



## Fire Risk Assessment – Concorde Classics Car Show

In order to comply with relevant fire safety legislation you **MUST** complete a Fire Risk Assessment of your venue. The Risk Assessment needs to identify the fire hazards and persons at risk, you must endeavour to remove or reduce these risks and protect people from fire.

Failure to comply with this requirement may result in your venue being prohibited from use. You must be able to answer YES to the following questions. This signed and completed form must be maintained available for inspection by the Fire & Rescue Service / Event Organiser / Council Officers at all times.

EVENT	Concorde Classics Car Show				
UNIT NAME AND LOCATION	The Concorde, Stoneham Lane, Eastleigh, Hampshire SO50 9HQ				
DATE/TIME	START	11am	FINISH	4pm	
UNIT DETAILS	PERSON IN CHARGE	Rob Heard – Show Manager			
	TYPE AND USE OF UNIT	Open air in grounds of The Concorde Club and large open Traders Marquee			
	MAXIMUM OCCUPANCY	STAFF	40		
		PUBLIC	1000(max)	TOTAL	1040
			ACTION/COMMENT		
1. Are adequate exits provided for the numbers of persons within show ground? <i>(Are your staff and customers able to evacuate easily if the normal exit is blocked?)</i>		YES	Large open area with well marked exits and Muster points. See Appendix A of Show Management Plan		
2. Where necessary, are there sufficient directional signs indicating the appropriate escape route and do they comply with current regulations?		YES	Signs displayed throughout show ground showing evacuation routes		
3. Are the exits maintained available, unobstructed, and unlocked at all times the premises are in use.		YES			
4. If the normal lighting failed would the occupants be able to make a safe exit? <i>(Consider back up lighting)</i>		YES	Show is outside and run during daylight hours		
5. Do you have an adequate number of fire extinguishers/fire blankets available in prominent positions and easily available for use?		YES	Locations marked on maps displayed around site on map Appendix E1 on Show Management plan		
6. Has the fire-fighting equipment been tested within the last 12 months? <i>Note: a certificate of compliance will normally be required</i>		YES			
7. Have your staff been instructed on how to operate the fire-fighting equipment provided?		YES			
8. Have your staff been made aware of what to do should an incident occur, how to raise the alarm, evacuate the unit, and the exit locations?		YES	Briefing given to all Marshalls, they also have Evacuation plan Appendix E in Show Management plan		

		ACTION/COMMENT
9. Have you identified combustible materials that could promote fire spread beyond the point of ignition such as paper/cardboard, bottled LPG etc. and reduced the risk of them being involved in an incident?	YES	
10. Have you identified all ignition sources and ensured that they are kept away from all flammable materials?	YES	
11. Are the structure, roofing, walls and fittings of your stall or unit flame retardant? <i>Note: certificates of compliance will normally be required</i>	YES	The traders marquee is certificated and certificate in Management Plan as Appendix Q
12. If any staff sleep in the stall is there a working smoke detector and a clear exit route at night? <i>Note : Persons should not be allowed to sleep within a high risk area and some Authorities and events do NOT allow any sleeping within units.</i>	N/A	Show ran during daylight hours
13. Are you aware that you must not stock or sell certain items, i.e. fireworks, garden flares, household candles, tea lights, etc.?	YES	
14. Do you have sufficient bins for refuse? Is all refuse kept away from your unit?	YES	Regularly emptied
15. Are you aware that petrol generators are not permitted on site?	YES	
		ACTION/COMMENT
<b>Do You use LPG?</b> (If 'No' ignore questions 16-25)	YES	This is Managed by The Concorde Club, see Appendix M
16. Do you have an inspection / gas safety certificate for the appliances and pipework ( <i>copy to be available for inspection</i> ) and are all hose connections made with "crimped" fastenings?	YES	This held by The Concorde Club
17. Are the cylinders kept outside, secured in the upright position and out of the reach of the general public?	YES	
18. Are appliances fixed securely on a firm non-combustible heat insulating base and surrounded by shields of similar material on three sides?	YES	
19. Are the cylinders located away from entrances, emergency exits and circulation areas?	YES	
20. Are the gas cylinders readily accessible to enable easy isolation in case of an emergency?	YES	
21. Do you ensure that all gas supplies are isolated at the cylinder, as well as the appliance when the apparatus is not in use?	YES	
24. Do you ensure that only those cylinders in use are kept at your unit/stall? ( <i>Spares should be kept to a minimum and in line with any specific conditions for the event</i> )	YES	
25. Is a member of staff, appropriately trained in the safe use of LPG, present in the unit / stall at all times?	YES	
If answer to any question is "NO", please detail below actions taken to remedy the situation.		

The Concorde Club have completed a separate Fire Risk assessment (Appendix M in Show Management Plan) in relation to the outside BBQ they run during the event. They are licensed to use such equipment and regularly do this as part of their day to day business.

*Continue on separate sheet if necessary*

Responsible Person:



Robert HEARD

Print Name

25<sup>th</sup> July 2025

Date

Designation: Show Manager

Company: Concorde Classics Car show

**PLEASE NOTE:** *This document does not preclude you from prosecution or removal from the site should a subsequent inspection reveal unsatisfactory standards.*

## **Fire Safety Guidance**

Fire Risk Assessment Guidance for Open Air Events and Venues.

[www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/14891/fsra-open-air.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/14891/fsra-open-air.pdf)

Guidance on Temporary Structures, Large Tents and Marquees.

[www.muta.org.uk/MUTAMembers/media/MUTAMembersMedia/PDFs/MUTA-s-Best-Practice-Guide,-November-2014.pdf](http://www.muta.org.uk/MUTAMembers/media/MUTAMembersMedia/PDFs/MUTA-s-Best-Practice-Guide,-November-2014.pdf)

Code of Practice 24 – Part 3: Use of LPG for Commercial Catering Events, Street Food and Mobile Catering (September 2017)

[www.uklpg.org/shop/codes-of-practice/code-of-practice-24-part-3](http://www.uklpg.org/shop/codes-of-practice/code-of-practice-24-part-3)