

# Regulatory Reform (Fire Safety) Order 2005, Fire Risk Assessment

conducted for

**BAHA**



## **Audit Title**

BAHA ground and first floor (revised 08.10.2017)

## **Prepared by**

**John Collens**

**Dip 2 OSH, CMIOSH, RMAPS, ICIQB, CBuildE, LCGI Man**

**Chartered Health and Safety Practitioner**

**Chartered Building Engineer**

**OSHCR Registered Consultant**

## **Conducted on**

26/07/2017

## **Personnel Consulted**

Jason Moore

**Score (70/85) 82.35%**

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## **LIMITATIONS OF SURVEY**

The following shows areas of main concern observed whilst carrying out the walk through risk assessment. Whilst every effort is taken to observe all areas where possible hazards have the potential to cause a fire, or in the event of such would pose a risk to those affected by the fire. The observations are not exhaustive, as some may not have been immediately apparent at the time and items or areas were not seen at the time.

This risk assessment does not take away the owners/ managers responsibilities to ensure that they should provide a safe working environment. The risk assessment should however work as a point of reference, so they themselves have the ability on a day-to-day basis to understand and recognise hazards, which have a potential threat to themselves, staff, visitors and the organisation.

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 fire safety legislation. This report does not address the risk to property or business continuity from fire.

The assessor believes the information contained within this risk assessment report to be correct at the time of printing. The assessor does not accept any consequence arising from the use of the information herein. The report is based on matters which were observed or came to the attention of the assessor during the period of the assessment and should not be relied upon as an exhaustive record of all possible risks or hazards that may exist or potential improvements that can be made.

The assessor does not take on any liability for implementing improvements highlighted by the assessment or determining a timescale, this remains with the responsible person having control of the premises as named above.

This fire risk assessment should be reviewed by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a fire occurs.

### **Confidentiality Statement**

In order to maintain the integrity and credibility of the risk assessment processes and to protect the parties involved, it is understood that the assessors will not divulge to unauthorized persons any information obtained during this risk assessment unless legally obligated to do so.

## **Fire Safety Management**

Good management of fire safety is essential to ensure that fires are unlikely to occur; that if they do occur they are likely to be controlled or contained quickly, effectively and safely; or that, if a fire does occur and grow, everyone in your premises is able to escape to a place of total safety easily and quickly.

The risk assessment which must be carried out will help you ensure your fire safety procedures, fire prevention measures, and fire precautions (plans, systems and equipment) are all in place and working properly, and the risk assessment should identify any issues that need attention.

### **What is a fire risk assessment?**

A fire risk assessment is an organised and methodical look at your premises, the activities carried out there and the likelihood that a fire could start and cause harm to those in and around the premises.

The aims of the fire risk assessment are:

- To identify the fire hazards
- To reduce the risk of those hazards causing harm to as low as reasonably practicable
- To decide what physical fire precautions and management arrangements are necessary to ensure the safety of people in your premises if a fire does start

# Audit

Question	Response	Details
<b>Part 1: GENERAL INFORMATION</b>		
<b>The responsible person for fire safety</b>		
Name of the responsible head of department	Jason Moore	
Contact details of responsible person	Jason.moore@thefizzytarte.com	
<b>1 The Building</b>		
Number of Floors	3	
Floor area: (m <sup>2</sup> per floor)	113	
Floor area: (m <sup>2</sup> total)	113	
Brief details of construction:	The building is a newly constructed structure and is of dense concrete to walls floors and ceiling, the roof is timber trussed under a slated roof	
Occupancy type:	Public bar ground floor. Restaurant first floor	
<b>2 The occupants</b>		
Maximum number of occupants:	Public bar ground floor 218 Restaurant first floor 60	
Maximum number of occupants at any given time:	218 bar 60 Restaurant	
Maximum number of members of the public at one time:	206 (12 staff)	
<b>3 Occupants at special risk</b>		
Is it likely children will be prohibited from the premises	Yes	Children are allowed in public bar and restaurant areas
Are there sleeping occupants?	No	
Are there disabled occupants?	Yes	The bar could be accessed by persons with mobility problems.  Once opened the upper floors would also be accessible via the lift, it was not possible to determine whether the lift installed was "fire safe" until this has been established signs should

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		be fitted " in the event of fire lift not to be used"
Are there occupants in remote areas?	No	
Are there lone workers?	No	

#### 4 Previous Fire loss experience

Is there any previous history of fire loss in the premises (if yes give details)	No	
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#### 5 Other relevant background

Are there any residential properties in or attached to the building	No	
Is there a prohibition notice in force? (if yes give date of issue)	No	
Is there an alteration notice in force? (if yes give date of issue)	No	
Is there an enforcement notice in force? (if yes give date of issue and date of when work is to be completed by)	No	

### Part 2: FIRE HAZARDS AND ELIMINATION OR CONTROL

#### 6 Electrical sources of ignition

Are reasonable measures taken to prevent fires of electrical origin?	Yes	New building and electrical installations
Is the fixed wiring installation periodically tested and inspected?	Yes	New
Are portable appliances tested/inspected?	Yes	New
Is there a suitable policy about the use of personal electrical appliances?	Yes	Company items only are to be used on the premises
Is there a suitable limitation on the use of trailing leads and adapters?	Yes	None presently in use
Is Luminous Discharge Lighting installed? (if yes does the installation meet with current standards)	n/a	
Is all electrical equipment tested and records on site	Yes	

#### 7 Smoking

Are reasonable measures taken to prevent fires as a result of smoking?	Yes	
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Is smoking prohibited in the building?	Yes	
Is smoking prohibited in appropriate areas?	Yes	
Are there suitable arrangements made for those who wish to smoke?	Yes	A dedicated area is available externally
Is there absence of any evidence of breaches of smoking policy?	Yes	
Is the appropriate smoking prohibition notice displayed at the building's entrance?	No	This is to be addressed

## 8 Arson

Does the basic security against arson appear reasonable?	Yes	Euro bins which are lockable are used
Is there sufficient control of unnecessary fire load in close proximity to the building or available for ignition by outsiders?	Yes	

## 9 Portable heaters and heating installation

Is the use of portable heaters avoided as far as reasonably practicable?	Yes	
If portable heaters are used, are the more hazardous types (radiant bars and LPG) avoided?	N/A	
If portable heaters are used are suitable measures taken to minimise the risk of ignition of combustible materials?	N/A	
Are fixed heating installations subject to regular maintenance?	Yes	All Electrical installations and equipment are new.

## 10 Cooking facilities

Are reasonable measures taken to prevent cooking fires?	Yes	All equipment is new and a maintenance schedule is to be implemented. Qualified chefs have been engaged.
Are filters changed and ductwork cleaned regularly?	Yes	All are new. Cleaning regime to be introduced
Are suitable extinguishers available?	Yes	Fire blanket needs fixing in kitchen area. There are no information signs affixed close by the extinguishers

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## 11 Lightning

Does the building have lightning protection system if required? (if yes has it been tested and are records of testing kept)

N/A

## 12 Other significant ignition sources that warrant consideration

List other ignition sources:

Hand held chefs blow torches.

Plant room equipment.

Food service lift control equipment in service duct between kitchens and pot wash (first floor.)

Lift motor area.

## 13 Housekeeping

Is the standard of housekeeping adequate?

Yes

Are combustible materials separated from ignition sources?

Yes

Is the unnecessary accumulation of combustibles and waste avoided?

Yes

Is there appropriate storage of hazardous materials?

Yes

External storage cages for bottled gases within a secure area.  
Secure cupboard for gas canisters used in kitchen

Are combustible materials stored appropriately?

Yes

## 14 Hazards introduced by contractors and building works

Is there sufficient control over works by contractors (e.g. Permits to work & hot works permits)?

Yes

We are told this is to be implemented

Are there arrangements for the safe storage of gas bottles and others hazardous materials

Yes

Dedicated secure storage areas.

Are fire safety conditions and instructions communicated to contractors?

No

This is to be implemented

## 15 Dangerous Substances

Are dangerous substances present on the premises?

No

Has the risk to relevant persons been adequately eliminated or reduced?

N/A

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## Part 3: FIRE PROTECTION MEASURES

### 16 Means of escape

Is the building provided with adequate means of escape in case of fire?	Yes	Single fire exit from public bar area. The available free space when open is 1150mm which should allow the passage of a maximum of 218 persons to evacuate within the specified period.
Are there sufficient exits?	Yes	A large bi-folding glazed screen/door is easily opened and available to the public bar area. <b>First floor Restaurant see separate sheet.</b>
Are exits easily and immediately openable where necessary?	Yes	
Do fire exits open in the direction of travel where necessary?	Yes	
Have sliding or revolving doors been avoided as fire exits?	Yes	
Are there adequate means of securing exits?	Yes	Unlocked whilst open to the public
Are there reasonable distances of travel where there is a single direction of travel?	Yes	18 metres max travel distance in public bar area <b>22 mtrs in restaurant</b>
Are there reasonable distances of travel where there are alternative means of escape?	N/A	
Are escape routes adequately protected?	Yes	The main area is open plan, loos are beyond a fire door leading to the corridor, and the mains electrical cupboard within the escape route is to be locked shut and is fitted with detection.
Are there suitable fire precautions for all inner rooms?	Yes	Detection and escape lighting in loo corridor
Are escape routes unobstructed?	Yes	Bar furnishings are used in public areas
Are there suitable means of escape for disabled occupants?	Yes	From ground floor safe egress is available <b>Restaurant area would not be suitable for persons with mobility problems requiring wheel chairs.</b>

### 17 Measures to limit fire spread and development.

Is there a sufficient standard of compartmentation and sub-compartmentation?	Yes	Open plan design to ground floor
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Are linings that promote fire spread avoided as far as reasonably practicable?	Yes	Commercial grade wall coverings are applied to public areas, no specification details available at time of assessment therefore it was not possible to determine the fire rating.
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## 18 Escape lighting

Is there a reasonable standard of escape lighting provided?	Yes	
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## 19 Fire safety signs and notices

Are fire safety signs and notices suitable and sufficient?	No	None yet fitted, this is to be addressed
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## 20 Means of giving warning in the event of fire

Is a manually operated electrical fire alarm system provided?	Yes	
Is automatic fire detection provided?	Yes	
Is there remote transmission of alarm signals?	No	

## 21 Manual fire extinguishing appliances

Is there suitable and sufficient provision of portable fire extinguishers?	Yes	No signs fitted, this is to be addressed
Are hose reels provided?	N/A	

## 22 Relevant automatic fire extinguishing systems

Type of system:	
Comments and observations:	

## 23 Facilities, equipment and devices for the protection of Fire-Fighters

Types of facilities:	
Comments and observations:	

## Part 4: MANAGEMENT OF FIRE SAFETY

### 24 Procedures and arrangements

Person responsible for fire safety:	Jason Moore	
Are there competent persons available to assist in implementing fire safety arrangements?	Yes	Senior team managers
Are appropriate fire procedures in place? (including arrangements for calling the fire service)	Yes	Senior team managers are responsible

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Fire Emergency Plan in place and details recorded?		This was discussed and is to be developed
Does the plan take account of other Fire Emergency Plans applicable in the building?		This was discussed and is to be developed
Is the Fire Emergency Plan readily available for staff to read?		This was discussed and is to be developed
Is the Fire Emergency Plan available to the enforcing authority?		This was discussed and is to be developed
Are there persons nominated to respond to fire?	Yes	Senior team managers
Are persons nominated to assist with evacuation?	Yes	As above
Is there appropriate liaison with the fire service?	No	This is advisable once premises are fully operational
Do routine in-house inspections of fire precautions take place?	Yes	This is to be implemented once open and will be carried out by the maintenance department

## 25 Training and drills

Are staff given instruction on induction?	Yes	We are told the responsible person is a fire trainer and is to undertake this task.
Do staff receive periodic refresher training at suitable intervals?	Yes	On line courses are to be used as and when necessary
Are staff with special responsibilities given appropriate training?	Yes	This is to be addressed
Are fire drills carried out at appropriate intervals?	Yes	We are told this is to be implemented and recorded

## 26 Testing and maintenance

Is the workplace adequately maintained?	Yes	All new at time of assessment.
Is there weekly testing and periodic servicing of the fire detection and alarm system?	Yes	This is to be implemented and records are to be kept
Is there monthly, six-monthly and annual testing of the emergency lighting?	Yes	This is to be implemented and records are to be kept
Is there annual maintenance and testing of fire extinguishing equipment?	Yes	This is to be implemented and records are to be kept
Is there annual inspection and test of the lightning protection system?	N/A	

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Is there six monthly and annual testing of wet/dry risers?	N/A	
Is there weekly testing and periodic inspection of sprinkler installations?	N/A	
Is there routine checks of fire doors and final exit doors?	Yes	This is to be implemented and carried out by maintenance staff. All checks are to be recorded.
Other relevant inspection and test	Maintenance systems will need to be developed for all equipment fitted in line with all manufacturers recommendations	

## 27 Records

Are there records of fire drills?		The bar area is not yet functional, this is to be implemented and recorded
Are there records of fire training?	Yes	This is new building and is to be implemented as necessary
Are there records of fire alarm tests?	Yes	Commissioning certificates available
Are there records of emergency lighting tests?	Yes	
Are there records of maintenance and testing of other fire protection systems?	N/A	

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## Part 5: RISK RATING AND RECOMMENDATIONS

### FIRE RISK ASSESSMENT

Based on visual inspection of readily accessible areas, with a degree of sampling where appropriate.

Potential consequences of fire ⇒	Slight harm	Moderate harm	Extreme harm
Likelihood of fire ↓			
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 this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Low

Medium

High

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

**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 proper 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.

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

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

**Slight 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 a fire occurs).

**Moderate harm:** Outbreak of fire could be a foreseeable 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.

It is considered that the risk to life from fire at these premises is:

Trivial

Tolerable

Moderate

Substantial

Intolerable

**Comments:**

**The audit Identifies a number of area which need addressing / are to be implemented, these are listed in the Audit summary**

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 advocated by BS 8800 for general health and safety risks:

<b>Risk Level</b>	<b>Action and timescale</b>
<b>Trivial</b>	No action is required and no detailed records need be kept.
<b>Tolerable</b>	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.
<b>Moderate</b>	<p>It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period.</p> <p>Where moderate risk is associated with consequences that 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.</p>
<b>Substantial</b>	Considerable resources might have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
<b>Intolerable</b>	Building (or relevant area) should not be occupied until the risk is reduced.

## Summary of findings from Audit

Maximum number of occupants: 218

Maximum number of members of the public at one time: 206 + 12 staff

The bar could be accessed by persons with mobility problems. Once opened the upper floors would also be accessible via the lift, it was not possible to determine whether the lift installed was "fire safe" until this has been established signs should be fitted "In the event of fire lift not to be used"

Is the appropriate smoking prohibition notice displayed at the building's entrance? This is to be addressed

Are fire safety conditions and instructions communicated to contractors? This is to be implemented

Are linings that promote fire spread avoided as far as reasonably practicable? Commercial grade wall coverings are applied to public areas, no specification details available at time of assessment, therefore it was not possible to determine the fire rating.

Are fire safety signs and notices suitable and sufficient? None yet fitted, this is to be addressed

Provision of portable fire extinguishers, No signs fitted this is to be addressed

Is there appropriate liaison with the fire service? This is advisable once premises are fully operational.

Maintenance systems will need to be developed for all equipment fitted in line with all manufacturers Recommendations

Fire Emergency plan to be developed Part of the plan should be a drawing indicating location of all service isolators, position of firefighting equipment and the location of any dangerous / hazardous materials. This information must be readily available to the emergency services.

Received by responsible person / representative			
Assessor Signature		John A Collens	

## Significant findings

**Baha First floor areas** . The main risks of fire affecting this area are from kitchen and plant room, Below is a summary of areas which need completeing / reviewing.

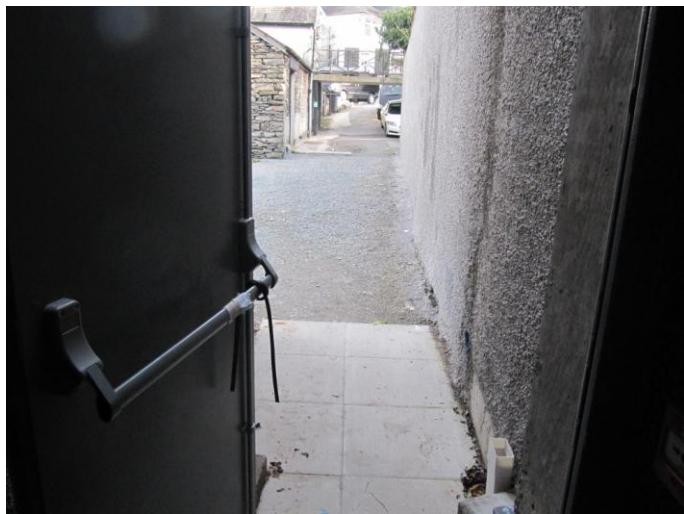


The above sign indicating a fire escape route leads to a unprotected staircase. (No protection offered if fire was on floor below) also glazed panels are toughened safety glass but not fire resistant glass

Fire exit signs cannot be seen from a distance



Fire extinguishers on stand opposite cloak area restrict the escape route and is a trip hazard.



Final exit door does not offer required minimum unobstructed opening of 750mm.  
Panic bar assembly reduces opening to 735. If this was replaced by a push pad the available opening would be 800 mm.  
At this opening the final exit would still not satisfy the minimum requirements for wheelchair users (minimum 900mm)



Fire door to plant room is fitted with high and low level air vents, in the event of fire starting in the plant room these would allow fire and smoke to affect the escape route from the public areas.



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Fire stopping to profile ceiling perimeter needs finishing.  
Do air movement systems shut down in the event of fire?  
Is all ducting which penetrates ceiling compartments suitable fire resistant?



Fire doors protecting the public areas from the kitchen facility are not completed  
No intumescent / cold smoke seals fitted



Are all ceiling hatches suitably fire resistant?

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Is detection fitted to kitchen service lift motor shaft?

#### **Occupancy levels. First floor Restaurant area.**

From floor area, (Measurements supplied by client)

Using information from Cumbria Fire and rescue service "calculating occupancy in places of assembly."

Dining area or restaurant. Typical occupancy density 1.0 m<sup>2</sup> / person.

Floor area available 75.48m<sup>2</sup> equates to max 76 people.

However "for normal risk premises if more than 60 people are present or an exit cannot be reached in 18mtrs from anywhere in the room, then a minimum of two separate exits are required. For two exits from a room to be considered alternative they should be located at least 45degrees apart. This prevents having to walk directly towards a fire when there are large numbers of people present or long escape routes"

The measured escape distance (ignoring the indicated route down the unprotected staircase) is 22mtr, suggested travel distance for normal risk area is 18mtrs. (Single escape route).

Taking into consideration the area is to be considered as a single final exit area, the occupancy is limited to 60 persons.

<b>Assessment review</b> <b>Date. August 2018</b>	<b>Completed by.</b>	<b>Signature</b>
<b>Review outcome (where substantial changes have occurred a new record sheet should be used)</b>		

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## **Management systems**

This is the ideal time to develop and implement Management systems to ensure the current fire safety management remains effective. This will require;

**The following are mandatory elements which are likely to form the fire safety audit.** (Carried out by the enforcing authority)

- Clear company policy
- Effective emergency plan
- Responsibilities clearly defined
- Effective systems of communication in place to inform employees and other responsible people in multi occupied premises.
- Fire marshals and wardens appointed where appropriate.

**Where dangerous substances are present you should consider;**

- Adequate controls
- Control of ignition sources
- Mitigate detrimental effects
- Safe handling, transport and storage
- Elimination reduction controls
- Suitable signage and safety information
- Give particular consideration to young people

**Develop adequate procedures for serious and imminent danger and danger areas.**

- Appropriate procedures to be developed
- Safety drills
- Sufficient number of competent persons to manage evacuation
- Prevention procedures to restrict exposure of relevant persons to risk, unless trained.
- Information and signage.

## **Develop suitable additional emergency measures to safeguard all relevant persons from an accident, incident or emergency related to dangerous substances in or on the premises.**

- Information on emergency arrangements to be available  
Suitable warning and other communication systems to be established to support response, remedial actions and rescue operations.
- Information provided to accident and emergency services and displayed at the premises
- Plans should be in place for immediate steps to be taken in the event of an incident occurring
- Personal protective equipment, clothing, specialised equipment and plant provided and available in case of an incident arising.

## **Assistance to competent person in undertaking the preventative and protective measures.**

This will require;

- The appointment of a sufficient number of competent persons.
- Sufficient training given to competent persons
- Co-operation between appointed persons
- Information given to non employees
- Information given to other employees
- Co-operation between responsible persons

## **Effective staff training**

- Induction training
- On transfer or working with new or changed risks
- New equipment or change with existing
- Introduction of new technology
- New systems of work
- Emergency procedures
- Safe practice
- Fire fighting equipment
- Safe handling of dangerous substances
- Training to be delivered by competent persons
- Evidences of all relevant training