

**FIRE SAFETY RISK ASSESSMENT**  
**FOR SMALL TO MEDIUM SIZE PREMISES**  
**PUB WITH SLEEPING ACCOMMODATION**

|                      |   |
|----------------------|---|
| Address              | The Old Inn<br>New Village<br>Peak Town<br>Derbyshire |
| Telephone Number:    | 01336 71456   |
| Used As:             | Public House with restaurant and accommodation        |
| Guidance Used:       | Small and Medium Places of Assembly, Sleeping Guide   |
| Date of assessment:  | 12 July 2013  |
| Name of assessor:    | Chris Smith   |
| Details of assessor: | Joint Proprietor                                      |
| Review Frequency:    | Yearly  |

|   |
|---|
| <b>Statement Policy</b>   |
| <p>The management team of The Old Inn recognises and accepts ultimate responsibility for the safety of employees and customers. It is our aim to ensure that we will, so far as is reasonably practicable, comply with the requirements of the Regulatory Reform (Fire Safety) Order 2005. We will make provision for the effective planning, organisation, control, monitoring and review of the preventive and protective measures in relation to fire safety.</p>  |
| <b>Signed:</b>  |
| <p><i>Chris Smith</i> <span style="float: right;"><i>28 October 2006</i></span></p>   |
| <b>Management Systems</b>   |
| <p>The Old Inn is managed by Chris and Jackie Smith. One of them is on duty at all times except for holiday periods and sickness when the senior member of staff will be in charge. Day to day responsibility for fire safety and staff training rests with Jackie Smith. Chris Smith will deputise in her absence. Suitable training and support will be provided for the senior member of staff.</p> <p>The Old Inn is rented from Real Ale Brewery Limited. Under the terms of the lease the tenants are responsible for employing staff, day to day upkeep and maintenance but need permission to make structural alterations. Approval must be sought from the Local Authority Building Conservation Officer as this is a listed building.</p> |

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| <b>Property Description</b>   |  |
|---|--|
| <p>The Old Inn is a two storey detached building built in approx. 1750. It is Grade II listed and was once a coaching inn. Outer walls are masonry with a pitched slate roof.</p> <p>The ground floor consists of 2 bars, restaurant, external beer garden, kitchen, storage area, and customer toilets. The first floor contains two double and one single en suite guest bedrooms as well as family accommodation. The west annexe (old stables) is self-contained and contains two double en suite bedrooms on each floor. The east annexe (old stables) can be accessed from the lounge bar; the ground floor has restaurant and kitchen, the first floor two double en suite guest bedrooms.</p> <p>There was a fire certificate issued in 1976 in force for use as a hotel. New legislation means this is no longer valid, but existing fire precautions were retained.</p> |  |
| <p><b>Occupancy</b></p> <p>Times premises in use: 24 hours</p> <p>Max number at work at any time: 7</p> <p>Max number of people: 150 employees and others (includes up to 17 overnight guests)</p>  | <p><b>Size:</b></p> <p>Building Footprint:<br/>(metres)            45 X 20</p> <p>Number of floors: 2</p> <p>Number of stairs: 3</p> |
| <b>Fire Safety Systems</b>  |  |
| <p><b>Fire Warning Systems:</b><br/>           There are smoke detectors in the corridors on all floors but not in the bars or restaurants. There are break glass call points by the stairs on each floor, at each exit door and behind the bar. The alarm is tested weekly and receives annual maintenance.</p> <p>Update October 2007: Action point completed, alarm system now upgraded to BS5839 Category L2.</p>   |  |
| <p><b>Escape Lighting:</b><br/>           There are escape lighting units along guest corridors, over the stairs at each exit.</p>  |  |
| <p><b>Other Fire Safety Systems (e.g. sprinklers)</b><br/>           None</p>   |  |

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**People Affected by Fire**

The normal trade of The Old Inn is as a village pub with associated restaurant. There are usually no more than 50 customers in the bar on a busy weekend night and no more than 20 diners in the restaurant (5 tables each seating 4). There are enough beds to sleep no more than 17 guests (8 double rooms, 1 single). There is a beer festival in the village every July that attracts large numbers of visitors. During this week there can be up to 100 people in the bars. All exit doors open outwards. The front door of the porch opens inwards but is held open during pub opening hours.

**Staff Training**

Employees are trained to know that it is vital to start evacuation as soon as the alarm is raised and to encourage people to use all available exits, not just the front door. Staff will receive training on evacuation during their first week including location of exits, operation and resetting of alarm. Extinguisher training is limited to knowing method of operation.

Refresher training is given yearly.

**Escape Routes**

Bedroom doors are fire resisting and fitted with self-closing devices. All exits doors are secure from the outside but can be opened from inside without needing a key.

Fire exit signs are provided on exit routes.

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**Fire Extinguishers**

There are extinguishers by the door to the stairs at each floor.  
There are extinguishers and a fire blanket in the kitchen.  
Extinguishers have been removed from the public bar area due to vandalism; they have been relocated behind the bar and are available to staff.

**Fire Action**

1. Fire alarm sounds in Guest accommodation. All persons to evacuate and assemble in the car park. Jackie Smith will call fire service, take charge of evacuation and take roll call notifying fire service of missing persons and last known location. Guests are asked to return room keys when leaving the premises to assist in roll call. If Jackie Smith is not available the senior member of staff present will take on her duties.
2. Fire noted in restaurant or bars. All staff trained to operate call points and evacuate customers. Raise lights and turn off background music. There is no juke box or live music. Jackie Smith will call fire service, take charge of evacuation. If Jackie Smith is not available the senior member of staff present will take on her duties.

**Fire Information**

Each guest room has fire instructions and plan showing location of exits and assembly points.

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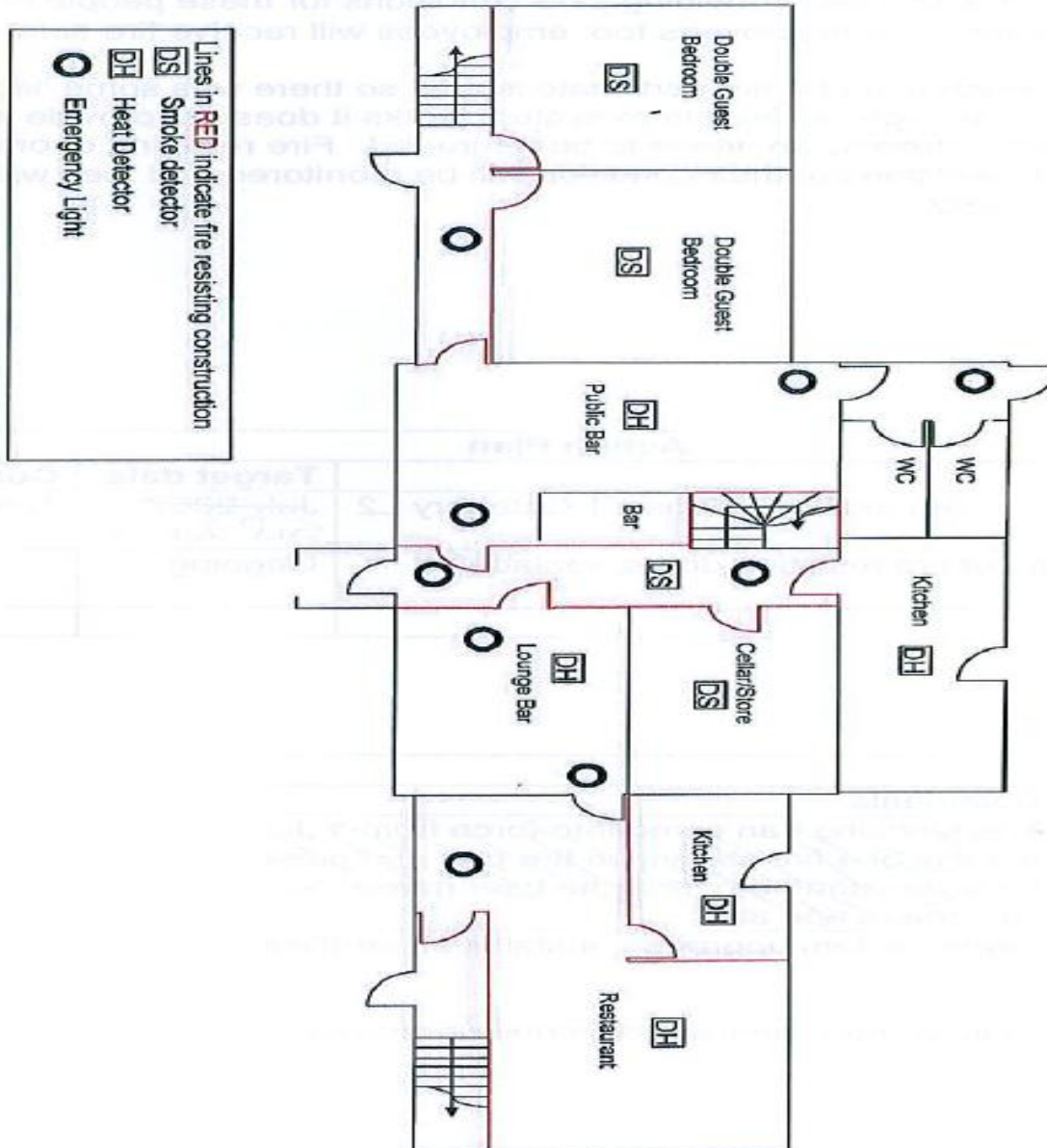
| <b>Summary of Significant Findings</b>   |                    |                  |
|--|--------------------|------------------|
| <p>Two main groups of people at risk have been identified: sleeping guests and customers of bars/restaurant. Providing safe conditions for these people should provide safe conditions for employees too; employees will receive fire safety training.</p> <p>The previous proprietors had a fire certificate issued so there was some 'legacy' fire safety provision. Although the fire alarm system works it does not provide adequate cover to the guest bedrooms so needs to be upgraded. Fire resisting doors are currently in good condition but their condition will be monitored and they will be replaced as necessary.</p> |                    |                  |
| <b>Action Plan</b>   |                    |                  |
| <b>Action</b>  | <b>Target Date</b> | <b>Completed</b> |
| Upgrade alarm system to BS 5839 part 1 Category L2   | July 2013          | 12 July 2013     |
| Monitor condition of fire resisting doors, replace as required   | On-going           |                  |
|  |                    |                  |

| <b>Review Date</b> | <b>Comments</b>  |
|--------------------|--|
| 12 September 2012  | Alarm system upgraded, installation certificate kept with log book |
| 15 December 2012   | Review, no significant changes or revision required.               |

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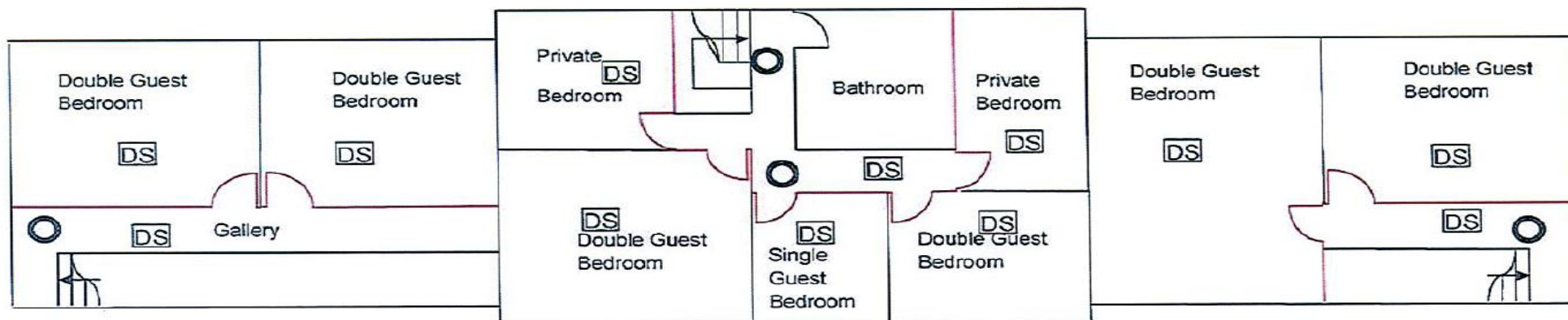
**Sketch Plan of Premises (Not to scale)**  
**Ground Floor, The Old Inn, Peak Town**



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**Sketch Plan of Premises (Not to scale)**  
**First Floor, The Old Inn, Peak Town**



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