# FIRE RISK ASSESSMENT

*Hillside Cottage*

# 1 PREMISES PARTICULARS

**Premises Address**

*Hillside Cottage*
*Gorran Churchtown*
*St Austell*
*Cornwall*
*PL26 6HN*

**Use of Premises**

*Holiday Let*

**Owner of Premises**

*Mr & Mrs Laney-Davis*

**Relevant Legislation**

*Regulatory Reform (Fire Safety) Order 2005 – Enforced by Cornwall Fire & Rescue Service*
*Includes Government guidance update 2023*

| **Date of Risk Assessment** | *30th January 2026* | **Date of Review** | *February 2029* |
|---|---|---|---|

**Name & relevant details of the person who carried out the Fire Risk Assessment**

*Andrew Laney-Davis*

*(Fire Safety Officer/Fire Risk Assessor)*

# 2 MANAGEMENT SYSTEMS

**Commentary:**

*These premises are used as a Holiday Letting unit for 8 people.*

*The Home Folder contains information of use to the guests, including safety information with regards to smoke, heat and carbon monoxide detection.*

*It is prohibited to use candles or to smoke or vape in the premises. Also charging of any electric vehicles, including scooters is forbidden.*

*There is a system of maintenance and testing in place to ensure that fire alarm systems and carbon monoxide detection are tested in accordance with British Standards. Records of these tests are kept in a book by the housekeeping staff.*
*Records of PAT, electrical, gas and fire extinguisher checks and maintenance are kept.*
*Fire risk assessment to be reviewed periodically or when any significant change occurs.*

# 3 GENERAL DESCRIPTION OF PREMISES

***Description:***

*An 'L' shaped building, originally laid out as two separate cottages dating back to the late 1800s, it has been combined and extensively extended and modernised, retaining much of the character of the original properties with low beamed ceilings, ledged and braced doors downstairs and fireplace with new wood burning stove, whilst benefiting from a modern, newly fitted kitchen, en-suite bathroom, family shower room and gas central heating. There are 4 bedrooms and a newly built sunroom at the rear accessed from first floor level.*

## Occupancy

| | |
|---|---|
| ***The maximum Number of persons within the premises at any one time:*** | *8 adults and 2 infants* |
| ***The Total Number of persons who may resort to the premises at any one time:*** | *10* |
| ***Any disabled persons:*** | *Unlikely as not DDA compliant* |

## Size

| | |
|---|---|
| ***Building footprint (Metres x Metres):*** | *12 x 18* |
| ***Number of floors:*** | *2* |
| ***Number of Stairs:*** | *1* |

# 4 FIRE SAFETY SYSTEMS WITHIN THE PREMISES

***Fire Warning System: (i.e. automatic fire detection, break-glass system to BS 5839, other)***

*Wireless interlinked smoke and heat detectors fitted to BS 5839, Part 6, grade F, LD2 in all Bedrooms, kitchen, lounge and hallways*

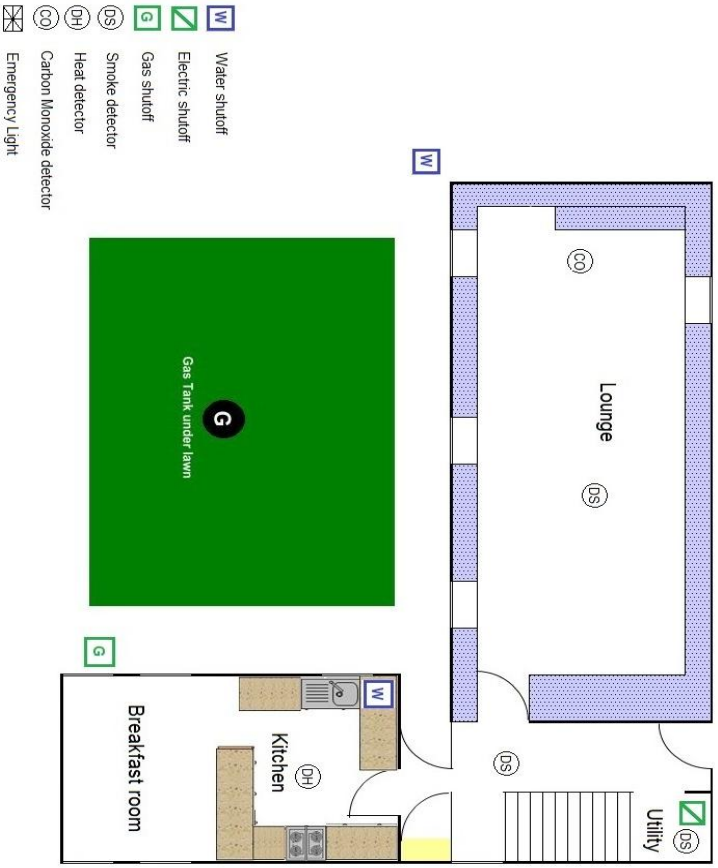
***Emergency Lighting: (i.e. maintained/non-maintained, 1hr/3hr duration to BS 5266)***

*Emergency lights fitted to BS5266 in stairwell and sunroom exit route. Also wind-up torches in bedrooms at either end of the cottage.*

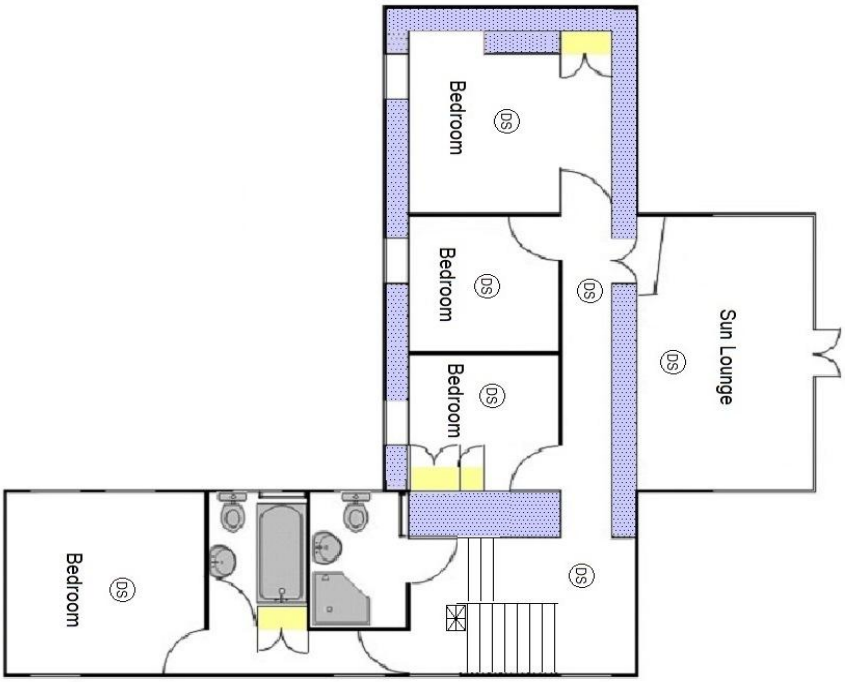
***Other: (i.e. Sprinkler system to LPC rules BS 5306)***

*None*

# 5 PLAN DRAWING




Ground Floor




First Floor

# 6 IDENTIFY FIRE HAZARDS

***Sources of Ignition:***

*Normal cooking and heating facilities in the premises. Woodburning stove in lounge, electric heater in sunroom.*
*Gas shut off for Calor externally under the kitchen window.*
*Electric shut off under the stairs.*

***Sources of Fuel:***

*Nothing untoward noted in the premises. Subterranean gas tank under front lawn.*

***Work Processes:***

*There are no works processes in the general use of the premises,*

***Charging of Electric Vehicles (EV):***

*With the increase in use of the electrically powered vehicle (EV) and the 2030 deadline to stop the sale of internal combustion engines, it has become apparent that more EVs will be visiting the cottage. Charging an EV from a 13 amp domestic socket takes 8 – 24 hours to fully charge which makes any plug, socket and cabling hot due to the constant draw on the power supply for which it is not designed, this in turn can create a potential fire hazard.*
*Also there is no outside socket available meaning the window would have to be left open creating a security risk. The household insurance does not cover any of this and therefore it is prohibited to use an extension lead to charge an EV at the property.*
*It is highlighted on the Agent's website, forming part of the booking conditions, that charging is not permitted. A poster is displayed in the property to this effect, which also includes nearby places with bespoke charging units installed and a section will be added to the information folder.*

***Structural features that could promote the spread of fire:***

*Open beamwork in lounge kitchen and utility, kitchen and utility have been boarded to fire resisting standard with FR plasterboard*

***Previous fire loss or incidents:***

*None recorded in this ownership.*

***Are reasonable measures taken to prevent fires as a result of cooking?:*** ***Yes / No***
***Commentary:***

*Heat detection fitted in kitchen*

*Fire blanket and FireXO multi-purpose extinguisher provided in cooking area in accordance with Holiday Cottages requirements*

***Are reasonable measures taken to prevent fires as a result of arson?:*** ***Yes / No***
***Commentary:***

*Primary entrance door is maintained secure, bins are at side of property behind a gate and rear garden is secured by keypad lock*

***Are reasonable measures taken to prevent fires as a result of smoking?:*** ***Yes / No***
***Commentary:***

*Residents are not allowed to smoke inside the premises.*

***Is portable heating permitted?:*** ***Yes / No***
***Commentary:***

*There is a multi-fuel burner in the lounge and an electric fire in the sunroom, which is hard wired into a timer socket*

***Is the general standard of housekeeping satisfactory:*** ***Yes / No***
***Commentary:***

*Housekeeping is carried out each week between guests*

## 8 MEANS OF ESCAPE – HORIZONTAL EVACUATION

***Commentary:***

*There are two reasonable ways out of the premises, the main front door which is used as the primary access/egress and also a pair of FD30 French doors into the sunroom which then discharges into the rear garden. Egress from the rear garden is via a gate which is free from fastenings. (handle to exit)*

*There is also another rear door into the garden, however, this is not a viable alternative due to it's proximity to the front door. All exit doors are now fitted with thumbturn locks.*

## 9 MEANS OF ESCAPE – VERTICAL EVACUATION

***Commentary:***

*There is a single staircase within the premises, this forms a route from the bedrooms to the front door.*

*There is smoke detection and emergency lights fitted in the escape routes, also torches in the two main bedrooms.*

*There are also FD30 fire doors on all the bedrooms and solid wood doors on the superking bedroom, kitchen and lounge that have been made up to FD30 standard with inset boarding and intumescent paint.*

## 10 FIRE SAFETY SIGNS & NOTICES

***Commentary:***

*N1 (Fire Action) Notices are provided on the back of the front door of the property and also in the Home Folder.*

*There is one main route in and out of the building, therefore no other exit signage is required.*

## 11 FIRE WARNING SYSTEM

***Commentary:***

*Automatic wireless interlinked detection fitted to BS5839, Part 6, grade F throughout escape routes, all bedrooms and risk rooms off of escape routes*

## 12 EMERGENCY LIGHTING SYSTEM

***Commentary:***

*Emergency lighting fitted to BS 5266 in all escape routes also torches in the primary bedrooms.*

## 13 FIRE FIGHTING EQUIPMENT

***Commentary:***

*Multi-purpose fire extinguisher and fire blanket in the kitchen*

## 14 MANAGEMENT - MAINTENANCE

***Is there a maintenance programme for the fire safety provisions in the premises?*** **Yes / No**

***Commentary:***

*Annual service and monthly checks.*

***Are regular checks of fire resisting doors, walls & partitions carried out?*** **Yes / No**

***Commentary:***

*All doors checked on changeovers, kitchen and utility ceilings are FR*

***Are regular checks of escape routes & exit doors carried out?*** **Yes / No**

***Commentary:***

*Carried out on changeovers*

***Are regular checks of fire safety signs carried out?*** **Yes / No**

***Commentary:***

*N1 notice on back of door checked by owners, no other fire safety signs necessary*

***Is there a maintenance regime for the fire warning system?*** **Yes / No**

***Commentary:***

*Monthly test carried out by housekeepers* — ***Monthly*** ✓

*Annual test and carried out by owners* — ***Annually*** ✓

***Is there a maintenance regime for the emergency lighting system?*** **Yes / No**

***Commentary:***

*Checked quarterly by owners until such time as failures occur then will be checked monthly*

***Weekly*** ✓

***3 Monthly*** ✓

***Annually*** ✓

***Is there maintenance of the fire fighting equipment? (By competent person?)*** **Yes / No**

***Commentary:***

*Presence of Extinguishers and blankets checked by housekeepers, serviced annually by owners*

***Weekly*** ✓

***Annually*** ✓

***Are records kept & their location identified?*** **Yes / No**

***Commentary:***

*Records of all tests are kept in book by the housekeepers*

## 15 METHOD FOR CALLING THE FIRE SERVICE

***Specify:***

*Primarily 999 call from the resident*

## 16 EMERGENCY ACTION PLAN (EAP)

***Commentary:***

*N1 notices displayed with emergency action and muster point*

## 17 TRAINING

***Commentary:***

*None for guests*

# 18 FIRE RISK ASSESSMENT

The following simple risk level estimator is based on a more general health and safety risk level estimator of the type contained in BS 8800:

| **Potential consequences of fire ⇒**<br>**Likelihood 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 |

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:

**Low** ✓ **Medium** ☐ **High** ☐

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 building 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:

**Slight harm** ✓ **Moderate harm** ☐ **Extreme 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:

**Trivial** ✓ **Tolerable** ☐ **Moderate** ☐ **Substantial** ☐ **Intolerable** ☐

Commentary:

# 19 FIRE SAFETY DEFICIENCIES TO BE RECTIFIED

| *Deficiency/Rectification* | *Priority* | *Date to be Rectified* | *Date Rectified* |
|---|---|---|---|
| *No significant changes* | | | |
| ***Insert additional pages as required*** | | | |

# 20 SIGNIFICANT FINDINGS

| *Significant Finding* | *Control Measure/Action* |
|---|---|
| *No significant changes* | |

***Insert additional pages as required***

## 21 ADDITIONAL ITEMS

***Specify:***

*None, this risk assessment replaces the one dated 10/02/2024*

*No significant changes*

***Need to consult Fire Service*** ***Yes / No***

## 22 ANNUAL REVIEW

| *Date* | *Changes* | *Signed* |
|---|---|---|
| *01/06/2010* | *Multi fuel burner, extinguisher, fire blanket, Part 6 detection fitted. Torches provided. Electrical consumer unit replaced.* | *ALD* |
| *01/04/2012* | *No significant changes* | *ALD* |
| *01/04/2014* | *Kitchen ceiling boarded to FR standard,* | *ALD* |
| *01/04/2016* | *Wireless interlinked detection fitted to provide earlier warning.* | *ALD* |
| *01/03/2017* | *Sunroom added, CO alarm changed, rear gate egress changed to be FFF.* | *ALD* |
| *27/02/2020* | *No significant changes* | *ALD* |
| *10/10/2022* | *Electric vehicle section added* | *ALD* |
| *10/02/2024* | *Upgrades due to guidance changes, new AFD, doors and EL* | *ALD* |

# 23 APPENDIX

***Insert additional pages as required***