

# Holiday Let Fire Risk Assessment

**Prepared For:** Dodington Park Estate

**Address:** Home Farm Brye

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**Consultant:** Oliver Beynon

**Date of Inspection:** 20 December 2024

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# Fire Safety Risk Assessment

If significant risks are discovered, you should consider if they can be reduced: first by removing the hazards and secondly by providing fire protection measures (e.g., automatic fire detection). These points should be addressed in the 'What needs to be done to make each situation safe?' section.

If your premises are located within a larger building and if a fire in your business could affect your neighbours, you should share the findings of your fire safety risk assessment with them. Your fire safety risk assessment must be kept up to date. It is important to update the assessment if anything changes that might affect the risk (e.g., new ignition sources, or use of flammable liquids etc.). If you identify that the likelihood of a fire occurring, or there is a risk to people, you should consider seeking further assistance.

## Emergency Plan

The findings of the fire safety risk assessment should be used to prepare an emergency plan. The plan should set out what to do in the case of fire, identify the escape routes, where to assemble and how to contact the Fire and Rescue Service. The fire safety equipment and any equipment that provides a possible ignition source (e.g., cooking, electrical appliances, etc.) should be regularly maintained to reduce the chance of fire and the risk to people.

Frequent checks should be made to make sure that the storage of materials, especially flammable materials, does not increase the risk of fire, or prevents the use of escape routes. It is important that all members of staff know how to prevent fires and what to do if a fire does occur. To make sure that the emergency plan works regular fire drills should be carried out. For further guidance on the Regulatory Reform (Fire Safety) Order 2005 please contact Atlas Safety Management Ltd.

### The 5-step guide to Fire Safety Risk Assessment

- 1. Identify the fire hazards**
- 2. Identify people at risk**
- 3. Evaluate, remove, reduce and protect from risk**
- 4. Record, plan, inform, instruct and train**
- 5. Review**

## Type 1 Fire Risk Assessment

A Type 1 fire risk assessment is the basic non-destructive FRA required for the purpose of satisfying the FSO. It will consider the arrangements for means of escape and so forth as well as the examination of at least a sample of flat entrance doors. It also considers, so far as reasonably practicable, the construction between the flats and the common parts without any opening up. However, in this type of FRA, entry to flats beyond the area of the flat entrance door, is not involved. Where there are suspended ceilings in the common parts, it may be appropriate to lift a sample of readily accessible tiles. It will be normal to open a sample of service risers, provided access is practicable at the time of inspection. Unless there is reason to expect serious deficiencies in structural fire protection – such as inadequate compartmentation, or poor fire stopping – a Type 1 inspection will normally be sufficient for most blocks of purpose-built flats. Where doubt exists in relation to these matters, the action plan of a Type 1 fire risk assessment may recommend that one of the other types of fire risk assessment be carried out or that further investigation be carried out by specialists. This should not be a generic recommendation of a Type 1 fire risk assessments; the recommendation should be based on identification of issues that justify reason for doubt.

# Details

**Company Name:** Dodington Park Estate

**Premises Name:** Home Farm Brye

**Address:**  
Dodington Park Estate  
Chipping Sodbury  
Bristol  
BS37 6SF

**Responsible Person:** James Drake

**Position:** Health and Safety Manager

**Date of Assessment:** 20 December 2024

**Carried out by:** Oliver Beynon

**Position:** Fire Risk Assessor - AIFSM

**Use of Premises:**  
  
Holiday Let

# Occupancy

<b>Times in Use:</b>	<b>Weekdays:</b> 24/7	<b>Weekends:</b> 24/7
<b>Total Persons Present:</b>	<b>Weekdays:</b> 4	<b>Weekends:</b> 4

# Size

<b>Total Size of Premises (M<sup>2</sup>):</b>	115
<b>Number of Storeys:</b>	1
<b>Number of Basements:</b>	0

## Holiday Let FRA Step 1: Identify fire hazards (sources of ignition)

Type	Comments	Are existing control measures suitable?		
Portable heaters and heating equipment	No portable heaters have been provided within the property, heating is provided through a centralised system.		YES	
Electrical Installation Condition Report (EICR)	The EICR inspection is in date.		YES	
Gas Safety Certificate	The premises has no mains gas installed		YES	
Portable Appliance Testing (PAT)	Portable electrical appliances were observed within the premises and have all been tested and in date.		YES	
Are measures adequate to prevent any incidents of arson?	There is no reason to believe that arson is a risk to this building, adequate security measures are in place to prevent access, all areas are free from combustible materials and housekeeping to the external areas are of a high standard		YES	
Is there a No Smoking Policy in place	A strict no smoking policy is in place and will be detailed within the guest welcome pack, it is however strongly advised that signage is displayed in the main areas of the house enforcing such policy.		YES	
Naked Flames (Candles etc)	At the time of the assessment there was no evidence that naked flames or a source that could produce naked flames were present within any part of the premises.		YES	
<b>If you have answered 'No' to any of the questions above, complete the details below:</b>				
What needs to be done to make each situation safe?	Owner	Date due	Date complete	

## Holiday Let FRA Step 1: Identify fire hazards (sources of fuel and oxygen)

Type	Comments	Are existing control measures suitable?		
Are there excessive amounts of combustible materials	The premises appeared to be free from excessive amounts of combustible materials at the time of the assessment.		YES	
Furniture and fixings (Curtains, blinds, sofas and beds etc.)	All supplied furniture and fixings have been identified as fire resistant.		YES	
Flammable material (Gases, liquids, paints, thinners, glues etc.)	No flammable substances/materials were observed anywhere within the premises at the time of this assessment		YES	
Waste materials (Refuse, packaging etc.)	Waste storage area was located in a suitable place and as such would not present a risk of fire within the building.		YES	
Oxygen Supplies (Air conditioning units, bottles, piped supply etc.)	No Action Required		YES	
If you have answered 'No' to any of the questions above, complete the details below:				
What needs to be done to make each situation safe?	Owner	Date due	Date complete	

## Holiday Let FRA Step 1: Building Structure

Type	Comments			
Fire Doors - installed to all rooms leading to the main escape route	Fire doors have not been installed on all the required rooms. Bedrooms, Kitchens, and service cupboard		NO	
Are the fire doors correctly installed and gaps within the legal tolerance	As per previous question		NO	
Have all fire doors been fitted with the required fixtures and functioning correctly	As per previous question		NO	
Are escape routes adequately protected	Due to no fire rated doors being installed it cannot be guaranteed that the escape route within the property has been adequately compartmentalised.		NO	

Does the property have cladding to the external walls	The building superstructure is constructed by masonry products. There is no risk of fire spread to another property.		YES	
Could a fire spread to a neighbouring building?	The Property is a detached building and presents no risk of fire spread to a neighbouring building		YES	
<b>If you have answered 'No' to any of the questions above, complete the details below:</b>				
<b>What needs to be done to make each situation safe?</b>	<b>Owner</b>	<b>Date due</b>	<b>Date complete</b>	
Fire doors are required to be fitted to all rooms that lead directly on to the escape route, these must be 30-minute fire rated and have all the required fixing attached. These include; Self-closing devices, 3x fire rated hinges, intumescent strips and cold smoke seals, fire rated handles and locks. When doors are fitted it is important to ensure that gaps between door and frame do not exceed 4mm.	DPE	Prior to letting		
Installation of fire doors will see that the escape route has been compartmented to an adequate level.	DPE	Prior to letting		

## Holiday Let FRA Step 2: Identifying people at risk

Type	Findings	Recommendation:
Sensory & mobility risk	It was not possible to ascertain the sensory or mobility needs of the occupants at the time of the assessment.	
Familiarity risk (signage, emergency evacuation procedures)	Fire Action Notices need to be displayed at key areas and information needs to be provided within the welcome pack that includes all the required information to advise on what to do in the event of a fire.	Install a fire action notice at the final exit door.

# Holiday Let FRA Step 3: Evaluate, remove, reduce and protect from risk

Type	Comments		
Are ignition sources controlled to reduce the chances of fire?	Adequate controls were in place to reduce the risk of fire from the identified ignition sources.		YES
Are combustible materials kept away from ignition sources?	There were no signs of combustible materials within the building other than normal items expected within a holiday let, such materials are not within close proximity of identified ignition sources.		YES
Is your fire alarm system adequate for your premises?	The fire alarm does not cover all areas of the building, an additional detector head is required in the bedroom to the left side of the property, this must be linked with the existing system,		NO
Will everybody be warned if the fire alarm operates?	The fire alarm installed does not fully cover all areas and therefore the ability to hear the alarm throughout the building could not be proven.		NO
Are all doors on escape routes easily opened without the need of a key?	The final fire exit doors have thumb turn locks installed.		YES
Has Carbon Monoxide Detectors been provided and located in the correct and appropriate areas where applicable?	No Requirement		N/A
Is escape from fire available in more than one direction?	There is more than one escape route within the building which covers all areas to ensure a timely escape can be achieved.		YES
Are all fire exits easily identified by the correct signs where applicable?	Directional signage is not required within the property, there are several possible exit routes that can be easily identified without the need of signage.		YES
Are escape routes free from obstruction and storage?	There are no signs of obstructions within the escape routes of the building.		YES
Where possible do all doors on escape routes open in the direction of escape?	Doors do not open in the direction of travel, however, this does not hinder escape.		NO
Does the building layout provide adequate escape routes to facilitate an escape in a reasonable time?	The layout of the building provides an escape route that would facilitate a prompt escape.		YES

Is emergency lighting in place?	There is no emergency lighting in place within the building, due to the simple layout and borrowed lighting this is not required.		YES	
Is the lighting adequate to illuminate circulation routes?	N/A		N/A	
Is firefighting equipment provided and located in the correct areas?	Fire extinguishing media is currently not in place, install a fire blanket and a multipurpose extinguisher in the kitchen area.		NO	
Is the firefighting equipment adequate for the risks present?	As above		NO	
Is housekeeping and general waste management adequate?	The housekeeping within the premises is of a high standard and presents no risks or hazards.		YES	
Can the fire service easily get to your premises?	There are adequate access routes leading to the building.		YES	

**If you have answered 'No' to any of the questions above, complete the details below:**

What needs to be done to make each situation safe?	Owner	Date due	Date complete	
Mains linked with battery backup detectors are required in each bedroom along with any other function room that leads to the escape route, installation of additional linked detector is required in the left side bedroom	DPE	Prior to letting		
Install fire blanket and multipurpose fire extinguisher within the kitchen area.	DPE	Prior to letting		

## Holiday Let FRA Step 4: Record, plan, inform, instruct and train

Type	Comments			
Is there an emergency plan that details what is required in the event of an emergency?	At the time of the assessment there was no evidence of the emergency plan being displayed within the building. Information needs to be provided within the visitors welcome pack .		NO	
Based on the findings of this assessment is the policy sufficient?	N/A		N/A	
Has fire instruction and emergency plan procedures been provided to visitors?	The visitors welcome pack which needs to be provided will provide all information in relation to fire safety inclusive of the fire emergency plan.		NO	
Are there records of testing and maintenance of all installed systems? (Fire Alarm, Emergency Lighting etc.)	All testing maintenance records are recorded and reviewed on a regular basis		YES	
If you have answered 'No' to any of the questions above, complete the details below:				
What needs to be done to make each situation safe?	Owner	Date due	Date complete	
Create a visitor's welcome pack and include all fire related safety information.	DPE	Prior to letting		

## Step 5: Review

Your fire safety risk assessment **MUST** be kept up to date.

### Date of next review

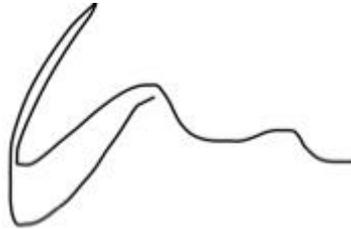
It is recommended that you review your fire safety risk assessment regularly (recommended every 12 months) **OR** if you make changes to the layout of your premises, any changes to work processes, significantly increase the number of combustible materials stored or displayed or sources of ignition, change your opening hours (e.g. to include night time opening etc) or any failures in your fire safety precautions then you should review your fire safety risk assessment.

**December 2025**

## Sign Off

Oliver Beynon

20 December 2024

A handwritten signature in black ink, appearing to read 'Oliver Beynon', written over a light grey rectangular background.

# Fire Risk Assessment

## Level of Fire Risk

In premises where there is a likelihood of a fire starting and spreading quickly, or a fire could start and grow undetected, and affecting the escape routes before people can use them, then the level of risk should normally be regarded at 'higher'.

Such premises might include those where significant quantities of flammable materials are used or stored; ready sources of ignition are present, e.g., heat producing machinery and processes; premises where significant numbers of the people are present and might move slowly or be unable to move without assistance; and premises where the construction provides hidden voids or flues through which a fire could quickly spread.

In premises where there is a low occupancy level and all the occupants are able bodied and capable of using the means of escape without assistance; very little chance of a fire starting; few if any highly combustible or flammable materials or other fuels for a fire; fire is unlikely to spread quickly; and will be quickly detected so that all people will quickly know that a fire has occurred and can make their escape, then the risk can usually be regarded as 'lower'.

In most cases however, the risk will usually be 'normal'.

Taking into account both the active and passive fire prevention measures and general fire precautions observed at the time of this fire safety risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

LOW  NORMAL  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.

**Normal:** Normal fire hazards (e.g., potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls.

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

Please note that, although the purpose of the above is to place the risk of fire in context, the approach to fire safety risk assessment is subjective and for guidance only. All hazards and deficiencies identified in this fire safety risk assessment should be addressed by implementing all the recommendations contained in the following action plan.

The fire risk assessment should be reviewed regularly (recommended annually).

# Fire Safety Action Plan

Each item should be allocated a priority as follows:

<b>Priority 1:</b>	Needs attention immediately
<b>Priority 2:</b>	Needs attention within 1 month
<b>Priority 3:</b>	Needs attention within the next 6 months
<b>Priority 4:</b>	Needs attention within the next 12 months

#	Action Required	Priority	Action by Whom	Date Completed
1.	A strict no smoking policy is in place and will be detailed within the guest welcome pack, it is however strongly advised that signage is displayed in the main areas of the house enforcing such policy.	1	DPE	
2.	<p>Fire doors have not been installed on all the required rooms; Bedrooms, kitchen, front room and service cupboards.</p> <p>Recommendation: Fire doors are required to be fitted to all rooms that lead directly on to the escape route, these must be 30-minute fire rated and have all the required fixing attached. These include; Self-closing devices, 3x fire rated hinges, intumescent strips and cold smoke seals, fire rated handles and locks. When doors are fitted it is important to ensure that gaps between door and frame do not exceed 4mm. (service cupboards do not require self-closing devices)</p> 	1	DPE	
3.	<p>Due to no fire rated doors being installed it cannot be guaranteed that the escape route within the property has been adequately compartmentalised.</p> <p>Recommendation: Installation of fire doors will see that the escape route has been compartmented to an adequate level.</p>	1	DPE	

4.	<p>Fire Action Notices need to be displayed at key areas and information needs to be provided within the welcome pack that includes all the required information to advise on what to do in the event of a fire.</p> <p>Recommendation: Install a fire action notice at the final exit door.</p>	1	DPE	
5.	<p>At the time of the assessment there was no evidence of the emergency plan being displayed within the building. Information needs to be provided within the visitors welcome pack .</p> <p>Recommendation: Create a visitor's welcome pack and include all fire related safety information.</p>			
6.	<p>Fire extinguishing media is currently not in place, install a fire blanket and a multipurpose extinguisher in the kitchen area.</p> <p>Recommendation: Install fire blanket and multipurpose fire extinguisher within the kitchen area.</p>			
7.	<p>The fire alarm does not cover all areas of the building, an additional detector head is required in the bedroom to the left side of the property, this must be linked with the existing system</p> <p>Recommendation: Mains linked with battery backup detectors are required in each bedroom along with any other function room that leads to the escape route, installation of additional linked detector is required in the left side bedroom</p>	1	DPE	