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revised

Regulatory Reform (Fire Safety) Order 2005

Fire Risk Assessment

This template has been provided to assist the Responsible Person with the preparation of a Fire Risk Assessment and is not intended for commercial profit or gain. It may not be suitable for use in some large or complex premises.

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For further assistance, please refer to the Shropshire Fire & Rescue Service Fire Risk Assessment Template Guidance at the back of this document.

Responsible Person <i>(Employer or other person having control of the relevant premises)</i>	Michael John Traynor		
Address of Premises	8 Upton Road, Birkenhead, Wirral		
Postcode	CH41 0DF		
Assessor:	Michael John Traynor		
Date of Fire Risk Assessment	08.04.19		
<i>(This risk assessment should be reviewed annually or at such earlier time as there is reason to suspect that it is no longer valid or there has been a significant change in the matters to which it relates.)</i>			
Subsequent Review Dates			
Reviewed by		Date	
Reviewed by		Date	
Reviewed by		Date	

General Information

The Premises

Number of floors in building: (To include basements)	Three
Approximate floor area: (m²) (To include all floors of responsibility)	133.78
Brief details of construction: (Date of construction, brick, timber, purpose built or converted)	Constructed in traditional manner with what would appear to be 225mm solid brick faced walls to all original elevations, partially below a painted finish. Purpose built.
Primary usage: (e.g. Hotel, Shop)	Takeaway g/f at front, residential on floors at rear
Secondary usage: (e.g. Kitchen, Bar, Function Room, Offices)	

Occupancy Profile

Maximum number of persons in the most highly occupied compartment to be affected by an uncontrolled fire within 30 minutes, assuming no evacuation.	WEEKDAYS			WEEKENDS		
	0000 to 0400	6		0000 to 0400	6	
	0400 to 0800	6		0400 to 0800	6	
	0800 to 1200	10		0800 to 1200	15	
	1200 to 1600	15		1200 to 1600	15	
	1600 to 2000	15		1600 to 2000	15	
	2000 to 2400	10		2000 to 2400	10	
	None					
Description of Occupants	Mobility Issues	N/a	Average Mobility	N/a	Vulnerability Issues	N/a

Occupants Especially At Risk From Fire

Sleeping occupants (Details of numbers - public/staff)	3-6
Disabled occupants (Personal Emergency Evacuation Plans in use when necessary)	0
Occupants in remote areas (Lone working/isolated areas)	0
Young person's (Individual Risk Assessment provided for those persons under 16 yrs)	0
Others (Details of Elderly/Infirmary/Mental Ability)	0
Visitors	Frequent to ground floor
Occupants whose first language is not English	None

Identified Fire Hazards

Smoking	
Measures taken to prevent fires as a result of smoking.	
Smoking prohibited in the building?	YES
Smoking permitted in appropriate areas?	NO
Suitable arrangements for those who wish to smoke?	YES

Electrical Sources Of Ignition	
Measures taken to prevent fires of electrical origin.	
Fixed installation periodically inspected and tested? (e.g. every 5 years)	YES
Portable appliance testing carried out on a risk assessed basis?	YES
Suitable policy in place regarding the use of personal electrical appliances?	YES
Suitable limitation and management of trailing leads and adaptors?	YES

And Primary Control Measures

Note: On the following pages, where the answer is 'Yes', please describe in the Identified Hazards boxes below.

Where the answer is 'No', please complete the deficiencies boxes below.

Where the answer is 'N/A', please describe in the General Comments box provided.

For further guidance, please see page 28

Arson/Deliberate Ignition	
Basic security against arson by outsiders or other persons appears reasonable. <i>If specific advice on security (including security against arson) is required, the advice of a security specialist should be obtained.</i>	YES
Is there the potential for fire load/combustibles in close proximity to the premises available for ignition by outsiders?	NO

Portable Heaters

Portable heaters are used within the premises.

NO

Is the use of the more hazardous type (ie radiant bar fires or LPG appliances) avoided?

NO

Are suitable measures taken to minimise the hazard of ignition of combustible materials due to these heaters?

N/A

Fixed Heating Installations

Fixed heating installations such as boilers are used within the premises.

YES

Are fixed heating installations subject to regular maintenance?

YES

Are suitable measures taken to minimise the hazard of ignition of combustible materials due to these heaters?

YES

Cooking

Measures taken to prevent fires as a result of cooking.

Filters cleaned or changed and ductwork cleaned regularly?

YES

Suitable extinguishing appliances available? (e.g. Fire blanket, Wet Chemical etc)

YES

Suitable Shut Down Procedures in place?

N/A / YES

Identified Hazards**Existing Control Measures****Are there any improvement recommendations****Deficiencies:****Remedial Action Required:****General Comments:**

Lightning	
The building has a lightning protection system.	NO
Is the lightning protection system subject to a suitable maintenance regime?	N/A

Dangerous Substances	
Dangerous substances are, or could be used or stored, within the premises? <i>(i.e. Substantial quantities of alcohol, white spirits, other flammable liquids or materials)</i>	NO
A risk assessment has been carried out as required by the Dangerous Substances and Explosive Atmospheres Regulations 2002?	N/A
Stored in suitable areas and containers away from potential sources of ignition, to include issues of chemical reactivity and compatibility.	N/A

Housekeeping	
Standards of housekeeping.	
Combustible materials appear to be separated from ignition sources?	YES
Appropriate storage of hazardous materials?	N/A
Escape routes kept clear of any combustibles? (Storage /furniture)	YES
Appropriate measures for the safe storage and disposal of waste?	YES

Other Significant Fire Hazards That Warrant Consideration	
Are there any other fire hazards that warrant consideration within the premises? <i>(This to include any fire hazards from any process; heat producing, spark or friction generating, chemical or other process which has the capacity to ignite, create excessive or rapid heat or generate oxidising or flammable gas)</i>	NO

Arrangements for Evacuation

Evacuation Strategy	
<p>Typical evacuation strategies within the premises are likely to involve one or more of the following arrangements.</p> <p>State which strategy (ies) have been adopted.</p>	
<p>Single Stage Evacuation</p> <p>It is reasonably expected that all relevant persons in the premises are able to (and will) evacuate immediately to a place of total safety.</p>	<p>YES</p>

Provision of Elements of Fire Safety as Secondary Control Measures

Means Of Escape	
It is considered that the premises are provided with reasonable means of escape in case of fire.	YES
Adequate design of escape routes?	YES
Suitable protection of escape routes? (Fire resisting construction)	YES
Adequate provision of exits? State the capacity of each exit.	YES
Exits easily and immediately open-able where necessary <u>without</u> the use of a key?	YES
Escape routes unobstructed?	YES
Does the evacuation plan fit with the floor space factors?	YES
Identify dead end corridors. Are the appropriately covered?	N/A
Identify inner rooms. Are the appropriately covered?	YES

Measures To Limit Fire Spread And Development	
It is considered that there is:	
Compartmentation of a reasonable standard. (Fire resisting) Identify compartmentation.	YES
Reasonable limitation of linings that may promote fire spread. (Walls and	YES

ceilings)	
As far as can be reasonable ascertained, fire dampers are provided in ducts or vents as necessary to protect critical means of escape routes against passage of fire, smoke and combustion products in the early stages of a fire?	N/A

Means Of Giving Warning In Case Of Fire	
Reasonable manually operated fire warning system provided?	NO
If yes give details: (e.g. Break glass call points, fire bell, air horn, klaxon etc)	
Due to nature of property only fire alarms are required to be installed	
Automatic fire detection provided?	YES
Throughout Premises	YES
Part of Premises only	NO
Extent of automatic fire detection generally appropriate for the occupancy and fire risk?	YES
Remote transmission of alarm signals to a monitoring station or other?	NO

Manual Fire Extinguishing Appliances	
Reasonable provision of portable fire extinguishers?	YES
Are all fire extinguishing appliances readily accessible and unobstructed? (i.e. mounted on walls or on appropriate bases)	YES
Is suitable wall signage provided relevant to extinguisher?	YES
Are hose reels provided?	NO

Relevant Automatic Fire Extinguishing Systems	
Type of fixed system and location: (Inergen gas suppression systems, sprinklers/misting systems etc)	N/A
General Comments:	

Other Relevant Fixed Systems And Equipment	
Type of fixed system and location: (i.e. Dry/wet risers, fireman's lift control, smoke ventilation, smoke curtains etc)	N/A

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Firefighter Switch – High Voltage Luminous Tube Signs Etc	
Suitable provision of fire fighters switch(s) for high voltage luminous tube signs, etc (to include location)?	N/A

Management of Fire Safety

Procedures And Arrangements	
Fire safety is managed by:	Robert Taylor
Is there a suitable record of the fire safety arrangements?	YES
Appropriate fire procedures in place?	YES
Are procedures in the event of a fire appropriate and properly documented?	YES
Are there suitable arrangements for summoning the Fire and Rescue Service?	YES
Are there suitable arrangements to meet the F&RS on arrival and provide relevant information, including that relating to hazards to fire fighters?	NO
Is there a plan of the building available indicating basic layout and any areas of significant risk?	YES
Are there suitable arrangements for ensuring that the premises have been evacuated?	YES
Is there a suitable fire assembly point(s)?	YES
Testing And Maintenance	
Testing and Maintenance is managed by:	Kelcrest Developments