

# Jubilee Hall Norton in Hales

## Fire Risk Assessment

<b>Responsible Person</b>	Trustees	
<b>Address of Premises</b>	Jubilee HHall Main Road Norton in Hales Market Drayton Shropshire	
<b>Postcode</b>	TF9 4AT	
<b>Assessor:</b>	Alan Dutton	
<b>Date of Fire Risk Assessment</b>	23/04/19	
<b>Subsequent Review Dates</b>		
<b>Reviewed by</b>		<b>Date</b>
<b>Reviewed by</b>		<b>Date</b>
<b>Reviewed by</b>		<b>Dat</b>

## General Information

The Premises	
<b>Number of floors in building:</b>	1
<b>Approximate floor area: (m<sup>2</sup>)</b>	96
<b>Brief details of construction:</b>	Brick and Tile
<b>Primary usage:</b>	Community Hall
<b>Secondary usage:A</b>	Periodic use of Kitchen and provision of Bar

Occupancy Profile						
Maximum number of persons in the <b>most highly occupied compartment</b> to be affected by an uncontrolled fire within 30 minutes, assuming no evacuation.	WEEKDAYS			WEEKENDS		
	0000 to 0400	A		0000 to 0400	A	
	0400 to 0800	A		0400 to 0800	A	
	0800 to 1200	C		0800 to 1200	C	
	1200 to 1600	C		1200 to 1600	C	
	1600 to 2000	C		1600 to 2000	C	
	2000 to 2400	C		2000 to 2400	C	
	Enter range – A= <20, B=20-49, C=50-99, D=100-1000, E=>1000, 0=None					
Description of Occupants	Mobility Issues	/	Average Mobility	YES	Vulnerability Issues	/

## Identified Fire Hazards And Primary Control Measures

### Smoking

Measures taken to prevent fires as a result of smoking.

- Smoking prohibited in the building? **YES**
- Smoking permitted in appropriate areas **NO**
- Suitable arrangements for those who wish to smoke? **NO**

<b>Identified Hazards</b>	<b>Existing Control Measures</b>	<b>Are there any improvement recommendations</b>
---------------------------	----------------------------------	--

**Deficiencies:**

**Remedial Action Required:**

## Electrical Sources Of Ignition

Measures taken to prevent fires of electrical origin.

Fixed installation periodically inspected and tested? (e.g. every 5 years)	YES
Suitable policy in place regarding the use of personal electrical appliance	NO
Portable electrical equipment Tested	NO

Identified Hazards	Existing Control Measures	Are there any improvement recommendations
--------------------	---------------------------	---

**Deficiencies:** PAT testing out of date. **Remedial Action Required:**

## Arson/Deliberate Ignition

Basic security against arson by outsiders or other persons appears reasonable.	YES
--	-----

Is there the potential for fire load/combustibles in close proximity to the premises available for ignition by outsiders?	NO
---	----

Identified Hazards	Existing Control Measures	Are there any improvement recommendations
--------------------	---------------------------	---

**Deficiencies:** **Remedial Action Required:**

### Fixed Heating Installations

Fixed heating installations such as boilers are used within the premises. **YES**

Are fixed heating installations subject to regular maintenance? **YES**

Are suitable measures taken to minimise the hazard of ignition of combustible materials due to these heaters? **YES**  
 All heaters have guards to prevent contact with either people or possessions.

Identified Hazards	Existing Control Measures	Are there any improvement recommendations
--------------------	---------------------------	---

**Deficiencies:**

**Remedial Action Required:**

## Arrangements for Evacuation

### Evacuation Strategy

Typical evacuation strategies within the premises are likely to involve one or more of the following arrangements.

**State which strategy (ies) have been adopted.**

#### Single Stage Evacuation

It is reasonably expected that all relevant persons in the premises are able to (and will) evacuate immediately to a place of total safety.

**YES**

Identified Hazards	Existing Control Measures	Are there any improvement recommendations
<b>Deficiencies:</b> No notice of evacuation procedure		<b>Remedial Action Required:</b> Notice to be issued to all hirers

# Provision of Elements of Fire Safety as Secondary Control Measures

<b>Means Of Escape</b>		
It is considered that the premises are provided with reasonable means of escape in case of fire. Identify the means of evacuation and attach a plan. (This can be a hand drawn plan).	<b>YES</b>	
Adequate design of escape routes?	<b>YES</b>	
Reasonable distances of travel when:		
Where there is escape in a single direction? State the distance of maximum travel.	<b>YES</b>	
Where there are alternative means of escape? State the distance of maximum travel.	<b>YES</b>	
Suitable protection of escape routes? (Fire resisting construction)	<b>YES</b>	
Adequate provision of exits? State the capacity of each exit.	<b>YES</b>	
Exits easily and immediately open-able where necessary <u>without</u> the use of a key?	<b>YES</b>	
Escape routes unobstructed?	<b>YES</b>	
It is considered that the premises are provided with reasonable arrangements for means of escape for disabled people? Describe the arrangements below.	<b>YES</b>	
Does the evacuation plan fit with the floor space factors?	<b>YES</b>	
Identify dead end corridors. Are the appropriately covered?	<b>YES</b>	
Identify inner rooms. Are the appropriately covered?	<b>YES</b>	
Identified Hazards	Existing Control Measures	Are there any improvement recommendations
<b>Deficiencies:</b> Fire door at back is difficult to open	<b>Remedial Action Required:</b> Door needs adjustment	

**Measures To Limit Fire Spread And Development**

It is considered that there is:

NO

**Emergency Escape Lighting**

It is considered that there is a reasonable standard of emergency escape lighting to ensure safe use of escape routes complying to BS5266?

YES

Identified Hazards	Existing Control Measures	Are there any improvement recommendations
<b>Deficiencies:</b>		<b>Remedial Action Required:</b>

**Means Of Giving Warning In Case Of Fire**

Reasonable manually operated fire warning system provided?

YES

Hirers to be given fire notice to read out.  
Hirer is responsible to shout out **"BUILDING TO BE EVACUATED NOW"**.

Automatic fire detection provided?

N/A

Identified Hazards	Existing Control Measures	Are there any improvement recommendations
<b>Deficiencies:</b> No notice given		<b>Remedial Action Required:</b> Notice to be issued

Manual Fire Extinguishing Appliances		
Reasonable provision of portable fire extinguishers?		<b>YES</b>
Are all fire extinguishing appliances readily accessible and unobstructed? (i.e. mounted on walls or on appropriate bases)		<b>YES</b>
Is suitable wall signage provided relevant to extinguisher?		<b>YES</b>
Are hose reels provided?		<b>NIA</b>
Identified Hazards	Existing Control Measures	Are there any improvement recommendations
<b>Deficiencies:</b> Fire extinguisher by door nor hung on bracket		<b>Remedial Action Required:</b> Buy bracket

SIGNIFICANT FINDINGS – REMEDY ACTION PLAN						
No	Action to be Taken	Priority	Target Completion Date	Action by	Date Action Completed	
1	Buy bracket for fire extinguisher					
2	PAT testing					
3	Fire Door needs adjustment					
4	Assembly point designation and signage					
5	Hirers emergency arrangements notice					