

FIRE RISK ASSESSMENT REPORT

Cohort

23 September 2022



Review Date: 23 September 2023

Score: Moderate Risk

Author: Allan Guest

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Action Plan Summary

Task No.	Category	Sub Category	Action Required	Priority	Status	Action Taken	Date Completed
1	Fire Prevention	Cooking	Filters in the kitchen extract system should be cleaned regularly to prevent the build-up of combustible deposits.	Medium	Completed		
2	Escape Routes & Fire Spread	Dampers, Ducts and Chutes	<p>Confirm if the route taken by ductwork serving the following locations could cause fire and smoke spread: Drying room.</p> <p>2022-Vent removed and ceiling made good.</p>	Advisory	Completed		
3	Escape Routes & Fire Spread	Fire Doors	<p>Adjust the self-closing device on the following doors: Door to room 11 did not close fully. Note-Cohort have a recorded routine inspection of doors program however, as with all building there is structural movement that can lead to such issues and s the reason that Cohort have implemented the routine checks.</p>	Advisory	Identified		

Introduction

FIRE RISK ASSESSMENT REPORT

This report relates to a Fire Risk Inspection and Assessment carried out as a result of;

- A desire by Danny Strickland to improve fire safety performance and reduce generic fire risks at the premises.
- The practical need to create a safe environment and to address known and foreseeable fire risks.
- Legislative requirements under both Health and Safety and the Regulatory Reform Fire Safety) Order 2005, which is enforced by the Fire Authority.

The report concludes with an Action Plan Task List

Action Plan Task List

The Action Plan Tasks within the Fire Risk Assessment are given a Priority Rating.

These are;

Critical, High, Medium, and Low, and indicate the timescale within which you should take the action to address the finding, as detailed below.

N.B.-If Date Specific deadlines are required these can be provided.

TASKS PRIORITY RATING

CRITICAL

A defect, non-compliance or contravention requiring action as soon as is practicable.

HIGH

A defect, non-compliance or contravention requiring action with a minimum of delay.

MEDIUM

A low risk non-compliance or strong recommendation which requires consideration.

LOW

A recommendation OR reminder of ongoing testing/maintenance/recording.

Please Note

The purpose of this report is to provide an assessment of the risk to LIFE from fire and, where appropriate, to make recommendations to ensure compliance with current fire safety legislation.

The report does NOT address the issues of business continuity or the risk to property unless these

are specifically mentioned.

The applicable Government fire safety risk assessment guidance document for the premises can be found at;

<https://www.gov.uk/government/collections/fire-safety-law-and-guidance-documents-for-business>

Should you have any questions relating to this report, or the implementation of the action required to address the Significant Findings within it, please contact me.

Allan Guest
Fire Risk Assessor
Graduate-Institute of Fire Engineers
N.E.B.O.S.H. Fire Risk Management Qualified.

Premises Details

Building Information

Address line 1

Chapel Street

Address line 2

The Stennack

Town

St Ives

Postcode

TR26 1FF

Client

Danny Strickland

Use

Hotel/Hostel style sleeping accommodation

Number of floors - ground and above

2

Approximate period of construction

2010-2020

Construction details

Two stone built detached buildings, converted to provide sleeping accommodation, with a link corridor at first floor level.

The date given above relates to the conversion to the current layout.

People

Maximum number of employees at any time

4

Maximum number of public at any time

40

Are there any people especially at risk from fire?

Yes

People especially at risk from fire

- Young Persons (under 18 years)
- Other

Details of people especially at risk from fire

It is not possible to be accurate about potential issues occupiers may have relating to fire safety. Any issues identified will be addressed by staff.

Comments

This FRA review has been commissioned by Danny Strickland the owner of Cohort which provides dormitory style sleeping accommodation, in 13 bedrooms containing 62 beds, and has undergone major refurbishment in recent years and is well found and managed.

The premises comprise two detached building which are linked together by a corridor at first floor level.

The main entrance is from The Stennack, with a stair leading to the first floor, and the rear of the two buildings has exits onto Street An Garrow.

The majority of sleeping accommodation is in the front part with the rear providing communal facilities and a small amount of sleeping at first floor with sleeping, cooking and shower/washroom facilities at ground floor.

The travel distances are reasonable from all areas and protected routes are provided.

The premises occupy part of a building also used by a local theatre group.

It was not possible to view these areas and Cohort have requested written confirmation that the premises has a Suitable & Sufficient Fire Risk Assessment and that any findings requiring attention have been addressed.

The stair which serves the first floor from the entrance has been under drawn to provide 30 minutes fire resistance and the premises fire detection system extends into this part of the building.

2020-During the ongoing COVID 19 issues the number of rooms being let, and the persons accommodated, has reduced significantly.

Cohort have invested in door hold open devices, to assist touch free movement, and continue to show an approach and attitude that will ensure the premises are safe for staff and guests.

2021-Cohort is currently offering accommodation on a "room" basis, not on a dormitory basis, which reduces the numbers of relevant persons by approximately 40%.

Note-Any Tasks recorded as completed at the previous FRA will be archived at this assessment.

A recent fire service audit made comments in regard to compartmentation.

FSS consider that the detection present, occupancy type, speed of evacuation and layout is such that any leakage of fire and combustion products, from the minor breaches identified, wouldn't compromise escape or present a serious risk to relevant persons.

Comments relating to the enclosure of the electrical distribution board would, similarly, present no serious risk.

The equipment is in a secure cupboard, there is no requirement to enclose it and nor would this be reasonably practicable.

2022-Cohort has now returned to the occupancy levels seen pre Covid. There continues to be a very positive management attitude to all matters related to fire safety and an excellent level of records kept.

During this visit discussion about the best way to ensure that school and other groups can be made aware of the premises procedures, other than the current briefings, took place.

Fire Prevention

Electrical

Are electrical installations and appliances free from any obvious defect?

Yes

Are fixed installations periodically inspected and tested?

Yes

Is the use and type of portable appliances reasonable?

Yes

Is there a suitable regime for portable appliance testing?

Yes

Is there a suitable policy regarding the use of personal electrical appliances?

N/A

Comments

P.A.T. TESTING

The law simply requires that electrical equipment is maintained in order to prevent danger.

It does not say how this should be done or, how often. You should take a risk-based approach, considering the type of equipment and what it is being used for.

If it is used regularly and moved a lot e.g. a floor cleaner or a kettle, testing (along with visual checks) can be an important part of an effective maintenance regime giving confidence that you are doing what is necessary to help meet your legal duties.

Note-Please see the CFRS document on portable electrical equipment.

HSE also provides guidance on how to maintain equipment including the use of PAT. It is recommended that you visit the H.S.E. website, link below, for information on Portable Appliance Testing. <http://www.hse.gov.uk/electricity/faq-portable-appliance-testing.htm>.

FIXED ELECTRICAL APPLIANCES

Ensure any fixed electrical appliances are subject to appropriate testing.

A fixed appliance is an item which may be fastened to a support or otherwise secured in a specific location. and is usually connected to the electricity supply via a fused outlet to which the flex is permanently connected, e.g. cookers, storage heaters, extractors, hand dryers etc.

All electrical systems need to be maintained so as to prevent danger, therefore even fixed appliances need to be inspected and tested on a regular basis. It is generally accepted that where fixed appliances are used they should be tested and inspected at a frequency of between one and four years depending on equipment type and environment.

EXTENSION LEADS

These must be used in accordance with the manufacturers guidance in regard to the maximum loading. When using reel type leads the maximum loading will be reduced by the lead being not fully unwound.

Gas

Are gas installations and appliances free from any obvious defect?

Yes

Is gas equipment protected/located so as not to be prone to accidental damage?

Yes

Comments

GAS

You are legally responsible, in relation to gas safety, for the maintenance and repair of flues, appliances and pipework by a Gas Safe registered engineer.

Although there is no prescribed time frame for these duties, good practice would be the demonstration of regular, annual maintenance checks and subsequent repairs.

By law you must:

*Repair and maintain gas pipework, flues and appliances in safe condition

*Ensure an annual gas safety check on each appliance and flue

*Keep a record of each safety checkpoint.

Heating

Are fixed heating installations free from any obvious defect?

Yes

Are portable heaters used?

No

Cooking

Does cooking take place on the premises?

Yes

Are reasonable measures taken to prevent fires as a result of cooking?

Yes

Are filters changed and ductwork cleaned regularly?

Yes

Comments

Due to the nature of the occupancy access to the kitchen is controlled by the premises management.
Extract filters are cleaned and this is recorded.



Hobs with extraction

Arson

Is security against arson reasonable?

Yes

Is there a reasonable absence of external fuels and ignition sources?

Yes

Comments

ARSON

It is a fact that most of the arson fires affecting business are lit outside. The culprits are often vandals with no other motive than to cause trouble. They light fires with anything readily to hand - waste, packaging, rubbish in open skips etc. You should when practicable ensure that;
No packaging, waste or rubbish should be left to accumulate anywhere on the premises or immediately outside.

Packaging, waste and rubbish is to be removed regularly to a safe storage area.

Safe storage means metal bins with closed lids, preferably locked away in their own compartment or immobilised to prevent them being moved close to buildings.

Arrange regular/frequent collection of refuse/waste by a local authority or contractor.

The premises keeps refuse in secure bins to the front of the premises. There is no reasonably practicable alternative.

Housekeeping

Is accumulation of combustibles or waste avoided?

Yes

Are there appropriate storage facilities for combustible & hazardous materials?

Yes

Comments

FURNISHINGS

Any upholstered furniture should comply with The Furniture and Furnishings (Fire) (Safety) Regulations 1988. The regulations apply to all seating.

All new compliant furnishings were provided upon opening.

COMBUSTIBLE CONTENTS

Your premises are likely to contain a range of combustible contents.

These are likely to include:

- *Furnishings, upholstered seating, furniture and cushions.
- *Curtains, drapes and other textile hangings
- *Artificial and dried foliage
- *Decorative textile fabrics.

The use of furnishings and other materials which are easily ignited or have rapid spread of flame characteristics should be avoided, you should seek to use materials that are either non combustible or durably or inherently flame retardant.

Any fabrics used in escape routes should be non combustible. Drapes and curtains should not be provided across escape routes or exits.

If in doubt you should seek specialist advice with regards to the testing, and where necessary treatments, for these materials which can reduce their flammability and/or combustibility.

Building Works

Are there any hot works being carried-out at this time?

No

Are the premises free of any obvious signs of incorrect hot work procedures in the past?

Yes

Smoking

Are there suitable arrangements taken to prevent fires caused by smoking?

Yes

Comments

The Smoke-free (Signs) Regulations 2012-Requirements as to display of no-smoking signs in premises;

At least one legible no-smoking sign must be displayed in smoke-free premises in accordance with the duty at section 6(1) of the Act.

Suitable means of disposal will be provided in the enclosed courtyard.



Exterior area



No Smoking sign.

Dangerous Substances

Are dangerous substances present, or liable to be present?

No

Lightning

Is a lightning protection system installed?

Not Known

Escape Routes & Fire Spread

Ease of Use

Are exits easily and immediately openable?

Yes

Do fire exits open in direction of escape where necessary?

N/A

Are escape routes unobstructed and safe to use?

Yes

Are there reasonable measures for the evacuation of disabled people?

Yes

Comments

DISABLED ACCESS

There is no provision made for access between floors for persons of limited mobility.



Push bar to exit door.



Door alarm to room exit door.

Dimensions

Is there adequate provision of exits?

Yes

Do escape routes have sufficient capacity?

Yes

Are single direction travel distances reasonable?

Yes

Are multi-direction travel distances reasonable?

Yes

Comments

The premises exits, their capacity and the travel distance to them, appear to be compliant with the relevant guidance for this use of premises.



Route to main entrance.

Fire Doors

Are fire doors to a suitable standard?

Yes

Is there suitable provision of self-closing devices?

Yes

Is there suitable provision of hold-open devices?

Yes

Are doors kept locked where appropriate?

Yes

Comments

FIRE DOORS Doors should meet the standards in place at the time they were installed and, if there are any doubts about their continued effectiveness, they should be replaced with doors meeting the current standard, FD30S SC.

2022-During the visit the door to room 9 was found to be binding on the carpet. This was due to the door threshold device not operating correctly and this was immediately addressed returning the door to correct operation.

NOTE-Cohort has implemented a fire door inspection regime by a third party certified company.



3rd Party door inspection label.



Hold open device.



Fire door inspection records.



FD check records.

Construction & Glazing

Are escape routes protected with suitable walls and floors?

Yes

Is there adequate compartmentation?

Yes

Is there reasonable limitation of linings that might promote fire spread?

Yes

Is glazing reasonable and free from any obvious defects?

Yes

Comments

CONSTRUCTION

As with all buildings that have been materially altered, and perhaps prior to the introduction of 'modern' building regulations, it is likely that general maintenance of the premises may reveal defects that could affect the fire performance.

Such defects should be addressed, using proprietary products and techniques, and be recorded.

DECOR & SURFACE FINISHES;

The materials used to line walls and ceilings can contribute significantly to the spread of flame across their surface.

Most materials that are used as surface linings will fall into one of three classes of surface spread of flame. The following are common examples of acceptable materials for various situations:

Class 0: Materials suitable for circulation spaces and escape routes

Such materials include brickwork, blockwork, concrete, ceramic tiles, plaster finishes (including rendering on wood or metal lathes), wood-wool cement slabs and mineral fibre tiles or sheets with cement or resin binding.

Note: Additional finishes to these surfaces may be detrimental to the fire performance of the surface and if there is any doubt about this then consult the manufacturer of the finish.

Class 1: Materials suitable for use in all rooms but not on escape routes

Such materials include all the Class 0 materials referred to above. Additionally, timber, hardboard, blockboard, particle board, heavy flock wallpapers and thermosetting plastics will be suitable if flame-retardant treated to achieve a Class 1 standard.

Class 3: Materials suitable for use in rooms of less than 30m²

Such materials include all those referred to in Class 1, including those that have not been flame-retardant treated and certain dense timber or plywood and standard glass-reinforced polyesters.

Dampers, Ducts & Chutes

Are there suitable measures to restrict fire spread via ducts and concealed spaces?

Not Confirmed

Comments

The routes of any installed systems, such as for extraction and ventilation, should be verified to confirm they will not allow unacceptable fire spread, such that the means of escape would be compromised.

Smoke Ventilation

Is there reasonable provision of smoke ventilation from escape routes?

Yes

Is there reasonable provision of smoke ventilation for the fire service?

N/A

Is there reasonable provision of smoke ventilation from basement or car parks?

N/A

Detection & Warning

Control Equipment

Is an electrical fire alarm system expected?

Yes

Is a fire detection and/or alarm system provided?

Yes

Nominal system category

• BS 5839 Pt1 Category L1

System details

System comprises call points at storey and building exits with automatic detection throughout.

NOTE-The stated system category is based on observations and information provided. The actual category may differ, due to system variations, and you should ensure that the system category, and any variations, are recorded during routine servicing and maintenance.

Is the control equipment suitably located?

Yes

Is the control equipment free from any obvious fault or defect?

Yes



Panel with adjacent zone plan.

Manual Fire Alarms

Are there sufficient means of manually raising an alarm?

Yes

Are manual callpoints appropriately located and free from obvious defect?

Yes

Comments

CALL POINTS

BS5839-1: 2017-One of the most significant changes in this version is the requirement that call points should now be installed with a protective cover.

Located in section 20.2 b) the revision states that call points should "be fitted with a protective cover, which is moved to gain access to the frangible elements".



MCP with cover

Automatic Fire Detection

Is there sufficient provision of automatic fire detection?

Yes

Is the type of automatic fire detection suitable and free from obvious defect?

Yes

Comments

The system has been extended to provide detection in the dumb and the in the laundry/utility area. The system also extends into the premises used by the theatre group.

COMMISSIONING CERTIFICATE

It must be ensured that the appropriate competent person/s provides a Certificate/s of design, installation and commissioning of the fire detection and fire alarm system.

It must be certified that the fire detection and fire alarm system at the address complies with the recommendations of BS 5839 for design, installation and commissioning, state the Category and Grade of the system and any variations from the standard.

This certificate may be required by an authority responsible for enforcement of fire safety legislation, such as the building control authority or housing authority. The recipient of this certificate might rely on the certificate as evidence of compliance with legislation. Liability could arise on the part of any organization or person that issues a certificate without due care in ensuring its validity.



Dumb waiter shaft has detection provided.

Audibility

Are there adequate means of alerting all relevant persons?

Yes

Comments

In the absence of variations being noted it is reasonable to presume that the system is compliant.



Combined beacon/sounder.

Firefighting

Fire Extinguishers

Are fire extinguishers provided?

Yes

Predominant types of fire extinguisher:

- Carbon dioxide - 2kg
- Fire blanket
- Foam - 6L
- Water - 6L

Last test date of extinguishers:

March 2022

Are fire extinguishers readily accessible?

Yes

Is the provision of fire extinguishers reasonable?

Yes



FFE with protective cover.



Kitchen fire point



Latest test date

Fixed Systems

Are any fixed systems provided?

No

Is provision of fixed systems reasonable?

Yes

Fire Service Facilities

Are any fire service facilities provided?

No

Is provision of fire service facilities reasonable?

Yes

Lighting

Normal Lighting

Is there adequate lighting of internal escape routes?

Yes

Is there adequate lighting of external escape routes?

Yes

Is there adequate lighting in risk critical areas?

Yes

Comments

SENSOR OPERATED LIGHTING

The use of sensor operated lighting ensures that when the means of escape are being used there is adequate lighting but ensures that this is done in a cost effective and responsible way.

Emergency Lighting

Method of emergency lighting of internal escape routes:

- Non-maintained emergency lighting (local)

Is this provision reasonable?

Yes

Method of emergency lighting of external escape routes:

- Borrowed light
- Non-maintained emergency lighting (local)

Is this provision reasonable?

Yes

Method of emergency lighting of other areas:

- Non-maintained emergency lighting (local)

Is this provision reasonable?

Yes

Comments

EXTERNAL AREAS

Emergency illumination should be provided outside the building and near to each final exit. If occupants have to travel to reach a place of safety, this route should form an integral part of the escape route. ?

EMERGENCY LIGHTING-Certificates and Log Book.

On completion of work of installing an emergency lighting system, or part thereof, or of a major alteration to an existing installation, a completion certificate and log book should be supplied to the occupier/owner of the premises.

In existing premises that no longer have a valid completion certificate, either because one was not issued, or because it was lost, a substitute completion certificate can be supplied after inspection by a competent emergency lighting engineer and the issuing of a compliance checklist and report for an existing site.

NOTE-A copy of this certificate might be required by the enforcing authority. Model completion certificates are given in Annexes F and G to BS5266. Provision of a periodic inspection, test certificate and provision of a log book is specified in BS EN 50172:2004. ?

EMERGENCY LIGHTING - RECORD OF TESTS

Location	Date	Time	Result
1st Floor	10/10/11	10:00	Pass
2nd Floor	10/10/11	10:00	Pass
3rd Floor	10/10/11	10:00	Pass
4th Floor	10/10/11	10:00	Pass
5th Floor	10/10/11	10:00	Pass
6th Floor	10/10/11	10:00	Pass
7th Floor	10/10/11	10:00	Pass
8th Floor	10/10/11	10:00	Pass
9th Floor	10/10/11	10:00	Pass
10th Floor	10/10/11	10:00	Pass
11th Floor	10/10/11	10:00	Pass
12th Floor	10/10/11	10:00	Pass
13th Floor	10/10/11	10:00	Pass
14th Floor	10/10/11	10:00	Pass
15th Floor	10/10/11	10:00	Pass
16th Floor	10/10/11	10:00	Pass
17th Floor	10/10/11	10:00	Pass
18th Floor	10/10/11	10:00	Pass
19th Floor	10/10/11	10:00	Pass
20th Floor	10/10/11	10:00	Pass
21st Floor	10/10/11	10:00	Pass
22nd Floor	10/10/11	10:00	Pass
23rd Floor	10/10/11	10:00	Pass
24th Floor	10/10/11	10:00	Pass
25th Floor	10/10/11	10:00	Pass
26th Floor	10/10/11	10:00	Pass
27th Floor	10/10/11	10:00	Pass
28th Floor	10/10/11	10:00	Pass
29th Floor	10/10/11	10:00	Pass
30th Floor	10/10/11	10:00	Pass
31st Floor	10/10/11	10:00	Pass
32nd Floor	10/10/11	10:00	Pass
33rd Floor	10/10/11	10:00	Pass
34th Floor	10/10/11	10:00	Pass
35th Floor	10/10/11	10:00	Pass
36th Floor	10/10/11	10:00	Pass
37th Floor	10/10/11	10:00	Pass
38th Floor	10/10/11	10:00	Pass
39th Floor	10/10/11	10:00	Pass
40th Floor	10/10/11	10:00	Pass
41st Floor	10/10/11	10:00	Pass
42nd Floor	10/10/11	10:00	Pass
43rd Floor	10/10/11	10:00	Pass
44th Floor	10/10/11	10:00	Pass
45th Floor	10/10/11	10:00	Pass
46th Floor	10/10/11	10:00	Pass
47th Floor	10/10/11	10:00	Pass
48th Floor	10/10/11	10:00	Pass
49th Floor	10/10/11	10:00	Pass
50th Floor	10/10/11	10:00	Pass
51st Floor	10/10/11	10:00	Pass
52nd Floor	10/10/11	10:00	Pass
53rd Floor	10/10/11	10:00	Pass
54th Floor	10/10/11	10:00	Pass
55th Floor	10/10/11	10:00	Pass
56th Floor	10/10/11	10:00	Pass
57th Floor	10/10/11	10:00	Pass
58th Floor	10/10/11	10:00	Pass
59th Floor	10/10/11	10:00	Pass
60th Floor	10/10/11	10:00	Pass
61st Floor	10/10/11	10:00	Pass
62nd Floor	10/10/11	10:00	Pass
63rd Floor	10/10/11	10:00	Pass
64th Floor	10/10/11	10:00	Pass
65th Floor	10/10/11	10:00	Pass
66th Floor	10/10/11	10:00	Pass
67th Floor	10/10/11	10:00	Pass
68th Floor	10/10/11	10:00	Pass
69th Floor	10/10/11	10:00	Pass
70th Floor	10/10/11	10:00	Pass
71st Floor	10/10/11	10:00	Pass
72nd Floor	10/10/11	10:00	Pass
73rd Floor	10/10/11	10:00	Pass
74th Floor	10/10/11	10:00	Pass
75th Floor	10/10/11	10:00	Pass
76th Floor	10/10/11	10:00	Pass
77th Floor	10/10/11	10:00	Pass
78th Floor	10/10/11	10:00	Pass
79th Floor	10/10/11	10:00	Pass
80th Floor	10/10/11	10:00	Pass
81st Floor	10/10/11	10:00	Pass
82nd Floor	10/10/11	10:00	Pass
83rd Floor	10/10/11	10:00	Pass
84th Floor	10/10/11	10:00	Pass
85th Floor	10/10/11	10:00	Pass
86th Floor	10/10/11	10:00	Pass
87th Floor	10/10/11	10:00	Pass
88th Floor	10/10/11	10:00	Pass
89th Floor	10/10/11	10:00	Pass
90th Floor	10/10/11	10:00	Pass
91st Floor	10/10/11	10:00	Pass
92nd Floor	10/10/11	10:00	Pass
93rd Floor	10/10/11	10:00	Pass
94th Floor	10/10/11	10:00	Pass
95th Floor	10/10/11	10:00	Pass
96th Floor	10/10/11	10:00	Pass
97th Floor	10/10/11	10:00	Pass
98th Floor	10/10/11	10:00	Pass
99th Floor	10/10/11	10:00	Pass
100th Floor	10/10/11	10:00	Pass

EL testing records

Signs & Notices

Escape Routes

Is escape route signage necessary?

Yes

Is escape route signage provided?

Yes

Is provision of escape route signage suitable?

Yes

Comments

EXIT DOOR NOTICES

Where other than normal door furniture is fitted, such as Push Bars and Thumb Turn Devices, signage, that includes a suitable pictogram, must indicate the method of operation.



Door with push bar and notice.



Exit from adjoining premises.

Fire Doors

Is there signage suitable for self-closing fire doors?

Yes

Is there signage suitable for locked fire doors?

Yes

Is there signage suitable for automatic fire doors?

Yes

Comments

FIRE DOOR NOTICES

All fire doors should be marked with the appropriate fire safety sign complying with BS 5499-5:2002 according to whether the door is:

- a. to be kept closed when not in use (Fire door keep shut);
- b. to be kept locked when not in use (Fire door keep locked shut); or
- c. held open by an automatic release mechanism or free swing device (Automatic fire door keep clear).

Fire doors to cupboards and to service ducts should be marked on the outside; all other fire doors on both sides.

Note-BS 5499 covers all safety warning sign, including fire safety signs and is compatible with the Health and Safety (Safety Signs and Signals) Regulations 1996.

Other Signs & Notices

Is there suitable signage for fire service facilities?

N/A

Are fire action notices suitable?

Yes

Are there suitable notices for fire extinguishers?

Yes

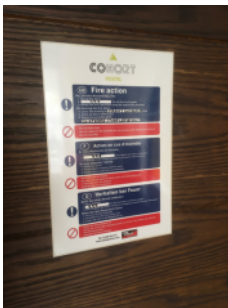
Is there suitable zone information for the fire alarm system?

Yes

Comments

SIGNS

Appropriate signs are required under the Health and Safety (Safety Signs and Signals) Regulations 1996 and must comply with these regulations. ?



Multi lingual notice in rooms are currently under revision.



Fire Action Notice

Fire Safety Management

Procedures & Arrangements

Are fire action procedures suitable and appropriately documented?

Yes

Are there suitable arrangements for calling and meeting the fire service?

Yes

Is there a suitable fire assembly point?

Yes

Location of assembly point:

Royal Square

Are there suitable arrangements for the evacuation of disabled people?

Yes

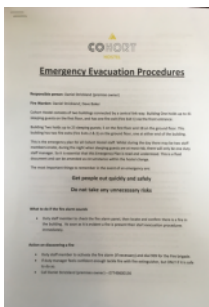
Comments

FIRE ACTION PROCEDURES

Documentation was available for viewing and the fire action procedures are suitable and appropriately documented. ?

FIRE SAFETY POLICY

Fire Safety Solutions will provide a Fire Safety Policy document. ?



Evacuation procedures.

Training & Drills

Do staff receive suitable training on the following areas:

Fire risks on the premises & fire prevention measures?

Yes

Action to take on discovering a fire?

Yes

How to raise an alarm?

Yes

Responding to the fire alarm?

Yes

Calling the fire service?

Yes

Location & use of fire fighting equipment?

Yes

Are fire drills carried out at appropriate intervals?

Yes

Are employees from outside organisations given appropriate fire safety information?

Yes

Comments

FSS is engaged to provide fire safety training for Cohort staff. The RP carries out all required user tests and ensures that an adequate number of persons have received fire safety training.



Star evacuation drills.

Testing & Maintenance

Is there suitable testing & maintenance of the following fire safety measures:

Fire alarm system?

Yes

Emergency lighting?

Yes

Smoke ventilation systems?

N/A

Fixed fire-fighting installations?

N/A

Fire mains?

N/A

Fire-fighting lifts?

N/A

Other fire safety measures?

Yes

Are there routine in-house fire safety inspections?

Yes

Are fire extinguishers subject to suitable test & maintenance?

Yes

Comments

MAINTENANCE

Where necessary, in order to safeguard the safety of relevant persons, the 'Responsible Person' must ensure the premises and any facilities, equipment and devices, provided in respect of the premises under the Fire Safety Order, are subject to a suitable system of maintenance and are maintained in an efficient state, in efficient working order and in good repair.

EXTINGUISHERS

The responsible person should ensure that extinguishers are maintained regularly.

Basic service should be carried out at intervals not less than those recommended in BS5306-3, which is 12 monthly.

NOTE -The Management of Health and Safety at Work Regulations 1999 require this to be done by a competent person. It is also good practice for the competent person to assess the suitability of the extinguishers provided for the local risks and to report any that are deemed unsuitable.

INSPECTION & SERVICING CERTIFICATE

It must be ensured that the appropriate competent person/s provides a Certificate regarding the inspection and servicing of the fire detection and fire alarm system.

It should, so far as is practicable, be certified that the fire detection and fire alarm system complies with the recommendations of BS 5839 for design, installation and commissioning, state the Category and Grade of the system and any variations from the standard particularly in regard to Clause 22 Spacing and Siting of Automatic Fire detectors.

In the absence of variations being noted it is reasonable to presume that the system is compliant.

This certificate may be required by an authority responsible for enforcement of fire safety legislation, such as the building control authority or housing authority.

The recipient of this certificate might rely on the certificate as evidence of compliance with legislation.



FA service records



FA testing records

Record Keeping

Are appropriate records kept of the testing & maintenance of:

Fire alarm system (inc false alarms)?

Yes

Emergency lighting?

Yes

Smoke ventilation?

N/A

Fixed fire-fighting systems?

N/A

Fire mains?

N/A

Fire-fighting lifts?

N/A

Other fire safety measures?

N/A

Are records kept of fire drills and training?

Yes

Comments

FSS will provide a log book template. This will detail the required user tests, their frequency and allow for recording of such testing.



Log book with all system records.

Tasks

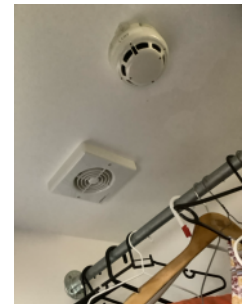
Task 1

Source Version 3
Category Fire Prevention
Sub Category Cooking
Action Required Filters in the kitchen extract system should be cleaned regularly to prevent the build-up of combustible deposits.
Priority Medium
Status Completed



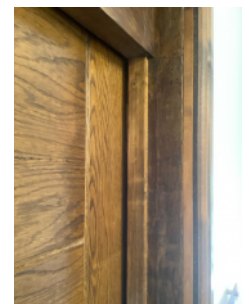
Task 2

Source Version 3
Category Escape Routes & Fire Spread
Sub Category Dampers, Ducts and Chutes
Action Required Confirm if the route taken by ductwork serving the following locations could cause fire and smoke spread:
Drying room.
2022-Vent removed and ceiling made good.
Priority Advisory
Status Completed



Task 3

Source Version 4
Category Escape Routes & Fire Spread
Sub Category Fire Doors
Action Required Adjust the self-closing device on the following doors:
Door to room 11 did not close fully.
Note-Cohort have a recorded routine inspection of doors program however, as with all building there is structural movement that can lead to such issues and s the reason that Cohort have implemented the routine checks.
Priority Advisory
Status Identified



Risk Score

Risk Score

Moderate Risk

Next Assessment Due

23 September 2023

Likelihood	Potential Consequence		
	Slight Harm	Moderate Harm	Extreme Harm
High	Moderate	Substantial	Intolerable
Medium	Tolerable	Moderate	Substantial
Low	Trivial	Tolerable	Moderate

Likelihood

- Low** Unusually low likelihood of fire as a result of negligible potential sources of ignition.
- Medium** Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).
- High** Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Consequence

- Slight** Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).
- Moderate** 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** Significant potential for serious injury or death of one or more occupants.