

Temporary Event Notice

Before completing this notice please read the guidance notes at the end of the notice. If you are completing this notice by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written or typed in black ink. Use additional sheets if necessary.

You should keep a copy of the completed notice for your records. You must send two copies of this notice to the licensing authority and an additional copy must be sent to the chief officer of police for the area in which the premises are situated. The licensing authority will endorse one of the two copies and return it to you as an acknowledgement of receipt.

I, the proposed premises user, hereby give notice under section 100 of the Licensing Act 2003 of my proposal to carry on a temporary activity at the premises described below.

1. The personal details of premises user (Please read note 1)			
1. Your name			
Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input checked="" type="checkbox"/> Ms <input type="checkbox"/> Other (please state)		
Surname	HUGHES		
Forenames	SARAH EMMA		
2. Previous names (Please enter details of any previous names or maiden names, if applicable. Please continue on a separate sheet if necessary)			
Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other (please state)		
Surname			
Forenames			
3. Your date of birth		Day 23	Month 09 Year 1991
4. Your place of birth		WOODSLEY.	
5. National Insurance Number		JP227584.	
6. Your current address (We will use this address to correspond with you unless you complete the separate correspondence box below)			
90, BLOOD GAUGE WAY.			
Post town WOLVERHAMPTON		Post code WV70 0AZ	
7. Other contact details			
Telephone numbers		02902 421551	
Daytime			
Evening (optional)			
Mobile (optional)			
Fax number (optional)			
E-Mail Address (optional)		SARAH6MM@HUGHES_@HOTMAIL.CO.UK.	
8. Alternative address for correspondence (If you complete the details below, we will use this address to correspond with you)			



THE PRINCE ALBERT, RAILWAY STREET,	
Post town WV WOLVERHAMPTON	Post code WV1 3LG
9. Alternative contact details (if applicable)	
Telephone numbers: Daytime	
Evening (optional)	
Mobile (optional)	
Fax number (optional)	
E-Mail Address (optional)	

2. The premises
Please give the address of the premises where you intend to carry on the licensable activities or if it has no address give a detailed description (including the Ordnance Survey references) (Please read note 2)
THE PRINCE ALBERT, WOLVERHAMPTON, RAILWAY STREET, WV1 3LG.
If you intend to use only part of the premises at this address or intend to restrict the area to which this notice applies, please give a description and details below. (Please read note 3)
LEAN CAR PARK "THE SCENAS", ADJACENT TO CIVIC SQUARE TERRACE.
Please describe the nature of the premises below. (Please read note 4)
BAR & LATE NIGHT VENUE. - PLEASE FIND ALL LISC ASSESSMENT ATTACHED.
Please describe the nature of the event below. (Please read note 5)
OUR USUAL SATURDAY NIGHT FOR AN EXTENDED OUTDOOR AREA, PLEASE FIND LETTERS ATTACHED.

3. The licensable activities	
Please state the licensable activities that you intend to carry on at the premises (please mark an "X" next to the licensable activities you intend to carry on). (Please read note 6)	
The sale by retail of alcohol	<input checked="" type="checkbox"/>
The supply of alcohol by or on behalf of a club to, or to the order of, a member of the club	<input type="checkbox"/>
The provision of regulated entertainment	<input checked="" type="checkbox"/>
The provision of late night refreshment	<input checked="" type="checkbox"/>
Please state the dates on which you intend to use these premises for licensable activities. (Please read note 7)	
18 th July 2015 - 19 th July 2015.	
Please state the times during the event period that you propose to carry on licensable activities (please give times in 24 hour clock). (Please read note 8)	
18:00 18/07/15 - 05:00 19/07/15.	
Please state the maximum number of people at any one time that you intend to allow to be present at the premises during the times when you intend to carry on licensable activities, including any staff, organisers or performers. (Please read note 9)	350
If the licensable activities will include the supply of alcohol, please state whether the supplies will be for consumption on or off the premises, or both (please mark an "X" next to the appropriate box). (Please read note 10)	On the premises only <input checked="" type="checkbox"/>
	Off the premises only <input type="checkbox"/>
	Both <input type="checkbox"/>

4. Personal licence holders (Please read note 11)		
Do you currently hold a valid personal licence? (Please mark an "X" in the box that applies to you)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If "Yes" please provide the details of your personal licence below.		
Issuing licensing authority	DUDLEY	


Licence number	04502795
Date of issue	NA
Date of expiry	01/02/2026.
Any further relevant details	-

5. Previous temporary event notices you have given. (Please read note 12)		
Have you previously given a temporary event notice in respect of any premises for events falling in the same calendar year as the event for which you are now giving this temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If answering yes, please state the number of temporary event notices you have given for events in that same calendar year	1	
Have you already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

6. Associates and business colleagues. (Please read note 13)		
Has any associate of yours given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices your associate(s) have given for events in the same calendar year		
Has any associate of yours already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Has any person with whom you are in business carrying on licensable activities given a temporary event notice for an event in the same calendar year as the event for which you are now giving a temporary event notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If answering yes, please state the total number of temporary event notices your business colleague(s) have given for events in the same calendar year.		
Has any person with whom you are in business carrying on licensable activities already given a temporary event notice for the same premises in which the event period: a) ends 24 hours or less before; or b) begins 24 hours or less after the event period proposed in this notice? (Please mark an "X" in the box that applies to you)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>


7. Checklist (Please read note 14)	
I shall (Please mark the appropriate boxes with an "X")	
Send two copies of this notice to the licensing authority for the area in which the premises are located	<input checked="" type="checkbox"/>
Send a copy of this notice to the chief officer of police for the area in which the premises are located	<input checked="" type="checkbox"/>
If the premises are situated in one or more licensing authority areas, send two copies of this notice to each additional licensing authority	<input type="checkbox"/>
If the premises are situated in one or more police areas, send a copy of this notice to each additional chief officer of police	<input type="checkbox"/>
Make or enclose payment of the fee for the application	<input checked="" type="checkbox"/>
Sign the declaration in Section 9 below	<input checked="" type="checkbox"/>

8. Condition (Please read note 15)
It is a condition of this temporary event notice that where the relevant licensable activities described in Section 3 above include the supply of alcohol that all such supplies are made by or under the authority of the premises user.

9. Declarations (Please read note 16)	
The information contained in this form is correct to the best of my knowledge and belief.	
I understand that it is an offence:	
(i) to knowingly or recklessly make a false statement in connection with this temporary event notice and that a person is liable on conviction for such an offence to a fine up to level 5 on the standard scale; and	
(ii) to permit an unauthorised licensable activity to be carried on at any place and that a person is liable on conviction for any such offence to a fine not exceeding £20,000, or to imprisonment for a term not exceeding six months, or to both.	
Signature	
Date	30/06/2015.
Name of Person signing	SARA EMMA HUGHES.

Date received:	2/7/15
Amount:	£21.00
Cash <input checked="" type="checkbox"/>	Cheque <input type="checkbox"/>
Cheque No.	
Receipt no:	UC/25004612
Initial:	
Receipt issued by:	AK

For completion by the Licensing Authority

10. Acknowledgement (Please read note 17)	
I acknowledge receipt of this temporary event notice.	
Signature	 On behalf of the Licensing Authority
Date	2/7/15
Name of Officer signing	Shellen Humphries

Please Describe the Nature of the Event Below:

The opening in regards to an "event" is in actuality no different to our regular Saturday, Papparazzi, which runs every Saturday. We are putting in a application to open the arena, (from here on-going weekly – TENS will follow in suit) for the following reasons:

- Due to the nature of the building, in the summer, the majority of people within the venue choose to remain on the terrace. As EHO witnessed (upon meeting with the DPS Sarah-Emma Hughes) the terrace has limited space & could become a hazard if over filled, alongside this, detaining people within the premises in the heat is adequately as dangerous, so we would wish to open another outdoor area to permit more people to remain outside the venue eradicating the above issues.
- This opening, would also limit noise pollution, we are as of current permitted to play music outside on our terrace. This is located along Railway St. near the Britannia, & although our music is kept at a reasonable level (within what our license permits) if we were to move our sound into our arena space, the music would only hit the rear of our premises limiting the chance of noise pollution & eradicates any minimal disturbances to surrounding areas.
- As we are growing increasingly popular, & are numbers are increasing weekly, having the extra capacity that this area permits would be beneficial not only to the business but to the City, after reviewing the ID Scans, were pulling people from external areas, like Birmingham, etc. It would be great if we could permit these people entry if we had additional capacity.
- We would like to secure this area, with an additional 3 security, one monitoring the external bar area, one monitoring the rear gate, & one monitoring the inside of the arena covering all elements that could put us at risk (please find attached security risk assessment for this area.)

REGULATORY REFORM (FIRE SAFETY) ORDER 2005

FIRE RISK ASSESSMENT

Employer: Richard Ryan Limited

Address of Property: Prince Albert,
Railway Street,
Wolverhampton,
WV1 1LG.

Person(s) Consulted: Ryan McGillicuddy

Assessor: Colin Lavery

Date Premises Inspected: 21 April, 2015

Date of Fire Risk Assessment: 28 May, 2015

Date of Previous Fire Risk Assessment: None

Suggested Date for Review¹: November 2016

The purpose of this report is to provide an assessment of the risk to life from fire in these premises, 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.

¹ This risk assessment should be reviewed 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 there have been significant changes.

GENERAL INFORMATION

1. THE PREMISES

1.1 Number of floors: 5

1.2 Approximate floor area - per floor :
Cellar 200 m²
Ground 250 m²
First 250 m²
Second 250 m²
Third 250 m²

1.2 Approximate floor area - gross : 1200 m²

1.2 Approximate floor area -on ground floor : 250 m²

1.3 Brief details of construction:

- Brick built

1.4 Occupancy:

- Public House and office

2. THE OCCUPANTS

2.1 Approximate maximum number: 1

2.2 Approximate number of employees at any one time: 9

2.3 Maximum number of members of public:
Ground Floor Bar 200 persons
Club Room 150 persons
VIP Room 50 persons
Outside covered 155 persons
Total 550 persons
Also occasional use of new side yard
300 persons

3. OCCUPANTS AT SPECIAL RISK

3.1 Sleeping occupants:

3.2 Disabled occupants: Ground only

3.3 Occupants in remote areas:

3.4 Others:

4. FIRE LOSS EXPERIENCE

- None

5. OTHER RELEVANT INFORMATION

- The third floor of the building does not form part of this fire risk assessment as the area has been sealed off and is unoccupied. However, there is smoke detection in the area so that if a fire situation did arise the fire alarm would sound throughout the building.
- Any mention of fire safety related signs and notices should conform to Health and Safety (Safety Signs and Signals) Regulations 1996. Those that comply with B.S. 5499, Part 1 1990 also comply.
- 30 minute fire resisting doors must comply with British Standard 459 Part 3. The doors must also be fitted with intumescent fire seals, cold smoke seals and positive self-closing device.
- Any mention of emergency lighting within this fire risk assessment means an emergency lighting system that conforms to British Standard 5266 : Part 1.
- Any mention of fire alarm system within this fire risk assessment means an electrical fire alarm system that conforms to British Standard 5839 Part 1.

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

6. ELECTRICAL SOURCES OF IGNITION

- 6.1 Reasonable measures taken to prevent fires of electrical origin? Yes No
- 6.2 More specifically:
- Fixed installation periodically inspected and tested? Yes No
- Portable appliance testing carried out? Yes No
- Suitable policy regarding the use of personal electrical appliances? Yes No
- Suitable limitation of trailing leads and adapters? Yes No
- 6.3 **Significant Findings:**
- See page 18
- 6.4 **Additional Comments**

7. SMOKING

- 7.1 Reasonable measures taken to prevent fires as a result of smoking? Yes No
- 7.2 More specifically:
- Smoking prohibited in the building? Yes No
- Smoking prohibited in appropriate areas? Yes No
- Suitable arrangements for those who wish to smoke? N/A Yes No
- Any evidence of breaches of policy? Yes No
- 7.3 **Significant Findings:**
- None
- 7.4 **Additional Comments**

8. ARSON

8.1 Does basic security against arson by outsiders appear reasonable²? Yes No

8.2 Is there unnecessary fire load in close proximity to the Premises available for ignition by outsiders? Yes No

8.3 Significant Findings:

- See page 19

8.4 Additional Comments

9. PORTABLE HEATERS AND HEATING INSTALLATIONS

9.1 Is the use of portable heaters avoided as far as practicable? Yes No

9.2 If portable heaters are used,
is the use of the more hazardous type (e.g. radiant bar fires or lpg appliances) avoided? N/A Yes No

are suitable measures taken to minimize the hazard of ignition of combustible materials? N/A Yes No

9.3 Are fixed heating installations subject to regular maintenance? N/A Yes No

9.4 Significant Findings:

- See page 19

9.5 Additional Comments

² Note: C.J. Lavery is not a specialist in the field of security. If specific advice on security (including security against arson) is required, the advice of a security specialist should be obtained.

10. COOKING

10.1 Reasonable measures taken to prevent fires as a result of cooking?

N/A Yes No

10.2 More specifically:

Filters changed and ductwork cleaned regularly?

N/A Yes No

Suitable extinguishing appliances available?

Yes No

10.3 **Significant Findings:**

- See page 19

10.4 **Additional Comments**

11. OTHER SIGNIFICANT IGNITION SOURCES THAT WARRANT CONSIDERATION

11.1 Ignition sources:

None

11.2 **Significant Findings:**

- None

11.3 **Additional Comments**

12. HOUSEKEEPING

12.1 Is the standard of housekeeping adequate? Yes No

12.2 More specifically:

Combustible materials appear to be separated from ignition sources? Yes No

Avoidance of unnecessary accumulation of combustible materials or waste? Yes No

Appropriate storage of hazardous materials? N/A Yes No

Avoidance of inappropriate storage of combustible materials? Yes No

12.3 **Significant Findings:**

- See page 20

12.4 **Additional Comments**

13. HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS AND BUILDING WORKS

13.1 Is there satisfactory control over works carried out in the building by outside contractors? Yes No

13.2 Are fire safety conditions imposed on outside contractors? Yes No

(Suitable guidance is contained in the following publications:

- *Standard Fire Precautions for Contractors Engaged on Crown Works*, Department of Environment, HMSO.
- *Fire Prevention on Construction Sites*. Loss Prevention Council.
- *Fire Safety in Construction Work*. HSE.

It is recommended that the guidance contained in these references be incorporated in contracts with outside contractors.)

13.3 If there are in-house maintenance personnel, are suitable precautions taken during 'hot work', including use of hot work permits? N/A Yes No

13.4 Significant Findings:

- See page 20

13.5 Additional Comments

FIRE PROTECTION MEASURES

14. MEANS OF ESCAPE

14.1 It is considered that the premises are provided with reasonable means of escape in case of fire. Yes No

14.2 More specifically:

Adequate design of escape routes? Yes No

Reasonable distances of travel? Yes No

Suitable protection of escape routes? Yes No

Adequate provision of exits? Yes No

Exits easily and immediately openable where necessary? Yes No

Escape routes unobstructed? Yes No

14.3 It is considered that the premises are provided with reasonable arrangements for means of escape for disabled people. Yes No
Ground floor only

14.4 **Significant Findings:**

- See pages 20 to 22

14.5 **Additional Comments**

The occupancy calculations have been made using the formulae in British Standard 9999 2008 Managing Fire Safety.

Due to the premises also being used for football supporters on match days, the duty of the door security staff is of great importance. The entrance to each individual area, i.e. ground floor bar and outside areas must be staffed by security with the clickers and persons must be clicked in and out so that they occupancy of the individual area is never exceeded. During the inspection a conversation took place about removing some area of fencing and adding steps. This idea is a very good idea and would greatly enhance movement and means of escape around the outside area.

15. MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT

15.1 It is considered that there is:

compartmentation of a reasonable standard³.

Yes No

reasonable limitation of linings that may promote fire spread.

Yes No

15.2 **Significant Findings:**

- See page 22

15.3 **Additional Comments**

16. ESCAPE LIGHTING

16.1 Reasonable standard of escape lighting system provided⁴?

Yes No

16.2 **Significant Findings:**

- See page 23

16.3 **Additional Comments**

17. FIRE SAFETY SIGNS AND NOTICES

17.1 Reasonable standard of fire safety signs and notices?

Yes No

17.2 **Significant Findings:**

- None

17.3 **Additional Comments**

³ Based on visual inspection of readily accessible areas, with a degree of sampling where appropriate.

⁴ Based on visual inspection, but no test of illuminance levels or verification of full compliance with relevant British Standard carried out.

18. MEANS OF GIVING WARNING IN CASE OF FIRE

18.1 Reasonable manually operated electrical fire alarm system provided⁵? Yes No

18.2 Automatic fire detection provided? Yes Yes No
(throughout (part of
premises) premises only)

18.3 Remote transmission of alarm signals? Yes No

18.4 Significant Findings:

- See page 23

18.5 Additional Comments

19. MANUAL FIRE EXTINGUISHING APPLIANCES

19.1 Reasonable provision of portable fire extinguishers? Yes No

19.2 Hose reels provided? Yes No

19.3 Significant Findings:

- None

19.4 Additional Comments

As discussed at the time of the inspection, if required fire fighting equipment in licensed areas can be positioned in staff areas, i.e. behind bar servery.

⁵ Based on visual inspection, but no audibility tests or verification of full compliance with relevant British Standard carried out.

20. RELEVANT‡ AUTOMATIC FIRE EXTINGUISHING SYSTEMS

20.1 Type of system:

None

20.2 **Significant Findings:**

- None

20.3 **Additional Comments**

21. OTHER RELEVANT‡ FIXED SYSTEMS

21.1 Type of system:

Gas shut off valve in the kitchen.

21.2 **Significant Findings:**

- None

21.3 **Additional Comments**

‡ Relevant to life safety and this risk assessment (as opposed to property protection).

MANAGEMENT OF FIRE SAFETY

22. PROCEDURES AND ARRANGEMENTS

22.1 Persons responsible for fire safety⁶:

- Sarah Emma Hughes
- Kelsey Dugmore

22.2 Competent person(s) available to assist in implementation of fire safety legislation?

Yes No

22.3 Appropriate fire procedures in place?

Yes No

22.4 Persons nominated to respond to fire?

N/A Yes No

- Staff and door security

22.5 Persons nominated to assist with evacuation?

N/A Yes No

- Staff and door security

22.6 Appropriate liaison with fire brigade?

N/A Yes No

22.7 Routine in-house inspections of fire precautions (e.g. in the course of health and safety inspections)?

N/A Yes No

22.8 **Significant Findings:**

- See page 24

22.9 **Additional Comments**

- As part of the premises license Wolverhampton City Council registered door staff are required during busy licensing hours. All these door staff, as part of their training, are instructed in fire safety matters.
- During busy trading times and when the Public House is being used by football supporters there are 5 SIA trained door security on site.

⁶ This is not intended to represent a legal interpretation of responsibility, but merely reflects the managerial arrangement in place at the time of this risk assessment.

23. TRAINING AND DRILLS

23.1 Are all staff given instruction on induction? Yes No

23.2 Are all staff given periodic 'refresher training' at suitable intervals? Yes No

23.3 Are staff with special responsibilities (e.g. fire wardens) given additional training? N/A Yes No

23.4 Are fire drills carried out at appropriate intervals? Yes No

23.5 Significant Findings:

- See pages 24 and 25

23.6 Additional Comments

24. TESTING AND MAINTENANCE

24.1 Adequate maintenance of workplace? Yes No

24.2 Weekly testing and periodic servicing of fire detection and alarm system? N/A Yes No

24.3 Monthly, six-monthly and annual testing routines for emergency lighting? Yes No

24.4 Annual maintenance of fire extinguishing appliances? Yes No

24.5 Six-monthly inspection and annual testing of rising mains? N/A Yes No

24.6 Weekly testing and periodic inspection of sprinkler installations? N/A Yes No

24.7 Routine checks of final exit doors and/or security fastenings? N/A Yes No

24.8 Other relevant inspections or tests:

24.9 **Significant Findings:**

- See page 25

24.10 **Additional Comments**

25. RECORDS

25.1 Appropriate records of:

Fire drills? N/A Yes No

Fire training? Yes No

Fire alarm tests? N/A Yes No

Escape lighting tests? N/A Yes No

Maintenance and testing of other fire protection systems? N/A Yes No

25.2 **Significant Findings:**

- See page 25

25.3 **Additional Comments**

FIRE RISK ASSESSMENT

[Non-sleeping risks]

The following simple risk level estimator is based on a more general health and safety risk level estimator contained in BS 8800⁷:

Potential consequences of fire ⇒ Fire hazard ↓	Slightly harmful	Harmful	Extremely harmful
Low	Trivial risk	Tolerable risk	Moderate risk
Medium	Tolerable risk	Moderate risk	Substantial risk
High	Moderate risk	Substantial risk	Intolerable risk

Taking into account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (probability of ignition) at these premises is:

Low
 Medium
 High

Taking into account the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this risk assessment, it is considered that the consequences for life safety in the event of fire would be:

Slightly harmful
 Harmful
 Extremely harmful

In this context, our definition of the above terms is as follows:

Slightly harmful: Outbreak of fire very unlikely to result in serious injury or death of any occupant.

Harmful: Outbreak of fire could result in harm to one or more occupants, but it is unlikely to result in serious injury or death of any occupant; any such injury or death is unlikely to involve multiples of people.

Extremely harmful: Potential for serious injury or death of one or more occupants.

⁷ BS 8800: 1996. *Guide to occupational health and safety management systems.*

Accordingly, it is considered that the risk to life from fire at these premises is:

Trivial Tolerable Moderate Substantial Intolerable

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The following risk-based control plan is based on one advocated by BS 8800 for general health and safety risks:

Risk Level	Action and timescale
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional controls required. However, there may be a need for consideration of improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures should be implemented within a defined time period. Where moderate risk is associated with extremely harmful consequences, further assessment may be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources may have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (or relevant area) should not be occupied until the risk is reduced.

(NOTE THAT, ALTHOUGH THE PURPOSE OF THIS SECTION IS TO PLACE THE FIRE RISK IN CONTEXT, THE ABOVE APPROACH TO RISK ASSESSMENT IS SUBJECTIVE AND FOR GUIDANCE ONLY. ALL HAZARDS AND DEFICIENCIES IDENTIFIED IN THIS REPORT SHOULD BE ADDRESSED BY IMPLEMENTING ALL RECOMMENDATIONS CONTAINED IN THE FOLLOWING SECTION. THE RISK ASSESSMENT SHOULD BE REPEATED PERIODICALLY.)

SIGNIFICANT FINDINGS

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

Trivial

Tolerable

Point No.	ELECTRICAL SOURCES OF IGNITION	Significant Finding	Control Measures	Date Completed
6.3	<ul style="list-style-type: none"> • Certification is required to show that the premises' electrical installation complies with British Standard 7671:2008 which requires that fixed wire installations are to be tested every 5 years. If certification is not available then the system must be tested by a qualified engineer and certification gained. • Portable appliances within the premises must be tested as laid down in The Electrical Equipment (Safety) Regulations 1994 by a qualified electrical engineer and certification showing compliance with the regulations gained. • Electrical items of equipment, both inside and outside, are being supplied by trailing electrical leads connected to the electric supply within the building. 	<ul style="list-style-type: none"> • If works are required they must be completed within one month of the date of this fire risk assessment. • If works are required they must be completed within one month of the date of this fire risk assessment. • This practice must cease as a matter of urgency and the electrical installation extended to include further sockets so all equipment has its own supply. Exterior sockets must be the type that are designed for external use. These works must be completed within two months of the date of this fire risk assessment. 		

Point No.	Significant Finding	Control Measures	Date Completed
7.3	SMOKING None		
8.3	ARSON <ul style="list-style-type: none"> There is a lot of combustible waste stored in and around the marquee that is used occasionally in the rear yard. 	<ul style="list-style-type: none"> This area must be cleared of waste and all combustible items that are not required should be removed. These works must be completed within one month of the date of this fire risk assessment. 	
9.4	PORTABLE HEATERS AND HEATING INSTALLATIONS <ul style="list-style-type: none"> LPG heaters are used to heat the garden area. 	<ul style="list-style-type: none"> A contract has been set up so that the LPG supplier removes the cylinders once they are empty on a one for one basis meaning full or empty cylinders that are not in use do not have to be stored on the premises. 	
10.3	COOKING <ul style="list-style-type: none"> The kitchen is being brought back into use within the next week or so. The filters have been cleaned by staff but the ductwork requires cleaning by a professional cleaning company and certification gained. 	<ul style="list-style-type: none"> The ductwork must be cleaned by a professional cleaning company within one month of the date of this fire risk assessment and a contract set up to have the system cleaned on at least an annual basis. 	
11.2	OTHER SIGNIFICANT IGNITION SOURCES THAT WARRANT CONSIDERATION None		

Point No.	Significant Finding	Control Measures	Date Completed
12.3	HOUSEKEEPING <ul style="list-style-type: none"> See Significant Finding 8.3 above. There were a number of LPG cylinders haphazardly stored behind the marquee in the rear yard. I was informed that these cylinders were there on a temporary basis as they actually belonged to Mr. McGillicuddy's catering business and they were being removed in the next 24 hours. 	<ul style="list-style-type: none"> See Control Measure 8.3 above. These cylinders must be removed as a matter of urgency; in at least one week of the date of this fire risk assessment. The practice of storing cylinders in the yard must cease from then on. 	
13.4	HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS AND BUILDING WORKS <ul style="list-style-type: none"> Information and a log will accompany this fire risk assessment. 	<ul style="list-style-type: none"> Implement immediately. 	
14.4	MEANS OF ESCAPE <ul style="list-style-type: none"> Within the ground floor bar there is a means of escape indicated next to the single door by the bar server. This door has a coded lock fitted to it for security reasons. This type of lock is not acceptable on means of escape doors. On the side means of escape stair from the offices there is a cleaners' store which stores combustible material. This door must be kept locked at all times the store room is not in use. 	<ul style="list-style-type: none"> As discussed at the time of the inspection, this door is not required as a means of escape as the other two 1100 m doors are suitable means of escape for the occupancy of 200 persons. The signage indicating this door as a means of escape must be removed. These works must be completed within one week of the date of this fire risk assessment. A sign that complies with the standard detailed in Section 5 of this fire risk assessment and reads "Fire Door Keep Locked Shut" must be displayed on the outside of the door. These works must be completed within one month of the date of this fire risk assessment. 	Continued.....

Point No.	MEANS OF ESCAPE Continued.....	Significant Finding	Control Measures	Date Completed
14.4		<ul style="list-style-type: none"> The means of escape stair from the back of the club room to the ground floor is not 30 minute fire resisting. The stair must be underdrawn with 30 minute fire resisting material, i.e. plasterboard and plaster. The walls must be inspected and where there are holes that would allow the passage of smoke and flame in a fire situation they must be filled in. For larger holes plasterboard and plaster may be used. For smaller holes the use of 30 minute fire resistant expanding intumescent foam may be acceptable. The rear means of escape stairwell from the club room is being used as a storage area. The fire resisting door to the side means of escape stair from the VIP room has been removed. 	<ul style="list-style-type: none"> These works must be completed within one month of the date of this fire risk assessment. All this storage must be removed as a matter of urgency; within at least one week of the date of this fire risk assessment. Thereafter the stair must be kept completely clear giving an unobstructed path to the final exit. A 30 minute fire resisting door that complies with the standard detailed in Section 5 of this fire risk assessment must be reinstated in the doorway. The door must have a positive self-closing device, intumescent strips and cold smoke seals. These works must be completed within one month of the date of this fire risk assessment. 	Continued.....

Point No.	MEANS OF ESCAPE Continued.....	Significant Finding	Control Measures	Date Completed
14.4		<ul style="list-style-type: none"> The large gates at the rear of the yard are inward opening. As the Public House is used during the football season to host away supporters the Police want these gates kept closed for security. <p>There are two solutions to this problem:</p> <ol style="list-style-type: none"> At all times when the premises are in use security staff must be stationed next to the gates so that in the case of an evacuation the gates can be immediately opened and the security staff can assist the persons to evacuate via the gates. The current gates are opened electronically if an electronic cut out was fitted to the gates from the fire alarm so that on any actuation of the fire alarm the gates would failsafe into the open position. The failsafe must also operate on an electrical failure within the premises. 	<ul style="list-style-type: none"> Whichever solution is decided on the security on the gates must be implemented immediately. If option 2. Is decided upon, once the works on the gates is complete the need for the security next to the gates will not be required. 	
15.2	MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT	<ul style="list-style-type: none"> An audit of all 30 minute fire resisting doors must be completed to ensure that they comply with the standard detailed in Section 5 of this fire risk assessment. All doors must be checked to ensure that they close tightly on the rebates by the use of the positive self-closing device and that the intumescent strips and cold smoke seals are in place. 	<ul style="list-style-type: none"> These works must be completed within one month of the date of this fire risk assessment. 	

Point No.	Significant Finding	Control Measures	Date Completed
16.2	<p>ESCAPE LIGHTING</p> <ul style="list-style-type: none"> The emergency lighting system throughout the premises must be tested to ensure compliance with the previously mentioned Standard. Special attention must be paid to the club room and chill out room as I was unable to identify any non-maintained emergency illuminaires. The electrical engineer must also instruct the management on how to test the system. Certification showing compliance with the previously mentioned standard must be attained. A testing schedule in compliance with the relevant Standard should then be implemented. 	<ul style="list-style-type: none"> These works must be completed within six weeks of the date of this fire risk assessment. 	
17.2	<p>FIRE SAFETY SIGNS AND NOTICES</p> <p>None</p>		
18.4	<p>MEANS OF GIVING WARNING IN CASE OF FIRE</p> <ul style="list-style-type: none"> The fire alarm system throughout the premises must be tested by a qualified electrical engineer to ensure compliance with the standard detailed in Section 5 of this fire risk assessment. As part of the works, the electrical engineer must extend the fire alarm system to include music cut-off devices connected to the fire alarm so that on any actuation of the fire alarm the volume of the music reduces in order for the fire alarm to be audible throughout the premises. <p>Also, the engineer must carry out a fire alarm sound test to ensure that the volume of the fire alarm sounders is 65 decibels throughout the second floor; especially in the office area.</p>	<ul style="list-style-type: none"> These works must be completed within six weeks of the date of this fire risk assessment. 	

Point No.	Significant Finding	Control Measures	Date Completed
19.3	MANUAL FIRE EXTINGUISHING APPLIANCES		
20.2	RELEVANT* AUTOMATIC FIRE EXTINGUISHING SYSTEMS		
21.2	OTHER RELEVANT* FIXED SYSTEMS		
22.8	PROCEDURES AND ARRANGEMENTS	<ul style="list-style-type: none"> Implement immediately. 	
23.5	TRAINING AND DRILLS	<ul style="list-style-type: none"> Implement immediately. 	

Continued.....

Continued.....

Point No.	Significant Finding	Control Measures	Date Completed
23.5 TRAINING AND DRILLS Continued....	<ul style="list-style-type: none"> Prior to opening on busy trading times there should be a briefing on fire procedures and what to do in the case of fire. This is especially important for the SIA door security as it may not always be the same personnel that are allocated by the door security company. Once briefed, staff and door security must sign to indicate that they understand their responsibilities. 	<ul style="list-style-type: none"> Implement immediately. 	
24.9 TESTING AND MAINTENANCE	<ul style="list-style-type: none"> The fire alarm should be tested on a weekly basis and the emergency lighting on a monthly basis. Records must be kept. Information on how to do this and a log book will accompany this fire risk assessment. Fire safety maintenance checks must be carried out on a regular basis. 	<ul style="list-style-type: none"> Implement immediately. <p>A log detailing the checks to be completed and the timescale in which they should be done, along with a signature log book will accompany this fire risk assessment. Implement immediately.</p>	
25.2 RECORDS	<ul style="list-style-type: none"> Comments and recommendations contained within this Fire risk assessment have highlighted areas of training and testing which at present are not being complied with. Once these are in place records must be maintained. Information how to do this and a log book will accompany this fire risk assessment. 	<ul style="list-style-type: none"> Implement immediately. 	

WORKS DETAILED IN THIS FIRE RISK ASSESSMENT MUST BE COMPLETED. TO ACHIEVE THIS A BUSINESS PLAN SHOULD BE DRAWN UP SO THAT WORKS ARE COMPLETED IN THE EARLIEST POSSIBLE TIMEFRAME.

FUTURE SIGNIFICANT FINDINGS

This page is supplied for recording future Significant Findings that require Control Measures. These may be of a temporary nature, e.g. decorations.

Significant Finding	Control Measures	Date Identified	Date Completed

Significant Finding	Control Measures	Date Identified	Date Completed