

Fire Risk Assessment



**Water Street
Manchester
M3 4PQ**

Assessor: TONY WHITING *MIFSM, GiFire, Tech IOSH*

Date of Assessment: 21/09/2023

Date of Next Assessment Review: 21/09/2024



Introduction and Scope

This Fire Risk Assessment is designed to highlight all the relevant fire safety issues appertaining to your premises. The extent of the survey undertaken is dependent on levels of access to various parts of the building. It is not always practical to assess areas such as ceiling voids and wall cavities but where there are concerns that further special assessment of these areas is required, this will be highlighted within the report.

This is a legal document and is to be available for inspection by an inspecting officer from the enforcing authority. The satisfactory completion of all items contained in this report will ensure:

- An acceptable level of safety for all relevant persons from fire.
- The Site comply with current fire safety legislation.
- Suitable fire safety management procedures are in place.

In this report:

- Where relevant facts in relation to the premises were not visually apparent on the date of our inspection, we have relied on the information and/or responses provided by or on behalf of the Employer or other Responsible Person.
- We have assumed that all relevant building regulations were complied with in the construction of the premises, including any extension(s), conversion(s), renovation(s) and refurbishment(s).
- Unless otherwise stated, we have assumed that at the premises (i) all fire safety equipment, including fire doors and fire-resistant partitions and (ii) all servicing of fire safety equipment has been installed or carried out (as the case may be) by persons competent to do so and in accordance with all applicable standards.
- We have not looked in roof spaces or other hidden areas in the premises except where there was an obvious fire hazard, which reasonably required further investigation.
- We have assumed that information and documentation supplied to us by or on behalf of the Employer or other Responsible Person who has a bearing on this Fire Risk Assessment is current, true, accurate and not misleading.
- The term 'Responsible Person' has the meaning given to it in The Regulatory Reform (Fire Safety) Order 2005.
- This document should be read in conjunction with The Fire Strategy document produced by WSP (Ref - MF-WSP-XX-XX-RP-YD-03-0004 dated April 2023).
- The building must remain unaltered, and the fire strategy produced by by WSP (Ref - MF-WSP-XX-XX-RP-YD-03-0004 dated April 2023).
- The building was designed and built using BS9999 as the base standards.



This report reflects the circumstances found at the time of the inspection and does not take away the duties imposed on the Responsible Person for ensuring effective fire safety management within the premises on a day-to-day basis.

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Responsible person (e.g. employer) or persons having control of the premises:	Paul Moore
Position:	Director of Production and Building Operations
Premises name / Employer:	The Factory International
Address of Premises	Water Street - Manchester
UPRN	
Premises contact number:	0161 817 4531
Person/s consulted if not 'Responsible Person'	Paul Moore
Date of fire risk assessment:	21/09/23
Details of previous assessment:	This is the first assessment and prior to site completion
Date of previous fire risk documents:	The Fire Strategy document produced by WSP (Ref - MF-WSP-XX-XX-RP-YD-03-0004 dated April 2023).
Emergency protocol?	Evacuate
Risk Profile	A risk profile B2 as the overall building risk profile (as this is applicable to the majority of areas). The Warehouse and Foyer have both additionally been considered with a B3 risk profile (as well as B1 and B2) to capture any events that may be managed by MIF in the future where there is a potentially higher fire growth rate. Prior to each event MIF's event manager or competent person appointed by the responsible person for the premises will be required to undertake an additional fire risk assessment to conform the risk profile of the venue and whether any additional measures are required
Suggested date for review:	
<i>This fire risk assessment should be reviewed by a competent person by the date indicated 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.</i>	

The purpose of this report is to provide an assessment of the risk to life from fire in these premises, 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.

Assessor: TONY WHITING

Signature:

Date: 21/09/2023



General Information

1. The Premises

1.1	Total number of levels:	10 levels
1.2	What are the total number of Levels included in the risk assessment?	10
1.3	Approximate floor area in m ² of the footprint of the building	13000 Sqm's
1.4	Number of areas	5
1.5	Number of occupiers in the building	3

The Factory is a theatre and arts venue to be built on the former site of Granada Studios, in the St John's Quarter of Manchester and is to be the permanent home of the Manchester International Festival (MIF).

This large assembly building has been designed to provide a high degree of flexibility for the building operator MIF to provide a range of public/private events which includes uses such as theatre, music, dance, technology, film, TV, media and science.

1.6 Description of property

The building includes the following key elements:

The Theatre – a flexible Theatre space which includes a balcony level and retractable seating with a total capacity of up to 2,200 people when the theatre is open to the warehouse and the stage is in the warehouse.

The Warehouse – a large 'multi-purpose' space with a standing capacity of up to 5,000.

The Towers – offices, plant rooms and back of house areas associated with the Warehouse and Theatre.

The Foyer – the ground floor of the building that is mainly used as the entrance to the Theatre.

and Warehouse but can also be used as an event space.

The Truck Lift and Loading Bay – used to bring staging equipment to the level of the warehouse and theatre

1.7 Design approach

Approved Doc B and BS9999

1.8 Use of premises

Place of Assembly, Music venue



2. The Occupants

- | | | |
|------------|--|--|
| 2.1 | Approximate maximum number in the premises: | Dependant on the various modes of operation. |
| 2.2 | Approximate number of employees in the premises at any one time: | 200 |
| 2.3 | Maximum number of members of public at any one time: | In the region of 8000 |
| 2.4 | Associated times/hours of occupation: | 0900 - 1700 |
| 2.5 | Approximate number of people who sleep in the premises: | 0 |
| 2.6 | Number of persons in the premises who require special assistance i.e. disabled children, language barriers etc.: | Will be risk assessed for each event |
| 2.7 | The maximum number of persons admitted should not exceed: | |

Element :

Final occupancy Figure for room/area

The Theatre	2200
The Warehouse	5000
The Foyer	600



3. Occupants Especially at Risk from Fire

- 3.1** Sleeping occupants: No Sleeping on site
How many?
Further comment
- 3.2** Disabled occupants: Varies from show to show, but due considerations have been taken and provisions
How many?
Further comment
- 3.3** Occupants in remote areas and lone workers: Yes gantry and riggers during shows, all with Independent rescue equipment and rope rescue access
How many? Less than 10
Further comment
- 3.4** Young persons: No, unless part of traveling performers and then subject to new assessment
How many?
Further comment
- 3.5** Others: None

4. Fire Loss Experience – No History of any fires

Date	Reported by	Location	Details	Probable cause	Assessors recommendations
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5. Other Relevant Information

- 5.1**
Demographics Audience will change show by show as could risk profile, thus this FRA must be read in conjunction Event Specific Fire risk, as well as the fire strategy doc MF-WSP-XX-XX-RP-YD-03-0004



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:**

Enforcer: **Manchester Fire and rescue Service**

6.3 **Other legislation that makes significant requirements for fire precautions in these premises (other than the Building Regulations 2010):**

6.4 **The legislation referenced above is enforced by:**

Local Authority, County Council

6.5 **Comments and observations**



Fire Hazards and Their Elimination or Control

7. Electrical Sources of Ignition

No	Question	Answer	Comments
7.1	Are fixed electrical circuits periodically inspected and tested	YES	All electrics have been signed off by the builder (Laing O'Rourke) post handover.
7.2	Name of the company maintaining the system:	CBRE	
7.4	Has portable appliance testing (where appropriate) carried out?	Yes	All items are installed and new – pat testing will be undertaken 1 yearly
7.6	Add date of last known test:	N/A	
7.7	Suitable policy regarding the use of personal electrical appliances?	NO	There is a policy to inform all staff that portable electrical appliances must not be brought on to the premises unless there is proof of PAT testing.
7.8	Suitable limitation of trailing leads and adapters?	YES	These will need to be either be New or pat tested, anything 1 year old or greater will need to be tested
7.9	Are there any other measures required to prevent fires of electrical origin?	YES	All industrial items kitchen equipment has been installed and commissioned, and inspected, and tested by a suitably qualified person



8. Smoking

No	Question	Answer	Comments
8.0	Are reasonable measures taken to prevent fires because of smoking?	YES	
8.1	Is smoking prohibited in the premises?	YES	
8.1a	Is smoking prohibited in appropriate areas?	YES	
8.2	Is the appropriate signage displayed?	NO	Signage to indicate that smoking is not permitted is provided in accordance with the duties imposed by virtue of section 6(1) of the Health Act 2006.
8.3	Suitable arrangements for those who wish to smoke?	YES	Smoking is not permitted within the building. This conforms to The Smoke-free (Premises and Enforcement) Regulations 2006.
8.5	Are there any other measures required to prevent fires in relation to smoking?	YES	Detection in toilets and stewards remain vigilant



9. Arson

No	Question	Answer	Comments
9.1	Does basic security against arson by outsiders appear reasonable? - Reasonable only in the context of this fire risk assessment. If specific advice on security (including security against arson) is required, the advice of a security specialist should be obtained.	YES	Good level of CCTV and large number of stewards in place to ensure best practice is maintained. Bin compound is secured Gas bottle storage in secure location
9.3	Are there internal security arrangements in place?	YES	The site is secure. An intruder alarm and CCTV are provided.
9.4	Have there been any recent arson occurrences, deliberate ignition or vandalism?	No	No history of fires as a new site, however the levels of protection are based on the possibility of Arson occurring.
9.5	Are there any other measures required to prevent deliberate fires?	N/A	On going reviews and proactive engagement with the police



10. Portable Heaters and Heating Installations

No	Question	Answer	Comments
10.1	Is the use of portable heaters avoided as far as practicable?	Yes	
10.3	Are suitable measures taken to minimise the hazard of ignition of combustible materials by heaters?	YES	All heaters are maintained with service contracts are in place
10.4	Are fixed heating installations subject to regular maintenance?	Yes	
10.5	Last tested by:	On installation	
10.5.1	Add date of last known test:	On installation	
10.6	Are there any other measures required to prevent fires involving heaters or heating?	None required	



11. Cooking & Catering

No	Question	Answer	Comments
11.0	Are reasonable measures taken to prevent fires as a result of cooking?	YES	New kitchen installed and fully commissioned
11.1	Are domestic type catering facilities provided e.g. tea, coffee, microwave, toaster?	No	
11.2	Are cookers, deep fat fryers or hobs in use?	Yes	With Ansul system installed
11.3	Filters changed and ductwork cleaned regularly?	Yes	
11.5	Suitable extinguishing appliances available?	Yes	

12. Lightning

No	Question	Answer	Comments
12.1	Do the premises have a lightning protection system?	Yes	



13. Housekeeping

No	Question	Answer	Comments
13.1	Is the standard of housekeeping adequate?	YES	
13.2	Combustible materials appear to be separated from ignition sources?	Yes	A team of cleaners will undertake daily cleaning
13.3	Avoidance of unnecessary accumulation of combustible materials or waste?	YES	
13.4	Appropriate storage of hazardous materials?	Yes	
13.5	Avoidance of inappropriate storage of combustible materials?	YES	
13.6	Are there excessive display materials on walls and corridors or in protected routes?	NO	
13.7	Are there any other measures required to prevent fires involving combustible materials?	NO	



14. Hazards Introduced by Outside Contractors and Building Works

No	Question	Answer	Comments
14.1	Are fire safety conditions imposed on outside contractors?	YES	The Responsible Person confirmed that there will be a formal policy or procedures in place concerning contractors working in the premises.
14.2	Is there satisfactory control over works carried out on the premises by outside contractors (including "hot work" permits)?	Yes	Hot work permit system in place and deemed suitable
14.3	If there are in-house maintenance personnel, are suitable precautions taken during "hot work", including use of "hot work" permits?	No	External contractors only
14.4	Are there any other measures required to prevent fires when building works are being carried out or contractors are working on site?	N/A	



15. Dangerous Substances

No	Question	Answer	Comments
15.1	Are the general fire precautions adequate to address the hazards associated with dangerous substances used or stored within the premises?	YES	At the time of the survey no dangerous substances were being stored.
15.2	If 15.1 applies, has a specific risk assessment been carried out, as required by the Dangerous Substances and Explosive Atmospheres Regulations 2002?	N/A	
15.3	Are all flammable liquids cleaning products and chemicals stored in suitable areas and in containers away from potential sources of ignition.	Yes	
15.4	Are there any other measures required to prevent fires involving chemicals or flammable materials?	N/A	



16. Other Significant Fire Hazards That Warrant Consideration Including Process Hazards That Impact on General Fire Precautions

No	Question	Answer	Comments
16.1	Are there any hot processes other than cooking taking place in the premises?	NO	There are no other hazardous processes on this site.
16.2	Are there any chemical agents stored or used in the premises?	Yes	Only domestically available cleaning produces
16.4	Are there any other hazards that should be noted?	NO	



Fire Protection Measures

17. Fire Protection Measures Means of Escape from Fire

No	Question	Answer	Comments
17.1	It is considered that the premises are provided with reasonable means of escape in case of fire.	YES	A full fire strategy has been designed and put in place - MF-WSP-XX-XX-RP-YD-03-0004 please see attachment
17.2	Adequate design of escape routes?	YES	
17.4	Exits easily and immediately operable where necessary?	YES	
17.5	Fire exits open in direction of escape where necessary?	YES	
17.6	Are electronic securing devices fitted on any doors forming part of the means of escape appropriately fitted and tested?	Yes	
17.6a	Are there satisfactory means for securing exits?	YES	
17.6b	Are there suitable protection of escape routes?	YES	
17.7	Avoidance of sliding or revolving doors as fire exits where necessary?	N/A	
17.8	Are the external escape routes satisfactory?	YES	
17.9	Are there any other measures required in relation to the fire exit routes?	NO	



Reasonable Distances Travelled

No	Question	Answer	Comments
17.10	Where there is a single direction of travel?	YES	Travel distances all comply with BS9999 and can change dependant risk profile and mode of operation
17.11	Where there are alternative means of escape?	YES	
17.12	Suitable fire precautions for all inner rooms?	YES	
17.13	Are escape routes unobstructed?	YES	
17.14	It is considered that the premises are provided with reasonable arrangements for means of escape for disabled people.	YES	Disable refuges with call points are in place
17.15	Are there any other measures required in relation to travel distances?	NO	



Structural Means of Escape

No	Question	Answer	Comments
17.16	Are the escape routes provided with the necessary level of fire protection?	YES	
17.17	Do all fire-resisting doors appear to comply to BS476?	Yes	
17.17.1	Can the flat entrance doors be considered suitable fire doors in their current state?	N/A	
17.17.2	Can the intake and riser cupboard doors be considered as suitable fire doors in their current state?	yes	
17.17.3	Can the communal fire doors be considered as suitable fire doors in their current state?	N/A	
17.18	Are the fire doors held or wedged in the open position by irregular means?	NO	
17.19	Are any approved hold open devices fitted to fire doors properly fitted and suitably signed?	Yes	
17.20	Are there any other measures required in relation to the structural means of escape?	Yes	Firefighting shaft provided



External Staircase and Escape Routes

No	Question	Answer	Comments
17.21	Is the staircase suitable and sufficient and in good condition?	N/A	
17.22	Are any doors or windows (other than toilet windows), which open onto or are adjacent to, external staircases, balconies, and gangways, which are used for means of escape purposes, or are within 1.8 metres horizontally or 9 metres vertically of it, fire resisting?	N/A	
17.23	Are external staircases, balconies and gangways examined by a competent person at least every three years?	N/A	
17.24	Are the external escape staircases clear of obstructions or any other hazards?	N/A	
17.25	Is the external escape route from the building considered satisfactory?	N/A	
17.26	Are there any other measures required in relation to the external escape routes from the building?	N/A	



18. Measures to Limit Fire Spread and Development

No	Question	Answer	Comments
18.1	Is compartmentation of a reasonable standard. Based on visual inspection of readily accessible areas, with a degree of sampling where appropriate	YES	The compartmentation in the areas sampled appeared satisfactory and was be subject to a full compartmentation sign off
18.2	Reasonable limitation of linings that might promote fire spread.	YES	
18.3	As far as can reasonably be ascertained, fire dampers are provided as necessary to protect critical means of escape against passage of fire, smoke and combustion products in the early stages of a fire? A full investigation of the design of HVAC systems is outside the scope of this fire risk assessment.	N/A	
18.3.1	What type/s of smoke ventilation measures are present?	Yes	Please section 4.5 of MF-WSP-XX-XX-RP-YD-03-0004 for full details
18.3.2	Do escape routes have adequate openable vents for smoke clearance and are they at least equal to 1.5m2 per floor / section?	N/A	
18.4	Are there any other measures required in relation to fire separation or compartmentation	N/A	



19. Emergency Escape Lighting

No	Question	Answer	Comments
19.1	Reasonable standard of emergency escape lighting system provided? Based on visual inspection, but no test of luminance levels or verification of full compliance with relevant British Standards carried out.	YES	Emergency escape lighting is provided throughout these premises. And fully complies
19.2	Is the system tested to comply with BS 5266-8?	Yes	Servicing, testing and maintenance of the emergency lighting system were all being tested
19.3	Is the system serviced to comply with BS 5266-8?	Yes	Service contract in place with CBRE



20. Fire Safety Signs and Notices

No	Question	Answer	Comments
20.1	Is there a reasonable standard of fire exit signage?	YES	This Was still being installed at the time of assessment.
20.2	Reasonable provision of other fire safety signs and notices?	YES	
20.3	Do the signs comply to the Health & Safety (Signs & Signals) Regulations 1996 or British Standard 5499-10?	YES	
20.4	Are there suitable and sufficient Fire Action notices?	Yes	
20.5	Is the assembly point suitably signed?	No	
20.6	Are there any other measures required in relation to fire safety signs and notices?	NO	During events a pre event check is requires to ensure that signage is still visible



21. Means of Giving Warning in Case of Fire

No	Question	Answer	Comments
21.1	Is there a satisfactory means of raising the alarm in the event of a fire?	YES	Designed and installed in line with MF-WSP-XX-XX-RP-YD-03-0004
21.2	Reasonable manually operated electrical fire alarm system provided?	Yes	Call points
21.3	Is the fire alarm system tested on a weekly basis?	YES	
21.4	Is the system serviced on an annual basis to comply to BS 5839 –1?	YES	
21.5	Who is the company that carries out the service?	Protec – Via CBRE	
21.6	Automatic fire detection provided?	YES	The automatic fire detection appeared appropriate for the occupancy and risk level presented L2 System
21.7	Extent of automatic fire detection generally appropriate for the occupancy and fire risk?	YES	Automatic fire detection and manual call points are provided throughout the building as per the provisions of BS 5836-1 for L2 system. Automatic detection comprises of individual smoke or heat heads in single height locations, with aspirating system in double height (or higher) spaces, such as the main performance spaces and the surrounding corridors
21.8	Remote transmission of alarm signals?	Yes	
21.9	Is a fire alarm zone plan provided adjacent to the fire alarm panel?	Yes	
21.10	Are there any other measures required in relation to the means of giving warning in case of fire?	Yes	6 min delay built in to give time to investigate



22. Manual Fire Extinguishing Appliances

No	Question	Answer	Comments
22.1	Reasonable provision of portable fire extinguishers	YES	It is important that all premises are provided with adequate numbers of portable fire extinguishers of the appropriate types as recommended by the current British Standard 5306-8. Currently the fire extinguishers provided in these premises are inadequate for the risk. Portable fire extinguishers enable suitable trained people to tackle a fire in its early stages, if they can do so without putting themselves in danger Please see appendix a
22.3	Are all fire extinguishing appliances readily accessible?	YES	
22.4	Are all extinguishers fitted on wall brackets or provided with floor stands?	YES	
22.5	Are there any dry powder extinguishers in the building?	yes	
22.6	Are all extinguishers tested in accordance with British Standard 5306?	YES	
22.7	Who is the company maintaining the extinguishers?	Thameside Fire protection Ltd	
22.7.1	Add date of last known attendance	New and commissioned June 23	

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Status: Reviewed

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23. Relevant Automatic Fire Extinguishing Systems

No	Question	Answer	Comments
23.1	Other Relevant Type of Fixed Systems And Equipment	NO	



24. Fire Fighter Safety – Access & Water Supplies

No	Question	Answer	Comments
24.1	Are access roads for Fire & Rescue Service vehicles satisfactory	YES	
24.2	Is there good access to the building for firefighters	YES	
24.3	Are there adequate and local water supplies available	YES	A public hydrant is located within reasonable distance of the property.
24.4	Is there an 'Emergency Folder' with sufficient information and plans for firefighters?	NO	The site has 24 hour security and information for the for fire service
24.5	Is there external signage to warn firefighters of significant hazards?	N/A	
24.6	Is there suitable provision of fire-fighters switches' for high voltage luminous tube signs, etc	N/A	
24.7	Is the responsible person aware of any environmental issues as a consequence of a fire in the building	Yes	
24.8	Where the premises forms part of a building with other premises, or the landlord has responsibility for common areas, have arrangements been made to cooperate and coordinate others regarding risks?	N/A	



25. Management of Fire Safety Procedures and Arrangements

No	Question	Answer	Comments
25.1	Fire safety is managed by:	Paul Moore	
25.2	Competent person(s) appointed to assist in undertaking the preventive and protective measures (i.e. relevant general fire precautions)?	Yes	Lookout Safety Ltd – Mr Tony Whiting
25.3	Is there a suitable record of the fire safety arrangements? Specifically, policy arrangements for the planning, organising, controlling, monitoring and reviewing of the fire safety arrangements?	Yes	There was a operation manual document detailing with how fire safety is managed, the arrangements and persons responsible for the planning, organisation, control, monitoring and review of the general fire precautions.
25.4	Where the premises forms part of a building with other premises, or the landlord has responsibility for common areas, have arrangements been made to cooperate and coordinate others regarding risks?	NO	
25.5	Are there any other measures required in relation to management issues?	NO	



Procedures

No	Question	Answer	Comments
25.6	Appropriate fire procedures in place?	Yes	Operation manual
25.7	Are procedures in the event of fire appropriate and properly documented?	Yes	
25.8	Are there suitable arrangements for summoning the fire and rescue service?	YES	
25.9	Are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to fire-fighters?	N/A	
25.10	Are there suitable arrangements for ensuring that the premises have been evacuated?	YES	
25.11	Is there a suitable fire assembly point(s)?	YES	
25.12	Are there adequate procedures for evacuation of any disabled people who are likely to be present?	YES	
25.13	Are there any other measures required in relation to the fire procedures?	NO	



Arrangements

No	Question	Answer	Comments
25.14	Persons nominated and trained to use fire extinguishing appliances?	Yes	This is part of induction training for staff, and will be completed via a gas fired live fire training, with ongoing support via online training
25.15	Persons nominated and trained to assist with evacuation, including evacuation of disabled people?	YES	This will form part of induction training for staff
25.16	Appropriate liaison with fire and rescue service (e.g. by fire and rescue service crews visiting for familiarisation visits)?	YES	Yes, visit from local stations have taken place and will carry on
25.17	Routine in-house inspections of fire precautions (e.g. in the course of health and safety inspections)?	Yes	Regular audits will be undertaken
25.18	Are there any other measures required in relation to the fire arrangements?	NO	



Contractors

No	Question	Answer	Comments
25.19	When the employees of another employer work in the premises is their employer given appropriate information (e.g. on fire risks and general fire precautions)?	Yes	All Performers and people working on site will undergo site specific induction
25.21	Are there any other measures required in relation to the management of contractors?	N/A	



26. Training & Drills

Training

No	Question	Answer	Comments
26.1	Are all staff given adequate fire safety instruction and training on induction?	Yes	All new starters will receive training during induction
26.6	Are fire drills carried out at appropriate intervals?	Yes	Including test events and test days – records of times and dates and any significant finding for which will be records will be keep



27. Testing & Maintenance

Testing

No	Question	Answer	Comments
27.1	Weekly testing and periodic servicing of fire detection and alarm system?	YES	A full testing and servicing regime
27.3	Annual maintenance of fire extinguishing appliances?	YES	By Tameside Fire Protection
27.4	Periodic inspection of external escape staircases and gangways?	Yes	This part of pre doors checks
27.5	Six-monthly inspection and annual testing of rising mains?	n/a	
27.6	Weekly and monthly testing, six-monthly inspection, and annual testing of fire-fighting lifts?	Yes	
27.7	Weekly testing and periodic inspection of sprinkler installations?	N/A	
27.8	Are there any other measures required in relation to testing and maintenance?	N/A	



Maintenance & Routine Checks

No	Question	Answer	Comments
27.9	Routine checks of final exit doors and/or security fastenings?	YES	Pre-opening each day and at each event
27.10	Adequate maintenance of premises?	YES	
27.11	Are suitable systems in place for reporting and subsequent restoration of safety measures that have fallen below standard?	YES	
27.12	Are there any other measures required in relation to routine maintenance or checks?	N/A	
27.13	Are there any other relevant inspections or tests?	N/A	

28. Records

No	Question	Answer	Comments
28.1	Appropriate records of fire drills?	Yes	
28.2	Appropriate records of fire training?	Yes	
28.3	Appropriate records of fire alarm tests?	yes	
28.4	Appropriate records of emergency escape lighting tests?	yes	
28.5	Appropriate records of maintenance and testing of other fire protection systems?	Yes	

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No	Question	Answer	Comments
28.6	Are there any other measures required in relation to the maintenance of records?	No	



Fire Risk Assessment Methodology

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

Likelihood of Fire	Potential Consequences of Fire		
	Slight harm	Moderate harm	Extreme harm
Low	Very Low risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

Considering 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:

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 appropriate 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.

Considering, 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:

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 foreseeably 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.

Accordingly, it is considered that at the time of the survey the risk to life from fire at these premises is:

Likelihood = Low

Consequences – Slight harm

Outcome – Very Low Risk



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

Risk level	Action and timescale
Trivial	No action is required, and no detailed records need be kept.
Tolerable	No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, should 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 premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.
Intolerable	Premises (or relevant area) should not be occupied until the risk is reduced.

(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)

Action Plan

It is considered necessary that all recommendations in the Action Plan be implemented to reduce fire risk to, or maintain it at, the following level:

Priority

INTOLERABLE risks will be notified at the time of inspection and should be cleared immediately. If this is not possible the premises Fire Safety Manager will be contacted and advised of the serious risk and the need for immediate action.

SUBSTANTIAL risks are set as a **HIGH** priority within the action plan and action should be taken to rectify them within **1 month**.

MODERATE risks are set as **MEDIUM** priority within the action plan and action should be taken to rectify them within **three months**, or to be reduced in severity to a **tolerable** risk until the defect can be rectified.

TOLERABLE risks have a **LOW** priority within the action plan and action should be taken to rectify them within **six months**.

TRIVIAL risks will be included as advisory action with no time period for completion.

The time for rectification is judged reasonable for the risk category but the rectification should be as soon as possible and within the time set by the company's policy on such matters

Action Plan



No	Item	Required action	Priority	Action By	Date Completed	COMMENTS
1	7.1	Receive sign off and commissioning certs for the electrics	High	PM	Jun 23	
2	7.4	Ensure all pat testing is completed for ay electrical item older than 1 year	High	PM		Ongoing
3	7.9	Kitchen needs commissioning and sign off	High	PM	June 23	
4	10.3	Heating systems need to be commissioned and service contracts in place	High	PM	June 23	
5	19	Emergency lighting tests records are required post commissioning	High	PM	June 23	
6	20	Signage audit required pre-opening for new events	High			Ongoing
7	22	Additional Extinguishers may be required subject to event	High			Ongoing

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