

## Fire risk assessment

Building / Area being assessed		One story block incorporating storage sheds	
Address of premises (premises being assessed)		Llyn Cywedog, Near Llanidloes	
Name of Responsible Person	Kevin Andrews	Signature	
Name of person undertaking the assessment	Kevin Andrews	Signature	
Date of assessment	01/04/2024	Review Date	01/04/2026

Additional Considerations	Yes / No N/A	Comment
Do you have a Fire Certificate for the premises?	NO	
Are the workplace/ premises subject to a separate licensing scheme?	NO	
Are there any specific site conditions imposed by the Enforcement Authorities due to the work activity, stored substances, assessed hazards/risks etc?	YES	External storage of rib fuel, otherwise nothing relevant to the club area

### Fire hazards

#### 1.1

Wood processing area (yard)		Situated a safe distance from the workshop and office
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Oil storage		Located in an enclosed banded area. See separate T1/133D form
Cleaning materials		Stored in a locked cabinet in male changing room away from fire hazards.
Plant and machinery		Stored in locked shed when not in use.
Petrol for ribs		Away from buildings in a locked store per local authority regulations.
Paint and solvents		Minimum quantities Stored in locked shed

**1.2 Combustible materials and structural features**

Hazard	Yes / No N/A	How is the risk controlled?
Are there highly flammable materials used or stored in the workplace? e.g. paints, oil based solvents, adhesives etc.	NO	
Are there flammable gases present? e.g. acetylene, butane, Calor gas or LPG	NO	

Do walls/ceilings have combustible coverings or linings? e.g. decorations/ displays made of hardboard, plastic tiles or flock wallpaper	NO	
Are flammable substances stored in appropriate containers?	YES	Following local authority guide lines e.g. fuel in locked fuel store see 1.1
Is combustible waste correctly managed and disposed of?	YES	Wastepaper bins emptied by cleaner
Are there any sources of stored oxygen? e.g. oxygen cylinders or oxidizing chemicals	NO	
Does the workplace include any features that could promote rapid spread of fire, heat or smoke? e.g. suspended ceilings, wall voids or wedged open fire doors	NO	
Are there any obstructions/unusual features that could block exit routes? e.g. spiral staircase	NO	
Are there any adjacent tenants, premises or facilities that may present an additional risk?	NO	
Are procedures in place to control any changes or the introduction of additional hazards to the workplace?	YES	Site monitoring

## **Step 2 - People at risk**

### **2.1 People at risk**

Hazard	Yes / No N/A	How is the risk controlled?
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Are there persons e.g. employees, visitors or contractors working in areas of high fire risk?	NO	
Are there persons working alone or in remote areas? e.g. contractors or security staff	NO	
Are employees particularly at risk as a result of the work they undertake?	NO	
Is there likelihood that large numbers of people will be present who are unfamiliar with the premises and emergency arrangements? e.g. social event or seminar	YES	Safety briefing to supervisors prior to event
Can all employees react quickly to a fire or an alarm?	YES	Building has three exits
Are there any persons at heightened risk that may need personal assistance to evacuate the premises? e.g. young children, disabled persons or those with sensory impairments	YES	One disabled person occasionally on site with the ability to walk and move without the need of aids (wheelchair walking sticks etc.) Has assistant.
Are all those that may be affected by a fire made aware of the emergency procedures? e.g. employees, visitors or contractors etc	YES	Members and visitors advised of the fire exits, assembly point
Could a fire have an impact on other occupants, tenants or those in the vicinity? e.g. neighbours and shared premises	NO	No neighbouring building are close enough to be at risk

Are there any (temporary or other) sleeping facilities on the premises? Consider those with hearing impairment	NO	
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### 3.1 Fire detection & warning

Procedure	Yes / No N/A	How is the procedure applied?
Are arrangements in place for detecting a fire? e.g. fire, heat, smoke detectors or monitoring of isolated areas	NO	
Are arrangements in place to provide suitable warning in the event of fire? e.g. sounders, strobes or personal alerts	NO	
Can all occupants easily recognise the evacuation warning signals? e.g. those with hearing, mobility, sight impairment, sleeping or in a noisy working environment	N/A	
Will the detection arrangements/equipment give sufficient early warning to enable the affected persons to escape in good time?	N/A	
Automatic fire detection and alarm provided where people sleep on the premises?	N/A	

Is automatic fire detection provided where fires may develop unnoticed? e.g. loft, voids or external storage facilities	N/A	
Have electrically powered fire detection and warning systems been installed by competent persons to the relevant standards?	NO	

### 3.2 Means of escape

Procedure	Yes / No N/A	How is the procedure applied?
Do escape routes lead to a place of safety? e.g. away from traffic routes	YES	Escape route leads to assembly point on grassed area away from traffic route.
Are there sufficient exits for the number of people present in the workplace	YES	Two exits
Are escape routes free of obstructions? e.g. stacked items or parked vehicles	YES	Route to the emergency exit is kept clear
Can all fire safety signs and fire exit signs be clearly seen and understood?	YES	All exit signs are directional
Where necessary do fire exit doors open in the direction of escape?	YES	
Are all internal and external fire doors clearly labelled and have sufficient rating? e.g. FD 30 has a 30 minute fire rating	N/A	

Are fire escape routes, corridors, staircases and safe refuges protected where necessary?	N/A	
Are escape routes of adequate width for the number and type of occupants using them? e.g. max occupancy and wheelchair users	YES	
Are fire doors and their self-closing devices maintained by a competent person and in good working order?	YES	Annually during fire extinguisher servicing
What is the agreed evacuation time taking account of reaction time? e.g. can all occupants get to the assembly point/ place of safety within two to three minutes?	YES	No agreed evacuation time, but assembly point can be reached in 2-3 minutes

### 3.2 Means of escape

Procedure	Yes / No N/A	How is the procedure applied or monitored?
Taking account of reaction time, can people in high-risk areas reach a place of safety or point where more than one exit route is available, in one minute or less?	YES	
Taking account of reaction time, can people in areas with only one escape route, reach a place of safety or point where more than one exit route is available, in one minute or less?	N/A	

Can the alarm be raised without anyone being placed at risk? e.g. call points sited on exit routes	YES	
Are door fastenings simple to open without the need for a key?	YES	
Do fire doors shut fully when closed?	YES	
Do doors fitted with automatic releases operate when the alarm system is activated?	N/A	
Are escape routes adequately signed, including the running man pictogram?	YES	
Are escape routes adequately lit?	N/A	
Where necessary is escape/emergency lighting sufficient?	N/A	
Are adequate escape provisions made for people with special needs?	N/A	

### 3.3 Provision of fire-fighting equipment

Equipment	Yes / No N/A	How is the equipment controlled?
<p>Is suitable and sufficient fire-fighting equipment provided? e.g. of the correct type, location and number</p> <p>Please refer to the attached chart "Types of Fire Extinguisher"</p>	YES	Annual inspection by outside contractor

Are portable fire extinguishers, fire blankets suitably located?	YES	
Is fire-fighting equipment sited on exit routes or adjacent to exits?	YES	
Have sufficient numbers of employees been trained and competent in the use of fire-fighting equipment?	YES	
Is fire-fighting equipment clearly visible and are fire instructions clearly displayed?	YES	
Has all fire safety equipment been regularly checked and maintained by competent persons in accordance with manufacturer's recommendations?	YES	As part of a maintenance contract

#### 4.1 Fire emergency plan & training

Emergency plan content	Yes / No N/A	How is the plan communicated?
Are arrangements in place for calling the Fire Service and other relevant persons? e.g. premises owner, responsible person or tenants	YES	Officer of Day or supervising Instructor has responsibility Emergency action instructions advised to all members and poster in galley and duty office
Are evacuation procedures for those at heightened risk in place? e.g. disabled	YES	When disabled present
Have the evacuation procedures been communicated to all staff and affected parties?	YES	ongoing

Who will liaise with the emergency services? e.g. fire marshal or responsible person		Officer of the Day or supervising Instructor
Has information been provided to the emergency services regarding rescue and fire fighting (in respect of any special risks involved in the workplace)? E.g. storage of chemicals or compressed gases etc	N/A	
Is training carried out regarding the Fire emergency plan?	NO	
Have you designated and signed the Evacuation Muster/Fire Assembly points?	YES	
Are persons trained and nominated to ensure the buildings or site is clear? e.g. fire marshal duties to include a "sweep" of designated areas	NO	This to be done by Officer of the day or supervising Instructor
Are persons trained and nominated to ensure a roll call is taken at muster/fire assembly point?	NO	This to be done by Officer of the day or supervising Instructor

#### 4.1 Fire emergency plan & training

Emergency plan content	Yes / No N/A	How is the plan communicated?
Has a person been nominated to take the visitor's book (if applicable) to the muster/fire assembly point?	N/A	

<p>Has a diagram of the premises/site been completed?</p> <p>The diagram should include as appropriate: -</p> <ul style="list-style-type: none"> <li>Fire alarm zones</li> <li>Occupied areas/rooms</li> <li>Essential structural features</li> <li>Location of fire fighting equipment</li> <li>Fire alarm panel and call points</li> <li>Location of control valves for fire systems</li> <li>Location of main services isolation points</li> <li>Escape routes and designated fire exits</li> <li>Designated fire refuges/ places of safety</li> <li>Muster/fire assembly points</li> <li>Locations of any hazardous substances, including compressed gases</li> <li>Location of communications system</li> <li>Where known, any underground rooms, voids or drains</li> <li>Overhead and underground cables/ services</li> </ul> <p>and</p> <p>Any other identified risk that is felt to be appropriate</p>	<p>Yes</p>	<p>A full site plan attached include people, vehicle and plant evacuation routes to a safe place.</p>
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### Step 5 – Review

Name of Responsible Person	Kevin Andrews	Position- Bosun	Fire Risk Assessment
Planned Review Date		Actual Review Date	/ 09 /2023
Review Considerations		<p>This Fire Risk Assessment should be reviewed annually or following:</p> <p>Recommendation of the “responsible person” or Enforcement Authorities</p> <p>Serious Fire Incident, including arson and vandalism</p> <p>Change of working practices or use of premises</p> <p>Change of occupancy or tenant activity</p> <p>Increase in occupancy (e.g. type or number) or work shift patterns</p> <p>Structural alteration</p> <p>Change in volume and type of stored combustible/flammable materials</p> <p>Introduction of new work equipment or processes</p> <p>Change in neighbouring premises/ activities that may affect the assessed hazard/risks</p> <p>and</p> <p>Any other significant or material change to the previous assessment details</p>	

	<b><u>Clywedog Sailing Club</u></b>	
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