

- ✓ 2 NO Smoking signs
- ✓ Fire Assembly Points issued.

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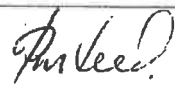
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IFE (Institute of Fire Engineers) number 55011

FIRE RISK ASSESSMENT

BREWERY TAP

Unit 5, Contract House
Wellington Road
Dunston
NE11 9HS

Assessment Reference:

Review date	Date	Report carried out by (Assessor)	Signature
	10/10/2017	P.M. Reed	
10/10/2018			

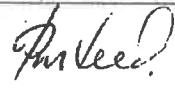
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1. Introduction

Fire Risk Assessment General Policy Why Assess Fire Risk?

The Regulatory Reform (Fire Safety) Order 2005 Part 2 Article 9 which instructs that the responsible person must make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions needed to take to comply with the requirements and prohibitions imposed on them by or under this Order.

Owners/Occupiers of premises have a duty to continually monitor compliance with all current fire regulations. This needs to include monitoring of the building and fire detection and warning systems and the maintenance of all fire related equipment.

The owner/occupier must clearly define their management structure, policy, precautions and procedures. Fire precautions instigated must ensure the maintenance of adequate levels of physical protection to prevent the occurrence of fire, to ensure early detection and give sufficient warning in order to control and stop the spread of fire to protect proprietors of the premises. The protection of life must always be the paramount consideration.

The Responsible Person is the owner/manager/employer or person nominated as being in control. This person is responsible for putting measures in place in order to reduce the risk and spread of fire and to ensure that adequate detection and warning systems are in place; providing and maintaining protection and means of escape and maintenance of all equipment necessary to protect all persons using the premises.

The Competent Person is a person with sufficient training, experience and knowledge of fire matters.

Regulatory Reform (Fire Safety) Order 2005

This legislation places the responsibility on the responsible person to ensure that a fire risk assessment of the premises is carried out.

Alteration Notice required to give notice of changes to the premises, which may affect fire safety and may therefore need to be discussed with the fire brigade.

Enforcement Notice where the fire brigade has issued non-compliance with legislation. This will stipulate timescales and offer compliant solutions.

Prohibition Notice will prohibit or restrict the use of premises and will specify measures to be taken.

2. Description of Property

Location	
Brewery Tap, Wellington Road, Dunston	
Managing Agent/Client	
Mark Forrest	
Property Usage	
Public House	
Date of Construction	
2017	
Areas Inspected during assessment	
All Areas	
Total Number of Floors and Units	
1 x Unit 1 x Level	
Floors & Staircases - Wood or Concrete	
Concrete	
Roofs - Flat or Pitched	
Pitched + Flat	
Purpose Built or Conversion (Listed building)	
Purpose Built	
Total number of lifts	
0	
Number of Exits including fire exits	
2	
Total Number of stairways	
0	
Porter/Concierge	
Mark Forrest	
Car Parking and number of spaces	
11	
Equipment	
Emergency Lights	Y
Smoke Detectors/Fire Alarm	Y
Door entry system and manufacturer	Key Entry
Water tank	N
Type of windows and are restrictors fitted	UPVC D/Glazed - Fixed
Location of meters (gas, water and electricity)	Water = mains direct to Property Electric = Outer building Shared Gas = No Gas

Additional information, such as Health and Safety Issues should be highlighted within this assessment or entered on a separate page of A4 and attached to this report.

3. Risk Assessment Matrix

		Using the Risk Assessment Matrix				
		When assessing a risk for the first time you should assume there are no controls already in place. The Assessor should assign values for the identified 'Likelihood' of occurrence (A) and the severity of 'impact' (B). By multiplying 'A' and 'B' together you get the rating score, which gives an indication of how important the risk is.				
LIKELIHOOD (A)	Very Likely 5	5	10	15	20	25
	Likely 4	4	8	12	16	20
	Feasible 3	3	6	9	12	15
	Slight 2	2	4	6	8	10
	Very Unlikely 1	1	2	3	4	5
		Insignificant 1	Minor 2	Significant 3	Major 4	Critical 5
		IMPACT (B)				

Action to be taken following identification of risk score

1 – 4 Insignificant	5 – 9 Low	10 – 15 Medium Risk	16 – 24 High	25 Extreme
Action maybe long term. Risk subject to review use for trend analysis	The majority of control measures are in place. Risk subject to regular review. Should be reduce as part of long term goals	There is a moderate probability of major or minor harm, if control measures are not implemented. Prioritise action plan with timescales	Significant probability that major harm will occur if control measures are not implemented immediately. Consider stopping procedures actioned to be audited until in control	Where appropriate stop all action IMMEDIATELY. Controls to be implemented and audited until risk score reduced. Review weekly

GREEN = LOW RISK, AMBER 9 = MEDIUM RISK, AMBER 10 – 12 HIGH RISK, RED = HIGH RISK

Likelihood of Occurrence (A)	Severity of Impact (B)
1 – Very unlikely (has not occurred before)	1 – Insignificant (have no affect)
2 – Slight (rarely occurs)	2 – Minor (little effect)
3 – Feasible (possible, but not common)	3 – Significant (may pose a problem)
4 – Likely (has occurred before and will again)	4 – Major (will pose a problem)
5 – Very Likely (occurs frequently)	5 – Critical (immediate action required)

4. Fire Hazards and Ignition Sources

HAZARD	Y/N	RISK SCORE	ACTIONED BY	FURTHER ACTION BY
Are all electrical cables and equipment without signs of visible defects?	Y			
Are all electrical sockets used correctly and not overloaded, is the rule of one plug and one socket being applied?	Y			
Are portable electrical appliances PAT tested?	Y			
Has a competent engineer tested the main electrical system within the last 5 years? And documentation provided to support this?	Y			
Is there managerial control of personal electrical items?	Y			
Is lightning protection provided for the building?	N			
Is smoking restricted to the designated smoking areas, and are these areas properly managed to prevent unwanted fires in ashtrays or rubbish receptacles?	Y			
Are mains gas supplies connected?	N			
Are fixed heating installations, gas appliances and boilers subject to regular maintenance by competent contractors, and documentation to support this maintenance?	N/A			

Fire Hazards and Ignition Sources Continued

HAZARD	Y/ N	RISK SCORE	ACTIONED BY	FURTHER ACTION BY
Is there the use of portable heaters and are they fit for purpose?	N			
Are they kept away from draughts and flammable materials?	N/A			
Are all cooking processes properly supervised and catering equipment checked for defects and are all cleaning routines followed?	N/A			
Are there any measures provided to counter arson? i.e. CCTV & Security. And does the manager/owner have any measures already in place?	Y			
Is access to all plant rooms restricted to authorised persons only, and are all plant rooms free of combustible materials? Is there the correct and adequate signage in place?	Y			
Is external refuse, such as large combustible items present and are they managed correctly?	Y			
Are there any potentially hazardous processes in place, if so give a brief description?	N			
Are large/abnormal amounts of combustible storage kept in/on the premises? If so are storage arrangements adequate enough?	N			

Fire Hazards and Ignition Sources Continued

HAZARD	Y/ N	RISK SCORE	ACTIONED BY	FURTHER ACTION BY
<p>Are any other hazardous materials kept on the premises? If so are storage arrangements adequate enough?</p>	N			
<p>Is general housekeeping satisfactory?</p>	Y			
<p>Is the upholstery of foam furniture in good condition?</p>	Y			
<p>Are significant ignition sources separated from combustible or highly flammable materials?</p>	Y			
<p>Is the use of highly flammable materials minimalised?</p>	Y			
<p>Was building work being carried out at the time of inspection? If so did this introduce any additional hazards, ignition sources or a lack of managerial control of hazards?</p>	N			

5. Means of Escape

HAZARD	Y/ N	RISK SCORE	ACTIONED BY	FURTHER ACTION BY
Is the premises provided with adequate means of escape?	Y			
Is there a fire assembly point outside the building?	Y Notice Req		Mark Forrester	
Is every final exit fire escape door indicated by an emergency exit sign and a symbol to explain how to open the door in an emergency?	Y			
Do all fire escape doors open freely and to their full width without obstruction, is there a sign on the exterior of each fire exit door that says 'Fire Exit Keep Clear'?	Y			
Where magnetic door locks are fitted to final fire escape doors, do these immediately release upon activation of the fire alarm (refer to weekly testing documentation in fire log book) and is there a green break glass box (emergency override device) adjacent to the door?	N/A			
Are all external fire escape pathways, stairways or ramps clear of obstruction, and are the floor surfaces clear of trip or slip hazards including any routes shared with others?	Y			
Is the exterior of each final exit fire escape door and pathway lit by emergency lighting that activates during mains electrical failure (refer to monthly/annual testing documentation)?	Y			

Means of Escape Continued

HAZARD	Y/ N	RISK SCORE	ACTIONED BY	FURTHER ACTION BY
Are all internal fire escape routes clear of obstruction for the full clear width of the escape route, and are all stairwells or heads of stairs on fire escape routes clear of all combustible items?	Y			
Are all self-closing fire-resisting doors free from obstruction, not held open by any unauthorised method such as door wedges, and are they able to fully close under their own effort?	N/A No Internal Doors			
Are all self-closing fire-resisting doors in good condition and fitted with appropriate signs that say 'Fire Door Keep Shut' or 'Automatic Fire Door Keep Clear'?	N/A			
Are all fire-resisting doors fitted to plant rooms or service cupboards in good condition, kept locked shut and fitted with appropriate signs that say 'Fire Door Keep Locked Shut'?	Y			
Are all fire exits and fire exit routes clearly indicated by appropriate directional signage?	Y			
Do all communal fire doors have 3 hinges, a self closer and intumescent strips and cold smoke seals?	Y			
Are there any visual changes to any apartment door/s from the original build specification?	N/A			
Are fire compartment walls/floors breached in any area?	N			

Means of Escape Continued

HAZARD	Y/ N	RISK SCORE	ACTIONED BY	FURTHER ACTION BY
Are fire exits checked regularly to ensure they function satisfactorily and is a record kept?	Y			
Are disabled protections provided?	Y			
If so are they adequate and provided with a suitable means of communication?	Y			
Does a competent person examine external staircases at 3-year intervals?	N/A			
Are external staircases properly protected from fire in the parent or adjoining property?	N/A			

6. Fire Alarm Systems

HAZARD	Y/ N	RISK SCORE	ACTIONED BY	FURTHER ACTION BY
Is there a fire alarm/detection system and is it appropriate for the type of occupancy?	Y			
Are all parts of the building that are accessible by any person, including roof plant areas, within audible or visual range of a fire alarm sounder or warning device even when the plant or machinery in those areas is operating?	Y			
Can a fire alarm break glass call point be reached from any part of the building, including any roof plant or basement area?	Y			
Is the fire alarm system tested on a weekly basis from a different call point each week, and have all call points been tested at some point, and are the results of the tests recorded in the Fire Log Book?	Y			
Is the fire alarm system clear of any outstanding or recurring defects that need resolving?	Y New Installation			
Have all staff received training on how to raise the alarm system maintained in accordance with BS 5839?	Y			
Is the fire alarm linked to the remote manned centre?	N			
Does the alarm sound the same throughout the whole building?	Y			
Date of last service and date of last testing.	New Installation 4/10/2017			

7. Emergency Lighting

HAZARD	Y/N	RISK SCORE	ACTIONED BY	FURTHER ACTION BY
Is the emergency lighting system appropriate and adequate enough for this property?	Y			
Are all emergency lighting units tested for correct operation and are the tests recorded in the Fire Log Book?	Y			
Is the emergency lighting system clear of any outstanding or recurring defects that need resolving?	Y			
Is the emergency lighting system maintained in accordance with BS 5266?	Y			
Date of last service and testing	5/10/2017			

8. Sign and Notices

HAZARD	Y/ N	RISK SCORE	ACTIONED BY	FURTHER ACTION BY
<p>Are any additional signs or notices required? (i.e. Fire Exit/Call Point/Fire Door/Fire Extinguisher, Assembly Point)</p>	Y			
<p>If additional signage is required, which signs are required and where? (be specific)</p>	<p>Assembly point to Indicated on notice provided</p>		<p>2 x No Smoking Signs</p>	<p>Mark Forrest</p>

9. Fixed Installations & Fire Fighting Equipment

HAZARD	Y/ N	RISK SCORE	ACTIONED BY	FURTHER ACTION BY
Are the portable fire extinguishers provided appropriate to the site? If no list the reason and appropriate equipment to use.	Y			
Are the units serviced in annually in accordance with BS 5306:pt3?	Y			
Are identification signs present for all extinguishers?	Y			
Is the smoke ventilation system tested regularly for correct operation?	N/A			
Are the smoke control curtains/windows tested regularly for correct operation?	N/A			
Are the automatic fire shutters/barriers tested regularly for correct operation?	N/A			
Date of last service of fire extinguishers and the smoke vent system	New Install Nov 2017			

10. Closing Comments, Summary & Recommendations Report

Means of Escape

The means of escape is provided by 2 Exit Doors, including Emergency Exit
The property is situated off Wellington Road. Dunston

Emergency Lighting

There is an Emergency Lighting system in this property with no maintenance issues recorded

Fire Alarm System

There is a Fire Alarm System in this property including detectors, there are no maintenance issues at this time. It is a new installation

Signage

Signage issues are 2 x No Smoking Signs to be positioned appropriately and 1 x Assembly Point Notice, again to be placed in an appropriate position

Fire Extinguisher Signage

There are Fire Extinguishers in the appropriate points, they are serviced on a regular basis, newly installed and are fully up to date

Fire Hazards & Ignition Sources

General housekeeping is of a good standard throughout the site

11. Priority Ratings. to be used in conjunction with Risk Rating Score

Priority 1 - Arrange immediately and complete within 7 days

Priority 3 - Within three months
Priority 4 - On-going

THIS RISK ASSESSMENT IS A RECORD OF MY FINDINGS AT THE DATE OF ASSESSMENT. I WANT YOU TO remember that it should be reviewed whenever there are any alterations or modifications to the premises or the practices or processes being carried out within them.

Please ensure that a copy of this Fire Risk Assessment is kept readily available for the FIRE OFFICER or other agencies that may be concerned.

Important note: The Assessor, Mr Paul Reed, accepts no responsibility for any fire, which may occur on your premises. The Risk Assessment, if acted upon, will reduce the likelihood of a fire occurring, it WILL NOT, however guarantee that a fire will NEVER occur. Again, if you follow my advice, the effects of fire will be mitigated. You must ensure that you have the appropriate insurance in place at all times to cover any loss or damage in the event of a fire.

13. **Assessment Findings Table**

Section Ref No	Description of action required	Photographic evidence supplied to support action required	Priority Rating(as per point 11 page 17)	Date Action completed	Comments
signage	Assembly Point location notice to be placed in an appropriate position				
	2 x No Smoking Signs to be placed in an appropriate position.				