

# Fire Risk Assessment

## russell cottage

Belle Vue Gardens, Alnwick, Northumberland

### Details of Risk Assessment

- **Person undertaking the Risk Assessment:** Angus Russell
- **Position:** Joint Owner
- **Date of Fire Risk Assessment:** 28 June 2020
- **Signature:**



### Fire Hazards

#### Sources of Ignition

- **Electrical Wiring & Electrical Appliances** The cottage's electrical installation is checked and assessed at least every 5 years by an approved contractor. Installation checked and assessed as satisfactory on **18 June 2020**.  
Small electrical appliances in the property were PAT tested by an approved contractor on **18 June 2020**.
- **Cooking** There is a gas hob in the kitchen with electronic ignition. The hob was checked and assessed as safe by an approved contractor on **27 February 2020**.  
The oven is electric.  
There is no facility provided for deep fat frying at the property.  
No barbeque facilities are provided.  
Cooking in the bedrooms, including the use of toasters or kettles for anything other than making hotel drinks, is not permitted.  
Instructions for the use of the cooker, microwave and other kitchen appliances are provided.
- **Smoking** There is a no-smoking policy throughout the property which includes the use of electronic cigarettes emitting any form of vapour.
- **Candles** There are no candles or tealights in the property. The use of candles and tealights in the property by guests is not permitted.
- **Heaters & Boilers** There is a gas boiler in the kitchen which is annually serviced by a qualified gas contractor. The boiler was checked and assessed as safe by an approved contractor on **27 February 2020**.
- **Open Fires** There are no open fires at the property
- **Electric Fires** There is an electric fire provided in the lounge area. Guests are advised not to hang clothes or other flammable items near the fire.
- **Others** There are no other sources of ignition in the property

## Fire Hazards (continued)

### Sources of Fuel

- **Building Structure** The property is constructed with traditional cavity walls with timber floors and plasterboard interior walls.  
There is no exterior cladding or interior covering to walls or ceilings
- **Domestic fuels** There are no cooking, heating or other fuels stored in the property
- **Cooking Oils** Small volumes of cooking oils are available in the kitchen and are stored away from sources of ignition.
- **Furniture and Furnishings** All furniture and furnishings were purchased from UK retailers after 2019 and subject to the Furniture and Furnishings (Fire Safety) Regulations 1988 (as amended). As such, it all applicable furniture and furnishings are believed to be compliant with the regulations. No permanent fire safety labels attached at the point of sale have been removed from any furnishings.
- **Domestic Waste** Bins for recyclable and non-recyclable waste are provided in the kitchen. These bins will need to be emptied into the appropriate outside wheelie bins at regular intervals.  
Waste paper bins are also provided in several rooms. They are not kept near any sources of ignition.
- **Sources of Oxygen** Other than the air in the house, there are no significant sources of oxygen.

### Persons at Risk

- **Number of Guests** There are two beds in the property (a king-sized bed and a single bed) accommodating up to three persons.  
The single bedroom would be suitable for one child.  
The house may not be suitable to all persons with reduced mobility due to steps on the approach to the front door and stairs to reach both the lower ground floor kitchen and the first floor lavatory.
- **Staff** Housekeeping staff or other representatives of Northumbrian Cottages will be in the house in changeover days or when required to provide assistance to guests.  
Tradesmen may be in the house where necessary to carry out repairs or routine maintenance.  
All agency or maintenance staff will be over the age of 18, or be supervised by a responsible person over the age of 18.

### Means of Escape

- **Type of Property** The house is a mid-terrace town house consisting of three storeys. Two bedrooms are on the first floor. The living and dining area is on the ground floor. The kitchen is on the lower ground floor.
- **Means of Escape** The front door is inward opening and is on the ground floor. The back door is on the lower ground floor and is inward opening. The rear garden area accessed from the lower ground floor is totally enclosed by a low fence.

### Fire Detection and Fire Alarm

- **Smoke Alarms** Three radio-interlinked battery powered smoke alarms are fitted. Internal lithium batteries have a 10-year lifespan. (Installed: March 2020). An audible 'chirp' emitted every 45 seconds indicates low battery power. In these circumstances Northumbrian Cottages will arrange for a replacement alarm to be fitted within 30 days.

### Fire Fighting Equipment

- **Fire Extinguisher** A dry-powder fire extinguisher and fire blanket are provided in the kitchen area.
- **Fire Blanket**

### Emergency Escape Lighting

- **Portable torches** A yellow portable electric torch is provided for emergency use in both bedrooms (in the bedside cabinet nearest the door), in the lounge/diner area (in the small lamp table next to the understairs cupboard) and in the kitchen (in the drawer to the left of the cooker).

### Evacuation Procedures

- **Escape Routes**

Guests on the ground floor may exit the front door or, if safe to do so, descent to the lower ground floor and exit via the back door.

Guests on the first floor can, if safe to do so, reach the front door by descending the stairs. It is not necessary to pass the kitchen to reach the front door by this route. If it is not safe to descend the stairs guests should await help in the single bedroom. The window to this bedroom is easily reachable by ladder and the window is wide enough for an adult to get through.

Guests in the lower ground floor kitchen may exit via the back door into the rear garden area or, if safe to do so, ascend to the ground floor and exit via the front door.

Keys to the final exit doors should be kept in the doors at all times.

The star-locks in the back door should be unlocked when guests are in the house.

## Review of Risk Assessment

Assessment Review Date	Review Completed By	Signature

(Where substantial changes have occurred a new Fire Risk Assessment should be created)