

Fire97

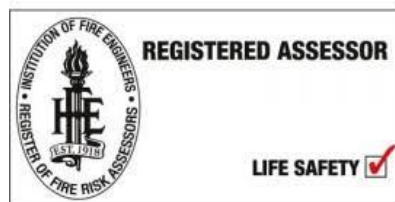
Fire Risk Assessment



The Barn, Well Close, Holwick,
Middleton in Teesdale, DL12 0NJ.

Date of Assessment: March 2024.

Assessor: Kevin Readhead, Fire97 Ltd.



National Association of Healthcare Fire Officers

Fire Risk Assessment

This purpose of this report is to assess the fire safety arrangements already in place and to evaluate the overall life safety risk to the people who occupy and use this building.

Where necessary the report will make recommendations for improvements to meet the needs of legislation but ultimately to ensure the safety of people.

The law requires employers (The Responsible Person) to ensure that their premises are safe and therefore this assessment is necessary to meet the requirements of the Regulatory Reform (Fire Safety) Order 2005 and Fire 97 Ltd have been appointed by Mr. Alan Kitchener to carry out this work at:

The Barn, Holwick, Middleton in Teesdale, DL12 0NJ.

The inspection of the premises took the form of a non-invasive assessment and areas below normal floor and above normal ceiling levels were not carried out unless such areas were easily accessible and readily available.

Therefore structural compartmentation matters which would require destructive or intrusive inspection methods are not included and must be carried out by the responsible person, if required. This assessment broadly follows the PAS 79: 2012 fire risk assessment methodology taking into account the following nine areas for consideration:

1. Obtain information on the building, the processes carried out in the building and the people present, or likely to be present, in the building;
2. Identify the fire hazards and the means for their elimination or control;
3. Assess the likelihood of a fire;
4. Determine the fire protection measures in the building;
5. Obtain relevant information about fire safety management;
6. Make assessment of the likely consequences to people in the event of fire;
7. Make an assessment of the fire risk;
8. Formulate and document an action plan
9. Define the date by which the fire risk assessment should be reviewed.

This fire risk assessment is a "live" document and its contents (and in particular the significant findings) should be communicated to all managing agents and to tenants that reside in the building. It remains the responsibility of the owner/responsible person to review this document periodically.

The baseline benchmarking documents used by the assessor during this assessment were the:

A guide to making your small paying guest accommodation safe from fire (2023)

CLG Fire Risk Assessment Guide (2006)-Sleeping Accommodation

LACORS Housing Fire Safety Guide (2008)

Approved Document B, Volume 1, Dwellings (2019)

The Regulatory Reform (Fire Safety) Order (2005)

The Building Safety Act (2023)

Note: The findings of this report do not make recommendations regarding property and business continuity losses.

This Fire Risk Assessment was carried out in the belief that:

- a) The Barn **will not** be rented to vulnerable or high-risk clients or guests
- b) The Barn **will be** rented to family groups or to groups of “identifiable sharers” as defined by the LACORS Housing Fire Safety Guide

Responsible Person

Mr. Alan Kitchener (owner)

Premises Information

The Barn is a two storey, detached, 3 bed roomed, holiday cottage.

The cottage is stone built with a conventional pitched, tiled roof over timber roof trusses.

The owner rents this property on a short term letting arrangement for holiday makers.

The owner rents this cottage to family groups and groups of “identifiable sharers” such as friends or social groups.

This report uses the: “A guide to making your small paying guest accommodation safe from fire” (2023) as the baseline standard document for this premises assessment.

The use of this guide will cover both family groups and non-family groups of “identifiable sharers” as potential occupants of this premises.

The layout of The Barn is as follows:

Ground Floor: Lounge, Entrance Lobby area (at the front door/foot of staircase), Dining Room/Kitchen and Bedroom 1.

First Floor: Bedrooms 2 and 3, Bathroom and Shower room.

Outside: Outbuildings and Garage (storage only), rear garden and patio area.

Notes:

- Car parking is available at the side and rear of the premises

Fire Safety Controls and Arrangement

This section follows the layout of the “A guide to making your small paying guest accommodation safe from fire” guide (2023).

The Barn falls within the scope of this document as it is:

- single premises of ground and first floor,
- provides sleeping accommodation for fewer than 10 persons,
- has three bedrooms (one on the ground floor and two on the first floor)

Electrical Installations and Equipment

An Electrical Installation Condition Report has not been carried out and the commonly used electrical appliances (kitchen equipment, lamps etc) have not been subject to Portable Appliance Testing.

These arrangements do not meet the requirements of the “A guide to making your small paying guest accommodation safe from fire” guide-**See Significant Finding 1.**

The electrical installation in your premises should be subject to inspection and test at least every five years.

Electrical appliances should be subject to regular checks to ensure that appliances remain in safe working condition in accordance with manufacturers’ instructions.

A guide to making your small paying guest accommodation safe from fire, page 12.

Smoking

Smoking is prohibited within The Barn, this is clearly set out within the booking terms and conditions set out by the owner-this meets the requirements of the “A guide to making your small paying guest accommodation safe from fire” guide.

There should be a defined policy on smoking. Your smoking policy should also address the use of vaping materials and e-cigarettes.

A guide to making your small paying guest accommodation safe from fire, page 12.

Heating

Heating is provided by a conventional central heating boiler and also a log burner.

The central heating boiler is regularly serviced and the log burner is a “closed unit” type with an enclosed burning chamber.

These arrangements meet the requirements of the “A guide to making your small paying guest accommodation safe from fire” guide.

Heating and hot water systems should be subject to annual maintenance by a qualified contractor to ensure they are maintained in good condition.

If you have open fires or log burners in your property you need to consider the following measures:

- *The chimney should be swept at least annually*

A guide to making your small paying guest accommodation safe from fire, pages 13 and 14.

Cooking

A standard “Cottage style” kitchen is provided with the usual appliances associated with a holiday let. The kitchen is tidy, immaculately clean with modern electrical appliances.

A fire blanket is provided in the kitchen for the use of clients in an emergency.

These arrangements meet the requirements of the “A guide to making your small paying guest accommodation safe from fire” guide.

Ensure cooking appliances are kept clean and maintained in good condition

In self-catering accommodation, although guests are not expected to use fire-fighting equipment, you may wish to provide a fire blanket in the kitchen area.

A guide to making your small paying guest accommodation safe from fire, pages 14 and 19.

Means of Escape

The layout of The Barn is relatively simple and straight forward from a means of escape perspective.

From the first floor bedrooms (Bedrooms 2 and 3) egress from the property is via a landing area, down a single enclosed staircase to a small lobby vestibule adjacent to the front door*.

The construction of the stairwell is of solid masonry and studwork with no breaches or holes that might allow the passage of smoke in an emergency.

On the landing corridor, within the wall of Bedroom 2 is a small window light to allow daylight into the bedroom from the corridor windows.



This small window is located directly on the means of escape route from Bedroom 3 therefore the glass will need to be upgraded to 30mins fire resistant glazing-**See Significant Finding 2.**

There are no restrictions or obstructions on the escape route(s).

The rear door* from the kitchen to the rear garden is an alternative route out of the premises.



*Both front and rear doors are secured internally with mortise type locks and require “Thumb turn” locks-**See Significant Finding 3.**

Bedroom and internal doors

At the foot of the staircase from the first floor are located two doors:

- one to Bedroom 1
- one to the lounge

Both of these doors are required to be fire resistant as they both open up directly onto the means of escape route from the first floor.

The bedroom doors on the first floor (Bedrooms 2 and 3) are also required to be fire resistant.

The three bedroom doors (described above) above are domestic type six panel non fire resistant doors. The lounge door is a non fire resistant glass panel door. All four of these doors require upgrading to be fire resistant doors with an appropriate overhead self closing device-**See Significant Finding 4.**

Hollow core and thin panel doors, and any plain (non-fire resisting) glazing within doors or frames, provide little fire resistance and will normally need to be replaced with new 30-minute fire-resisting doors.

A guide to making your small paying guest accommodation safe from fire, page 19.

Housekeeping

The cottage is very well laid out and appointed with high quality fixtures and fittings. Housekeeping was observed to be of a very high standard.

Emergency Escape Lighting

No emergency escape lighting is currently provided.

As this premises is relatively small with a straightforward layout a conventional Emergency Lighting system has been assessed as un-necessary.

A simpler system of re-chargeable torches in each bedroom is recommended enhanced with plug-in night lights-**See Significant Finding 5.**

Both of these methods are advocated by “A guide to making your small paying guest accommodation safe from fire”.

In the smallest premises, it may be acceptable to rely on rechargeable torches that illuminate automatically if the electrical supply fails. In that case, you should have one in each bedroom, with a sign that explains their function.

A guide to making your small paying guest accommodation safe from fire, page 19.

Fire Escape Signage

No emergency escape signage is provided in The Barn. This has been assessed as satisfactory due to the size and simple lay out of the cottage.

Firefighting Equipment

Firefighting equipment is provided in the form of fire blanket in the kitchen. This meets the requirement of the “A guide to making your small paying guest accommodation safe from fire” guide.

In self-catering accommodation, although guests are not expected to use fire-fighting equipment, you may wish to provide a small multi-purpose fire extinguisher and/or fire blanket in the kitchen area

A guide to making your small paying guest accommodation safe from fire, page 19.

Fire Detection and Alarm System

The current provision of automatic fire warning apparatus within The Barn is two interlinked smoke detectors, one at the head of the staircase and one at the foot of the staircase. A third interlinked detector (unable to determine if heat or smoke detector) is located in the kitchen.

This provision is unsatisfactory and **does not** meet the recommendations of the “A guide to making your small paying guest accommodation safe from fire” as there is no provision of automatic detection in any of the bedrooms or lounge-**See Significant Finding 6.**

There will be a need for interlinked domestic smoke alarms and heat alarms (of the type normally found in houses and flats) in all areas where a fire might start.

Smoke alarms should be installed in hallways, corridors, staircases, lounges, dining rooms and bedrooms.

Heat alarms should be installed in every kitchen, and in any other rooms (such as laundry or utility rooms), in which false alarms might occur from smoke alarms.

All smoke and heat alarms in the premises should be interlinked, so that, when any alarm device detects fire, all smoke and heat alarms give an audible alarm simultaneously. Interlinking may be by means of wiring or radio signaling.

A guide to making your small paying guest accommodation safe from fire, pages 19 and 20.

Fire Procedures-Escape Plan

The Barn is straightforward in terms of layout (particularly from the upper floors). Therefore a detailed escape plan is not required other than the basic information already included in the booking information pack.

This meets the suggested requirements of the “A guide to making your small paying guest accommodation safe from fire” guide.

This could include information in a welcome pack, including advice on how to call the emergency services and location details, especially if the postcode might not identify the location accurately

A guide to making your small paying guest accommodation safe from fire, page 20.

Maintenance and Testing

In line with the guidance provided from the “A guide to making your small paying guest accommodation safe from fire” the following maintenance checklist is recommended:

- EICR Testing (Every five years)
- PAT Testing (annually or in accordance with manufacturer’s instructions)
- Routine Checks on bedroom doors (as a minimum before each new guest arrives as part of the routine cleaning and premises check)
- Checks on kitchen appliances and the log burner
- Periodic test of the fire alarm (and as a minimum before each new guest arrives as part of the routine cleaning and premises check)
- Periodic test of the re-chargeable torches (and as a minimum before each new guest arrives as part of the routine cleaning and premises check)

This regime of testing meets the suggested requirements of the “A guide to making your small paying guest accommodation safe from fire” guide and will be possible to achieve after **Significant Findings 1-6** have been completed.

Regular testing and maintenance procedures should be put in place, some of which you may be able to carry out yourself, while others may need to be carried out by a competent contractor with sufficient training, experience or knowledge

A guide to making your small paying guest accommodation safe from fire, page 21.



Summary



The Barn is a well appointed and well managed property. The six Significant Findings outlined below and the overall risk rating of MODERATE RISK reflect the implementation of more rigorous guidance (since October 2023) rather than unwillingness of the owner to maintain high standards. Once the Significant Findings are implemented I am confident the risk rating will reduce to TOLERABLE RISK.

K Readhead, Fire Risk Assessor, April 2024.

Significant Findings & Action Plan

Significant Finding (1)	<p>Electrical hazards: No information available regarding electrical testing.</p> <p>No information available regarding Portable Appliance Testing</p> <p>No information available regarding 5 year electrical testing (Electrical Installation Condition Report).</p>
Location	Full premises
Recommendation	<p>Carry out Portable Appliance Testing</p> <p><i>Electrical appliances should be subject to regular checks to ensure that appliances remain in safe working condition in accordance with manufacturers' instructions.</i></p> <p><i>A guide to making your small paying guest accommodation safe from fire, page 12.</i></p> <p>Ensure that fixed wire testing (EICR) has been carried out by a suitably qualified electrical contractor.</p> <p><i>The electrical installation in your premises should be subject to inspection and test at least every five years.</i></p> <p><i>A guide to making your small paying guest accommodation safe from fire, page 18.</i></p>
Who is responsible?	Responsible Person: Mr. Alan Kitchener.
Date for completion	Within 3 months

<p>Significant Finding (2).</p>	<p><u>Means of Escape</u> On the landing corridor, within the wall of Bedroom 2 is a small window light to allow daylight into the bedroom from the corridor windows. The glass within this window light is not fire resisting glazing.</p>
<p>Location</p>	<p>Window light in bedroom corridor.</p>
<p>Recommendation</p>	<p>Upgrade the glazing in the window panel described above with 30 min fire resistant glazing.</p> <p><i>Any plain (non-fire resisting) glazing within doors or frames, provide little fire resistance and will normally need to be replaced with new 30-minute fire-resisting material</i></p> <p><i>A guide to making your small paying guest accommodation safe from fire, page 17.</i></p> <div style="display: flex; justify-content: space-around; align-items: center;">   </div> <p>Non Fire Resistant Glazing in window light.</p>
<p>Who is responsible?</p>	<p>Responsible Person: Mr. Alan Kitchener</p>
<p>Date for completion</p>	<p>Within 3 Months</p>

<p>Significant Finding (3).</p>	<p><u>Means of Escape</u> The locks (Internally) on both the front door and rear door (kitchen) require the use of a key.</p>
<p>Location</p>	<p>Kitchen exit door</p>
<p>Recommendation</p>	<p>Replace the barrel lock of the front and rear exit doors with a simple thumb turn fastening (internally) so that these doors can be used quickly in an emergency without the use of a key.</p> <p><i>Exit doors such as front and back door should always be easy to unlock and not need a key to unlock them.</i></p> <p><i>A guide to making your small paying guest accommodation safe from fire, page 17.</i></p> <div style="display: flex; justify-content: center; gap: 20px;">   </div> <p style="text-align: center;">Thumb turn lock required.</p>
<p>Who is responsible?</p>	<p>Responsible Person: Mr. Alan Kitchener</p>
<p>Date for completion</p>	<p>Within 3 Months</p>

<p>Significant Finding (4).</p>	<p>Means of Escape The three bedroom doors are domestic-type six panel non fire resistant doors. The lounge door is a non fire resistant glass multi-panel door.</p>
<p>Location</p>	<p>Bedroom doors 1, 2 and 3. Lounge door.</p>
<p>Recommendation</p>	<p>All four of the doors described above require upgrading to be 30 min fire resistant doors with an appropriate overhead self closing device. <i>Thin panel doors provide little fire resistance and will normally need to be replaced with new 30 minute fire resisting doors.</i> <i>Any plain (non-fire resisting) glazing within doors or frames, provide little fire resistance and will normally need to be replaced with new 30-minute fire-resisting doors/material</i> <i>A guide to making your small paying guest accommodation safe from fire, page 17.</i></p> <div data-bbox="636 1012 1289 1288" data-label="Image"> </div> <p>No fire resistant doors to lounge and bedroom.</p>
<p>Who is responsible?</p>	<p>Responsible Person: Mr. Alan Kitchener</p>
<p>Date for completion</p>	<p>Within 3 Months</p>

Significant Finding (5).	<u>Emergency Escape Lighting</u> No Emergency escape lighting is currently provided.
Location	All 3 Bedrooms
Recommendation	<p>Provide rechargeable torches in each of the three bedrooms.</p> <p><i>In small premises, it may be acceptable to rely on rechargeable torches that illuminate automatically if the electrical supply fails. In that case, you should have one in each bedroom, with a sign that explains their function.</i></p> <p><i>A guide to making your small paying guest accommodation safe from fire, page 18.</i></p>
Who is responsible?	Responsible Person: Mr. Alan Kitchener.
Date for completion	Within 3 Months

Significant Finding (6).	<u>Fire Detection and Alarm System</u> The current fire detection and alarm provision does not meet approved guidance for this type of premises.
Location	Full premises
Recommendation	<p>Upgrade the fire warning system to a BS5839 part 6 standard to include:</p> <ul style="list-style-type: none"> • Interlinked smoke detection to: All bedrooms, Ground floor Hallway, First floor landing and Lounge. • Interlinked heat detection to Kitchen/Dining Room <p>This upgrade should be carried out by a qualified alarm engineer providing certificated proof to the responsible person that the system meets BS5839 pt 6. The interlinking of the detectors may be either hard wired or by radio signal.</p> <p><i>There will be a need for interlinked domestic smoke alarms and heat alarms (of the type normally found in houses and flats) in all areas where a fire might start. Smoke alarms should be installed in hallways, corridors, staircases, lounges, dining rooms and bedrooms. Heat alarms should be installed in every kitchen</i></p> <p><i>A guide to making your small paying guest accommodation safe from fire, page 19.</i></p>
Who is responsible?	Responsible Person: Mr. Alan Kitchener.
Date for completion	Within 3 Months

Assessment of Risk

Potential consequence 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 the inspection of the premises it is considered that the hazard from fire (likelihood) is:

Medium Likelihood

Definition of the terms above:

Low: Low likelihood of fire as there are negligible potential ignition sources of ignition.

Medium: Normal fire hazards (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 a significant increase in the 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 a fire would be:

Moderate Harm

Definition of the terms above:

Slight Harm: An outbreak of fire is unlikely to result in serious injury or death of the occupant, or in sleeping accommodation, other than the occupant in the room in which the fire occurs.

Moderate Harm: Outbreak of fire could result in injury (including serious injury) of one or more occupants but 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:

MODERATE RISK

A suitable risk control plan should involve effort and urgency that is proportional to the risk. The following risk based control plan is based on the one advocated in PAS 79.

RISK LEVEL	ACTION and TIMESCALE
Trivial	No action is required and no records need to be kept.
Tolerable	No major additional controls required. However there may be a need for improvements that involve minor or limited costs.
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 the 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	The building (or relevant area) should not be occupied until the risk is reduced.

Fire Risk Assessment Review

This fire risk assessment should be reviewed by the responsible person (or nominated competent person):

- When it is no longer regarded as being valid
- When there is a significant change in staff numbers
- When there is a significant change to working practices
- When there is a significant change in the amount of hazardous materials present in the premises
- Following a significant safety event
- Or at a suggested timescale of twelve months, i.e. **March 2025.**