



PORTREATH
PARISH COUNCIL

Fire and Emergency Policy and Procedures

Adopted 5th October 2020

Reviewed: 4th September 2023

Policy Statement

Portreath Parish Council ensures its premises present minimal risk of fire by providing the highest possible standard of fire protection.

This Policy applies to all premises owned by Portreath Parish Council.

The Regulatory Reform Order 2005 (Fire Safety) requires a person who has some level of control over premises to be identified as the responsible person. The responsible person must take measures to reduce the risk from fire and ensure that persons using the building can escape safely should there be a fire.

The fire safety order applies to all non-domestic premises in England and Wales.

This Policy applies to all employees, members of the public and any others using the premises.

Portreath Parish Council will as far as it is reasonably practicable ensure the safety of employees and others by undertaking risk assessments and implementing safe systems, training, guidance and advice.

Portreath Parish Council have overall responsibility for fire safety.

Portreath Parish Council will seek advice from a competent safety consultant as necessary.

Policy Aim

To ensure the safety of users of the premises, members of the public, employees and others who may be affected by a fire.

Procedure

The basis of fire safety is risk assessment:

1. Portreath Parish Council engage the services of a competent consultancy to undertake all fire risk assessments and advise the Clerk of required remedial action.
2. The Clerk will inform the council of any action necessary.
3. Risk assessments will be reviewed annually and at other times if there have been significant changes to the building or its use.
4. The Council operates a good housekeeping policy in all its establishments ensuring that:
 - i. Ignition and flammable sources are not stored together;
 - ii. Rubbish is kept to a minimum and is kept within an allocated area;
 - iii. Heaters are usually wall mounted; and

