**Infratec UK, Middlesbrough**

**REGULATORY REFORM (FIRE SAFETY) ORDER 2005**

**FIRE RISK ASSESSMENT**

|  |  |
| --- | --- |
| Employer or other person having control of the relevant premises (“Responsible Person”) | *Infratec UK Limited* |
| Client for Invoicing Purposes | *Infratec UK Limited* |
| Address of Premises: | *Units 8&9 Easter Park, Barton Road*  *Riverside Park Industrial Estate*  *Middlesbrough TS2 1RY* |
| Scope of Premises Assessed: | *Whole Premises* |
| Person(s) Consulted: | *Paul Rye -Workshop Manager* |
| Assessor: | *Craig Iveson* |
| Date of Fire Risk Assessment: | *17 June 2024* |
| Date of Previous Fire Risk Assessment: | *September 2019* |
| Suggested Date for Review[[1]](#footnote-1): | *June 2025* |

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. The report does not address the risk to property or business continuity from fire.

The submission of this report constitutes neither a warranty of future results by H.E. Woolley Ltd nor an assurance against risk. The report represents only the best judgement of the consultant involved in its preparation, and is based, in part, on information provided by others. No liability whatsoever is accepted for the accuracy of such information.

H.E. Woolley Ltd.

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Validated 19 June 2024 by Harry Wilmot CEng MIFireE MIET

Cert ref 3089

rsz_harry_signature SMALL

**IMPORTANT**

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

This fire risk assessment has been carried out on your behalf, being the Responsible Person, as defined in Article 3 of the Regulatory Reform (Fire Safety) Order 2005 (e.g. as an employer), and/or being the person having control, to any extent, of the premises (as occupier or otherwise). It is intended to assist you in compliance with Article 9 of the Fire Safety Order, which requires that a risk assessment be carried out.

It is important that you study this fire risk assessment and understand its contents. The fire risk assessment includes an Action Plan, which sets out the measures it is considered necessary for you to take to satisfy the requirements of the Fire Safety Order and to protect relevant persons (as defined in the Order) from fire. Relevant persons are primarily everyone who is, or may be, lawfully in the building, but include certain persons in the vicinity of the building. It is particularly important that you study the Action Plan. If any recommendation in the Action Plan is unclear you should request further advice.

The Fire Safety Order requires that you give effect to arrangements for the effective planning, organization, control, monitoring and review of the preventive and protective measures. These are the measures that have been identified in consequence of a risk assessment as the general fire precautions you need to take to comply with the Fire Safety Order.

You must record the above arrangements if:

(a) You employ five or more employees in your undertaking (regardless of where they are employed);

(b) A licence under other legislation is in force; or

(c) An alterations notice is in force requiring a record to be kept.

This fire risk assessment is not the record of the fire safety arrangements to which the Fire Safety Order refers, although much of the information contained in this fire risk assessment will coincide with the information in that record. You should, however, ensure that there is a record of the fire safety arrangements, adequate to comply with Article 11(2) of the Fire Safety Order, and that it is kept up to date. Consideration will have been given, in carrying out this fire risk assessment, to the records that exist in this respect.

The Fire Safety Order also requires that you appoint one or more competent persons to assist you in undertaking the general fire precautions described above. Where there is a competent person in your employment, you must, under Article 18(8) of the Fire Safety Order, appoint that person in preference to a competent person not in your employment.

This fire risk assessment has considered dangerous substances that are used or stored in your premises, only to the extent necessary to determine the adequacy of the *general fire precautions* (as defined in Article 4 of the Fire Safety Order) and to advise you accordingly. If dangerous substances are used or stored in your premises, you should ensure that a risk assessment of the relevant work activities has been carried out to enable you to comply with the Dangerous Substances and Explosive Atmospheres Regulations 2002. This fire risk assessment does not consider special, technical or organizational measures that are required to be taken or observed in connection with the use or storage of any dangerous substance.

More generally, this fire risk assessment forms only a foundation for management of fire safety in your premises and compliance with the Fire Safety Order. It is strongly recommended that you obtain a copy of the Fire Safety Order if you do not already have ready access to a copy. It may be obtained from the Stationery Office but can be freely downloaded from the Internet.

Information pertinent to the completion of this fire risk assessment report was obtained by

physical inspection of the premises and where available or present, reference to relevant

records and drawings and conversations with members of staff and residents.

Use of the reference library, including British Standards, government guidance and other supporting documentation, a list of which is available upon request.

The inspection of the premises did not extend to occupant’s personal accommodation, (Flats

or rooms) ceiling, floor or wall voids, service risers or ducts unless these could be accessed

and viewed without the aid of tools or access equipment or were made accessible to the

assessor by the client.

Requirement to Review

This Fire Risk Assessment MUST be reviewed when:

* Material Alterations are made to the structure or layout of the building.
* There are changes in the use of the building or any party of it
* There are significant changes to the occupancy type or numbers.
* There are changes to the management of the organisation.

The fire risk assessment should be reviewed at regular intervals, usually not exceeding

twelve months, in accordance with the level of risk

The following report constitutes a fire risk assessment as required by the Management of

Health & Safety Regulations 1999 and the Regulatory Reform (Fire Safety) Order 2005 and

is based on a physical inspection of the premises as described within the scope,

discussions with site-based staff where they were present, and checks on any supporting

documentation that was made available to the assessor.

HE Woolley Ltd does not make any warranty, express or implied, nor assumes any liability with respect to the use of the information or methods contained in this report to any other person or party. The report and the information or methods contained herein may only be used for purposes in connection with this project.

**FIRE RISK ASSESSMENT SPECIFICATION (CI/790/2024/FRA)**

### The supplier will carry out a fire risk assessment to meet the requirements of relevant national life safety legislation. The supplier will inspect the site, discuss fire safety provisions with on-site staff and prepare a risk assessment. The Quality Specification is SP205.

### The fire risk assessment report will detail the significant findings of the assessment. Where necessary, the report will provide recommendations for additional measures the assessor deems necessary to reduce or maintain risk from fire at a tolerable level.

### As part of the requirements for the supplier to undertake this assessment it will be necessary for the client to arrange for suitable access to all areas required to be inspected. This includes the provision of suitable facilities to gain access to ceiling voids etc. as required during the inspection itself. The report only addresses those parts of the property which were accessible at the time of the visit and all recommendations included within this report are solely based upon the evidence seen at the time of the inspection.

### This scope of services and the fire risk assessment methodology within it is intended to assess measures that facilitate protection of people from fire. It may inherently assess property protection issues and business continuity to some extent but that is not the primary purpose of the assessment proposed.

## Risk assessment is a subjective process, and no assurances can be guaranteed that subsequent inspections undertaken by enforcing authorities will not result in a different evaluation of the level of fire risk.

## The supplier will provide a risk assessment report. The report will identify the principles of the approach to fire safety, which has been adopted for the premises. It is intended that the fire risk assessment reports should, among other things, be used as a reference document when changes or maintenance are carried out in the premises.

### The supplier will require relevant information about the premises, the processes carried out in the premises, and the occupants of the premises. This information will be obtained by interviewing the client, the client’s representative or the site representative. This information may be obtained from documents and/or through interview prior to carrying out, or in some measure during, the physical inspection of the premises.

### The client’s representative will need to be afforded the time and access to enable the assessor to inspect all necessary areas and ask all relevant questions on the day of assessment. Failure to afford this information will hinder the production and accuracy of the report as well as increase the time incurred in undertaking the FRA.

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# EXCLUSIONS

## Unless clearly stated to the contrary the fire risk assessment will be non-intrusive. That is to say the assessor will not make any holes, apply any tools, carry out any functional test of fire protection measures, provide or use access equipment, take or analyse any samples or enter into any private dwelling in the case of flats, apartments, maisonettes or similar dwelling, except in some specific cases.

## The fire risk assessment will not:

## encompass property protection and business continuity issues.

## include the production of drawings and will not include marking up of plan drawings unless specified.

## include consideration of process related risks covered by COSHH and DSEAR legislation.

* include any detailed consideration of external wall construction.

The fire risk assessment is not:

* a full audit of areas of the building that are not readily accessible or visually obvious (e.g. ceiling and roof voids and service risers), though a sample inspection of such areas is normally appropriate.
* a means for verifying compliance with current building regulations
* a disabled access audit
* a fire door survey
* a means for identifying latent defects in construction or compartmentation
* a means for verifying that the fire resistance of structural elements of the building is adequate
* an examination of the potential for structural collapse of the building in the event of fire
* a fire strategy report
* a guide to legislation for the responsible person
* a means for snagging of new construction

# CONFIDENTIALITY AND THE CLIENT’S PROPERTY

## The supplier will keep confidential all matters related to the client’s commercial activities.

## PROCEDURE OF RISK ASSESSMENT

## The following procedure is followed in the carrying out of the fire risk assessment:

1. An interview is carried out with the responsible person(s) or representative.
2. A nondestructive and noninvasive inspection of the premises is carried out.
3. A review of available documentation relating to the fire precautions in the premises is examined.
4. The assessment is written out using the general format PAS79.
5. A risk profile will be generated for the premises based on the likelihood of a fire starting and the likely results therefrom.
6. Actions / Recommendations are made, based upon the assessment of the risk.

**SCOPE OF FIRE RISK ASSESSMENT**

The fire risk assessment will consider the following areas:

* Entire premises including any relevant external spaces.

**LIFE SAFETY FIRE RISK ASSESSMENT CERTIFICATE OF CONFORMITY**

Certificate Number: 3089

This certificate is issued by HE Woolley Ltd in respect of the fire risk assessment provided for Infratec Uk Ltd at Units 8&9 Easter Park, Barton Road Riverside Park Industrial Estate Middlesbrough TS2 1RY

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|  |  |
| --- | --- |
| Issuing Organisation | HE Woolley Ltd |
| BAFE registration Number | 101606 |
| Purpose of fire risk assessment | Life Safety Only |
| Applicable Legislation | Regulatory Reform (Fire Safety) Order 2005 (the 'Fire Safety Order') |
| Effective Date of Risk Assessment  (Issue date of Certificate) | 17th June 2024 |
| Recommended date for Review | June 2025 |
| Scope of Premises Assessed: | Whole Premises |

We, being currently a "Certificated Organisation" in respect of fire risk assessment identified in the above schedule, certify that the fire risk assessment referred to in the above schedule complies with the Specification identified in the above schedule and with all other requirements as currently laid down within the BAFE SP205 Scheme in respect of such fire risk assessment.

Signed for and on behalf of issuing Certificated Organisation

Name: HR Wilmot CEng MIET MIFireE, Director HE Woolley Ltd.

Signed: rsz_harry_signature SMALL

 

The Fire Safety College 7 - 9 Earsdon Rd,

London Road, Moreton in Marsh West, Monkseaton,Whitley Bay NE25 9SX

GL56 0RH

**A building with cars parked outside

Description automatically generated**

**GENERAL INFORMATION**

|  |  |  |
| --- | --- | --- |
| **1.** | **THE PREMISES** | |
| 1.1 | General Description of Building / Premises: | |
|  | *The premises comprises two terraced interlinked warehouses and two metal storage containers:*  *The premises is a modern single storey, steel portal framed warehouse constructed of blockwork walls, steel sheeting and a metal pitched roof*  *The premises was formerly part of one large warehouse which has now been divided into 4 units.*  *Infratec have 2 of these units (no’s 8&9) with an opening constructed between them. Another two organisations occupy the other units (7,10).*  *Inside both units, ground and internal first floor office areas, training rooms and mezzanine floors have been constructed.*  *The premises is in an Industrial Park in Middlesbrough.* | |
| 1.2 | Approximate floor area: | *1600m² on ground floor.* |
| 1.3 | Areas occupied by Client: | |
|  | *Infratec have two divisions within the premises.*  *Unit 8 is the technical side of the business which service and install electronic Motorway Signs.*  *Unit 9 is office area is where training courses are held for Fire Training, BA Training and other Industrial training course such as confined space training.*  *There is warehouse space in unit 9, used for storage including vehicles.* | |
| 1.4 | Other occupancies in the premises: | |
|  | *None* | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **2.** | **THE OCCUPANTS** | | | | | | | |
| 2.1 | Approximate maximum number in premises: | | | | *40* | | | |
|  |  | | | | | | | |
| 2.2 | Approximate maximum number of employees in the premises at any one time: | | | | | | *15* | |
|  |  | | | | | | | |
| 2.3 | Maximum number of members of the public at any one time | | | | | | | *25 attending training courses* |
| **3.** | **OCCUPANTS ESPECIALLY AT RISK FROM FIRE** | | | | | | | |
| 3.1 | Sleeping occupants | | *0* | | | | | |
|  |  | | | | | | | |
| 3.2 | Disabled occupants: | | *Depends on training course attendees* | | | | | |
|  |  | | | | | | | |
| 3.3 | Occupants in remote areas: | | *0* | | | | | |
|  |  | | | | | | | |
| 3.4 | Young persons: | | *0* | | | | | |
|  |  | | | | | | | |
| 3.5 | Others: | | *0* | | | | | |
|  |  | | | | | | | |
| **4.** | **FIRE LOSS EXPERIENCE** | | | | | | | |
|  | Date | Brief Details | | Cause | | Action Taken (if any) | | |
|  |  |  | |  | |  | | |

*Infratec UK have controlled the premises for 9 years, and confirm that no fires or incidents have occurred in that time*

|  |  |
| --- | --- |
| **5.** | **OTHER RELEVANT INFORMATION** |
|  | * *The premises are leased.* * *The premises are single occupation.*   The following guidance documents have been used to determine the required levels of fire precautions in the premises:   * Department for Communities and Local Government Guides * The Building Regulations Approved Document B for Fire Safety * BS5839 – Fire Detection and Alarm Systems for Buildings * BS5266 - Emergency Lighting Code of Practice for Emergency Escape Lighting systems. * BS5306 - Fire extinguishing installations and equipment on premises * BS5499 / BSENISO 7010 – Code of Practice for escape route signing * Health and Safety (Signs and Signals) Regulations 1996 * BCGA guidance notes for the management and use of compressed gases. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **6.** | **RELEVANT FIRE SAFETY LEGISLATION** | | | | | | |
| 6.1 | The following fire safety legislation applies to these premises: | | | | | | |
|  | *Regulatory Reform (Fire Safety) Order 2005* | | | | | | |
| 6.2 | The above legislation is enforced by: | | | | | | |
|  | *Cleveland Fire Brigade* | | | | | | |
| 6.3 | Other legislation that makes significant requirements for fire precautions in these premises (other than the Building Regulations 2000): | | | | | | |
| 6.4 | The legislation to which 6.3 makes reference is enforced by: | | | | | | |
| 6.5 | Is there an alterations notice in force? | N/A |  | Yes |  | No | X |
| 6.6 | Comments: | | | | | | |
|  | *There are no notices in force* | | | | | | |

**FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **7.** | **ELECTRICAL SOURCES OF IGNITION** | | | | | | |
| 7.1 | Reasonable measures taken to prevent fires of | N/A |  | Yes | X | No |  |
|  | electrical origin? |
|  |  |
| 7.2 | More specifically: |
|  | Fixed installation periodically inspected and tested? | N/A |  | Yes | X | No |  |
|  |  |
|  | Portable appliance testing carried out? | N/A |  | Yes | X | No |  |
|  |  |
|  | Suitable policy regarding the use of personal electrical | N/A |  | Yes | X | No |  |
|  | appliances? |
|  |  |
|  | Suitable limitation of trailing leads and adapters? | N/A |  | Yes | X | No |  |
|  |  |
| 7.3 | Comments and hazards observed: |
|  | *The fixed wiring testing was carried out in June 2023 and is next due in June 2028*  *The PAT testing is carried out annually in house by a qualified member of staff.* |
| **8.** | **SMOKING** | | | | | | |
| 8.1 | Reasonable measures taken to prevent fires as a result of | N/A |  | Yes | X | No |  |
|  | smoking? |
|  |  |
| 8.2 | More specifically: |
|  | Smoking prohibited in the premises? | N/A |  | Yes | X | No |  |
|  |  |
|  | Smoking prohibited in appropriate areas? | N/A | X | Yes |  | No |  |
|  |  |
|  | Suitable arrangements for those who wish to smoke? | N/A |  | Yes | X | No |  |
|  |  |
|  | No breaches of this policy observed at time of inspection? | N/A |  | Yes | X | No |  |
|  |  |
| 8.3 | Comments and hazards observed: |
|  | *Smoking is prohibited in the premises. Anyone wishing to smoke can do so outside* |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **9.** | **ARSON** | | | | | | |
| 9.1 | Does basic security against arson by outsiders appear | N/A |  | Yes | X | No |  |
|  | reasonable ? |
|  |  |
| 9.2 | Is there an absence of unnecessary fire load in close proximity | N/A |  | Yes | X | No |  |
|  | to the premises or available for ignition by outsiders? |
|  |  |
| 9.3 | Comments and hazards observed: |
|  | *Access to the premises is controlled via an electrically coded door which fails safe in the event of power failing*  *There is CCTV installed*  *Rubbish bins are stored outside away from the premises* |
| **10.** | **PORTABLE HEATERS AND HEATING INSTALLATIONS** | | | | | | |
| 10.1 | Is the use of portable heaters avoided as far as practicable? | N/A |  | Yes | X | No |  |
|  |  |
| 10.2 | If portable heaters are used, |
|  |  |
|  | is the use of the more hazardous type (e.g. radiant bar | N/A |  | Yes | X | No |  |
|  | fires or LPG appliances) avoided? |
|  |  |
|  | are suitable measures taken to minimize the hazard of | N/A |  | Yes | X | No |  |
|  | ignition of combustible materials? |
|  |  |
| 10.3 | Are fixed heating installations subject to regular | N/A |  | Yes | X | No |  |
|  | maintenance? |
|  |  |
| 10.4 | Comments and hazards observed: |
|  | *There is one oil filled portable heater in the workshop under*  *the mezzanine; this is managed and kept free of combustibles*  *Heating is via AHU units and fixed wall mounted electric heaters*  *The AHUs are serviced annually* |
| **11.** | **COOKING** | | | | | | |
| 11.1 | Reasonable measures taken to prevent fires as a result of | N/A |  | Yes | X | No |  |
|  | cooking? |
|  |  |
| 11.2 | More specifically: |
|  | Filters cleaned or changed and ductwork cleaned | N/A | X | Yes |  | No |  |
|  | regularly? |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  | Suitable extinguishing appliances available? | N/A |  | Yes | X | No |  |
|  |  |
| 11.3 | Comments and hazards observed:  *There is a kitchen on the ground floor of both units*  *Unit 8 has an electric cooker and oven, microwave, kettle, and toaster,*  *Unit 9 has a microwave, kettle, and toaster.*  *There is a fire blanket in both kitchens and fire extinguishers nearby* |
| **12.** | **LIGHTNING** | | | | | | |
| 12.1 | Does the premises have a lightning protection system? | N/A |  | Yes |  | No | X |
|  |  |
| 12.2 | Comments and deficiencies observed: |
|  | *There is no lightning conductor installed*  *Please note that HE Woolley Ltd is not an expert in the field of lightning conductors and the decision to fit a lightning conductor should be taken by others.* |
| **13.** | **HOUSEKEEPING** | | | | | | |
| 13.1 | Is the standard of housekeeping adequate? | N/A |  | Yes |  | No | X |
|  |  |
| 13.2 | More specifically: |
|  | Combustible materials appear to be separated from | N/A |  | Yes | X | No |  |
|  | ignition sources? |
|  |  |
|  | Avoidance of unnecessary accumulation of combustible | N/A |  | Yes | X | No |  |
|  | materials or waste? |
|  |  |
|  | Appropriate storage of hazardous materials? | N/A |  | Yes |  | No | X |
|  |  |
|  | Avoidance of inappropriate storage of combustible | N/A |  | Yes | X | No |  |
|  | materials? |
|  |  |
| 13.3 | Comments and hazards observed: |
|  | *The premises is generally tidy with a small number of aerosols, degreasers and paint stored in a flame proof cabinet*  *There are some (4) spare LPG (Propane) cylinders stored in a vented cage inside unit 9. Although they should be kept outside, due to security issues this is not viable.*  *However, they are not kept adjacent to the roller shutter and more towards the middle of the unit*  *The shipping containers are used for storage of cable and ducting used in the manufacturing process* |
| **14.** | **HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS**  **AND BUILDING WORKS** | | | | | | |
| 14.1 | Are fire safety conditions imposed on outside contractors? | N/A |  | Yes | X | No |  |
|  |  |
| 14.2 | Is there satisfactory control over works carried out in the | N/A |  | Yes | X | No |  |
|  | premises by outside contractors? |
|  |  |
|  | It is recommended that the guidance contained in these  references be incorporated in contracts with outside  contractors.) |
|  |  |
| 14.3 | If there are in-house maintenance personnel, are suitable | N/A |  | Yes | X | No |  |
|  | precautions taken during works carried out by them, including |
|  | use of hot work permits, where appropriate? |
|  |  |
| 14.4 | Comments: |
|  | *Contractors are supervised whilst in the premises*  *Hot works, although rare, would be controlled*  *In-house maintenance understand the fire precautions in the premises* |
| **15.** | **DANGEROUS SUBSTANCES** | | | | | | |
| 15.1 | If dangerous substances are, or could be, used, has a risk | N/A | X | Yes |  | No |  |
|  | assessment been carried out, as required by the Dangerous Substances and Explosive Atmospheres Regulations 2002? |
|  |  |
| 15.2 | Comments:  *None* |
| **16.** | **OTHER SIGNIFICANT FIRE HAZARDS THAT WARRANT CONSIDERATION** | | | | | | |
| 16.1 | Hazards:  *None* |
| 16.2 | Comments: |

**FIRE PROTECTION MEASURES**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **17.** | **MEANS OF ESCAPE** | | | | | | |
| 17.1 | It is considered that the premises are provided with | N/A |  | Yes | X | No |  |
|  | reasonable means of escape in case of fire. |
|  |  |
| 17.2 | More specifically: |
|  | Adequate design of escape routes? | N/A |  | Yes | X | No |  |
|  |  |
|  | Reasonable distances of travel: |
|  |  |  |  |  |  |  |  |
|  | - where there is escape in a single direction? | N/A | X | Yes |  | No |  |
|  |  |
|  | - where there are alternative means of escape? | N/A |  | Yes | X | No |  |
|  |  |
|  | Suitable protection of escape routes? | N/A |  | Yes | X | No |  |
|  |  |
|  | Adequate provision of exits? | N/A |  | Yes | X | No |  |
|  |  |
|  | Exits easily and immediately openable where necessary? | N/A |  | Yes | X | No |  |
|  |  |
|  | Escape routes unobstructed? | N/A |  | Yes | X | No |  |
|  |  |
| 17.3 | It is considered that the premises are provided with | N/A |  | Yes | X | No |  |
|  | reasonable arrangements for means of escape for disabled |
|  | people. |
|  |  |
| 17.4 | Comments and deficiencies observed: |
|  | *There are 4 exits on the ground floor of the premises.*  *Unit 8 Main front entrance – 1200mm*  *Unit 8 rear fire exit – 900mm*  *Unit 9 Main front entrance – 1200mm*  *Unit 9 rear fire exit – 900mm*  *The rear fire exits have a security grill on them which is opened on occupation of the premises each day and locked at night.*  *There are 4 stairs in the premises*  *Unit 8 First floor office from first to ground floor -1000mm*  *Unit 8 Mezzanine from first to ground floor – 900mm*  *Unit 9 First floor classroom to ground floor – 900mm*  *Unit 9 Mezzanine from first to ground – 1000mm*  *There is no lift in the premises*  *Travel distances and door widths are within guidance limits*  *There is suitable egress for disabled people on the ground floor* |
| **18.** | **MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT** | | | | | | |
| 18.1 | It is considered that there is: |
|  | compartmentation of a reasonable standard[[2]](#footnote-2). | N/A |  | Yes |  | No | X |
|  |  |
|  | reasonable limitation of linings that may promote fire | N/A |  | Yes | X | No |  |
|  | spread. |
|  |  |
| 18.2 | As far as can reasonably be ascertained, fire dampers are | N/A | X | Yes |  | No |  |
|  | provided as necessary to protect critical means of escape against passage of fire, smoke and combustion products in the early stages of a fire? [[3]](#footnote-3),[[4]](#footnote-4) |
|  |  |
| 18.3 | Comments and deficiencies observed: |
|  | *There is compartmentation between Infratec’s units and their neighbours on both sides with solid blockwork walls giving 60 minute protection*  *There is very little compartmentation within the units as the warehouses are generally open space apart from timber built. offices*  *This is acceptable as visibility and travel distances are good in the warehouses*  *There are doors separating the offices from the workshop and doors on the kitchens in both units. The doors are routed but do not have intumescent strip or cold smoke seals installed* |
| **19.** | **EMERGENCY ESCAPE LIGHTING** | | | | | | |
| 19.1 | Reasonable standard of emergency escape lighting system | N/A |  | Yes | X | No |  |
|  | provided[[5]](#footnote-5)? |
|  |  |
| 19.2 | Comments and deficiencies observed: |
|  | *There is emergency escape lighting installed internally and externally throughout the premises* |
| **20.** | **FIRE SAFETY SIGNS AND NOTICES** | | | | | | |
| 20.1 | Reasonable standard of fire safety signs and notices? | N/A |  | Yes | X | No |  |
|  |  |
| 20.2 | Comments and deficiencies observed: |
|  | *There are directional exit, ID and fire action signs in the premises* |
| **21.** | **MEANS OF GIVING WARNING IN CASE OF FIRE** | | | | | | |
| 21.1 | Reasonable manually operated electrical fire alarm system | N/A |  | Yes | X | No |  |
|  | provided[[6]](#footnote-6)? |
|  |  |
| 21.2 | Automatic fire detection provided? | Yes | X | Yes |  | No |  |
|  | (Throughout  premises) | | (part of premises only) | |  |  |  |
|  |  |
| 21.3 | Extent of automatic fire detection generally appropriate for the | N/A |  | Yes |  | No | X |
|  | occupancy and fire risk? |
|  |  |
| 21.4 | Remote transmission of alarm signals? | N/A |  | Yes |  | No | X |
|  |  |
| 21.5 | Comments and deficiencies observed |
|  | *There is an addressable fire alarm system installed which covers the 4 units with a panel located outside Infratec’s demise. (In Unit 10) This is due to the units previously having been one unit.*  *Unit 8 / 9 have detection and manual call points installed which generally meet BS5839 part 1 type L3.*  *There is no automatic fire detection under the mezzanine area in unit 8*  *There are independent fire alarm panels in each of units 8&9 but the panels in both cases are not operational, nor connected to detection.*  *The organisation in unit 10 where the panel is located has the same opening times as the other organisations and agrees to access to the panel for all organisations during the working day.*  *There is no zone plan at the fire panel in unit 10* |
| **22.** | **MANUAL FIRE EXTINGUISHING APPLIANCES** | | | | | | |
| 22.1 | Reasonable provision of portable fire extinguishers? | N/A |  | Yes | X | No |  |
|  |  |
| 22.2 | Hose reels provided? | N/A |  | Yes |  | No | X |
|  |  |
| 22.3 | Are all fire extinguishing appliances readily accessible? | N/A |  | Yes | X | No |  |
|  |  |
| 22.4 | Comments and deficiencies observed: |
|  | *There are fire extinguishers installed throughout the premises* |
| **23.** | **RELEVANT[[7]](#footnote-7)‡ AUTOMATIC FIRE EXTINGUISHING SYSTEMS** | | | | | | |
| 23.1 | Type of fixed system: |
|  | *None* |
| 23.2 | Comments: |
|  | *None* |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **24.** | **OTHER RELEVANT[[8]](#footnote-8)‡ FIXED SYSTEMS AND EQUIPMENT** | | | | | | |
| 24.1 | Type of fixed system: |
|  | *The location of the nearest External Fire Hydrant for Cleveland Fire Brigade use, could not be established* |
| 24.2 | Comments: |
|  | *None* |
|  |  |
| 24.3 | Suitable provision of fire-fighters switch(es) for high voltage | N/A | X | Yes |  | No |  |
|  | luminous tube signs, etc |
|  |  |
| 24.4 | Comments: |
|  |  |

**MANAGEMENT OF FIRE SAFETY**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **25.** | **PROCEDURES AND ARRANGEMENTS** | | | | | | |
| 25.1 | The Identity of the Person(s) having responsibility for fire safety at the premises[[9]](#footnote-9): |
|  | *Lee Payne – Commercial Manager* |
| 25.2 | Competent person(s) appointed to assist in undertaking the | N/A |  | Yes | X | No |  |
|  | preventive and protective measures (i.e. relevant general fire precautions)? |
|  |  |
|  | Comments: |
|  | *Lee Payne understands the fire precautions installed in the premises and how they work.* |
| 25.3 | Are there suitable fire safety arrangements? | N/A |  | Yes | X | No |  |
|  |  |
|  | Comments: |
|  | *There are suitable fire safety arrangements in place*  *There is regular communication and co-ordination between the premises and the neighbouring premises (units 7,10)* |
| 25.4 | Appropriate fire procedures in place? | N/A |  | Yes | X | No |  |
|  |  |
|  | More specifically: |
|  | Are procedures in the event of fire appropriate and | N/A |  | Yes | X | No |  |
|  | properly documented? |
|  |  |
|  | Are there suitable arrangements for summoning the |  |  | Yes | X | No |  |
|  | fire and rescue service? |
|  |  |
|  | Are there suitable arrangements to meet the fire and | N/A |  | Yes | X | No |  |
|  | rescue service on arrival and provide relevant information, including that relating to hazards to fire-fighters? |
|  |  |
|  | Are there suitable arrangements for ensuring that the | N/A |  | Yes | X | No |  |
|  | premises have been evacuated? |
|  |  |
|  | Is there a suitable fire assembly point(s)? | N/A |  | Yes | X | No |  |
|  |  |
|  | Are there adequate procedures for evacuation of any | N/A |  | Yes | X | No |  |
|  | disabled people who are likely to be present? |
|  |  |
|  | Comments: |
|  | *The fire procedures in the premises are in place and based upon a strategy of full evacuation of all of the units.* |
| 25.5 | Persons nominated and trained to use fire extinguishing | N/A |  | Yes | X | No |  |
|  | appliances? |
|  |  |
|  | Comments: |
|  | *There has been practical fire training carried out* |
| 25.6 | Persons nominated and trained to assist with evacuation, | N/A |  | Yes | X | No |  |
|  | including evacuation of disabled people? |
|  |  |
|  | Comments: |
|  | *There are members of staff trained to assist with evacuation* |
| 25.7 | Appropriate liaison with fire and rescue service (e.g. by fire | N/A | X | Yes |  | No |  |
|  | and rescue service crews visiting for familiarization visits)? |
|  |  |
|  | Comments: |
| 25.8 | Routine in-house inspections of fire precautions (e.g. in the | N/A |  | Yes | X | No |  |
|  | course of health and safety inspections)? |
|  |  |
|  | Comments: |
|  | *Monthly health and safety inspections are carried out* |
| **26.** | **TRAINING AND DRILLS** | | | | | | |
| 26.1 | Are all staff given adequate fire safety instruction and training | N/A |  | Yes | X | No |  |
|  | on induction? |
|  |  |
|  | Comments: |
|  | *Staff are given fire safety training and instruction on induction* |
| 26.2 | Are all staff given adequate periodic 'refresher training' at | N/A |  | Yes | X | No |  |
|  | suitable intervals? |
|  |  |
|  | Comments: |
|  | *Refresher training is carried out annually* |
| 26.3 | Are staff with special responsibilities (e.g. fire wardens) given | N/A |  | Yes | X | No |  |
|  | additional training? |
|  |  |
|  | Comments: |
|  | *There are trained fire wardens in place* |
| 26.4 | Does all staff training provide information, instruction or training on the following: |
|  |  |
|  | Fire risks in the premises? | N/A |  | Yes | X | No |  |
|  |  |
|  | The general fire precautions in the premises? | N/A |  | Yes | X | No |  |
|  |  |
|  | Action in the event of fire? | N/A |  | Yes | X | No |  |
|  |  |
|  | Action on hearing the fire alarm signal? | N/A |  | Yes | X | No |  |
|  |  |
|  | Method of operation of manual call points? | N/A |  | Yes | X | No |  |
|  |  |
|  | Location and use of fire extinguishers? | N/A |  | Yes | X | No |  |
|  |  |
|  | Means for summoning the fire and rescue service? | N/A |  | Yes | X | No |  |
|  |  |
|  | Identity of persons nominated to assist with evacuation? | N/A |  | Yes | X | No |  |
|  |  |
|  | Identity of persons nominated to use fire extinguishing | N/A |  | Yes | X | No |  |
|  | appliances? |
|  |  |
|  | Comments: |
|  | *The above is covered in the fire training* |
| 26.5 | Are fire drills carried out at appropriate intervals? | N/A |  | Yes | X | No |  |
|  |  |
|  | Comments: |
|  | *A fire drill is carried out annually and co-ordinated with the neighbouring units/ organisations* |
| 26.6 | When the employees of another employer work in the premises: |
|  |  |
|  | Is their employer given appropriate information (e.g. on fire | N/A | X | Yes |  | No |  |
|  | risks and fire safety measures)? |
|  |  |
|  | It is ensured that the employees are provided with | N/A | X | Yes |  | No |  |
|  | adequate instructions and information? |
|  |  |
|  | Comments and deficiencies observed: |
|  | *None* |
| **27.** | **TESTING AND MAINTENANCE** | | | | | | |
| 27.1 | Adequate maintenance of workplace? | N/A |  | Yes | X | No |  |
|  |  |
|  | Comments and deficiencies observed: |
|  | *The premises is maintained* |
| 27.2 | Weekly testing and periodic servicing of fire detection and | N/A |  | Yes | X | No |  |
|  | alarm system? |
|  |  |
|  | Comments and deficiencies observed: |
|  | *The fire alarm is tested weekly and serviced 6 monthly* |
| 27.3 | Monthly and annual testing routines for emergency escape | N/A |  | Yes | X | No |  |
|  | lighting? |
|  |  |
|  | Comments and deficiencies observed: |
|  | *The emergency lights are tested monthly and serviced annually with a 1 hour drain down* |
| 27.4 | Annual maintenance of fire extinguishing appliances? | N/A |  | Yes | X | No |  |
|  |  |
|  | Comments and deficiencies observed: |
|  | *The fire extinguishers are serviced annually* |
| 27.5 | Periodic inspection of external escape staircases and | N/A | X | Yes |  | No |  |
|  | gangways? |
|  |  |
|  | Comments and deficiencies observed: |
|  | *There are no external staircases* |
| 27.6 | Six-monthly inspection and annual testing of rising mains? | N/A | X | Yes |  | No |  |
|  |  |
|  | Comments and deficiencies observed: |
|  | *There is no rising main in the premises* |
| 27.7 | Weekly and monthly testing, six-monthly inspection and | N/A | X | Yes |  | No |  |
|  | annual testing of fire-fighting lift(s)? |
|  |  |
|  | Comments and deficiencies observed: |
|  | *There is no firefighting lift in the premises* |
| 27.8 | Weekly testing and periodic inspection of sprinkler | N/A | X | Yes |  | No |  |
|  | installations? |
|  |  |
|  | Comments and deficiencies observed: |
|  | *There is no sprinkler system in the premises* |
| 27.9 | Routine checks of final exit doors and/or security fastenings? | N/A |  | Yes | X | No |  |
|  |  |
|  | Comments: |
|  | *The doors are checked daily* |
| 27.10 | Annual inspection and testing of lightning protection system? | N/A | X | Yes |  | No |  |
|  |  |
|  | Comments: |
| 27.11 | Are suitable systems in place for reporting and subsequent restoration of safety measures that have fallen below standard ?: |
|  |  | N/A |  | Yes | X | No |  |
|  | Comments: |
|  | *Any issues are reported to management* |
| 27.12 | Other relevant inspections or tests: |

|  |  |
| --- | --- |
| **28.** | **RECORDS** |
| 28.1 | |  |  | | --- | --- | | **Item** | **Location** | | Fixed Wiring | Logbook | | PAT | Logbook | | Fire Alarm,  (*including false alarms)* | Logbook | | Emergency Lighting | Logbook | | Fire Extinguishers | Logbook | | Fire Drill | Logbook | | Fire Training | Logbook | | Gas Safe Certificate | N/A | | Other  *(Lightning, Fixed Systems)* | N/A | | In House Inspections | Logbook | | Other (PEEP’s) | N/A | | Fire Brigade Visits | N/A | | Fire Procedures / Strategy | Logbook | |

|  |  |
| --- | --- |
| 28.2 | Comments:  *There is a logbook in the premises. Records are kept in the offices* |

**FIRE RISK ASSESSMENT**

*[Non*-s*leeping risks]*

|  |  |
| --- | --- |
|  | The following simple risk level estimator is based on a fire risk level estimator contained in PAS 79[[10]](#footnote-10): |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Potential consequences of fire**  **Likelihood 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 this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is | | | | | | | |
|  | **Low** | |  | **Medium** | X | **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 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: | | | | | | | |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Slight harm** | X | **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. |
|  | **Moderate harm:** | Outbreak of fire could result in injury (including serious injury) of one or more occupants, but is unlikely to result in multiple fatalities. |
|  | **Extreme harm:** | 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: | | | | | | | | | | |
|  | **Trivial** |  | **Tolerable** | X | **Moderate** |  | **Substantial** |  | **Intolerable** |  |
|  |  | | | | | | | | | | |
|  | Comments: | | | | | | | | | | |
|  |  | | | | | | | | | | |
|  | 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 in PAS 79: | | | | | | | | | | |

|  |  |
| --- | --- |
| **Risk Level** | **Action and timescale** |
| **Trivial** | No action is required and no detailed records need be kept. |
| **Tolerable** | No major additional controls required. However, there might be a need for improvements that involve minor or limited cost. |
| **Moderate** | It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period.  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. |
| **Substantial** | 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. |
| **Intolerable** | Building (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 to 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 repeated REGULARLY.)** |

**ACTION PLAN**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | It is considered that the following actions should be implemented in order to reduce fire risk to, or maintain it at, the following level: | | | | |
|  | **Trivial** |  | **Tolerable** | X |

|  |  |
| --- | --- |
| **High Severity** | Significant breach of legislation having the potential for serious injury to occupants. |
| **Medium Severity** | Issues which breach legislation but are not considered to present a serious threat to safety. |
| **Low Severity** | Issues that should be addressed as a matter of best practice. |

|  |  |  |
| --- | --- | --- |
| **Recommendations** | Severity / Timescale | Date Complete |
| 1. The doors between the office areas and warehouse, the kitchen doors in both units should have intumescent strip and cold smoke seals installed | Medium  1 Month |  |
| 1. The LPG cylinders in the vented cage should be stored closer to the roller door which is normally open | High  ASAP |  |
| There should be additional automatic fire detection installed under the mezzanine area in unit 8 | Medium  1 Month |  |
| 1. There should be a zone plan installed at the fire alarm panel in unit 10 | Medium  1 Month |  |
| 1. The location of external fire hydrants should be established for use by the Fire Brigade in the event of a fire. This can be achieved by emailing Cleveland Fire Brigade to establish the nearest location | Medium  3 Months |  |

**Requirement to Review**

This concludes the fire risk assessment, including the recommendations and action plan. Please make a point of understanding and treating it as a live document with regular refreshment.

This Fire Risk Assessment MUST be reviewed when:

* Material Alterations are made to the structure or layout of the building.
* There are changes in the use of the building or any party of it
* There are significant changes to the occupancy type or numbers.
* There are changes to the management of the organisation.

The fire risk assessment SHOULD be reviewed at regular intervals, including the revisiting of the action plan, the intervals usually not exceeding twelve months. The intervals can vary in accordance with the level of risk. We have suggested an interval at the front of this document, based upon the level of risk to life from fire in the building at the time of the survey.

The review can be carried out by the Responsible Person, or persons appointed if they feel competent so to do. If they require any assistance with this, please call us on 01642 247337.

Subject to the above, a fresh fire risk assessment should be carried out periodically, normally no more than 2 to 3 reviews apart.

1. Please see note at back of the document [↑](#footnote-ref-1)
2. Based on visual inspection of readily accessible areas, with a degree of sampling where appropriate. [↑](#footnote-ref-2)
3. Based on visual inspection of readily accessible areas, with a degree of sampling where appropriate. [↑](#footnote-ref-3)
4. A full investigation of the design of HVAC systems is outside the scope of this fire risk assessment. [↑](#footnote-ref-4)
5. Based on visual inspection, but no test of illuminance levels or verification of full compliance with relevant British Standards carried out. [↑](#footnote-ref-5)
6. Based on visual inspection, but no audibility tests or verification of full compliance with relevant British Standard carried out. [↑](#footnote-ref-6)
7. ‡ Relevant to life safety and this risk assessment (as opposed to property protection). [↑](#footnote-ref-7)
8. [↑](#footnote-ref-8)
9. This is not intended to represent a legal interpretation of responsibility, but merely reflects the managerial arrangement in place at the time of this risk assessment. [↑](#footnote-ref-9)
10. PAS 79: 2020. *Fire risk assessment - Guidance and a recommended methodology.* [↑](#footnote-ref-10)