

## **FIRE RISK ASSESSMENT**

**Regulatory Reform (Fire Safety) Order 2005**

**Plumbing Supplies**

**Fore Street**

**Bovey Tracey**

**TQ13 8TG**

**Verified by: Jonathan Tedd BSc**

**Date: 21/12/16**

The purpose of this report is to assess the risk to life from fire and where necessary make recommendations to ensure compliance with fire safety regulation. This FRA does not address risk to property or business continuity from fire. This FRA follows the criteria as set out in PAS79:2012.

## GENERAL INFORMATION

Question 1: Premises Address Line 1

Plumbing Supplies

Question 2: Premises Address Line 2

Fore Street

Question 3: Premises Address Line 3

Question 4: Premises City/Town

Bovey Tracey

Question 5: Premises Postcode

TQ13 8TG

Question 6: Name of responsible person (e.g. Employer) or person having control of the premises.

David Steer

Question 7: Date of fire risk assessment (dd/mm/yy)

21/12/16

Question 8: Date of previous fire risk assessment (dd/mm/yy)

N/A

Question 9: Suggested date for next review (dd/mm/yy)

21/12/17

Question 10: Number of floors?

1

Question 11: What is the approximate total floor area in square meters? For a block of flats this is for the communal area only not the flats themselves.

200

Question 12: Please give a brief description of the construction of the premises.

Steel-framed block infill beneath a corrugated pitched roof

Question 13: What are the premises used for?

Retail and wholesale plumbing and heating supplies

## **OCCUPANTS**

Question 14: Typically, what is the maximum number of people other than staff who will be occupying the premises?

1-15

Question 15: What is the typical number of employees who will be in the premises at any one time?

5

Question 16: What are the normal hours of occupation of the premises?

Monday - Friday 0800 - 1700 Saturday 0900 - 1300

## **FIRE LOSS EXPERIENCE**

Question 17: Has the premises, during your occupancy, suffered any fire loss during the last 5 years?

NO

Question 18: If you have answered yes to the previous question, please give a brief explanation of what occurred.

Not Applicable

## **ELECTRICAL SOURCES OF IGNITION - ELIMINATION AND CONTROL**

Question 19: Are reasonable measures taken to prevent fires of electrical origin?

YES

Question 20: Are fixed installations periodically inspected and tested?

YES

Question 21: Is Portable Appliance testing (PAT) carried out where appropriate?

YES

## **SMOKING**

Question 22: Is smoking prohibited on the premises?

YES

## **PORTABLE HEATERS AND HEATING INSTALLATIONS**

Question 23: Are fixed heating installations subject to regular maintenance?

YES

## **HOUSEKEEPING**

Question 24: Is the standard of housekeeping adequate?

YES

Question 25: Is there unnecessary accumulation of combustible materials or waste?

YES

Question 26: Comments on your observations, including on any hazards observed.

Combustible materials found in means of escape.

## HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS AND BUILDING WORKS

Question 27: Are fire safety conditions imposed on outside contractors?

NO

## FIRE PROTECTION MEASURES - MEANS OF ESCAPE FROM FIRE

Question 28: Are the premises provided with reasonable means of escape in the case of fire?

YES

Question 29: Are the final exit doors immediately available and easy to open?

YES

Question 30: Do the fire exits open in the direction of escape, where necessary?

YES

Question 31: Is there a satisfactory means for securing exits?

YES

Question 32: Where there is only a single direction of travel for an escape route, is the distance to safety considered reasonable?

YES

Question 33: Where there are multiple directions of travel for an escape route, is the distance to safety considered reasonable for all routes?

YES

## FIRE DOORS

Question 34: Do all doors that form part of emergency routes conform to the required standard of resistance?

NO

## **EMERGENCY ESCAPE LIGHTING**

Question 35: Is there a reasonable standard of emergency escape lighting provided?

NO

## **MEANS OF GIVING WARNING IN CASE OF FIRE**

Question 36: Is there a reasonable, manually operated electrical fire alarm system provided?

NO

Question 37: Is automatic fire detection provided?

NO

## **FIRE EXTINGUISHERS**

Question 38: Is there a reasonable provision of portable fire extinguishers?

In adequate provision of fire extinguishers in main office.

Question 39: Are all fire extinguishers readily accessible?

YES

Question 40: Comment on your observations, including on any hazards observed.

YES

## **PROCEDURES AND ARRANGEMENTS**

Question 41: Suitable number of fire action notices (FAN)?

NO

## TESTING AND MAINTENANCE

Question 42: Are the premises adequately maintained?

No records of testing or maintenance of the alarm system.

Question 43: Is there regular testing and periodic servicing of the fire detection and alarm system?

N/A

Question 44: Comment on deficiencies observed, if any:

N/A

Question 45: Are there monthly and annual testing routines for emergency escape lighting?

NO

Question 46: Is there an annual maintenance programme for fire extinguishing appliances?

NO

Question 47: Is there periodic inspection of the external fire escape stairs and means of escape? If no external escape stairs put N/A.

NO

## RECORDS

Question 48: Are appropriate records kept of fire drills? Drills apply to businesses with 5 or more staff.

NO

Question 49: Are appropriate records kept of fire alarm tests?

Question 50: Are appropriate records kept of emergency lighting tests?

## TRAINING AND DRILLS

Question 51: Does your business employ 10 or more staff?

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## Fire Risk Assessment

The following simple fire risk level estimator is based on a commonly used health and safety risk level estimator.

Likelihood of fire	Potential consequences of fire		
	Slight harm	Moderate harm	Extreme harm
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

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

In this context, a definition of the above terms is as follows:

Low	Medium	High
Unusually low likelihood of fire as a result of negligible potential sources of ignition.	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).	Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Taking into account the nature of the premises 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: **Moderate Harm**

In this context, a definition of the above terms is as follows:

Slight Harm	Moderate Harm	Extreme Harm
Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which fire occurs).	Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to result in multiple fatalities.	Significant potential for serious injury or death of one or more occupants.

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

## Comments

This report presents the significant findings of a fire risk assessment which takes into account the occupancy profile, the fire hazards, the risk present and evaluated the general fire precautions in place at the time.

The measures highlighted in the following table of Remedial Actions are further fire precautions which it is considered, should be put in place to achieve compliance with the Regulatory Reform (Fire Safety) Order 2005 and reduce the risk to people from fire to a level which may be considered reasonably practicable.

Jonathan Tedd Associates cannot condone the continuation of contraventions which become evident as a result of this fire risk assessment. Therefore any and every relevant action recommended in this report should be remedied without delay to ensure compliance.

The levels of risk attributed in the Remedial Actions table are intended to give an indication of the severity of the associated risk and assist with the prioritisation of work. They should NOT be taken to imply any time period for completion or legal immunity in any intervening period.

Similarly, a subjective judgement has been made as to the overall likelihood of fire occurring, and is recorded at the end of the table of Remedial Actions. The responsibility for the ongoing management of the premises and the use of the premises for its present purpose remains with the responsible person.

A suitable risk based control plan should involve effort and urgency that is proportional to risk. The following risk-based control plan is based on one that has been advocated for general health and safety risks.

Risk Level	Action and Timescale
Trivial	No action is required and no detailed records need to be kept
Tolerable	No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, should take place within a defined time period, Where moderate risk is associated with consequences which constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.

Substantial	Considerable resources might have to be allocated to reduce the risk. If the premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken
Intolerable	Premises (or relevant area) should NOT be occupied until the risk is reduced.

**(Note that, although the purpose of this section is to place the fire risk in context, the above approach of fire risk assessment 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. The fire risk assessment should be reviewed regularly.)**

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## Action Plan

It is considered that the following recommendations should be implemented in order to reduce fire risk to, or maintain it at, the following level

Definition or priorities (where applicable):

High	Medium	Low
Within 1 month	Within 3 months	Within 6 months

No.	Q No.	Item	Priority	Action by whom	Date action completed
1.	Q25.	Ensure waste and combustible materials are stored appropriately and consequently disposed of	High		
2.	Q27.	Provide fire safety procedures to external contractors before commencement of work	High		
3.	Q34.	Instruct for survey of doors by FDIS (fire door inspection scheme) approved inspector	High		
4.	Q35.	Instruct for survey by specialist for installation of emergency lighting	High		
5.	Q36.	Ensure persons will raise the alarm if fire detected. If lone workers are in a separate room then a 10 year (battery life) alarm in the adjoining escape route is adequate	High		
6.	Q37.	Install detection only if lone workers in a room to adjacent means of escape. There must have early warning with at least a 10 year smoke detector fitted in the escape route.	High		
7.	Q41.	Place FAN at final exits - it must state the assembly point	High		
8.	Q45.	Instruct for servicing of fire alarm. Keep records in fire folder.	Low		
9.	Q46.	Instruct for maintenance of fire extinguishers	Low		

10.	Q47.	Instrcut for specialist inspection of fire escape stairs	Medium		
11.	Q48.	No records found - ensure they are available for future fire safety audits	High		

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## Sections Deemed Adequate

It is considered that the following question responses are deemed adequate:

No.	Q No.	Item	Priority
1.	Q20.	Equipment in date - sticker clearly observed on installation and/or BS7671 certificate in our possession	NA
2.	Q21.	All appliances clearly labelled.	NA
3.	Q22.	There is a permitted smoking area outside of the premises	NA
4.	Q23.	All heaters are subject to regular maintenance	NA
5.	Q24.	Housekeeping is satisfactory	NA
6.	Q28.	Adequate means of escape having considered the number of people in the building	NA
7.	Q29.	Doors open and close easily	NA
8.	Q30.	Doors open in direction of escape	NA
9.	Q31.	Fire exits are available at all times and have correct mechanisms	NA
10.	Q32.	Travel distances are not excessive (they are no more than 25m)	NA
11.	Q33.	Travel distances are not excessive (they are no more than 60m)	NA
12.	Q39.	All extinguishers are readily accessible	NA
13.	Q43.	No automatic fire alarm installed - small premises	NA

### Observation Comments

Here are the following observations comments with any apparent hazards:

No.	Q No.	Item
1.	Q26.	Combustible materials found in means of escape.

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### **This is your Fire Risk Assessment**

It is a legal document, which must be made available for inspection 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 and that the building(s) comply with current fire safety legislation. The FRA is a method that ensures suitable fire safety management procedures are in place.

Keep this FRA in a safe place.

### **Revision of this Risk Assessment**

It is a requirement for the Responsible Person/Duty Holder to ensure that this fire risk assessment is reviewed regularly so as to keep it up to date. Particularly if:

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

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

For further guidance visit [www.jtafire.co.uk](http://www.jtafire.co.uk)

**For further advice or urgent assistance email [info@jtafire.co.uk](mailto:info@jtafire.co.uk)**