



FIRE RISK ASSESSMENT

THE NEST AT WINNALL

WINNALL HOUSE, LINCOMB, STOURPORT-ON-SEVERN, WORCESTERSHIRE. DY13 9RG

This Fire Risk Assessment and Action Plan is to demonstrate compliance with fire and safety legislation under the Regulatory Reform (Fire Safety) Order 2005 (as amended). This is the main legislation that controls fire safety in all premises in England that provide accommodation for paying guests.

Responsible person (e.g. employer) or person having control of the premises:

Karen Bastock

Address of premises:

The Nest at Winnall,
Winnall House, Lincomb, Stourport-on-Severn,
Worcestershire. DY13 9RG

Number of floors:

2

Number of rooms
(bedrooms & living
areas):

4

Construction:

Brick

Date of fire risk assessment:

29th September 2023

Date of previous fire risk assessment:

N/A

Suggested date for review:

September 2024

Fire Hazards & Controls

Are fixed electrical installations inspected and tested every 5 years?

Yes✓ No

Are electrical appliances periodically inspected and tested?

N/A Yes✓ No

Is the use of trailing leads and adaptors avoided where possible?

Yes✓ No

Guests should refer to their booking Terms & Conditions, which state that the use of extension leads & adaptors within the property should be avoided. The use of extension leads from the property to charge EV vehicles is strictly prohibited.

Are gas appliances inspected and tested every 12 months?

N/A ✓ Yes No

Is smoking permitted on the premises?

Yes No ✓

Are suitable arrangements in place for those who wish to smoke?

N/A Yes✓ No

Guests should refer to their booking Terms & Conditions, which state that smoking, vaping /e-cigarettes is prohibited - both inside the property and within the outdoor areas. Smoking is only permitted outside of the wider property grounds by the public road, and a metal bin can be provided for any guest who wishes to do this.

Are the premises adequately secured to prevent unauthorised access?

Yes✓ No

Are combustible materials, waste and refuse bins stored safely clear of the premises or in purpose-built compounds/rooms?

Yes✓ No

Guests should note that waste and recycling bins are located away from the building, outside the courtyard gate (by the car parking space).

Are fixed heating systems subject to periodic maintenance?

N/A **Yes** No

Are portable heaters subject to periodic inspection and used safely?

N/A Yes No

Are there adequate fire precautions in the use of open fires and log burners? e.g. regular chimney sweeping

N/a **Yes** No

Guests should refer to the Information File or the Vamoos Visitor App (if downloaded), for full instructions on lighting the log burner safely and efficiently.

The chimney is swept on an annual basis, usually during the month of September.

Are adequate measures taken to prevent fires from cooking equipment? e.g. prohibiting deep fat fryers

N/A **Yes** No

Guests should refer to their booking Terms & Conditions, which state that appliances such as Deep Fat Fryers (or any other appliance that may pose a fire risk) are not permitted on the premises.

Guests should refer to their booking Terms & Conditions, which state that the barbeque should be kept well away from the building or any wooden fencing or structures within the outdoor courtyard

Are filters and ductwork subject to regular cleaning?

N/A **Yes** No

Is the standard of housekeeping adequate to avoid the accumulation of combustible materials and waste e.g. from tumble dryers?

Yes No

Are combustible materials kept separate from ignition and heat sources?

Yes No

Guests should refer to their booking Terms & Conditions, which state that the log burner door must remain fully closed when lit, and kindling/matches must be kept well away from the direct heat source.

Guests must also store any e-bikes outside of the property (we have a lockable space of brick construction for this purpose).

Is it ensured that all contractors who undertake work on the premises are competent and qualified?

Yes ✓ No

Are suitable measures in place to address the fire hazards associated with the use and storage of dangerous substances?

N/A ✓ Yes No

Are there any other significant fire hazards in the premises?

Yes No ✓

Guests should refer to their booking Terms & Conditions, which state that the use of candles, tealights and any naked flame in the property are strictly prohibited.

Fire Protection Measures

Are all escape routes kept clear of obstructions to enable people to escape safely?

Yes ✓ No

Guests should refer to their booking Terms & Conditions, which state that prams, luggage, domestic waste, bags, etc should not block doors or exit routes.

Are all fire exits easily and immediately openable?

Yes No ✓

The mortice lock on the front door to the property is to be replaced with a night latch (see Action Plan).

Once this is in place, guests should refer to their booking Terms & Conditions, which state that when inside the property, the night latch on the front exit door should be the only lock utilised. This is so that any escape route is not impeded by trying to locate the mortice lock key.

Are distances to final exits considered reasonable?

Yes ✓ No

Do the walls and structures protecting the stairway and escape routes provide an adequate level of fire resistance?

N/A Yes ✓ No

Is the fire resistance of doors to stairways and escape routes considered adequate?

N/A Yes **No**

Certain doors within the property are to be replaced (see Action Plan). These will either be FD30 Fire Rated or Notional Fire Doors, preventing a fire from progressing for a minimum of 30 minutes.

Guests should refer to their booking Terms & Conditions, which state that they endeavour to close internal doors at night while sleeping, as this affords much more protection in the event of a fire.

Where necessary, are doors fitted with suitable self-closing devices that close the doors effectively?

N/A Yes No

Are there adequate levels of artificial lighting provided in the escape routes?

Yes No

Guests should note that each bedroom has been equipped with an emergency lighting device.

Where necessary, has a reasonable standard of emergency escape lighting been provided?

N/A **Yes** No

Where necessary, is a reasonable standard of fire exit and fire safety signs provided?

N/A **Yes** No

Guests should familiarise themselves with the Fire Action Notice which is Displayed in the Nest Bootroom. It is also available in the Information File and on the Vamoos Visitor App.

**Are smoke and/or heat alarms/detectors provided and is the extent and coverage considered adequate?
Consider also CO alarms.**

Yes No

Is there a reasonable provision of firefighting equipment (fire extinguishers, fire blankets)?

Yes No

Record brief details of the above measures in the box below. If the answer to any question is no, include suitable action within the Action Plan.

- The front exit door is fitted with a rear doors leading from the lounge to the garden have slide bolts rather than a keylock, and all internal doors have latches
- The property is of brick construction
- All internal doors are solid wood
- Both bedrooms are equipped with an emergency lighting device
- The property is protected by an interlinked, hardwired smoke alarm system, including a heat detector in the kitchen. There is a CO alarm in the lounge
- A Fire blanket is provided in the kitchen. In accordance with current fire safety advice, a fire extinguisher is not provided. This is because the safest action for guests to take in the event of a fire is to vacate the property as quickly as possible - not spend time trying to fight the fire.

All guests are advised:

- Not to block doors or exit routes
- That when inside the property, the night latch on the front exit door should be the only lock utilised
- To close internal doors at night while sleeping
- To read and understand the Fire Action Notice

Management of Fire Safety

Are procedures in the event of fire appropriate and documented?

Yes✓ No

Is the information on fire safety and the action to take in the event of a fire given to guests?

Yes✓ No

Are any staff members given regular instruction and training on the action to take in the event of a fire?

N/A ✓ Yes No

Are frequent checks carried out to ensure exit routes are kept clear and fire exits remain easily openable?

Yes✓ No

Are periodic checks carried out on fire doors to ensure they remain in good condition and close effectively?

Yes✓ No

Are domestic smoke and heat alarms tested at least monthly? Include CO alarms in testing.

Yes ✓ No

Where fitted, are weekly testing and six-monthly servicing routines in place for the fire detection and alarm system?

N/A ✓ Yes No

In self-catering premises, are all smoke/heat alarms (or fire detection and alarm systems, where fitted) tested at every changeover?

N/A Yes ✓ No

Where fitted, are monthly and annual testing routines in place for the emergency escape lighting?

N/A ✓ Yes No

Where provided, are fire extinguishers subject to annual maintenance?

N/A Yes ✓ No

Are records of testing and maintenance maintained?

Yes ✓ No

Record brief details of the above measures in the box below. If the answer to any question is no, include suitable action within the Action Plan.

- A Fire Action Notice is displayed for guests, and this FRA is also available in the Information File & Vamoos Visitor App
- All fire safety checks are undertaken by Karen Bastock (owner of the property) at each changeover
- All testing of smoke/heat/CO alarms and emergency escape lighting are carried out by Karen Bastock (owner of the property) at each changeover
- All checks and tests are logged at each changeover on a specially designed checklist

Action Plan

If any of the above boxes are ticked with a 'No', the deficiencies should be described below, along with proposed action for rectification.

Item	Deficiency	Proposed action	Timescale	Person responsible
Mortice lock on front door	As a primary escape route, exit may be impeded by trying to locate the mortice lock key	Replace with a night latch	By 1 st December 2023	Karen Bastock
Main Bedroom Door Lounge Door Kitchen/Diner Door	These are solid wood doors, but are not thick enough to preventing a fire from progressing for a minimum of 30 minutes	Replace with either FD30 Fire Rated or Notional Fire Doors (ie. minimum depth which ensures they will provide at least 30 mins fire resistance)	By 1 st March 2024	Karen Bastock