

Safetyform - Fire Risk Assessment Report

Luke O'Connor House Resource Centre, Wrexham / 24 Jun 2026 / S/Form-004

Complete



Photo 1

Client:	Offa Community Council
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Unique Reference No:	S/Form-018
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Location:	Luke O'Connor House Resource Centre, Wrexham
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Date of Assessment:	24 Jun 2026
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Date of Previous Assessment:	Unknown
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Name of Assessor:	Joseph Hoey - MIFSM, Tier 2 NFRAR
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Reviewed By:	Derek Hillier
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Type of Fire Risk Assessment Undertaken:	Type 3
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A Type 3 Fire Risk Assessment is comprehensive – and covers more than the law requires. This type of assessment covers all common areas of a building – and individual dwellings.

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Executive Summary

Safetyform are grateful to all those who assisted the assessor during the assessment, for their time, courtesy and the information they were able to provide regarding the day-to-day operations of the premises and to assist with this fire risk assessment.

This fire risk assessment report is based on the observations made and information gathered during a visit to the premises on the date of the assessment and relates to the above-named premises and address only.

The basic purpose of a "Fire Risk Assessment" (FRA) is to identify the general fire precautions the responsible person needs to take. The FRA should only be carried out when a premise is occupied and in normal use. If, in the case of a new or refurbished premise, there is a need to carry out a 'pre-occupation' FRA, a further assessment should be carried out as soon as the premises is in normal use.

This FRA has been conducted with regard to the principles and approach of the latest revision of Publicly Available Specification 79 (PAS 79), with the overall mission of ensuring that all has been done to reduce both hazard and risk to a level that can be demonstrated to be as low as reasonably practicable (ALARP).

Additional guidance from Approved Document B of the Building Regulations and British Standard 9999 have also been used as points of reference.

The assessment, observations and recommendations are only relevant to the conditions within the premises at the time of the assessments.

The significant findings arising from the assessment are contained in the "Summary of Findings & Action Plan" section.

The responsible person should act on these findings to achieve compliance with the Regulatory Reform (Fire Safety) Order 2005.

General Information About the Site

Person(s) Consulted

Responsible Person (RP):

Offa Community Council

Competent Person appointed by RP:

Helen McCarthy

Email:

clerk@offa-cc.gov.uk

Tel No:

01978291562

The identity and roles of key individuals from whom information was obtained as part of the assessment:

Helen McCarthy - Clerk

Premises Details

Full Address & Postcode:

Luke O'Connor House Resource Centre
21 Barter Court
Hightown
Wrexham
LL13 8QT

Premises Use:

Luke O'Connor House is a multi-purpose community resource centre and youth facility located in the Hightown area of Wrexham, Wales. It serves as a local community hub, a designated warm space, and hosts a dedicated youth club.

Brief details of the building(s) construction:

The building is described as a single storey brick faced building with a tiled, pitched roof.

Number of floors (including basement):

One Floor - Ground Only

Approximate floor area (in square meters per floor):

Approximately 135m²

Storey Height:

2.7m

Total Building Height:

2.7m

Are the premises sprinklered:

None

External areas included in assessment:

All areas externally including the fire escape routes from the building.

Adjacent property risk:

None, as the building stands alone detached in its own grounds.

Previous fire loss experienced:

During discussions with the client on site, they confirmed that there had been no previous fire losses within the building that they are aware of.

Has the premises received any Enforcement Action relating to fire safety issues (If Yes, please provide details):

During discussions with the client on site they confirmed that there had been no enforcement actions issued against the building that they are aware of.

A further investigation on the National Fire Chiefs Council website also found no enforcement notices issued against the premises.

Enforcement Register - NFCC

Description of any shared communal areas?

None.

Areas Excluded from the Assessment:**Have any areas of the site been excluded from the risk assessment?**

Yes

Please list the areas excluded from the risk assessment and give reasons why they were excluded?

The roof/loft space was not accessed at the time of the inspection due to no access being provided by the client.

Relevant Fire Safety Legislation**The following fire safety legislation applies to these premises:**

Regulatory Reform (Fire Safety)
Order 2005

The above legislation is enforced by:

Local Authority

Please provide the name of the local authority.

Wrexham City Council

Fire Evacuation Procedure

Please detail the type of fire evacuation policy employed on the premises.

The building employs a simultaneous evacuation of the building upon hearing the fire alarm.

In the opinion of the fire risk assessor, is the type of fire evacuation suitable for the type of premises being assessed?

Yes

Premises Risk Profile

The "Code of practice for fire safety in the design, management and use of buildings" (BS 9999) takes a complementary approach to the calculation of a premises "Risk Profile", based on two main factors:

1. Occupancy Characteristic; and
2. Fire Growth Rate.

Combining these two factors creates the "Risk Profile" of a specific building. This means that there is scope for a much more interpretative approach, on a case by case basis, which takes into account the specific features of an individual building. This is especially significant when considering the issue of escape routes and fire exits in existing premises, particularly if they are of an historical or heritage nature.

The occupancy characteristic is principally determined according to whether the occupants are familiar or unfamiliar with the building (i.e. the difference between emergency and panic exits) and whether they are likely to be awake or asleep.

Occupancy Characteristic A - Occupants who are awake and familiar with the building (e.g. Office and industrial premises)

Occupancy Characteristic B - Occupants who are awake and unfamiliar with the building (e.g. Shops, exhibitions, museums, leisure centres, other assembly buildings, etc.)

Occupancy Characteristic C - Occupants who are likely to be asleep (e.g. Hotels, boarding schools, halls of residence etc.)

The Fire Growth Rate (FGR) is estimated according to the nature and quantity of combustible materials in a specific building, as follows:

Category 1 - Slow FGR - e.g. limited number of combustible materials.

Category 2 - Medium FGR - e.g. stacked cardboard boxes.

Category 3 - Fast FGR - e.g. baled clothing, stacked plastic products.

Category 4 - Ultra Fast FGR - e.g. flammable Liquids.

Accordingly the Premises Risk Profile has been rated as:

A2 - Occupants who are awake
and familiar with the building -
Medium Fire Growth Rate

People at Risk & Purpose Group

People at Risk

Likely number of occupants by day: 10

Likely number of occupants by night: 0

Are there employees or contractors working in remote areas of the workplace? No

Are people with impaired mobility employed on the premises? No

Are Young Persons (below 18 years old) employed on the premises? No

Others? N/A

Purpose Group

The Purpose Group of the premises has been determined using the guidance in Approved Document B of the Building Regulations - Table 0.1 - Classification of Purpose Groups (See Appendix A)

Purpose Group: Office - Group 3

Purpose for which the building or compartment of a building is intended to be used:
Office - 3 - Offices or premises used for any of the following and their control:

- Administration
- Clerical work (including writing, bookkeeping, sorting papers, filing, typing, duplicating, machine calculating, drawing and the editorial preparation of matter for publication, police and fire and rescue service work)
- Handling money (including banking and building society work)
- Communications (including postal, telegraph and radio communications)
- Radio, television, film, audio or video recording
- Performance (premises not open to the public).

Floor Space Factors / Occupancy Levels

The occupancy figure for any room, storey, building or part of a building is either of the following:

- A. The maximum number of people it was designed to hold, or
- B. In buildings other than dwellings, the number of people calculated by:

Dividing the usable area of a room or storey(s) (m²) by the floor space factor (m² per person) such as given in Table D1 of Approved Document B - Volume 2.

The floor space factors within the premises calculated using the above methodology are:

9. Office - 6.0 persons per metre squared.

Therefore, the occupancy levels for each floor within the building calculated by the usable floor space (in m²) divided by the recognised floor space factor (as in ADB) are:

Ground Floor:	Approximately 132m ²
First Floor:	N/A
Second Floor:	N/A
Third Floor:	N/A
Fourth Floor:	N/A
Basement Floor:	N/A

Giving the overall maximum number of persons within the premises at any one time, which is:

Maximum Numbers in total:

The maximum number of persons permitted within the premises at any one time would be 22, calculated using the above floor space factors divided by 6. However, there are 3 fire exits from the building (one discounted due to angle adjacent to other) each of which would accommodate 60 persons per exit.

Further Guidance on Floor Space Factors can be found in Appendix C of this report.

Travel Distances & Exits

Travel Distances are determined using the calculations in Approved Document B - Volume 2 - Buildings other than dwellings - Table 2.1 - (see Appendix B of this report for further details).

Travel Distances are dependent on:

- 1. The Purpose Group of the building.
- 2. The use of the premises.
- 3. Number of travel directions to escape the fire within the building.

The below travel distances within the building are measured (in meters) from their furthest point and were recorded as:

Ground Floor:	Maximum 13m
First Floor:	N/A
Second Floor:	N/A
Third Floor:	N/A
Basement Floor:	N/A

Travel distances applicable to the premises assessed in this Fire Risk Assessments are:

Purpose Group:	Office - Group 3
Number of directions of travel leading to a final exit available within the premises:	Three directions of travel
Travel Distances within the premises are:	Within the allowable distance of 45 meters for two or more directions of travel and are

therefore acceptable.

Number of Exits & Exit Widths

Number of exits from the building:

4

Exit Widths;

Rear Door - 874mm
Side Doors x 2 - 850mm (one discounted as being contained within a room/office)
Front Door - 874mm

Summary of Findings & Action Plan

This section details any findings which were observed during the Fire Risk Assessment and provides recommendations for improvements to rectify the findings and gives a timeline for when the improvements should be completed.

Any findings will be categorised into 3 priority levels.

Priority 1 Actions:

Are considered serious breaches of legislation or guidance which have the potential for serious injury, death to occupants or enforcement action.

Priority 1 actions should be completed immediately or as soon as is reasonably practicable.

Priority 2 Actions:

Are considered non-compliant with legislation or relevant guidance and could lead to enforcement action being issued.

Priority 2 actions should be completed within 3 months.

Priority 3 Actions:

Are identified as issues that may not pose a threat to occupants or run the risk of enforcement action but are considered to require attention as part of recognised industry best practice, with no specific timeline allocated unless the consultant specifies a timeline within their recommendations.

Action No: 1

Applicable Section:

Section 9 - Confinement &
Development of Fire

Priority Risk Level:

Priority 2

Priority 2 Actions - are considered non-compliant with legislation or relevant guidance and could lead to enforcement action being issued. Priority 2 actions should be completed within 3 months.

Summary of findings

It was identified that a number of fire doors were seen to be wedged open at the time of the assessment which would allow for the passage of flames and smoke to pass to other areas of the building in a fire.

Recommendations

Fire doors form a crucial part of passive fire protection and for them to function correctly they should be kept closed at all times when not in use to reduce the spread of flames and smoke in a fire.

It is therefore required to discontinue to wedge fire doors open using door wedges within the building.

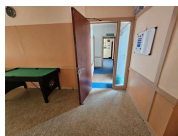


Photo 2

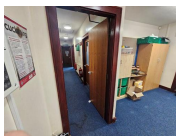


Photo 3



Photo 4

Action No: 2

Applicable Section:

Section 11 - Fire Exit Signs & Notices

Priority Risk Level:

Priority 2

Priority 2 Actions - are considered non-compliant with legislation or relevant guidance and could lead to enforcement action being issued. Priority 2 actions should be completed within 3 months.

Summary of findings

It was noted that the following fire signs were missing from the building:

1. No FIRE DOOR KEEP SHUT signs are affixed to any of the internal fire doors.
2. Missing FIRE EXIT signs above the rear and front exit doors and doors leading to them for escape purposes.
3. Instructional signs are missing from the fire doors to the side of the building to instruct users on how to operate the door in an emergency.
4. There are missing FIRE ACTION notices from above most of the manual call points within the building.
5. FIRE EXIT KEEP CLEAR signs are required to be displayed on the external side of the fire exits doors located on the side of the building and to the rear.
6. Fire alarm zonal plan missing from the fire alarm panel for use by the fire and rescue services.

Recommendations

It is required to ensure suitable fire safety signage is provided where identified as missing from above to ensure full compliance with the Health and Safety (Safety Signs and Signals) Regulations 1996 and the guidance in relevant British Standards.

BS 5499 – Part 4 – Code of Practice for Escape Route Signing, defines the requirements in more detail.

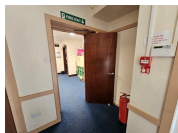


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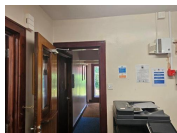


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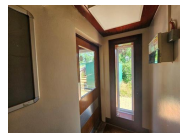


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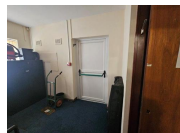


Photo 8



Photo 9



Photo 10

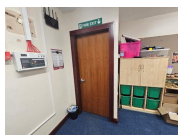


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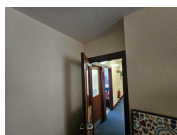


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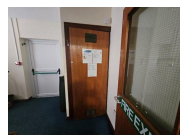


Photo 13



Photo 14

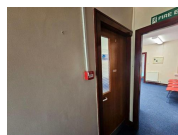


Photo 15

Action No: 3

Applicable Section:

Section 9 - Confinement & Development of Fire

Priority Risk Level:

Priority 2

Priority 2 Actions - are considered non-compliant with legislation or relevant guidance and could lead to enforcement action being issued. Priority 2 actions should be completed within 3 months.

Summary of findings

All of the fire doors were inspected during the assessment and some of them were found to require alterations/repairs to allow them to function effectively in a fire. These doors were noted as being:

1. The door to the main hall to the rear of the building had excessive gaps between the door and the frame of between 7&9mm to the top and hinge side of the door and the door appeared to be twisted and did not close fully into its frame.
2. There was no door closers on doors 3, 7, 10, 11.
3. Excessive gaps to doors 3, 10, 11 12, 13 of between 6&9mm.
4. The doors to the foyer from the corridor, door 7 and door number 11 were seen to be twisted and did not close fully into its frame.
5. The door to the boiler cupboard was seen to have a hole where the handle used to be and had air vents fitted which did not appear to be fire rated/CE marked.
6. Doors to the foyer from the rear, the front and the corridor to the offices as well as the comms room door and doors 3, 7, and the door to the main hall at the rear were all missing fire/smoke seals.
7. The door handle to door 10 was seen to be loose and could come away if pulled in a fire.

All of the above have the potential to allow flames and smoke to pass through in a fire and are not aligned to the requirements as set out in the British Standard BS 8214:2026.

Recommendations

To prevent or reduce the spread of flames and smoke in a fire the client must make suitable alterations to the fire doors listed above to ensure they meet the requirements of the required British Standards BS 8214: 2026 and ensure all fire doors within the building are assessed to ensure:

- Any gaps between the door and the frame are reduced to between 2-4mm.
- To ensure they close fully into their frames under their own weight without gaps.
- To ensure door closers & latches are fitted and work correctly.
- To ensure they prevent the spread of flames and smoke passing through in a fire.
- To ensure all fire doors are fitted with fire and smoke seals.
- To ensure where vents are fitted they are fire rated and CE marked.
- To ensure any holes in the doors and their frames are repairs using suitable fire stopping materials.
- To ensure door handles are fitted securely to prevent them coming off when pulled in a fire.



Photo 16



Photo 17



Photo 18



Photo 19



Photo 20



Photo 21

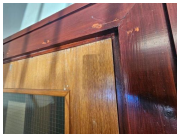


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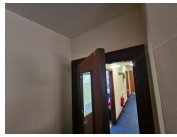


Photo 23



Photo 24

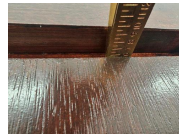


Photo 25

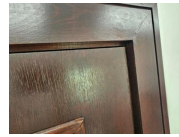


Photo 26



Photo 27



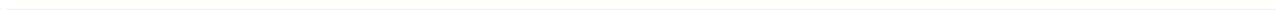
Photo 28



Photo 29



Photo 30



Action No: 4

Applicable Section:

Section 10 - Emergency Lighting

Priority Risk Level:

Priority 2

Priority 2 Actions - are considered non-compliant with legislation or relevant guidance and could lead to enforcement action being issued. Priority 2 actions should be completed within 3 months.

Summary of findings

There was no evidence on site at the time of the inspection to confirm that the emergency lighting is flick tested every month or annually by a competent person.

Recommendations

British Standards stipulate that emergency lighting must undergo a full test once a year and be 'flick-tested' at least once a month.

Emergency lighting should be subject to regular inspection and testing in accordance with relevant British Standards. This typically includes monthly functional ('flick') testing and an annual full duration test.

It is therefore recommended that the landlord undertakes a full test once a year and be 'flick-tested' at least once a month on the emergency lighting with records of such inspections made available for inspection.

1. Electrical Sources of Ignition

Are electrical circuits and fixed electrical installations examined and tested by a competent person in accordance with the IEE Regulations (every 5 years)?

Yes

Are the use of adapters and extension leads reasonable?

Yes

Are portable electrical appliances inspected & tested periodically (PAT)?

Yes

Records confirming electrical installations are periodically inspected, tested and maintained are available?

Yes

Assessor Observations

There no evidence on site at the time of the assessment to confirm that the electrical installation for the building was last inspected by a competent person, which is required every 5 years with the next inspection due in July 2026, which has been arranged by the client.

In addition it was noted that PAT testing is being conducted on portable appliances used within the building on a regular basis, with the last recorded test being completed on 01/06/2026.

Are there any actions required for this section?

No

2. Smoking

Is there a smoking policy implemented within the premises as part of the organisations internal procedures?

Yes

If smoking is allowed, are adequate facilities provided in a suitable location (such as a smoking shelter)?

N/A

Information and/or signage regarding smoking are prominently displayed?

Yes

Is there evidence that smoking occurs outside the authorised smoking area?

No

Assessor Observations

The client have a "No Smoking Policy" in place in the building in line with the requirements of the Smoke-free (Premises and Enforcement) Regulations 2006.

During the assessment the building was assessed for compliance with these regulations and were seen to be fully compliant.

There was no evidence to suggest there were any breaches of the policy at the time of the assessment, such as the presence of cigarette stumps close to fire exits etc.

Are there any actions required for this section?

No

3. Arson

Basic security measures are in place around the premises to prevent arson?

Yes

Are suitable controls in place for the management of combustible materials close to buildings (i.e. storage of waste bins etc. away from the building)?

Yes

Is access to external areas where arson could occur, restricted to authorised personnel only?

Yes

Is there history of arson within the area or at the premises known to management?

No

Assessor Observations

When assessing the building for risks associated with arson, Safetyform assessed all external areas where the likelihood of arson is more prevalent.

Safetyform assessed all waste storage areas which are the most likely to be at higher risk when located in close proximity of the building, however the storage of waste materials externally, was seen to be suitably managed to prevent or reduce the risk of arson.

Waste bins are stored externally to the rear of the building and away from the building which would reduce the risk further.

Are there any actions required for this section?

No

4. Heating Installations

Are gas installations installed by a Gas Safe Registered installer with records of installations kept for inspection?

Yes

The use of portable heating is avoided within the premises?

Yes

Suitable controls are in place to minimise the risk of igniting combustibles from heating systems?

Yes

Are records available confirming heating installations are periodically inspected, tested and maintained available for inspection or use?

Yes

Assessor Observations

Heating systems within the building are fuelled by the gas boiler and through the electrical installation.

The gas boiler is tested annually by a Gas Safe Registered Engineer with evidence on site at the time of the assessment to confirm when the heating system for the building was last inspected by a competent person, which was conducted on 18/07/2025.

Are there any actions required for this section?

No

5. Cooking Facilities

Reasonable measures are taken to prevent fires from use of cooking facilities?	Yes
Installations and equipment are periodically inspected, tested and maintained?	Yes
Appropriate fixed or portable firefighting equipment available for use?	Yes
Adequate cleaning routines under management and staff control?	Yes
Records confirming adequate cleaning routines under management and staff control are available for inspection?	Yes

Assessor Observations

The client has provided their employees with facilities for heating and warming food in the form of a microwave and a cooker, which is hard wired into the electrical system.

Facilities such as the microwave, toaster and kettle are all tested bi-annually in line with client requirements for testing portable electrical equipment (PAT Testing).

The above-named facilities were seen to be in good condition and fit for purpose at the time of the assessment.

Although there is no fire extinguishers located within the kitchen itself, there are fire extinguishers provided within 10 meters which can be used in the event of a fire. All fire extinguishers were seen to have been inspected within the last 12 months with the last inspection taking place in March 2026.

Are there any actions required for this section?	No
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6. Housekeeping

Overall standards of housekeeping within the premises are acceptable?

Yes

Storage & waste arrangements are well managed?

Yes

Escape routes and fire exits are kept free from obstructions and/or combustible materials?

Yes

Spaces housing electrical, heating or computing services are free from the accumulation of combustible materials?

Yes

Assessor Observations

Good housekeeping standards contribute to a reduced fire risk within all premises and therefore is a crucial part in maintaining a safe working environment.

In assessing the premises housekeeping standards, Safetyform observed that the levels of housekeeping around the building were seen to be of a good standard, with waste being removed to waste bins and other items used daily were seen to be stored in designated storage locations.

Walkways were free from slip, trip and fall hazards and fire escape routes were seen to be free and unobstructed, which would allow for a safe and speedy exit from the building in the event of an emergency evacuation.

Are there any actions required for this section?

No

7. Hazardous / Dangerous Substances

Are hazardous / dangerous substances stored or used on the premises?

No

Assessor Observations

The Control of Substances Hazardous to Health Regulations (COSHH) require all employers to assess the risks associated with the storage, use and transportation of substances they use which may be hazardous to the health of the user or others.

As the client only uses substances for cleaning of dishes, tables and glazed screens, there risk to the health of the user is negligible and therefore would not require the employer to assess the risks to their employees.

Although the client does have a policy and procedures in place relating to COSHH, there were no "Hazardous Substances" identified on site during the assessment.

Are there any actions required for this section?

No

8. Means of Escape from Fire	
Are all travel distances acceptable and within the guidance as set out in Approved Document B - Table 2.1 ?	Yes
Are evacuation routes clearly signed and free from obstructions and combustible materials?	Yes
Are the means of escape from the premises suitable & sufficiently protected?	Yes
Are suitable arrangements in place for disabled or impaired persons to evacuate the premises safely in the event of fire – GEEP's & PEEP's, refuge points – suitable evacuation aids provided?	N/A
Are all final exits unlocked when the premises are in use?	Yes
Do all final exits lead to a place of safety clear of the building?	Yes
Are all escape routes adequately illuminated?	Yes
Are assembly points located in a safe position clear of the premises and easily identified?	Yes

Assessor Observations

The ability of the occupants of a building to evacuate in the case of fire to a place of ultimate or relative safety is a fundamental aspect of fire safety.

When assessing the building, it was observed that the premises were equipped with a suitable means to escape the building safely in a fire emergency. There are 4 exits from which you can escape the building to a place of ultimate safety.

Fire escape routes were seen to be free from obstructions & combustible materials, well illuminated, of suitable fire protection (without having inspected them intrusively) and within the travel distances as set out in Approved Document B – Volume 2 (Table 2.1).

Fire escape routes were seen to be fitted with smoke detection along the escape routes and in rooms off the escape routes, as well as in some cupboards and rooms along the routes.

Emergency lighting is provided along the fire escape routes to assist an escape in the event of an electrical failure in the building.

However, the final fire exit to the side of the building was seen to be missing appropriate fire instructions signs affixed with instructions on how to operate the door mechanism in the event of a fire.

This has been raised as an action within the Fire Signs & Notices section of this report.

Are there any actions required for this section?	No
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9. Confinement & Development of Fire	
Does compartmentation appear to be of a standard aligned to the requirements of Approved Document B - Appendix B - Table B3?	Yes
Was there any evidence of compartmentation breaches within the premises?	No
Is fire stopping for pipes, cables and other penetrations through walls, floors and ceilings, carried out to an acceptable level?	Yes
Are all fire doors fitted within the premises of a minimum FD30 or FD30S standard where required?	Unknown
Are all fire doors suitably fitted with fire/smoke seals where required and gaps around the doors are no greater than 4mm?	No
Are all fire doors self-closing or kept locked shut where required with suitable signage detailing this requirement?	No
Where applicable, are the materials used in the external façade of the building acceptable?	N/A

Assessor Observations

Structures and materials used to form internal rooms and corridors play a fundamental part in fire safety and must be installed to the approved standards as set out in Approved Document B – Volume 2 – Appendix B “Performance of materials, products and structures”.

Safetyform did not perform any intrusive examinations of the building fabric to ascertain their structural integrity but did make a visual observation of all areas to ensure there were no breaches in compartmentation which could allow for smoke and flames to spread in a fire.

It was observed that the integrity of all walls, floors and ceilings was suitable to prevent the spread of smoke and flames in a fire.

Fire stopping, where observed for the penetration of cables or pipe work through walls and ceilings, was seen to be adequate and of suitable integrity to prevent the spread of smoke and flames in a fire.

There were no materials used on the external façade which were required to be assessed for fire safety.

However, all of the fire doors were inspected during the assessment and some of them were found to require alterations/repairs to allow them to function effectively in a fire. These doors were noted as being:

1. The door to the main hall to the rear of the building had excessive gaps between the door and the frame of between 7&9mm to the top and hinge side of the door and the door appeared to be twisted and did not close fully into its frame.
2. There was no door closers on doors 3, 7,10, 11.
3. Excessive gaps to doors 3, 10, 11 12, 13 of between 6&9mm.
4. The doors to the foyer from the corridor, door 7 and door number 11 were seen to be twisted and did not close fully into its frame.
5. The door to the boiler cupboard was seen to have a hole where the handle used to be and had air vents

- fitted which did not appear to be fire rated/CE marked.
- 6. Doors to the foyer from the rear, the front and the corridor to the offices as well as the comms room door and doors 3, 7, and the door to the main hall at the rear were all missing fire/smoke seals.
 - 7. The door handle to door 10 was seen to be loose and could come away if pulled in a fire.

All of the above have the potential to allow flames and smoke to pass through in a fire and are not aligned to the requirements as set out in the British Standard BS 8214:2026.

In addition, it was identified that a number of fire doors were seen to be wedged open at the time of the assessment which would allow for the passage of flames and smoke to pass to other areas of the building in a fire.

Are there any actions required for this section?

Yes

Please see action plan for further details.

10. Emergency Escape Lighting

Is the premises equipped with a reasonable standard of emergency escape lighting which conforms to BS 5266-1?

Yes

Are lighting units clean, and visually appear in good condition?

Yes

Is the emergency lighting installation and ancillary equipment periodically inspected, tested and maintained?

Yes

Records confirming the installation and equipment are periodically inspected, tested and maintained are available for inspection?

Yes

Assessor Observations

The provision for emergency lighting is set out in British Standards document BS 5266 – Part 1.

The purpose of emergency lighting is to ensure backup lighting is provided promptly, automatically and for a suitable time, in a specified area when the normal mains power fails in the event of a fire breaking out in a building.

The overall objective of emergency escape lighting is to enable safe exit from a building in the event of failure of the buildings normal electrical supply.

When assessing the emergency escape lighting of the building, it appeared to have been installed in accordance with the appropriate requirements of BS 5266-1, however this could not be confirmed by the assessor at the time of the assessment.

Emergency lights were seen to have been installed along all escape routes and were seen to be sufficient in number to allow for a safe escape from the building.

The client has confirmed the emergency lighting is tested annually by a competent person which is undertaken by external contractors however, Safetyform have no site of the results of any of these reviews.

Safetyform Fire Safety Consultants did not undertake any verification of statutory / mandatory maintenance documentation during this fire risk assessment at the request of the client.

Are there any actions required for this section?

Yes

Please see action plan for further details.

11. Fire Signs & Notices

Are signs conforming to BS 5499 Pt 4 standard displayed above all fire exits leading to a place of safety?

No

Do "Fire Exit" signs direct occupants towards the nearest means of escape?

No

Are all fire doors and final exit doors provided with the appropriate signage?

No

Are fire/evacuation plans displayed and available for use in the premises?

No

Are fire action notices prominently displayed close to all manual call points?

No

Assessor Observations

The requirements for the characteristics of fire safety signs and notices are encompassed within the Health and Safety (Safety Signs and Signals) Regulations 1996 and the guidance in relevant British Standards.

BS 5499 – Part 4 – Code of Practice for Escape Route Signing, defines the requirements in more detail.

In assessing the provision of fire safety signage within the building it was observed that suitable safety signage was displayed for:

- Some Fire exits.
- Direction of travel to the nearest exit in some areas.
- Above all fire point locations.

However, fire safety signs were seen to be missing from the following areas:

1. No FIRE DOOR KEEP SHUT signs are affixed to any of the internal fire doors.
2. Missing FIRE EXIT signs above the rear and front exit doors and doors leading to them for escape purposes.
3. Instructional signs are missing from the fire doors to the side of the building to instruct users on how to operate the door in an emergency.
4. There are missing FIRE ACTION notices from above most of the manual call points within the building.
5. FIRE EXIT KEEP CLEAR signs are required to be displayed on the external side of the fire exits doors located on the side of the building and to the rear.
6. Fire alarm zonal plan missing from the fire alarm panel for use by the fire and rescue services.

All other signage where required, was in pictorial and/or text format and in line with the requirements of BS 5499-Part 4.

Although no test was undertaken by Safetyform at the time of the assessment, it is considered that all signage will be visible in the event of power loss conditions.

Are there any actions required for this section?

Yes

Please see action plan for further details.

12. Means of Giving Warning (Fire Alarm Systems)

Is there an Automatic Fire Detection (AFD) System fitted within the building which appears to conform to BS 5839-1?

Yes

The fire alarm system fitted appears to be:

L3 – Protecting paths to fire escape.

An L3 Automatic Fire Detection (AFD) provides smoke detection on escape routes with detection in rooms opening onto escape routes, all linked to the main fire alarm panel.

Is a fire alarm plan (suitably orientated) displayed adjacent to the fire alarm panel?

No

Is there remote transmission of alarm signals?

N/A

Where present are manual call points tested weekly using a different call point each time (if appropriate) and details of tests recorded?

Yes

Can the alarm be heard clearly from any point of the premises?

Yes

Assessor Observations

An Automatic Fire Detection (AFD) system detects fire by monitoring environmental changes associated with fire e.g. smoke and heat.

AFD's are there to notify the building occupants to evacuate should there be a fire or other emergency.

Industry standards of AFD's in the UK are generally aligned to the guidance as set out in BS 5839, albeit not a legal document.

In assessing the means of giving an early warning of a fire in the building, it was observed that the building appeared to be fitted with an L3 type system, although this could not be confirmed.

An L3 Automatic Fire Detection (AFD) provides smoke detection on escape routes with detection in rooms opening onto escape routes, all linked to the main fire alarm panel.

During discussions with the building manager and two other employees, it was confirmed that the fire alarm can be heard in all locations within the building when sounded.

Smoke detectors were observed as being installed on all escape routes and in rooms leading onto the escape routes, with heat detectors installed in the kitchen areas.

Section 43.3.24 of BS5839-1:2025 states that a check should be made to determine that a zone plan (or other suitable diagrammatic representation) of the premises is provided on or adjacent to all CIE and repeat indicating equipment. It was observed that there was no fire alarm zonal plan displayed adjacent to the fire alarm panel. It is therefore advised to display a fire alarm zonal plan adjacent to the fire alarm panel to allow the fire and rescue services to locate what detector activated the fire alarm and in what location (See Fire Signs & Notices Action).

Fire alarm call points are located at strategic locations throughout the building and are tested once per week by staff, with records of each test recorded in the fire logbook or online via the clients recording portal.

The Automatic Fire Detection System is tested annually by a competent person in line with legislative requirements which is undertaken by their subcontractors.

Are there any actions required for this section?

No

13. Portable Fire Fighting Equipment

Overall there appears to be an adequate type & number of fire extinguishers for the premises & associated risks?

Yes

Are extinguishers fixed in position on wall brackets or stands?

Yes

Are fire extinguishers periodically inspected, tested and maintained?

Yes

Records confirming firefighting equipment is periodically inspected, tested and maintained are available for inspection?

Yes

Assessor Observations

To ensure small fires do not grow into large fires, it is advised that premises are equipped with suitable firefighting equipment which is easily accessible at all times and of the appropriate type to fight the fire.

In assessing the provision of fire extinguishers in the building, it was observed that there were adequate number of fire extinguishers, of the required type and located at strategic locations with ease of access throughout the building.

All extinguishers were seen to have been tested within the last 12 months with proof of testing marked on the fire extinguisher label with the last inspection taking place in March 2026.

All extinguishers were seen to be located on wall brackets or stands with suitable signage displayed nearby.

Are there any actions required for this section?

No

14. Fire Safety Management Systems

The responsible person is:

Offa Community Council

Competent person(s) managing fire safety (name & job title):

Helen McCarthy - Clerk

Is a copy of the previous fire risk assessment available at the premises?

Yes

Are adequate arrangements in place to review fire risk assessments?

Yes

Are adequate arrangements in place for calling the fire service?

Yes

Are adequate arrangements in place to brief the fire service on arrival and provide plans of the premises?

Yes

Is there an effective procedure to ensure that no one is left in the premises on evacuation?

Yes

Are procedures in place for signing in visitors or contractors and providing them with information regarding the action to be taken in the event of fire?

Yes

Assessor Observations

The building was seen to be in possession of the company fire safety management system which is in line with standard protocols and was seen to be updated periodically where required.

The fire safety management system assessed at the time of the assessment consisted of:

- A copy of the fire safety policy.
- Name of the competent person responsible for fire safety.
- A copy of the previous fire risk assessment.
- A copy of the fire evacuation procedure.
- Records of fire drills completed within the last 12 months.

Are there any actions required for this section?

No

15. Management of External Contractors

Where appropriate, are fire safety conditions imposed on outside contractors?

Yes

Where appropriate, is a permit to work system used (e.g. for "hot work")?

Yes

Are suitable precautions taken by in-house maintenance personnel who carry out works to reduce fire risks?

Yes

Assessor Observations

Offa Community Council have a policy which covers their appointment and subsequent management of contractors undertaking works on any of their premises.

As part of their onboarding process, contractors are required to sign up to clients policy for undertaking any types of construction works on their properties and for complying with this policy at all times.

The policy includes for the management of hot works on site under a permit to work system, which is issued and controlled by the contractor undertaking the works.

All works are carried out and controlled under the management of the CDM Regulations 2015.

Are there any actions required for this section?

No

16. Cooperation & Coordination

If the premises are in multiple occupation, are there adequate arrangements for cooperation between duty holders to ensure coordination of their fire safety arrangements?

Yes

Assessor Observations

As well as Offa Community Council the premise are also occupied by Adferiad - Mental Health and Housing Advice Services which use the offices periodically to facilitate a Youth Centre.

Arrangements for fire safety have been discussed with Adferiad who are familiar with the requirements due to their long standing working relationship with Offa Community Council.

Are there any actions required for this section?

No

17. Staff Training & Fire Drills

Have all newly appointed staff received training which includes fire safety?	Yes
Have all staff been trained or refreshed in fire procedures within the last 12 months?	Yes
Have Fire Wardens / Fire Marshalls completed suitable training to be able to carry out their role effectively?	Yes
Have fire evacuation drills been carried out at least once or preferably twice annually?	Yes
Are all visitors to the site given a briefing in what to do in the event of fire?	Yes
Are records of staff training available for inspection?	Yes

Assessor observations

Fire safety training is provided to all Offoa Community Council staff upon initial appointment and is periodically updated as required.

It is understood that fire safety training consists of:

- Fire safety induction training
- Fire Marshal Training.
- General fire safety awareness training.
- Health and safety training.
- Contractor management training.
- Firefighting equipment training.
- Fire evacuation training.

Are there any actions required for this section?	No
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18. Miscellaneous Information

Please detail any other comments in this section.

On the whole the premises appear to be managing the risks from fire effectively but would benefit from additional fire safety measures as identified in the Fire Actions section of this report.

Assessor observations

As time goes by buildings tend to swell and move in places which allows for gaps to form between doors and their frames, thus allowing for the spread of fire and smoke should a fire occur.

Regular testing of fire doors would allow for early identification of fire doors requiring alterations and repairs to prevent this from happening.

It was clear to see Offa Community Council and Helen McCarthy have a suitable regime in place to carry out regular maintenance of the installations such as electrical and gas, but should include for regular inspections of fire doors to be undertaken.

Risk Analysis

The fire risk rating for any premises can be determined by combination of the likelihood of fire and the likely consequences of fire, using a matrix; this is a method of risk assessment commonly adopted in the field of health and safety.

		Potential consequences of fire		
		Slight harm	Moderate harm	Extreme harm
Likelihood of fire	Low	Adequate risk	Tolerable risk	Moderate risk
	Medium	Tolerable risk	Moderate risk	Substantial risk
	High	Moderate risk	Substantial risk	Intolerable risk

Note: The risk ratings recorded in the remedial actions table are intended to provide an indication of the severity of the associated risk and assist with prioritisation of work. They should not be taken to imply any specific time period for completion or legal immunity in any intervening period.

Remedial actions with fire risk ratings:

1 - Low impact and recommended as a means of achieving best practice – Adequate risk (green).

2-4 - Slight compromises of fire safety that can be improved upon – Tolerable risk (yellow).

5-7 - May not directly affect the safety of people but compromises fire safety of the premises – Moderate risk (amber).

8-9 - Directly affects the safety of people – Substantial risk (red).

10 - Critical/immediate risk to the safety of people – Intolerable risk (dark red).

Note: The Enforcing Authority may consider the deficiencies to constitute an offence.

Risk Assessment Outcomes

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

Medium

In this context, a definition of the above terms is as follows:

Low: Unusually low likelihood of fire as a result of negligible potential sources of ignition.

Med: Normal fire hazards (e.g. potential 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 significant increase in likelihood of fire.

Having assessed the fire hazards present, the occupancy profile and having evaluated the general fire precautions in place at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Moderate Harm

In this context, a definition of the above terms is as follows:

Slight Harm: Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).

Moderate Harm: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve 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

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 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.

NOTE THAT, ALTHOUGH THE PURPOSE OF THIS SECTION IS TO PLACE THE FIRE RISK IN CONTEXT, THE ABOVE APPROACH TO RISK ASSESSMENT IS SUBJECTIVE AND FOR GUIDANCE ONLY. ALL HAZARDS AND DEFICIENCIES IDENTIFIED IN THIS REPORT SHOULD BE ADDRESSED BY IMPLEMENTING ALL RECOMMENDATIONS CONTAINED IN THE FOLLOWING ACTION PLAN. THE FIRE RISK ASSESSMENT SHOULD BE REPEATED REGULARLY.

Risk Level	Timescale	Action and Timescales
Adequate	-	No action is required and no detailed records need be kept. Management and staff to monitor and maintain existing measures.
Tolerable	Months	No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost. Management and staff to monitor to ensure controls are maintained.
Moderate	Weeks	It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, should be implemented within a defined time period. Where moderate risk is associated with 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	Days	Considerable resources might have to be allocated to reduce the risk. If the premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.
Intolerable	Immediate	Premises (or relevant area) should not be occupied until the risk is reduced.
Note: Timescales detailed above for the completion of remedial actions are indicative		

Signatories

Following the assessment and before leaving the premises, Safetyform carried out a debriefing session with the site contact to discuss the assessment findings and the actions required to be taken where required.

We, the below signatories, confirm that a Fire Risk Assessment was undertaken at the above named premises on the below date and that a formal debriefing session was undertaken between Safetyform & the site contact named below.

Site Contact: Helen McCarthy

Fire Risk Assessor on behalf of Safetyform: Joseph Hoey - MIFSM, Tier 2
NFRAR

Date: 24 Jun 2026

Appendix A

Classification of Purpose Groups

Table D1 Classification of Purpose Groups

Title	Group	Purpose for which the building or compartment of a building is intended to be used
Residential (dwellings)	1(a)*	Fiat.
	1(b) [†]	Dwellinghouse which contains a habitable storey with a floor level which is more than 4.5m above ground level.
	1(c) [‡]	Dwellinghouse which does not contain a habitable storey with a floor level which is more than 4.5m above ground level.
Residential (Institutional)	2(a)	Hospital, home, school or other similar establishment used as living accommodation for, or for the treatment, care or maintenance of persons suffering from disabilities due to illness or old age or other physical or mental incapacity, or under the age of 5 years, or place of lawful detention, where such persons sleep on the premises.
(Other)	2(b)	Hotel, boarding house, residential college, hall of residence, hostel, and any other residential purpose not described above.
Office	3	Offices or premises used for the purpose of administration, clerical work (including writing, book keeping, sorting papers, filing, typing, duplicating, machine calculating, drawing and the editorial preparation of matter for publication, police and fire and rescue service work), handling money (including banking and building society work), and communications (including postal, telegraph and radio communications) or radio, television, film, audio or video recording, or performance (not open to the public) and their control.
Shop and commercial	4	Shops or premises used for a retail trade or business (including the sale to members of the public of food or drink for immediate consumption and retail by auction, self-selection and over-the-counter wholesale trading, the business of lending books or periodicals for gain and the business of a barber or hairdresser and the rental of storage space to the public) and premises to which the public is invited to deliver or collect goods in connection with their hire repair or other treatment, or (except in the case of repair of motor vehicles) where they themselves may carry out such repairs or other treatments.
Assembly and recreation	5	Place of assembly, entertainment or recreation; including bingo halls, broadcasting, recording and film studios open to the public, casinos, dance halls; entertainment, conference, exhibition and leisure centres; funfairs and amusement arcades; museums and art galleries; non-residential clubs, theatres, cinemas and concert halls; educational establishments, dancing schools, gymnasia, swimming pool buildings, riding schools, skating rinks, sports pavilions, sports stadia; law courts; churches and other buildings of worship, crematoria; libraries open to the public, non-residential day centres, clinics, health centres and surgeries; passenger stations and termini for air, rail, road or sea travel; public toilets; zoos and menageries.
Industrial	6	Factories and other premises used for manufacturing, altering, repairing, cleaning, washing, breaking-up, adapting or processing any article; generating power or slaughtering livestock.
Storage and other non-residential+	7(a)	Place for the storage or deposit of goods or materials (other than described under 7(b)) and any building not within any of the Purpose Groups 1 to 6.
	7(b)	Car parks designed to admit and accommodate only cars, motorcycles and passenger or light goods vehicles weighing no more than 2500kg gross.

Notes:

This table only applies to Part B.

* Includes live/work units that meet the provisions of paragraph 2.52 of Volume 2.

[†] Includes any surgeries, consulting rooms, offices or other accommodation, not exceeding 50m² in total, forming part of a dwelling and used by an occupant of the dwelling in a professional or business capacity.

+ A detached garage not more than 40m² in area is included in Purpose Group 1(c); as is a detached open carport of not more than 40m², or a detached building which consists of a garage and open carport where neither the garage nor open carport exceeds 40m² in area.

Appendix B

Travel Distances

Table 2.1 Limitations on travel distance

Purpose group	Use of the premises or part of the premises	Maximum travel distance ⁽¹⁾ where travel is possible in:	
		One direction only (m)	More than one direction (m)
2(a)	Residential (institutional)	9	18
2(b)	Residential (other):		
	a. in bedrooms ⁽²⁾	9	18
	b. in bedroom corridors	9	35
	c. elsewhere	18	35
3	Office	18	45
4	Shop and commercial	18	45
5	Assembly and recreation:		
	a. buildings primarily for disabled people	9	18
	b. areas with seating in rows	15	32
	c. elsewhere	18	45
6	Industrial ⁽³⁾		
	Normal hazard	25	45
	Higher hazard	12	25
7	Storage and other non-residential ⁽³⁾		
	Normal hazard	25	45
	Higher hazard	12	25
2-7	Place of special fire hazard ⁽⁴⁾	9 ⁽⁵⁾	18 ⁽⁵⁾
2-7	Plant room or roof-top plant:		
	a. distance within the room	9	35
	b. escape route not in open air (overall travel distance)	18	45
	c. escape route in open air (overall travel distance)	60	100

NOTES:

1. If the internal layout of partitions, fittings, etc. is not known, direct distances, rather than travel distances, should be assessed. The direct distance should be assumed to be two-thirds of the actual travel distance.
2. Maximum part of travel distance within the room. This limit applies within the bedroom and any associated dressing room, bathroom or sitting room, etc. The distance is measured to the door to the protected corridor that serves the room or suite. Sub-item (b) applies from that point along the bedroom corridor to a storey exit.
3. In industrial and storage buildings, the appropriate travel distance depends on the level of fire hazard associated with the processes and materials being used.
Higher hazard includes manufacturing, processing or storage of significant amounts of hazardous goods or materials, including any of the following.
 - Any compressed, liquefied or dissolved gas.
 - Any substance that becomes dangerous by interaction with either air or water.
 - Any liquid substance with a flash point below 65°C, including whisky or other alcoholic liquor.
 - Any corrosive substance.
 - Any oxidising agent.
 - Any substance liable to spontaneous combustion.
 - Any substance that changes or decomposes readily, giving out heat when doing so.
 - Any solid substance with a flash point less than 120°C.
 - Any substance that is likely to spread fire by flowing from one part of a building to another.
4. Places of special fire hazard are listed in the definitions in Appendix A.
5. Maximum part of travel distance within the room/area. Travel distance outside the room/area should comply with the limits for the purpose group of the building or part.

Appendix C

Floor Space Factors

Type of accommodation ⁽²⁾⁽³⁾	Floor space factor (m ² /person)
1. Standing spectator areas, bar areas (within 2m of serving point), similar refreshment areas	0.3
2. Amusement arcade, assembly hall (including a general purpose place of assembly), bingo hall, club, crush hall, dance floor or hall, venue for pop concerts and similar events and bar areas without fixed seating	0.5
3. Concourse or queuing area ⁽⁴⁾	0.7
4. Committee room, common room, conference room, dining room, licensed betting office (public area), lounge or bar (other than in (1) above), meeting room, reading room, restaurant, staff room or waiting room ⁽⁵⁾	1.0
5. Exhibition hall or studio (film, radio, television, recording)	1.5
6. Skating rink	2.0
7. Shop sales area ⁽⁶⁾	2.0
8. Art gallery, dormitory, factory production area, museum or workshop	5.0
9. Office	6.0
10. Shop sales area ⁽⁷⁾	7.0
11. Kitchen or library	7.0
12. Bedroom or study-bedroom	8.0
13. Bed-sitting room, billiards or snooker room or hall	10.0
14. Storage and warehousing	30.0
15. Car park	Two persons per parking space

NOTES:

- As an alternative to using the values in the table, the floor space factor may be determined by reference to actual data taken from similar premises. Where appropriate, the data should reflect the average occupant density at a peak trading time of year.
- Where accommodation is not directly covered by the descriptions given, a reasonable value based on a similar use may be selected.
- Where any part of the building is to be used for more than one type of accommodation, the most onerous factor(s) should be applied. Where the building contains different types of accommodation, the occupancy of each different area should be calculated using the relevant space factor.
- For detailed guidance on appropriate floor space factors for concourses in sports grounds refer to Concourses published by the Football Licensing Authority.
- Alternatively the occupant number may be taken as the number of fixed seats provided, if the occupants will normally be seated.
- Shops excluding those under item 10, but including: supermarkets and department stores (main sales areas), shops for personal services, such as hairdressing, and shops for the delivery or collection of goods for cleaning, repair or other treatment or for members of the public themselves carrying out such cleaning, repair or other treatment.
- Shops (excluding those in covered shopping complexes but including department stores) trading predominantly in furniture, floor coverings, cycles, prams, large domestic appliances or other bulky goods, or trading on a wholesale self-selection basis (cash and carry).

Legislation & Guidance

This Fire Risk Assessment is carried in compliance with the relevant applicable below legislation & guidance:

- The Regulatory Reform (Fire Safety) Order 2005
 - The Fire Safety (England) Regulations
 - The Fire Safety (Scotland) Regulations
 - Building Regulations 2010 Approved Document B - Volume 1
 - Building Regulations 2010 Approved Document B - Volume 2
 - Building Regulations 2010 Approved Document K
 - Building standards technical handbook January 2025: domestic buildings
 - Building standards technical handbook January 2025: non-domestic buildings
 - BS 5839: Part 1: (Fire Detection and Alarm Systems for Buildings)
 - BS 5839-6:2019+A1: – Fire Detection and Fire Alarm Systems for Buildings – Part 6
 - BS 5266-1: – Emergency Lighting – Part 1
 - Health & Safety (Safety Signs and Signals) Regulations 1996
 - BS ISO 3864: Part 1: (Fire Safety Signs)
 - BS 5499 – Graphical symbols and signs — Safety signs, including fire safety signs — Part 1
 - BS 476 – Fire tests on building materials and structures – Part 3
 - BS 8214 – Timber-based fire door assemblies – Code of practice
 - BS 5306: Part 3: (Portable Fire Fighting Equipment)
 - BS 5306-8: – Fire Extinguishing Installations and Equipment on Premises – Part 8
 - BS 9999: – Fire safety in the design, management and use of buildings – Code of practice
 - BS 7974: Application of fire safety engineering principles to the design of buildings
 - BS 9991: Code of practice for fire safety in the design and management of residential buildings
 - The Civic Government (Scotland) Act 1982
 - Licensing Act
 - Licensing (Scotland) Act
-

Media summary



Photo 1

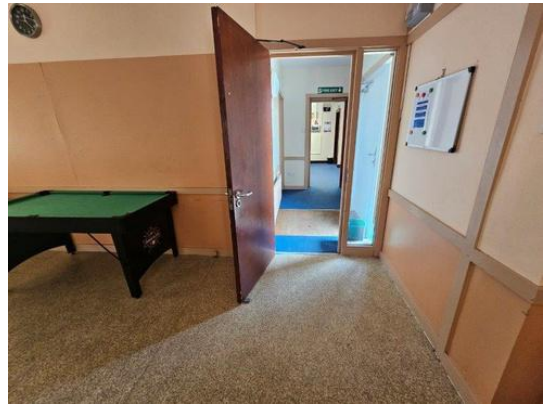


Photo 2



Photo 3



Photo 4

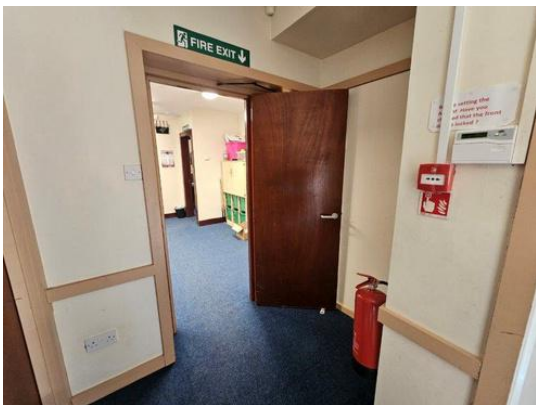


Photo 5

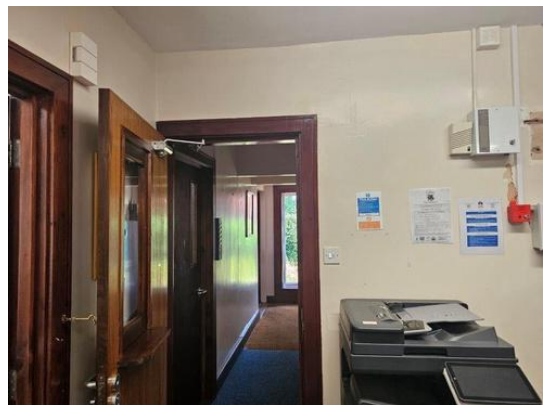


Photo 6



Photo 7



Photo 8

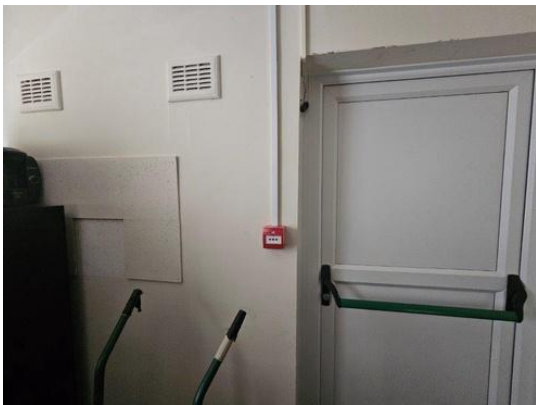


Photo 9



Photo 10



Photo 11



Photo 12

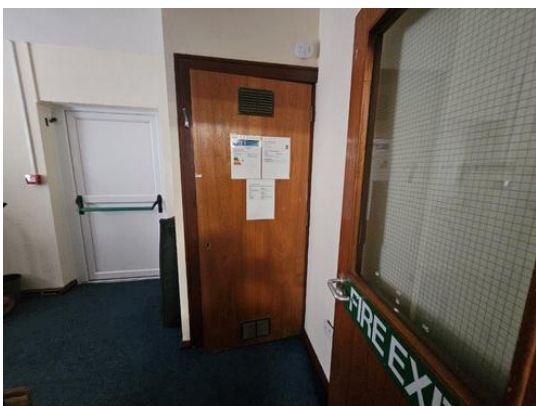


Photo 13

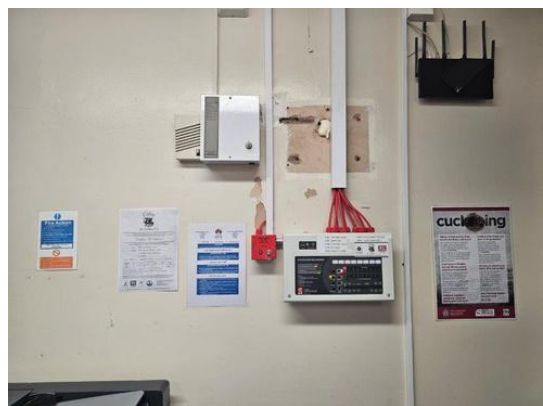


Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

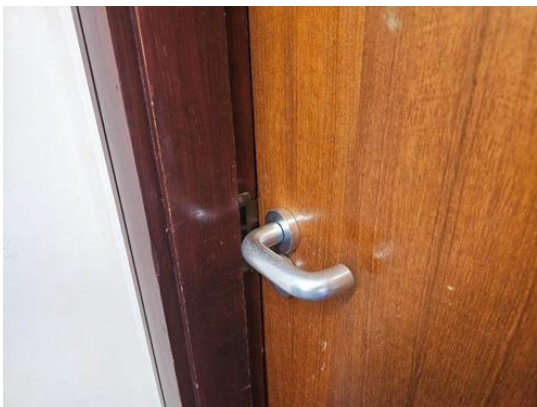


Photo 19



Photo 20

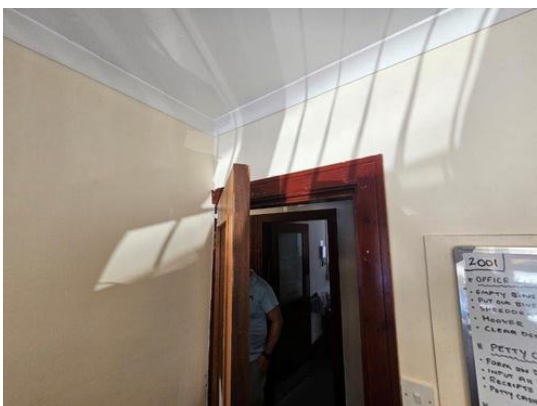


Photo 21

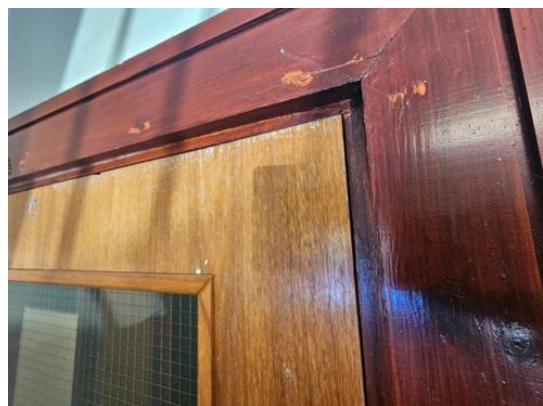


Photo 22

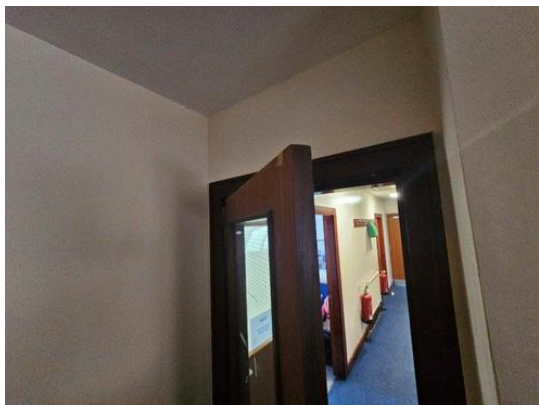


Photo 23



Photo 24

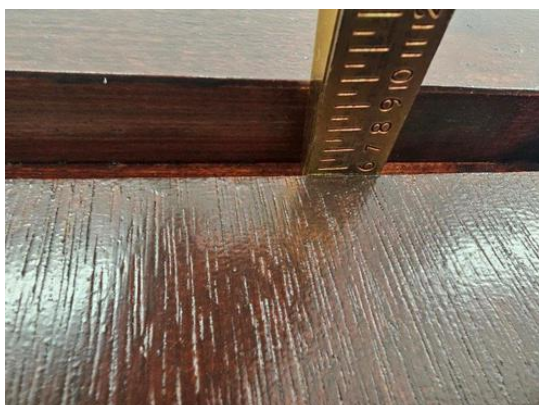


Photo 25



Photo 26



Photo 27

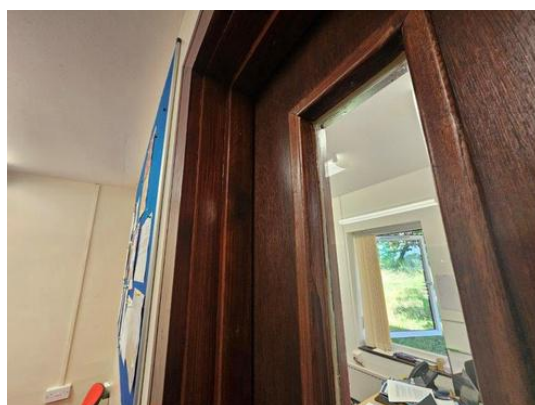


Photo 28

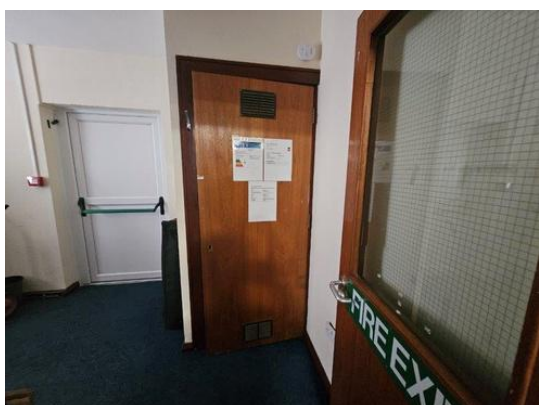


Photo 29

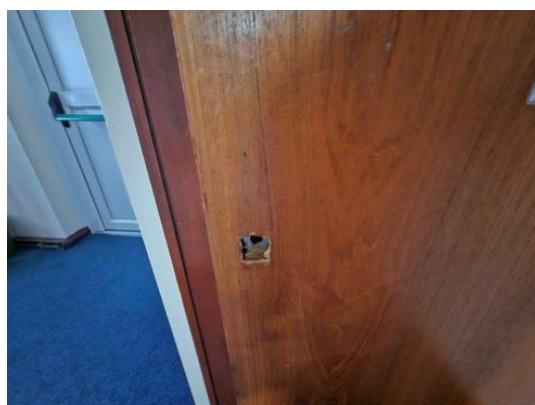


Photo 30