LONDON FIRE
AND EMERGENCY
PLANNING AUTHORITY

Fire Safety Regulation: South West Area 4
169 Union Street London [redacted]0LL
1.1
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F 020 8536 5957
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www.london-fire.gov.uk

Managed House Department
Young & Co.'s Brewery, PLC
Riverside House
26 Osiers Road
Wandsworth
London
SW18 1NH

London Fire and Emergency Planning
Authority runs the London Fire Brigade

Date 27 March 2009
Our Ref FS/01/14068/TK

Dear Sir/Madam

REGULATORY REFORM (FIRE SAFETY) ORDER 2005

NOTIFICATION OF FIRE SAFETY DEFICIENCIES

Premises: The Porchester, 88 bishops Bridge Road, London, W2 5AA

A recent inspection of the above premises by a fire authority officer revealed that certain conditions specified in and required by the Regulatory Reform (Fire Safety) Order 2005, were being contravened. The Authority considers that the steps detailed in the attached schedule need to be taken in order to comply with the above legislation.
The steps should be completed by **29th May 2009** when a further inspection may be carried out.

You should note that failure to comply with any requirement of the legislation is an offence and the person responsible is liable to prosecution. This letter and attached schedule are issued without prejudice to any legal action which may subsequently be taken regarding the failures to comply with the Legislation.

Your attention is drawn to the notes attached.

The contents of this letter are without prejudice to any requirements or recommendations that may be made by the Authority under the Petroleum (Consolidation) Act 1928, or either the local authority or the Health and Safety Executive under any other Act of Parliament or Regulation for which they are the enforcing authority. Approval will normally be required under the Building Regulations for any building works to be carried out. You are advised that before you commence any building works you are obliged to notify the local Building Control Officer or an approved inspector under the Building Regulations 1991 or the Building (Approved inspectors etc) Regulations, 1985 respectively. Regard must also be taken, where applicable of the provisions of the London Building Act (Amendment) Act 1939 as amended.

If you are in any doubt as to the obligations placed upon you by the legislation, or if there is any relevant matter upon which you require clarification you may contact the person named below. If you are dissatisfied in any way with the response given please ask to speak to the Team Leader quoting the above reference.

Yours faithfully,

2.1 [redacted]

for Assistant Commissioner (Fire Safety Regulation)
Fire and Community Safety Directorate
firesafetyregulationSW@london-fire.gov.uk

Enc: Form FS03_01b Legislation Extracts

Reply to 2.2 [redacted]
Direct **T** 020 8555 1200 ext 2.3 [redacted]
Direct **F** 020 8536 5957

SCHEDULE

PREMISES: The Porchester, 88 Bishops Bridge Road, W2

File Number: 01/14086 **Sheet : 1 of : 2**

This schedule should be read in conjunction with the Authority's letter dated 27th March 2009.

The conditions specified in the Regulatory Reform (Fire Safety) Order 2005, were being contravened and the following steps need to be taken in order to comply with the above legislation:

Article	Area of Concern	Steps Considered necessary to remedy the contravention.
FSO Article 9(1)	The fire risk assessment is not suitable and sufficient. During audit, it was found that the general fire precautions that need to be taken have not been appropriately considered.	The fire risk assessment should be reviewed, with specific consideration given to: Identification of fire hazards; Protection of the means of escape in case of fire.
FSO Article 9(2)	The fire risk assessment has not considered the consequences of dangerous substances on the premises becoming involved in a fire, including storage of paint, cylinders, and spirits.	Review and where necessary revise the fire risk assessment, taking into account dangerous substances that are, or may be, present on the premises. When carrying out the risk assessment consideration must be given to the matters set out in part 1 of schedule 1 of The Regulatory Reform (Fire Safety) Order 2005.
FSO Article 9(3)	Inadequate review of fire risk assessment by the responsible person. There have been significant changes within your premises, Including a change of Manager and the consequences of new non-smoking legislation. The fire risk assessment has not been reviewed and changed to account for the changes in the premises.	The assessment must be reviewed regularly to keep it up to date and particularly if:- there is reason to suspect that it is no longer valid; or there has been a significant change in the matters to which it relates including when the premises, special, technical and organisational measures, or organisation of the work undergo significant changes, extensions, or conversions.
FSO Article 11 (1)	Suitable arrangements for the effective planning, organisation, control, monitoring, maintenance and review of the protective measures are not in place. Responsibilities and procedures are not clearly defined.	Suitable arrangements for the effective planning, organisation, control, monitoring, maintenance and review of the preventative and protective measures must be made and implemented. The preventative and protective measures are the measures that have been identified by a risk assessment as the general fire precautions the responsible person needs to take to comply with the Order.

FSO Article 13 (1)	Fire-fighting equipment is not suitably located. Persons wishing to use the extinguisher or fire blanket in the kitchen would not be able to reach it without placing themselves at risk.	The fire-fighting equipment should be located so as to be accessible, without placing the user at risk.
FSO Article 14 (2)(b)	In the event of danger persons would be unable to evacuate as quickly and as safely as possible due to inadequate protection to emergency route from fire. This is because a fire door in the basement is poorly maintained and unable to close. If any of the doors remain open it will allow fire to spread into the escape route and/or and the route to fill with smoke before people can use the route to escape.	Fire doors must close effectively to resist the passage of smoke and heat,
FSO Article 14 (1)(f)	During audit of the premises, all the emergency exit doors from the bar were fitted with barrel bolts. As a result; relevant persons may not be able to easily and immediately open them in an emergency.	All emergency exit doors that may be used by relevant persons must be kept unlocked while the premises are in use. Fastenings provided for security purposes must be operable without using a key. Because the premises is licensed for regulated activities, it is recommended that existing security fastenings have removable bolts, subject to a suitable system of management, whilst the premises is open for business.
FSO Article 21(2)	Evidence is not available of adequate safety training for staff including suitable and sufficient instruction and training on the appropriate precautions and actions to be taken by the employee in order to safeguard himself and other relevant persons on the premises; being repeated periodically where appropriate;	Arrange for training to be repeated with sufficient frequency to reasonably ensure all staff have current knowledge of precautions and action to be taken.

THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005

Your rights when Fire Safety Inspecting Officers take action.

The fire authority has a duty to enforce the Regulatory Reform (Fire Safety) Order 2005.

If an Inspector:

tells you to do something - you have a right to a verbal and written explanation of what needs to be done and why.

Intends to take immediate action - for example by issuing an enforcement notice this will include a written explanation either forming part of the notice or by separate letter.

Issues a formal notice - you will be told in writing about your right to appeal to a magistrates' court. You will be told:

- how to appeal;
- where and within what period an appeal may be brought; and
- that action required by a prohibition/restriction notice is not suspended while an appeal is pending unless the court so directs.
- that action required by an enforcement notice is suspended while an appeal is pending.

Issues a Notification of Fire Safety Deficiencies - full discussion should have taken place and agreed improvements to bring the premises up to minimal standards should be formulated. A Notification of Fire Safety Deficiencies carries no statutory force but may result in formal action being considered if the agreed improvements do not take place.

The procedures and rights above provide ways for you to have your views heard. If you are not happy with the inspecting officer's action you should contact the Team Leader on the telephone number shown at the head of the covering letter in the first instance.

01/14086 Job 802723

LFEPA-LONDON FIRE BRIGADE-FIRE SAFETY
FIRE SAFETY INSPECTION AND DATA GATHERING FORM

Complete a separate form and start new FS01 job for every premises inspected.

1. Name of Responsible Person	6.1 [redacted] 6.2 [redacted]
2. Inspection Address	Porchester 88 Bishops Bridge Rd W2 5AA
3. Name and Phone No of Contact	6.3 [redacted]
4. File Number	01/14086
5. Reason for Inspection (programmed, post incident etc)	Programmed 802 723

The Articles quoted in this document are taken from the Regulatory Reform (Fire Safety) Order 2005.

Question	YES	NO	Notes/Areas of Non Compliance

MANAGEMENT STANDARDS:

RISK ASSESSMENT

MANDATORY: **Has a suitable and sufficient Fire Risk Assessment been carried out for the premises?**	☐	☑	***Article 9 – Risk Assessment*** *"The responsible person must make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions he needs to take..."*
Are Reviews Programmed?	☐	☑	

Areas of Consideration

- *Has a fire safety risk assessment been, completed and is it available?*
- *Are significant findings recorded?*
- *Are the significant findings addressed?*
- *Is there evidence confirming the assessment is reviewed on regular basis?*

If no risk assessment asks questions to ascertain management i.e.

- *What are the hazards/ processes?*
- *What control measures exists for these?*
- *Are there any persons at greater risk?*
- *What are the procedures in discovering a fire?*
- *Is there a method of warning?*
- *What if any procedures are put in place for training and evacuation?*

Notes:

RA generic not satisfactory

Areas of non Compliance:

RA Not amended following spring bar

COMPLIANCE LEVEL		VALUE	See Note 1
Compliant	☐	1	☐
Partially Compliant	☑	3	☐
Non-Compliant	☑	5	☐

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

Question	YES	NO	Notes/Areas of Non Compliance

MANDATORY:
Have any preventative and protecting measures been implemented

☑ YES ☐ NO

Article 10 – Principles of prevention to be applied
"Where the responsible person implements any preventative and protective measures he must do so on the basis of the principles specified in Part 3 of Schedule 1"

Areas of Consideration

- *What measures have been taken to reduce the risk of fire?*
- *Are reduction measures in accordance with Schedule 1 Part 3 of the Order*
- *Have any control measures been implemented that have reduced the risk?*
- *Has any training been introduced?*
- *Has any information been supplied to relevant persons?*
- *Any measures put in place to reduce arson?*
- *Waste and combustibles removed to place of safety?*

Notes:

Reasonably new refurb March 08

Areas of non Compliance:

measures not continued

COMPLIANCE LEVEL		VALUE	See Note 1
Compliant	☐	1	☐
Partially Compliant	☑	3	☐
Non-Compliant	☐	5	☐

MANDATORY:
General Management of Fire Safety:

Are there effective Fire Safety management measures in place.

☑ YES ☐ NO

Article 11 – Fire Safety Arrangements
"The responsible person must...make and give effect to...arrangements...for the effective planning, organisation, control, monitoring & review of the preventive and protective measures"

Areas of Consideration

- *Is there an effective management attitude to fire safety?*
- *Is there a clear policy on fire safety?*
- *Are responsibilities clearly defined?*
- *Is the emergency plan recorded if necessary?*
- *Is there a system to monitor/investigate incidents an/ or false alarms?*
- *Have appropriate measures been taken in respect of young persons (if applicable)?*
- *Is there an adequate system of management to prevent unwanted fire alarm signals?*

Notes:

No under 18 after 6pm

Areas of non Compliance:

Responsibilities and procedures not clearly defined

COMPLIANCE LEVEL		VALUE	See Note 1
Compliant	☐	1	☐
Partially Compliant	☑	3	☐
Non-Compliant	☐	5	☐

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

Question	YES	NO	Notes/Areas of Non Compliance

DANGEROUS SUBSTANCES

MANDATORY: **Have actions been taken for Elimination or reduction of risks from Dangerous Substances**	☑	☐	***Article 12 – Elimination or reduction of risks from dangerous substances*** *"Where a dangerous substance is present...the responsible person must ensure that risk...related to the...substance is either eliminated or reduced as far as is reasonably practicable"*
Are cylinders stored? (Detail in Notes section)	☑	☐	

Areas of Consideration

- *Has risk from dangerous substances been reduced to as low as reasonably practicable?*
- *Are there adequate controls of dangerous substances?*
- *Is there adequate control of ignition sources?*
- *Have measures been taken to mitigate detrimental effects?*
- *Is suitable signage & safety information provided?*
- *Has particular account been taken of young persons in risk assessment?*

Notes:

1 cylinder for barbecue – d/s store

Areas of non Compliance:

Paint not securely stored

COMPLIANCE LEVEL		VALUE	See Note 1
Not Applicable	☐	0	☐
Compliant	☐	1	☐
Partially Compliant	☑	3	☐
Non-Compliant	☐	5	☐

MANDATORY: **Are there adequate procedures for serious and imminent danger and for danger areas?**	☑	☐	***Article 15 – Procedures for serious and imminent danger and for danger areas.*** *"The responsible person must establish & where necessary give effect to...procedures...to be followed in the event of serious & imminent danger to relevant persons, nominate...competent persons to implement procedures...inform & instruct relevant persons concerned"*

Areas of consideration:

- *Is there an effective emergency plan?*
- *Are appropriate procedures in place?*
- *Are there suitable safety drills in place?*
- *Is there a sufficient number of competent persons to manage evacuation?*
- *Are there procedures in place to restrict exposure of relevant persons to special risk, unless trained*
- *Is there adequate information and signage*

Notes:

Kitchen only risk area satisfactory procedures in place

Areas of non Compliance:

COMPLIANCE LEVEL		VALUE	See Note 1
Compliant	☑	1	☐
Partially Compliant	☐	3	☐
Non-Compliant	☐	5	☐

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

Question	YES	NO	Notes/Areas of Non Compliance

MANDATORY: **Are there suitable additional emergency measures provided to safeguard all relevant persons from an accident, incident or emergency related to dangerous substances in or on the premises?**	☐	☑	***Article 16 – Additional emergency measures in respect of dangerous substances*** *The responsible person subject to the risk assessment, must ensure that information on emergency arrangements is available, suitable warning and other communication systems are established, escape facilities are provided and maintained, provide information to relevant accident and emergency services and display information at the premises. In the event to an incident occurring take immediate steps and permit only essential persons to the affected area and provide PPE, specialised equipment and plant*

Areas of consideration:

AREAS OF CONSIDERATION

- *Has the Risk Assessment shown the need for additional measures?*
- *Information on emergency arrangements is available*
- *Suitable warning and other communication systems are established to support response, remedial actions and rescue operations.*
- *Information provided to accident and emergency services and displayed at the premises*
- *Plans are in place for immediate steps to be taken in the event of an incident occurring*
- *Personal protective equipment, clothing, specialised equipment and plant provided available in case of an incident occurring*
- *Are there procedures in place to restrict exposure of relevant persons to special risk, unless trained?*
- *Is there adequate information and signage?*

COMPLIANCE LEVEL		VALUE	See Note 1
Not Applicable	☐	0	☐
Compliant	☐	1	☐
Partially Compliant	☑	3	☐
Non – Compliant	☐	5	☐

Notes:

No

Areas of non Compliance:

Paint not suitable stored

fire blanket & ext in kitchen not suitably located

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

Question	YES	NO	Notes/Areas of Non Compliance

MAINTENANCE OF PROVISIONS

MANDATORY:			*Article 17 - Maintenance*
Are fire safety provisions being adequately maintained?	☐	☑	*"Where necessary in order to safeguard the safety of the relevant persons the responsible person must ensure that the premises and any facilities, equipment & devices provided...are subject to suitable system of maintenance and are maintained...in efficient working order and in good repair"*

Areas of consideration:

- *Are Fire systems and equipment subject to suitable systems of maintenance?*
- *Are fire resisting doors being maintained in working order?*
- *Is regular testing carried out by competent person/s?*
- *Is there any evidence of compliance?*

Notes:

Areas of non Compliance:

Vents in office 30 min door & Wall Separation from Room not 60min door to cellar not maintained

COMPLIANCE LEVEL		VALUE	See Note 1
Compliant	☐	1	☐
Partially Compliant	☐	3	☐
Non-Compliant	☑	5	☐

SAFETY ASSISTANCE

MANDATORY:			*Article 18 – Safety Assistance*
Are there suitable arrangements made for Safety Assistance to assist the responsible person.	☑	☐	*"The responsible person must...appoint one or more competent persons to assist him in undertaking the preventive & protective measures"*

Areas of consideration:

Is/are there:

- *A sufficient number of appointed persons?*
- *Are they competent?*

N 10.1 [redacted]

Areas of non Compliance:

COMPLIANCE LEVEL		VALUE	See Note 1
Compliant	☑	1	☐
Partially Compliant	☐	3	☐
Non-Compliant	☐	5	☐

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

Question	YES	NO	Notes/Areas of Non Compliance

TRAINING

MANDATORY: **Are employees being effectively trained?**	☐	☑	***Article 21 - Training*** *"The responsible person must ensure that his employees are provided with adequate safety training"*

Areas of consideration

Is training provided:

- *On Induction?*
- *On transfer or working with new or changed risks?*
- *On introduction of new equipment or change to existing?*
- *On the introduction of new technology?*
- *On emergency procedures & fire fighting equipment?*
- *On safe handling of dangerous substances?*
- *Is training being delivered by competent person?*
- *Is there any evidence of compliance?*

Notes:

Youngs Elearning inc F/S. Induction

Areas of non Compliance:

No training schedule for refresher training Weekly talks not documented

COMPLIANCE LEVEL		VALUE	See Note 1
Not applicable	☐	0	☐
Compliant	☐	1	☐
Partially Compliant	☑	3	☐
Non-Compliant	☐	5	☐

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

Question	YES	NO	Notes/Areas of Non Compliance

MEANS OF ESCAPE

MANDATORY: **Are sufficient means of escape provided**	☑	☐	***Article 14 - Emergency routes and exits*** *"Where necessary...to safeguard the safety of relevant persons, the responsible person must ensure that routes to emergency exits...and the exits themselves are kept clear at all times... Where necessary...emergency routes and exits requiring illumination must be provided with emergency lighting...in case of failure of their normal lighting""*
Can the means of escape be safely & effectively used	☒	☑	

Areas of consideration:

- *Are there measures to check that emergency routes and exits are clear and available?*
- *Is the number and distribution of emergency routes and exits suitable for number of persons?*
- *Where necessary has the safe capacity of the premises been considered?*
- *Are door fastenings suitable and available without the use of a key?*
- *Is signage adequate and correctly displayed ?*
- *Is there adequate illumination from normal lighting?*

Notes:

Sufficient M.O.E.

Areas of non Compliance:

bolts on all doors not removable.

COMPLIANCE LEVEL		VALUE	See Note 1
Compliant	☐	1	☐
Partially Compliant	☑	3	☐
Non-Compliant	☐	5	☐

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

Question	YES	NO	Notes/Areas of Non Compliance

ALTERATIONS NOTICES

MANDATORY: **Where an alterations notice is in force has the enforcing authority been informed prior to alterations being implemented?**	☐	☐	***Article 29 – Alterations notices*** *"Where an alterations notice has been served in respect of premises, the responsible person must, before making any of the specific changes which may result in a significant increase in risk, notify the enforcing authority of the proposed changes".*

Areas of consideration:

- *Alterations notice is in force*
- *Significant increase in risk is the result of changes being made to; the premises, services, fittings, or equipment in or on the premises, increase in the quantity of dangerous substances, or a change in use of the premises.*
- *Where required to do so the responsible person must; record information, before making changes send a copy of the risk assessment and provide a summary of the proposed changes to be made to the general fire precautions*

Notes:

Areas of non Compliance:

COMPLIANCE LEVEL		VALUE	See Note 1
Not Applicable	☒	0	☐
Compliant	☐	1	☐
Partially Compliant	☐	3	☐
Non-Compliant	☐	5	☐

FIRE WARNING ARRANGEMENTS

NON - MANDATORY: **Are effective fire warning arrangements provided**	☒	☐	***Article 13 - Fire-fighting and fire detection*** *"Where necessary...the responsible person must ensure that the premises are...equipped with...fire detectors and alarm and fire-fighting equipment"*
Is adequate fire fighting equipment provided	☒	☐	

Areas of consideration:

- *Is the system appropriate for the risk?*
- *Is there an adequate system of management to prevent unwanted fire alarm signals?*
- *Are there appropriate levels of FFE*
- *Suitable signage provided for FFE*
- *Contacts with emergency services regarding fire-fighting, rescue work, first aid and emergency medical care have been established.*

Notes:

Areas of non Compliance:

COMPLIANCE LEVEL		VALUE	See Note 1
Compliant	☒	1	☐
Partially Compliant	☐	3	☐
Non-Compliant	☐	5	☐

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

Question	YES	NO	Notes/Areas of Non Compliance

INFORMATION TO EMPLOYEES

NON – MANDATORY **Is adequate provision made to provide information to employees**	☑	☐	***Article 19 – Provision of information to employees*** *"The responsible person must provide his employees with comprehensive and relevant information"*

Areas of consideration:

- *Are risks to employees identified from risk assessment?*
- *Are there preventative and protective measures?*
- *Are appropriate procedures in place on action to be taken in the event of an emergency?*
- *Are there a sufficient number of competent persons nominated to secure evacuation*
- *Has information been provided information on dangerous substances?*

Notes:

Weekly meeting

Areas of non Compliance:

not documented

COMPLIANCE LEVEL		VALUE	See Note 1
Not Applicable	☐	0	☐
Compliant	☐	1	☐
Partially Compliant	☑	3	☐
Non-Compliant	☐	5	☐

NON-MANDATORY **Is adequate information provided to employers and employees from outside undertakings?**	☑	☐	***Article 20 – Provision of information to employers and the self-employed from outside undertakings*** *"The responsible person must ensure that comprehensible and relevant information is provided to employees from outside undertakings and to ensure such employees from outside undertakings are provided with appropriate instructions and comprehensible and relevant information regarding any risks to that person".*

Areas of consideration:

- *Comprehensible and relevant information provided to employers from outside undertakings with regard to risks and preventative and protective measures*
- *Employees from outside undertakings provided with appropriate instructions and comprehensible and relevant information regarding risks to that person*

Notes:

dts staff accompanied at all times

Areas of non Compliance:

COMPLIANCE LEVEL		VALUE	See Note 1
Compliant	☑	1	☐
Partially Compliant	☐	3	☐
Non-Compliant	☐	5	☐

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

Question	YES	NO	Notes/Areas of Non Compliance

NON-MANDATORY

Is there adequate co-operation and co-ordination between responsible persons where there are two or more sharing responsibilities or have duties in respect of premises? ☐ ☐

Article 22 – Co-operation and co-ordination

"Where two or more responsible persons share, or have duties in respect of, premises (Whether on a temporary or a permanent basis) each such person must, co-operate, Take all reasonable steps to co-ordinate necessary measures, and provide information.

Areas of consideration:

- *Co-operation to enable compliance with requirements and prohibitions imposed by or under this order*
- *Reasonable steps taken to enable compliance with requirements and prohibitions imposed by or under this order*
- *Reasonable steps taken to inform other reasonable persons with regard to risks*

Notes:

Areas of non Compliance:

COMPLIANCE LEVEL		VALUE	See Note 1
Not Applicable	☑	0	☐
Compliant	☐	1	☐
Partially Compliant	☐	3	☐
Non-Compliant	☐	5	☐

NON-MANDATORY

Are employees carrying out their general duties while at work? ☐ ☐

Article 23 – General duties of employees at work

Every employee must, while at work take reasonable care for the safety of himself and others, co-operate with their employer, inform their employer or any other employee with specific responsibility for the safety of his fellow employees of any hazard

Areas of consideration:

- *Reasonable care being taken by employees to prevent harm to others who may be effected by their acts or omissions at work*
- *Employees co-operate with their employer to enable compliance with any duty or requirement*
- *Are hazards identified by the employee reported to the employer or other employee with specific responsibility for safety*

Notes:

No Problems

Areas of non Compliance:

COMPLIANCE LEVEL		VALUE	See Note 1
Not Applicable	☐	0	☐
Compliant	☑	1	☐
Partially Compliant	☐	3	☐
Non-Compliant	☐	5	☐

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

Question	YES	NO	Notes/Areas of Non Compliance

FIRE-FIGHTERS SWITCHES FOR LUMINOUS DISCHARGE TUBES

NON-MANDATORY

Has suitable notice been given to the fire authority regarding the installation of fire-fighters switches?

"Prescribed voltage" means:
1000v AC or 1500v DC between two conductors.
or
600v AC or 900v DC between conductor and earth.

☐ ☐

Article 37

"This article applies to apparatus...designed to work at a voltage exceeding the prescribed voltage" "The cut off switch must be...so placed and coloured or marked as to satisfy (LFEPA)". "The responsible person must give notice to the...authority showing where the cut off switch is to be placed and how it is to be coloured or marked"

Note: This article does not apply to licensed premises authorised for the exhibition of a film.

Areas of consideration:

- *Are luminous discharge tubes fitted in the premises?*
- *Are cut off switches provided?*
- *Are cut off switches sited, coloured and marked in accordance with current IEE Regulations?*
- *Has correct notice been given to the authority*

Notes:

Areas of non Compliance:

COMPLIANCE LEVEL		VALUE	See Note 1
Not Applicable	☐	0	☐
Compliant	☐	1	☐
Partially Compliant	☐	3	☐
Non-Compliant	☐	5	☐

NON – MANDATORY

Are provisions for protection of fire fighters being adequately maintained?

☐ ☐

Article 38 – Maintenance of measures provided for protection of fire fighters

"Where necessary in order to safeguard the safety of fire-fighters in the event of a fire, the responsible person must ensure that the premises and any facilities, equipment and devices provided ... for the use by or protection of fire-fighters ... are subject to a suitable system of maintenance and are maintained ... in efficient working order and in good repair."

Areas of consideration:

- *Are firefighting mains maintained in working order?*
- *Are firefighting lifts subject to suitable systems of maintenance?*
- *Are pressurisation, ventilation and smoke control systems subject to suitable systems of maintenance?*
- *Are there any trade off measures to assist firefighting?*

Notes:

Areas of non Compliance:

COMPLIANCE LEVEL		VALUE	See Note 1
Compliant	☐	1	☐
Partially Compliant	☐	3	☐
Non-Compliant	☐	5	☐

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

15. CLOSING MEETING/CONCLUSIONS:

• Record of Discussion • Further Action • Level of Enforcement Action (if any) • Reasons for any deviation from Applied Enforcement Activity **If considering a prosecution, the responsible person should be made aware at this stage.**	FRA not sufficient, amended, monitored Responsibilities & procedures not defined Cylinder & paint storage Fire blanket & ext in kitchen Fire separation Training bolts on doors 2 months.
Name & Address for service of documents.	Managed Houses Young & Co's London [redacted] KW18 1N4
F.S.O. Name [redacted] 17.2 **F.S.O. Signature:** [redacted] 17.1 **Date:** 07-02-09	

Do these premises contain a risk to operational personnel? (e.g. dangerous substances, radiation, high voltages, complex/unusual layout, engineered solutions, firefighting provisions, luminous discharge tubes etc.) **IF YES NOTIFY STATION USING SFS_A020_a2a & consider recording Firefighter Risk as "High" on FS_GEN_18 and Farynor.**	**YES**	**NO**
	☐	☐

Result of Audit

Total Points		No. of Sections Used		Compliance Level
34	÷	15	=	2.25

If decimal part of score is .5 or above round up, if .4 or below round down.

Compliance Level:					Compliance level to be used to provide a score in "Fire Safety Management (Compliance Level Score)" on form FS01_10.
1 ☐	2 ☑	3 ☐	4 ☐	5 ☐	
(A) Initial Enforcement Expectation (Policy C015:a1 Appendix 1)					2
(B) Apply Factors (Policy C015:a1 Appendices 2 - 6) to reach Applied Enforcement Activity (AEA)					2
(C) Exceptional deviation from AEA (see para 8.7 of SFS_C015_a1. Justify above)					none

Instructions to Admin

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

Enforcement Details (if applicable)

Consultation required with local authority on structural requirements.	**YES** ☐	**NO** ☑
Consultation required with other authority (specify e.g. English Heritage, Church Authority etc)		
Time allowed for completion of works	3 months	

Team Leader Comments (if vetted)

E.g. notes of: • any discussion concerning deviation from Applied Enforcement Activity • any discussion of non standard FS solutions	
T.L. Name:	**T.L. Signature:** **Date:**

Recalculate Compliance Level following Enforcement Activity (Only after follow up)

Total Points		No. of Sections Used		Compliance Level
	÷		=	

Revised Compliance Level following completion of Enforcement Activity:	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐

PAI Recommended	**Reason for Peak Activity Inspection recommendation**
☐ One per year ☐ Two per year If one of these boxes is ticked then admin will need to create a G13 or C4 job. See SFS Note C050_a1	**Team Leader Comments**

If there is insufficient space in any section of this form use FS01_09a continuation sheet.

Data Protection Act 1998: The information you have given on this form will be processed by London Fire Emergency Planning Authority for the purpose of **fire and emergency planning and control**. We will keep your details secure and will not disclose them to other organisations or third parties (except contractors or suppliers working on our behalf) without your permission unless we are legally required to do so.

For more information about how we use your personal information, see our notification entry (Z7122455) www.informationcommissioner.gov.uk or visit: www.london-fire.gov.uk

1. This column is to be used to reassess the compliance score following the completion enforcement activity.

156 Harrow Road
London
W2 6NL

Switchboard 020 8555 1200
www.london-fire.gov.uk

LONDON FIRE & EMERGENCY PLANNING AUTHORITY

19.1 E AND COMMUNITY SAFETY DIRECTORATE
[redacted] Assistant Commissioner (Fire Safety Regulation)

Date
26 January 2009

Our Ref.
01/14086/TK

Your Ref.

19.3 Iressee
[redacted]
Porchester Public House
88 Bishops Bridge Road
London
W2 5AA

19.2 ease reply to
[redacted]
Inspecting Officer
Direct Telephone
020 8555 120[redacted] 19.4
Direct Fax
020 8536 5957
Direct E-mail
westminstergroup@london-fire.gov.uk

Dear Sir,

REGULATORY REFORM (FIRE SAFETY) ORDER 2005

Premises: Porchester PH, 88 Bishops Bridge Rd.

The London Fire and Emergency Planning Authority are planning to visit your premises to carry out a fire safety inspection under the above legislation. Could you please contact this office to arrange an appointment for an Inspecting Officer to visit the premises. Alternatively, the Inspecting Officer will make every attempt to contact you, but, if this is not possible, an unannounced visit may be made.

The accompanying notes provide information for your use when preparing for the inspection. There is also a short form containing some of the information that the Inspecting Officer will need to collect. It would assist the inspector greatly if you would complete as much of the form as you are able prior to the inspection.

If you need further advice please consult the relevant guidance publication from the attached list which provides information about complying with the Regulatory Reform (Fire Safety) Order 2005.

Guidance is enclosed explaining the enforcement policy of the Fire Authority.

Any queries regarding this letter should be addressed to the person named at the top of the letter. If you are dissatisfied in any way with the response given, please ask to speak to the Team Leader quoting our reference.

Yours faithfully

19.5 [redacted]
for Assistant Commissioner

Enc: Advisory Notes
Building Data Collection Form (FS01_06a)

The London Fire & Emergency Planning Authority runs the London Fire Brigade **Ron Dobson** QFSM Commissioner for Fire and Emergency Planning

GUIDANCE FOR RESPONSIBLE PERSONS

1. Non-statutory guidance on the Regulatory Reform (Fire Safety) Order 2005, in the form of information for responsible persons, is available in a series of books that provide advice based on the use of your premises. The document sets out the requirements of the Order in a simple, non-prescriptive, user-friendly style and offers advice about whether the responsible person needs to do anything more than they are already doing in order to comply.
2. Although the books are primarily directed towards responsible persons, it should nevertheless be of assistance to local managers, supervisors, employees' representatives and others who need to know about fire precautions.
3. The guides are available from: Fire Safety Guides, PO Box 236, Wetherby LS23 7NB, Tel: 0870 830 7099. Please quote the ISBN when ordering. They may also be downloaded free of charge from the Fire Safety Law Section of the DCLG website at http://www.communities.gov.uk/index.asp?id=1162101

LIST OF GUIDANCE PUBLICATIONS

Guide	Use
Fire safety in offices and Shops ISBN-13: 978 1 85112 815 0	All offices and retail premises
Fire safety in factories and Warehouses ISBN-13: 978 1 85112 816 7	All factories and warehouse storage premises
Fire safety in premises providing sleeping accommodation ISBN-13: 978 1 85112 817 4	All places where sleeping accommodation is provided, except hospitals, care homes, places of custody and single private dwellings
Fire safety in residential care premises ISBN-13: 978 1 85112 818 1	Suitable for all residential and nursing homes, out-posted nursing care in single private dwellings and home-based childminders
Fire safety in educational Premises ISBN-13: 978 1 85112 819 8	Teaching establishments ranging from crèches through to universities
Fire safety in small and medium places of assembly ISBN-13: 978 1 85112 820 4	Public houses, clubs, restaurants and cafés, village halls, community centres and libraries accommodating up to 300 people
Fire safety in large places of Assembly ISBN-13: 978 1 85112 821 1	Suitable for premises where more than 300 people gather, eg shopping centres, large nightclubs, exhibition and conference centres, sports stadia, churches, cathedrals, museums and
Fire safety in theatres and Cinemas and similar premises ISBN-13: 978 1 85112 822 8	Suitable for all theatres and cinemas
Fire safety at open air events and venues ISBN-13: 978 1 85112 823 5	Suitable for all open air events, eg theme parks, zoos, music concerts, sporting events, fairgrounds and county fairs
Fire safety in healthcare Premises ISBN-13: 978 1 85112 824 2	All healthcare premises
Fire safety in the transport premises and facilities ISBN-13: 978 1 85112 825 9	Suitable for all transportation terminals and interchanges, tunnels and subsurface railways

ADVISORY NOTES

A VISIT BY AN INSPECTOR - WHAT TO EXPECT

1 INTRODUCTION

These notes are provided for your information and use when preparing for the fire safety inspection.

Inspections are carried out following nationally agreed guidelines so that any advice given to you is consistent and proportionate to any risk in your premises.

We believe that prevention is better than cure and our inspectors will actively work with you to advise and assist with meeting the standard required.

Our inspectors carry out inspections in a fair and open manner in accordance with the London Fire and Emergency Planning Authority, Enforcement Policy Statement.

This can be viewed on the Authority website www.london-fire.gov.uk

2 FIRE SAFETY INSPECTORS

Fire safety inspectors are issued with a written warrant which will be shown to you on request. This warrant gives the inspector certain powers. A summary of these powers and the legislation concerned will be provided on request.

3 DOCUMENTATION REQUIRED DURING THE INSPECTION

During the inspection the inspector will need to view the following documents, where the Order requires them to be recorded:

- Fire Risk Assessment
- Emergency Plan
- Record of Fire Safety Arrangements (i.e. management policies for ensuring fire safety arrangements are maintained).

The inspector may also wish to see evidence of the following where applicable:

- Staff Training and Fire Drills
- Testing and Maintenance of Fire-fighting Equipment (Extinguishers)
- Testing and Maintenance for All Fire Safety Systems Including Fire Alarms, Emergency Lighting, Sprinkler System, Smoke Ventilation System

4 FIRE SAFETY STANDARDS WITHIN THE BUILDING

As part of the inspection the inspector may wish to inspect the fire safety standards in all or part of the building.

The inspector may also wish to talk to members of staff to confirm their level of fire safety awareness.

GUIDANCE NOTES ON INSPECTION AND ENFORCEMENT PROCEDURES

www.london-fire.gov.uk

This guidance has been provided to ensure that you are aware of the inspector's powers, and to explain any enforcement action the Fire Authority **may** take to rectify any deficiencies. Further guidance (General Enforcement Policy) is available to you which explains what to expect when a fire inspector calls. The inspector will explain the reason for the inspection and what you will be required to provide during the inspection.

As a person responsible for the premises it is your responsibility to ensure the health and safety of relevant persons, such as employees and members of the public who could be affected by the way you run your business. The purpose of an inspection is to sample how you are complying with your legal responsibilities imposed by the Regulatory Reform (Fire Safety) Order 2005.

Summary of Powers

An inspector appointed by the London Fire & Emergency Planning Authority and in possession of a written warrant, has powers under the following legislation:

i) Regulatory Reform (Fire Safety) Order 2005
ii) Health and Safety at Work etc. Act 1974 (HASWA) Sections 19, 20, 21, 22 and 25 and the Construction (Health, Safety and Welfare) Regulations made under HASWA.
iii) Regulations made under the above Acts.

An inspector may do anything necessary for the purpose of carrying this Order into effect and in particular shall have the power to do, at any reasonable time, the following-

a) to enter any premises and to inspect the whole or part of the premises and anything in them;
b) to make such enquiry as may be necessary to ascertain whether the provisions of this order have been complied with and to identify the responsible person in relation to the premises;
c) to require the production of any records (including plans), and to take copies of any entry in the records, which are required under any provision of the Order or for the purposes of examination;
d) to require any person to give such facilities and assistance to enable the inspector to exercise the powers conferred by this article;
e) to take samples of any articles or substances found on the premises for the purposes of ascertaining their fire resistance or flammability; and
f) in the case of any article or substance, to cause it to be dismantled or subjected to any process or test.

ENFORCING THE LAW

Where a breach of fire safety legislation is found, the inspector will decide what action to take. The action will depend on the nature of the breach and will be based on the principles set out in London Fire & Emergency Planning Authority Enforcement Policy.

Inspectors may take enforcement action in several ways to deal with a breach of the legislation. In most cases this will be one of the following:

INFORMAL ACTION:

Notification Of Fire Safety Deficiencies Form

Where the Fire Authority are of the opinion that you have failed to comply with any requirements imposed on you by the Regulatory Reform (Fire Safety) Order 2005 but the breach is not considered to warrant service of an Enforcement Notice, the above Notification will be served on you by the inspector. The Notification will identify the matters to address, and the steps considered necessary to remedy them.

The Notification of Fire Safety Deficiencies document is not an Enforcement Notice. It identifies deficiencies which are required to be addressed to meet your legal obligations under the Regulatory Reform (Fire Safety) Order 2005. A further inspection may be carried out .

FORMAL ACTION:

Alterations Notice

Where the Fire Authority considers premises constitute a serious risk to persons (whether due to the features of the premises, their use, any hazard present, or any other circumstances); or may constitute such a risk if any change is made to them or the use to which they are put, the Fire Authority may serve on you, as the responsible person, an Alterations Notice.

Where an Alterations Notice has been served, you must notify the Fire Authority of your proposals before making –

- a change to the premises;
- a change to the services, fittings or equipment in or on the premises;
- an increase in the quantities of dangerous substances which are in or on the premises;
- a change to the use of the premises;

where those changes may result in a significant increase in risk,

Enforcement Notices

Where the Fire Authority are of the opinion that, as a person being under an obligation to do so, you have failed to comply with the requirements placed upon you by the Regulatory Reform (Fire Safety) Order 2005 you will be served with an Enforcement Notice.

Attached to the Notice will be a schedule specifying the matters that, in the opinion of the Fire Authority, constitute failure(s) to comply with the Regulatory Reform (Fire Safety) Order 2005.

The schedule will also identify the steps that must be taken to remedy the specified failure(s), to ensure that you comply with the Regulatory Reform (Fire Safety) Order 2005. These steps will be subject to a time limit. This will be agreed with you at the time of inspection, but will be not less than 28 days.

Unless the steps identified in the schedule to the notice are taken by the specified date, it will be considered that you have not complied with the Notice and the Fire Authority may consider a prosecution against you. You may however apply for an extension of time.

Prohibition Notice

Where the inspector considers that the use of the premises involves or will involve a risk to persons on the premises in the event of fire so serious that use of the premises ought to be prohibited or restricted, the Fire Authority may serve a Notice prohibiting the use

immediately or after a specified time and not allowing it to be used until remedial action has been taken. The notice will explain why the action is necessary.

Notice Under Article 37 (Fire-Fighters' Switches For Luminous Tube Signs)

Where apparatus to which this article applies has been installed or is proposed to be installed in or on the premises, the Fire Authority may serve a Notice of requirements, relating to the position, colour and marking of the cut-off switch, on the responsible person.

Legal Enforcement

If the Fire Authority are of the view that immediate legal action should be taken, for example failure to comply with the fire safety duties imposed by this Order and that failure has put one or more relevant persons at risk of death or serious injury in case of fire; or there has been a failure to comply with any requirement or restriction imposed by a Notice issued under this Order, then consideration will be given to prosecution.

Penalties

Failure to comply with the fire safety duties imposed by this Order or with any requirement or restriction imposed by a Notice issued under this Order, is a criminal offence under Article 32 of the Regulatory Reform (Fire Safety) Order 2005. A person guilty of such an offence shall be liable:

(a) on summary conviction to a fine not exceeding the statutory maximum; or

(b) on conviction on indictment, to a fine, or to imprisonment for a term not exceeding two years, or both.

Any person found guilty of an offence under any requirement imposed by Article 37 in respect of luminous tube signs is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

Appeals

A person on whom an Alterations Notice, an Enforcement Notice, a Prohibition Notice or a Notice given by the Fire Authority under Article 37 (fire-fighters' switches for luminous tube signs) is served may, within 21 days from which the Notice is served, appeal by way of complaint for an order to a magistrates' court.

Public Register

You should be aware that in order to satisfy the " Environment and Safety Information Act 1988" the Fire Authority is obliged to enter details of certain notices called "relevant notices" (under the Fire Safety Order these are Alterations, Enforcement and Prohibition Notices), into a register to which the public have access. "Relevant notices " are those which impose requirements or conditions not solely for the protection of persons at work. Entries on the register will be kept for a period of at least three years.

Entries to the register will be made within 14 days of the expiry of the right of appeal or the disposal of an appeal against the content of a notice. If a notice is cancelled on appeal no entry will be made. Where an inspector is satisfied that a notice has been complied with, withdrawn or amended a further entry will be made in the register within 7 days to show this.

If you think that the entry for this notice would disclose trade secret information you should give written notice to the Fire Authority **within 14 days** who will draft an entry which is considered not to disclose the secret and serve this on you. In the meantime the entry will specify only your name, address, the place involved and the relevant legal provisions. If you are not satisfied with the redrafted entry you have a further right of appeal to the Secretary of State **within 14 days**.

Public Availability Of Information

Under the Code of Practice on Access to Government Information the Fire Authority is committed to make available on written request information about its actions and decisions, which includes information about notices it has issued. In general the information that the Fire Authority will make available about a notice is the information on the front page.

Information on a notice will not be made available until the right of appeal against the content of a notice has expired with no appeal having been lodged, or the appeal has been disposed of. Where an inspector is satisfied that a notice has been complied with, this information will be made available at the same time as the information on the front page. If you think that the

information in the notice would disclose commercially confidential information you should contact the Fire Authority **within 14 days** who will then redraft the information in a way it believes will not reveal the confidential matter. In the meantime the only information to be made available will be your name, address, any place involved and the relevant legal provisions. If you are not satisfied with the redrafted information there is **no** further appeal. However, the Fire Authority will make every effort to agree a form of words that is acceptable to you.

For the avoidance of doubt, where the publicising of a notice is appropriate to further the safety of persons, the details in the previous paragraph, about making available information regarding a notice will not apply. An example of circumstances where information may be given out directly the notice is served is where the notice prohibits the use of sleeping accommodation. Tenants, or other persons, who use this prohibited accommodation may be informed immediately by the Fire Authority.

The London Fire & Emergency Planning Authority runs the London Fire Brigade **Ron Dobson** QFSM Commissioner for Fire and Emergency Planning

156 Harrow Road
London
W2 6NL

Switchboard 020 8555 1200
www.london-fire.gov.uk

LONDON FIRE & EMERGENCY PLANNING AUTHORITY

27.1 [redacted] AND COMMUNITY SAFETY DIRECTORATE
[redacted] **Assistant Commissioner (Fire Safety Regulation)**

Date
22 August 2008

Our Ref.
FS/W/01/14086/CT/hl

Your Ref.

27.2 [redacted]
BBS Building Control Associate Director
BBS
33 Throgmorton Street
London
EC2N 2BR

27.3 [redacted]
Inspecting Officer
Direct Telephone
27.4 020 7587 [redacted]
Direct Fax
020 7587 2309
Direct E-mail
westminstergroup@london-fire.gov.uk

Dear Sir ,

RECORD OF CONSULTATION/ADVICE GIVEN

REGULATORY REFORM (FIRE SAFETY) ORDER 2005 ARTICLE 45
REGULATORY REFORM (FIRE SAFETY) ORDER 2005 ARTICLE 46
THE BUILDING (APPROVED INSPECTORS ETC.) REGULATIONS 2000
OTHER (specify):

PREMISES: 88 Bishops Bridge Road, W2 5AA
PLAN NUMBER(S) (if any)
L-001/L010, L-1010/105, L115/L127,L-132/137, L-201, L-301, El-010, GA_01,GA_00,GA_03, GA_02

The Brigade has been consulted with regard to the above-mentioned premises and makes the following observations:

☒ The Brigade is satisfied with the proposals providing items in other comments section below are incorporated.

☐ The Brigade is not satisfied with the proposals. Please refer to the attached schedule for the Brigade's comments.

☐ Please refer to the marked plan(s) for the Brigade's observations.

☐ The plans indicate a fire engineered solution is in place or being proposed and consultation with the Brigade's Fire Engineering Group will delay the return of our comments for 10 days.

☐ The Brigade's Fire Engineering Group have confirmed that the fire engineered solution in place or being proposed is of a complex nature and the consultation will be further delayed.

Other comments:

1. Doors to be FD30s.
2. Service riser to be enclosed in 30 min fire resisting construction.

Any queries regarding this letter should be addressed to the person named at the top of the letter. If you are dissatisfied in any way with the response given, please ask to speak to the Team Leader quoting our reference.

Yours faithfully,

for Assistant Commissioner

The London Fire & Emergency Planning Authority runs the London Fire Brigade **Ron Dobson** QFSM Commissioner for Fire and Emergency Planning

01/014086

LONDON FIRE BRIGADE – FARYNOR DATA COLLECTION FORM
TO BE UPDATED AT EACH INSPECTION
(SHADED FIELDS ARE MANDATORY – GREY TEXT INDICATES FARYNOR DROP DOWN ITEM)

LOCATION DATA (complete ONCE for the location/building) | Date Completed: 27-03-09

1 LOCATION DETAIL TAB

UPRN	(generated by Farynor)	
File no:	01/14086	
Building Name: PORCHESTER		
Address: 88 BISHOPS BRIDGE ROAD W2 5AA		
Use:	L Licensed Premises	
Borough:	Westminster	
Area Fire Safety Team:	PAI	
Station Ground:	G48	
Risk Score	(auto complete)	
SIC Code (allocated by HSE):		
No. of Floors:	TOTAL 2	BASEMENT 1
Floor area (m^2):	TOTAL 900	AVERAGE 450
No. of Protected Staircases:	0	
No. of Beds:	0	
% Open plan:	40	
Special Features:		
Additional Detail: (free text) FLATS ABOVE NO LONGER PART OF PUB.		
Reinspection Date:	(auto complete)	
Heritage Building:	Y ☐	N ☒
Petroleum Redevelopment:	Y ☐	N ☒
Firefighter Risk:	Low	

2 PROTECTION TAB

Fire alarm		
Alarm Type:	Auto Fire Alarm (AFA)	
Management Standard:	Standard	
BS Compliance	Y ☒	N ☐
Material Deviations from Brigade preferred standard:	Y ☐	N ☒
Call Point Type:	Break Glass	
Sounder Type:	Bell/Sounder	
Power Supply Type:	Mains	

2 PROTECTION TAB (Cont)

Automatic Fire Detection		
Type:	Smoke (Point, Aspirating)	
Management Standard:	Standard	
Remotely Monitored:	Y ☐	N ☒
BS Compliance:	Y ☒	N ☐

Smoke Ventilation		
Type:	None	
Management Standard:		
BS Compliance:	Y ☐	N ☐

Sprinklers		
Type:	None	
Management Standard:		
% Covered:		
Domestic Premises:	Y ☐	N ☐
BS Compliance:	Y ☐	N ☐

General			
Fire Instructions Displayed:	Y ☐	N ☒	N/A ☐
Fire Drills/Staff Training:	☒	☐	☐
Brigade Access for Fire Appliances:	☒	☐	

Special Features/Risks: (free text)

No. of Firefighting Shafts:	0	
BS5588 Applies:	Y ☐	N ☐
Engineering Solution Applies:	Y ☐	N ☐
Trade Off Measures:	Y ☐	N ☐

Other Legislation Applicable: (free text)
licensing act 2003

3 ALIAS TAB

Address:

01/014086

PROPERTY DATA (complete new sheet for EACH property/premises) | **Date Completed:** 27-03-09

4 PROPERTY DETAIL TAB

Location (file no.):	01/014086	
UPRN:	(generated by Farynor)	
Occupier Contact	(auto complete)	
Occupancy Type:	Sole Occupier	
Use:	(auto complete)	
Valuation Office:		
Address: PORCHESTER, 88 BISHOPS BRIDGE ROAD,		
Risk Score:	4	
Reinspection Date:	2014	
Total Capacity:	150 + STAFF	
Floor Capacity:	150	
Non Ambulant:	Y ☐	N ☒
Occupancy Times:	24 Hours	
Flammable Material		
Stored:	Y ☒	N ☐
Type/Quantity: (free text) SMALL AMOUNT OF PAINTS IN O/S STORE SPIRIT CAGE IN BASEMENT NOT FR		
Number of PAI due	1 ☒	2 ☐
Next PAI due	12 MONTHS	
Environmental Risk*	None	
Exceptional Value	Y ☐	N ☒

5 PEOPLE AT RISK TAB

Time Band	People Count: Weekdays	Weekends
00:00 - 04:00	0	0
04:00 - 08:00	0	0
08:00 - 12:00	5	5
12:00 - 16:00	50	20
16:00 - 20:00	100	100
20:00 - 24:00	150	150

Continuation (use this box to continue free text field if there is insufficient space)

6 CONTACTS TAB (use additional sheets if necessary)

Contact Type	On Site Representative
Sole Supplier Risk	
Name	30.1 [redacted]
Responsible Person	YOUNG &CO PLC
Position	Manager
Address: RIVERSIDE HOUSE, 26 OSIERS RD, WANDSWORTH, LONDON SW18 1NH	
Telephone	
Fax	
E-mail	
Website URL	

7 ABSTRACTS TAB(use additional sheets if necessary)

ABSTRACT TYPE:	INFRINGEMENT	
Infringement Type		
Date of Infringement		
Prohibit/Restrict Date		
Prosecution Date		
ABSTRACT TYPE:	LICENSING	
Licensing Type	Licensing Act 2003	
Next Reinsp Date		
Next FS Insp Date		
Additional Notes (Free Text) Ents license		
ABSTRACT TYPE:	ALTERATIONS NOTICE	
Date Issued:		
Risk Assessment Req'd	Y ☐	N ☐
Date Withdrawn		
ABSTRACT TYPE:	RAILWAY PREMISES	
Railway Premises	Y ☐	N ☐

Data Protection Act 1998: The information you have given on this form will be processed by London Fire Emergency Planning Authority for the purpose of **fire and emergency planning and control**. We will keep your details secure and will not disclose them to other organisations or third parties (except contractors or suppliers working on our behalf) without your permission unless we are legally required to do so.
For more information about how we use your personal information, see our notification entry (Z7122455) www.ico.gov.uk or visit: www.london-fire.gov.uk

***Notify station using SFS_A020_a2a if they are unaware of risk**

Peak Activity Inspection Report Form

Premises File Number:	01/14086	Area: SW	Borough: Westminster
Premises Name:	The Porchester PH	Team Leader:	SM [redacted] 31.1
Address:	88 Bishops Bridge Road W2 5AA	Safe Capacity:	150
		Premises Use Code:	CL
Contact Name:	[redacted] 31.3	Telephone No:	020 7229 [redacted] 31.2
Name of Responsible Person if different from above:		Young's	

Audit checklist

The following checklist applies to all premises and events. The relevant FSEC 'premises use group' column should be selected for the premises being inspected.

(a) Where DEFECTS are noted give details on 'Summary of Fire Safety Issues' page. If relevant, details of good practice may also be entered.

(b) Score the Article against the relevant premises type. If Articles are not applicable, leave blank.

(c) Total the score from appropriate FSEC 'premises use group' column to determine enforcement level expectation.

Article Number & level of risk	Sleep (U) ☐ FSEC: A, B, C, E, F, H	Sleep (F) ☒ FSEC: D, G, L	Public (U) ☐ FSEC: J, K, M, N, P	Workplace (F) ☐ FSEC: S, R, T	Considerations
8. General Duty					1. Are the general fire precautions adequate? 2. Are the employees safe? 3. Are the premises safe for other relevant persons eg customers?
Major	☐ 13	☐ 13	☐ 8	☐ 5	
Minor	☐ 7	☐ 7	☐ 4	☐ 3	
Broadly Compliant	☐ 0	☒ 0	☐ 0	☐ 0	
9. Risk Assessment					4. FRA available to inspect and current? 5. FRA identifies all risks and control measures eg. naked
Major	☐ 10	☐ 10	☐ 10	☐ 10	
Minor	☐ 5	☐ 5	☐ 5	☐ 5	
	☐ 0	☒ 0			

Broadly Compliant		5 0	0	0	flames? 6. Capacity figure identified & recorded if necessary?
11. Management Major Minor Broadly Compliant	☐ 5 ☐ 3 ☐ 0	☐ 3 ☒ 2 ☐ 0	☐ 2 ☐ 1 ☐ 0	☐ 2 ☐ 1 ☐ 0	7. Does the management exhibit sufficient control eg. of premises, staff, patrons (capacity), contractors? 8. Are management records available eg training?

12. Risk Dangerous Substances Major Minor Broadly Compliant	☐ 5 ☐ 3 ☐ 0	☐ 5 ☐ 3 ☐ 0	☐ 5 ☐ 3 ☐ 0	☐ 5 ☐ 3 ☐ 0	9. If present are they managed and accounted for in the FRA eg safe storage, min quantity necessary?
13. Detection & Warning Major Minor Broadly Compliant	☐ 26 ☐ 10 ☐ 0	☐ 1 ☐ 3 ☒ 5 0	☐ 13 ☐ 5 ☐ 0	☐ 13 ☐ 5 ☐ 0	10. Appropriate detection in place? 11. Suitable warning system / method for the risk?
14. Means of Escape Major Minor Broadly Compliant	☐ 26 ☐ 10 ☐ 0	☐ 2 ☐ 6 ☐ 1 ☒ 0 0	☐ 20 ☐ 8 ☐ 0	☐ 13 ☐ 5 ☐ 0	12. Are exit routes clear, unobstructed & equipped with emergency lighting? 13. Are exits clearly signed and visible? 14. Are exit doors unlocked & suitable for capacity?
15. Procedure imminent danger Major / Minor Broadly Compliant	☐ 5 ☐ 0	☐ 3 ☒ 0	☐ 2 ☐ 0	☐ 2 ☐ 0	15. Is there an appropriate emergency plan for the premises?
17. Maintenance Major Minor Broadly Compliant	☐ 15 ☐ 8 ☐ 0	☐ 1 ☐ 5 ☒ 8 0	☐ 10 ☐ 5 ☐ 0	☐ 8 ☐ 4 ☐ 0	16. Are the premises facilities and equipment maintained and in good working order eg. doors, alarm, extinguishers?
21. Training Major Minor Broadly Compliant	☐ 6 ☐ 3 ☐ 0	☐ 4 ☐ 2 ☒ 0	☐ 2 ☐ 1 ☐ 0	☐ 2 ☐ 1 ☐ 0	17. Have staff received safety training? 18. Do staff know the emergency procedures?
TOTAL SCORE		2			Use score to provide compliance level below

Compliance level and initial enforcement expectation – tick relevant box.

Score 0-25 Compliance Level 1	Score 26-35 Compliance Level 2	Score 36-45 Compliance Level 3		Score 46-55 Compliance Level 4	Score 56 + Compliance Level 5
Verbal Action ☒	Notification of Fire Safety Deficiencies ☐	36-40 Letter ☐	41-45 Notice ☐	Enforcement notice ☐	Enforcement notice & consider prosecution ☐

Compliance level provides score (1 to 5) in “Fire Safety Management (Compliance Weighting Score)” on the Online Relative Risk Score Calculator.

Summary of Fire Safety Issues

FSO Article	Detail of issues, acts or omissions found on inspection.
11	Single door separation from basement to bar, door held open, and rubbish stored at bottom of stair, contradicting signage.

General notes:

Apart from minor housekeeping issue above, premises satisfactory.

NFA

Safe capacity 150, rarely achieved, further PAI's not required

Date of Inspection: 07-07-2011 Time commenced: 2130hrs
Total travel time:

Name of Inspecting Officer: 35.1 [redacted] Total Audit Time:

Recommend annual PAI: No.

Signature of Of [redacted]

Team Leader Observations:

Accompanied IO on audit and agree with all findings. A simple premises that doesn't warrant an annual PAI.

Name of TL: 35.2 [redacted] **Date vetted: 1st August 2011**

Peak Activity Inspection Report Form

LONDON FIRE AND EMERGENCY PLANNING AUTHORITY

Premises File Number: 01/014086 Station Ground: G48 Paddington

Premises: The Porchester

Address: Basement, Ground & First Floor. 88 Bishops Bridge Road, London W2 5AA

Contact Tel: 0871 917 37.1 [redacted]

Safe Capacity (if any):

Floor Capacity (if any)

Premises Use Code: PL1

Due date for Peak Activity Inspection:

Date of Inspection: 10/05/09 Time Commenced:

Name and position of Responsible Person: Ms 37.2 [redacted]

The highest fire risk period for some premises occurs outside the normal office hours of Monday to Friday 9 am to 5 pm. The purpose of the inspection is to check compliance with key requirements of the Regulatory Reform (Fire Safety) Order 2005, during the highest risk period for the premises. The following checklist applies to all premises and events. However, some are obviously only applicable to specific types of premises. Additional guidance can be found in SFS:C050:a1.

CHECKLIST

(a) If questions are not relevant, tick **N/A**

(b) Where DEFECTS are noted, tick NO and give details in Question 18.

(c) Where conditions are all in order, tick YES

Satisfactory premises will have all **YES** answers unless N/A is indicated.

			N/A	YES	NO
		Article 9 – Risk Assessment *"The responsible person must make a suitable and sufficient assessment of the risks to which relevant persons are exposed for the purpose of identifying the general fire precautions he needs to take..."*			
1.	☐	Has a fire safety risk assessment been completed and is it available to the responsible person?	☐	☒	☐

Note: If a fire risk assessment has not been done, or is not available, complete remainder of inspection and recommend follow up action by the fire safety team.

		Article 14 - Emergency routes and exits *"Where necessary...to safeguard the safety of relevant persons, the responsible person must ensure that routes to emergency exits...and the exits themselves are kept clear at all times... Where necessary...emergency routes and exits requiring illumination must be provided with emergency lighting...in case of failure of their normal lighting"*			
2a.	☐	If the premises has a safe capacity is it being complied with?	☐	☒	☐
2b.	☐	If there is no safe capacity, Does there appear to be sufficient exits for all the people present.?	☒	☐	☐
3.	☐	Are emergency routes and exits clear and unobstructed?	☐	☒	☐
4.	☐	Are emergency routes clear of any trip hazards on floor covering?	☐	☒	☐
5.	☐	Are exits clearly signed and are the signs adequately lit?	☐	☒	☐
6.	☐	Check final exit doors are:-			
		(a) unobstructed and can open fully	☐	☒	☐
		(b) easily opened without the use of a key	☐	☒	☐
7.	☐	Check external routes to public highways are available and unobstructed	☒	☐	☐

			N/A	YES	NO
		Article 21 - Training *"The responsible person must ensure that his employees are provided with adequate safety training"*			
8.	☐	Do staff and management know the emergency procedures? Check by questioning a sample on what action they take in the event of fire.	☐	☒	☐

			N/A	YES	NO
		Article 17 - Maintenance *"Where necessary in order to safeguard the safety of the relevant persons the responsible person must ensure that the premises and any facilities, equipment & devices provided...are subject to suitable system of maintenance and are maintained...in efficient working order and in good repair"*			
9.	☐	Are self closing fire resisting doors being maintained in working order?	☐	☒	☐
10.	☐	Are fire doors to storage areas being kept locked shut?	☐	☒	☐
11.	☐	Are fire extinguishers available and are they being maintained? Check sticker for date of last annual inspection.	☐	☒	☐
12.	☐	If the premises has a fire alarm does it appear to be in good working order? Check panel, call points and detectors for obvious faults.	☐	☒	☐
13.	☐	If the premises has a sprinkler system is the main valve secured in the open position and are the heads unobstructed?	☒	☐	☐
		Article 12 - Elimination or reduction of risks from dangerous substances *"Where a dangerous substance is present...the responsible person must ensure that risk...related to the...substance is either eliminated or reduced as far as is reasonably practicable"*			
14.	☐	If dangerous substances are used check that the fire risks have been adequately assessed and any measures that control the fire risk are in place.	☒	☐	☐
		SOME THEATRES ARE DESIGNED WITH ADDITIONAL SAFETY MEASURES TO PREVENT A FIRE IN THE STAGE AREA SPREADING TO THE AUDITORIUM.			
15	☐	If a stage drencher system is fitted, is the drencher main valve secured in the open position?	☒	☐	☐
16.	☐	If a Lantern light is fitted is the release mechanism easily available?	☒	☐	☐
17.	☐	If a safety curtain is fitted is the release mechanism easily operable?	☒	☐	☐

18. ☐ Detail of defects found on inspection.

Question Number	FSO Article	Detail of defects found on inspection.

19. Did any of the deficiencies require urgent corrective action? YES ☐ NO ☐

If yes, give details of action taken

NOTES:

The premises licence was not in use at the time of the inspection, However aan inspection was carried out.

Premises satisfactory at time of the inspection.

20. Was responsible person told of deficiencies: YES ☐ NO ☐

If yes. inform the responsible person that this report will be forwarded to the borough support team who will consider the need for a follow up inspection.

Time inspection complete:

Total travel time

Name of officer completing form: WMB(S) 42.1 [redacted]

Team Leader Observations:

Signed: Date:

INSTRUCTIONS TO ADMIN

Please save FSO2_01 to FARYNOR (copy attached).
Ensure the new PAI date is entered onto the `complete list'
My times have already been entered onto the progress sheet
Please complete job.

LONDON FIRE BRIGADE – FIRE SAFETY REGULATION
PREMISES INSPECTION AND DATA COLLECTION FORM
SECTION 1 – FARYNOR DATA COLLECTION
TO BE UPDATED AT EACH INSPECTION
(SHADED FIELDS ARE MANDATORY – GREY TEXT INDICATES FARYNOR DROP DOWN ITEM)

LOCATION DATA (complete ONCE for the location/building) | Date Completed: 25/1/10

1 LOCATION DETAIL TAB

UPRN		
File no:	01 / 014086	
Building Name:	Porchester	
Address:	88 Bishops Bridge Rd London W2 5AA.	
Use:	L	
Borough:	Westminster	
Area Fire Safety Team:	SW(W)	
Station Ground:	G48	
Risk Score	(auto complete) 3.59	
SIC Code (allocated by HSE):		
No. of Floors:	TOTAL 2	BASEMENT 1
Floor area (m^2):	TOTAL 300	AVERAGE 150
No. of Protected Staircases:		1
No. of Beds:		0
% Open plan:		80
Special Features:		
Additional Detail: (free text)		
Reinspection Date:		(auto complete)
Heritage Building:	Y ☐	N ☑
Petroleum Redevelopment:	Y ☐	N ☑
Firefighter Risk:	Med.	

2 PROTECTION TAB

Fire alarm		
Alarm Type:	AFA w AFD	
Management Standard:	Standard	
BS Compliance	Y ☑	N ☐
Material Deviations from Brigade preferred standard:	Y ☑	N ☐
Call Point Type:	Break Glass	
Sounder Type:	Bell / Siren	
Power Supply Type:	Mains	

2 PROTECTION TAB (Cont)

Automatic Fire Detection		
Type:	Smoke	
Management Standard:	Standard	
Remotely Monitored:	Y ☐	N ☑
BS Compliance:	Y ☑	N ☐

Smoke Ventilation	No	
Type:		
Management Standard:		
BS Compliance:	Y ☐	N ☐

Sprinklers	No	
Type:		
Management Standard:		
% Covered:		
Domestic Premises:	Y ☐	N ☐
BS Compliance:	Y ☐	N ☐

General	Y	N	N/A
Fire Instructions Displayed:	☑	☐	☐
Fire Drills/Staff Training:	☑	☐	☐
Brigade Access for Fire Appliances:	☑	☐	

Special Features/Risks: (free text)

No. of Firefighting Shafts:	None	
BS Applies:	Y ☐	N ☐
Engineering Solution Applies:	Y ☐	N ☐
Trade Off Measures:	Y ☐	N ☐

Other Legislation Applicable: (free text)

3 ALIAS TAB

Addr

RECEIVED & SCANNED
18 FEB 2010
IM / DOCUMENT MANAGEMENT TEAM

PROPERTY DATA (complete new sheet for EACH property/premises) | **Date Completed:** 25/1/10

4 PROPERTY DETAIL TAB

Location (file no.):	01 / 614056	
UPRN:		
Occupier Contact	(auto complete)	
Occupancy Type:	owner not occ	
Use:	L (auto complete)	
Valuation Office:	CL	
Address:	88 Bishops Bridge Rd London W2 5AA	
Risk Score:	3.50	
Reinspection Date:		
Total Capacity:		
Floor Capacity:		
Non Ambulant:	Y ☒	N ☐
Occupancy Times:	1200 - 2400.	
Flammable Material		
Stored:	Y ☐	N ☑
Type/Quantity: (free text)		
Number of PAI due	1 ☐	2 ☐
Next PAI due		
Environmental Risk*		
Exceptional Value	Y ☐	N ☐

5 PEOPLE AT RISK TAB

Time Band	People Count: Weekdays	Weekends
00:00 - 04:00	0	0
04:00 - 08:00	0	0
08:00 - 12:00	0	0
12:00 - 16:00	150	150
16:00 - 20:00	150	150
20:00 - 24:00	150	150

Continuation (use this box to continue free text field if there is insufficient space)

6 CONTACTS TAB (use additional sheets if necessary)

Contact Type	
Sole Supplier Risk	
Name	Youngs Brewery Plc
Responsible Person	[redacted] 44.1
Position	Manager
Address	88 Bishops Bridge Rd London 44.2
Telephone	[redacted]
Fax	
E-mail	porchester@youngs.co.uk
Website URL	www.theporchester.co.uk

7 ABSTRACTS TAB(use additional sheets if necessary)

ABSTRACT TYPE:	INFRINGEMENT
Infringement Type	
Date of Infringement	
Prohibit/Restrict Date	
Prosecution Date	

ABSTRACT TYPE:	LICENSING
Licensing Type	
Next Reinsp Date	
Next FS Insp Date	
Additional Notes (Free Text)	

ABSTRACT TYPE:	ALTERATIONS NOTICE	
Date Issued:		
Risk Assessment Req'd	Y ☐	N ☐
Date Withdrawn		

ABSTRACT TYPE:	RAILWAY PREMISES	
Railway Premises	Y ☐	N ☐

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For more information about how we use your personal information, see our notification entry (Z7122455) www.informationcommissioner.gov.uk or visit: www.london-fire.gov.uk

*Notify station using SFS_A020_a2a if they are unaware of risk

01/014086

SECTION 2 - OBSERVATIONS ON FIRE SAFETY COMPLIANCE

For each observation enter a Comment No and a brief description of the failure or good practice.
Where failures are recorded, transfer the Comment No(s) against the appropriate Article(s) in Section 3 to establish Compliance Level and Initial Enforcement Expectation.

Comment Number (to Section 3)	Description of Failure or Good Practice
9	Risk assessment done
	All records reviewed
11	Good management

SECTION 3 – SCORING SHEETS

SCORING SHEET A - RISK CRITICAL ISSUES

Score from only ONE risk group based on the FSEC code for the premises.
Check the box against the relevant score in left column as appropriate. Use right column to recalculate score if follow up visit carried out.

Article Number & level of risk	Sleeping Unfamiliar ☐ FSEC: A, B, C, E, F, H	Sleeping Familiar ☐ FSEC: D, G, L	Public Unfamiliar ☑ FSEC: J, K, M, N, P	Workplace Familiar ☐ FSEC: S, R, T	Comment number(s) from Section 2. (May be against one or more headings.) If Article not checked or not applicable enter N/C or N/A and score zero.
8 Major	☐ 13 ☐	☐ 13 ☐	☐ 8 ☐	☐ 5 ☐	General duty
8 Minor	☐ 7 ☐	☐ 7 ☐	☐ 4 ☐	☐ 3 ☐	
8 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☑ 0 ☐	☐ 0 ☐	
9 Major	☐ 10 ☐	☐ 10 ☐	☐ 10 ☐	☐ 10 ☐	Risk assessment
9 Minor	☐ 5 ☐	☐ 5 ☐	☐ 5 ☐	☐ 5 ☐	
9 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☑ 0 ☐	☐ 0 ☐	
10 Major	☐ 5 ☐	☐ 5 ☐	☐ 5 ☐	☐ 5 ☐	Fire Prevention
10 Minor	☐ 3 ☐	☐ 3 ☐	☐ 3 ☐	☐ 3 ☐	
10 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☑ 0 ☐	☐ 0 ☐	
11 Major	☐ 5 ☐	☐ 3 ☐	☐ 2 ☐	☐ 2 ☐	Management
11 Minor	☐ 3 ☐	☐ 2 ☐	☐ 1 ☐	☐ 1 ☐	
11 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☑ 0 ☐	☐ 0 ☐	
12 Major	☐ 5 ☐	☐ 5 ☐	☐ 5 ☐	☐ 5 ☐	Risk Dangerous Subs
12 Minor	☐ 3 ☐	☐ 3 ☐	☐ 3 ☐	☐ 3 ☐	
12 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☑ 0 ☐	☐ 0 ☐	
13 Major	☐ 26 ☐	☐ 13 ☐	☐ 13 ☐	☐ 13 ☐	Detection and Warning
13 Minor	☐ 10 ☐	☐ 5 ☐	☐ 5 ☐	☐ 5 ☐	
13 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☑ 0 ☐	☐ 0 ☐	
14 Major	☐ 26 ☐	☐ 26 ☐	☐ 20 ☐	☐ 13 ☐	Means of escape
14 Minor	☐ 10 ☐	☐ 10 ☐	☐ 8 ☐	☐ 5 ☐	
14 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☑ 0 ☐	☐ 0 ☐	
15 Major/Minor	☐ 5 ☐	☐ 3 ☐	☐ 2 ☐	☐ 2 ☐	Procedure imminent danger
15 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☑ 0 ☐	☐ 0 ☐	
17 Major	☐ 15 ☐	☐ 15 ☐	☐ 10 ☐	☐ 8 ☐	Maintenance
17 Minor	☐ 8 ☐	☐ 8 ☐	☐ 5 ☐	☐ 4 ☐	
17 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☑ 0 ☐	☐ 0 ☐	
21 Major	☐ 6 ☐	☐ 4 ☐	☐ 2 ☐	☐ 2 ☐	Training
21 Minor	☐ 3 ☐	☐ 2 ☐	☐ 1 ☐	☐ 1 ☐	
21 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☑ 0 ☐	☐ 0 ☐	
38 Major/Minor	☐ 3 ☐	☐ 3 ☐	☐ 3 ☐	☐ 3 ☐	Fire fighters measures
38 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☑ 0 ☐	☐ 0 ☐	
Sub-total A (Carry to Sheet B)			0		

SCORING SHEET B – LESS RISK CRITICAL ISSUES

Score from only ONE risk group based on the FSEC code for the premises.
Check the box against the relevant score in left column as appropriate..Use right column to recalculate score if follow up visit carried out.

Article Number	Sleeping Unfamiliar ☐ FSEC: A, B, C, E, F, H	Sleeping Familiar ☐ FSEC: D, G, L	Public Unfamiliar ☒ FSEC: J, K, M, N, P	Workplace Familiar ☐ FSEC: S, R, T	Comment number(s) from Section 2. (May be against one or more headings.) If Article not checked or not applicable enter N/C or N/A and score zero.
13 Non Compliant	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	Fire Fighting Equipment
13 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☒ 0 ☐	☐ 0 ☐	
16 Non Compliant	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	Dangerous Subs info
16 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☒ 0 ☐	☐ 0 ☐	
18 Non Compliant	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	Safety Assistance
18 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☒ 0 ☐	☐ 0 ☐	
19 Non Compliant	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	Info to employees
19 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☒ 0 ☐	☐ 0 ☐	
20 Non Compliant	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	Info to other employers
20 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☒ 0 ☐	☐ 0 ☐	
22 Non Compliant	☐ 2 ☐	☐ 2 ☐	☐ 2 ☐	☐ 2 ☐	Co-operation/co-ordination
22 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☒ 0 ☐	☐ 0 ☐	
23 Non Compliant	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	Employee duties
23 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☒ 0 ☐	☐ 0 ☐	
37 Non Compliant	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	☐ 1 ☐	Luminous signs
37 Broadly Compliant	☐ 0 ☐	☐ 0 ☐	☒ 0 ☐	☐ 0 ☐	
Sub-total B			0		
Sub total (from Sheet A)			0		
TOTAL SCORE (to corresponding compliance level below)			0		

Compliance level and initial enforcement expectation – tick relevant box.

Score 0-25 Compliance Level 1	Score 26-35 Compliance Level 2	Score 36-45 Compliance Level 3		Score 46-55 Compliance Level 4	Score 56 + Compliance Level 5
Verbal Action ☒	Notification of Fire Safety Deficiencies ☐	36-40 Letter ☐	41-45 Notice ☐	Enforcement notice ☐	Enforcement notice & consider prosecution ☐

Compliance level provides score (1 to 5) in "Fire Safety Management (Compliance Weighting Score)" on the Online Relative Risk Score Calculator.

SECTION 4 - AUDIT CONCLUSION

NOTES OF END OF AUDIT DISCUSSION WITH RESPONSIBLE PERSON / PREMISES REPRESENTATIVE			
• Record of Discussion • Further Action • Extent of Audit **If considering a prosecution, the responsible person should be made aware at this stage.**			
Name & Address for service of documents.	48.1 [redacted]		
Signature of Inspector:		Name: 48.2 [redacted]	Date: 25.1.10
Signature of Premises Representative* *To confirm record of discussion above. If representative does not wish to sign, enter "Declined".		Name [redacted]	Date: 25.1.10

Confirmed enforcement activity after application of Enforcement Management Model (EMM) principles (apply responsible person & strategic factors unless compliance level is 1) and any exceptional deviation from *confirmed enforcement* activity (if applicable - justify below).

Verbal Action	Notification of Fire Safety Deficiencies	Enforcement Notice	Enforcement Notice & consider prosecution	**Tick to confirm application of EMM**
☐	☐	☐	☐	☐

Reason for exceptional deviation (if any) and Team Leader comment:

Consultation required with local authority on structural requirements.	**YES** ☐	**NO** ☐
Consultation required with other authority (specify e.g. English Heritage, Church Authority etc)		
Time allowed for completion of works		
PAI Recommended (See SFS Note C050_a1)	☐ **One per year**	☐ **Two per year**

Reason for Peak Activity Inspection recommendation and Team Leader comment:

Do these premises contain a risk to operational personnel? (e.g. dangerous substances, radiation, high voltages, complex/unusual layout , engineered solutions, firefighting provisions, luminous discharge tubes etc.) **IF YES NOTIFY STATION USING SFS_A020_a2a & consider recording Firefighter Risk as "High" on Section 1 and Farynor.**	**YES**	**NO**
	☐	☐

Signature of Team leader: *(Following Management Review where necessary)*	Name:	Date:

***Revised Compliance* Level following completion of Enforcement Activity:**	1 ☐	2 ☐	3 ☐	4 ☐	5 ☐

If there is insufficient space in any section of this form use FS01_09a continuation sheet.

FILE NUMBER: 01/14086

CALCULATION OF RELATIVE RISK LEVEL

The time period to be considered when completing the responses below is either from the time of the last audit, or 3 years which ever is the shortest. If information is unknown default your entry to medium risk. See paragraph 13.9 of SFS:C015:a1 for notes on completion of this form .

Building and Occupant Features		
Element	**Description**	**Select only one box in each section**
Type of Building (Fire Frequency field on calculator will automatically complete when Building Type selected)	A: Hospital	
	B: Care Home	
	C: HMO Tenement (Scotland Only)	
	D: Purpose Built Flats => 4 storeys	
	E: Hostel	
	F: Hotel	
	G: House Converted to Flat	
	H: Other Sleeping Accommodation	
	J: Further Education	
	K: Public Building	
	L: Licensed Premises	X
	M: School	
	N: Shop	
	P: Other premises Open to Public	
	R: Factory or Warehouse	
	S: Office	
	T: Other Workplace	
Building size: (see Table 2 of SFS:C015:a1 for floor areas for different occupancy types)	Extremely small	
	Very small	
	Small	
	Medium	X
	Large	
	Very large	
	Extremely large	
Predominant Type (Description of Occupants):	Atypically mobile for this type of occupancy	
	Average mobility for this type of occupancy:	X
	Untypically vulnerable for this type of occupancy	
Fire Warning System:	More than adequate	
	Adequate	X
	Less than adequate	
Is there an extract or	Yes	

positive pressure smoke control system covering means of escape and / or common areas?	No	

Element	Description	Select only one box in each section
Is there an operable sprinkler system installed and maintained in working order?	Yes, 100% coverage	
	Yes, 90% coverage	
	Yes, 80% coverage	
	Yes, 70% coverage	
	Yes, 60% coverage	
	Yes, 50% coverage	
	Yes, 40% coverage	
	Yes, 30% coverage	
	Yes, 20% coverage	
	Yes, 10% coverage	
	No system	X

Management and Other Issues		
Element	**Description**	**Select one box in each section only**
History of Fires	None	X
	Yes, 1 or more in the last three years	
Unwanted fire signals	None	X
	Yes, 1 or more in the last 3 years	
Known fire setting activity in the area	None	X
	Yes	
Features which may assist fire spread	None	X
	Yes	
Fire Loading which is likely to assist with fire spread	Lower than average for the occupancy	
	Average for the occupancy	X
	Higher than average for the occupancy	
Access for fire fighting	Better than average for the occupancy	
	Average for the occupancy	X
	Poorer than average for the occupancy	
Water supplies	Better than average for the occupancy	

	Average for the occupancy	
	Poorer than average for the occupancy	
Total number of people in premises at peak time	Less than 20	
	Between 20 and 100	
	More than 100	X
Element	**Description**	**Select one box in each section only**
Fire Safety Management (Compliance Level Score) **If FS01_09 not completed select Average (3)**	**(1)** Very good for the occupancy	
	(2) Good for the occupancy	
	(3) Average for the occupancy	
	(4) Poor for the occupancy	X
	(5) Very poor for the occupancy	

Transfer the details collected on this form to the Risk Level Calculator in order to calculate the Relative Risk Level.

Relative Risk Leve 4.08

51.1 [redacted]

Signature of Inspector		Date: 27/03/09
Signature of Team Leader (Following Management Review where necessary)		Date:

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[End of document]

Redaction Summary

Page 1

Redaction 1.1

Exemptions/exceptions:

- S.40 - Personal Information

Page 2

Redaction 2.1

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 2.2

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 2.3

Exemptions/exceptions:

- S.40 - Personal Information

Page 35

Redaction 35.1

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 35.2

Exemptions/exceptions:

- S.40 - Personal Information

Page 37

Redaction 37.1

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 37.2

Exemptions/exceptions:

- S.40 - Personal Information

Page 6

Redaction 6.1 has no exemptions/exceptions

Redaction 6.2

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 6.3

Exemptions/exceptions:

- S.40 - Personal Information

Page 42

Redaction 42.1

Exemptions/exceptions:

- S.40 - Personal Information

Page 10

Redaction 10.1

Exemptions/exceptions:

- S.40 - Personal Information

Page 44

Redaction 44.1

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 44.2

Exemptions/exceptions:

- S.40 - Personal Information

Page 48

Redaction 48.1

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 48.2

Exemptions/exceptions:

- S.40 - Personal Information

Page 17

Redaction 17.1

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 17.2

Exemptions/exceptions:

- S.40 - Personal Information

Page 51

Redaction 51.1 has no exemptions/exceptions

Page 19

Redaction 19.1

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 19.2

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 19.3

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 19.4

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 19.5

Exemptions/exceptions:

- S.40 - Personal Information

Page 27

Redaction 27.1

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 27.2

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 27.3

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 27.4

Exemptions/exceptions:

- S.40 - Personal Information

Page 30

Redaction 30.1

Exemptions/exceptions:

- S.40 - Personal Information

Page 31

Redaction 31.1

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 31.2

Exemptions/exceptions:

- S.40 - Personal Information

Redaction 31.3

Exemptions/exceptions:

- S.40 - Personal Information