# Fire Risk Assessment (Commercial)

## Puddletown Recreation Ground

REGULATORY REFORM (FIRE SAFETY) ORDER 2005 FIRE RISK ASSESSMENT

IMAGE OF PREMISES

| | |
|---|---|
| Responsible person (e.g. employer) or person having control of the premises: | Puddletown Area Parish Council |
| Address of premises: | Puddletown Recreation Ground Three Lions away, Puddletown, Dorchester |
| Person(s) Consulted: | Michelle Harrington |
| Assessor: | Taran Cole |
| Survey Number: | taran.cole@tjcelectrical.co.uk: 0148 |
| Date of fire risk assessment: | 31/10/2025 |
| Date of previous fire risk assessment: | 31/10/2025 |
| Suggested date for review: | 31/10/2026 |

| | | |
|---|---|---|
| The purpose of this report is to provide an assessment of the risk to life from fire in these premises, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. The report does not address the risk to property or business continuity from fire. | Signature | TCole |

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## A. THE PREMISES

| | | |
|---|---|---|
| A1 | Number of floors at ground level and above: | 2 |
| A2 | Number of floors entirely below ground level: | 0 |
| A3 | Floors on which car parking is provided: | 0 |

Approximate floor area:

| | | |
|---|---|---|
| A4 | m2 per floor: | 140 |
| A5 | m2 gross: | 250 |
| A6 | m2 on ground floor: | 140 |

A7 Details of construction and layout:

*The premises are primarily constructed of traditional solid brick with a combination of solid breeze/concrete block construction, with a concrete base and concrete slab between levels. This is a non-complex building with reference to fire evacuation routes. Load bearing walls provide 60-minute fire resistance. Studded/separating walls appear to provide 30-minutes fire resistance. Separation between floors provides 60-minute fire resistance. Roof is pitched/flat with thermal insulation internally. Further details of passive and active fire safety systems will be highlighted within the relevant section of this report.*

A8 Details of Evacuation Strategy

*Horizontal and Vertical escape. The evacuation policy within the building is that of Full Evacuation which can be fluid and revised by the Fire Brigade upon their arrival. The building has a BS5839-6 fire alarm system throughout the communal areas. All fire doors are to a minimum specification of FD30, with fitted intumescent strips, door closers (where applicable) and ironmongery conforming to current BS Standards. Tenants are low in number and will be familiar with the building, this should not impact negatively on escape routes/funneling on final exits.*

## B1. OCCUPANCY

| | | |
|---|---|---|
| B1.1 | Approximate maximum number of employees at any one time: | 5 |
| B1.2 | Approximate maximum number of other occupants at any one time: | 50 |
| B1.3 | Approximate total number of people present in the building at any one time: | 55 |
| B1.4 | Sleeping occupants: | 0 |
| B1.5 | Disabled employees: | 0 |
| B1.6 | Other disabled occupants: | 0 |
| B1.7 | Occupants in remote areas and lone workers: | 0 |
| B1.8 | Young persons employed (under 18): | 0 |

B1.9 Others:

*People with mobility, hearing, visual and cognitive impairments must be considered Fire safety risk assessment: Means of Escape for Disabled People published by HM Government. Under the Equality Act 2010, if disabled persons could realistically expect to use the service which you provide, then you must anticipate any reasonable adjustments that could make it easier for that right to be exercised. Is an Equality Impact Assessment required? Babies, young children & the elderly should be considered.*

## B2. FIRE LOSS EXPERIENCE

B2.1 Fire Loss Experience:

*None known or reported at the time of inspection, no physical evidence of fire in recent times.*

## B3. OTHER RELEVANT INFORMATION

B3.1 Other Relevant Information:

*This Fire Risk Assessment is a Type 1 non-destructive and non-invasive investigation and no systems have been tested. Areas above ceiling tiles, (where in place) have been inspected inaccessible areas to provide an overall evaluation of all factors to ascertain the level of life safety risk from fire. Systems appear to comply with current legislation, based on observations of systems layout, records, and maintenance certificates to provide an observational Assessment to confirm if system or systems were in efficient working order and good repair. If the Fire Risk Assessor is unable to fully access various areas, these will be highlighted through this report. Final exit doors will be visually inspected and this report will be extended from information gathered at that time. The premises are not subject to an Enforcement Notice by the Local Authority or Fire and Rescue Service, nor are any visits or inspections anticipated at the time of the Assessment. The purpose of this report is to provide an assessment of the risk to life from fire in these premises, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. The report does not address the risk to property or business continuity from fire. I certify that to the best of my knowledge, the information contained in this fire risk assessment is correct, based on information provided at the time the assessment was undertaken.*

## B4. RELEVANT FIRE SAFETY LEGISLATION

B4.1 The following fire safety legislation applies to these premises:
*The Regulatory Reform (Fire Safety) Order*

B4.2 The above legislation is enforced by:
*(insert) Fire and Rescue Service*

B4.3 Other legislation that makes significant requirements for fire precautions in these premises [other than the Building Regulations 2010(as amended)]:
*The following fire safety legislation/guidelines apply to these premises: Regulatory Reform (Fire Safety) Order 2005. Health and Safety (Safety Signs and Signals) Regulations 1996. Electricity at Work Regulations 1989 / IEE Wiring Regulations Seventeenth Edition 2008/British Standards 7671. Health and Safety Executive. HSG 107. Maintaining portable and transportable electrical equipment 2000. Equality Act 2010. The Smoke-Free (Premises and Enforcement) Regulations 2006. DCLG Publication - Fire Safety Risk Assessment, Sleeping Accommodation. Control of Substances Hazardous to Health Regulations. Reporting of Injuries, Diseases and Dangerous Occurrences Regulations.*

B4.4 The other legislation referred to above is enforced by:
*Local Authority and Building Control.*

B4.5 Is there an alterations notice in force? **No**

## C. FIRE HAZARDS AND IGNITION SOURCES

C1 Are all electrical cables and equipment in good condition without signs of visible defects? **Yes**

C2 Are all electrical sockets used correctly and not overloaded, is the rule of one plug and one socket being applied? **Yes**

C3 Are portable electrical appliances PAT tested? **No**

| Recommended Action #1 | Priority: 0-3 Months | Risk: Moderate |
|---|---|---|
| All portable appliances should be subject to regular testing and inspection by a competent person in accordance with the IET Code of Practice for in-service Inspection and Testing of Electrical Items, 5th Edition – There was no evidence that the portable appliances throughout the premises were subject to regular testing and inspection – All portable appliances should be tested and inspected by a competent person and records should be kept. PAT test sticker witnessed as behind due for Renewable 2023 | | |

| | | |
|---|---|---|
| C4 | Has the main electrical system been tested within the last 5 years by a competent engineer? | Yes |
| C5 | Is there managerial control of personal electric items? | Yes |
| C6 | Is lightning protection provided for the building? | N/A |
| C7 | Is smoking restricted to the designated smoking areas, and are these areas properly managed to prevent unwanted fires in ashtrays or rubbish receptacles? | Yes |
| C8 | Are mains gas supplies connected? | No |
| C9 | Are fixed heating installations, gas appliances and boilers subject to regular maintenance by competent contractors? | N/A |
| C10 | Is the use of portable heaters avoided? | Yes |
| C11 | If not, are they kept away from draughts and flammable materials? | N/A |
| C12 | Are all cooking processes properly supervised, and are deep fat fryers, ovens, grease extraction canopies and other catering equipment regularly checked for defects, are all cleaning routines followed? | N/A |
| C13 | Are emergency cut off facilities provided for cooking facilities? | N/A |
| C14 | Has arson been considered by the manager/owner? | Yes |
| C15 | Are there any measures provided to counter arson? (specified below) i.e. CCTV, Intruder Alarms, Security Gates etc. | Yes |
| C16 | Is access to all plant rooms restricted to authorised persons only, and are all plant rooms free of storage? | Yes |
| C17 | Is external refuse managed correctly? | Yes |
| C18 | Do any potentially hazardous processes take place? | No |
| C19 | Are large/abnormal amounts of combustible storage kept in the premises? | No |
| C20 | Is there a large or excessive fire loading? | No |
| C21 | If so, are storage arrangements adequate? | N/A |
| C22 | Are highly flammable materials kept on the premises? | No |
| C23 | If so, are storage arrangements adequate? | N/A |
| C24 | Are other hazardous materials kept on the premises? | No |

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| | | |
|---|---|---|
| C25 | If so, are storage arrangements adequate? | N/A |
| C26 | Are appropriate risk assessments in place for flammable and hazardous substances (COSHH / DSEAR) | N/A |
| C27 | Is general housekeeping satisfactory? | Yes |
| C28 | Is the upholstery of foam furniture in good condition? | Yes |
| C29 | Are significant ignition sources separated from combustible or highly flammable materials? | Yes |
| C30 | Is the use of highly flammable materials minimalised? | Yes |
| C31 | Was building work being carried out at the time of inspection? | No |
| C32 | If so, did this introduce any unusual hazards or ignition sources? | N/A |
| C33 | Is there satisfactory control over works carried out in the premises? | Yes |

More specifically:

| | | |
|---|---|---|
| C33.1 | Where appropriate, are fire safety conditions imposed on contractors? | N/A |
| C33.2 | Where appropriate is a permit to work system used (e.g. for “hot work”)? | N/A |
| C33.3 | Are suitable precautions taken by in-house maintenance personnel who carry out works? | N/A |

## D. MEANS OF ESCAPE & COMPARTMENTATION

| | | |
|---|---|---|
| D1 | Is the design and maintenance of the means of escape considered adequate? | Yes |

More specifically:

| | | |
|---|---|---|
| D1.1 | Do staircases and exit capacities appear to be adequate for the number of occupants? | Yes |

Are there reasonable distances of travel for the following:

| | | |
|---|---|---|
| D2.1 | Where there is escape in a single direction? | Yes |
| D2.2 | Where there are alternative means of escape? | Yes |
| D3 | Is there adequate provision of exits? | Yes |
| D4 | Do fire exits open in the direction of escape, where necessary? | Yes |

| | | |
|---|---|---|
| D5 | Are there satisfactory arrangements for escape where revolving doors or sliding doors are used as exits? | N/A |
| D6 | Is a suitable standard of protection designed for escape routes? | Yes |
| D7 | Are there reasonable arrangements for means of escape for disabled people? | Yes |
| D8 | Are the escape routes available for use and suitably maintained? | Yes |

More specifically:

| | | |
|---|---|---|
| D8.1 | Are fire-resisting doors maintained in sound condition and self- closing, where necessary? | Yes |
| D8.2 | Are fire-resisting doors fitted with combined intumescent strips and cold smoke seals, where necessary? | Yes |
| D8.3 | Are fire-resisting doors fitted with 3 CE marked hinges? | Yes |
| D8.4 | Are fire-resisting doors fitted with CE marked overhead door closers? Or adjustable perko closers, where necessary? | Yes |
| D8.5 | Is the fire resisting construction protecting escape routes in sound condition? | Yes |
| D8.6 | Are internal escape routes clear of obstructions? | Yes |
| D8.7 | Are external escape routes clear of obstructions? | Yes |
| D8.8 | Are fire exit doors easily and immediately openable? | Yes |
| D9 | Is compartmentation throughout the premises of a reasonable standard? | Yes |
| D10 | Is there reasonable limitation of linings that might promote fire spread? | Yes |
| D11 | As far as can reasonably be ascertained, are fire dampers provided as necessary to protect critical means of escape against passage of fire, smoke, and products of combustion in the early stages of a fire? | N/A |
| D12 | Are disabled refuges provided? | No |
| D13 | If so, are they adequately protected and provided with a suitable means of communication? | N/A |
| D14 | Are external staircases properly protected? | N/A |

## E. FIRE ALARM SYSTEM

| | | |
|---|---|---|
| E1 | Is the fire alarm/detection system appropriate for this type of occupancy? | Yes |

| | | |
|---|---|---|
| E2 | Is a zone chart or plan displayed adjacent to the fire alarm control panel? | N/A |
| E3 | Are all parts of the building that are accessible by any person, including roof plant areas, within audible or visual range of a fire alarm sounder or warning device even when the plant or machinery in those areas is operating? | Yes |
| E4 | Can a fire alarm break glass call point be reached from any part of the building, including any roof plant or basement area? | N/A |
| E5 | Is the fire alarm system tested on a weekly basis from a different call point each week, and are the results of the tests recorded in the Fire Log Book? | No |

| Recommended Action #2 | Priority: 0-3 Months | Risk: Moderate |
|---|---|---|
| It is recommended that all types of fire alarm systems should be tested by management as recommended by British Standard 5839-1-2017, on a weekly basis, preferably at the same time and on the same day each week but using a different call point each time. These tests should be recorded in the dedicated fire log book and the duration on each test should not normally exceed one minute. | | |

| | | |
|---|---|---|
| E6 | Is the fire alarm system clear of any outstanding or recurring defects that need resolving? | No |

| Recommended Action #3 | Priority: Immediate | Risk: Moderate |
|---|---|---|
| Fire alarm witnessed to have detectors head missing in 1st floor cupboard area. Also all smoke heads are last there expiry date and we're due to be replaced in 2023. Ensure all smoke heads are replaced to meet manufactures instruction and maintain safe use. | | |

| | | |
|---|---|---|
| E7<br>*Notes* | Have all staff received training on how to raise the alarm using a break glass point? | N/A |
| E8 | Is the fire alarm system maintained in accordance with BS 5839? | Yes |
| E9 | Is the fire alarm linked to a remote manned centre? | No |
| E10 | Does the alarm sound the same throughout the whole building? | Yes |
| E11 | Maintenance Company | None |

## F. EMERGENCY LIGHTING

| | | |
|---|---|---|
| F1 | Is the emergency lighting system appropriate to this property? | Yes |
| F2 | Are all emergency lighting units tested for correct operation and are the tests recorded in the Fire Log Book? | No |

| Recommended Action #4 | Priority: 0-3 Months | Risk: Moderate |
|---|---|---|
| There were no records available on site to indicate when the emergency lighting system installed at this premises is subject to regular in-house testing – The emergency lighting should be "flick" tested on a monthly basis and records should be kept. | | |

| | | |
|---|---|---|
| F3 | Is the emergency lighting system clear of any outstanding or recurring defects that need resolving? | No |
| F4 | Is the emergency lighting system maintained in accordance with BS 5266? | No |

| Recommended Action #5 | Priority: 0-3 Months | Risk: Moderate |
|---|---|---|
| There were no records available to indicate that the emergency lighting system installed at this premises was being maintained in accordance with BS5266-1 – The system should be maintained in accordance with the BS5266-1 and receive an annual inspection and records should be kept. | | |

| | | |
|---|---|---|
| F5 | Is the exterior of each final exit fire escape door and pathway lit by emergency lighting that activates during a mains electrical failure? | Yes |
| F6 | Maintenance Company | None |

## G. SIGNS AND NOTICES

| | | |
|---|---|---|
| G1 | Is every final exit fire escape door indicated by an emergency exit sign and a symbol to explain how to open the door in an emergency? | Yes |
| G2 | Are mandatory signs fitted on the exterior of each fire exit door that says, 'Fire Exit Keep Clear'? | Yes |
| G3 | Are all self-closing fire-resisting doors fitted with appropriate signs that say, 'Fire Door Keep Shut' or 'Automatic Fire Door Keep Clear'? | Yes |
| G4 | Are all fire exits and fire exit routes clearly indicated by appropriate directional signage? | Yes |
| G5 | Are identification signs present for all extinguishers? | Yes |
| G6 | Are fire alarm call points indicated by the appropriate signage? | Yes |
| G7 | Are fire actions notices displayed at appropriate locations? | Yes |

## H. FIXED INSTALLATIONS AND FIREFIGHTING EQUIPMENT

| | | |
|---|---|---|
| H1 | Are the portable fire extinguishers provided appropriate to the site? If no, list below reason/appropriate equipment to use i.e. is there a deficiency in the amount provided? | Yes |
| H2 | Are the units serviced annually in accordance with BS 5306: part 3? | Yes |
| H3 | Are all extinguishers wall mounted? | Yes |
| H4 | Maintenance Company | Morgan fire protection |
| H6 | Is the smoke ventilation system tested regularly for correct operation? | N/A |
| H7 | Are the smoke control curtains tested regularly for correct operation? | N/A |
| H8 | Are the automatic fire shutters/barriers tested regularly for correct operation? | N/A |

### Sprinkler Systems

| | | |
|---|---|---|
| H9 | Are sprinklers installed at this premises? | N/A |
| H10 | Is the coverage of sprinklers appropriate to the premises? | N/A |
| H11 | Is the fire sprinkler system tested on a weekly basis, and are the results of the tests recorded on the sprinkler test record card? | N/A |

| | | |
|---|---|---|
| H12 | Is the fire sprinkler system clear of any outstanding or recurring defects that need resolving? | N/A |
| H13 | Can you at all times gain easy access to the sprinkler pump room and/or tank room? | N/A |
| H14 | | |

Hose Reels

| | | |
|---|---|---|
| H16 | Are hose reels installed at this premises? | N/A |
| H17 | Are the hose reels serviced/maintained in accordance with BS-EN-671/3 | N/A |
| H18 | | |

## I. MANAGEMENT OF FIRE SAFETY AND TRAINING ARRANGEMENTS

| | | |
|---|---|---|
| I1 | Are procedures in the event of a fire appropriate and properly documented, where appropriate? | Yes |

More specifically:

| | | |
|---|---|---|
| I1.1 | Are there adequate procedures for investigating fire alarm signals? | Yes |
| I1.2 | Are there suitable arrangements for summoning the fire & rescue service? | Yes |
| I1.3 | Are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to firefighters? | Yes |
| I1.4 | Are there suitable arrangements for ensuring that the premises have been evacuated. | Yes |
| I1.5 | Is there a suitable fire assembly point(s)? | Yes |
| I1.6 | Are there adequate procedures for evacuation of any disabled people who are likely to be present? | Yes |
| I1.7 | Are there nominated members of staff who can assist in the evacuation of any colleague/visitors/ residents who have any temporary or permanent disability? | Yes |
| I1.8 | If the premises are in multiple occupation, are there adequate arrangements for cooperation between duty holders to ensure coordination of their fire safety arrangements? | Yes |
| I2 | Are routine in-house inspections of fire precautions undertaken? | Yes |
| I2.1 | Are routine in-house inspections of fire precautions recorded in the fire safety log book? | No |
| I3 | Are all staff given adequate fire safety instruction and training? | Yes |

More specifically:

| | | |
|---|---|---|
| I3.1 | Are they trained in induction? | No |

| | | |
|---|---|---|
| I3.2 | Are they given periodic refresher training? | No |
| I3.3 | Are they given additional training to cover any specific roles and responsibilities? | No |
| I3.4 | Is the content of training provided considered adequate? | N/A |
| I3.5 | Have an appropriate number of fire wardens been appointed? | No |
| I3.6 | Have all fire wardens received appropriate 'Fire Warden' training? | No |
| I3.7 | Where employees of another employer work in the premises, is appropriate information on fire risks and fire safety measures provided? | No |
| I4 | Are all fire drills conducted by a member of the senior team and recorded in the Fire Log Book? | No |

| Recommended Action #6 | Priority: 0-3 Months | Risk: Moderate |
|---|---|---|
| **There were no records available to evidence that fire drills are being conducted to allow staff to practice the evacuation procedures - Fire Evacuation Drills should be conducted at least annually and this should be recorded in the Fire Safety Log Book.** | | |

More specifically:

| | | |
|---|---|---|
| I4.1 | Have all daytime staff taken part in a fire evacuation drill within the last 12 months where simulated conditions render one or more fire exits unusable by the fire? | No |
| I4.2 | Have all night time staff taken part in a fire evacuation drill within the last 12 months where simulated conditions render one or more fire exits unusable by the fire? | N/A |
| I4.3 | Do you normally evacuate your building within 3 minutes? If you normally exceed 3 minutes are there any practices recognised or training required to improve your evacuation procedures? | Yes |
| I4.4 | Is there evidence of appropriate liaison with the fire and rescue service? (i.e. by fire and rescue service crews visiting for familiarisation visits?) | Yes |
| I5 | Is there adequate maintenance of the premises? | Yes |

More specifically:

| | | |
|---|---|---|
| I5.1 | Is there a procedure for reporting maintenance concerns or defects to the relevant person? | Yes |
| I5.2 | Are external staircases examined by a competent person at 5 yearly intervals in accordance with BS8210? | N/A |
| I5.3 | If lifts are installed at this premises, where are they and are they subject to regular maintenance at 6 or 12 monthly intervals by a suitable contractor? | N/A |
| I17 | Have any extensions/alterations been subject to Building Regulations applications? | N/A |
| I18 | Where building alterations are taking place, do you regularly update this risk assessment as areas of the building change, do you update all staff how these changes affect them? | Yes |

## J. ACCESS AND FIREFIGHTER SAFETY

| | | |
|---|---|---|
| J1 | Is access for fire brigade vehicles satisfactory? | Yes |
| J2 | Is access for firefighters on foot satisfactory? | Yes |
| J3 | Is access for firefighting or means of escape clear and unobstructed? | Yes |
| J5 | Have the Fire and Rescue Service been advised of any changes to the building or occupancy? | N/A |
| J6 | Are hydrants or other water supplies located suitably close to the premises? | Yes |
| J7 | Are the local Fire Service made aware of any hazardous materials or issues, which might be hazardous when firefighting? | N/A |
| J8 | Is external signage provided to warn firefighters of storage hazards? | N/A |
| J9 | Are suitable firefighters' switches provided? | N/A |
| J10 | Has the responsible person considered any issues which might significantly damage or affect the environment in case of fire? | Yes |
| J11 | Has the possibility of fire spread to or from adjoining or adjacent buildings been considered by the responsible person? | N/A |

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# Fire Risk Assessment - Fire Risk Rating

**The following simple fire risk level estimator is based on a commonly used health and safety risk level estimator.**

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

| Likelihood |
|---|
| Low |

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

| | |
|---|---|
| Low | Unusually low likelihood of fire as a result of negligible potential sources of ignition. |
| Medium | 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). |
| High | Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire. |

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

| Consequence |
|---|
| Slight Harm |

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

| | |
|---|---|
| Slight harm | 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 harm | 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 harm | Significant potential for serious injury or death of one or more occupants. |

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

| Likelihood of fire | Potential consequences of fire | | |
|---|---|---|---|
| | Slight harm | Moderate harm | Extreme harm |
| Low | Trivial Risk | Tolerable Risk | Moderate Risk |
| Medium | Tolerable Risk | Moderate Risk | Substantial Risk |
| High | Moderate Risk | Substantial Risk | Intolerable Risk |

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## CONTEXT

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

| Risk level | Action and timescale |
|---|---|
| Trivial | No action is required and no detailed records need be kept. |
| Tolerable | No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost. |
| Moderate | 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 | 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 | Premises (or relevant area) should not be occupied until the risk is reduced. |

(Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the following action plan. The fire risk assessment should be reviewed regularly.)

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# Recommended Actions

*31/10/2025*

| Ref. | Type | Description | Priority / Severity | Risk Rating |
|---|---|---|---|---|
| SA-1 | Action | All portable appliances should be subject to regular testing and inspection by a competent person in accordance with the IET Code of Practice for in-service Inspection and Testing of Electrical Items, 5th Edition – There was no evidence that the portable appliances throughout the premises were subject to regular testing and inspection – All portable appliances should be tested and inspected by a competent person and records should be kept. PAT test sticker witnessed as behind due for Renewable 2023 | 0-3 Months | Moderate |
| SA-2 | Action | It is recommended that all types of fire alarm systems should be tested by management as recommended by British Standard 5839-1-2017, on a weekly basis, preferably at the same time and on the same day each week but using a different call point each time. These tests should be recorded in the dedicated fire log book and the duration on each test should not normally exceed one minute. | 0-3 Months | Moderate |
| SA-3 | Action | Fire alarm witnessed to have detectors head missing in 1st floor cupboard area. Also all smoke heads are last there expiry date and we're due to be replaced in 2023. Ensure all smoke heads are replaced to meet manufactures instruction and maintain safe use. | Immediate | Moderate |
| SA-4 | Action | There were no records available on site to indicate when the emergency lighting system installed at this premises is subject to regular in-house testing – The emergency lighting should be "flick" tested on a monthly basis and records should be kept. | 0-3 Months | Moderate |
| SA-5 | Action | There were no records available to indicate that the emergency lighting system installed at this premises was being maintained in accordance with BS5266-1 – The system should be maintained in accordance with the BS5266-1 and receive an annual inspection and records should be kept. | 0-3 Months | Moderate |
| SA-6 | Action | There were no records available to evidence that fire drills are being conducted to allow staff to practice the evacuation procedures - Fire Evacuation Drills should be conducted at least annually and this should be recorded in the Fire Safety Log Book. | 0-3 Months | Moderate |

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# Audit Photograph Summary

Puddletown Recreation Ground

**Picture Number:** 1 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 2 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 3 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 4 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

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# Audit Photograph Summary

Puddletown Recreation Ground

**Picture Number:** 5 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 6 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 7 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 8 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

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# Audit Photograph Summary

Puddletown Recreation Ground

**Picture Number:** 9 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 10 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 11 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 12 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

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# Audit Photograph Summary

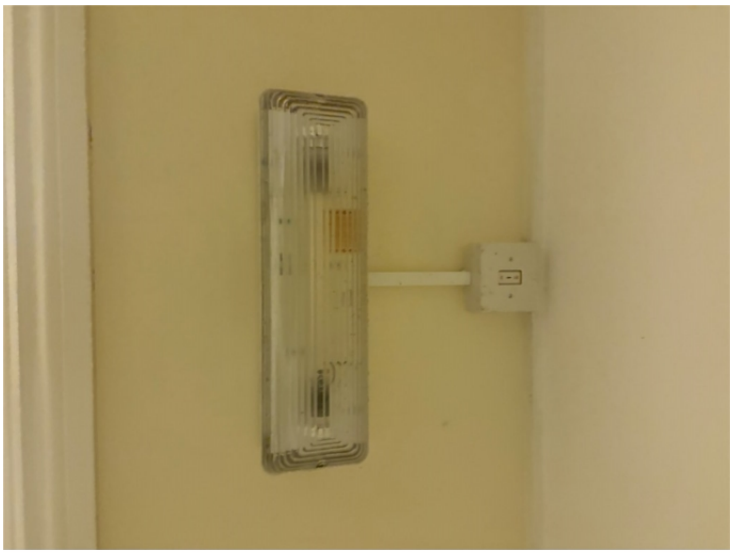
Puddletown Recreation Ground

**Picture Number:** 13 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 14 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options



**Picture Number:** 15 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 16 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

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# Audit Photograph Summary

Puddletown Recreation Ground

**Picture Number:** 17 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 18 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 19 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 20 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

# Audit Photograph Summary

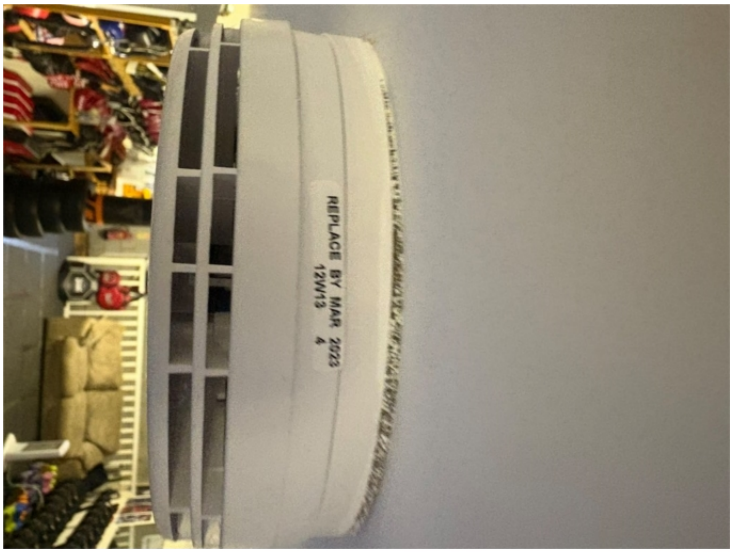
Puddletown Recreation Ground

**Picture Number:** 21 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 22 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options




**Picture Number:** 23 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 24 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

# Audit Photograph Summary

Puddletown Recreation Ground

**Picture Number:** 25 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 26 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 27 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 28 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

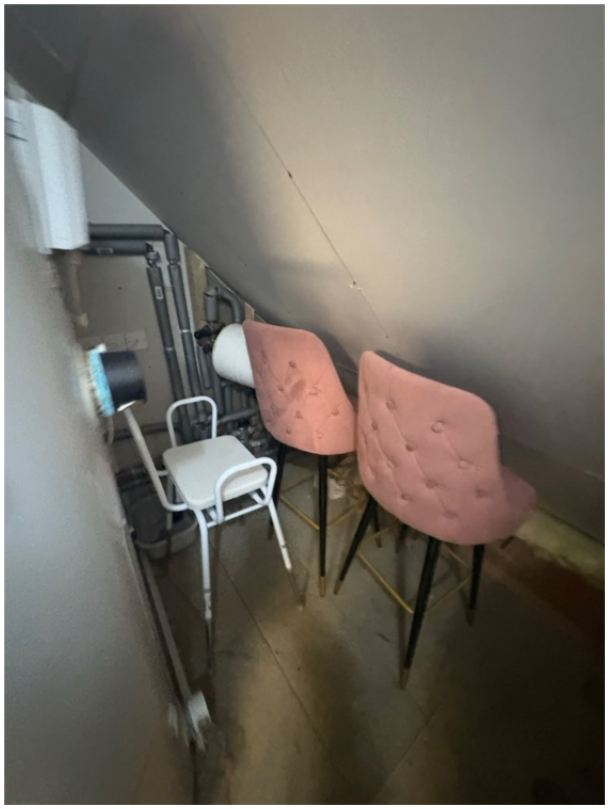
**Question:** - Other Relevant Information Prefilled Options

# Audit Photograph Summary

Puddletown Recreation Ground

**Picture Number:** 29 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options

**Picture Number:** 30 **Survey Ref:** taran.cole@tjcelectrical.co.uk: 014

**Question:** - Other Relevant Information Prefilled Options