



FIRE RISK ASSESSMENT

ROWAN COTTAGE

HEALEY

MASHAM

Prepared by: Reliable Fire Services Ltd, Tel 07947 724457

Assessment Date – 16th October 2023

Review Date – 16th October 2024

Responsible Person – Scott Beale, Owner

Tel: 07795 685491

Disclaimer

This fire risk assessment is considered to be suitable and sufficient to meet the requirements of the Regulatory Reform (Fire Safety) Order 2005 (see annex 1).

This risk assessment must be reviewed on an annual basis or when any significant changes are made to the property.

All sections, particularly the management of risks should be strictly adhered to in order for this document to remain valid. It is recommended that you consult Reliable Fire Services Ltd prior to carrying out any significant changes to your premises to ensure that the risk of fire is not significantly increased.

The responsible person(s) shall ensure that the significant findings of this risk assessment, including the measures, which have been identified, have been, or are being carried out.

Reliable Fire Services Ltd has no control over the ongoing management of the premises and is not responsible for the failure to implement any significant findings.

This assessment has been prepared on the basis that the property is NOT let to disabled guests.

Summary Fire Risk Assessment

Introduction

Rowan Cottage is a semi-detached two-bedroomed holiday let set over two floors. The lower floor consists of a living room with open access to the staircase, dining room, kitchen, and garage. The upper floor consists of a landing, two bedrooms and a bathroom. The building is predominately solid walls of concrete brick or stone. Both timber and concrete floors. Timber framed pitch roof overlaid with tiles or slate.

Persons at Risk

Paying guests staying in the property, letting agency staff cleaning, and inspecting the property, Contractors working in the property.

Fire Hazards and Controls

Hazard	Assessment
Are fixed electrical installations inspected and tested every 5 years?	Yes, last test Nov 23
Are portable electrical appliances periodically inspected and tested?	Yes
Is the use of trailing leads and adaptors avoided where possible?	Yes
Are gas appliances periodically inspected and tested every 12 months?	N/A
Is smoking prohibited in the property?	Yes
Are suitable arrangements in place for those who wish to smoke?	N/A
Are the premises adequately secured to prevent unauthorised access?	Yes
Are combustible materials, waste and refuse bins stored safely clear of the premises or in purpose-built compounds/rooms?	Yes
Are fixed heating systems subject to periodic maintenance?	Yes, included in electrical testing
Are portable heaters subject to periodic inspection and used safely?	N/A
Are there adequate fire precautions in the use of open fires and log burners?	N/A
Are adequate measures taken to prevent fires from cooking?	Yes
Are filters and ductwork subject to regular cleaning?	Yes
Is the standard of housekeeping adequate to avoid the accumulation of combustible materials and waste?	Yes
Are combustible materials kept separate from ignition and heat sources?	Yes
Is it ensured that all contractors who undertake work on the premises are competent and qualified?	Yes
Are suitable measures in place to address the fire hazards associated with the use and storage of dangerous substances?	N/A
Are there any other significant fire hazards in the premises?	No

Notes.1. Verification required that there are no gas appliances in the premises.

Fire Protection Measures

Measure	Assessment
Are all escape routes kept clear of obstructions to enable people to escape safely?	Yes
Are all fire exits easily and immediately openable?	Yes
Are distances of travel considered reasonable?	Yes
Do the walls and structures protecting the stairway and escape routes provide an adequate level of fire resistance?	Yes
Is the fire resistance of doors to stairways and escape routes considered adequate?	Yes
Where necessary, are doors fitted with suitable self-closing devices that close the doors effectively?	N/A
Are there adequate levels of artificial lighting provided in the escape routes?	Yes
Are smoke and/or heat alarms/detectors provided and is the extent and coverage considered adequate? As a minimum, inter-linked alarms - heat alarm in kitchen and smoke alarms in living area, top of staircase/passageway and in all bedrooms.	Yes
Is there a reasonable provision of firefighting equipment (fire extinguishers, fire blanket)?	Yes
Where necessary, is a reasonable standard of fire exit and fire safety signs provided?	Yes

Management of fire safety

Procedure	Assessment
Are procedures in the event of fire appropriate and documented?	See Annex 3
Is the information on fire safety and the action to take in the event of a fire given to guests? Are procedures displayed strategically (kitchen, rear of bedroom doors) and included with the guest information?	Yes
Are any staff members given regular instruction and training on the action to take in the event of a fire?	N/A
Are frequent checks carried out to ensure exit routes are kept clear and fire exits remain easily openable?	Regular checks are detailed in Annex 2
Are periodic checks carried out on fire doors to ensure they remain in good condition and close effectively?	
Are domestic smoke and heat alarms tested monthly?	
In self-catering premises, are all smoke/heat alarms (or fire detection and alarm systems, where fitted) tested at every changeover?	N/A
Where fitted, are weekly testing and six-monthly servicing routines in place for the fire detection and alarm system?	N/A
Where fitted, are monthly and annual testing routines in place for the emergency escape lighting?	N/A/
Where provided are fire extinguishers subject to annual maintenance?	Regular checks are detailed in Annex 2
Are records of testing and maintenance maintained?	See Annex 2

Annex 1

Regulatory Reform (Fire Safety) Order 2005

The Regulatory Reform Fire Safety Order came into force in October 2006. It firmly places the responsibility on the 'Responsible Person' and outlines all the measures that must be taken to ensure the safety of all people you are directly or indirectly responsible for.

The above order amends or replaces 118 pieces of legislation, the most significant being the repeal of the Fire Precautions Act 1971 (Fire Certificates), and the revocation of the Fire Precautions (workplace) Regulations 1997.

What is Required?

Under The Regulatory Reform (Fire Safety) Order 2005 and The Fire (Scotland) Act 2005, anyone who has control of premises or who has a degree of control over certain areas or systems may be designated a 'responsible person' (e.g., an employer, a managing agent, an owner, an occupier, or any other person who has some control over all or part of relevant premises). The responsible person' is required to:

Instruct a competent body to carry out a Fire Risk Assessment identifying the risks and hazards and create a Fire Risk Assessment.

Report on who is considered to be especially at risk.

Put in place plans and actions to eliminate or reduce the risk from fire as far as is reasonably practical and provide general fire precautions to deal with any residual risk.

Take additional measures to ensure fire safety where flammable or explosive materials are used or stored.

Create a detailed plan to deal with any emergency and, in most cases, document the findings.

Review the findings, as necessary, and update the Fire Risk Assessment.

Fire Safety and Evacuation Procedures – Rowan Cottage

Smoking and the use of candles and naked flames within the property is strictly prohibited except for the coal fire. Please ensure that all doors are kept closed to create a barrier in the event of fire. There is a fire blanket and water mist extinguisher in the kitchen and a further water mist extinguisher at the top of the stairs.

On discovering a fire or hearing the alarm, evacuate the premises using the nearest fire exit and contact the fire service. The address is – **Rowan Cottage, Healey, Ripon, HG4 4LH.**

There is a public phone box 50m from the cottage should you be unable to get a mobile signal. If the fire is small attempt to use the firefighting equipment to extinguish the fire. The fire blanket can be used to cut off the air supply to a small fire. The water mist extinguisher can be used on a fire that is less contained. You may need to use the water mist extinguisher to reach a fire exit if you are on the first floor of the property. If all exits are inaccessible return to your bedroom and use wet towels to seal the bottom of the bedroom door and wait to be rescued. Ensure that the fire brigade is made aware that evacuation has not been possible and advise them of your precise location in the property.

