

REGULATORY REFORM (FIRE SAFETY) ORDER 2005

PERIODIC REVIEW OF FIRE RISK ASSESSMENT

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

Address of premises: *Hailsham House Nursing Home
New Road
HELLINGLY
Hailsham
East Sussex
BN27 4EW*

Tel: *01323 442050*

Person(s) consulted: *Mr K Ghosheh (Registered Manager)
Mr F Duta (Maintenance Manager)*

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

Date of this fire risk assessment review: *5 January 2015*

Date of last fire risk assessment review: *6 March 2013*

Date of previous fire risk assessment: *< >*

Suggested date for review⁹⁾: *5 January 2016*

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.

⁹⁾ 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by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid or if there has been a significant change in the matters to which it relates, or if a fire occurs.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):
No change.
Residents: Registered – 118
Staff: Total - 120-130 Day – 50-60 Night – 16
 - 1.4 Fire loss experience:
None.
 - 1.5 Application of fire safety legislation:
The Regulatory Reform (Fire Safety) Order 2005 enforced by East Sussex 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 fire risk assessment.

3.1 Are there adequate measures to prevent fire? Yes No

3.2 Comments and hazards observed:
Mains electrical installation – inspected and tested by a competent electrical contractor every five years.

PAT (portable appliance testing) – carried out annually.

Gas fires central heating system and cooker regularly serviced.

4.1 Are housekeeping and maintenance adequate? Yes No

4.2 Comments and deficiencies observed:
Generally satisfactory however refer to matters raised below.

FIRE PROTECTION MEASURES

5.1 Significant changes in fire protection measures since the time of the fire risk assessment:
The 2013 fire risk assessment indicates that all significant findings would be completed by 30 June 2013.
Not all items raised have been satisfactorily implemented.
The assessment is therefore not complete.
In the circumstances Graham Care are exposed to possible further action by the local fire authority.
Refer to Page 8.

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

6.2 Comments and deficiencies observed:
The means of escape arrangements provided are satisfactory however refer to Pages 8 and 9 regarding management and maintenance.

7.1 Are compartmentation and linings satisfactory? Yes No

7.2 Comments and deficiencies observed:
Generally satisfactory however refer to Page 8 and 9 regarding management and maintenance.

8.1 Is there reasonable emergency escape lighting? ¹⁰⁾ 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 regarding the 2013 fire risk assessment regarding notices.

Refer to Page 9 regarding the provision of additional signs and notices.

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

¹⁰⁾ Based on visual inspection only.

10.1 Are the means of giving warning of fire adequate? ¹¹⁾ Yes No

10.2 Comments and deficiencies observed:

The fire alarm consists of interconnected systems.

One system is analogue addressable and the others zoned.

The system appearing to conform to British Standard 5839: Part 1 comprising sounders, manual call points and automatic detection.

The automatic detection coverage appears to meet a Category 1 standard.

The fire procedures for the site takes into account the design of the system.

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

11.2 Comments and deficiencies observed:

Satisfactory provision.

12.1 Comments on other fixed fire protection systems?

None.

¹¹⁾ Based on visual inspection only.

MANAGEMENT OF FIRE SAFETY

- 13.1 Significant changes in management of fire safety since the time of the fire risk assessment:
Firesure UK Limited appointed to carry out fire risk assessment.

*Fire safety managed by Mr K Ghosheh – Registered Manager
J.E.S Training appointed to deliver staff fire safety training.
Pyrotec appointed to service and maintain fire systems and portable fire fighting equipment.*

- 14.1 Are arrangements for management of fire safety adequate? Yes No

Comments and deficiencies observed:
Refer to Page 7 Item 18.2.

- 15.1 Are fire procedures adequate? Yes No

Comments and deficiencies observed:
Personal Emergency Evacuation Plans (PEEPs) are in place for all residents that would require assistance in the event of a fire evacuation.

*A single stair climber is provided and sited at ground floor.
Adequate arrangements should be in place in order to satisfy the evacuation time set out below. This may require the provision of additional portable evacuation equipment.*

*I would recommend that you consider Albac Mats and Ski Pads.
The number required would be based upon the number of residents in each compartment, the level of assistance required and the target evacuation time.
Equipment may be sited within stairs or adjacent the fire alarm control panel.*

*It is recommended that the time taken to evacuate residents from a fire affected area to an adjacent compartment or stair should be re-assessed. This should take account of worse case scenario ie. Minimum staffing levels and residents asleep to ensure that the affected area can be evacuated within a reasonable period of time.
Using the principal of progressive evacuation a reasonable period of time for these premises is 5-8 minutes.*

*Fire drills should be carried out to determine whether or not amendments to the current procedures or building standards are necessary.
I would be pleased to offer further advice on this matter.*

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

16.2 Comments and deficiencies observed:
Although not audited it is understood that all staff receive two levels of training. One delivered by an external trainer and the other via an e-learning programme.
Individual members of staff should receive the training at 6 monthly intervals.
Regular fire drills should be carried out with each member of staff taking part in at least one fire drill annually.

I have forwarded a suitable fire drill form to Jo Plesa for possible use throughout the group.

All training and drills should be recorded.

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 18.2 below.

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

18.2 Comments and deficiencies observed:
Fire alarm – Tested weekly ‘in house’.
Tested and examined by a fire alarm engineer every 6 months.
Emergency lighting - Tested monthly ‘in house’
Tested and examined by an emergency lighting contractor at least annually.
Training - Refer to 16.2 above.
Drills – Refer to 16.2 above.
Fire doors – To be tested and examined at regular intervals. Recommended monthly.
Portable fire fighting equipment – Tested and examined by contractor annually.
Examined ‘in house’ – Currently weekly. Recommended monthly.
Internal means of escape routes including final exit doors – Recommended weekly.
External escape routes – Recommended weekly.
The fire safety log book should record all relevant information.
It is recommended that all fire safety records be held in one place, preferably the fire safety log book.

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 2013 fire risk assessment.

All matters identified should be addressed and signed-off.

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
<i>Holly Unit</i>			
<i>Ground Floor</i>			
<i>1. Reference the under-stair cleaner's store.</i>			
<i>a) The door should be closed when not in use.</i>	<i>1</i>		
<i>b) Combined intumescent strips/cold smoke seals should be fitted to the door or frame.</i>	<i>3</i>		
<i>c) The door frame (internal) should be fire stopped to a 30 minute fire standard.</i>	<i>2</i>		
<i>2. Reference the Clinic room adjacent Room 8.</i>	<i>2</i>		
<i>The door is accepted as a nominal 30 minute fire door however combined intumescent strips/cold smoke seals should be fitted to the door or frame.</i>			
<i>3. Reference the boiler room off the stair.</i>	<i>3</i>		
<i>The fire resistance of the door to this area has been compromised by the fitting of two vents.</i>			
<i>One of the following alternatives should be undertaken.</i>			
<i>a) Replace the vents with purpose made units constructed to provide 30 minute fire resistance.</i>			
<i>or as an alternative.</i>			
<i>b) Re-arrange the ventilation from the area direct to open air.</i>			
<i>Willow Unit</i>			
<i>First Floor</i>			
<i>4. Reference the linen cupboard opposite Room 15</i>	<i>2</i>		
<i>The gap between the base of the door and threshold is excessive and should be reduced so as not to exceed 3mm.</i>			
<i>Second Floor</i>			
<i>5. The fire alarm beak glass call point sited in the cupboard should be re-located adjacent the escape window.</i>	<i>2</i>		

<p>6. General <i>All fire door with the exception of doors to individual resident rooms should be fitted with the following notices.</i></p>	2		
<p><i>a) Doors fitted with a self-closing device.</i></p>			
<p><i>FIRE DOOR – KEEP SHUT – on both faces</i></p>			
<p><i>b) Doors (except to bedrooms) fitted with automatic hold open devices.</i></p>			
<p><i>AUTOMATIC FIRE DOOR – KEEP CLEAR – on the exposed face.</i></p>			
<p><i>c) All other doors to cupboards/stores.</i></p>			
<p><i>KEEP LOCKED SHUT – on the outside face</i></p>			
<p>7. Of the fire doors checked a number were identified as requiring ineffective cold smoke seals replacing. Seals should fitted so as to prevent the passage of cold smoke with the door in the fully closed position All doors should be checked with ineffective seals replaced, as required. It is vital that all such doors are maintained through a robust maintenance policy.</p>	2		
<p>8. In order to assist staff interrogate the fire alarm panel without delay or confusion a colour coded fire alarm zone plan should be provided and sited adjacent each fire alarm panel</p>		1	
<p><i>External</i></p>			
<p>9. Reference the emergency escape route from the second floor of Willow Unit. Either the existing emergency lighting units are replaced with maintained units or Primary lighting is provided either switched from within the room or light/movement activated.</p>	2		
<p><i>Primary lighting is provided either switched from within the room or light/movement activated.</i></p>			