

TC/3905/20

Oswestry Town Council

Report from the Operations Manager to Council – 22nd July 2020

Fire Risk Assessment Audit

Purpose

To update Council on the Fire Risk Assessment audit carried out on 2nd July 2020.

Background

In 2016 Fire Risk Assessments were commissioned by the Council with Unicorn Fire & Safety Solutions Ltd inspecting both the Guildhall and Powis Hall Indoor Market. As a result of these Assessments a number of structural works were carried out and improvements were made to some systems and procedures. In 2020 the Council commissioned Unicorn to visit both properties to carry out an audit of the Risk Assessments, showing where progress had been made, where action was still required, and the overall level of fire risk management. The inspection was made by John Griffiths, former Head of Shropshire Fire & Rescue, who carried out the original assessments. This report, prior to the written summary from Unicorn CEO Mike Ablett, summarises the findings from the inspection.

Buildings

The works required in the 2016 inspections had been carried out. These included addition of a fireproof screen around the glass vestibule, installation of fire curtains, intumescent strips on a number of doors, Dorguard door closers and a number of structural works in the Attfield Theatre. In Powis Hall they included installation of magnetic locks on the fire escapes through the upstairs rented office and improvement in emergency signage. Additional door closers are required on two of the doors in the office, however.

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Systems

John Griffiths noted that there was a good system of testing and maintenance and the record-keeping was in order. More frequent evacuation drills are, however, required, ideally 6 monthly. A fire safety policy had been produced and a hot works procedure developed. The fire alarm had been upgraded in the Guildhall.

Housekeeping

The general standard of tidiness was found to be good, however it was noted that the Museum public gentlemen's WC was being used for the storage of cardboard boxes and wooden furniture and, due to the detection systems in this room, should not be. Some storage rationalisation is required in the rented Powis Hall Office.

Summary

The findings of the audit are very satisfactory and demonstrate that there has been significant improvement in built mitigation and that current management procedures are fit for purpose. Additionally, some improvements have been highlighted that can easily be carried out.

Simon Cranmer
Operations Manager