

# REGULATORY REFORM (FIRE SAFETY) ORDER 2005

## PERIODIC REVIEW OF FIRE RISK ASSESSMENT

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Responsible person (e.g. employer) or person having control of the premises: *Graham Care Group*

Address of premises: *Woodchurch House  
Brook Street  
WOODCHURCH  
Ashford  
Kent TN26 3SN*

Tel: *01233 861600*

Person(s) consulted: *Ms K Brown (Registered Manager)*

Assessor: *Steve Woodford GIFireE MIFPO  
Institution of Fire Engineers  
Registered Assessor.*

Date of this fire risk assessment review: *6 December 2016*

Date of last fire risk assessment review: *1 December 2015*

Date of previous fire risk assessment: *27 November 2014*

Suggested date for review<sup>9)</sup>: *6 December 2017*

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The purpose of this report is to provide an assessment of the risk to life from fire in these buildings, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. The report does not address the risk to property or business continuity from fire.

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<sup>9)</sup> The original fire risk assessment should be reviewed again by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid or if there has been a significant change in the matters to which it relates, or if a fire occurs.

## GENERAL INFORMATION

1. Significant changes identified since the time of the previous fire risk assessment in respect of:
  - 1.1 The premises:  
*None*
  - 1.2 The occupancy:  
*None*
  - 1.3 The occupants (including occupants especially at risk from fire):  
*Staff: Day - 30 (thirty) Night - 9 (nine)*  
*Residents: 78 (seventy eight)*  
*Visitors: 10 (ten) max*
  - 1.4 Fire loss experience:  
*None*
  - 1.5 Application of fire safety legislation:  
*The Regulatory Reform (Fire Safety) Order 2005 enforced by Kent Fire and Rescue Service*
  - 1.6 Other relevant information:  
*Premises registered under Health and Social Care Act 2008 enforced by Care Quality Commission*

## FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

2. Significant changes in measures to prevent fire since the time of the fire risk assessment:  
*None since previous risk assessment/audit*

3.1 Are there adequate measures to prevent fire? Yes  No

3.2 Comments and hazards observed:

***Fixed mains installation – new installation in 2012.***

***It is recommended that the system be inspected by a competent electrical contractor every five years.***

***Portable electrical appliances – tested and inspected annually.***

***All personal portable electrical appliances should be subject to test prior to use.***

***Gas safety certificate dated < >***

4.1 Are housekeeping and maintenance adequate? Yes  No

4.2 Comments and deficiencies observed:

***Generally satisfactory however refer to outstanding matters set out in the previous fire risk assessment/audits and those raised on Page 9.***

## FIRE PROTECTION MEASURES

5.1 Significant changes in fire protection measures since the time of the fire risk assessment:  
***None***

6.1 Are the means of escape from fire adequate? Yes  No

6.2 Comments and deficiencies observed:

***Generally satisfactory however refer to recommendations on Page 9***

7.1 Are compartmentation and linings satisfactory? Yes  No

7.2 Comments and deficiencies observed:  
*None*

8.1 Is there reasonable emergency escape lighting? <sup>10)</sup> Yes  No

8.2 Comments and deficiencies observed:  
*Self-contained battery luminaires appearing to conform to British Standard 5266: Part 1*

9.1 Are there adequate fire safety signs and notices? Yes  No

9.2 Comments and deficiencies observed:  
*Refer to Page 8.*

*All signs and notices conform to the Health and Safety (Safety Signs and Signals) Regulations 1996.*

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<sup>10)</sup> Based on visual inspection only.

10.1 Are the means of giving warning of fire adequate? <sup>11)</sup> Yes  No

10.2 Comments and deficiencies observed:

***Analogue addressable fire alarm system conforming to British Standards 5839: Part 1 comprising sounders, manual call points and automatic detection. Category L1***

11.1 Is the provision of fire extinguishing appliances adequate? Yes  No

11.2 Comments and deficiencies observed:

***Satisfactory***

12.1 Comments on other fixed fire protection systems?

***None***

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<sup>11)</sup> Based on visual inspection only.



16.1 Are the arrangements for staff training and fire drills adequate? Yes  No

16.2 Comments and deficiencies observed:  
***Records were not available and therefore not audited.  
It is understood that each member of staff receives fire safety training every 6 months one of which is an E Learning session.***  
  
***Regular fire drills should be carried out with each member of staff taking part in at least one fire drill annually.***

17.1 Are the arrangements for testing and maintenance of fire protection systems and equipment adequate? Yes  No

17.2 Comments and deficiencies observed:  
***In general, satisfactory, however refer to comments in 18.2 below, Pages 8 and 9.***

18.1 Are there adequate records of testing, maintenance, training and drills? Yes  No

18.2 Comments and deficiencies observed:  
***Not all records were not available and therefore not fully audited.  
Reference staff training, drills, escape routes, exits – appropriate information should be recorded in the fire safety log.  
I would refer you to the fire risk assessment dated 27 November 2014, Page 23 Item 7 and 23.1 Item 8, 11, and 12.***

## FIRE RISK ASSESSMENT

On the basis of the criteria set out in the original fire risk assessment, it is considered that the current risk to life from fire at these premises is:

Trivial  Tolerable  Moderate  Substantial  Intolerable

## ACTION ON PREVIOUS ACTION PLAN

Have all previous recommendations been satisfactorily addressed?

Yes

No

Brief details of recommendations not yet implemented.

*Reference the 2014 fire risk assessment and 2015 audit, not sighted.  
All significant findings raised should have been addressed within the time frame indicated and signed-off within the relevant section of the document.*

*Reference the 2014 fire risk assessment, Page 22.1 Item 6 regarding the provision of notices on fire doors.  
The provision of such notices is a requirement under Part B of the Building Regulations and the Regulatory Reform (fire Safety) Order 2005 and should therefore be provided.*

## NEW ACTION PLAN

It is considered that the following recommendations should be implemented in order to reduce fire risk to, or maintain it at, the following level:

Trivial

Tolerable

Definition of priorities (where applicable):

*Priority 1 – to be completed as soon as reasonably practicable.*

*Priority 2 – to be completed within 3 months.*

*Priority 3 – to be completed within 6 months*

*The above time-scales are recommendations only. Should you wish to set alternative completion dates the assessor would be pleased to discuss the matter further and offer advice.*

	Priority (where applicable)	Action by whom	Date action taken
<p><i>1. Of the fire doors checked sections of the cold smoke seals fitted to the following doors are ineffective and should be replaced.</i></p> <p><i>Ground Floor</i></p> <p><i>Room 3</i></p> <p><i>Sluice adjacent room 11</i></p> <p><i>Cleaners store opposite room 6</i></p> <p><i>Nurses office – North Wing</i></p> <p><i>Kitchen staff cloaks</i></p> <p><i>First Floor</i></p> <p><i>Room 45</i></p> <p><i>Room 61</i></p> <p><i>Room 69</i></p>	2		
<p><i>2. The self-closing device fitted to the following fire doors require attention so as to close the door effectively on to the stops.</i></p> <p><i>a) Set of fire doors separating the lounge/diner from the North Wing corridor.</i></p> <p><i>b) Kitchen staff cloakroom</i></p> <p><i>c) Linen store adjacent room 23</i></p>	1		
<p><i>3. Reference the fire doors separating the North Wing from the Foyer/Lift.</i></p> <p><i>Sections of the combined intumescent strips/cold smoke seals are missing and should be replaced.</i></p>	1		
<p><i>4. Reference the self-closing device fitted to the fire door to the sluice room adjacent room 49.</i></p> <p><i>Exposed cables require attention.</i></p>	1		
<p><i>5. Reference the fire door to the laundry.</i></p> <p><i>The door requires attention so as to close freely without snagging on the frame.</i></p>	1		