

FIRE RISK ASSESSMENT

As required to demonstrate compliance with the Regulatory Reform (Fire Safety) Order 2005.

Flip Out Chester
Chester Gates Business Park,
Chester
CH1 6LT

Quality Support in Safe Hands

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Introduction

This risk assessment will help you understand the risks that can be removed or reduced and consider the general fire precautions you need to take.

You are required to review your risk assessment regularly especially if there is reason to suspect people are not safe in the case of fire, or there has been a significant change in the preventative and protective measures you have taken in case of fire. Where changes to your safety measures are required, you should make those changes.

There are other duties you need to comply with. These are to:

- Appoint one or more competent persons to carry out preventative and protective measures
- Provide your employees with clear and relevant information on the risks to them identified by the fire risk assessment
- Consult with your employees about fire safety and about proposals for improving fire precautions

- Inform the parent/guardians of young people (under 18 years) with relevant information on the risks that have been identified through risk assessment, along with the measures you have put in place to protect them from the risk of fire
- Co-ordinate and liaise with other people who have rooms within the workplace and ensure they comply with the requirements of the Regulatory Reform (Fire Safety) Order 2005
- Consider the presence of any dangerous substances and the risk this presents to relevant persons (including fire fighters) from fire
- Ensure there are suitable means of contacting the emergency services and to make available information about dangerous substances and their location within the property
- Ensure adequate information, instruction and training is provided to your employees about fire precautions in your workplace
- Ensure that any equipment provided in connection with firefighting, fire detection and egress is suitably maintained in an efficient working order
- Have a process for employees to co-operate with you to ensure the workplace is safe from the risk of fire and its effects.

This document consists of a fire risk assessment, noting risks and identifying control measures that are currently in place. An action plan is provided as an overview of actions identified in the process. This document is produced by Right Directions Ltd. The report highlights issues seen on the day on which the assessment took place.

This risk assessment is intended to be a working document that can be used to guide future action aimed at improving compliance and maintaining fire safety and health and safety standards.

Once you and your organisation have reviewed and finalised the risk assessment, it is your responsibility to follow the actions highlighted within the risk assessment and to implement effective, preventative and protective control measures so as to eliminate and reduce the risks identified. Furthermore, it is your responsibility to ensure the existing control measures highlighted in the risk assessment, are maintained, monitored and that there is a continuous review process in place to regularly test procedures, processes and training competency to ensure they are suitable and sufficient and working.

As per the terms of our agreement with you, we shall have no liability for any damage and/or harm caused by errors or omissions in any information or instructions provided by you in connection with this assessment or your failings to inform us of a material change which impacts the outcome of this assessment.

In order to comply with legislation, this assessment must be reviewed at least annually or where there is a significant change that may affect the validity of the assessment including any accidents, incidents or near misses or change of any operational management procedures or processes.

- There was evidence of compartmentalisation taking place in the building, however an in depth inspection could not take place in concealed spaces
- A full investigation of the design of HVAC systems is also outside the scope of this fire risk assessment.

This fire risk assessment has been commissioned and compiled in order to demonstrate compliance with the Regulatory Reform (Fire Safety) Order 2005, which came into force on 1st October 2006 in England and Wales.

The risk assessment process allows Right Directions to answer clearly the measurement criteria by carrying out:

- A building tour

- Documentation checks
- Observations of tasks and activities, where possible.

This report summarises the findings from an assessment of the risk to life from fire in the property below. All actions have been added to a Remedial Action Plan for management to use. Where appropriate, recommendations have been made to ensure compliance with fire safety legislation and to reduce the risks to a reasonable level. This report does not address the risk to firefighters, property or business continuity from fire.

Definition of priorities (where applicable):

Major - Immediate action and review required

High - To reduce high risk issues (1-3 months)

Medium - To eliminate or control medium risks identified (3-6 months)

Low - To further reduce fire risk (6-12 months)

This fire risk assessment should be reviewed internally by a competent person on an annual basis, the next review to take place no later than 10 October 2025. The review should confirm that the listed control measures are still in place and completion of actions in the Remedial Action Plan. It is best practice for an independent fire risk assessment to be undertaken by a competent fire risk assessor every two years. If there is reason to suspect that the fire risk assessment is no longer valid, a fire has been experienced, or there have been significant changes to the work practices or premises, then it should be reviewed sooner.

Client and Site Data

Risk Assessor	Alan Donovan	Risk Assessor's e-mail	Alan.donovan@rightdirections.co.uk
Building Contact	Carl Richardson	Building Contact's e-mail	Carl.richardson@flipout.co.uk
Responsible Employer	Flip Out	Appointed Person(s)	Carl Richardson
Person/s Consulted	Carl Richardson (GM)	Date of Fire Risk Assessment	10 October 2024
Date of Previous Risk Assessment	22 May 2023	Suggested Review Date	10 October 2025 (internal)

Building Profile

• Trampoline Park • Inflatable Area • Laser Quest • Go Karts • Bumper Cars/ Drift car Area • Office Spaces	• Air Bag • Drop Slides • Roller Rink • Arcade Machines • Café/ Diner.
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Date of construction (approximately)	Unable to confirm – 2016 Flip Out took ownership.
Principle use of the building i.e., sporting venue, office, shop, entertainment venue, gym, education etc.	Family activity centre.
Approximate area in m ² of building footprint	9000m ²
State parts of building assessed – detail areas not assessed/visited and reason(s)	All areas have been inspected except ceiling, roof, and wall voids.
Days and hours of operation (Any out of hours activities that take place?)	16:00 - 21:00 – Mon – Thursday 10:00 – 21:00 – Friday 09:00 – 20:00 – Saturday 10:00 – 18:00 - Sunday
Number of floors (Including basement if applicable)	Two.
Number of stairwells – internal / external	Two external/ Two internal
Number of final exits	Five

Final exits capacity	The building has a sufficient number of fire exits, which are suitable in size, to cater for the amount of people expected to be in the building at one time.
Estimated maximum number of persons in the building at any one time (As advised by building management)	285 persons including staff.
Shared premises - Details of other tenants /occupiers within the premises	N/A

Overview of Building

The age of the building was unable to be confirmed. Flip Out have occupied the facility since 2016.

It is mainly a brick, steel and metal cladded building that was originally a warehouse type facility. The building has been renovated and turned into a family activity centre. with trampolines, inflatables and action games.

The team explained that they do offer 'sleep overs' though these are few and far between.

The nearest fire station is Chester Fire Station located 5.4 miles away and is a 13-minute drive in normal traffic.

There was evidence of compartmentalisation taking place in the building, however an in-depth inspection could not take place in concealed spaces.

A full investigation of the design of HVAC systems is outside the scope of this fire risk assessment

A Refuge area had been located near to the exit of the inflatable area of the park.

Risk Level Estimator

Likelihood of Fire

Definition of terms:

Low - 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.

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 fire prevention measures observed at the time of this risk assessment, it is considered that the likelihood of fire at these premises is:

Low	MEDIUM	High
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Level of Harm

Slight harm - The outbreak of fire is unlikely to result in serious injury or death of any occupant.

Moderate harm - The outbreak of fire could result in injury of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme harm - There is significant potential for serious injury or death of one or more occupants.

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the potential consequences from fire at these premises is:

SLIGHT HARM	Moderate Harm	Extreme Harm
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Risk Based Control Plan

The following risk level estimator is based on the risk level estimator contained in BS 9999:2017 Code of Practice for Fire Safety, Management and use of Buildings and has been adapted for the purpose of this fire risk assessment.

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 by BS 45002-2 Occupational health and safety management systems – General guidelines for the application of ISO 45001 – Part 2, for general health and safety risks:

Trivial - No action is required. Periodic reviews and best practices to be employed to ensure safe practices are continued.

Tolerable - No major additional controls required. However, there might be a need for improvements that involve minor actions 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.

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.

The overall rating shown below gives a view of the building's performance based on the number of actions in each area and not the level of risk. It should be used to provide an overview of the key areas of improvement.

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

Trivial	TOLERABLE	Moderate	Substantial	Intolerable
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Overall Rating Comments

Tolerable – No major additional controls required. However, there might be a need for improvements that involve minor actions or limited cost.

Statutory Inspections and Service Records

Statutory Inspections and Service Records Findings

	Yes / No / N/A
Is there a fixed electrical installation inspection test certificate (dry) in place, with any remedials completed?	No
Is there a fixed electrical installation inspection test certificate (wet) in place, with any remedials completed?	N/A
Has portable appliance testing been carried out?	Yes – Jan 2024
Are fixed heating and air conditioning installations subject to regular maintenance?	Yes
Are filters changed and ductwork cleaned regularly (non-catering)?	N/A
Is the fire system maintained by competent person/company (3rd party accredited)?	Yes – service dated July 2024
Does in-house weekly testing of the fire alarm system take place and is it documented?	Yes
Are the fire alarm sounders tested and recorded?	Yes
Are there arrangements for the servicing and maintenance of fire shutters and magnetic door catches at six monthly intervals?	N/A
Are routine checks on fire doors and final exit doors undertaken, for clearance and maximum gap around doors, seals, glazing, signage etc.?	Yes
Are there arrangements to ensure any automatic doors open and fire doors held open automatically close during the alarm activation?	N/A
Is there a documented periodic inspection of external escape staircases and gangways?	No
Is emergency escape lighting periodically maintained by a competent person/company? 3 hour self-contained luminaires energised from battery for 3 hours - Additional tests after three years of installation and annually thereafter	Yes – July 2024
Was the emergency lighting certificate inspected during this assessment?	Yes
Is there documented periodic testing of the emergency lighting? - Daily - no faults/maintained system - lamp/LED is lit - Monthly - simulated power failure - self-contained luminaires have energised/central battery system energises/generator starts up and energises lights for one hour (if generator system is fitted)	Yes
Is the firefighting equipment checked in-house? Weekly/monthly checks carried out	Yes
Is firefighting equipment serviced and maintained? - Annual service by a competent person/contractor - Discharge every five years / 10 years for CO²	Yes – Jan 2024
Is documented weekly and monthly testing, six monthly inspection/ examination and an annual inspection/ examination of evacuation and firefighting lifts, where installed, in place?	N/A
Is there weekly testing and periodic inspection of fixed fire suppression installations?	N/A
Are hose reels provided and maintained?	N/A
Are gas boilers serviced and maintained with records available? - Safety device checked - Gas tightness test conducted (examines the gas pressure inside a property's pipework)	N/A
Are daily checks taking place on the fire alarm panel?	Yes
Is the lightning conductor serviced annually?	N/A
Are fire hydrants inspected/maintained? - Inspection records available - Site map available	N/A

Is the sprinkler system subject to in-house checks and maintenance?	N/A
Are periodic inspections of external means of escape undertaken i.e., staircases and ground floor evacuation routes?	Yes

Statutory Inspections and Service Records Recommended Action

High	Statutory Inspections & Service Records	Management advised contractors Barlow's were in the process of completing the fixed electrical inspection remedials. Make sure the fixed electrical wiring installation certificate is available following completion of the works, and it is marked as satisfactory.
High	Statutory Inspections & Service Records	External metal/ steel escape staircases should be subject to a thorough examination by a structural engineer. BS 8210 states the examination should not be less than every five years. Visual inspections should take place by management to ensure there is no water puddling, algae build up and whether gritting is required in winter months. All in-house checks should be recorded.

Additional Comments

- The fire detection and alarm system, emergency lighting and fire extinguishers are regularly serviced by a competent contractor.
- In-house fire safety checks include weekly fire alarm tests, monthly fire extinguisher checks, internal fire door inspections and emergency lighting tests.

Sources of Ignition

Sources of Ignition Findings

	Yes / No / N/A
Have potential ignition sources been identified and are they controlled?	
• Electrical, gas or oil-fired heaters (fixed or portable)	Yes
• Room heaters (radiant bar fires or LPG appliances)	Yes
• Welding and other hot works - fire extinguishers, storage and safe systems of work	N/A
• Faulty or misused electrical equipment	N/A
• Light fittings and equipment (halogens or display lighting)	Yes
• Hot surfaces, hot pipes near boilers and no obstruction of equipment ventilation	Yes
• Heating boilers	Yes
• Furnaces, bonfires, other naked flames on site and are they controlled	N/A
• Aromatherapy mood candles, hot waxes etc.	N/A
• Lithium batteries and charging points	Yes
Is there a current and suitable policy regarding the use of personal electrical appliances?	Yes
Is smoking banned and are there arrangements for a suitable area or only permitted outside boundaries?	No
Are multi-socket extension leads satisfactory, i.e. no bunched cables, overloaded circuits, unwound extension reels being used, no 'daisy chained' extension leads etc.?	No
Are electrical risers located in protected stairways and separated by 30-minute fire resistant construction and a locked door? Risers elsewhere of similar construction that continue to other floors should be separated from each other and effectively sealed.	Yes
Are protective devices such as RCD, reduced voltage in use where appropriate?	Yes
Are flammable substances present that produce flammable vapours - petrol/diesel, pressurised canisters, LPG, butane cylinders/bulk tanks suitably controlled?	No

Sources of Ignition Recommended Action

Medium	Sources of Ignition	Ensure reasonable measures are in place to prevent fires as a result of smoking. Cigarette remains were found on top of the bins located outside of reception. Consider banning smoking from the site or confirming a designated smoking area with suitable means to dispose of cigarette remains.
High	Sources of Ignition	Multi-socket extension reels should be fully unwound when in use. Consider replacing the reels located on the Diner counter with a shorter cable.
Medium	Sources of Ignition	There was a gas bottle locked behind a caged unit in the car park. Whilst this was secured, management should consider arranging for it to be removed from site as there was no use for it.

Supporting Photographs



Cigarette remains on Bin



Fully coiled extension reel



Gas bottle storage

Sources of Combustion

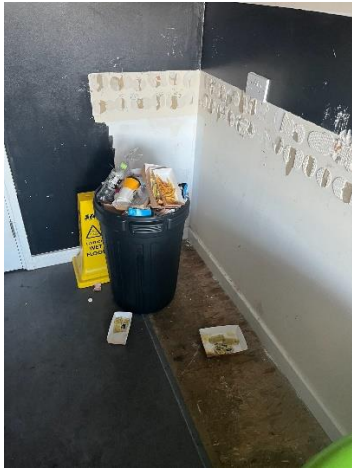
Sources of Combustion Findings

	Yes / No / N/A
Have potential fuel sources been identified and are they controlled?	
• Paints, varnishes, thinners and adhesives	Yes
• Alcohol (spirits), white spirit, alcohol based hand sanitiser, cooking oils etc.	Yes
• Fuel such as petrol and engine / lubricating oils	N/A
• Flammable gases such as LPG and acetylene	N/A
• Dangerous/ flammable chemicals	Yes
• Smoke and vapour effects, lasers and strobes and firearms	N/A
• Display materials and decorations	Yes
• Piles of paper and files	Yes
• Costumes, drapes and hangings, scenery and banners	N/A
• Packaged foodstuffs	Yes
• Packaging materials	Yes
• Stationery, advertising material and decorations	Yes
• Plastics and rubber such as foam-filled furniture	Yes
• Rubber/foam exercise mats, trampoline beds/foam, soft play and creche equipment	Yes
• Upholstered seating and cushions	Yes
• Litter and waste products	No
• Wood shavings, offcuts and dust accumulation	Yes
• Fireworks and pyrotechnics	N/A
Are good housekeeping practices in place, which limit the accumulation of waste and debris?	Yes
Has access to ignition sources and combustibles on site for arsonists been controlled?	No
Are external bins secure - secure in a compound/ locked / skips >6m away from the building?	No
Has a Control of Substances Hazardous to Health (COSHH) assessment been carried out on any chemicals stored or used in the premises? Is the site adhering to firefighting measures/storage requirements?	No
If dangerous substances are, or could be, used, has a risk assessment been carried out, as required by the Dangerous Substances and Explosive Atmospheres Regulations (DSEAR) 2002?	N/A

Sources of Combustion Recommended Action

Medium	Sources of Combustion	Better control of litter and waste products is required. The bin in the staff room was overflowing. Ensure waste bins are emptied as a minimum at the end of each shift.
High	Sources of Combustion	There was a significant build-up of combustible materials being stored next to the bin area. This had been left over from the recent refurbishment works. These should be disposed of appropriately to reduce the risk of arson.
Medium	Sources of Combustion	External bins should be lockable to prevent misuse and reduce the risk of arson.
High	Sources of Combustion	Conduct COSHH assessments for the flammable cannisters found in the data hub store.

Supporting Photographs



Staff room bin



Combustible materials rear of the store



Additional Comments

- CCTV in operation.
- Coded/ locked doors on unoccupied areas.
- External bins kept away from the building.
- Sufficient external lighting.
- The perimeter of the premises is secured out of hours, including all entry points to the building.

Sources of Oxygen

Sources of Oxygen Findings

	Yes / No / N/A
Have potential sources of oxygen been identified and are they controlled?	
• HVAC / mechanical air conditioning units / AHU units	N/A
• Oxidising materials (chemicals)	N/A
• Helium cylinders	N/A
• Oxygen cylinders	N/A

Additional Comments

- Management confirmed the air conditioning units had been decommissioned.

Who is at Risk?

Who is at Risk Findings

	Yes / No / N/A
Have people who are at risk been identified?	
• Paid staff	Yes
• Volunteers	N/A
• Organisers hiring the building	Yes
• Lone workers (cleaning staff, security, out of hours call outs)	No
• Unaccompanied children	Yes
• Visitors / customers	Yes
• People in the state of undress	N/A
• People with disabilities (mobility, hearing or vision impairments)	Yes
• Sensory impaired due to alcohol or drugs etc.	Yes
• Customers sleeping in the facility (sleep overs, creche/nursery)	Yes
• Other people in the vicinity of the premises	Yes
• Contractors	Yes
• Other employers on site	Yes
Are there designated 'places of relative safety' for people with special needs?	Yes
Have the needs of people with disabilities been discussed with them and are PEEPs in place?	N/A
Is there a permit to work system in place that includes hot works?	Yes
Are staff and senior management made aware of the fire risk assessment's significant findings?	Yes

Who is at Risk Recommended Action

Medium	Who is at Risk	Once the call centre team are no longer working from the facility, ensure lone workers who may be at risk have been identified and implement suitable control measures.
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Additional Comments

- Places of relative safety do not obstruct fire escape routes.
- PEEP forms are available should they be required following discussions with those with disabilities.
- Sleepover risk assessments should be completed specific to the organization/ group hiring the facility.

Fire Loss Experience

Fire Loss Experience Findings

	Yes / No / N/A
Have there been any fires in the building (if loss has occurred or not)?	No
Have there been any fire in buildings next door/connected or in close proximity?	No
Have there been any accidents including arson/fire involving fires (if lost time has occurred or not)?	No
Have there been any near misses involving fires?	No
Has there been a fire or explosion caused by an electrical short circuit or overload, (including those resulting from accidental damage) which either results in the stoppage of the plant involved for more than 24 hours, or which causes a significant risk of death? (Reported under RIDDOR)	No
Has there been any explosion or fire occurring in any plant or premises which results in the stoppage of that plant or as the case may be the suspension of normal work in the premises for more than 24 hours, where the explosion or fire was due to the ignition of any material? (Reported under RIDDOR)	No
Has there been any escape of flammable gases or other flammable substances from the premises or processes carried out on the premises? (Reported under RIDDOR)	No
Have there been any staff complaints relating to fire safety?	No
Have any issues been raised from any of the following? • Fire authority, HSE/EHO inspectors • Union safety representative inspection, or staff representative safety inspection • Management general safety inspections (active monitoring) • Client health and safety inspections • Shared occupants' inspections • Other employers on site	No
Have there been any contractor incidents or complaints/issues regarding fire safety?	No
Have there been any unsafe acts regarding fire safety that have been formally or informally noticed during fire drills?	No
Have there been any problems with the alarm system?	No
Have there been any incidents when the alarm system has had to be deactivated or detector heads immobilised and not reinstated properly afterwards leading to no protection?	No
Has the fire brigade have been called and it has been a false alarm, hoax call etc.?	No
Have there been any break-ins to the building?	No

Additional Comments

- The fire risk in buildings next door/ connected or in close proximity has not been assessed as part of this fire risk assessment.
- To date the risk of fire has been prevented within the premises.
- Fire drills are conducted.
- Fire drills are recorded, which includes the evaluation process.
- Staff receive refresher training in emergency procedures.

Fire Detection and Alarm System

Fire Detection and Alarm System Findings

	Yes / No / N/A
Is there a suitable fire detection and alarm system to alert occupants in the event of a fire / evacuation – automated?	Yes
Is there a suitable fire detection and alarm system to alert occupants in the event of a fire / evacuation – manually activated?	Yes
Is there a suitable fire alarm system to alert occupants in the event of a fire / evacuation - non-electronic system / shout of 'fire' only?	N/A
Are fire alarm sounders located in areas that enable them to be heard loudly in all areas?	Yes
Are the detectors of the right type and in the right locations? - Heat detectors installed in unoccupied areas of the building - Heat detectors installed in catering/cooking areas of the building - Beam detectors installed in the building	Yes
Does the fire alarm system have a back-up power supply?	Yes
Are break glass call points on exit routes adjacent to exit doors?	Yes
Are automatic fire detectors sited in unoccupied areas?	Yes
In areas used by those with hearing impairments, e.g., accessible toilets/changing areas, is visual fire alarm equipment provided as an alternative to bells and sounders?	Yes
In areas where noise levels may be high e.g., plant rooms, is visual fire alarm equipment provided as an alternative to bells and sounders?	N/A
What type of fire alarm system is installed (make/model)? C-Tec XFP series	
Is the alarm system a single stage or two stage fire alarm?	Single
Is the fire alarm system appropriate for the fire risk? Life system	L1
Does the building experience any false alarms?	No
Is there remote transmission of alarm signals (fire alarm monitoring centre)?	No

Fire Detection and Alarm System Recommended Action

Medium	Fire Detection & Alarm System	There should be consideration to the fire detection and alarm system being monitored by a third party. You should check with your insurers to see if this is a requirement of your insurance conditions.
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Additional Comments

- Noise levels - The noise generated from the fire alarms was not tested, however the assessor was informed it could be heard from all areas of the building

Fire Escape Routes

Fire Escape Routes Findings

	Yes / No / N/A
Is adequate time available for escape?	
Are travel distances to the nearest fire exit satisfactory? Where more than one route is available: 32 metres (seated areas)	Yes
- Where more than one route is available: 45 metres (non-seated areas) - Around 25 metres in areas where the risk of fire is high - About 60 metres in areas where the risk of fire is very low	Yes
Where only a single route is available: 15 metres (seated areas)	Yes
- Where only a single route is available: 18 metres (non-seated areas) or the distance should be shorter (12 metres or less) in any parts of the premises where there is a high chance of a fire starting or spreading quickly - The distance can be longer (up to about 25 metres) where the chance of a fire starting or spreading quickly is very low	Yes
Are there any 'inner room' situations and is there suitable protection and fire precautions?	Yes
Are corridors a minimum of 1.2m wide?	Yes
Can people turn away from a fire as they escape – dead end conditions?	Yes
In a single direction escape route, is the corridor protected by fire-resisting partitions and self-closing fire doors? Fire doors must have self-closers, three hinges, fire resistant glass, intumescent and smoke seals.	Yes
Are fire doors kept closed, or held open on magnetic catches/a door retention system linked to the alarm system?	N/A
Do all escape routes and fire doors open in the direction of travel?	No
Do all external escape routes lead to a place of safety? - Not enclosed areas, yards unlit areas - Are they free from any trip hazards, i.e. uneven ground, poorly maintained route (surface/vegetation) - Does escape route terrain provide issues for those with wheelchairs/buggies	No
Are escape routes (including corridors and staircases - internal/ external) kept clear? - Are they free from any trip and slip hazards - Do all escape routes lead to a place of safety - External and internal escape staircases do not lead to enclosed areas, yards, unlit areas and are of a fire resisting standard	No
Can doors be easily and immediately opened from the inside? - There must be no locked doors and not have a break glass facility for key storage - Twist locks are only suitable in very simple / small buildings where all staff use them frequently	Yes
Is it considered that the building is provided with reasonable arrangements for means of escape for disabled people?	No
Is there avoidance of sliding or revolving doors as fire exits?	Yes
Is compartmentation of a reasonable standard? - Fire doors - Fire stopping - Protected escape routes - Vents in fire doors are fire rated intumescent air transfer grilles	No
Is there a reasonable limitation of linings (walls, ceilings, room separators etc.) that reduces the risk of fire spread	Yes
As far as can be ascertained, are adequate fire dampers provided within the heating, ventilation and/or air conditioning systems (HVAC) to protect critical means of escape?	N/A
Are areas of high risk enclosed in a fire-resisting construction?	Yes

Are service openings in floors, ceilings and walls 'stopped' with fire-resisting material? • Openings that may be above 'false ceilings' and below 'false floors' • Ceiling tiles providing 30 minutes fire protection are not displaced / been removed for services	No
Are the stairways wide enough to get all occupants out of the premises; a minimum width of 1m downward travel or 1.2m for upward travel? Note: widths increase depending on the number of floors and number of people	Yes
Are the stairways separated by fire-resisting partitions and self-closing fire doors?	Yes
Is there suitable protection of escape routes, including staircases - internal/ external?	Yes
In sleeping accommodation is the travel distance from a dead end to an exit, from within an area of normal fire risk, less than 16 metres?	N/A
In sleeping accommodation is the travel distance from an area with more than one fire escape route to an exit less than 27 metres (in a low fire risk environment) or less than 14 metres (in a high fire risk environment)?	Yes

Fire Escape Routes Recommended Action

High	Fire Escape Routes	Ensure all escape routes and fire doors open in the direction of travel. The main front door has been designated as an emergency exit but both doors open inwards. Consideration should be given to removing the plate to allow these doors to open in both directions.
High	Fire Escape Routes	The external escape route near the loading bay had a hole in the concrete floor near to the exit door that was a trip hazard and should be filled. The handrail on the steps was loose and the brickwork was damaged. Works should be completed to ensure the handrail is suitable to provide support to customers in an evacuation.
High	Fire Escape Routes	Once the new inflatable has been installed, management should check to ensure a suitable means of escape is available. Should the location of the blowers compromise the exit route to the right-hand side of the inflatable, arrangements should be made to ensure the exit route to the left-hand side is used.
High	Fire Escape Routes	The evacuation chair was in poor condition. The team also explained that they had not received training on its use. The chair should be serviced to the manufacturer's recommendations. Following this, full training should be provided to the team on its use. An additional chair should be considered for the second refuge point, or ensure staff are aware to fetch the chair from its position if it's required at this exit.
High	Fire Escape Routes	It is recommended that an external inspection of the store's fire doors is undertaken by a competent person. A number of issues were noted with the fire door compartmentalisation due to missing smoke seals and intumescent strips (Data hub store door), and doors not shutting (staff door to diner).

High	Fire Escape Routes	Ceiling tiles were missing in the upstairs staff room and downstairs first aid room, these should be replaced. Ensure all ceiling tiles within the store are in good condition and replace any damaged tiles.
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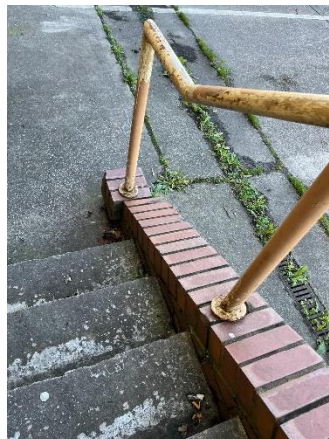
Supporting Photographs



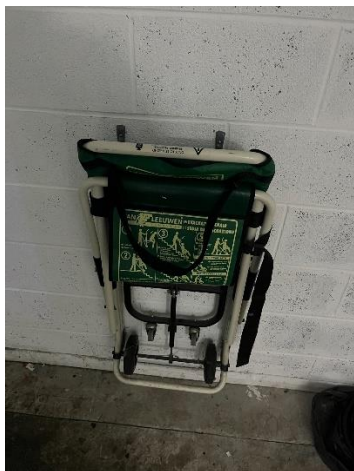
Reception doors



Hole in floor – escape route and damaged handrail



Inflatable area (consider exit route)



Evac chair in poor condition



Data hub store door



Staff Diner door



Missing ceiling tiles located in staff room and first aid room

Additional Comments

- There was evidence of compartmentalisation taking place in the building, however, an in-depth inspection could not take place in concealed spaces.
- Fire compartmentation where obvious was seen to be of a reasonable standard and includes:
 - Fire doors
 - Fire stopping
 - Protected escape routes.

Fire Safety Signs and Notices

Fire Safety Signs and Notices Findings

	Yes / No / N/A
Are there sufficient fire exit signs on escape routes?	Yes
Can exit signs indicating the way out be seen from all locations within the building, with directions?	No
Are internal fire resisting doors signed appropriately? • 'Fire door – keep shut' on both sides	Yes
Are internal fire resisting doors signed appropriately? • 'Fire door – keep locked'	No
Where necessary have fire exit doors got 'Fire exit - keep clear' notices?	Yes
Are fire action notices located by each break glass call point and on notices in common areas? Do they include what to do when discovering a fire, hearing the alarm, provide instruction for calling 999 and the location of the assembly point?	Yes
Are the following signs in place? • Firefighting equipment, where it can be easily seen	Yes
• Fire safety signage (red and white)	Yes
• Advice and information signage (green and white)	Yes
Is the fire assembly point sign clearly displayed with additional external directional signage provided (if possible), or are routes clearly identified on the fire action plan/s?	Yes
Is there signage stating what is not permitted during an evacuation e.g. using the lifts?	N/A
Is the gas storage cage indicated with signage 'LPG storage' and 'no ignition sources' and is signage clearly displayed?	Yes
Is external signage in good condition, i.e. showing no signs of UV damage (faded)?	Yes
If on site, are fire hydrants identified with the correct signage?	N/A
Are the 'fireman's switch' and 'fireman's communication point' i.e., emergency telephone/mic clearly identified?	N/A
Are the gas pipelines appropriately identified?	N/A
Is a 'zone plan' provided by the fire detection and alarm system panel?	Yes

Fire Safety Signs and Notices Recommended Action

High	Fire Safety Signs & Notices	Management should ensure fire exit directional signage is put in place on the wall from the Diner exit door.
High	Fire Safety Signs & Notices	Replace the 'fire door keep shut' signs with 'fire door - keep locked' signage on the following locations, Door to data hub store, Plant areas and cleaning stores.

Emergency Lighting

Emergency Lighting Findings

	Yes / No / N/A
Is a reasonable standard of emergency escape lighting provided?	Yes
Is emergency lighting needed during the hours of darkness or where there is no light?	Yes
Is there sufficient illumination for occupants to see each exit door and escape routes (internal and external)?	Yes
• intersections of corridors	Yes
• emergency escape signs	Yes
• fire alarm call points and firefighting equipment	Yes
• stairways and at changes in floor level	Yes
• in windowless rooms and toilets	Yes
• in accommodation exceeding 8m²	Yes
• equipment that would need to be shut down in an emergency	Yes
Is there sufficient illumination for occupants in lift carriages?	N/A
Is there sufficient illumination for occupants to see in halls or other areas greater than 60m ² ?	Yes
Does the system operate on sub-circuit failure?	Yes
In the event of a power failure: • Is there a delay in high level halogen lights warming up and illuminating the area again? • Are controls in place in the event of power being restored before the evacuation has commenced or been completed when the lights are warming up? • Are controls in place i.e. customers only allowed to go back into the area once the area is fully illuminated again?	N/A

Additional Comments

- The emergency light assessment was based on visual inspection rather than luminance level tests or a full survey of compliance with relevant British Standards.

Firefighting Equipment

Firefighting Equipment Findings

	Yes / No / N/A
Is there reasonable provision of portable fire extinguishers, including types?	Yes
Is the firefighting equipment:	Yes
• appropriate for the risks	
• securely hung on suitable wall brackets or on floor stands	No
• located on exit routes / adjacent to specific risks	Yes
• accessible	No
Is there suitable provision of a fire-fighters' switch(s) for high voltage luminous discharge tube signs etc.?	N/A
Is there appropriate signage indicating the location of firefighter's switch?	N/A
Is there a means of venting smoke, natural smoke vents or powered venting system and is it maintained?	N/A
Is there an automatic sprinkler system installed in the building?	N/A
Is the valve to the sprinkler system locked open and only available to authorised persons?	N/A
Is there a reliable water supply maintained at all times?	N/A
Is the sprinkler system subject to checks and maintenance?	N/A
Is access to fire hydrants maintained and not blocked / obstructed?	N/A

Firefighting Equipment Recommended Action

Medium	Firefighting Equipment	The wall bracket for the water extinguisher located in reception should be reattached.
High	Firefighting Equipment	The CO2 extinguisher located in the arcade area should be relocated so the arcade machine does not restrict access.

Supporting Photographs



Extinguisher wall bracket



CO2 extinguisher (arcade area)

Emergency Procedures and Evacuation

Emergency Procedures and Evacuation Findings

	Yes / No /N/A
Are there competent person(s) appointed to assist in undertaking the preventive and protective measures i.e. relevant general fire precautions?	Yes
Are building fire plans available identifying: • Significant sources of ignition and combustion • Highly flammable substances • Refuge points/places of relative safety • Emergency shut off points, i.e. gas valve etc.	Yes
Are emergency procedures in the event of fire appropriate and properly documented, including phased evacuation, specific staff responsibilities, details of contractors/sub-contractors/third parties/shared premises, how to raise the alarm, actions to take upon discovering a fire/in the event of fire, shutting off utility supplies/HVAC systems, location of the assembly point, location of the secondary assembly point, firefighting arrangements, re-entry to the building/no re-entry to the building etc.? Has the procedure been reviewed?	Yes
Have the emergency procedures been made available to the fire and rescue service and have they been informed by the building management of any hazardous materials and any other issues within the building that may affect firefighting?	Yes
Are there suitable arrangements to summon and meet the fire and rescue service on arrival, to provide relevant information, including that relating to hazards to firefighters?	Yes
Is there an evacuation bag in place?	Yes
Are there arrangements in place if the evacuation is prolonged?	Yes
Are all staff given adequate fire safety instruction and training on induction?	Yes
Are all staff given adequate periodic 'refresher training' at suitable intervals?	Yes
Are documented fire evacuation drills carried out at appropriate intervals? • At least with all staff attending one fire evacuation drill annually • These should be timed, evaluated, recorded and signed by those who took part	Yes
Have staff been allocated with special responsibilities e.g. manager on duty/fire wardens? • Are staff with additional responsibilities given additional training • Are these staff given additional training in the use of firefighting equipment	Yes
Are staff aware of the 'places of relative safety' and procedures for safe evacuation of people with mobility impairment?	Yes
Are staff with additional responsibilities for the safe evacuation of people with mobility issues given additional training?	No
Do the emergency procedures take into account other employers in the building and neighbours etc. and is their employer given appropriate information e.g. on fire risks and general fire precautions?	Yes
Is a dedicated evacuation lift, a non-evacuation lift designed for use, or evacuation chairs / slings provided? If so, are they maintained?	N/A
If it is a shared facility, are fire responsibilities clearly defined to all parties?	N/A
Is access for the fire and rescue service vehicles satisfactory? - No locked gates - Height barriers causing an obstruction - Turning circles okay - Road widths suitable - Assembly point location does not hinder access when occupied by people - No overhanging trees	Yes

Is access for the fire service to the building on foot satisfactory?	Yes
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Emergency Procedures and Evacuation Recommended Action

High	Emergency Procedures & Evacuation	Staff must be adequately trained to be able to effectively evacuate people with mobility impairment, without reliance on the fire and rescue service. The use of evacuation aids should be practiced during fire evacuation drills.
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Additional Comments

- Suitable emergency procedures are in place.
- All staff receive the following training:
 - Emergency procedures
 - Fire drill, including full evacuation
 - Escape routes.
- Staff attend a fire drill at least once a year, with records available on site.
- Management use a fire drill matrix to record which staff have attended fire drills.
- Training records include fire safety training.
- Fire plans are located in the emergency grab bag.
- Fire plans are provided to the fire and rescue service upon their arrival
- Sleepovers – the group should be trained and drilled on the fire evacuation procedure at the start of the sleepover session. This will be recorded on the Fire Alarm Drill record sheet and records maintained.
- All staff working during a sleepover session must receive specific training on the evacuation and emergency procedures for these sessions.
- Sleepover checks should include:
 - Fire exits are to be clear of any obstructions all of the way to the assembly point
 - Lighting level is sufficient
 - Fire alarm panel check
 - Escape routes check
 - Building locked down appropriately
 - High risk areas secured.
- Outside of operational hours the entrance gate is padlocked. Ensure the fire service are aware of this. It is expected that the fire service would be able to cut through the lock with ease.

Catering Hazards and Controls

Catering Hazards and Controls Findings

	Yes / No / N/A
Where gas is used for cooking, are suitable controls in place? Suitable maintenance of cooking appliances	N/A
Are ducting, flues and filters regularly cleaned and maintained etc.? - Are checks recorded/ service records obtained - Frequency of cleaning sufficient to usage i.e. high use of fryers requires more frequent cleaning	Yes – Sep 2024
Is the emergency cut-off for gas supply known about and practiced during drills?	N/A
Are there enclosed receptacles for fried food (e.g. chip pans)?	No
Are there effective procedures for use, storage and cleaning of foodstuffs containing sugar, oils (e.g. sugar-coated cereal, butter etc.)?	Yes
Is there suitable storage of cooking oils / other highly flammable liquids?	Yes
Does regular cleaning take place to prevent build-up of crumbs and other combustible materials?	Yes
If a deep fat fryer is used, is a wet chemical extinguisher nearby with an appropriately trained person to use it at all times?	Yes
Is servicing conducted of the deep fat fryers to ensure the thermostat is working correctly, with records maintained?	No
Are there any other kitchen tool / appliances which generate a flame (e.g. blow lamps) and are there safe systems of work relating to their use?	N/A

Catering Hazards and Controls Recommended Action

Medium	Catering Hazards & Controls	Ensure enclosed receptacles are used in the cooking of fried foods.
High	Catering Hazards & Controls	Ensure the deep fat fryers are routinely serviced as per the manufacturer's guidelines/ instructions.

Additional Comments

- The storage of cooking oils is kept to a minimum.
- Appropriate firefighting equipment is in place relevant to the risk.
- A wet chemical extinguisher is provided in the kitchen as fryers are provided.
- A fire blanket is provided.

Further Guidance

For further guidance, the HM Government fire safety risk assessment guide/s relevant to your premises is/are:

- [Fire safety: guidance for the hospitality industry](#)
- [Fire safety risk assessment: theatres, cinemas and similar premises](#)
- [Fire safety risk assessment: offices and shops](#)
- [Making your premises safe from fire](#)
- [Fire safety risk assessment: 5-step checklist](#)

Internal Fire Risk Assessment Review

You are required to review the risk assessment regularly, especially if there is reason to suspect people may not be safe in the case of fire, or there has been a significant change in the preventive and protective measures you have taken in case of fire. It should be reviewed at least annually regardless.

Use the review questions below to determine if the fire risk assessment should be reviewed by a competent person or organisation.

Name of Person Completing the Review:	
Date of Review:	

	Yes *	No	N/A
Have there been any fires, near misses or failings in evacuation procedures?			
Have there been any significant changes to the building since the last risk assessment?			
Have there been any significant changes to the activities undertaken since the last risk assessment?			
Are there any deficiencies in the fire control measures being delivered and recorded in the fire logbook?			
Have there been any personnel changes to responsible person/s and appointed person/s?			
Has there been a significant increase in sources of ignition since the last fire risk assessment?			
Has there been a significant increase in sources of combustion since the last fire risk assessment?			
Have there been any issues raised in relation to fire safety by staff, external parties, enforcing authority or fire and rescue service since the last fire risk assessment?			
Have there been any changes in fire regulations since the last fire risk assessment?			

* Any questions marked with a 'Yes' will require a review of the fire risk assessment by a competent person or organisation.

Review Comments:

Signed:	Date:
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