

REGULATORY REFORM (FIRE SAFETY) ORDER 2005
PAS 79 FIRE RISK ASSESSMENT
REVIEW



Amey Waste Management

MBT > Offices, Reception hall, Prep hall, Compost hall, Stores.



Risk Assessor: Skye Thomas

Date Assessment Started: 18 Jul 2022

Reviewed by
ICJ Benstead
Compliance Manager

04.08.22
[Signature]

Reviewed by
Ian Anderson
Facilities Manager
1/8/2022
[Signature]

**Business Watch
Group**
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PURPOSE

The purpose of this report to provide an assessment of the risk to life from fire in these premises, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation.

No liability is accepted for any use of this risk assessment other than for the purposes stated in the document. In that respect the areas considered in it, the findings recorded in the audit and the items contained in the action plan relate only to life safety.

This risk assessment does not assess the risk to property or business continuity from fire and should not be used for that purpose. As such, any advice, opinions or recommendations within this document should be read and relied upon in the context of the document as a whole. The contents of this document are not to be construed as providing legal, business or tax advice or opinion.

The Fire Risk Assessment will be undertaken in accordance with PAS 79-1:2020 (Fire Risk Assessment - Premises other than housing. Code of practice), or PAS 79-2:2020 (Fire Risk Assessment. Housing. Code of practice). Copyright in that document is hereby acknowledged

Your Risk Assessment Summary

Summary of Areas Requiring Attention

Risk Level Key: Trivial Risk Tolerable Risk Moderate Risk Substantial Risk Intolerable Risk All Completed

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

Electrical Sources of Ignition

FIRE PROTECTION MEASURES

Fire Doors

Means of Escape

Fire Safety Signs and Notices

Means of Giving Warning in Case of Fire

Manual Fire Extinguishing Appliances

Measures to Limit Fire Spread and Development

MANAGEMENT OF FIRE SAFETY

Records

Testing and Maintenance

Greater detail on the areas requiring attention can be found in the relevant sections of this document.

STANDARDS

In this report fire resistant means walls, screens, partitions, doors and other materials which, when tested in accordance with BS 476: Parts 20-23: 1987 [or to BS 476: Part 8: 1972 in respect of items tested prior to 1st January 1988] achieve a minimum 30 minutes standard of fire-resistance, unless otherwise stated.

All fire-resistant elements of structure should be constructed to true ceiling height.

Where reference is made to fire resisting doors they should be tested in accordance with BS 476: Parts 20-23, be fitted with intumescent strips and cold smoke seals and a positive self-closing device.

Where reference is made to "Emergency Lighting", it should be installed, maintained and serviced in accordance with the recommendations contained in the current version of BS 5266.

In order to verify that the installation complies with such a standard, a certificate of installation and commissioning should be obtained from the installer.

Unless otherwise stated, where reference is made to a "Fire Alarm System", it should be installed, maintained and serviced in accordance with the recommendations contained in the current version of BS 5839.

In order to verify that the installation complies with such a standard, a certificate of installation and commissioning should be obtained from the installer.

Where reference is made to "Fire-Fighting Equipment", it should be manufactured in accordance with in BS EN3 and installed, maintained and serviced in accordance with the recommendations contained in the current version of BS 5306.

In order to verify that the equipment complies with such a standard, a certificate of installation and commissioning should be obtained from the installer.

Where reference is made to "Notices and Signs", they should be installed in accordance with the recommendations contained in BS 5499: Part 1, the Health and Safety [Safety Signs and Signals] Regulations, or a similar equivalent standard.

Summary of Significant Findings and Action Plan

Section	Risk Grading	Significant Finding and Action Required	Photo Y N	Job No / Date work complete
Electrical Sources of Ignition	-	<p>Reasonable measures taken to prevent fires of electrical origin?: Yes</p> <p>📍 All Areas Significant Finding</p> <p>The reception, preparation and compost hall have a large amount of rats present, electrical installations at ground level are protected by metal barriers.</p> <p>There are various sub stations and transformers located around the MBT building they are suitably protected and locked.</p> <p>The preparation hall plant will automatically stop in the event of the fire alarm sounding, additionally there are manual stop buttons located on the maintenance access ladders throughout.</p>	N	
Electrical Sources of Ignition	-	<p>Portable appliance testing (where appropriate) carried out?: Yes</p> <p>📍 All Areas Significant Finding</p> <p>Portable appliance testing was carried out June/ July 2022.</p>	N	
Electrical Sources of Ignition	Trivial Risk	<p>Fixed installation periodically inspected and tested?: <i>Unable to Confirm</i></p> <p>📍 All Areas Significant Finding</p> <p>Certain electrical installations have been subjected to electrical installation inspection, it was noted that some electrical installations have not been subjected to periodic maintenance.</p> <p>Actions Required</p> <p>✳ Fixed electrical installation inspection.</p> <p><i>Ensure that all electrical installation inspections are carried out in accordance BS-7671. The above picture was taken in the preparation hall.</i></p> <p><i>— complete within 3 months to reduce the risk by 100%</i></p>	Y	Pirana 312009
Means of Escape	-	<p>Reasonable distances of travel: Where there are alternative means of escape?: Yes</p> <p>📍 All Areas Significant Finding</p> <p>During the assessment of the compost hall access was made to the upper level of grid line C, the walkway is approximately 200m long with exit at either end. Access hatches are installed that allow for an alternative means of escape to the collection corridor below. Any persons working within this area will have a permit to work in place. A 'top' man will also be present with rescue teams on standby to assist the evacuation should a fire break out, All persons in this area are required to carry escape breathing apparatus. Should a fire break out whilst personnel are working in this area it is foreseeable that recommended travel distances will be exceeded. The procedures detailed above, should mean that in the event of fire persons should be able to evacuate in a relatively timely manner.</p>	N	
Means of Escape	-	<p>Adequate provision of exits?: Yes</p> <p>📍 All Areas Significant Finding</p>	Y	

Detailed evacuation plans are provided for the reception, preparation and compost hall. Plans detail where all final exits are installed. The offices is provided with 8 final exits this includes the exits from the bio lab and plant room.

Means of Escape

Tolerable Risk

Exits easily and immediately openable where necessary?: No

Y

📍 All Areas

Significant Finding

Although exits are currently openable, several final exit doors within the compost hall require repair and maintenance to ensure their continued functionality. Closers were noted to be detached and general maintenance is required.

Actions Required

- ✳ Fire exit door maintenance.

A program of fire exit door maintenance should be put in place, doors are currently functioning however over time this may not be the case. It must be ensured that all fire exit doors function correctly when the premises is occupied. It is thought that some doors will be replaced during the building renovation, a maintenance schedule should be put in place in the meantime, with regular checks carried out.

— complete within 1 month to reduce the risk by 100%

Pirana 312010

Measures to Limit Fire Spread and Development

Trivial Risk

It is considered that there is: Compartmentation of a reasonable standard including external faces of buildings: *Unable to Confirm*

Y

📍 All Areas

Significant Finding

The external and roof area of the compost hall are in need of repair. It is not thought that the current arrangements would promote ignition but the wood being used to cover damaged areas could increase fire spread.

Actions Required

- ✳ Maintenance required.

Ensure areas that currently have temporary fixed boards in place are repaired.

— complete within 1 year to reduce the risk by 100%

Pirana 312014

Fire Safety Signs and Notices

Trivial Risk

Reasonable standard of fire safety signs and notices?: No

Y

📍 All Areas

Significant Finding

Due to work that is carried out within the compost hall signs will always have a relative amount of waste in and around them. Some signs however were illegible.

The fire door survey conducted highlighted missing fire door signage.

Actions Required

- ✳ Fire signage.

Carry out regular checks to ensure that signage within the compost hall is legible. This includes, fire action notices, fire extinguisher signs, fire exit signs and any other warning signs.

Ensure that missing signage is remedied, as per the fire door survey report.

— complete within 2 weeks to reduce the risk by 100%

Pirana 312015

Means of Giving Warning in Case of Fire

-

Reasonable manually operated electrical fire alarm system provided?: Yes

N

📍 All Areas

Significant Finding

		— complete within 3 months to reduce the risk by 100%	
Testing and Maintenance		<ul style="list-style-type: none"> - Routine checks of final exit doors and/or security fastenings?: Yes <p>📍 All Areas</p> <p>Significant Finding</p> <p>All final exits are shown and functioned during the process of allowing operatives in the compost hall. A task highlighting the need for fire door maintenance is located in the means of escape section.</p>	N
Testing and Maintenance		<ul style="list-style-type: none"> - Weekly testing and periodic inspection of sprinkler installations and smoke control systems?: Yes <p>📍 All Areas</p> <p>Significant Finding</p> <p>Sprinkler systems are tested weekly and were subjected to periodic maintenance May 2022.</p>	N
Testing and Maintenance		<ul style="list-style-type: none"> - Annual inspection and test of lightning protection system?: Yes <p>📍 All Areas</p> <p>Significant Finding</p> <p>Periodic maintenance carried out August 2021.</p>	N
Testing and Maintenance	Trivial Risk	<p>Are suitable systems in place for reporting and subsequent restoration of safety measures that have fallen below standard: <i>Unable to Confirm</i></p> <p>📍 All Areas</p> <p>Significant Finding</p> <p>Defects noted on periodic servicing of the fire alarm system. The periodic service carried out by LHS fire systems, made various recommendations, including the update of drawings to indicate new locations of manual call points within the preparation hall and layout of the second floor office. Recommendations were also made regarding the relocation of remote indicators on the second floor.</p> <p>Actions Required</p> <ul style="list-style-type: none"> ✳ Maintenance recommendations. <p><i>Fire alarm system maintenance recommendations should be actioned in the next service due July 2022.</i></p> <p>— complete within 1 month to reduce the risk by 100%</p>	N
Testing and Maintenance	Trivial Risk	<p>Monthly and annual testing routines for emergency escape lighting?: <i>No</i></p> <p>📍 All Areas</p> <p>Significant Finding</p> <p>Monthly testing has not been carried out since April 2022.</p> <p>Actions Required</p> <ul style="list-style-type: none"> ✳ Monthly/ annual. <p><i>Ensure that the emergency lighting system is tested monthly and subjected to periodic maintenance in accordance with BS-5266.</i></p> <p>— complete within 2 weeks to reduce the risk by 100%</p>	N
Records		<ul style="list-style-type: none"> - Appropriate records of: Maintenance and testing of other fire protection systems?: Yes <p>📍 All Areas</p> <p>Significant Finding</p>	N

Pirana 312019

Pirana 312021

Manual call points are installed throughout the building at change of level and on exit from all parts of the premises.

Means of Giving Warning in Case of Fire

Tolerable Risk

Extent of automatic fire detection generally appropriate for the occupancy and fire risk?: No

Y

📍 All Areas

Significant Finding

The level of detection is adequate throughout with 42 zones of fire detection provided for the MBT. It was however noted on the day of assessment that the heat detector in the transport kitchen was taped up. The fire detection panel was also showing faults and disablements.

Actions Required

- ✖ Fire warning system.

Ensure that the cover is removed from the above detector head.

Faults and disablements should be rectified as indicated on the fire alarm panel.

— complete within 1 week to reduce the risk by 100%

Pirana 312017

Manual Fire Extinguishing Appliances

-

Reasonable provision of portable fire extinguishers?: Yes

N

📍 All Areas

Significant Finding

Fire extinguishers are located throughout the premises. Fire extinguishers are provided with an asset number to indicate type and location, this information is available via Ian Anderson.

Manual Fire Extinguishing Appliances

Tolerable Risk

Are all fire extinguishing appliances readily accessible?: No

Y

📍 All Areas

Significant Finding

Fire extinguishers are readily accessible, defects however were noted that could effect how they will perform in a fire situation.

It was noted that tamper tags were missing on several extinguishers. Not all fire extinguishers were placed on stands or hung on the wall.

Extinguishers in the compost hall were not within their designated storage boxes.

The fire extinguishers within the MBT stored were obstructed and not readily available for use.

Actions Required

- ✖ Fire extinguisher maintenance.

Ensure that regular checks of fire extinguishers are carried out. Ensure that the correct fire extinguisher is in the correct location, ensure that fire extinguishers have anti tamper tags installed, all fire extinguishers should be placed on stands, boxes or hung on the wall. Ensure that fire extinguishers within the compost hall are cleaned as regularly as reasonably practicable.

Ensure that the fire extinguishers in the MBT stores are unobstructed.

— complete within 1 week to reduce the risk by 100%

Pirana 312018

Fire Doors

Tolerable Risk

Has a fire door survey been conducted?: No

N

📍 All Areas

Significant Finding

A fire door survey was conducted in December 2021, the report highlighted various fire door defects that are required to be rectified.

Actions Required

- ✖ Fire door maintenance.

Ensure that all defects raised on fire door inspection report are rectified.

Pirana 256915 - closed

Site fire hydrants were last serviced October 2021, Churches.

Records

Trivial
Risk

Appropriate records of: Emergency escape lighting tests?: *No*

N

📍 **All Areas**

Significant Finding

See testing and maintenance section for task relating to the testing and servicing of the emergency lighting system.

⚠ Assessment Details

URN 2382

Overall Building Risk Rating Tolerable Risk

Assessed building OR area name OR No MBT > Offices, Reception hall, Prep hall, Compost hall, Stores.

Risk Assessor Skye Thomas
✉ skye.thomas@businesswatchgroup.com

Date of Assessment 12 Jul 2022

Validated By Skye Thomas

Date of Validation 27 Jul 2022

📁 Client Details

Name Amey Waste Management

Address 1 Ely Road

Town Waterbeach

Post Code CB25 9PG

🏠 Premises Description

Number of Floors The mechanical biological treatment plant office area is three floors.

The reception, preparation and composting hall are single storey. The preparation hall has ladder gantrys that are predominantly used for maintenance of the plant machinery. The compost hall has an upper level that is accessed externally via metal staircases. The central walkway has access hatches that lead to the collection areas below.

Approximate floor area 2800m².

Building Construction and Layout The mechanical biological treatment plant is separated into different areas of occupation. A three storey office building is provided that consists of a reception area, transport office, toilets, rest and changing facilities, plant room and bio laboratory on the ground floor. The upper floors are accessed via two concrete staircases and a passenger lift. The first floor consists of conference room, education room, offices, toilets, kitchenette and control room. The second floor consists of an open plan office, enclosed offices and pump room. The offices and preparation hall are separated via a two hour fire resistant wall.

Adjoined to the office block is the reception and preparation hall, the reception hall is used to for the drop off of household waste via vehicles to start the composting process. The reception and preparation hall are separated via a large concrete barrier. The next process is for waste to be separated and to be made ready to enter the compost hall, this is carried out via large industrial type machinery. On completion of the separation process the waste is transported via conveyor belts to the compost hall, the compost hall is a large open hall that has three 'grid lines' A,B,C. Grid lines A and C run adjacent to the sides of the hall with grid line B running centrally. Waste is spread to no greater than 3 metres high across the hall. There is a compost turning machine in constant operation at a consistent temperature allowing the waste to bio degrade. The entire process takes approximately seven weeks.

Main use of Building Mechanical Biological treatment of household waste.

Disabled / vulnerable persons There are currently no disabled staff members employed.

Other persons at risk All persons that wish to enter the compost hall must have medium risk confined space training in place. Positive pressure face coverings must be worn within the compost hall. Permits to work and a 'top man' must be in place prior to entering the compost hall.

Escape breathing apparatus must be carried on entrance to the compost hall.

Fire loss experience	Small fires are common place on the entire Waterbeach site and usually due to the presence of lithium batteries. It was reported to the assessor that there have been no fire that have required the attendance of the fire and rescue services. A fire did occur in June 2022 caused by a lithium battery within the preparation hall, the fire was extinguished with portable fire extinguishers by site staff.
Other relevant information	24 members of staff are likely to be present within the office areas. 16 members of staff work out of the control room area over two shifts in a 24 hr period. contractors may be present on site, all contractors must carry out a site induction prior to any work being carried out. RAMS for the task being carried out must be in place and signed off by site supervisors.
Fire Service station serving site / estimated travel time	Ely fire station- 8.4 miles- 14 minutes travel time.
Additional sources of oxygen or flammable gases stored on site	Escape breathing apparatus are situated within the control room for use by operatives within the compost hall.
Relevant Fire Safety Legislation	The Regulatory Reform (Fire Safety) Order 2005.
Legislation Enforced by	Cambridgeshire Fire and Rescue Service.
Enforcement Notice issued by Fire Authority	No enforcement notices have been issued.

Assessment Details

Assessor	Skye Thomas.
Date of Assessment	July 2022.
Date of previous assessment	July 2021.
Date for review	July 2023.
Management area of responsibility	The entire site.
Survey type	Tolerable.
"The Risk Profile" for this building has been calculated as	Fire risk assessment.
Areas not accessible during visit	Grid line A and C were not accessible on the day of assessment. The server rooms were not available for assessment.
Other relevant information	The compost hall has a damaged roof that was in the process of repair. The contractor employed to carry out this work went into liquidation. Amey have been acquired by another company and work is expected to recommence with machinery also likely to be replaced. If the layout and configuration of the premises changes a further fire risk assessment will be required.

Fire Prevention Strategy

Fire Evacuation Strategy	The MBT enforces a full simultaneous evacuation of premises in the event of fire. To ensure that the premises has been evacuated fire marshals are appointed to the office areas. The accounting of staff within the reception, preparation and compost hall is via a roll call, with the 'top man' responsible for their team within the compost hall. All those wishing to enter the reception, preparation and compost hall must sign in at the control room.
AFD ; Warning System	

The premises has an analogue addressable fire alarm system installed with. There are 42 zones of fire detection across the entire MBT. Smoke detectors are installed throughout the offices, with heat detection installed in the kitchenettes. Manual call points are installed at all final exits for the premises as well as the machinery gantrys within the preparation hall. With VESDA systems also installed within the reception and preparation hall. The main fire alarm panel is located within reception, an additional panel is located adjacent to the compost hall as indicated on the zone plan. Four VESDA detection panels are located throughout the reception and preparation hall. The fire detection system can also be monitored from the control room. Thermal cameras are provided in the preparation hall, with flame cameras in the compost hall. (cameras were in the process of being replaced during the assessment).

Escape Routes

Escape routes from the office area are adequate with means of escape possible in multiple directions. Escape plans are detailed on each floor. Push bar to exit doors are installed within the reception and preparation hall, with designated walkways provided. The compost hall is installed with 14 final exits, travel distances are in excess of recommended guidelines on grid line B, staff within this area will have a permit to work and rescue team on standby.

Emergency Escape Lighting

A mixture of bulkhead and spotlight emergency lighting is installed throughout the MBT facility. Emergency lighting appears to illuminate escape routes and exit doors from all areas of the site, this could not be confirmed as emergency lights were not functioned on the day of assessment.

Fire Exit Directional Signage

Fire exit directional signage is installed through the MBT building, directional signage directs occupants to the nearest available exit.

Fire Lobbies

The office area of the premises is separated via fire resistant construction from the operational areas.

Smoke ventilation AOV

No smoke ventilation system is installed.

Dry Riser

No dry riser is installed.

Type; Number of Fire Extinguishers

Foam, water, CO2, dry powder type fire extinguishers are positioned throughout the MBT.

Scope of Assessment

- The assessment was carried out over three days. An initial site induction was carried out and interview with various site supervisors. During the assessment of the compost hall a 'top man' was in place and had site and vision at all times of the assessor as a walkthrough of grid line B was carried out. Bill Matthews (facilities) escorted the assessor to all areas.

Contact Details

Identity of Client

Amey waste management.

Any persons with responsibility for fire safety within the premises (refer to artical 5 of RRFSo)

Ian Anderson
Kevin Benstead
Lilly Phoenix

Telephone number

N/A

➤ Documents

The documents table below shows the documents associated with the assessable area that this assessment belongs to. Showing the version and and expiry date.

There is currently no documentation available.

Your Risk Assessment Grading

The following risk level estimator is based on a general health and safety risk level estimator as detailed in BS 8800:

Risk Matrix		LIKELIHOODS			
		Low	1 Moderate	2 Extreme	3
CONSEQUENCES	High Harm 3	Moderate Risk	3 Substantial Risk	6 Intolerable Risk	9
	Medium Harm 2	✓ Tolerable Risk	2 Moderate Risk	4 Substantial Risk	6
	Low Harm 1	1 Trivial Risk	1 Tolerable Risk	2 Moderate Risk	3

Taking into account the pas 79 fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from pas 79 fire (likelihood of pas 79 fire) at these premises is:

None Low Moderate Extreme

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

Low: Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).

Moderate: Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme: Significant potential for serious injury or death of one or more occupants.

Taking into account the nature of the building and the occupants, as well as the pas 79 fire protection and procedural arrangements observed at the time of this pas 79 fire risk assessment, it is considered that the consequences for life safety in the event of pas 79 fire would be:

None High Harm Medium Harm Low Harm

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

High Harm: Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Medium Harm: Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

Low Harm: Unusually low likelihood of fire as a result of negligible potential sources of ignition.

Accordingly, it is considered that the risk to life from pas 79 fire at these premises is:

None Trivial Risk Tolerable Risk Moderate Risk Substantial Risk Intolerable Risk All Completed

A suitable risk-based control plan should involve effort and urgency that is proportional to risk:

Risk level	Action and timescale
Trivial Risk	No action is required and no detailed records need be kept.
Tolerable Risk	No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
Moderate Risk	It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial Risk	Considerable resources might have to be allocated to reduce the risk. If the premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.

Intolerable Risk

Premises (or relevant area) should not be occupied until the risk is reduced.

All Completed

All actions have been completed and the risk score is now zero.

Assessment Report

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

Electrical Sources of Ignition

All Areas **1 x 1 = 1 | Trivial Risk**

1 / 1

Reasonable measures taken to prevent fires of electrical origin? **Yes**

Finding

ST 19 Jul 2022 09:31:48

The reception, preparation and compost hall have a large amount of rats present, electrical installations at ground level are protected by metal barriers.

There are various sub stations and transformers located around the MBT building they are suitably protected and locked. The preparation hall plant will automatically stop in the event of the fire alarm sounding, additionally there are manual stop buttons located on the maintenance access ladders throughout.

Portable appliance testing (where appropriate) carried out? **Yes**

Finding

ST 19 Jul 2022 09:31:48

Portable appliance testing was carried out June/ July 2022.

Suitable policy regarding the use of personal electrical appliances? **Yes**

Is photovoltaic equipment used **N/A**

Suitable limitation of trailing leads and adapters? **Yes**

Fixed installation periodically inspected and tested? **Unable to Confirm**

Finding

ST 19 Jul 2022 09:31:48

Certain electrical installations have been subjected to electrical installation inspection, it was noted that some electrical installations have not been subjected to periodic maintenance.

Likelihood: Low Consequence: Low Harm **1 x 1 = 1 | Trivial Risk**

Tasks **1**

- Fixed electrical installation inspection.

Ensure that all electrical installation inspections are carried out in accordance BS-7671. The above picture was taken in the preparation hall.

Location All Areas (Cambridgeshire , MBT, All Areas)

Low Priority – complete within 3 months to reduce the risk by 100% ST

Assigned Users Skye Thomas

Images **1**



CE50122B-1248-4263-B192-31D62B23A925
– 18 Jul 2022 13:22:36 ST

🔪 Smoking

All Areas

1 / 1

✔ Reasonable measures taken to prevent fires as a result of smoking? **Yes**

✔ Suitable arrangements for those who wish to smoke? **Yes**

👁 Finding

👤 ST 🕒 18 Jul 2022 13:25:39

The smoking area is located to the front of the building, disposal facilities are provided.

✔ This policy appeared to be observed at time of inspection? **Yes**

🔥 Arson

All Areas

1 / 1

✔ Does basic security against arson by outsiders appear reasonable? **Yes**

👁 Finding

👤 ST 🕒 18 Jul 2022 13:33:39

The site is entered via a manned security gate. The premises is entered via fob access. CCTV is installed that covers the entire site.

✔ Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders? **Yes**

🔥 Portable Heaters and Heating Installations

All Areas

1 / 1

✔ Is the use of portable heaters avoided as far as practicable? **Yes**

👁 Finding

👤 ST 🕒 18 Jul 2022 13:36:26

The building is via an air conditioning units.

✔ If portable heaters are used: Is the use of the more hazardous type (e.g. radiant bar fires or lpg appliances) avoided? **N/A**

✔ Are fixed heating installations subject to regular maintenance? **Yes**

👨🍳 Cooking

All Areas

1 / 1

✔ Are reasonable measures taken to prevent fires as a result of cooking? **Yes**

👁 Finding

👤 ST 🕒 18 Jul 2022 13:38:03

Various small kitchens are provided throughout the MBT, with the provision of a toaster, microwave and kettle installed.

✔ More specifically: Filters changed and ductwork cleaned regularly? **NA**

✔ More specifically: Suitable extinguishing appliances available? **Yes**

👁 Finding

👤 ST 🕒 18 Jul 2022 13:38:03

Fire blankets are installed.

⚡ Lightning

All Areas

1 / 1

✔ **Do the premises have a lightning protection system and if so does it appear satisfactory?** Yes

👁 Finding

👤 ST 🕒 22 Jul 2022 09:48:09

The lightning protection system has been subjected to periodic maintenance last carried out August 2021. Ensure that this is repeated annually.

🧹 Housekeeping

All Areas

1 / 1

✔ **Is the standard of housekeeping to the assessed area generally adequate?** Yes

✔ **More specifically do combustibile materials appear to be separated from ignition sources?** Yes

✔ **More specifically is there an avoidance of an unnecessary accumulation of combustibile materials or waste?**

Yes

👁 Finding

👤 ST 🕒 26 Jul 2022 13:41:03

There is always going to be a build up of waste due to the nature of the work that is carried out. This is however kept to a minimum with with regular cleaning. The night shift conduct cleaning tasks.

✔ **More specifically is there appropriate storage of hazardous materials?** Yes

👁 Finding

👤 ST 🕒 18 Jul 2022 13:48:02

A COSHH container is located externally which is locked.

✔ **More specifically is there an avoidance of inappropriate storage of combustibile materials?** Yes

🔧 Hazards Introduced By Outside Contractors and Building Works

All Areas

1 / 1

✔ **Are fire safety conditions imposed on outside contractors?** Yes

👁 Finding

👤 ST 🕒 27 Jul 2022 10:32:41

All contractors are required to carry out a site induction which goes through the fire procedures. All contractors are to sign to state they understand the specific site rules and emergency procedures. Contractors carrying out work in the compost hall are required to have confined space training.

✔ **Is there satisfactory control over works carried out on the premises by outside contractors (including "hot work" permits)?** Yes

👁 Finding

👤 ST 🕒 27 Jul 2022 10:32:41

Hot work permits are in place across the waterbeach site.

✔ **If there are in-house maintenance personnel, are suitable precautions taken during "hot work", including use of "hot work" permits?** Yes

📦 Dangerous Substances

✔ **Are the general fire precautions adequate to address the hazards associated with dangerous substances used or stored within the premises?** Yes

👁 Finding

👤 ST 🕒 22 Jul 2022 09:24:29

A COSHH container is provided externally which is locked. A detailed list of the contents was provided to the assessor and is held by the facilities team.

FIRE PROTECTION MEASURES

📁 Means of Escape

All Areas **2 x 1 = 2 | Tolerable Risk**

1 / 1

✔ **Is it considered that the premises are provided with reasonable means of escape in case of fire?** Yes

✔ **Adequate design of escape routes?** Yes

✔ **Reasonable distances of travel: Where there are alternative means of escape?** Yes

👁 Finding

👤 ST 🕒 18 Jul 2022 15:25:18

During the assessment of the compost hall access was made to the upper level of grid line C, the walkway is approximately 200m long with exit at either end. Access hatches are installed that allow for an alternative means of escape to the collection corridor below. Any persons working within this area will have a permit to work in place. A 'top' man will also be present with rescue teams on standby to assist the evacuation should a fire break out. All persons in this area are required to carry escape breathing apparatus. Should a fire break out whilst personnel are working in this area it is foreseeable that recommended travel distances will be exceeded. The procedures detailed above, should mean that in the event of fire persons should be able to evacuate in a relatively timely manner.

✔ **Suitable protection of escape routes including provision of fire doors/hatches including to roof voids, individual dwellings/flats, compartment doors, riser cupboard doors and risk rooms?** Yes

✔ **Adequate provision of exits?** Yes

👁 Finding

👤 ST 🕒 18 Jul 2022 15:25:18

Detailed evacuation plans are provided for the reception, preparation and compost hall. Plans detail where all final exits are installed.

The offices is provided with 8 final exits this includes the exits from the bio lab and plant room.

🖼 Images 2



8EB0DE46-1FD0-4819-B2ED-8F95E839B65E
– 18 Jul 2022 15:03:23 👤 ST



5199BB44-29FF-4735-9FA5-902F9B1C7C14
– 18 Jul 2022 15:03:23 👤 ST

✔ **Escape routes unobstructed?** Yes

✔ **Fire exits open in direction of escape where necessary?** Yes

✔ **Satisfactory means for securing exits?** Yes

✘ **Exits easily and immediately openable where necessary?** No

Although exits are currently openable, several final exit doors within the compost hall require repair and maintenance to ensure their continued functionality. Closers were noted to be detached and general maintenance is required.

Likelihood: Low **Consequence: Medium Harm** **2 x 1 = 2 | Tolerable Risk**

✔ Tasks 1

- Fire exit door maintenance.

A program of fire exit door maintenance should be put in place, doors are currently functioning however over time this may not be the case. It must be ensured that all fire exit doors function correctly when the premises is occupied. It is thought that some doors will be replaced during the building renovation, a maintenance schedule should be put in place in the meantime, with regular checks carried out.

Location All Areas (Cambridgeshire , MBT, All Areas)

High Priority — complete within 1 month to reduce the risk by 100% 👤 ST

Assigned Users 👤 Skye Thomas

🖼 Images 3



F8A5DB4D-FFAA-490E-92A7-297931649567
— 18 Jul 2022 15:22:44 👤 ST



F0071A15-0F04-45BD-8D55-A7BB4EF4F2AC
— 18 Jul 2022 15:22:44 👤 ST



A0EED3A1-868D-486C-8E92-7B030D260FB3
— 18 Jul 2022 15:22:44 👤 ST

The passenger lift in the MBT offices was subjected to periodic maintenance 15/6/22.

🔒 Measures to Limit Fire Spread and Development

All Areas **1 x 1 = 1 | Trivial Risk**

1 / 1

⊕ **It is considered that there is: Compartmentation of a reasonable standard including external faces of buildings** **Unable to Confirm**

The external and roof area of the compost hall are in need of repair. It is not thought that the current arrangements would promote ignition but the wood being used to cover damaged areas could increase fire spread.


Likelihood: Low **Consequence: Low Harm** **1 x 1 = 1 | Trivial Risk**

✔ Tasks 1

- Maintenance required.

Ensure areas that currently have temporary fixed boards in place are repaired.

Location All Areas (Cambridgeshire , MBT, All Areas)

Advice Only Priority – complete within 1 year to reduce the risk by 100%  ST

Assigned Users  Skye Thomas

Images 1



53FD893E-680F-43C5-8199-E96815C61EAA

– 18 Jul 2022 15:43:35  ST

Emergency Escape Lighting

All Areas

1 / 1

Reasonable standard of emergency escape lighting system provided? **Yes**

Fire Safety Signs and Notices

All Areas **1 x 1 = 1 | Trivial Risk**

1 / 1

Reasonable standard of fire safety signs and notices? **No**

Finding

 ST  26 Jul 2022 12:54:19

Due to work that is carried out within the compost hall signs will always have a relative amount of waste in and around them. Some signs however were illegible.

The fire door survey conducted highlighted missing fire door signage.

Likelihood: Low **Consequence: Low Harm** **1 x 1 = 1 | Trivial Risk**

Tasks 1

Fire signage.

Carry out regular checks to ensure that signage within the compost hall is legible. This includes, fire action notices, fire extinguisher signs, fire exit signs and any other warning signs.

Ensure that missing signage is remedied, as per the fire door survey report.

Location All Areas (Cambridgeshire , MBT, All Areas)

Low Priority – complete within 2 weeks to reduce the risk by 100%  ST

Assigned Users  Skye Thomas

Images 1



D3ED7192-99FB-4954-B2C6-720E741CC96A
– 18 Jul 2022 15:32:30 ST

Fire exit directional signage is provided throughout the MBT areas, including the maintenance walkways within the preparation hall.

Fire action notices are displayed.

Fire extinguisher signage is displayed.

No smoking signs are displayed.

Fire assembly point signs are installed.

Means of Giving Warning in Case of Fire

All Areas **2 x 1 = 2 | Tolerable Risk**

1 / 1

Automatic fire detection provided- Throughout the Premises? **Yes**

Reasonable manually operated electrical fire alarm system provided? **Yes**

Finding

ST 19 Jul 2022 09:18:44

Manual call points are installed throughout the building at change of level and on exit from all parts of the premises.

Extent of automatic fire detection generally appropriate for the occupancy and fire risk? **No**

Finding

ST 19 Jul 2022 09:18:44

The level of detection is adequate throughout with 42 zones of fire detection provided for the MBT. It was however noted on the day of assessment that the heat detector in the transport kitchen was taped up. The fire detection panel was also showing faults and disablements.

Likelihood: Low **Consequence: Medium Harm** **2 x 1 = 2 | Tolerable Risk**

Tasks **1**

Fire warning system.

Ensure that the cover is removed from the above detector head.

Faults and disablements should be rectified as indicated on the fire alarm panel.

Location All Areas (Cambridgeshire , MBT, All Areas)

High Priority – complete within 1 week to reduce the risk by 100% ST

Assigned Users Skye Thomas

Images **3**



CFE53217-E33F-4C3B-8A56-665AEFF0CF4C
– 18 Jul 2022 14:13:05 ST



6FAFFD41-7B1F-4E74-B807-D2C47F7C6F5D
– 18 Jul 2022 14:13:06 ST



3E9241A4-9671-4164-923A-85FA412CF62F
– 18 Jul 2022 14:13:06 ST

Manual Fire Extinguishing Appliances

All Areas **2 x 1 = 2 | Tolerable Risk**

1 / 1

Reasonable provision of portable fire extinguishers? **Yes**

Finding

ST 19 Jul 2022 09:41:07

Fire extinguishers are located throughout the premises. Fire extinguishers are provided with an asset number to indicate type and location, this information is available via Ian Anderson.

Are all fire extinguishing appliances readily accessible? **No**

Finding

ST 19 Jul 2022 09:41:07

Fire extinguishers are readily accessible, defects however were noted that could effect how they will perform in a fire situation.

It was noted that tamper tags were missing on several extinguishers. Not all fire extinguishers were placed on stands or hung on the wall.

Extinguishers in the compost hall were not within their designated storage boxes.

The fire extinguishers within the MBT stored were obstructed and not readily available for use.

Likelihood: Low **Consequence: Medium Harm** **2 x 1 = 2 | Tolerable Risk**

Tasks

- Fire extinguisher maintenance.

Ensure that regular checks of fire extinguishers are carried out. Ensure that the correct fire extinguisher is in the correct location, ensure that fire extinguishers have anti tamper tags installed, all fire extinguishers should be placed on stands, boxes or hung on the wall. Ensure that fire extinguishers within the compost hall are cleaned as regularly as reasonably practicable.

Ensure that the fire extinguishers in the MBT stores are unobstructed.

Location All Areas (Cambridgeshire , MBT, All Areas)

Medium Priority – complete within 1 week to reduce the risk by 100% ST

Assigned Users Skye Thomas

Images



328415F2-FBF8-4C13-949F-C419406BC22B
 – 18 Jul 2022 13:53:51 ST



FBCD8586-E541-4A27-99E2-EE98B03B0F6E
 – 18 Jul 2022 13:53:51 ST



7ADB0E3E-CE8F-4311-A9AD-6260B8CA9B93
 – 18 Jul 2022 13:53:51 ST



476EF1C6-D833-4C4E-A6A8-15E5DCDB8A04
 – 18 Jul 2022 13:53:51 ST



F5E9AFBB-DFAE-42C9-8F80-2A0520560D9A
 – 18 Jul 2022 13:53:52 ST



DEB2F860-C263-420B-9DEA-918D5C2F9A08
 – 19 Jul 2022 09:40:55 ST

Relevant Fire Extinguishing Systems

All Areas

1 / 1

Is fixed firefighting equipment and fire safety systems provided where required and are they suitable for the risks identified? Yes

Finding

ST 22 Jul 2022 09:53:18

Novac 1230 fire suppression system installed within the control room server room, last service carried out July 2022.
 IG55 fire suppression system installed in the preparation hall motor control room.
 Sprinkler system installed in the reception/ preparation hall, that was subjected to periodic maintenance May 2022 by H&K fire engineering.

Fire Doors

All Areas 2 x 1 = 2 | Tolerable Risk

1 / 1

Do the electronic locks on fire exit doors fail safe on actuation of the fire alarm system? Yes

Has a fire door survey been conducted? No

Finding

ST 25 Jul 2022 10:27:44

A fire door survey was conducted in December 2021, the report highlighted various fire door defects that are required to be rectified.

Likelihood: Low Consequence: Medium Harm 2 x 1 = 2 | Tolerable Risk

Tasks 1

- Fire door maintenance.

Ensure that all defects raised on fire door inspection report are rectified.

Location All Areas (Cambridgeshire , MBT, All Areas)

Medium Priority – complete within 3 months to reduce the risk by 100% 👤 ST

Assigned Users 👤 Skye Thomas

MANAGEMENT OF FIRE SAFETY

🏠 Procedures and Arrangements

All Areas

1 / 1

✔️ **Competent person(s) appointed to assist in undertaking the preventive and protective measures (i.e. relevant general fire precautions)?** Yes

✔️ **Is there a suitable record of the fire safety arrangements?** Yes

👁 Finding

👤 ST 🕒 27 Jul 2022 10:36:44

There is a comprehensive site manual that covers fire and other emergency procedures, as well as detailing safe working procedures for the control of hazardous waste items.

✔️ **Appropriate fire procedures in place?** Yes

👁 Finding

👤 ST 🕒 27 Jul 2022 10:36:44

Fire procedures are detailed within the emergency plan and are adequate.

✔️ **Are procedures in the event of fire appropriate and properly documented?** Yes

👁 Finding

👤 ST 🕒 27 Jul 2022 10:36:44

A comprehensive fire emergency plan is in place that details the actions to be taken in the event of fire for each area of the MBT.

✔️ **Are there suitable arrangements for summoning the fire and rescue service?** Yes

👁 Finding

👤 ST 🕒 27 Jul 2022 10:36:44

It is the responsibility of the supervisors or fire marshals to contact the fire and rescue service in the event in of a confirmed fire.

✔️ **Are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to fire-fighters?** Yes

✔️ **Are there suitable arrangements for ensuring that the premises have been evacuated?** Yes

👁 Finding

👤 ST 🕒 27 Jul 2022 10:36:44

Fire wardens are trained and appointed to each floor of the office building, this is detailed on evacuation plans on each floor. Control room staff are responsible for ensuring that the reception, preparation and compost hall are evacuated. Rescue teams are on standby for those working within the compost hall.

✔️ **Is there a suitable fire assembly point(s)?** Yes

Finding

ST 27 Jul 2022 10:36:44

The MBT fire assembly point is directly in front of the main building and is clearly signposted.

- ✔ Are there adequate procedures for evacuation of any disabled people who are likely to be present? **N/A**
- ✔ Persons nominated and trained to use fire extinguishing appliances? **Yes**
- ✔ Routine in-house inspections of fire precautions (e.g. in the course of health and safety inspections)? **Yes**

Finding

ST 27 Jul 2022 10:36:44

Weekly fire inspections are carried out and recorded within the log book. This is the responsibility of the facilities team.

- ✔ Appropriate liaison with fire and rescue service (e.g. by fire and rescue service crews visiting for familiarization visits)? **Yes**

Finding

ST 27 Jul 2022 10:36:44

The assessor was informed that there have been no fire service visits within the previous 12 months. If the layout and function of the MBT changes following renovation it is recommended that a fire service familiarisation is carried out.

Training and Drills

All Areas

1 / 1

- ✔ Are all staff given adequate fire safety instruction and training on induction? **Yes**
- ✔ Are staff with special responsibilities (e.g. fire wardens) given additional training? **Yes**

Finding

ST 21 Jul 2022 10:15:44

Fire wardens are trained and appointed to specific areas of the MBT.

- ✔ Are fire drills carried out at appropriate intervals? **Yes**

Finding

ST 21 Jul 2022 10:15:44

An evacuation was carried out 13/6/22. This was a fire incident caused by a lithium battery fire on the conveyer in the preparation hall. Fire wardens conducted a sweep to ensure all areas were clear.

- ✔ When the employees of another employer work in the premises: Is their employer given appropriate information (e.g. on fire risks and general fire precautions)? **Yes**

Finding

ST 21 Jul 2022 10:15:44

All contractors must carry out a site induction prior to any work commencing, the induction goes through the actions to be taken in case of fire and is signed for in the site log.

- ✔ Is it ensured that the employees in the above question are provided with adequate instructions and information? **Yes**

Testing and Maintenance

All Areas **1 x 1 = 1 | Trivial Risk**

1 / 1

- ✔ Are the premises fire safety provisions adequately maintained? **Yes**
- ✔ Annual maintenance of fire extinguishing appliances? **Yes**
- ✔ Routine checks of final exit doors and/or security fastenings? **Yes**

Finding

ST 22 Jul 2022 09:58:13

All final exits are shown and functioned during the process of allowing operatives in the compost hall. A task highlighting the need for fire door maintenance is located in the means of escape section.

✔ **Weekly testing and periodic servicing of fire detection and alarm system?** Yes

✔ **Weekly testing and periodic inspection of sprinkler installations and smoke control systems?** Yes

👁 Finding

👤 ST 🕒 22 Jul 2022 09:58:13

Sprinkler systems are tested weekly and were subjected to periodic maintenance May 2022.

✔ **Annual inspection and test of lightning protection system?** Yes

👁 Finding

👤 ST 🕒 22 Jul 2022 09:58:13

Periodic maintenance carried out August 2021.

✘ **Are suitable systems in place for reporting and subsequent restoration of safety measures that have fallen below standard** Unable to Confirm

👁 Finding

👤 ST 🕒 22 Jul 2022 09:58:13

Defects noted on periodic servicing of the fire alarm system.

The periodic service carried out by LHS fire systems, made various recommendations, including the update of drawings to indicate new locations if manual call points within the preparation hall and layout of the second floor office. Recommendations were also made regarding the relocation of remote indicators on the second floor.

Likelihood: Low Consequence: Low Harm 1 x 1 = 1 | Trivial Risk

✔ Tasks 1

- Maintenance recommendations.

Fire alarm system maintenance recommendations should be actioned in the next service due July 2022.

Location All Areas (Cambridgeshire , MBT, All Areas)

Medium Priority — complete within 1 month to reduce the risk by 100% 👤 ST

Assigned Users 👤 Skye Thomas

✘ **Monthly and annual testing routines for emergency escape lighting?** No

👁 Finding

👤 ST 🕒 22 Jul 2022 09:58:13

Monthly testing has not been carried out since April 2022.

Likelihood: Low Consequence: Low Harm 1 x 1 = 1 | Trivial Risk

✔ Tasks 1

- Monthly/ annual.

Ensure that the emergency lighting system is tested monthly and subjected to periodic maintenance in accordance with BS-5266.

Location All Areas (Cambridgeshire , MBT, All Areas)

Medium Priority — complete within 2 weeks to reduce the risk by 100% 👤 ST

Assigned Users 👤 Skye Thomas

🕒 Records

All Areas 1 x 1 = 1 | Trivial Risk

1 / 1

✔ **Appropriate records of: Fire drills?** Yes

- ✔ **Appropriate records of: Fire training?** Yes
- ✔ **Appropriate records of: Fire alarm tests?** Yes
- ✔ **Appropriate records of: Maintenance and testing of other fire protection systems?** Yes

👁 Finding ST 27 Jul 2022 10:39:07

Site fire hydrants were last serviced October 2021, Churches.

- ✘ **Appropriate records of: Emergency escape lighting tests?** No

👁 Finding ST 27 Jul 2022 10:39:07

See testing and maintenance section for task relating to the testing and servicing of the emergency lighting system.

Likelihood: Low Consequence: Low Harm 1 x 1 = 1 | Trivial Risk

All fire safety system maintenance records are held centrally on a sharepoint application, all senior staff and supervisors have access to this system.