

FIRE SAFETY INFORMATION FOR LICENCE APPLICANTS
(NOT FOR LIQUOR OR HOUSES IN MULTIPLE OCCUPATION(HMO))

Part of any licence application is consultation with the Fire and Rescue Service in order to ensure that Part 3 of the **Fire (Scotland) Act 2005 as amended and The Fire Safety (Scotland) Regulations 2006** are being complied with. The responsibility for complying with these fire safety laws lies with the employer (or/and any other person who may have control of the premises e.g. owner/licensee/tenant/manager; this person is designated as the “*dutyholder*”) **and they must ensure that a fire safety risk assessment is carried out by a competent person and the outcomes recorded.**

General information for business premises in relation to fire safety can be found on the Scottish Fire and rescue service website under “your safety”. www.firescotland.gov.uk

More detailed guidance on Part 3 of the Fire (Scotland) act 2005 as amended, The Fire Safety (Scotland) Regulations 2006 and fire safety risk assessment is available on the Scottish Government website. www.scotland.gov.uk/topics/justice/public-safety/fire-rescue/firelaw/firelaw

Information regarding the benchmarks for licensed premises can also be found on the Scottish Government website contained within the relevant sector specific guides i.e. “*Practical Fire Safety Guidance for Places of Entertainment and Assembly*” (PFSGPEA) and “*Practical Fire Safety Guidance for Offices, Shops and Similar Premises*” (PFSGOSSP). The sector specific guides can be downloaded free of charge from the website.

In relation to your licence application, plans are **NOT** required to be submitted to the Fire and Rescue Service, however as part of the process the fire and rescue service may require to visit and audit the fire safety measures in the premises. This **MAY** not be required in every instance.

Advice is available from the Scottish Fire and Rescue Service about issues relating to general fire safety, but it must be remembered that the *dutyholder* is responsible for carrying out the fire safety risk assessment for their premises and identifying the fire safety measures necessary as a result of the fire safety risk assessment outcomes.

The Scottish Fire and Rescue Service local fire safety officer can be contacted using the following methods;

Phone - 0131 228 2401 (ask for West Lothian fire safety enforcement officer)

Postal address - Scottish Fire and Rescue Service
Prevention and Protection
West Lothian Civic Centre
Livingston
EH54 6FF

FIRE SAFETY BENCHMARKS

- a) Emergency/Escape Lighting System(s) should comply with British Standard 5266: Parts 1, 7 and 8, current edition (BS EN 1838).
***See sector specific guides: Technical Annexe 13.10**
- b) Signs and Notices should comply with the Health and Safety (Safety Signs and Signals) Regulations 1996 and/or British Standard 5499: Parts 1, 4 and 5, current edition.
***See sector specific guides: Technical Annexe 13.11**
- c) Fire Warning/Automatic Fire Detection System(s) should comply with BS 5839: Part 1, current edition (category M, L1, L2, L3, L4 or L5) ***if applicable**
***See sector specific guides: Technical Annexe 13.12**
- d) Firefighting Equipment should comply with British standard EN3, British Standard 7863 (current edition), British Standard 5306: Part 3, current edition and British Standard 5306: Part 8, current edition.
***See sector specific guides: Technical Annexe 13.13**
- e) Furniture and Textiles should conform to the relevant guidance/standard(s).
***See PFSGPEA: Technical Annexe 13.15**
- f) Tents, Marquess, Air Supported and Pneumatic Structures should conform to the relevant guidance/standard(s).
***See PFSGPEA: Technical Annexe 13.16**
- g) Auditoria, Stages, Fixed Seating and Gangways should conform to the relevant guidance/standard(s).
***See PFSGPEA: Technical Annexe 13.18**
- h) Open Air Events should conform to the relevant guidance/standard(s).
***See PFSGPEA: Technical Annexe 13.19**
- i) Fire safety policy, emergency fire action plans, fire safety information, training, fire drills, maintenance of fire safety measures, recording information/keeping records should all conform to the relevant guidance/standard(s).
***See sector specific guides: Chapter 5 Managing Fire Safety**
- j) Any other fire related standard which is relevant to your premises (e.g. fire doors, dry risers, fire service access, water supplies etc)
***See sector specific guides and relevant Technical Annexes(s)**

Any staff training needs that are identified from the fire safety risk assessment process are also the responsibility of the dutyholder to address.

The above recommendations are one method of achieving the benchmarks however, other fire safety risk assessment methods or fire safety measures which achieve a suitable level of fire safety may be an acceptable alternative.