

# 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: *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: *24 February 2016*

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

Date of previous fire risk assessment: *6 March 2013*

Suggested date for review<sup>9)</sup>: *24 February 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by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid or if there has been a significant change in the matters to which it relates, or if a fire occurs.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):  
*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:  
***None***

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? <sup>10)</sup> Yes  No

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

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

9.2 Comments and deficiencies observed:  
***Refer to Page 9 regarding the provision of signs and notices.***

***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:

***The fire alarm consists of two 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***

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<sup>11)</sup> 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.*

*< > 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.*

*A number of emergency aids are provided to assist staff move residents both horizontally and vertically in an emergency.*

*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.*

*Although not audited it is understood that regular fire drills are carried out with each member of staff taking part in at least one fire drill annually.*

*All training and drills are 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 – Tested and examined at regular intervals.*  
*Portable fire fighting equipment – Tested and examined by contractor annually.*  
*Examined ‘in house’ – At least monthly.*  
*Internal means of escape routes including final exit doors – Checked at regular intervals.*  
*External escape routes – Checked at regular intervals.*  
*It is recommended that all fire safety records be held in one place.*

## 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.

## 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:

Minimal

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
<b>Holly Unit</b> <i>Shawn</i>			
<b>Ground Floor</b>			
✓ 1. Reference the fire door to the small lounge. A notice FIRE DOOR – KEEP SHUT should be displayed at about eye level on both faces of the door.	3	SHAUN SINCLAIR <i>S-S</i>	MAR 16
✓ 2. Reference the cleaner cupboard. Either re-fit the self-closing device or keep locked shut. Appropriate notices should be provided depending on the option taken.	2	<i>S-S</i>	APR 16
<b>First Floor</b>			
✓ 3. Reference the fire door to the linen cupboard. A notice FIRE DOOR – KEEP SHUT should be displayed at about eye level on both faces of the door.	3	<i>S-S</i>	MAR 16
<b>Second Floor</b>			
4. Reference the electrics cupboard adjacent room 24.	3		
✓ a) A notice FIRE DOOR – KEEP LOCKED SHUT should be displayed at about eye level on the outside face of the door.	3	<i>S-S</i>	MAR 16
b) The fire alarm system should be extended to include a smoke sensitive detector in this area.	3	<i>S-S</i>	18.4.16.
<b>Link between Holly and Willow.</b> <i>Shawn</i>			
<b>First Floor</b>			
5. Reference the boiler room.			
a) All pipework that penetrates the enclosure to this area should be checked. Pipework should be fire stopped to the same degree of fire resistance as the enclosure.	2	<i>S-S</i>	APR 16
b) It is acceptable to have two vents in this fire door however each must be fitted with a thirty minute fire resisting grille.	2	<i>S-S</i>	MAR 16

✓ c) A notice **FIRE DOOR – KEEP LOCKED SHUT** should be displayed at about eye level on the outside face of the door.

6 Reference the double cupboard adjacent the boiler room.

This area is not enclosed to a thirty minute fire resisting standard.

Taking the following into account the current standard is acceptable.

- a) There is no heat source in the cupboards
- b) The storage consists of linen only
- c) There is a smoke detector in the access corridor serving the cupboard
- d) The access corridor does not include client accommodation.

**Orchard**

Florin

7. All service pipework that passes through compartment floors should be checked.

Pipework should be fire stopped to a one hour fire resisting standard.

**Beech**

Florin

First Floor

8. Reference the fire door to room 29.

Sections of the cold smoke seals are ineffective and should be replaced.

2

g.m.s.

MAR 16

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Florin  
Auta

23/3/16

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