

FIRE RISK ASSESSMENT (FRA)

Based on the Fires Safety Law & Associated Guidance Documents

To assist with compliance with the Regulatory Reforms (Fire Safety) Order 2005

Date: January 2017

PREMISES DESCRIPTION: The Oakenholt Household Waste Recycling centre will occupy a site of approximately 0.5 hectares. The only buildings on site will consist of a site cabin, a furniture shed, two horizontal static compactors and a number of containers for storing various types of recyclables. The site cabin and furniture shed will be constructed from metal cladding, which will be painted with fire retardant paint

There are 6 full time employees based at the site, which is open 7 days per week for 10 hours in summer and 8 hours in winter, for the reception of household wastes from the residents of Flintshire. Waste and recyclables are stored on site in either closed or open containers for a minimal period. General household wastes which may contain combustible materials are stored in closed compaction containers.

SCORING METHODOLOGY: All sections have a number of factors to consider, each is ranked as either 5 (low risk), 3 (medium risk), 0 (high risk) or 4 (not applicable)

To assist in preparing an action plan when the assessment is complete, each action point is coded **red** or **blue**.

All actions should be addressed as soon as possible but in line with the suggested priority

RED- Needs immediate attention and should be addressed no later than 1 month from the publication of this report and completed within 3 months

BLUE- these issues should be addressed within 2 months and completed within 6 months of the date of this report.

SOURCES OF IGNITION

	Existing Control measures	Observation's	Risk Low	Risk Medium	Risk High	Risk Not applicable	Actions
A	No smoking policy in place throughout the site (including site users as well as site staff)	A designated smoking point is designated outside the site boundary. Discarded cigarette ends will be disposed of in cigarette bins provided	5				
B	Electrical Installations	The installation will be inspected and certified in accordance with the latest IEE edition and BS 7671	5				
C	Portable Electrical equipment	All portable equipment will be inspected by a suitably qualified electrician and an inventory designed with each piece of equipment having an identification number	5				
D	Hot processes, e.g. welding or grinding	Hot risk works will be controlled by the use of hot works permits which will specific the fire control measures to be implemented		3			
E	Susceptibility to arson or vandalism	Bins and containers stored away from the site buildings.					

		Secure fenced perimeter and gated access, overseen by remotely monitored by CCTV. General Household waste to be compacted into closed containers	3			
F	Fire Risk form adjacent operations	Low risk of fire in concrete batching plant spreading to the Centre	3			Copy of Dependable Concrete's fire risk assessment to be requested and liaison with them over fire matters needed

SOURCES OF FUEL

A	Flammable wastes	No smoking environment. Wastes isolated in suitable containers. Furniture stored in lockable metal storage shed		0		Strict enforcement of non-smoking policy for staff and site users
B	Storage of empty gas cylinders	Empty gas cylinders will be stored in a segregated are within a metal ventilated cage or similar. Empty aerosols will be stored in a lockable fire resistant Chem-store container		0		Good management of number of gas cylinders and contents of the Chem-store will be necessary
C	Accumulations of combustible waste	Accumulations of combustible waste may occur due to spillages especially	3			Ensure that any spillages are removed immediately and

		when exchanging the compaction containers, or removing recyclates					regular checks on the standard of housekeeping are undertaken, with necessary actions taken quickly. All recyclables leaving the site will be contained by sheeting or within a closed containers
SOURCES OF OXYGEN							
A	Oxygen	N/A				4	
B	Welding Equipment	Hot work permits utilised as required			3		
PERSONS AT RISK							
A	Site users	Ensure no smoking policy strictly enforced			3		Ensure suitable conspicuous signage is installed
B	Site Staff	Be vigilant in checking waste being placed into containers for any signs of combustion, smoke, steam etc. Strict enforcement of no smoking policy.			3		Staff training on spotting potential combustion symptoms. Staff training on emergency evacuation procedures
C	Contractors	Contractors to be made aware on arrival on site of fire risk minimisation			0		Introduce a contractor induction programme and train staff

		through formal induction process procedures						accordingly
MEANS OF ESCAPE								
A	Adequacy of fire exits and escape routes	Fire exits unnecessary as there is only one entrance/exit in the site amenity building Provide fire extinguishers for use in this building including fire blanket. Assembly Location Point to be designated for site staff and contractors				0		Ensure staff training in fire evacuation plan. Provide suitable fire extinguishers and fire blanket. Designate assembly point and provide signage
B	Site users	Evacuation plan to ensure that site users leave the site in case of fire required				0		Devise and practice a site evacuation plan to ensure that all staff are competent in it
C	Fire Brigade	Ensure that good access for fire engine is maintained, including provision of key holder for out of hours				0		Ensure fire brigade are aware of the layout of the site, and the contact details of key holder
FIRE DETECTION AND WARNING								
A	Means of detecting a fire	No formal fire detection system, but all staff will be trained on fire detection				0		Ensure all staff have been trained in fire detection
B	Means of alerting fire service	999 emergency call to operator. Call to FCC contact				0		Staff trained in fire action procedures and

		centre							information to provide on the telephone
C	Means of alerting site users	Warning horn to be sounded and staff will inform site users of actions to take				0			Staff to be trained in fire evacuation procedures. Regular testing of evacuation to be carried out and recorded