

## REGULATORY REFORM (FIRE SAFETY) ORDER 2005 PERIODIC REVIEW OF FIRE RISK ASSESSMENT

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Responsible person (e.g. employer) or  
person having control of the premises:

*Tarporley & District  
Community  
Centre Committee*

Address of premises:

*Tarporley & District  
Community Centre  
High Street,  
Tarporley,  
Cheshire,  
CW6 0AY*

Person(s) consulted:

*Mr Pat Allen*

Assessor:

*Mr R E Crump*

Date of fire risk assessment review:

*16<sup>th</sup> October 2012*

Date of previous fire risk assessment:

*None available*

Suggested date for review<sup>9)</sup>:

*October 2014*

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

[23<sup>rd</sup> October 2012]

<sup>9)</sup> The original fire risk assessment should be reviewed again by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid or if there has been a significant change in the matters to which it relates, or if a fire occurs.

## GENERAL INFORMATION

1. Significant changes identified since the time of the previous fire risk assessment  
*in respect of:*
  - 1.1 The premises:  
*No significant changes to the structure or use of the premises*
  - 1.2 The occupancy:  
*No significant changes from initial assessment*
  - 1.3 The occupants (including occupants especially at risk from fire):  
*No significant changes from initial assessment*
  - 1.4 Fire loss experience:  
*No fire loss experience since the initial assessment*
  - 1.5 Application of fire safety legislation:  
*Improvements have been made in relation to the requirements of the RRO*
  - 1.6 Other relevant information:  
*None to add*

## FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

2. Significant changes in measures to prevent fire since the time of the fire risk

*A gas cut off valve linked to the detection in the boiler house has been installed.  
Improved cable management on the stage area has been completed.*

2.1 Are there adequate measures to prevent fire?

Yes

No

2.2 Comments observed:

*High level of improvements made in the provision of Fire Safety Awareness to hirers of the premises.*

2.3 Are housekeeping and maintenance adequate?

2.4 Comments and deficiencies observed:

*Housekeeping and storage improvements around the building both externally and internally. This has been completed in the individual storage cupboards and rooms, the stage area and the external yard areas.*

## FIRE PROTECTION MEASURES

3.1 Significant changes in fire protection measures since the time of the fire risk assessment:

3.2 Are the means of escape from fire adequate?

Yes  No

3.3 Comments and deficiencies observed:

*New door installations have been completed to ensure rapid escape from within whilst providing the necessary security from the outside of the building. Additional protection to the external staircase route has been provided.*

3.4 Are compartmentation and linings satisfactory?

Yes  No

3.5 Comments and deficiencies observed:

*Satisfactory compartmentation is in place, additional fire stopping completed*

3.6 Is there reasonable emergency escape lighting?<sup>10)</sup>

Yes  No

3.7 Comments and deficiencies observed:

*The emergency lighting system has been upgraded and is considered adequate to the requirements of the occupancy*

<sup>10)</sup> Based on visual inspection only.

3.8 Are there adequate fire safety signs and notices?

Yes  No

3.9 Comments and deficiencies observed:  
*One fire exit route sign was observed that requires replacing and this was actioned immediately*

3.10 Are the means of giving warning of fire adequate? <sup>11)</sup>

Yes  No

3.11 Comments and deficiencies observed  
*A complete new alarm system has been installed throughout the premises ensuring that every area is covered by early detection and the alarm raised in all areas of the building*

3.12 Is the provision of fire extinguishing appliances adequate?

Yes  No

Comments and deficiencies observed:  
*The provision of fire fighting appliances throughout the premises is considered to be adequate to the risk*

3.13 Comments on other fixed fire protection systems?  
*Not applicable*

<sup>11)</sup> Based on visual inspection only.

## MANAGEMENT OF FIRE SAFETY

- 4.1 Significant changes in management of fire safety since the time of the fire risk assessment:

*The appointment of Mr Pat Allen as the designated person responsible for the management of Fire Safety in the premises*

- 4.2 Are arrangements for management of fire safety adequate?

Yes  No

Comments and deficiencies observed:

*Arrangements for Fire Safety have now been delegated and considered to be adequate and the person responsible is fully competent to conduct this. Mr Pat Allen has many years experience of both a retained and industrial fire officer*

- 4.3 Are fire procedures adequate?

Yes  No

Comments and deficiencies observed:

*Since the assessment changes have been made to the hiring procedure which now include Fire Safety measures and instructions to the event hirer. Spot checks are also conducted during events*

4.4 Are the arrangements for staff training and fire drills adequate?

Yes  No

4.5 Comments and deficiencies observed:

*Not applicable no staff on site when private functions are conducted. There are instructions provided to hirers reference fire evacuation*

4.6 Are the arrangements for testing and maintenance of fire protection systems and equipment adequate?

Yes  No

4.7 Comments and deficiencies observed:

*These testing arrangements have now been designated to Mr Pat Allen. The maintenance of the extinguishers contracted with Walker Fire*

4.8 Are there adequate records of testing, maintenance, training and drills?

Yes  No

4.9 Comments and deficiencies observed:

*A Fire Log Book is now in place and weekly tests were seen to have been recorded by Mr Pat Allen*

## FIRE RISK ASSESSMENT

On the basis of the criteria set out in the original fire risk assessment, it is considered that the current risk to life from fire at these premises is:

Trivial  Tolerable  Moderate  Substantial  Intolerable

## ACTION ON PREVIOUS ACTION PLAN

Have all previous recommendations been satisfactorily addressed?

Yes

No

## **Annex D (informative)**

### **Model pro-forma for documentation of a review of an existing fire risk assessment**

.1 This annex contains a pro-forma for documentation of a review of an existing fire risk assessment. If the pro-forma is completed by a competent person, the format and scope of the review will be suitable and sufficient to satisfy the recommendations in Clause 19.

.2 The format of the documented review may vary from that shown in this Annex, provided the recommendations in Clause 19 are satisfied. For example, the level to which principal issues are broken down into their component factors may vary, provided it is clear that the principal issues addressed in the original fire risk assessment have been addressed, or that the scope of the review is limited to, for example, a material alteration that has resulted in the review (see Clause 19).