

Fire Risk Assessment Record

SITE	Longsight Community Centre, 422 Stockport Road, Manchester, M12 4EX
MULTIPLE OCCUPANCY	Yes (Public)
RESPONSIBLE PERSON(S)	Mike Wignall - Construction Director Andy Slater - Project Manager
LOCATION COVERED BY ASSESSMENT	Longsight Community Centre, 422 Stockport Road, Manchester, M12 4EX
MAIN ACTIVITY	This phase of works consist of the design and construction of a new lift shaft to the rear elevation of 422, with associated substructure, superstructure, lift installation and works, which shall be completed in a single phase BEFORE ANY WORKS ARE CARRIED OUT ON THE FIRE ALARM SYSTEM THIS RISK ASSESSMENT MUST BE REVIEWED
SIGNIFICANT HAZARDS	Storage of materials, construction waste, live services

IDENTIFY THE HAZARDS	YES/NO	ACTION TO REMOVE OR REDUCE AND PROTECT FROM RISK
Are there sources of ignition, such as naked flames, heaters, or processes such as welding?	No	
Are there sources of fuel such as build up of waste, packaging, over stocked products, flammables, etc?	Yes	Clearing site on a daily basis supervision and management appointed to monitor housekeeping and ensuring that site is clear
Is waste, combustible or flammable material being stored away from ignition sources?	Yes	Stored away from ignitions.
Are no smoking areas clearly defined and enforced?	Yes	Operatives are made aware at the time of induction and designated smoking zones are provided.
Are there sources of oxygen from processes or equipment?	No	
Are measures in place against arson?	Yes	Site secured and inspected everyday.

IDENTIFY PEOPLE AT RISK	YES/NO	ACTION TO REMOVE OR REDUCE AND PROTECT FROM RISK
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IDENTIFY PEOPLE AT RISK	YES/NO	ACTION TO REMOVE OR REDUCE AND PROTECT FROM RISK
Are people exposed to specific fire risks from processes or storage of dangerous substances?	No	
Are people working alone or in isolated areas?	No	
Do those exposed to fire risks include children, young persons, parents with babies, elderly, infirm or disabled?	No	
Is there a plan to assist those who may need assistance to a safe place in the event of an emergency?	No	Should this be required a specific risk assessment will be provided

DANGEROUS SUBSTANCES	YES/NO	ACTION TO REMOVE OR REDUCE AND PROTECT FROM RISK
Are risks involving any dangerous substances being eliminated or reduced so far as is reasonably practicable?	Yes	
Are employees provided with sufficient details of the substances?	Yes	RAMS in place. Tool box talks carried out.
Are arrangements in place for the safe handling, storage and transport of dangerous substances?	Yes	Specialist suppliers to provide SSOW and COSHH assessments

GENERAL FIRE PRECAUTIONS	YES/NO	ACTION
Is there an effective means of fire detection?	Yes	Central smoke detection system will be isolated - Temporary measures including smoke detectors, air horns, howler sytems and designated fire points in place during the replacement works. Fire fighting equipment will be in place at all times at designated fire stations throughout.
Is there an effective means of fire warning?	Yes	Temporary air horns and howler equipment will be supplied at designated fire points throughout the working area. Smoke detectors will be in place at all times.
Do all employees know how to raise a fire alarm?	Yes	Yes, information & location provided on site induction.

GENERAL FIRE PRECAUTIONS	YES/NO	ACTION
Are escape routes to places of safety as short as possible?	Yes	Assembly detailed with site induction and fire strategy.
Are all fire exit doors and exit routes clearly marked with "running person" signs and/or directional arrows?	Yes	Fire strategy to be reviewed as the refurbishment project develops.
Can all fire exit doors be opened without a key or any specialist knowledge?	Yes	
Are push bars or pads needed for fire exit doors?	Yes	
Do all fire exit doors open in the direction of escape? Sliding or revolving doors must not be used for exits specifically intended as emergency exits.	Yes	
Do all fire exit doors along escape routes open easily?	Yes	Service checks to be put in place to monitor operation
Are all fire doors and escape routes clear and unobstructed at all times?	Yes	Daily checks will be carried out by the foreman to ensure that emergency escape routes and doors are kept clear at all times.
Do self closing fire doors close fully into the rebate?	Yes	Service checks to be put in place to monitor operation not all doors self close at this stage
Are self closing fire doors kept closed when not in use?	Yes	
Are all fire exit doors kept unlocked?	Yes	
Are final fire exit doors (leading to fresh air) free from obstruction? (Both inside and out)	Yes	
Do escape routes lead in different directions to places of safety? (Ideally there should be at least two escape routes from every work station)	Yes	See fire plan on site information boards.
Do routes lead to open air and to a safe place well away from the building?	Yes	Assembly point agreed prior to work commencing
Are escape routes wide enough? (Routes should be at least 1m wide and if wheel chair egress likely, 1.2m wide)	Yes	

GENERAL FIRE PRECAUTIONS	YES/NO	ACTION
Is there always sufficient illumination to see escape routes clearly?	Yes	Fire strategy will be closely monitored as the project develops.
Is there always sufficient illumination at changes of level and/or direction?	Yes	
Is there always sufficient illumination to show fire alarm call points and fire fighting equipment?	Yes	
Are measures in place to stop smoke and flame spreading from one compartment of the building to another?	Yes	.
Is it necessary to make rescue provisions, provide personal protective equipment and protective clothing, or any specialised safety equipment?	No	Fire brigade
Are fire extinguishers in place? (Minimum one water extinguisher per 200m ² of floor space and one on each floor)	Yes	
Are fire extinguishers needed for mobile activities, plant, equipment, vehicles, etc?	Yes	Hots works permits, RAMS in place.
Are fire extinguishers suitable for risks?	Yes	
Are staff competent to use fire extinguishers?	Yes	Fire awareness training provided for operatives. Site foreman is trained fire marshal.
Are fire extinguishers serviced annually? (Check label)	Yes	
Are fire hoses, sprinkler or flooding systems necessary?	No	
Is there adequate clearance between sprinkler/flooding heads and materials, racking, etc?	N/A	
Are procedures needed for shutting down machines, supplies, processes, etc?	Yes	RAMS and permits to work in place.
Are the locations of main shut offs for power supplies, gas, oil, water, etc known and clearly identified?	Yes	

GENERAL FIRE PRECAUTIONS	YES/NO	ACTION
Are all employees aware of fire drill/ evacuation procedures? (How the alarm is raised, what the alarm sounds like, who contacts the emergency services, who takes control, where to go, what to say to members of the public, etc)	Yes	Site Manager includes this within the site induction. Fire drills TBA & documented.
Are fire action notices displayed near fire exits?	Yes	
Do employees with specific responsibilities such as fire wardens, maintenance staff, security, receptionists, etc require training?	Yes	Amspec will appoint a fire marshal
Are procedures necessary for liaising with emergency services, notification of special risks, location of site, directing to location of fire, etc?	Yes	
Are fire drills held?	Yes	Fire Drills documented.
Are fire alarm systems checked and serviced?	Yes	
Are portable heaters in use, serviced, checked, maintained?	No	
Are multi-point socket blocks being used for plugs?	No	110V only in construction site areas. 240v used in welfare area
Is all portable electrical equipment maintained? (Label on equipment should state the date tested and date of next test)	Yes	Refer to POWER register.
Has the wiring in the premises been inspected and tested?	Yes	
Are any cables and plugs on electrical equipment damaged or worn?	No	
Is emergency lighting visually checked and serviced?	N/A	
Are smoke/heat detectors checked and serviced?	Yes	Service/tests to be documented.
Are call points (break glass) serviced?	Yes	Yes on a weekly basis & documented.
Are fixed gas appliances e.g. cookers, fires serviced regularly?	N/A	

GENERAL FIRE PRECAUTIONS	YES/NO	ACTION
Are contractors who may be bringing fire risks on to the premises suitably monitored?	Yes	Subbie RAMS approved by CM & SM. Hot works permits issued & fire watch carried out for 1 hour after and before site closure.
Are persons working at the location but not employed by the organisation provided with sufficient information?	Yes	All visitors to site are inducted by site manager
Are formal permit to work procedures required?	Yes	
Have all measures recommended by other bodies (fire and rescue service, building control, insurance company) been implemented?	N/A	
Are emergency plans in place and displayed?	Yes	Displayed on site information boards.
Has appropriate information been made available to relevant accident and emergency services?	No	
Before employing a child, has the parent or guardian of the child been provided with comprehensible and relevant information on the risks to that child?	N/A	
Are all premises, equipment, systems, plant, etc subject to suitable systems of maintenance?	Yes	PAT tested
Are arrangements in place for effective planning, organisation, control, monitoring and review of the preventive and protective measures?	Yes	Fire plan, Fire risk assessment, site inductions.
Are arrangements in place for co-operation and co-ordination in multi occupancy premises?	N/A	
Are necessary facilities, equipment and devices provided for the use by or protection of fire-fighters?	Yes	Refer to clinic fire procedures
Are the facilities, equipment and devices referred to above maintained in an efficient state, in efficient working order and in good repair?	N/A	

ADDITIONAL ACTION RECOMMENDED
- Ensure materials are stored safely. - Arrange fire drill - Daily and Weekly checks and documentation on call poinys, and checks on smoke detectors. - Check all tools for PAT testing (site operatives tools) - Review building fire strategy on a regular basis.

COMMENTS
See above

NAME(S) OF COMPETENT PERSON(S) TO IMPLEMENT MEASURES
Mike Wignall, Andy Slater

DATE: 23/05/2022	ASSESSOR: Amspec Ltd			
REVIEWED:				