



**NOTTINGHAMSHIRE**  
**Fire & Rescue Service**  
*Creating Safer Communities*

South Fire Protection  
Highfields Fire Station  
Hassocks Lane  
Beeston  
Nottingham  
NG9 2GQ

Tel:

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Yvonne Swinton  
Community Protection Manager  
Via Email: [request@newark-sherwooddc.gov.uk](mailto:request@newark-sherwooddc.gov.uk)

**Your Ref:**  
**Our Ref:** NNE00468/LC/MB  
**Doc Ref:** L1L.v04  
**Please Ask For:** Luke Cook  
**Date:** 30 October 2024

Dear Madam

**LEGISLATION:** THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005  
**APPLICATION:** LICENSING ACT 2003 - REVIEW  
**PREMISES:** CLUB X  
THE CORN EXCHANGE  
18 CASTLE GATE  
NEWARK  
NG24 1BG

With reference to the above review, you are advised that the premises are covered by the Regulatory Reform (Fire Safety) Order 2005, which imposes duties on licensees/employers/responsible persons in relation to fire safety.

The Fire Authority has a duty to police and enforce this legislation and will focus its inspection and enforcement activity upon the wide variety of premises to which it applies.

This enforcement activity will include the majority of those covered by the Licensing Act 2003 and as such your premises may be subject to an inspection by the Fire Authority as they will form part of our risk-based inspection programme.

With regard to your legal responsibilities under the above legislation, you may find it useful to visit our website: [www.notts-fire.gov.uk](http://www.notts-fire.gov.uk) ('Business Safety') where further guidance, including the fire risk assessment process, is available.

**Chief Fire Officer:** Craig Parkin  
Nottinghamshire Fire and Rescue Service  
Joint Headquarters  
Sherwood Lodge  
Arnold  
Nottingham  
NG5 8PP

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[www.notts-fire.gov.uk](http://www.notts-fire.gov.uk)

Your attention is drawn to the publication:-

**Guide 6 - Small and medium places of assembly, ISBN: 978 1 85112 820 4** which provides information for the responsible person about the Regulatory Reform (Fire Safety) Order 2005. This is available from <https://www.gov.uk/government/publications/fire-safety-risk-assessment-small-and-medium-places-of-assembly> (free download). The above website provides details of how to order hard copies of the publication and associated costs.

The above guidance should be read in conjunction with the following link which specifically highlights that all responsible persons **MUST** record their completed Fire Risk Assessment for their premises under new legislation.

[Check your fire safety responsibilities under Section 156 of the Building Safety Act 2022](https://www.gov.uk/government/publications/check-your-fire-safety-responsibilities-under-section-156-of-the-building-safety-act-2022)

<https://www.gov.uk/government/publications/check-your-fire-safety-responsibilities-under-section-156-of-the-building-safety-act-2022/fire-safety-responsibilities-under-section-156-of-the-building-safety-act-2022>

Should you require any further advice or information, please do not hesitate to contact me at the above address.

Yours faithfully

**Luke Cook**  
**FIRE SAFETY INSPECTOR**

**Encs – FP1(13)**