



Regulatory Reform (Fire Safety) Order 2005, Fire Risk Assessment Report

Sweet London & Gjana Barber

Complete

Document No.	002153
Title	Sweet London & Gjana Barber
Address of the Premises	62/62a Longbridge Road, Barking, IG11 8RT
Responsible Person	
Owner: Rraman Gjana	
Assessor	
Date of Fire Risk Assessment	23 Sep 2021
Date of Previous Risk Assessment	No Previous FRA

Risk Rating Summary

The risk level estimator used is based on a more general health and safety risk level estimator of the type contained in BS 8800, the risk matrix table is shown below.

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.

Medium:

Normal fire hazards (e.g. Potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor short comings).

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 nature of the building and the occupants as well as the fire protection and procedural arrangements observed 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 is 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 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

Comments

Note:

A suitable risk-based control plan should involve effort and urgency that is proportional to the risk, although the purpose of this section is to place the fire risk in context, the approach to fire 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 previous Follow Up Items section, the risk levels are detailed below.

PRIORITY 5 - Urgent

Immediate action is required, use of the building or relevant areas may need to be restricted until these items are addressed, action should be taken within 1 month

PRIORITY 4 - High

Considerable resources may have to be allocated to reduce the risk. If the premises contain a sleeping risk temporary control measures may be required until the risk has been reduced or eliminated. If the building is occupied but there is no sleeping risk action should be taken within 3 months

PRIORITY 3 - Medium

It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a 6 month period

PRIORITY 2 - Low

No major additional controls are required however there is a need for improvements. It is generally considered that these items should be addressed within 12 months

PRIORITY 1 - Monitor

No action is required however it may be possible to make improvements as part of future planning or upgrades

GENERAL INFORMATION

This Fire Risk Assessment (FRA) is based on PAS 79 format, the purpose of the report is to provide an assessment of the risk to life from fire. The report does not address the risk to property or business continuity from fire, insurers may require additional fire protection measures.

This FRA has been carried out on behalf of the Responsible Person as defined in Article 3 of the FSO, the content of the Fire Risk Assessment should assist the Responsible Person in achieving compliance with Article 9 of the FSO the requirement to carry out Fire Risk Assessments.

It is important to understand the content of the Fire Risk Assessment, necessary recommendations are made if there are actions that are required to protect relevant persons from fire. (Relevant persons are any persons lawfully in the building) If the content in the recommendations section is unclear clarification should be sought.

The Fire Risk Assessment considers dangerous substances within the premises only to determine the adequacy of general fire precautions (Article 4 of FSO) it is the responsibility of the Responsible Person to ensure compliance with Dangerous Substances and Explosive Atmospheres Regulations 2002.

This Fire Risk Assessment is only part of the process to achieving compliance with the FSO, a full copy of the FSO can be obtained by going to http://www.legislation.gov.uk/ukxi/2005/1541/pdfs/ukxi_20051541_en.pdf

The percentage figures shown at the bottom of the page in the Fire Risk Assessment section are not a percentage figure for the level of compliance but are the percentage of positive answers given however there is some correlation between the two

Name of Contact at the premises

Owner: Rraman Gjana

Assessor for and on behalf of T2 Fire Risk Assessments UK Ltd

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Suggested Date for Review

23 Sep 2022

This fire risk assessment should be reviewed by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a fire occurs

1 The Building

The Premises



Photo 1



Photo 2



Photo 3

1.1 Number of floors

2

From 1 to 50

1.2 Approximate floor area: (m2 per floor)

External areas - Pedestrian routes

Basement - Electrical intake, storage area, cctv room.

Ground floor (No.62) - Entrance to Gjana Barber & Staff area only.

Ground floor (No.62a) - Entrance to Sweet London, Seating area, service counter, toilets, basement entrance, kitchen (Rear of No.62 but accessible via No.62a), office, shisha store, shisha garden, access and egress arrangements.

First floor - Private flat (No access)

Please note: No.62 "Gjana Barber" and No.62a "Sweet London" are accessible to one another via a door. The Gjana Barber only occupies a small area of the front part of No.62. The rear area is used by Sweet London and accessible via a door between the two buildings.

1.3 Approximate floor area: (m2 total)

The floor area size wasn't known by the client, this must be obtained and inserted in this box.

1.4 Brief details of construction

Brick built construction with a pitched slate roof.

1.5 Occupancy type

- Staff (10)
- Members of the public
- Contractors

Operational hours:

Sweet London: Monday - Sunday 18:00 - 02:00.

The Gjana Barber: Monday - Sunday 09:30 - 20:00.

1.6 Approximate date of construction

The approximate date of construction wasn't known by the client, this must be obtained and inserted in this box.

2 The Occupants

2.1 Approximate maximum number of occupants:

The assessor informed the responsible person that the capacity should not exceed 60 people including staff.

The above figures are for guidance only and are subject to confirmation by the safety certificate and/or relevant acceptable seating plans.

2.2 Approximate maximum number of employees at any given time:

Sweet London: (10)

The Gjana Barber: (4)

3 Occupants Especially at Risk

3.1 Are there any sleeping occupants at the premises?

No

However please note that there is a flat located above.

When a commercial premise operates below a residential premise, fire resistance is required and should be a minimum of 60 mins. (Please note checking of fire separation between floors falls out of the scope of this fire risk assessment and further consultancy may be required)

3.2 Are there disabled occupants?

No

Currently no disabled occupants however if this changes, procedures must be in place. Staff with any mobility issues, visual or hearing impairments should be located on lower levels and 'peep' procedures implemented.

Temporary 'peep' procedures are also important for any staff with temporary injuries; a broken leg for example or in latter stages of pregnancy.

Management should arrange all evacuation procedures.

If disabled visitors were to be present in the event of a fire, the expectation would be that the staff members would be expected to provide assistance to aid their escape.

3.3 Are there occupants in remote areas or lone workers?

No

If at any time there is a lone worker on site, this individual must be aware of all in house fire procedures and have knowledge of alerting the local fire authority in the event of a fire.

All information on fire procedures and fire precautions within the premises can be clearly stated in the policy and procedures documents and be implemented during induction training for all staff.

If people are to work alone, it is recommended that a 'lone working' policy be introduced.

3.4 Are Young Persons employed at the premises?

No

It is necessary for all staff of any age to be aware of in house fire evacuation procedures & protocols. It is the responsibility of management or the responsible person to ensure all staff are trained appropriately and aware of the fire policy.

3.5 Others

4 Previous Fire Loss Experience

4.1 Is there any previous history of fire loss in the premises

No

No known history of fires at this building.

There are no reported visits from the Fire Safety Officer. It is not known if crews from the local watch have visited for the purpose of site familiarisation.

No matters known to be outstanding and no enforcement notices have been issued in respect of the building.

5 Other Relevant Information

5.1 Give details of any other relevant information

This fire risk assessment covers the client's building, in accordance with the Regulatory Reform (Fire Safety) Order 2005. The building was occupied at the time of this assessment.

All information contained within this report was obtained by the assessor from a visual inspection only and from the client Rraman Gjana.

This assessment addresses the requirements of the Fire Safety Order and identifies the measures required to comply.

The assessment covers:

- All areas, which to any degree are under the control of the client.

It is recommended that this assessment is reviewed at least annually and is supplemented by regular general fire precautions.

Whilst our Fire Safety Consultants make every reasonable effort to access all areas of the premises for which the client is responsible, there may be some areas that are inaccessible or are difficult to access due to the fabric of the building and to do so would cause unnecessary damage.

The following survey specific areas were not accessed during the survey because they were either locked, not reasonably accessible for reasons of health and safety, outside of the scope of the works requested or where excessive damage would have been done to access the areas: Any areas not accessed during the survey due to these considerations are outlined below

- This is a Type 1 FRA and as part of this no destructive, intrusive testing / inspection of passive fire safety measures was carried out.

The Fire Risk Assessment is based on a combination of observations made by the Consultant at the time of the survey as well as information provided by representatives of the client. All such information is accepted in good faith as being factual, accurate and a valid representation of the client's views. Any changes to the occupancy, use or other circumstances of the premises will require that a review of the assessment be carried out.

The checking of the integrity of fire compartmentation within floor and ceiling voids is outside the scope of this report.

Compartmentation will be visually assessed, as far as is possible, in all other accessible areas of the premises.

The electrical and mechanical worthiness of all plant and equipment is outside the scope of this report although the servicing and maintenance of such items may be commented upon as well as the design and coverage of installed systems.

A site inspection and audit of relevant records of examination, testing and maintenance work was carried out. Any inaccessible areas during this assessment are detailed within this report.

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 standards. Following this risk assessment measures must be taken to implement effective, preventative and protective control measures to reduce the risks identified, as well as maintaining ongoing 'general' fire precautions.

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.

The gas intake enters the premises at ground level.

The electrical intake is located in the basement which serves distribution boards throughout site.

The water supply is mains fed and not used for firefighting purposes.

6 Relevant Fire Safety Legislation

6.1 The following fire safety legislation applies to these premises:

The Regulatory Reform (Fire Safety) Order 2005

Regulatory Reform (Fire Safety) Order 2005

6.2 The above legislation is enforced by:

FSO - Local Fire and Rescue Authority

6.3 Other legislation that makes significant requirements for precautions in these premises (other than Approved Document B of the Building Regulations 2000):

Other regulations that may apply to the premises include:

- The Health and Safety at Work etc. Act 1974
- The Management of Health & Safety at Work Regulations 1999
- Electricity at Work Regulations 1999
- Provision & Use of Work Equipment Regulations 1998
- Control of Asbestos at Work Regulations 2006

6.4 The legislation to which 6.3 makes reference is enforced by:

N/a

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

7 Electrical sources of ignition

7.1 Are reasonable measures taken to prevent fires of electrical origin?

No

On inspection there was no fire file and there was no documentation to show that the portable Electricals have been PAT tested.

7.2 More Specifically

Is the fixed wiring installation periodically tested and inspected?

Yes

Electrical testing certificate completed: 11/05/21.

5 yearly inspections are required to ensure a safe working environment.

Are portable appliances tested/inspected?

No

The Responsible Person should appoint a 'competent person' or a qualified Electrician to carry out PAT testing on all required electrical equipment and a central register be kept. It is also recommended that a competent person should be appointed to carry out regular visual inspections of all electrical equipment and cables.

Although there is no legislation which states the timespan of PAT testing, it is recommended that testing be carried out on a yearly basis. Always check with your insurer.

General Comment:

Care should also be taken to ensure that multi-sockets are not overloaded and are periodically inspected and tested. If necessary and to prevent overloading, additional fixed wall mounted electric sockets should be provided.

Where possible, all Portable Appliances should be switched off overnight.

Is there a suitable policy about the use of personal electrical appliances?

No

No documentation readily available.

Is there a suitable limitation on the use of trailing leads and adapters?

Yes

If Luminous Discharge Lighting is fitted is it installed in accordance with current standards?

N/A

8 Smoking

8.1 Are reasonable measures taken to prevent fires as a result of smoking?

Yes

Smoking is strictly prohibited within the building however towards the rear of the property in the enclosed garden area the site is used as a shisha smoking area and uses of shisha equipment is used.

8.2 More Specifically:

Is smoking prohibited in the building?	Yes
Is smoking prohibited in appropriate areas?	Yes
Are there suitable arrangements made for those who wish to smoke?	Yes
Outside and away from the building only.	
Is there absence of any evidence of breaches of smoking policy?	Yes
Is the appropriate smoking prohibition notice displayed at the building's entrance?	Yes

Since 1 October 2012, at least 1 legible no-smoking sign must be displayed but owners and managers are now free to decide the size, design and location of signs.

9 Arson

9.1 Does the basic security against arson appear reasonable?	Yes
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There is always a potential for Arson.

Noted on site:

- CCTV present
- Street Lighting
- Manned site in opening hours

General Comments:

1. Make sure that you regularly remove all combustible rubbish and do not let it build up, removal of stored goods on rear Escape Route corridor.
 2. Do not place waste bins adjacent to any building glazing.
- All staff should be vigilant always to prevent any potential arson attacks.

9.2 Is there sufficient control of unnecessary fire load in close proximity to the building or available for ignition by outsiders?	Yes
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This should be monitored regularly to ensure there is no build-up of combustible materials in close proximity to the building. On the day of the audit the assessor noted clear, unblocked areas around the property with no storage or build-up of waste or unnecessary items.

Note:

Reasonable only in the context of this fire risk assessment. If specific advice on security (including security against arson) is required the advice of a security specialist should be obtained.

10 Portable Heaters and Heating Installation

10.1 Is the use of portable heaters avoided as far as reasonably practicable?	N/A
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Not seen in use within the building at the time of this assessment.

10.2 If portable heaters are used, are the more hazardous types (radiant bars and LPG) avoided?	N/A
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General Comments:

1. As a general rule, oil filled electric radiators should be preferred to radiant heaters because they present a lower risk of fire and injury.
2. All heaters should be kept well clear of combustible materials and where they do not cause an obstruction.

10.3 If portable heaters are used are suitable measures taken to minimise the risk of ignition of combustible materials?

N/A

If heaters are used, they should be placed away from combustibles and not left on unattended.

10.4 Are fixed heating installations subject to regular maintenance?

No

No evidence of fixed heating installation maintenance. There must be a plan in place to ensure external competent contractors are periodically testing and servicing any heating equipment to ensure a safe working environment and reduce risk of fire.

Dates of testing and servicing must be stored with appropriate certification in the fire logbook.

The Gas installation is required to be checked and tested annually for safety by a registered 'Gas Safe' Engineer who holds the appropriate qualification and a certificate issued.

11 Cooking Facilities

11.1 Are reasonable measures taken to prevent cooking fires?

Yes

There are in my opinion measures within the kitchen to prevent cooking fire, however I would recommend at some point in the future that an automatic fire suppression system be installed.

Noted cooking facilities:

- Gas Cooker
- Grill
- Coal cooker
- Electric ovens
- Microwave

11.2 More Specifically:

Are filters changed and ductwork cleaned regularly?

No

There was no documentation to show filters and ducting cleaning. In a property of this nature, regular deep cleaning by an external contractor is necessary and certification must be provided. In house cleaning by staff should also be carried out to ensure a safe working environment.

Ensure a suitable cleaning regime is in place for the extract Ductwork and filters.

Is suitable fire fighting equipment available?

Yes

There are suitable fire appliances installed in the kitchen including a fire blanket and wet chemical fire extinguisher.

12 Lightning

12.1 Does the building have lightning protection system if required?

N/A

Unknown.

If there is lightning protection, then it should be examined and tested at appropriate intervals by a competent person in accordance with the recommendations contained within the current British Standard BS EN 62305.

13 Housekeeping

13.1 Is the standard of housekeeping adequate?

Yes

The assessor noted a satisfactory standard of housekeeping throughout the premises.

13.2 More specifically:

Are combustible materials separated from ignition sources?

Yes

Electrical installations are a high hazard area and should be kept free from combustibles at all times. Inform staff the importance of keeping this area sterile.

Is the unnecessary accumulation of combustibles and waste avoided?

Yes

Is there appropriate storage of hazardous materials?

Yes

Domestic cleaning materials used within the premises.

If at any point, higher risk, more hazardous materials are used in the building, A COSHH (Control of substances Hazardous to Health) assessment will be required to ascertain the level of risk from any substances stored or created within the premises.

You can prevent or reduce workers exposure to hazardous substances by-

Finding out what the health hazards are

Deciding how to prevent harm to health (risk assessment)

Providing control measures to reduce harm to health

Providing information, instruction and training for employees and others

Planning for emergencies.

Are combustible materials stored appropriately?

No

The coals currently stored in the shisha storage room and any other lighting combustibles/fluids should to be stored in a metal container and kept locked.

14 Hazards Introduced by Contractors and Building Works

14.1 Are fire safety conditions and instructions communicated to outside contractors?

No

Any contractors entering the premises must be made aware of in-house fire procedures and the establishment's fire policy. Staff should show external contractors any fire exits, actions on the alarm and the designated assembly point. Emergency action plans can also display this information.

14.2 Is there satisfactory control over works carried out at the premises by outside contractors (including "hot work" permits)?

N/A

At the time of the audit no hot work was being carried out. If any hot work takes place, appropriate permits must be in place (if applicable) and procedures to monitor sparks or radiated heat that might cause ignition to any combustible material that is in close proximity to the site of work.

The areas around the hot work should be checked post completion of work to ensure a safe working environment.

14.3 If there are in-house maintenance personnel are suitable precautions taken during "hot work" including the use of hot work permits?

N/A

15 Dangerous Substances

15.1 If dangerous substances are or could be used has a risk assessment been carried out as required by Dangerous Substances and Explosive Atmosphere Regulations 2002?

N/A

A DSEAR (Dangerous Substances and Explosive Atmospheres Regulations) risk assessment will be required if a dangerous substance is present or is liable to be present at the workplace or the dangerous substance could be a risk to the safety of people as a result of fires, explosions or similar energetic events or through corrosion of metal.

DSEAR applies to all workplaces where dangerous substances are present, used or produced. It is the duty of employers to assess and eliminate or reduce risks from dangerous substances. Complying with DSEAR involves-

Assessing risks

Preventing or controlling risks

Control measures

Mitigation

Preparing emergency plans and procedures

Providing information, instruction and training for employees

16 Other Significant Fire Hazards

16.1 Are there any other significant fire hazards that warrant consideration including process hazards that impact on general fire precautions?

Yes

- There is an electric coal burner and coal storage heater within the shisha room that is used to heat up the coals for the shisha's pipes.

- Carbon monoxide detectors are required to be installed in the relevant areas.

Because carbon monoxide is slightly lighter than air and also because it may be found with warm, rising air, detectors should be placed on a wall about 5 feet above the floor. The detector may be placed on the ceiling. Do not place the detector right next to or over a fireplace or flame-producing appliance.

- Extension leads should only be used as a temporary measure; it is advised that more sockets are installed by a qualified electrician to discourage the use of extension leads.

- Responsible person to confirm that all fixtures and fittings (curtains, blinds, drapes, furniture, carpets) within the property are flame-retarded to British Standards, this should conform to BS 5867: Part 2 fabric type B. Where existing fabrics are installed without identification labels, fire retardant spray is recommended to add fire resistance.

It is also advised that the following is conducted:

- PAT tested on an annual basis

- Regular Inspections

- Staff to report any faults or damage

- Cleaning of any filters in dryers

- Cleaning of any extractor fans

Give details

FIRE PROTECTION MEASURES

17 Means of Escape

17.1 Is it considered that the building is provided with adequate means of escape in case of fire?

Yes

Sweet London has two final exits for the premises:

Exit one: Is the main entrance to the building.

Exit two: is the rear exit for the building.

Gjana Barber has one final exit and this is the main entrance.

17.2 More specifically:

Are escape routes adequately designed?

Yes

Is there adequate provision of exits?	Yes
Are exits easily and immediately openable where necessary?	No
<p>Appropriate simple fastenings not requiring a key or code to operate in the direction of escape where possible are required to be installed to all emergency escape final exit doors.</p> <p>Doors noted below:</p> <ul style="list-style-type: none"> - Gjana Barber entrance door - Sweet London entrance door - Sweet London rear exit door (At the time of the audit was locked and a key was required) - Rear kitchen exit to garden area (Also requires to be kept clear and empty at all times) 	
Do fire exits open in the direction of travel where necessary?	No
<p>The rear final exit door for Sweet London does not open in the direction of travel in terms of means of escape and it is advised that this exit should open in the direction of traffic flow. Exits should be fitted with the following a panic or push bar.</p> <p>The rear gate outside the rear exit for Sweet London was open and the assessor was informed that this is never locked. The main entrance door to Gjana Barber does not open in the direction of travel in terms of means of escape, however, this arrangement is considered satisfactory due to the low level of occupancy within the building.</p>	
Have sliding or revolving doors been avoided where necessary?	Yes
Are there satisfactory means of securing exits?	Yes
Are there reasonable distances of travel where there is a single direction of travel?	Yes
<p>There are reasonable travel distances within the building.</p>	
Are there reasonable distances of travel where there are alternative means of escape?	Yes
<p>Only Sweet London has a secondary means of escape.</p>	
Is there suitable protection of escape routes?	No
<p>See section 19.</p>	
Are there suitable fire precautions for all inner rooms?	Yes
<p>A room where the only escape route is through another room is termed an 'inner room' and poses a risk to its occupier if a fire starts unnoticed in the outer room (sometimes termed an 'access room'). This arrangement should be avoided wherever possible. If, however, this cannot be achieved then adequate warning of a fire should be provided by any one of the following means:</p> <ul style="list-style-type: none"> • a vision panel between the two rooms providing adequate vision to give an indication of the conditions in the outer room and the means of escape; • a large enough gap between the dividing wall and the ceiling, e.g. 500mm, so that smoke will be seen; or • an automatic smoke detector in the outer room that will sound a warning in the inner room. 	
Are escape routes unobstructed?	Yes
<p>The assessor noted clear and unobstructed escape routes throughout the building.</p>	
17.3 Is it considered that the building is provided with reasonable arrangements for means of escape for disabled occupants?	Yes
<p>Depending on the level of disability it would generally provide reasonable means of escape.</p>	

18 Measures to Limit Fire Spread and Development

18.1 Is there a sufficient standard of compartmentation and sub-compartmentation?

No

This is a non-destructive Fire Risk Assessment. This assessment does not include inspection of any ceiling voids. Should breaches of compartmentation appear through works / removal of wall panelling, then effort should be made to ensure appropriate fire stopping fitted. Ensure the correct approved proprietary materials are installed by a competent passive fire safety contractor.

Fire stopping should be applied to prevent internal spread of fire and smoke via wall/ceiling voids. Adequate means of fire stopping including fire rated expanding foam, intumescent filler/paste and fire rated board for larger breaches. Fire stopping should be adequate to reinstate 60minutes fire separation/ resistance. Locations:

- Basement (Ceiling, under the stairs, part walls)
- Gjana Barber (Ceiling in staff area)
- Around the installation of boilers throughout
- The main electrical intake and consumer units require to be contained within a fire resisting enclosure with a complete minimum 30 minutes protection, fire stopping installed by a qualified contractor to avoid the spread of smoke or other products of combustion in the event of a fire.
- Gas meter hatch

18.2 Are linings that promote fire spread avoided as far as reasonably practicable?

Yes

The assessor has been informed that all the wooden fixtures and panels in the rear garden areas have been treated with fire resisting products.

"Verbal evidence only"

18.3 As far as can reasonably be ascertained, are fire dampers provided as necessary to protect critical means of escape against the passage of fire, smoke and combustion products in the early stages of fire?

N/A

Notes:

Comments on compartmentation are based on visual inspection of readily accessible areas, with a degree of sampling where appropriate.

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

19 Fire Doors

19.1 Are fire doors to appropriate fire resisting standards?

No

Fire Doors throughout the property did not appear to be suitable and sufficient.

General faults acknowledged with fire doors:

- Missing cold smoke seals and intumescent strips
- Incorrect screws
- Doors not fully self-closing and closing device's missing on some doors
- Doors wedged open
- Dead locks fitted

The following doors require to be FD60's

- Fire door that open into the flat.
- Fire door to Gjana Barber
- Fire door the connects 62 to 62a.

The following door need to be changed to a fire door (FD30's)

- Basement entrance
- Basement store room
- basement cctv room

You should appoint a competent fire door contractor to carry out a full survey of all fire doors and make the necessary repairs and replacements.

All fire doors should have three fire rated hinges, be self-closing (over head closers), close flush to rebate, have no gaps in excess of 3-4mm and have intumescent strips and cold smoke seals installed all around the door or preferably frame. Intumescent strips expand in the early stages of a fire and will enhance the protection to the escape route given by the door when closed. The additional smoke seal will restrict the spread of smoke at ambient temperatures. Accordingly, with the aforementioned in mind, a competent person should replace/rectify the faults with all fire doors that open onto the escape routes.

All cupboards and storerooms, which open onto the means of escape, should be provided with 30-minute fire resisting doors with intumescent strips and cold smoke seals and must be kept locked. Doors to cupboards and storerooms should be marked "FIRE DOOR, KEEP SHUT".

Fire doors should be inspected at minimum on annual basis to ensure there is no damage or defects which affect the integrity or fire resistance. Inspections should include:

- The condition of fire and smoke seals ensuring there are no missing sections, no damage to hinges or missing hinges no gaps in excess of 3-4mm to the sides and top edge and no gap in excess of 8-10mm to the bottom, self-closing device

working and door closes securely into position.

- In accordance with the Regulatory Reform (Fire Safety) Order 2005 Article 17, the responsible person has the responsibility to

- Where necessary in order to safeguard the safety of relevant persons the responsible person must ensure that the premises and any facilities, equipment and devices provided in the respect of the premises under the RRO are subject to a suitable system of maintenance and are maintained in an efficient state, in efficient working order and in good repair.

19.2 More Specifically:

Do all fire doors close fully and form a close fit in the opening?	No
Are all fire doors fitted with appropriate ironmongery?	No
Are fire doors fitted with intumescent strips and smoke seals as required?	No
Are fire doors in good condition?	Yes
Is the practice of wedging or otherwise holding doors open avoided?	No

Evidence of wedging of fire doors. This is bad practice and must be avoided to allow all fire doors to close fully on their self-closing devices.

20 Emergency Escape Lighting

20.1 Is there a reasonable standard of escape lighting provided?

No

Emergency Escape Lighting is provided for parts of the premises however is currently not fully sufficient.

Noted below is all areas that should be covered with emergency lighting:

- each exit door;
 - escape routes;
 - intersections of corridors;
 - outside each final exit and on external escape routes;
 - emergency escape signs;
 - stairways so that each flight receives adequate light;
 - changes in floor level;
 - windowless rooms and toilet accommodation exceeding 8m²;
 - firefighting equipment;
 - fire alarm call points;
 - equipment that would need to be shut down in an emergency;
 - lifts; and
- halls or other areas greater than 60m².

Note:

Comments on emergency lighting are based on visual inspection, no test of luminance levels or verification of full compliance with relevant British Standards has been carried out during the assessment

21 Fire Safety Signs and Notices

21.1 Are fire safety signs and notices suitable and sufficient?

No

- All the entrances & exits require fire action plans
- Fire exits require (Fire exit / Keep clear) signage on the back of exit doors.
- 'Fire Door Keep Locked' signage is required to be displayed on the external face of the electrical intakes.
- Hazard warning signage required on the door to the electrical intake room.
- Fire Door – Keep closed' (blue 'mandatory' safety sign) required on every fire door in the building.
- The perimeter of the building requires clear directional signage to the designated fire assembly point.
- No smoking signage required to be fitted by the front entrance door.

22 Means of Giving Warning in the Event of Fire

22.1 Is there a reasonable manually operated electrical fire alarm system provided?

Yes

Manual call points located throughout the premises.

Call Points are recommended to be installed throughout the premises. Call points are recommended to be covered when installed in accordance with BS 5839-1:2017 as to reduce the number of false alarms the fire Brigade attend.

22.2 If an automatic fire detection system is required is it provided and generally appropriate for the occupancy and fire risk?

No

The assessor noted that although the building are accessible via fire doors from one another there was two separate systems, one for No.62 & another for No.62a.

The fire alarm system for No.62a "Sweet London" had no power and detectors throughout had been removed. This system is required to be replaced with L2/M Category in accordance with BS 5839 Pt 1

The fire alarm system for No.62 "Gjana Barber" and the rear areas had a number of faults within the system and showing on the panel. The assessor was informed that this system incorporates the owners flat located above. A zonal map should be fitted adjacent to the panels.

22.3 If there is an alarm system is there remote transmission of alarm signals if required?

N/A

Note:

Comments on fire alarm system are based on visual inspection, no audibility tests or verification of full compliance with relevant British Standards has be carried out during the assessment

23 Manual Fire Extinguishing Appliances

23.1 Is the provision of portable fire fighting equipment adequate?

Yes

23.2 If hose reels are required are they provided?

N/A

23.3 Are all fire extinguishing appliances readily accessible?

Yes

Extinguishers should be located as follows:

- on a dedicated stand or hung on wall brackets with the handle approximately 1.5m from floor level;
- in a position such that they do not obstruct the escape route;
- close to the exit position from each floor;
- not obstructed by opening doors and not in recesses out of sight; and
- away from heaters or areas where they may be subject to damage.
- Correct signage above.

Create a schedule of fire extinguishers detailing type, size and location, to ensure all units are maintained and tested at the required frequency.

24 Relevant Automatic Fire Extinguishing Systems

Types of system

None

Comments and observations:

N/a

25 Facilities, Equipment and Devices for the Protection of Fire-Fighters

Types of facilities:

None

Comments and observations:

N/a

MANAGEMENT OF FIRE SAFETY

26 Procedures and arrangements

26.1 Fire safety is managed by?

Owner: Rraman Gjana

Note:

This is not intended to represent a legal interpretation of responsibility, but merely reflects the managerial arrangement in place at the time of the risk assessment

26.2 Are there competent persons available to assist in implementing fire safety arrangements?

No

There are competent persons within the premises however due to lack of any fire safety training amongst staff, it is considered that there is not currently anyone deemed appropriate to implement fire safety arrangements. Whoever takes on this role must have a broad knowledge of implementing policies and procedures for this establishment. See section 27.4.

26.3 Is there a fire policy in place if it is considered necessary?

No

A fire policy needs to be put in place. This should include-

Management responsibilities, duties of fire wardens/fire marshals, visitor information, calling the fire and rescue, staff fire safety training, arranging fire risk assessments, emergency procedures, alarm activation and incident reporting, the regular monitoring of fire doors fire fighting equipment and structural alterations.

The in house fire policy should be documented and made available to all staff.

26.4 Are there appropriate procedures in place?

No

There should be a plan in place for procedures in the event of a fire. For instance, how people will be warned in the event of a fire. What people should do if they discover a fire. Detailed information on how the fire and rescue services and any other necessary services will be called and who will be responsible for doing this. How any evacuation should be carried out with any individual need/risks relating to any individual persons. Where people should assemble after they have left the premises or moved to a refuge, and checking to ensure the premises has been fully vacated. Identification of key escape routes, how people can gain access to them and escape from them to a place of total safety. Procedures for meeting fire and rescue services on their arrival, and notifying them of the locations of any remaining persons. The duties and identity of staff/persons (if applicable) who have specific responsibilities in the event of a fire. Arrangements for the safe evacuation of people identified as being especially at risk. Any machines/processes/appliances/power supplies that require to be stopped/isolated if there is a fire. Specific arrangements, if necessary for high fire risk areas. Contingency plans such as restrictions on the use of the building for when life safety systems such as fire detection and warning systems are out of order.

More specifically:

Are procedures in the event of fire appropriate and properly documented?

No

Are there suitable arrangements for summoning the fire and rescue service?

No

There is no documentation to hand to show there is a procedure in place for summoning the Fire Service. It is recommended that the procedure is developed out to detail exactly how the Fire Services are alerted (see above).

Are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to fire-fighters?

No

Are there suitable arrangements for ensuring that the premises have been evacuated?

No

Is there a suitable fire assembly point(s)?

Yes

The designated fire assembly point is advised be outside No.56 Stewart House. This is the most suitable location, ensuring that all patrons and staff are in a safe place for a roll call to be completed in the event of a fire evacuation, plus they will not be obstructing access for the Fire Service.

Are there adequate procedures for evacuation of any disabled people who are likely to be present?

No

It is recommended that the procedure is developed out to detail exactly how to evacuate any disabled people who maybe present.

26.5 Are persons nominated and trained to use fire extinguishing appliances?

No

No evidence of extinguisher training for staff. It is recommended that designated fire marshals carry out specific training to become competent in the use of fire fighting equipment. T2 fire can provide extinguisher training, please contact the office to make arrangements if necessary. it is preferred that the occupants vacate the building as soon as possible rather than try to use an extinguisher incorrectly.

26.6 Are persons nominated and trained to assist with evacuation, including the evacuation of disabled people?

No

See 27.4

26.7 Is there appropriate liaison with the fire and rescue service (e.g. fire and rescue crews visiting for familiarisation)?

N/A

It is not known if crews from the local watch have visited for the purpose of site familiarisation.

26.8 Are routine in-house inspections of fire precautions carried out (e.g. In the course of health and safety inspections)?

No

In house routine inspections are recommended to highlight any areas of concern within the premises. Management must be informed of any issues to correct any potential risks.

Listed below are the recommended timeframes.

- Fire Exit and Escape route checks - Daily
- Fire Alarm Tests - Weekly
- Fire Equipment Checks – Weekly
- Fire Door Inspection - 6 Monthly
- Emergency Lighting Tests – Monthly
- Visual checks of electrical equipment and cables - Monthly
- Visual check of the condition of all Fire Signage - Monthly
- Fire Drills – Twice Annually at minimum

These checks should be recorded within the Fire Safety Log Book.

27 Training and drills

27.1 Are all staff given adequate fire safety instruction and training on induction?

No

Induction training is a legal requirement for staff working in commercial properties. This can be verbal or documented information and it is recommended that any staff attending this training sign a document to show date of attendance. It is management responsibility to organize induction training for new and existing staff. Staff should be given a physical walk round of the premises, highlighting escape routes, fire exits and locations of fire points (extinguishers, call points and emergency action plans). Staff must also give access to the in-house policies and procedures documents.

27.2 Are all staff given adequate periodic "refresher training" at suitable intervals?

No

All staff require training in what to do in the event of a fire and it is a requirement under The Regulatory Reform Order (Fire Safety) Order. The actions of the staff if there is a fire are likely to be crucial to their safety and that of other people in the premises. All staff should receive basic fire safety induction training and attend refresher session at predetermined intervals, at least once every twelve months. The training should take into account findings of the Fire Risk Assessment and be easily understood by all those attending. It should include the role that those members of staff will be expected to carry out if a fire occurs.

As a minimum, all staff should receive training about:

- Any fire risks within, or associated with, the premises.
 - The general fire precautions within the building.
 - Action in the event of fire.
 - Action on hearing the Fire Alarm signal.
 - Method of operating of manual Call Points.
 - Locations and use of Fire Extinguishers.
 - Means for summoning the Fire Service.
 - Identity of persons nominated to assist with evacuation.
- Identity of persons nominated to use the Fire Extinguishing appliances.

27.3 Does all staff training provide information, instruction or training on the following:

Fire risks in the premises?

No

The fire safety measures in the building?

No

Action in the event of fire?

No

Method of operation of the manual call points?

No

Location and use of fire fighting equipment?

No

Means for summoning the fire and rescue service?

No

Identity of persons nominated to assist with evacuation?

No

Identity of persons nominated to use fire extinguishing appliances?

No

See 26.5

27.4 Are staff with special responsibilities (e.g. Fire wardens) given additional training?

No

There are no documentation/ certificates to show that Fire Marshall training has been done, there should be at least x1 Fire Marshals on the premises during opening hours, these people will know the evacuation procedures during the break out of fire, it is recommended that there should be x2 trained Fire Marshals and all the rest of staff should have certified basic fire awareness training (T2 Fire can provide this training via e-learning, call to arrange 0208 935 5442).

27.5 Are drills carried out at appropriate intervals?

No

At the time of assessment there was no documentation to show that fire drills are carried out, this must be put in place and logged for inspection.

Drills should be timed and documented to highlight any areas of concern. Management should debrief staff following the drill.

6 monthly drills should be carried out at a minimum in a premises of this nature.

27.6 Is the workplace adequately maintained?	No
27.7 When the employees of another employer work in the premises:	
Is their employer given appropriate information (e.g. On fire risks and general fire precautions)?	N/A
Is it ensured that the employees are provided with adequate instructions and information?	N/A
28 Testing and maintenance	
28.1 Is there adequate maintenance of premise?	No
No records of sufficient maintenance and periodic testing and servicing being carried out by qualified contractors at this premises.	
28.2 Is there weekly testing and periodic servicing of the fire detection and alarm system?	No
<p>The Fire alarm system should be tested weekly in-house and maintained every 6 months by a qualified alarm engineer. For best practice, all test results should be duly recorded in a Fire Safety Logbook.</p> <ul style="list-style-type: none"> • Routine testing – at least one detector or call point in each zone should be tested weekly to ensure correct operation of the system. Any defect should be recorded in the logbook and action taken to correct it. • Routine maintenance – a six-monthly service should be carried out by a competent person, usually a specialist alarm engineer, under a maintenance contract. It entails a full test to ensure compliance as specified in with BS 5839: part 1, section 6. It should be recorded in the logbook and a periodic inspection and test certificate issued. 	
28.3 Is there monthly, six-monthly and annual testing of the emergency lighting?	No
<p>The Emergency Escape Lighting should be tested each month and maintained annually by a qualified Electrical Engineer.</p> <p>For best practice, all test results should be duly recorded in a Fire Safety Logbook.</p>	
28.4 Is there annual maintenance and testing of fire fighting equipment?	Yes
<p>Last fire extinguisher service completed 09/21.</p> <p>Firefighting equipment is required to be maintained and inspected annually.</p>	
28.5 Is there periodic inspection of external escape stairs and gangways?	N/A
28.6 Is there six monthly and annual testing of wet/dry risers?	N/A
28.7 Is there weekly and monthly testing and six monthly and annual inspection of fire fighting lifts?	N/A
28.8 Is there weekly testing and periodic inspection of sprinkler installations?	N/A
28.9 Is there routine checks of fire doors and final exit doors?	No
This should be checked weekly and logged for inspection.	
28.10 Is there annual inspection and testing of lightning protection system?	N/A
28.11 Other relevant inspection and testing	

29 Records

29.1 Are there appropriate records of:

Fire drills?

No

Weekly in-house testing is required to be completed and logged for inspection.

Fire training?

No

Monthly in-house testing is required to be completed and logged for inspection.

Fire alarm tests?

No

Weekly testing is required to be completed and logged for inspection.

Emergency escape lighting tests?

No

Monthly testing is required to be completed and logged for inspection.

Maintenance and testing of other fire protection systems?

N/A

The detection, warning system and emergency lighting, should be subject to routine testing and maintenance inspection by a competent person / organisation and records of these regime should be recorded on site and be made available on request.

Appendix

Appendix



Photo 1



Photo 2



Photo 3