



**CRAVEN HOUSE**  
LUXURY SERVICED APARTMENTS

## VISIT BRITAIN – FIRE RISK ASSESSMENT

**Address of Property Assessed:** Craven House, Hampton Court Road, East Moseley, Surrey, KT8 9BX  
**Person Undertaking the Assessment:** Lucy Schiel  
**Position:** Owner  
**Date of Assessment:** 2016

### FIRE RISK ASSESSMENT

#### Step 1 - Identify Fire Hazards and Fire Risks.

##### 1.1 Sources of ignition

###### a) Electrical - wiring and appliances

- Renovated in 2006. Much of the property had new wiring. All in good condition
- All appliances checked and labeled – see enclosed certificated
- Redecoration project in January 2013 and further renovation in 2015

###### b) Cooking - especially deep-fat frying

- All equipped for cooking was purchased new in 2015
- All cooking equipment is kept in spotless clean working order

###### c) Smoking

- Strict no smoking policy

###### d) Candles

- Occasionally on guest request

###### e) Heaters and boilers

- Central heating - radiators and underfloor heating. All in good condition.
- No freestanding heaters
- All CORGI inspected.

###### f) Open fires

- No working open fires



g) Others

- No

h) Fuel present

- No

i) Elements of structure

- Carpet in main room
- Tiled kitchen and bathroom

j) Furniture and furnishings

- All furnishings comply with fire regulations
- Travera fabric used
- All sofas and carpets and bed heads treated

k) Domestic waste

- Guest remove waste as required but apartments cleaned weekly when removed by Craven House staff
- Exterior bin area used.

l) Other items - e.g. petrol for lawnmowers, cleaning materials etc

- No cleaning materials kept in the apartments

m) Activities that might cause a fire, including work processes/procedures etc.

- Only candles.

**Step 2 - Identify Persons at Risk.**

**2.1 Number of guests**

- Suites suitable for 4 people
- Studio suitable for 2 people
- Children will stay in the suites (usually 2), use master bedrooms
- Not suitable for disabled persons

**2.2. Number of staff/employees**

- 1



### **Step 3 - Evaluate the Risks.**

#### **3.1. Means of escape**

a) Detail the type of property:

- Four story house:
  - 1 x apartment on 2nd floor; 1 x apartment on 1st floor; 2 x apartments on lower ground floor; 1 x apartment on ground floor

b) Detail the number of exit doors and where they are:

- Main exit door always clear and easy to open. Opens outwards

#### **3.2. The fire alarm and fire detection**

c) Describe what fire alarm and fire detectors have been provided:

- Yearly maintenance on Fire alarm - checked Very loud alarm with emergency lighting in hallways.

#### **3.3. Firefighting equipment**

d) Detail what fire extinguishers/blankets are provided and where they are.

- All kitchens have fire blankets
- All apartments have 2 types of fire extinguishers positioned in each hallway landing
- All are regularly serviced

#### **3.4. Escape lighting**

e) Detail areas covered by emergency lighting (if any):

- Emergency lighting in all hallways leading to main exit
- All checked and in working order

#### **3.5. Evacuation procedure**

f) Describe the evacuation procedures

- In brown coffee table/welcome book there is an explanation of where to meet in case of a fire

Created: 8 May 2009