



# South Yorkshire FIRE & RESCUE

**James Courtney**  
Chief Fire Officer & Chief Executive

Date: 19/10/16

Your Ref: 2016/1143FP

Our Ref: TS/#432218/AF/ND901/0/JN9194  
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Business Fire Safety,  
Barnsley Fire Station,  
Broadway, Barnsley  
S70 6RA

This matter is being dealt with by: Business Fire Safety Inspecting Officer Mr Andy Foster

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John Scholey  
Rotherham Metropolitan Borough Council  
Building Control  
Riverside House  
Main Street  
Rotherham  
S60 1AE

Dear Sir

**LEGISLATION: THE BUILDING REGULATIONS 2010**

**APPLICATION NO: 2016/1143FP**

**PLANS(S) NO: 4**

**DATE RECEIVED: 14/10/16**

**DATE RETURNED: 19/10/16**

**USE OF PREMISES: Parish Hall**

**PREMISES: Whiston Parish Hall, Well Lane, Whiston, Rotherham, S60 4HX**

**PROPOSAL: Internal alterations**

The above application has been considered and the Fire Authority comments, which are in addition to your own requirements, are set out in the attached Schedule(s).

S1 [ \* ]

S2 [ \* ]

S3 [ ]

S4 [ \* ]

**Document used in assessment: Approved Document B**

**General Comments**

For recording purposes, please supply a completion certificate for this application.

Yours faithfully

A handwritten signature in black ink, appearing to read 'J. Courtney', written in a cursive style. The signature is positioned above the typed name 'Chief Fire Officer'.

Chief Fire Officer

**Data Protection Act 1998**

Information provided relating to any application made to South Yorkshire Fire & Rescue will be retained and may be used for future enforcement purposes and monitoring statutory compliance by SYFR and related enforcement agencies.

Disclaimer . Any legal liability howsoever arising from any information contained in this correspondence is hereby excluded.

**Schedule 1**

**Comments in relation to Requirements B1 – B4 (Means of warning and escape, Fire spread (linings), Fire spread (structure), External fire spread; and comments relating to Requirement B5 (Access and facilities for the Fire Service)**

**Means of Escape**

1. All doors on escape routes should be easily and immediately openable without the use of a key. All outward opening doors used for means of escape which have to be kept fastened while people are in the building should be fitted with a single form of release device such as a panic latch, a panic bolt or a push pad.

**Means for Securing the Means of Escape**

2. The emergency lighting system should conform with British Standard 5266: Part 1: 2016.

**Means for giving Warning in Case of Fire**

3. A suitable fire alarm system conforming to British Standard 5839: Part 1: 2013 or an equivalent standard, should be provided throughout the premises.

## Schedule 2

### **Comments on other fire precautions (fire fighting equipment, fire routines, staff training etc) that will become requirements or best practice under the Regulatory Reform (Fire Safety) Order 2005.**

#### Means for fighting fire (by persons in the building)

1. Fire fighting equipment appropriate to the risks in the premises should be provided.
2. Fire extinguishers, in accordance with British Standard 5306: Part 8: 2012 or an equivalent standard, should be located in conspicuous positions on brackets or stands where they will be readily seen by persons following the escape route. The carrying handle of the larger, heavier extinguishers should be about 1m from the floor but smaller extinguishers should be mounted so as to position the handle about 1.5m from the floor.

#### Means for giving Warning in Case of Fire

3. Section 3 of British Standard 5839-1: 2013 tasks the Fire Service and responsible designers/contractors with decreasing the number of false alarm calls. Future legislation may accommodate changes to allow the Fire Authority to take appropriate action if a Fire Alarm System consistently produces false alarms at unacceptable rates. The Fire Authority may take formal enforcement measures when/where appropriate. To facilitate a reduction in the number of unwanted false alarms, multi-state detectors are recommended for fire alarm systems that require automatic fire detection.

#### Notices and Signs

4. All notices and signs should comply with The Health and Safety (Safety Signs and Signals) Regulations 1996. Signs conforming to BS ISO 3864-1:2011. Graphical symbols. Safety Colours and Safety Signs. Design principles for Safety Signs and Safety markings.

#### Fire Safety Risk Assessment

5. As you are aware these premises are now regulated by the Fire Safety Order 2005 and as such the responsibility for complying with the above Order rests with the responsible person (in a workplace the responsible person is the employer and any other person who may have control of any part of the premises, in other premises the person or people in control of the premises will be responsible). The current Fire Risk Assessment will therefore need to be reviewed and amendments made once the alterations have been completed.

#### Schedule 4

### **Goodwill advice that is not enforceable but offered as advice in the best interest of public safety.**

#### **Business Continuity Planning**

There are many disruptive incidents that could cause a severe disruption to your business activities, which in turn can cause major adverse effects for yourselves, employees, customers and the community. Disruptive incidents could include fire or flooding. To help minimise these effects on your business you should take steps to ensure that you have a Business Continuity Plan (BCP) in place.

If you do nothing else then you should consider completing a Business Impact Analysis (BIA) to identify your critical activities and which people, places, and processes are critical to the continuance of business activities.

There are many ways of completing a BIA. The type of business you carry out and the size of your business may determine the style of BIA which you utilise. There are many free BIA templates and examples available on the internet.

If you would like to take your BCP a stage further then you may wish to consider the use of a BCP software solution.

One of these software solutions is ROBUST. ROBUST is a Resilient Business Software Toolkit designed to help your business produce an effective, simple and efficient BCP. It will also provide on-the-spot assistance when capability is lost by visiting the embedded Incident management Planner (IMP). ROBUST and all ancillary documentation may be downloaded entirely free of charge from <https://robust.riscauthority.co.uk>.

There are also many BCP software solutions available on the market which may be suitable for your business. Please check these out thoroughly before you make any purchase as they tend to be specific to certain industries.

#### Third Party Content

South Yorkshire Fire and Rescue (SYFR) neither endorses nor guarantees the accuracy of products or services offered or sold and will not be responsible for any transactions between you and the seller.

SYFR is keen that all businesses within South Yorkshire are adequately prepared and build resilience into their operations. We support the South Yorkshire Local Authorities, who operate schemes and promotions to assist businesses with Business Continuity preparedness.

The below internet site provides government guidance on the generic challenges to business continuity. <https://www.gov.uk/resilience-in-society-infrastructure-communities-and-businesses>

The below internet page provides simple to understand downloadable information for small to medium size businesses <http://www.letsgetready.org.uk/lets-get-ready-business/business-continuity-lite/>

If you are a business and would like further information please visit [www.syfire.gov.uk](http://www.syfire.gov.uk) under Business Advice+ and select Business Continuity. Alternatively you can contact SYFR Civil Protection Group on 0114 253 2457 or 0114 253 2246.