Equipment, Cooking and Welfare Facilities.

All cooking equipment should be viewed as a potential source of ignition. This includes but is not limited to gas-fired equipment with a naked flame, deep fat fryers and electrical equipment such as toasters, griddles and microwaves. Potential fuel sources include gas supply, oils and fats, food products and deposits of grease or grime on, in or around equipment.

S10.8. Does the building contain commercial cooking equipment and facilities?

There are commercial cooking facilities on site which include the following:
Ovens,
Fryer,
Hob
High Power Microwave.

All equipment is clean and in very good condition.

S10.9. Is kitchen equipment, extraction systems and ductwork subject to a system of routine cleaning and maintenance?

Yes, the systems are all serviced and maintained as required. All kitchen equipment is subjected to annual testing by a third-party contractor. The responsible person has reduced the likelihood of appliances becoming faulty by such inspections.

In house cleaning for the kitchen equipment is adequate for this property.

However, the responsible person should make themselves aware of any cleaning requirements in respect of the extraction ductwork, from EHO or insurers.

S10.10. Are any emergency cut-off switches/valves/cocks free from obstruction, suitably located and clearly indicated?

Emergency cut-off switches were accessible and electrically isolated.
The Hall Manager or Caretaker demonstrates all equipment to the hirers before an operation.

Hot Work Processes

S10.11. Are there any hot work processes being carried out on site?

There are no hot work processes being carried out.

Only occasional cooking is undertake

Naked Flame

S10.13. Are there any naked flame processes on site?

There are naked flame processes, which are listed.
Occasional candles with birthday parties. Used briefly under supervision

S10.14. Are satisfactory arrangements in place for any naked flame processes?

The arrangements are satisfactory.

Procedures are fully demonstrated to the Hirers before lighting candles and in most situations, the centre management refuses their use.

There must not be any use of indoor fireworks or pyrotechnics for parties or function in this property for the following reasons:
• There is a lack of extraction to take away the fumes generated from such devices
• Smoke detection would be triggered
• A fire may occur from ignition sources used for the pyrotechnic
• Young and elderly occupants need assistance to evacuate, pyrotechnics may create a fire which is faster than normal.

Mechanical Machinery

S10.15. Mechanical equipment and machinery

There is mechanical machinery which includes:
Motors.
Water pumps.
Coolers
State of the art power-producing boiler system.

S10.16. Is mechanical machinery maintained on a regular basis?

Equipment in the premises is maintained on a regular basis and evidence of this is kept on site. To reduce the risk of fire associated with machinery and equipment, the responsible person ensures all items are adequately maintained, checked and serviced as per manufacturers requirements/recommendations.

NOTE: The assessor recommends that the responsible person investigates what routine maintenance, if any, is required for the remote cooler in the bar cellar (Scotsman Vision)

Housekeeping

S10.17. Is housekeeping well managed including high-risk areas?

The building is very clean tidy and managed well.

The assessor acknowledges that the halls were only in light use during our visit, but can be busy during events. It is therefore advised that all events however small, be monitored to ensure waste and combustibles are removed from the site during any activity involving the general public.

Children’s buggies and toys should be positioned away from the exits to prevent unwanted obstructions forming.

Waste Management

S10.18. Is there an acceptable system in place to remove rubbish and is general waste management of the premises sufficient?

Waste management is satisfactory for the premises. Third-party contractors remove waste from site periodically.

Arson

S10.19. Are suitable arrangements in place to minimise the risk of arson?

Suitable arrangements are in place to reduce the risk of arson. This property has in place a 24/7 recording CCTV system that covers areas of the building. The CCTV is a deterrent for those who may want to cause harm to the building.

There is a documented "locking up" procedure by the caretaker each night.

Smoking Policy

S10.20. Is a Smoking Policy in force?

Yes, there is a smoking policy in force. Smoking is strictly prohibited across the whole site. This conforms to the Smoke-free (Premises and Enforcement) Regulations.

National Smoking legislation is enforced on the premises.

Anyone wishing to smoke is allowed to do so outside of the premises only

S10.21. Is there evidence of illicit smoking on site?

There was no evidence of illicit smoking.

Furniture & Furnishings

S10.22. Are furniture coverings in a good state of repair?

Items observed are in good condition. Minimal items have been observed within the property in good order. No concerns to record.

S10.23. Furniture provision and fire loading

Fire loading within this building is normal for this type of premises.

All furnishings within the premises were as to be expected, with no damaged or aged items observed.

At the time of the assessment, a large quantity of chairs were being stored in a store room at the far end of the Main Hall. This area was free of ignition sources and was well organised.

S10.24. Additional comments referring to fire hazards for this section of the report?

The changing rooms at the end of the building are no longer being used for this purpose, and are currently being used for storage.

Care should be taken to ensure that there are no sources of ignition in these areas, as the detection in this area is designed for the purposes of a changing facility, rather than a storage area.

The property is of a normal risk and only minor issues have been observed.

Section 11. Dangerous Materials, Substances, Dusts and Gases

The Fire Safety Order requires the responsible person to safeguard relevant persons from hazards or incidents involving dangerous substances in or on the premises.

A Dangerous Substance is any substance or preparation that is explosive, oxidising, extremely flammable, highly

flammable or flammable (including combustible dusts) which meet the criteria in the HSE Approved Classification and Labelling Guide for Chemicals (CHIP). The safe handling and storage of dangerous substances must be in accordance with the Dangerous Substances and Explosive Atmospheres Regulations 2002 (DSEAR).

Highly Flammable Liquids

S11.1. Are highly flammable liquids used on site?
The following items are kept on site: Alcohol and Spirits. Small quantities of flammable cleaning materials are kept inside the C.O.S.H.H cupboard for daily use.

All spirits and alcohol are locked in the bar area and within glass bottles.

S11.2. If yes, are appropriate arrangements in place for the safe storage of flammable liquids and solvents?
Appropriate arrangements are in place for the storage of flammable items.

S11.3. Are flammable liquids (with a flashpoint below 21ºC) kept to a minimum in the workplace?
No flammable liquids with a flash point below 21ºC were noted or referred to at the time of the fire risk assessment.

Gas Installation and Appliances

S11.5. Are gas systems and appliances installed to site and regularly maintained by a competent person?
A trained person is regularly maintaining the gas systems within the building with records observed.

The fixed Gas heating system had been subjected to an annual inspection and the maintenance of the system is managed and planned. The responsible person ensures the system remains in an efficient state, in efficient working order and in good repair.

A boiler system with power generation is situated in a designated plant room.

S11.6. Is the mains gas intake housed in a suitable compartment with adequate ventilation and free from all ignition sources?
Yes, it is suitably housed. The mains gas intake appeared to be via appropriate piping and with adequate ventilation to all of the premises.

S11.7. Are gas emergency shut off controls readily accessible?
The controls are accessible and unlikely to be impeded within the building.

Highly Flammable Gases

S11.8. Are highly flammable gases used or stored on site?
No, highly flammable gases are not used or stored.

Combustible Dusts and appropriate control measures.

S11.11. Is there a combustible dust hazard evident on this site?
There are no combustible dust hazards.

Part 4: General Fire Precautions

Section 12. Firefighting equipment, which includes portable and fixed solutions

The Fire Safety Order requires that appropriate fire fighting equipment is provided, easily accessible, simple to use and indicated by appropriate signs.

Fire Extinguisher provisions for this site

S12.1. Are the correct types and numbers of extinguisher/fire blankets in place to deal with the most likely sources of ignition?

There are sufficient portable extinguishers situated throughout the property, which are considered to be acceptable for the applied risk profile. Firefighting equipment has been provided in accordance with BS 5306–8 which include Water, Foam and CO2 (Carbon Dioxide).

S12.2. Are there any non-compliant fire extinguishers on site?

No extinguishers were deemed to be non-compliant or requiring removal, all appeared to conform to BS5306 requirements.

S12.3. Are all extinguishers correctly sited, fixed to the wall or on appropriate extinguisher stands?

The extinguishers observed appeared to be either fixed appropriately to the walls or on a designated stand where not possible to be fixed, as per BS5306 recommendations.

S12.4. Are extinguishers accessible and free from obstruction?

All extinguishers are accessible and free from obstruction.

S12.5. Are all extinguishers provided with the appropriate safety signage?

Signs are clearly displayed for all extinguishers, indicating the type of the extinguisher and the classes of fire for which the appliance can be used.

Fire Suppression

S12.6. Is a fire suppression system installation required to protect high risk or other areas?

No fire suppression system is necessary.

Sprinkler Systems, Water Misting and Firefighting Medium.

S12.7. Is a sprinkler system installed?

There is no sprinkler system installed.

S12.8. Is a sprinkler or water misting system required for the property or facility?

The premises do not require a sprinkler or water mist system.

Section 13. Fire Detection and Warning Systems

Detection and Warning Systems

The Fire Safety Order requires that the premises are equipped with appropriate fire detectors and alarms in order to safeguard relevant persons in or on the premises.

S13.1. Is there a fire alarm system in the building?

There is a fire alarm system installed which appears to be functional. There have been no unwanted activations recorded for the system in the last 12 months. Nearby to the panel, a zone plan of the property has been observed.

S13.2. What is the category of the fire alarm system installed in this property?

L2 Category to BS5839 PART 1

It appears to be an L2 Addressable category alarm. Non-monitored system

S13.3. Is automatic fire detection installed in the building and is it sufficient for the building design and use?

The system appears to be suitable and sufficient for its current layout/use.

However, as previously noted, the changing rooms are no longer in use for that purpose, and are being used an an ad-hoc/overflow storage area.

It was mentioned, at the time of inspection, that there were plans to make alterations to the building to convert this into a permanent storage area.

Should this be the case, the responsible person should ensure that the provision of detection is commensurate with the new use for these areas (as there are no devices in the current changing areas).

S13.4. Has the level of audibility of the fire warning system been checked by a competent person throughout the premises? Is the system adequate?

The current system appears to be satisfactory for the building's current use and occupancy.

S13.5. Are automatic hold open devices required but not currently installed?

No devices installed.

S13.6. Are automatic hold open devices (where fitted) functioning correctly?

Not applicable.

S13.7. Are the fire alarm call points correctly positioned and accessible?

Manual call points (MCP) are located on escape routes, at all storey exits and all exits to open air that lead to a place of ultimate safety. Occupants do not need to travel excessively to reach one.

S13.8. Are additional call points required to ensure all persons within the premises are within 30 metres?

There are sufficient call points installed to allow occupants to raise the alarm when required.

S13.9. Are strobe lights required but not installed?

The property has provided visual alarms devices, in-line with EN54-23, such as flashing beacons giving a visual alarm for different category of occupants

S13.10. Fire alarm system comments

All system functions are reasonably serviced and maintained responsibly.

All employees and hirers are aware of how the system operates and can be reset on confirmation that there is no fire situation.

Section 14. Emergency Routes and Exits

The Fire Safety Order 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.

Exits and Travel Distances

S14.1. Do all emergency routes and exits lead to a place of safety?

As would be expected for the current use and occupancy of this building, all emergency routes and exits (multi-directional) lead to a place of safety in under a minute and/or to a place of ultimate safety, i.e. outside, in under 2 minutes. Doors are a minimum of 850mm wide offering suitable and sufficient egress for the occupancy.

S14.2. Travel distances

Travel distances are within acceptable limits. Less than 25 metres to an exit. Egress can be achieved in multiple directions within this property.

S14.3. Is the building free of any inner room situation that requires recommendations?
There are no 'inner room' situations within this property.

S14.4. Is the building free of any Dead End situation that may compromise the escape route?
The building is free of Dead-End situations. The current layouts allow for movements to final exits without being compromised.

S14.5. Are there adequate emergency exits from the premises?
There are sufficient emergency exits within this building. Exit provision is considered adequate for the size and occupancy of the building.

S14.6. Are all emergency fire exit doors available for use at all times?
The emergency fire exit doors observed, are available at all times.

S14.7. Do all emergency exit doors open in the direction of escape?
All designated final emergency exit doors open in the direction of escape.

S14.8. Does the building have any revolving or sliding emergency exit doors?
The building is free of revolving or sliding emergency exit doors.

S14.9. Are all fire exit doors in a good state of repair?
All doors were assessed to be in reasonable order during the inspection.

S14.10. Are all steps/platforms, gantries and the areas around emergency exit doors in a good condition?
This property has compliant egress routes.

S14.11. Do all emergency doors have approved emergency fastenings?
All emergency doors have approved emergency fastenings.

S14.12. Are there any other deficiencies with regard to emergency routes and exits?
No further comments, egress is suitable and sufficient.

Emergency Route Condition

S14.13. Are all EXTERNAL emergency routes and exits free from obstruction?
All external emergency routes and exits were free from obstruction.

S14.14. Are all INTERNAL emergency routes and exits free from obstruction?
All internal routes and exits were free from obstruction. The responsible person must ensure that routes to emergency exits and the exits themselves are kept clear at all times, in order to safeguard relevant persons where necessary.

Section 15. Fire Signs and Notices

S15.1. Are emergency routes adequately indicated by directional exit signs?
Emergency routes are adequately indicated by directional exit signs.

Fire safety signs within the building are of a mixed design which isn’t too much of a problem. However, should any signed require replacement, these should be of a consistent nature, and be be compliant with the current British Standard BS 5499, British Standard BS ISO 7010 and the Health and Safety (Safety Signs and Signals) Regulations 1996.

S15.2. Are emergency exits adequately indicated by appropriate signs?
The signage provision throughout the premises was in very good order.

S15.3. Are Lift Fire Action notices clearly displayed adjacent to lifts on all floors?

No lifts are installed in this property.

S15.4. Fire Action notices and other appropriate signage requirements. The following locations require specific signs to inform the end user of the correct function or instruction:

'Fire Exit Keep Clear' signs are required to the external side of all final exits - these are illegible on the Main Hall Emergency Exit door

S15.5. Are all emergency exit operating mechanisms clearly indicated by appropriate signs such as 'Push Bar to Open'?

No issues to record. Adequate signage has been provided on the doors.

Section 16. Emergency Lighting Provision and Requirements

S16.1. Is there a reasonable standard of internal emergency lighting provided and is it suitable for the occupancy of the building?

The standard of internal emergency lighting is reasonable and suitable. Based on a visual inspection of the property, but no test of illuminance levels or verification of full compliance with relevant British Standards carried out. One-hour battery duration is considered acceptable if evacuation is immediate and re occupation is delayed until the system has recharged. Emergency lighting using non maintained & combined fittings are provided to all internal escape routes and high-risk areas.

S16.2. Is additional emergency lighting required?

Not applicable.

S16.3. Is there a reasonable standard of external emergency lighting or is borrowed lighting available and suitable?

External lighting provided for external areas gives enough light to ensure occupants can see their way to an exit and beyond in an emergency in reduced visibility.

It was noted that there was no Emergency Lighting outside the exit door to the changing rooms. This had been previously discussed during an earlier Fire risk assessment, and it was stated that the changing rooms were not used after dark, so Emergency Lighting was not required.

However, if this area is being converted to a storage area, then the provision of Emergency Lighting be reviewed.

S16.4. Do all installed emergency lighting units appear functional and free from damage and defects?

Emergency lighting observed appear functional and free from damage and defects.

Section 17. Fire Resisting Doors and Door Sets

S17.1. Are fire resisting doors installed on site to a reasonable standard?

There are a number of fire resisting doors which are all in good order.

S17.2. From a visual inspection of the fire doors, does the equipment appear compliant?

The doors appear to be fit for purpose throughout the site.
Minimum of 30 minutes with smoke seals.

S17.3. Are additional fire resisting doors required to be installed / updated?

There is no requirement for additional fire resisting doors.

S17.4. Do all doors that form part of emergency routes and high-risk areas conform to the required standard of resistance?

All doors appear to be of an adequate standard and condition for the age of the property. The responsible person must ensure that all fire-resisting doors are adequately maintained on a periodic basis. All information or repairs should be recorded in the fire log book.

S17.5. Do fire doors require remedial works, adjustment, additional equipment or parts?
The hinges in the door to the "Baby & Toddler" store were missing screws. These need to be replaced.

S17.6. Are intumescent strips or cold smoke seals installed to all fire resisting doors?
Intumescent strips or cold smoke seals are installed to all fire resisting doors. All appear to be in good order.

S17.7. Additional self-closing mechanism requirements?
The self-closing device on the door between the Foyer and the Main hall has loose screws into the frame, and requires adjustment to provide sufficient closing speed.

The self-closing mechanism on the bar cellar door requires similar adjustment in order to close fully under its own power.

The latest service on the closing devices above the main entrance door was conducted in Jun 2021, so is now overdue.

S17.8. Were any fire resisting doors held in the open position by items or devices that would not allow the door to close in a fire situation?
Fire resisting doors are currently allowed to close as designed. Door wedges not seen to be in use during the assessment.

S17.9. Are fire resisting doors free from air transfer grills, letter boxes or ventilation holes?
Grilles were noted on a number of store room and changing room doors. Given that these areas are of "normal" risk, this was deemed to present a significant risk.

S17.10. Is fire resistant door glazing of the required fire resistance?
All door glazing appears to be compliant. Where glazing was fitted to doors, manufacturing motifs could be seen on the panels.

S17.11. Further fire resisting door commentary?
Whilst all doors were complaint and in good order, it was noted that doors were starting to age and gaps between the frame and door leafs becoming greater, which is not unusual

The responsible person should consider a wear and tear replacement program. Thereby, issues with higher traffic doors can be identified, so that adjustment and replacement parts can then be added or replaced.
This can be set up in a calendar to trigger a survey. A competent person must undertake this task and prepare a report thereafter. Remedial works can then be achieved from the report findings.

Section 18. Fire Separation, Fire Resistance, Containment and Fire Stopping

S18.1. Do partition walls, wall panels, glazing and ceilings that form part of the escape route provide adequate fire resistance?
Passive fire protection appears adequate in all areas observed.
The structure of the property appears to be in reasonable order.
Walls and corridors appear to have been constructed of plasterboard to 30 minutes of fire resistance.

S18.2. Is adequate fire rated separation provided for higher risk locations?
Areas identified as high risk are separated from the rest of the building by suitable fire-resisting construction. The assessor observed that at least 60 minutes of fire separation between these areas and the rest of the property is maintained.

Plant and switchroom, kitchen and server all in good order.

S18.3. Does the property have lift shaft service hatches or other openings which can promote fire spread?

The property does not have a lift shaft.

S18.4. Are there any issues observed with fire walls or ceilings such as service penetrations etc.? Examples include passing of pipes between rooms, cable holes or other systems penetrating the original design.

In the plant room off the changing rooms, it was noted that the service gaps, through which pipework passes, was not fire stopped.

There was also a gap adjacent to the smoke detector in the server cupboard.

These should be suitably sealed, by a competent fire stopping company, with the appropriate fire retardant product.

It is not possible to inspect hidden features or fire stopping within the property due to design. There is a selection of voids and cavities which could not be accessed on the day without working at height or opening without destructive methods.

S18.5. Movement impaired facilities, refuges and areas for persons with limited mobility

The systems in place are suitable for less-abled persons. The method and speed of evacuation will be influenced by the location and dependency of the occupants and the number of staff available at that moment.

The building has many egress routes all at ground level.

Disabled persons are looked after when attending the site.

S18.6. Other information relevant to this report

In this report fire resistant means walls, screens, partitions, doors and other materials which, when tested in accordance with BS476: Parts 20-23: (Part 8: 1972 in respect of items tested prior to 1st January 1988) achieve a minimum 30 minutes standard of fire-resistance, unless otherwise stated. This Fire risk assessment document is non-destructive and no invasive investigations have been undertaken in the compilation of the report which may compromise the structural elements of the property.

Users of pushchairs, prams or mobility scooters must be considered when persons bring them on site.
For example:
Mobility scooters are not to be placed in the building at any time, not only do they obstruct the means of escape, they present a major fire hazard.
Batteries contained within such devices can react severely with water or foam, creating worse effects. Storage of pushchairs and prams should be considered or offer a storage location away from the corridors, walkways and exits.

Section 19. Additional Fire Safety Provisions

S19.1. Fire and Rescue services provisions and access

Access for fire and rescue service vehicles is satisfactory/unsatisfactory and is available on three sides of the building. The above legislation is enforced by Nottingham Fire and Rescue. Newark Fire Station is 3.3 miles away.

S19.2. Solar panels and DC controllers

The building is fitted with a photovoltaic solar system. Photovoltaic systems are a source of ignition and a potential danger to firefighters during fire-fighting operations. It is very important that firefighters are made aware

of the presence of any photovoltaic systems installed at a property. The system must be maintained in line with manufacturers instructions and installer recommendations.

Photovoltaic panels must be kept clear of leaves and debris

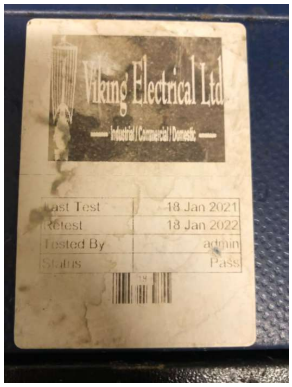
S19.3. Does the building have any fire dampers installed and are there adequate maintenance procedures in place?

Not applicable.

Part 5: Summary of Priorities and Action Plan

Section	Observation	Action	Priority	Action by	Date completed
S10.24	The changing rooms at the end of the building are now being used for storage.	Care should be taken to ensure that there are no sources of ignition in these areas, and review the provision of detection in this area, to ensure that the alarm is raised in the event of a fire.	MEDIUM		
S15.4	Signage on the external side of the Main Hall emergency exit door is faded and illegible	Affix 'Fire Exit Keep Clear' signs, to clearly identify this area as an exit	LOW		
S17.7	The self-closing devices on the following doors require attention. Foyer to Main Hall; Main Entrance Door; Bar Cellar.	Foyer to Hall: Tighten screws into door frame or replace if necessary and increase closing speed - Bar Cellar: increase closing speed - Main Entrance: Closers annual service past due. Without this action, the doors may not close properly in the event of a fire	MEDIUM		
S10.5	A laminated sign was covering a switched spur socket in the small hall (labelled "Outdoor Socket").	This sign should be removed, as it places a combustible material directly in contact with a source of ignition and presents a fire risk. Should there be an issue with people switching this spur off, it is suggested that the responsible person considers replacing this with a non-switchable spur.	MEDIUM		
S17.5	The hinges in the door to the "Baby & Toddler" store were missing screws.	Replace missing screws, to enable the weight of the door to be fully supported and prevent door from dropping	MEDIUM		
S18.4	Gaps around pipework in plant room and adjacent to fire detector in store room.	Engage a competent contractor to fire stop these gaps with an appropriate fire retardant product, to stop fire spreading between compartments.	MEDIUM		

Photographic Evidence of Findings



1


2


3


4

5


6


7


8


9

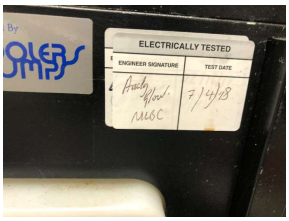

10


11


12

13

14



15

16

17

18

19

20

21

Declaration

Where material facts in relation to the premises were not visually apparent on the date of inspection, we (JP Fire Safety Solutions Ltd) have relied on the information and / or responses provided by or on behalf of the business or other responsible person.

We have not looked in roof spaces or hidden areas in the premises except where there was an obvious fire hazard which reasonably warranted further investigation.

We have assumed that all relevant building regulations have been complied with in the construction of the premises, including any extension, conversion, renovation or refurbishment.

Unless otherwise stated and in accordance with all applicable standards, we have assumed that:

- all fire safety equipment, including fire doors and fire resisting partitions have been installed by competent persons
- all servicing of fire safety equipment has been carried out by competent persons

It is a statutory requirement for the responsible person to ensure that this risk assessment is reviewed regularly and kept up to date. If changes or alterations are made to the premises or there is a change to the activities taking part within the premises, after the date of the Fire Risk Assessment visit, the Fire Risk Assessment should be updated and reviewed accordingly.

The findings of this risk assessment are valid on the day of the inspection.

We take in good faith that information and documentation provided to us for the completion of this Fire Risk Assessment, by, or on behalf of the business or responsible person is current, true, accurate and not misleading.

This is a bespoke report created for the customer and for their sole use. Consequently, no responsibility whatsoever is undertaken, or accepted, with regard to any third party for this report in whole or in part.

Having conducted a thorough inspection of the premises and having answered all the relevant questions within this assessment, I confirm it to be true, accurate and completed to the best of my ability at the time.

Andy Watterson (Assessor) **John Priest MIFSM GIFireE (Authorised Validator/Verifier)**

Explanatory Notes

The regulations impose a number of specific duties in relation to the fire safety measures to be taken. Failure to comply with a requirement or prohibition contained within the regulations which put a relevant person at risk of death or serious injury in the event of fire, is an offence.

A responsible person must take all reasonable precautions and exercise all due diligence to avoid committing an offence. The responsible person has a general duty, so far as is reasonably practicable, to ensure the safety of persons on and in the vicinity of the premises, in respect of harm caused by fire.

References

- Regulatory Reform (Fire Safety) Order 2005
- Health and Safety at Work etc. Act 1974
- Building Regulations 2010
- The Housing Act 2004
- BS7671 (IEE Regulations) – The fixed electrical installation should be inspected and tested at least once in every period of 5 years.
- Electricity at Work Regulations 1989 (EAW Regulations) - All electrical installations should be regularly inspected by a competent electrical engineer.
- BS EN 81-1 [18] or BS EN 81-2 [19] - Recommendations for conformity of evacuation lifts.
- BS EN 62305:2006 - States that lightning protection systems should be tested at maximum intervals of 12 months. It is usually advised that 11 monthly intervals are undertaken, so that the effects of seasonal variations can be taken into account.
- BS 5839: Fire Detection and Alarm Systems for Buildings - Part 1 - Code of practice for system design, installation, commissioning and maintenance.
- BS 8214 - Specification, installation and maintenance of fire doors.
- BS 476:22 - Test criteria for fire rated doors.
- BS 5266-1-2011: Emergency lighting - Part 1: - Code of practice for the emergency lighting of premises other than cinemas and certain other specified premises used for entertainment & Part 8: - Emergency escape lighting.
- BS EN 50172:2004/ BS 5266-8:2004 - Emergency escape lighting systems, specifies the minimum provision and testing of emergency lighting for different premises.
- BS EN 1838:1999/ BS 5266-7:1999 - Lighting applications – emergency lighting. Specifies the illumination to be provided by emergency lighting (including luminance, duration and colour).
- BS EN 60598-1: 2008 Luminaires - General requirements and tests. See the 60598 series for particular requirements.
- BS EN 62034:2006 - Automatic test systems for battery powered emergency escape lighting. Specifies a test system for battery powered emergency lighting.
- BS 5499: - Graphical symbols and signs. Safety signs, including fire safety signs.
- BS 5499-1:2002 Fire Safety Signs, Notices and Graphic Symbols - Part 1: - Specification for geometric shapes, colours and layout.
- BS 5499-4:2000 - Part 4 - Safety signs, including fire safety signs. Code of practice for escape route signing.
- BS 5839: Fire Detection and Alarm Systems for Buildings - Part 1: - Code of practice for system design, installation, commissioning and maintenance.
- BS 5839:2002+A2:2008 – States to test and maintain fire alarm systems in accordance with the manufacturer’s recommendations and British Standards.
- BS 5306: Fire Extinguishing Installations and Equipment on Premises - Part 3: - Maintenance of portable fire extinguishers and Part 8 – Code of Practice: - Selection and installation of portable fire extinguishers.
- BS 7937: - Specification for portable extinguishers for use on cooking oil fires (Class F).
- BS EN 13565-2:2009 Fixed Fire Fighting Systems. Foam systems. design, construction and maintenance.