

Fire Risk Assessment

Pioneer Centre, DY14 8JG - INTRODUCTION

Date of original assessment: 19th September 2006

Assessor: Steve Walker

Review: 5th December 2023

Reviewer: Josh Thompson

External Audit planned for 2024

Nature of Use

Pioneer Centre is a Residential Activity and Conference Centre used principally by Schools and Youth Organisations but with facilities for Adult, Family and Disabled groups. Therefore the age range is most typically 8-14 years old, but ranges 0-99 years, dependent on group type.

Primary Use

Primarily, centre users come as pre-booked and organised groups with their own designated leaders and responsible persons.

The centre operates for 7 days each week throughout the year.

Within the site there is additionally facilities to accommodate up to 50 resident staff in self-contained flats/bungalows/house and individual rooms with separate joint washroom, kitchen, and lounge facilities. There is a HMO on three resident training staff lodges, groups or freelance staff and subject to induction. Separately, there is two flats (single), two bungalows (3 bedrooms in each, also interconnected) and a three bedroomed detached house.

Secondary Use

Secondary Use includes the possible separate use of shop facilities, onsite activities, kitchens and dining room, office for administration and reception. Although predominantly activity and day groups are pre-booked and group leader led, there is scope for activity and open day events on a pay-per-play basis. All such events are external or signposted with limited use of facilities (limited to external toilets).

Facilities

The Pioneer Centre occupies a 25-acre site in South Shropshire adjacent to the B4201.

The majority of guest buildings have been developed since 2000 and the main guest complex consist of 7 residential units linked by enclosed walkways and corridors, with two large halls, two smaller lounges, one major lounge, dining room and commercial kitchen.

In addition, there are 13 stand-alone buildings within the site, consisting of activity and meeting rooms, toilets and staff accommodation.

The centre is designed for use by up to 320 residential guests and the largest meeting room can seat 400 when required.

The main guest accommodation consists of 78 en-suite bedrooms, most of which have 4 beds but some have 2-8 beds.

Two of the main guest buildings are 2-storey and all others are single-storey in the main complex. One private house is also two storeys.

Within the guest accommodation are 10 rooms equipped for use by people with disabilities and all communal facilities [except Treetop's lounge and bedrooms, Treehouse meeting room or Weston noble bedrooms] are accessible to wheelchair users. The number of users with disabilities is limited by the nature of the disabilities, expertise, equipment, and ratios of the groups/leaders using the facilities, but generally does not exceed 12 in each wheelchair accessible lodge.

All buildings are constructed with a timber frame and external cladding and meet the requirements of building regulations at time of build. Internal walls are either clad with timber or plasterboard. Western and Forest Lodges feature brickwork on external walls, Western Lodge features some internal solid walls that are clad, in the Tank storage and some rooms.

<p>Management</p>	<p>Pioneer Centre is owned by The Northamptonshire Association of Youth Clubs (registered charity number 803431) and operated as a part of Action Centres UK Ltd (company number 02405383, VAT Number 536554040) through NAYC Chief Executive in Northampton and Trustees.</p> <p>On-site operation is overseen by the Head of Centre. A General Manager and Chief Instructor are two senior managers also based onsite. There is also an 'operations team' made up of managers from the main departments including: maintenance, catering, house team, activities, General Manager and Head of Centre. The Maintenance Manager oversees the fire safety systems, inspections, monitoring and testing.</p> <p>The Head of Centre sits on the organisations Leadership Team, made up of the most senior managers from across the organisation and overseen by the CEO direct.</p>
<p>General Fire Precautions</p>	<ol style="list-style-type: none"> 1) All residential buildings and the main facilities complex are covered by an automatic fire detection and warning system compliant with BS 5839 Part 1 2002 Category L2. 2) All buildings are equipped with emergency lighting which is regularly tested and serviced to BS5266 3) Fire Extinguishers and Fire Blankets are installed in all areas and regularly inspected to BS5306 Part 3 4) Fire compartmentation and fire separation to inhibit rapid fire spread within the building. Where appropriate ceiling/roof void spaces have fire walls installed. All internal doors in the main complex are fire rated and there is a system of fire doors in between areas to prevent the spread of fire. Magnetic release devices installed on some doors where it is not practicable to have them permanently closed. The devices are linked to the fire alarm system and will close the doors when the fire alarm system is activated. Where it is not practicable to install the magnetic release devices (e.g. kitchen/wash-up area) the staff are instructed to immediately close the wedged open doors on hearing the fire alarm. Intumescent strips and smoke seals fitted on most fire doors for preventing the spread of fire and smoke. Door selectors fitted on some fire doors to prevent incorrect closure and hence making the intumescent fire and smoke seals ineffective. 5) Escape routes are protected by permanent fire separation and fire doors. Good housekeeping is required from everybody on site (guests and staff) – escape routes must be kept available and unobstructed. Emergency exits are inspected monthly for their functionality (good working order). 6) Fixed electrical installations are subject to periodic testing and certification in accordance with the relevant legislation. There is a program for regular testing of portable appliances (Electrical testing according to HSE guidelines testing) owned by the Centre. 7) There is a little control over the condition of electrical equipment that guests bring with them, however there are rules about the use of electrical equipment and a list of approved (mobile phone/computer charger, hair straighteners, hair dryer) and forbidden electrical devices (portable heater, toaster, portable cooker etc.) displayed in the lodges and in the T&Cs and site rules accepted by groups. Dangerous appliances, when identified, by staff will be removed. 8) The building and people are protected by the installed Overload Circuit Breakers and Residual Current Devices on sockets. 9) Kitchen equipment and appliances are subject to a maintenance contract and inspection and safety checks are carried out weekly by centre staff and twice-yearly by approved contractors. 10) Kitchen extract ductwork is inspected and cleaned annually or bi-annually as required by legislation and the insurance providers stipulations. 11) Smoking is not permitted in any buildings or in the grounds with the exception of designated areas provided with bins for the safe

	<p>disposal of smoking waste. Naked flames are not permitted in any buildings.</p> <p>12) Fire safety signs conforming to BS 5499: Part 4 – 2000 are displayed across the site as required by the relevant legislation.</p> <p>13) Gas systems have annual safety inspections including laundry machines, boilers, ovens and kitchen gas equipment.</p> <p>14) A fire suppression system is fitted and inspected annually within the kitchen above fryers/Bratt pan.</p> <p>15) Contractors must undergo an induction and sign off before working onsite. Permits to work safe system- including hot and electrical works. Safety checks and accreditation for the work being undertaken checked.</p> <p>16) Maintenance monitoring systems for weekly, monthly, biannually and annual checks recorded and updated as required by HSE guidance.</p> <p>17) Dangerous substances (including flammables) are restricted in use and storage onsite.</p>
<p>Staff Training</p>	<p>All staff are aware of the procedure in the event of a fire or when the alarm sounds. This includes the priority of personal safety as well as the responsibility to assist centre users and enable the safe evacuation of buildings whenever possible.</p> <p>All staff are trained in fire prevention and working practices to lower the risk of fire breaking out.</p> <p>Some staff (approximately 25 in number but varies throughout the year) are trained as Fire Marshalls and can operate the emergency evacuation procedure when required.</p> <p>Fire Marshall Training involves an induction into the fire alarm system, procedure, and evacuation process. The fire alarm points are located, fire Marshall and evacuation equipment identified, and a practice alarm is completed. After initial training fire Marshalls are given regular refresher training to rehearse procedures, but also practice during additional false alarm evacuations.</p> <p>There are online based compulsory trainings for all new staff on fire prevention and fire response. Independent departments will also identify and provide any specialist or additional training required for their responsibilities during induction process.</p>
<p>Emergency Plan</p>	<p>All Centre Users are briefed, on arrival, with the procedure in the event of a fire or when the fire alarm sounds.</p> <p>Children and Young people (on school groups) are (when possible) given a walk-round tour of the site that includes the Fire Assembly Point. Adult/Youth groups are informed through a “welcome” talk and there are signs to the assembly point.</p> <p>When the fire alarm sounds, a procedure is triggered to assemble Staff and Centre Users, check names against lists, access alarm panels, trace the source of the alarm and act accordingly.</p> <p>The full evacuation procedure requires 8 Trained Fire Marshalls to operate fully but, if necessary, can be operated by as few as 4.</p> <p>A single trained user can safely and successfully operate the fire alarm system to find the fault/cause and report back to the group leader(s).</p> <p>There is a requirement for a) guests to familiarise themselves with their nearest exit b) to evacuate when the alarm sounds c) identify and aide those who may require assistance d) group leaders to manage their group at the fire assembly point, complete a register, report who is missing and await instruction before re-entering the building.</p>
<p>Summary measures for Groups</p>	<ul style="list-style-type: none"> • Staff trained (Fire Responders, Fire Marshalls) • Regular fire drills and false alarms provide experience • Compliant fire detection system

- Fire alarm testing – weekly (in house)/Annually by specialist company
- Firefighting equipment + training for staff
- Signs and notices aide unfamiliar guests
- Company policies and rules (i.e. no smoking, no naked flames, No electric heaters, No alcohol etc.) supported by internal disciplinary procedure, booking T&C's and Site rules
- Electricity safety training
- Short, level accommodation, well known by residential staff and easily navigated by guests
- Generally, 3 emergency exits – and escape routes very short – only few meters to external safety
- Emergency lights throughout accommodation
- Fire doors separating the building into halves (fewer rooms in each half)
- Fixed electric testing by external company
- Good housekeeping – (emptying bins etc.)
- Fire resisting walls

Restricted (NO GO) areas, subject to fencing and signage, and identified on arrival safety briefing, are not to be entered by guests or untrained staff:

- Behind workshop
- The Yard (next to Little Wyre Cottage)
- Estates compound area (closed)
- Gas compound (locked)
- Areas under the lodges (enclosed)
- Private accommodation

Activity areas, which are also restricted areas, can only be entered with trained Pioneer Staff during activities.

Fire Risk Assessment

Pioneer Centre – General						
Date of original assessment: 19 th September 2006			Assessor: Steve Walker		Review: December 2023 Reviewer: Josh Thompson	
Nature of hazard How a fire could start / what could burn etc.	Persons/property at risk	Risk analysis				Comments Control measures in place to limit level of risk
		Likelihood	Severity	Risk rating	Level of risk	
Fire caused by smoking	All	2	2	4	Low	No smoking in the buildings, only in designated areas outside, Fire detection system (will sound with cigarette smoke), correct signage on entrances and in T&Cs
Fire caused by hot work	All	2	3	6	Medium	Permit to work system in place, contractors monitored by Centre staff
Arson	All	2	5	10	Medium	Fire retardant equipment, Fire detection system, Trained staff to respond fast to fire emergency situations, good housekeeping – indoor waste bins emptied regularly, outdoor bins and skips located away from the buildings and regularly collected. Large skips that cannot be moved without truck. CCTV in operation. Restricted area and signage. Locked compounds and entrances. Private property and security maintained.
Fire spread	All	2	4	8	Medium	General Fire Precautions 1, 3, 4
Failure of alarm system	All	2	4	8	Medium	Fire alarm system maintained regularly, and tested weekly
Failure of Fire extinguishers	All	2	3	6	Medium	Maintained and tested regularly
Failure of Emergency lights	All	2	3	6	Medium	Maintained and tested regularly
Difficulty in following escape routes after dark	Guests	2	4	8	Medium	Key routes permanently illuminated, additional PIR sensitive lights and large floodlighting in main areas.

Fire Risk Assessment

Pioneer Centre – Kitchen & Dining Room						
Date of assessment: 19 th September 2006		Assessor: Steve Walker		Review: December 2023		Reviewer: Josh Thompson
Nature of hazard How a fire could start / what could burn etc.	Persons/property at risk	Risk analysis				Comments Control measures in place to limit level of risk
		Likelihood	Severity	Risk rating	Level of risk	
Fire caused by cooking with Gas	Staff	2	4	8	Medium	Gas shut off valve, fire alarm shuts off Gas automatically, provision of fire extinguishers, restricted use to trained kitchen staff only Fire blankets and fire suppression system in place and annually tested and checked.
Fire in duct work	Staff	1	3	3	Low	Duct work cleaned annually or bi-annually as required by law and the insurance provider
Fire caused by equipment failure	Staff	2	3	6	Medium	All Electrical/Gas equipment serviced annually/quarterly
Fire caused by deep fat fryers	Staff	2	4	8	Medium	Auto cut off, isolation switches (all gas equip), provision of fire extinguishers and fire blanket and fire suppression system in place and annually tested and checked.
Fire caused by electrical leads (Melting)	Staff	2	2	4	Low	Routed from ceiling, take care to ensure they are inspected weekly. Fire detection system in roof space to provide early warning.
Fire spread	Staff	2	5	10	Medium	General Fire Precautions 1, 3, 4. Gas shut off valve on exit
Fire in boiler room	Staff	2	2	4	Low	Clear of combustible materials, boilers serviced at regular intervals, access restricted to authorised personnel only; increased weekly checks during winter during heavier use and freezing conditions.
Fire caused by toasters	Staff	2	2	4	Low	Supervisor/Dining room staff in location when in use
Fire caused by hot server	Staff	1	2	2	Low	Kept on hard floor most often, supervision when in use, occasional exceptional use in main halls on carpet

Fire Risk Assessment

Pioneer Centre – Public Areas (Gilmour Lounges; Mackenzie Hall; Maple Hall; Link areas and Corridors; Thunder Bay; Red Deer; Blue Creek, Blackfoot, Klondike)						
Date of assessment: 19 th September 2006			Assessor: Steve Walker		Review: December 2023 Reviewer: Josh Thompson	
Nature of hazard How a fire could start / what could burn etc.	Persons/property at risk	Risk analysis				Comments Control measures in place to limit level of risk
		Likelihood	Severity	Risk rating	Level of risk	
Fire in Store Cupboards	Staff	2	2	4	Low	Combustible materials present but light is the only source of ignition, access restricted to staff only. Quantities stored regularly monitored and the area managed.
Fire caused by electrical equipment	All	2	2	4	Low	Electrical testing according to HSE guidelines, visual inspection procedures, fixed electrical installation testing, Overload Circuit Breakers, public areas frequently monitored by Centre staff
Fire caused by heaters	All	2	2	4	Low	Planned preventive maintenance, Overload Circuit Breakers, public areas frequently monitored by Centre staff
Fire spread	All	2	3	6	Medium	General Fire Precautions 1, 3, 4
Inability to escape	All	1	5	5	Low	General Fire Precautions 2, 4, 5, briefing on arrival, signs.
Inability to escape	Disabled	1	5	5	Low	General Fire Precautions 2, 4, 5, briefing on arrival, signs, easy access/egress, if need requires a suitable adult helper should attend site where assistance in an emergency evacuation is necessary. All groups bring the necessary carers/helpers/leaders needed to safely manage their group including evacuation. A PEEPS is required for individuals (which accessibility, behaviour or needs requires) to be raised and discussed by the group leader. Additional measures/controls on PEEPS to be provided in correspondence by groups.

Fire Risk Assessment

Pioneer Centre – Guest Accommodation (Alberta, Baffin, Yukon, Weston Noble and Silver, Forest, Treetops)						
Date of assessment: 19 th September 2006			Assessor: Steve Walker		Review: December 2023 Reviewer: Josh Thompson	
Nature of hazard How a fire could start / what could burn etc.	Persons/property at risk	Risk analysis				Comments Control measures in place to limit level of risk
		Likelihood	Severity	Risk rating	Level of risk	
Fire in laundry room (including staff toilet)	Guests	2	3	6	Medium	General Fire Precautions 6, 8
Fire in boiler rooms	Guests	2	2	4	Low	Clear of combustible materials, boilers serviced at regular intervals, access restricted to authorised personnel only
Fire in guest kitchens	Guests	2	3	6	Medium	Kettle, microwave and Fridge only items provided (Electrical testing according to HSE guidelines)
Fire caused by guests' electrical equipment	Guests	2	3	6	Medium	General Fire Precautions 7, 8
Spread of fire in the rooms	Guests	2	2	4	Low	General Fire Precautions 1, 3, 4. Some fire-retardant fabrics and materials.
Spread of fire in the corridors	Guests	2	3	6	Medium	General Fire Precautions 1, 3, 4
Inability to escape	Guests	1	5	5	Low	General Fire Precautions 2, 4, 5, briefing on arrival, signs. Magnetic lock linked to fire alarm system installed to the Treetops Lodge entrance door to create an additional escape route in the event of fire.
Inability to escape	Disabled	1	5	5	Low	General Fire Precautions 2, 4, 5, briefing on arrival, signs, easy access/egress, booking conditions request a personal assistant to be available during the stay
Inability to escape form the "dead end" part in Weston Noble Lodge ("dead end" = only one way out in one direction only across the staircase)	Guests	1	5	5	Low	General Fire Precautions 1, 2, 4, 5, 12 Fire protected staircase Innovation Lounge - Fire detectors located in the void area between the ceiling and upstairs bedrooms to provide early warning in the event of a fire.

Fire Risk Assessment

Pioneer Centre – Activity Hall						
Date of assessment: 19 th September 2006			Assessor: Steve Walker		Review: December 2023 Reviewer: Josh Thompson	
Nature of hazard How a fire could start / what could burn etc.	Persons/property at risk	Risk analysis				Comments Control measures in place to limit level of risk
		Likelihood	Severity	Risk rating	Level of risk	
Activity Hall fire escapes are obstructed by hinged doors for safety in sports activity	Staff/Guests	1	3	3	Low	Safety procedures, doors opened when non-ball games in progress.
Electric blowers are used when the inflatable equipment is being used	Staff/Guests	1	3	3	Low	Safety Procedures, Electrical testing according to HSE guidelines, Staff trained

Fire Risk Assessment

Pioneer Centre – Offices (Reception, Admin Offices, Activities Office)						
Date of assessment: 19 th September 2006			Assessor: Steve Walker		Review: December 2023 Reviewer: Josh Thompson	
Nature of hazard How a fire could start / what could burn etc.	Persons/property at risk	Risk analysis				Comments Control measures in place to limit level of risk
		Likelihood	Severity	Risk rating	Level of risk	
Combustible material	Staff	2	3	6	Medium	Unnecessary materials removed, materials stored properly and away from ignition sources to reduce the risk
Fire caused by electrical appliance	Staff	2	3	6	Medium	Electrical testing according to HSE guidelines, visual inspection procedures, fixed electrical installation testing, Overload Circuit Breakers
Fire spread	Staff	2	3	6	Medium	General Fire Precautions 1, 3, 4
Inability to escape	Staff	2	3	6	Medium	Exits kept clear, emergency lighting, signage
Inability to escape from the Main (Bookings) Office	Staff	2	3	6	Medium	Exit kept clear, emergency lighting, signage to indicate the emergency exit, instruction sign and training for the office staff on how to open the emergency exit. Multiple window exit points. Anyone who may have difficulty escaping through the window should be notified before attending the meeting space.

Fire Risk Assessment

Pioneer Centre The Tank (Store room) and the Main Electrical Incomer/Switch Room (located in Weston Lodge)						
Date of assessment: 19 th September 2006		Assessor: Steve Walker		Review: December 2023		Reviewer: Josh Thompson
Nature of hazard How a fire could start / what could burn etc.	Persons/property at risk	Risk analysis				Comments Control measures in place to limit level of risk
		Likelihood	Severity	Risk rating	Level of risk	
Combustible material in the switchgear area	All	2	4	8	Medium	No storage in the switchgear area. 30min fire separation of the switchgear area and fire detection system inside the enclosed area to provide early warning in the event of fire.
Fire caused by electrical unit	All	2	3	6	Medium	Planned preventive maintenance, Fixed electrical testing as per regulations
Fire spread	All	2	3	6	Medium	General Fire Precautions 1, 3, 4
Combustible material in the Tank storage area	All	1	3	3	Low	No source of ignition present in the area
Inability to escape from the Tank storage area	Staff	2	3	6	Medium	"Dead end" – only one way of escape through the adjacent room. Fire extinguisher. Restricted access. Notify another staff member before accessing the space. Area kept continuously locked. Space to be kept clear and well managed to enable egress and short time in the room.

Fire Risk Assessment

Pioneer Centre Staff Accommodation (Ontario, Quebec, Vancouver, The Cabin, Toronto Flat)						
Date of assessment: 19 th September 2006			Assessor: Steve Walker		Review: December 2023 Reviewer: Josh Thompson	
Nature of hazard How a fire could start / what could burn etc.	Persons/property at risk	Risk analysis				Comments Control measures in place to limit level of risk
		Likelihood	Severity	Risk rating	Level of risk	
Fire Spread	Staff	2	4	8	Medium	Fire Doors, Detection devices, Alarm System, Fire Extinguishers.
Furniture and Soft Furnishings	Staff	2	3	6	Medium	Flame-retardant materials, no naked flames.
Fire caused by electrical equipment	Staff	2	3	6	Medium	Electrical testing according to HSE guidelines on electrical appliances owned by the Centre, staff trained to do visual inspection of their own electrical appliances and report any issues immediately to the maintenance, list of approved and forbidden electrical appliances, fixed electrical installation testing, Overload Circuit Breakers, RCD protection
Fire in Kitchen and Kitchenettes	Staff	2	3	6	Medium	Fire alarm system, all kitchen appliances subject to regular maintenance and inspections, Electrical testing according to HSE guidelines, fixed electrical installations testing, no naked flames, fire extinguishers/fire blankets
Fire in electrical switch cupboards	Staff	1	3	3	Low	Periodic testing, cupboard locked – access restricted to authorised personnel only, regular inspections.
Inability to escape	Staff	1	3	3	Low	Fire detection and warning system Cat.L2 (fire detectors in every bedroom, cleaning cupboard, boiler room and roof space) to provide early warning, fire exits, fire resistant escape routes, escape routes relatively short therefore evacuation is quick, fire safety signs, emergency lighting. Staff Fire Marshall training to respond promptly to fire emergency situations. Staff are reminded regularly about the seriousness of the fire emergency procedure.

						There are no fire doors on the staff bedrooms but advised by specialists consultant that the installed doors provide 15-20 minutes resistance against a fire and with the other fire precautions in place there is no need to replace them and thus raise the fire resistance to 30 minutes (not reasonably practicable).
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Fire Risk Assessment

Pioneer Centre Designated Activity Facilities (WAWA; Blue Creek (Archery Ranges); Toronto (Caving); Trading Post;						
Date of assessment: May 2010			Assessor: Tim Stone		Review: December 2023 Reviewer: Josh Thompson	
Nature of hazard How a fire could start / what could burn etc.	Persons/property at risk	Risk analysis				Comments Control measures in place to limit level of risk
		Likelihood	Severity	Risk rating	Level of risk	
Fire Spread	Guests/Staff	2	4	8	Medium	Fire alarm system (Toronto), Fire Extinguishers.
Fire caused by electrical appliance	Guests/Staff	2	3	6	Medium	Electrical testing according to HSE guidelines, visual inspection procedures, fixed electrical installation testing, Overload Circuit Breakers
Inability to escape	Guests/Staff	1	3	3	Low	Staff trained in the emergency procedures, emergency exits, signage, lighting, guests allowed access only during the activity session accompanied by Pioneer Centre instructors; Locked when not in use;
Fire spread from Workshop (Wawa Archery only)	Guests/Staff	1	2	2	Low	Fire alarms, limited time use and only in accompanied by Pioneer centre staff
Fire spread from Toronto Flat (Toronto caving only)	Guests/Staff	1	2	2	Low	Fire alarms, limited time use and only in accompanied by Pioneer centre staff

Fire Risk Assessment

Pioneer Centre Workshop						
Date of assessment: 19 th September 2006			Assessor: Steve Walker		Review: December 2023 Reviewer: Josh Thompson	
Nature of hazard How a fire could start / what could burn etc.	Persons/property at risk	Risk analysis				Comments Control measures in place to limit level of risk
		Likelihood	Severity	Risk rating	Level of risk	
Fire Spread	Staff	2	4	8	Medium	Fire Extinguishers & fire blankets
Fire caused by electrical appliances	Staff	2	3	6	Medium	Overload Circuit Breakers, RCD protection, Electrical testing according to HSE guidelines, fixed electrical installations testing as per regulations, Staff training
Inability to escape	Staff	1	3	3	Low	Exits, signage, workshop kept tidy to prevent slips/trips/falls
Flammable materials	Staff	2	3	6	Medium	Safe storage for liquids and chemicals.
Dust	Staff	2	3	6	Medium	Regular cleaning
Fire caused by abrasive machinery, machine saws.	Staff	2	3	6	Medium	Cleaning, removal of waste, maintenance.

Fire Risk Assessment

Pioneer Centre Bungalows 1 & 2 (Private staff accommodation)						
Date of assessment: 18 th August 2014		Assessor: Otto Tomanek		Review: December 2023		Reviewer: Josh Thompson
Nature of hazard How a fire could start / what could burn etc.	Persons/property at risk	Risk analysis				Comments Control measures in place to limit level of risk
		Likelihood	Severity	Risk rating	Level of risk	
Fire Spread	Occupiers	2	4	8	Medium	Fire detection and warning system linking both bungalows together, Fire Extinguishers and fire blankets, NEW physical access between bungalows through front rooms and back bedrooms. Can be considered as one property.
Fire caused by electrical appliances	Occupiers	2	3	6	Medium	Overload Circuit Breakers, fixed electrical installations testing as per regulations
Inability to escape	Occupiers	1	3	3	Low	4 main exits, escape route also through fire escape bedroom windows
Fire caused by naked flame	Occupiers	2	4	8	Medium	Occupiers instructed that no naked flames to be used inside.
Fire caused by smoking	Occupiers	2	4	8	Medium	No smoking allowed inside
Boiler cupboard fire	Occupiers	1	2	2	Low	Kept clear of combustible materials, boilers serviced at regular intervals, access restricted to authorised personnel only. CO alarm fitted
<p>Tenants are responsible at all times for safe use of the property, and any damage that may lead to a fire or concerns with maintenance aspects MUST be raised immediately; The safe use and storage of flammable liquids, additional ignition sources, removal of waste (can be source of ignition), pest control and present and working fire detectors will be responsibility of the tenants over the annual / inspections or servicing.</p>						

Fire Risk Assessment

Pioneer Centre Little Wyre Cottage (Private staff accommodation)						
Date of assessment: December 2022		Assessor: Josh Thompson		Review: December 2023		Reviewer: Josh Thompson
Nature of hazard How a fire could start / what could burn etc.	Persons/property at risk	Risk analysis				Comments Control measures in place to limit level of risk
		Likelihood	Severity	Risk rating	Level of risk	
Fire Spread	Occupiers	2	4	8	Medium	Smoke alarms in each room, Fire Extinguishers and fire blankets
Fire caused by electrical appliances	Occupiers	2	3	6	Medium	Overload Circuit Breakers, fixed electrical installations testing as per regulations,
Inability to escape	Occupiers	1	3	3	Low	2 main exits, escape route also through bedroom windows, although tight,
Fire caused by naked flame	Occupiers	2	4	8	Medium	Occupiers instructed that no naked flames to be used inside (accept lighting the wood stove).
Fire caused by smoking	Occupiers	2	4	8	Medium	No smoking allowed inside
Fire caused by wood burning stove	Occupiers	3	4	12	High	Only correct wood to be burnt in the stove. Stove only to be used as per manufacturer's instructions. Annual checking and cleaning by qualified contractor. Tenants obliged to raise if additional checks or cleaning required. Suitable central heating system installed to avoid need for reliance or overuse of the stove. Correct and safe installation with correct certificate and insulated liner to protect chimney. Kept clear of combustibles. Ash cleared appropriately. Heat proof gloves used to operate when lit. Stone surround and back panel non-combustible.
Boiler room fire	Occupiers	1	2	2	Low	Kept clear of combustible materials, boilers serviced at regular intervals, access restricted to authorised personnel only. CO alarm fitted

Fuel tank fire / explosion	Occupiers	1	4	4	Low	Qualified and suitable contractor supplier used; correct fuelling procedures followed. Tank located away from any other sources of ignition and securely fenced to avoid accidental issues, located in restricted area away from guests.
Fire caused by pests	Occupiers	2	2	4	Low	Pest control
<ul style="list-style-type: none"> Tenants are responsible at all times for safe use of the property, and any damage that may lead to a fire or concerns with maintenance aspects MUST be raised immediately; The safe use and storage of flammable liquids, additional ignition sources, removal of waste (can be source of ignition), pest control and present and working fire detectors will be responsibility of the tenants over the annual / inspections or servicing. 						