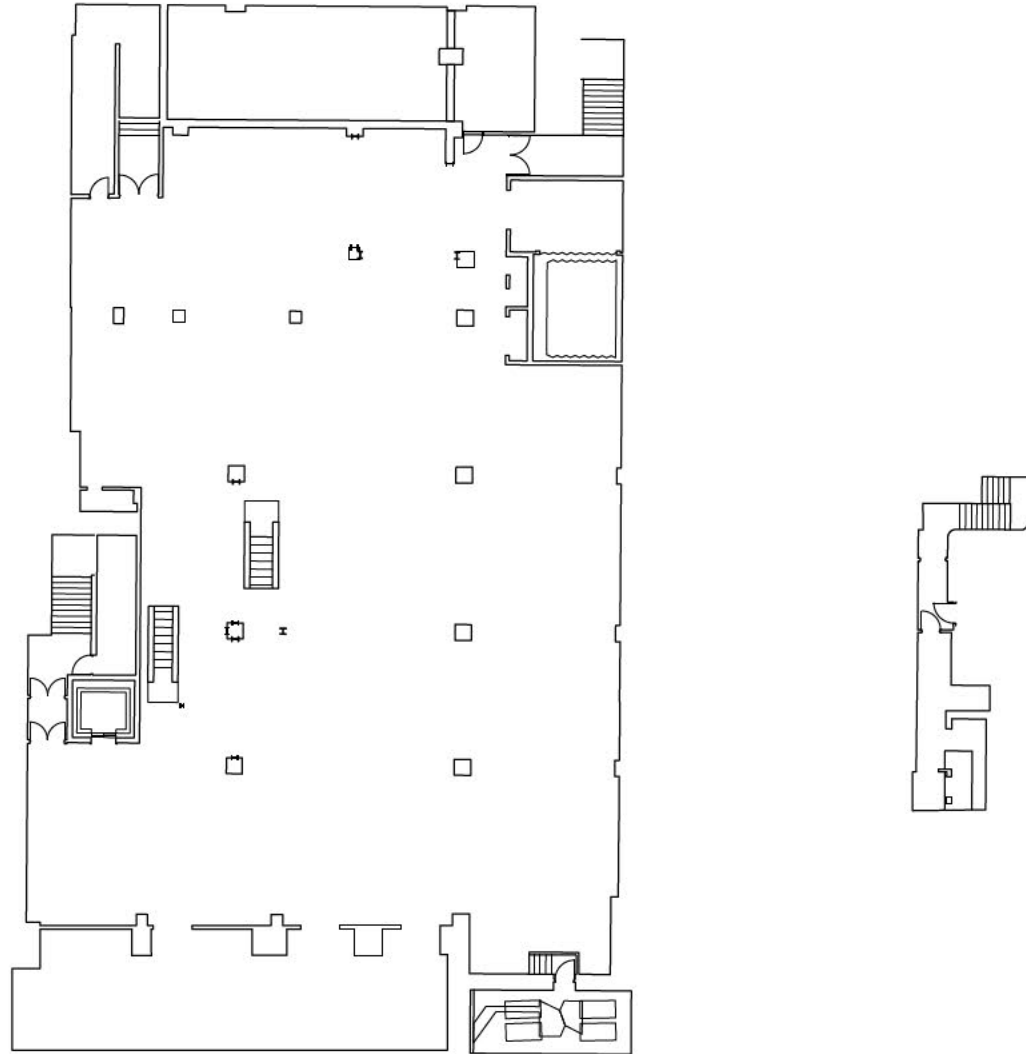


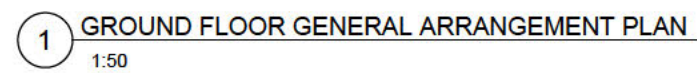


1 BASEMENT PLAN
1:50

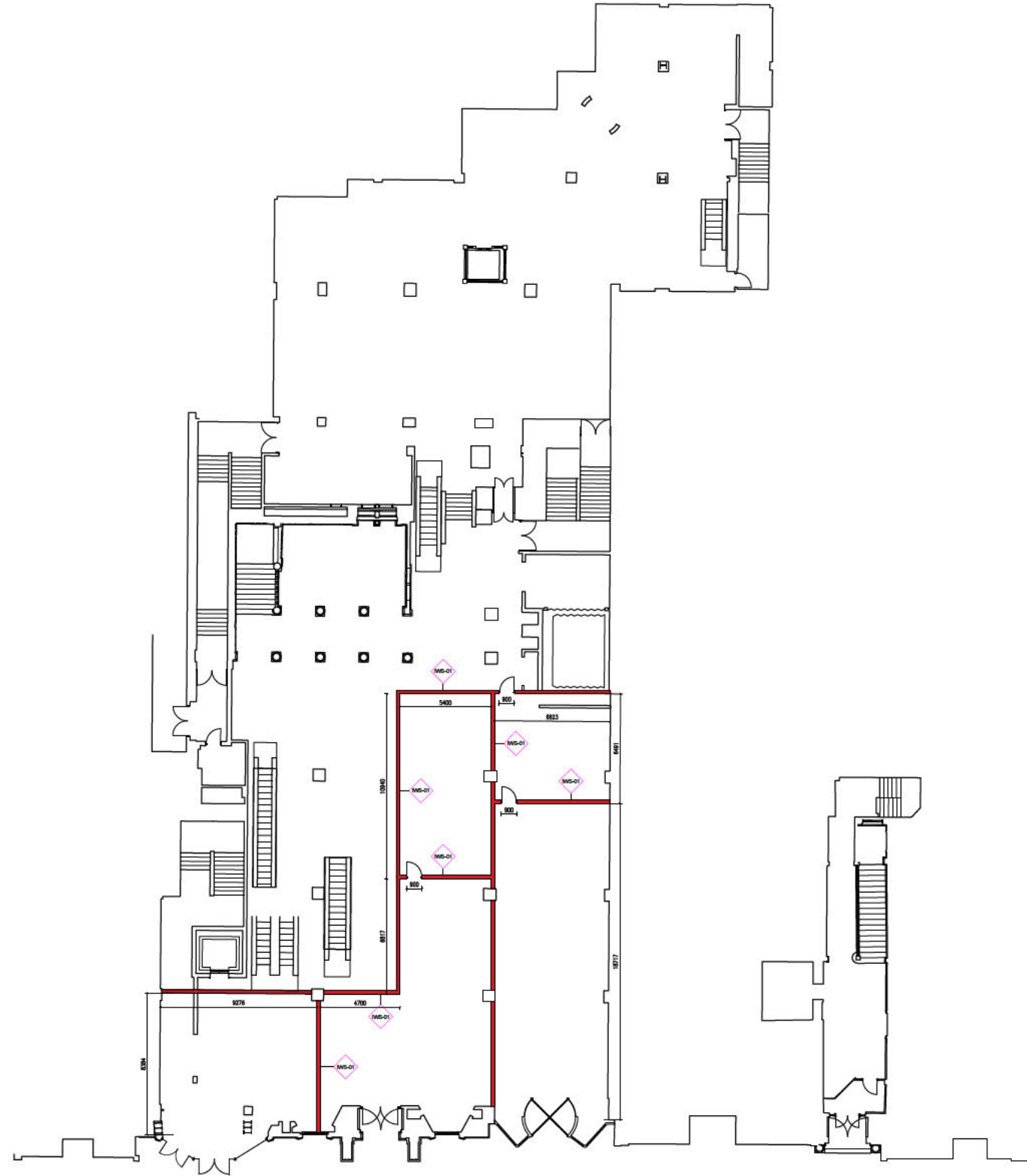


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PROJECT NAME: 108 Princes street commercial unit 1, 2 and 3
PROJECT CODE: SF0001
MODEL REV: 001
DRAWING TITLE: Basement Plan
DATE: 08/05/25
SCALE: As indicated
SUITABILITY CODE - DESCRIPTION:
A5 - Authorized and Accepted for Construct and Commission Work Stage



PROJECT NAME 109 Princess street commercial unit 1, 2 and 3	PROJECT CODE SF0001	MODEL REV. 001
DRAWING TITLE Ground Floor General Arrangement Plan	DATE 08/05/25	SCALE As indicated
SUITABILITY CODE-DESCRIPTION A5 - Authorized and Accepted for Construct and Commission Work Stage		



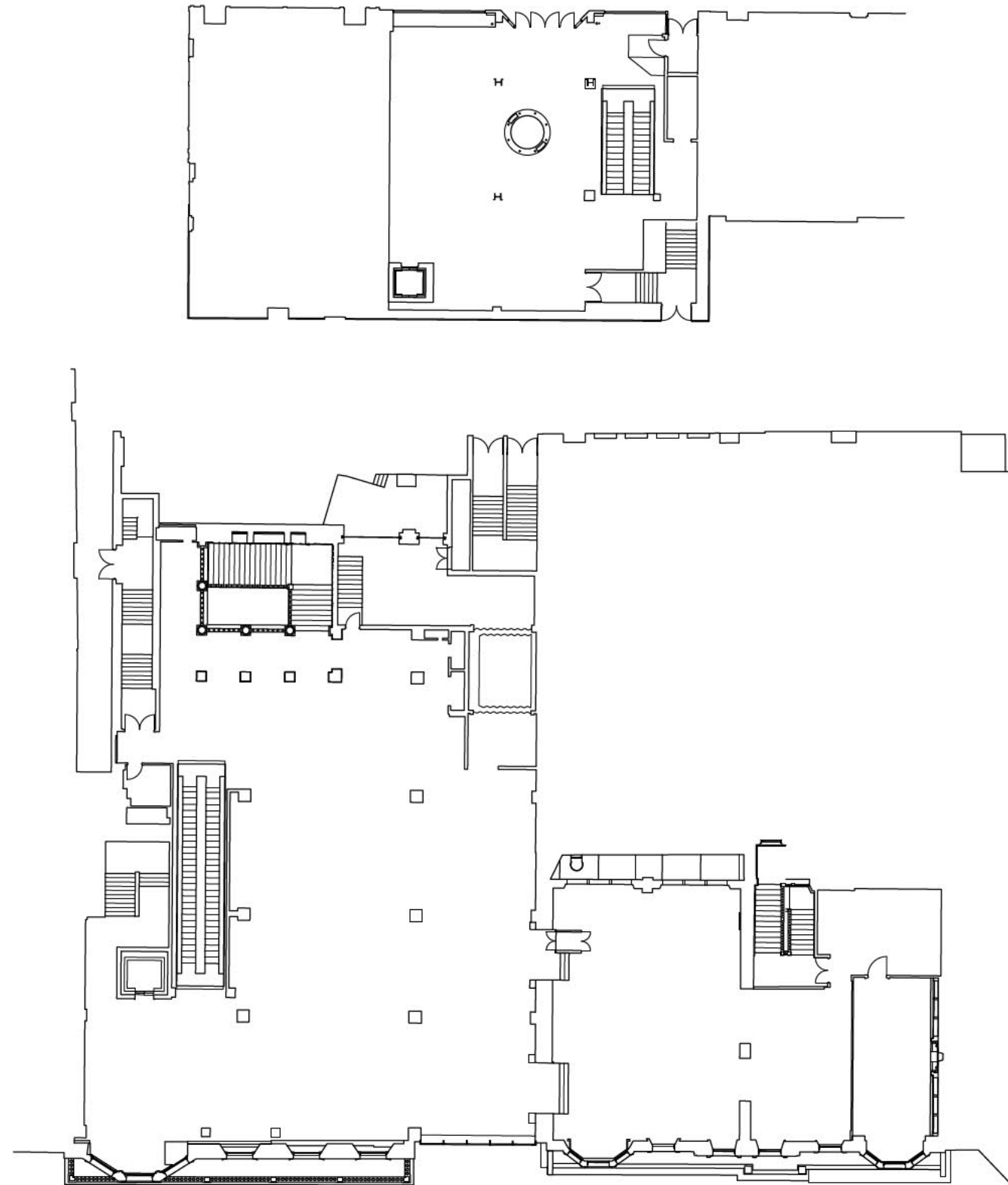
1 GROUND FLOOR WALL ARRANGEMENT PLAN
1:50



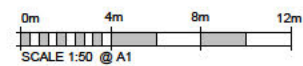
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KEY		
	IWS-01 - RESIDENTIAL / COMMERCIAL PARTY WALL	
	FIRE RATING: 120 MIN	
	ACOUSTIC RATING: 60db	
	HEIGHT: 6,000mm	
	18MM PLYWOOD PATTTRESS	
	HEIGHT - FULL HEIGHT OF PARTITION	
	WIDTH - 800mm UNLESS OTHERWISE NOTED.	

PROJECT NAME	PROJECT CODE	MODEL REV.
108 Princes street commercial unit 1, 2 and 3	SF0001	001
DRAWING TITLE	DATE	SCALE
Ground Floor Wall Arrangement Plan	08/05/25	As indicated
SUITABILITY CODE - DESCRIPTION		
A5 - Authorized and Accepted for Construct and Commission Work Stage		

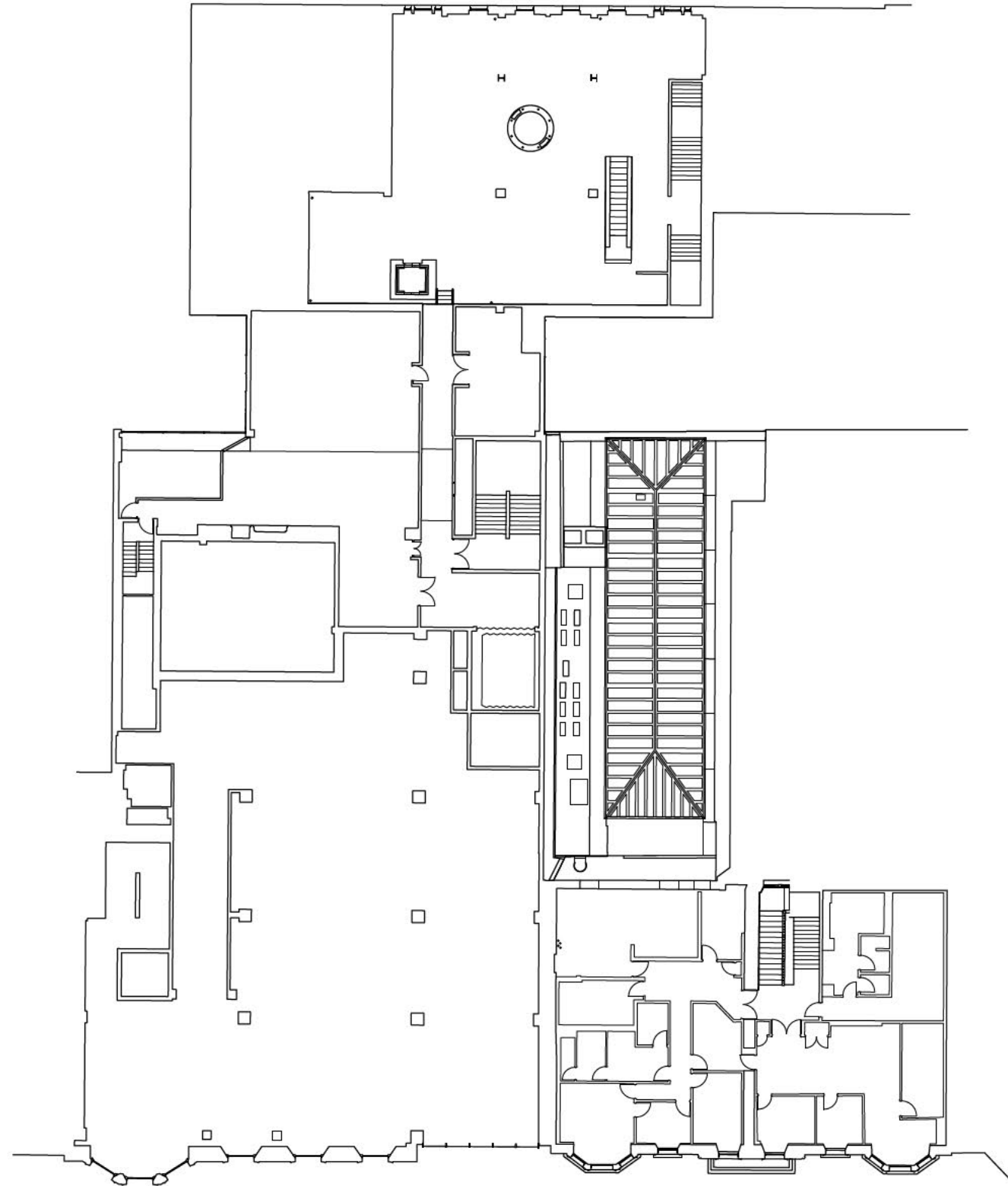


1 MEZZANINE FLOOR PLAN
1:50



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PROJECT NAME 108 Princes street commercial unit 1, 2 and 3	PROJECT CODE SF0001	MODEL REV. 001
DRAWING TITLE Mezzanine Floor Plan	DATE 08/05/25	SCALE As indicated
SUITABILITY CODE - DESCRIPTION A5 - Authorized and Accepted for Construct and Commission Work Stage		

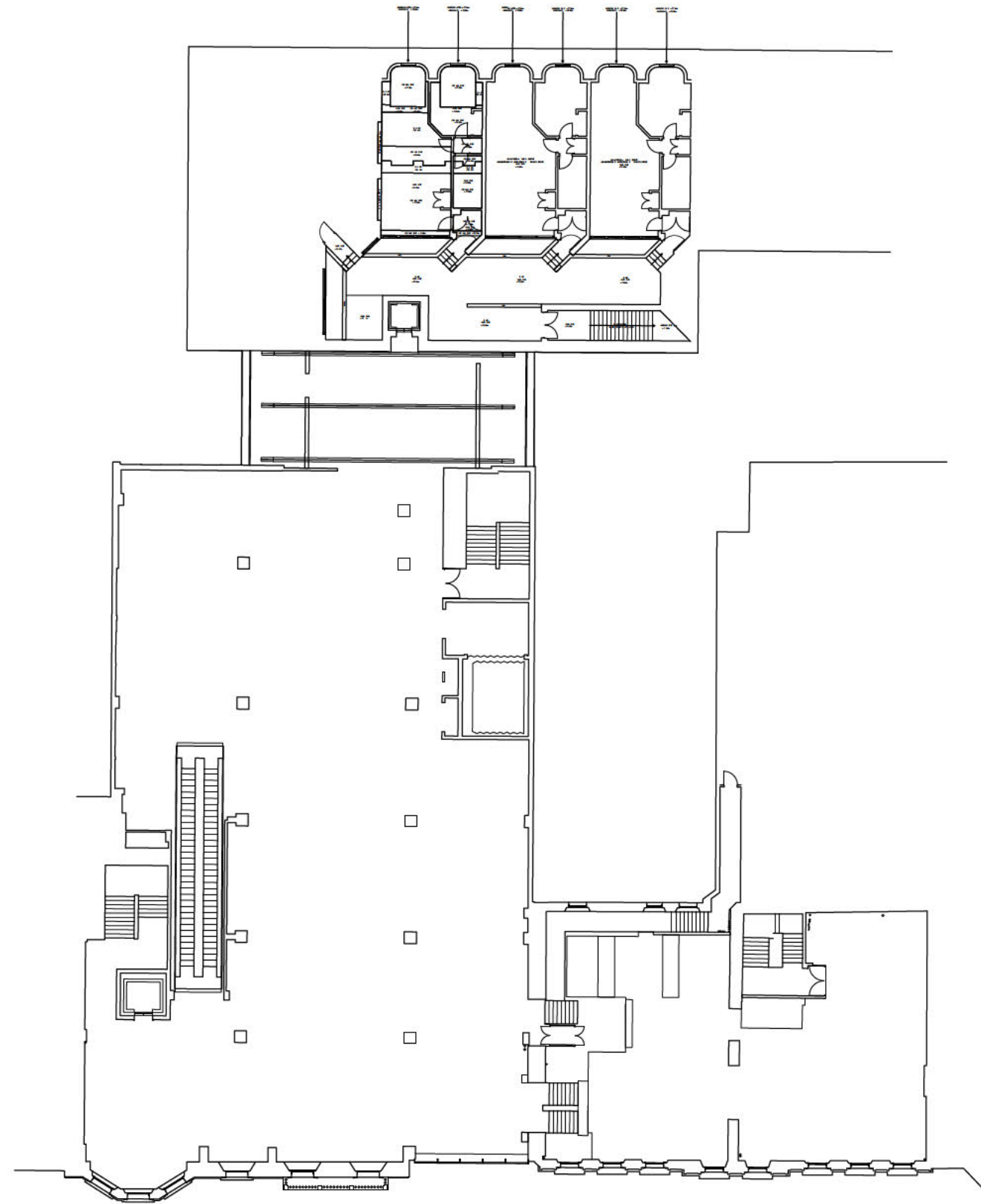


1 FIRST FLOOR PLAN
1:50

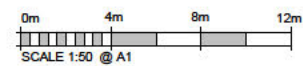


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PROJECT NAME 108 Princes street commercial unit 1, 2 and 3	PROJECT CODE SF0001	MODEL REV. 001
DRAWING TITLE First Floor Plan	DATE 08/05/25	SCALE As indicated
SUITABILITY CODE - DESCRIPTION A5 - Authorized and Accepted for Construct and Commission Work Stage		

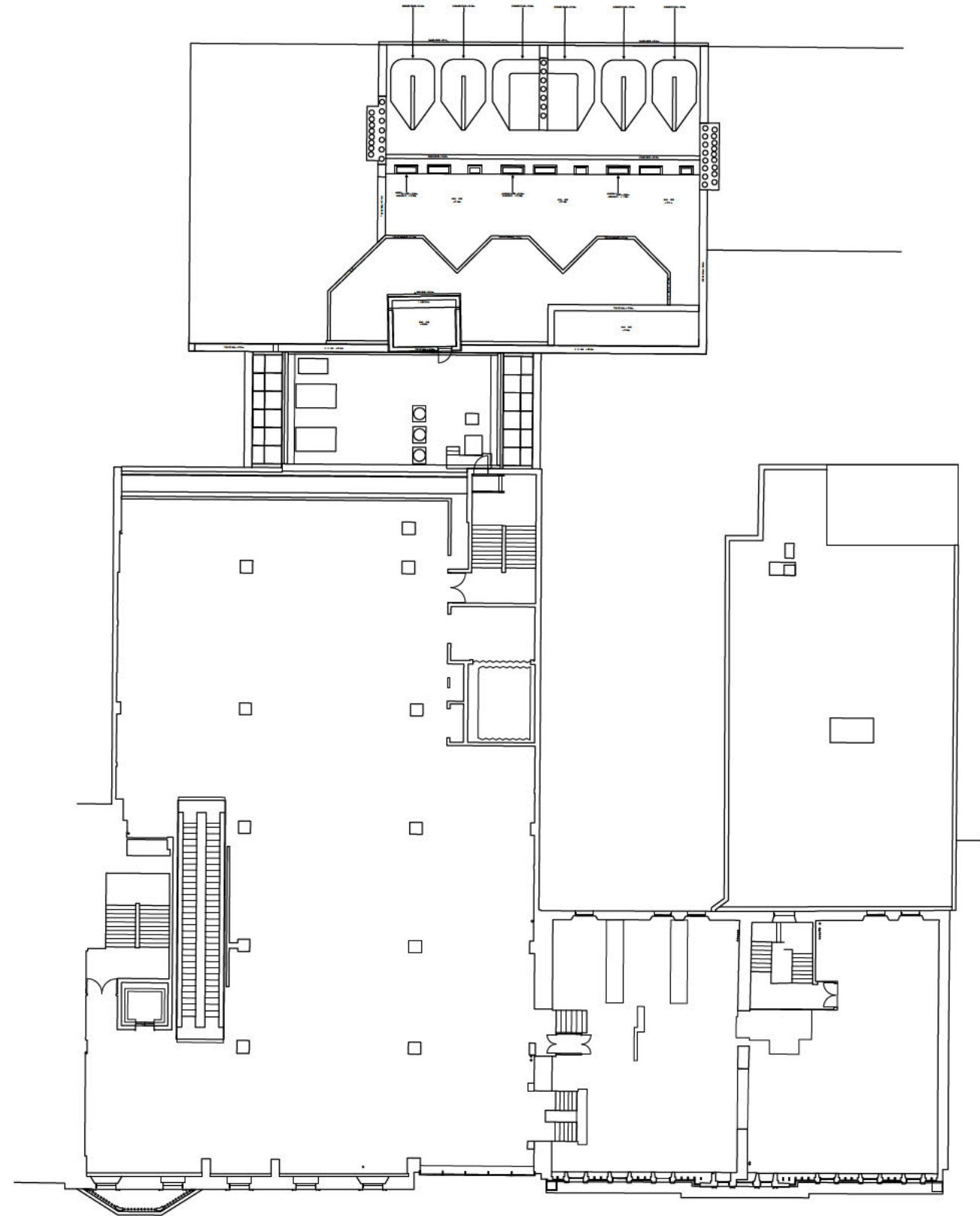


1 SECOND FLOOR PLAN
1:50



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PROJECT NAME 108 Princes street commercial unit 1, 2 and 3	PROJECT CODE SF0001	MODEL REV. 001
DRAWING TITLE Second Floor Plan	DATE 08/05/25	SCALE As indicated
SUITABILITY CODE - DESCRIPTION A5 - Authorized and Accepted for Construct and Commission Work Stage		

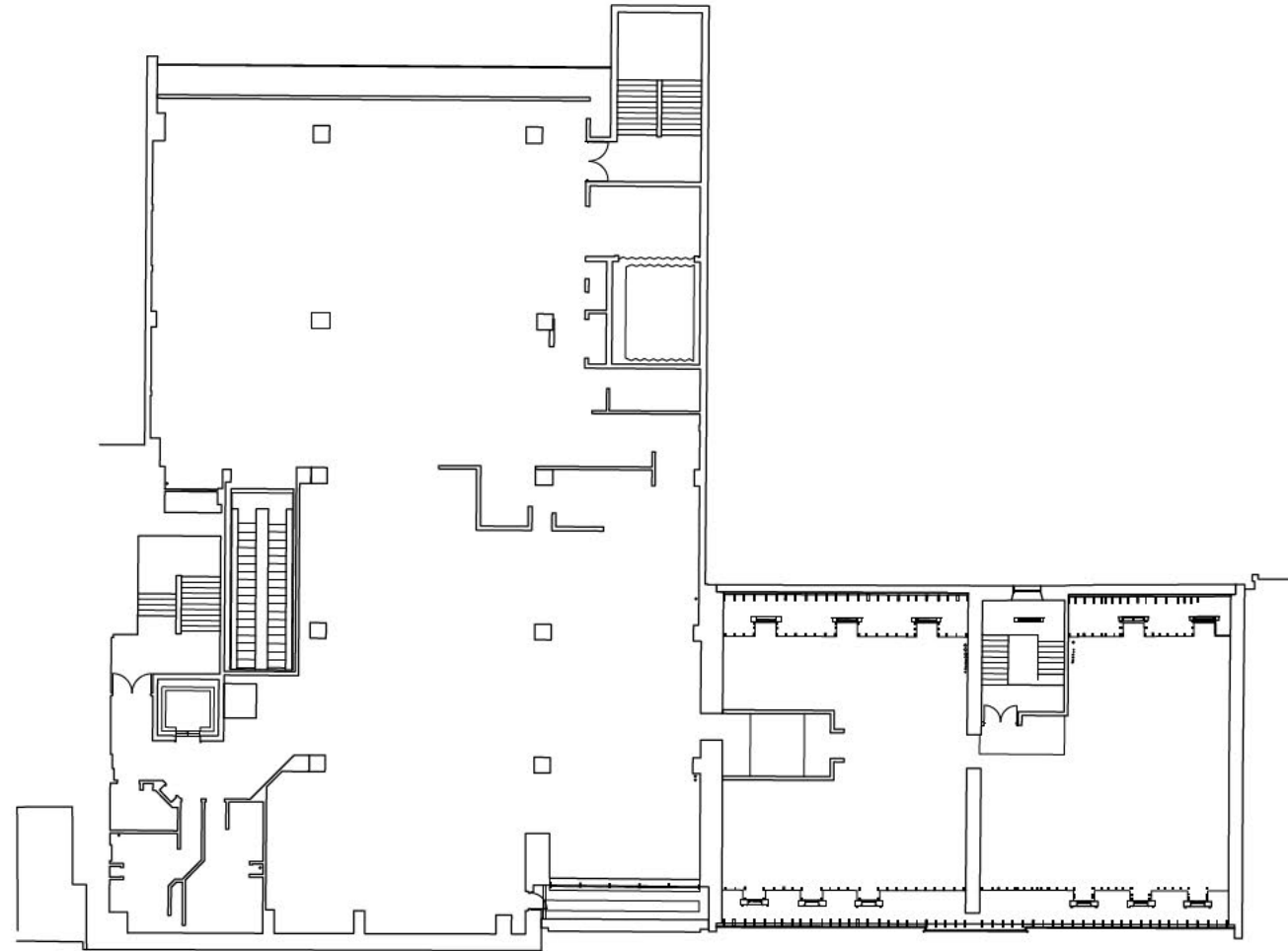


1 THIRD FLOOR PLAN
1:50



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PROJECT NAME: 108 Princes street commercial unit 1, 2 and 3
PROJECT CODE: SF0001
MODEL REV: 001
DRAWING TITLE: Third Floor Plan
DATE: 08/05/25
SCALE: As indicated
SUITABILITY CODE - DESCRIPTION:
A5 - Authorized and Accepted for Construct and Commission Work Stage

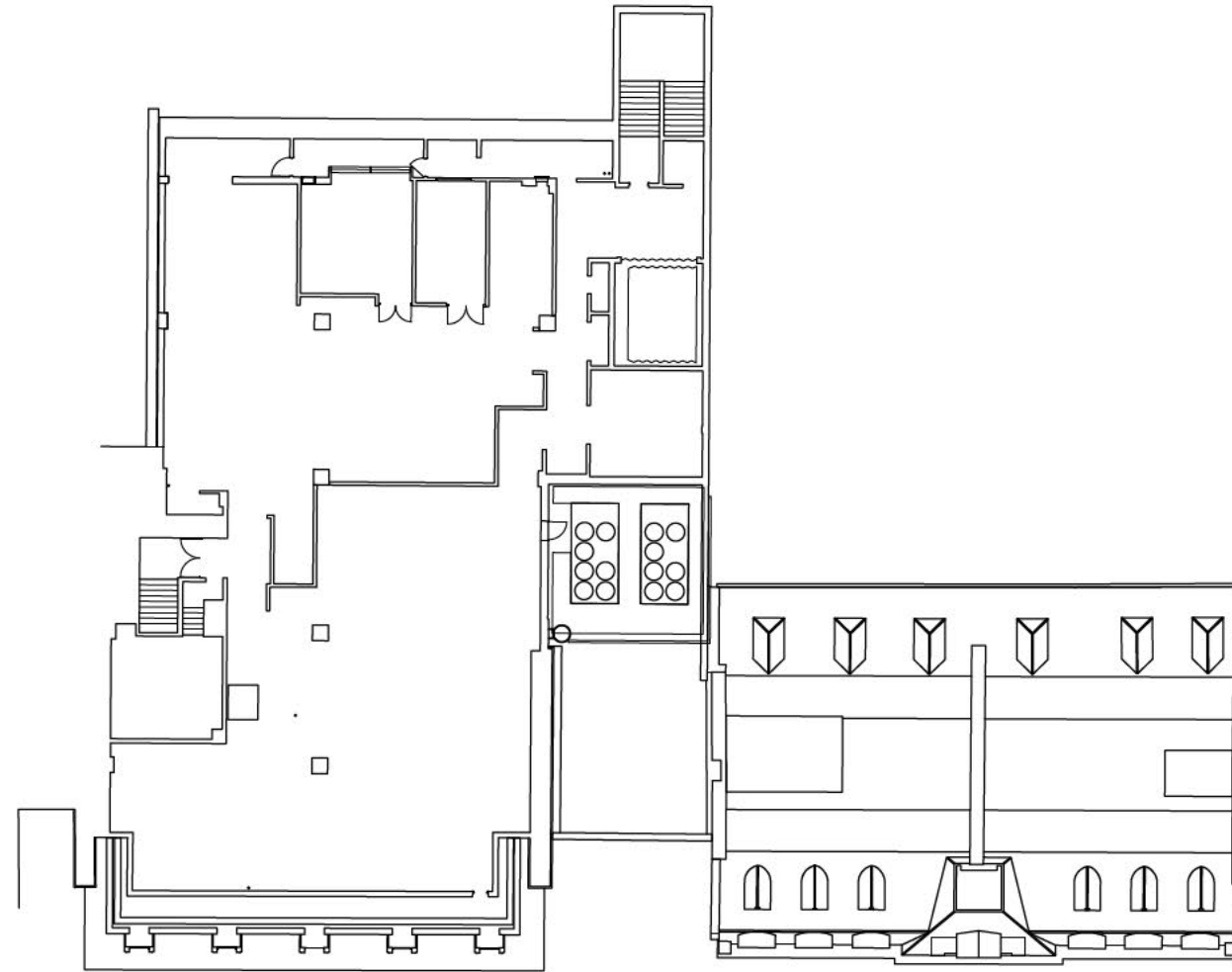


1 FORTH FLOOR PLAN
1:50



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PROJECT NAME 108 Princes street commercial unit 1, 2 and 3	PROJECT CODE SF0001	MODEL REV. 001
DRAWING TITLE Forth Floor Plan	DATE 08/05/25	SCALE As indicated
SUITABILITY CODE - DESCRIPTION A5 - Authorized and Accepted for Construct and Commission Work Stage		

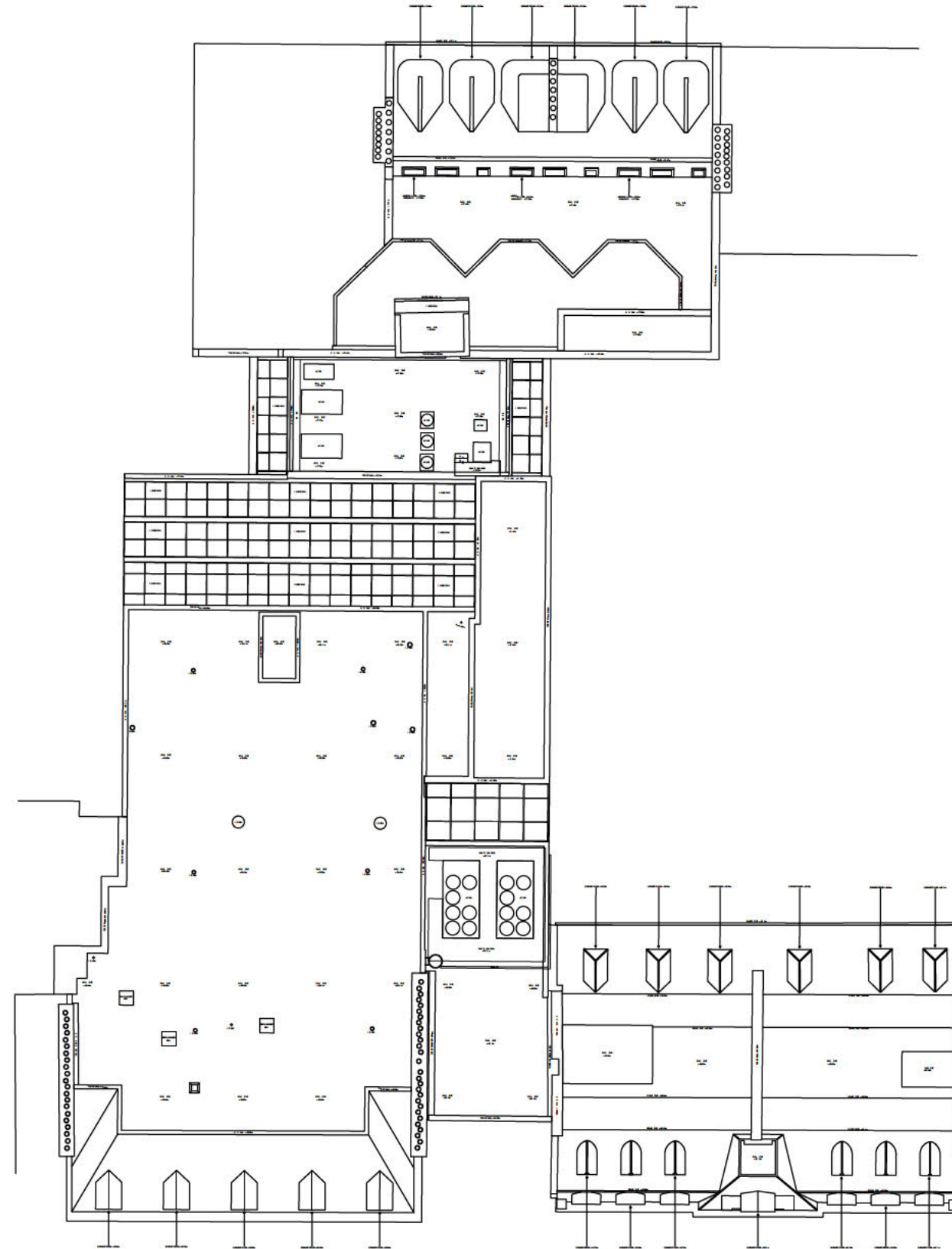


1 FIFTH FLOOR PLAN
1:50



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PROJECT NAME 108 Princes street commercial unit 1, 2 and 3	PROJECT CODE SF0001	MODEL REV. 001
DRAWING TITLE Fifth Floor Plan	DATE 08/05/25	SCALE As indicated
SUITABILITY CODE - DESCRIPTION A5 - Authorized and Accepted for Construct and Commission Work Stage		



1 ROOF PLAN
1:50



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PROJECT NAME
108 Princes street commercial unit 1, 2 and 3

PROJECT CODE
SF0001

MODEL REV.
001

DRAWING TITLE
Roof Plan

DATE
08/05/25

SCALE
As indicated

SUITABILITY CODE - DESCRIPTION
A5 - Authorized and Accepted for Construct and Commission Work Stage



Kitfox Ltd.
109-112 Princess Street,
Edinburgh
EH2 3AA

Subject: Fire Risk Assessment (FRA) shop trading as The Edinburgh Gift Vault

Date of FRA: 14/05/2025

Please note: All written text in this document high lightened in **RED** should be actioned and/or considered

General:

1. The shop, The Edinburgh Gift Vault is a retail shop of 12.72m x 6.48m shop floor space with a Storage/Stockroom area at the rear of the premises 6.48m x 10.74m floor space. The shop floor and storage room are divided by a common wooden door that is locked shut and opened by staff when gaining entry to either replenish stock for the shop or use the toilet that is situated within stockroom.
The shop is open to the general public and retails gift items, confectionary soft drinks etc.
2. Access and egress from the shop are gained by a double glass door from Princess Street. Anyone within the shop area would use these doors to egress the property as a common route and in an emergency situation
3. The stockroom also has a door at the rear which at the time of the FRA was padlocked.
I have advised the management that the door should remain unlocked to allow for a 'means of escape' during the hours that the shop is open for business.
The door locking mechanisms should be high lightened with the appropriate photoluminescent signage and signs should also be installed above the door (arrow forward) to indicate the direction of escape.
 - (a) **Please note Fire Safety/Health and Safety:** At the time of the FRA, the store room floor was cluttered with boxes, and other items that can potentially cause 'trip' hazards. I would advise that the store room floor be kept clear (as far as practicable) to eliminate the dangers of 'trips and falls'
 - (b) The store room door leads to a property which at present is under construction/renovation and a 'building site'.
 - (c) This door would be the nearest 'means of escape' to anyone in the stockroom in an emergency situation, however as it leads into another property.

- (d) I would advise that the management of Kitfox Ltd. would need some dialog with the landlord/client/construction company of this property to allow a means of escape for Kitfox Ltd. staff in the event of an emergency situation.
- (e) There is a fire escape within this property and can be accessed through a double 'push bar to open' fire door that leads to Rose Street North Lane
- (f) The route leading to the fire exit is a present illuminated by temporary lights.
- (g) This route will require to have photoluminescent (visible in darkness) signs installed both on the walls and on the fire escape doors.
The 2-x concrete structural pillars that are erected at just outside the store room door would also be required to be high lightened with photoluminescent tape to prevent anyone from colliding with them in the event of a total power failure or emergency situation.
- (h) At present there is no designated Assembly Point out with the property at Rose Street North Lane. It is advised that a designated assembly point be established in order that people who may have to use the emergency fire exit to be accounted for by the Fire Authorities/Management
- (i) According to management, i was advised by the local Fire Authorities that the perimeter of the shops stud-partitions walls in the locality of the adjacent property be clad with the appropriate fire-retardant cladding. This work has been carried out. Please note: the stockroom door has not been cladded with fire-retardant cladding, and I would advise that this work is extended to incorporate the door to create compartmentation as much as possible. (please see photographs)

Fire Alarm System

According to the records I viewed within the shop, the fire alarm system is linked from 109-112 Princess Street. These records are available to view and assume that the system is fit-for-purpose.

Regular fire alarm testing must be carried out and all testing should be logged in a Fire Safety Register. Any faults/malfunctions found in the operation of the fire alarm system must be reported and action taken to resolve

Electrical Wiring

According to the report I viewed at the premises the electrical wiring has been renewed throughout the premises and appears to comply with current legislation and fit-for-purpose

Emergency Lighting

According to the report I viewed within the shop, the emergency lighting has been installed to comply with current legislation. These records are available to view from the shop management, and I assume that the system is fit-for-purpose

At present there is 1 x emergency lighting luminary within the shop space, but in my opinion, and due to the size of area, an additional luminary should be installed

Fire Extinguishers

1. At present there are 2 x 2Kg dry Powder wall mounted fire extinguishers and also 1 x 9L floor mounted Foam spray extinguisher on site. (Please note: this extinguisher was found to be empty when inspected)
 - (a) In my estimation Dry Powder extinguishers are of the wrong type for this establishment and I would advise that the shop be fitted with 2 x 9L Foam Spray extinguishers in the shop floor and 1 x 9L Foam spray extinguisher in the storeroom

Heating

At the time of the FRA, there was no established fixed heating system within the premises

- (a) Means of heating within the shop and for the comfort of staff is supplied by 2 x portable floor mounted electrical fan heaters. At the time of the FRA, one of these heaters was found to be under the staff counter. The other one was sited at on the shop floor and against a wall
- (b) It is advised that these types of heating appliances be kept away from combustible materials and sited in an area where they have sufficient air circulation and that they should not be utilised to dry clothing and should not be covered. Also, that shop management must ensure that these appliances be unplugged from their sockets at end of days operations.

Hot Water Supply

Hot water is supplied to the wash hand basin by means of an Ariston water heater.

- (a) According to the Ariston technical data sheet this appliance has inbuilt cut-out mechanisms that comply to fire safety regulations.
For reference, attached is the technical data PDF manual for this appliance. At present, I can only assume that the wiring for this appliance has been installed in accordance with the manufacturer's instructions.

Please note: This water heater is attached to a wooden chipboard panel that does not appear to be in a stable condition. According to the manufactures installations instructions the water heater should be attached to a secure structure, and therefore the current installation will need to be addressed and the water heater either relocated or the installation rectified to make-good. (Please see attached picture)

Photoluminescent Fire Safety Signs (required)

- 1 x Break glass
- 1 x Fire Exit arrow up
- 1 x Fire Exit for emergency use on
- 3 x Foam spray (extinguisher signs)

3 x Fire Point
1 x Door lock configuration sign

Fire Safety Training; It is advised that staff receive fire safety training pertaining to this establishment

The FRA was carried out in the presence of the shop manager



Kitfox Ltd.
144 Rose Street,
Edinburgh
EH2

Subject: Fire Risk Assessment (FRA) shop trading as Refill

Date of FRA: 14/05/2025

Please note: All written text in this document high lightened in **RED** should be actioned and/or considered

General:

1. The shop, Refill is a retail shop of 10.68m x 4.87m shop floor space with a Storage/Stockroom area at the rear of the premises with 4.67 x 5.89 floor space. The shop floor and storage room are open-plan and the store room can be accessed to replenish stock for the shop or to access the toilet that is situated within stockroom. The shop is open to the general public and retails confectionary soft drinks etc.
2. Access and egress from the shop are gained by a double glass door from Rose Street. Anyone within the shop area would use these doors to egress the property as a common route and in an emergency situation
3. The stockroom also has a door at the rear which at the time of the FRA was padlocked.
I have advised the management that this door should remain unlocked to allow for a 'means of escape' during the hours that the shop is open for business.
The door locking mechanisms should be high lightened with the appropriate photoluminescent signage and signs should also be installed above the door (arrow forward) to indicate the direction of escape.
 - (a) The store room rear door/fire escape door leads to a property that is owned/let by 'A another'
 - (b) This door would be the nearest 'means of escape' to anyone in the stockroom in an emergency situation, however it leads into another property.
 - (c) **I would advise that the management of Kitfox Ltd. would need some dialog with the landlord/client/ of this property to allow a means of escape for Kitfox Ltd. staff in the event of an emergency situation.**
 - (d) There is a fire escape within this property and can be accessed through a double 'push bar to open' fire door that leads to Rose Street South Lane
 - (e) The route leading to this fire exit is very poorly illuminated, dangerous, and would be almost impossible to negotiate without the aid of proper lighting. (please see photograph taken from the outside of the store room looking towards the fire escape route)

- (f) This route will require to have proper lighting installed and also have photoluminescent (visible in darkness) signs installed both on the walls and on the fire escape doors.
There is also a 'trip hazard' across the store room fire escape door that would need addressed and rectified to eliminate this hazard.
- (g) At present there is no designated Assembly Point out with the property at Rose Street North Lane.
- (h) It is advised that a designated assembly point be established in order that people who may have to use the emergency fire exit to be accounted for by the Fire Authorities/Management

Fire Alarm System

According to the records, the fire alarm system has been refurbished and in full working order and I assume that the system is fit-for-purpose.

Regular fire alarm testing must be carried out and all testing should be logged in a Fire Safety Register. Any faults/malfunctions found in the operation of the fire alarm system must be reported and action taken to resolve

Electrical Wiring

According to the records, the electrical wiring has been renewed throughout the premises and appears to comply with current legislation and fit-for-purpose

Emergency Lighting

According to the records, the emergency lighting has been installed to comply with current legislation, and I assume that the system is fit-for-purpose

At present there is 1 x emergency lighting luminary within the shop space, but in my opinion, and due to the size of area, an additional luminary should be installed
This also applies to the store room

Fire Extinguishers

1. At present there are 2 x 2Kg dry Powder wall mounted fire extinguishers.
 - (a) In my estimation Dry Powder extinguishers are of the wrong type for this establishment and I would advise that the shop be fitted with 2 x 9L Foam Spray extinguishers in the shop floor and 1 x 9L Foam spray extinguisher in the storeroom

Heating

At the time of the FRA, there was no established fixed heating system within the premises

- (a) Means of heating within the shop and for the comfort of staff is supplied by 1 x portable floor mounted electrical fan heater. At the time of the FRA, this heater was found to be under the staff counter.
- (b) It is advised that these types of heating appliances be kept away from combustible materials and sited in an area where they have sufficient air circulation and that they should not be utilised to dry clothing and should

not be covered. Also, that shop management must ensure that these appliances be unplugged from their sockets at end of days operations.

Hot Water Supply

Hot water is supplied to the wash hand basin by means of an Ariston water heater.

(a) According to the Ariston technical data sheet this appliance has inbuilt cut-out mechanisms that comply to fire safety regulations.

For reference, attached is the technical data PDF manual for this appliance. At present, I can only assume that the wiring for this appliance has been installed in accordance with the manufacturer's instructions.

Photoluminescent Fire Safety Signs (required)

- 1 x Break glass
- 1 x Fire Exit arrow up
- 1 x Fire Exit for emergency use on
- 3 x Foam spray (extinguisher signs)
- 3 x Fire Point
- 1 x Door lock configuration sign

Fire Safety Training; It is advised that staff receive fire safety training pertaining to this establishment

The FRA was carried out in the presence of the shop manager



Kitfox Ltd.
109-112 Princess Street,
Edinburgh
EH2 3AA

Subject: Fire Risk Assessment (FRA) shop trading as Kingdom of Treats

Date of FRA: 14/05/2025

Please note: All written text in this document high lightened in **RED** should be actioned and/or considered

General:

1. The shop, Kingdom of Treats is a retail shop of 18.94m x 6.04m shop floor space with a Storage/Stockroom area at the rear of the premises 5.86m x 6.71m floor space. The shop floor and storage room are divided by a common wooden door that is locked shut and opened by staff when gaining entry to either replenish stock for the shop or use the toilet that is situated within stockroom.
2. The shop is open to the general public and retails confectionary, gift items and soft drinks etc
3. Access and egress to and from the shop are gained by a double glass door from Princess Street. Anyone within the shop area would use these doors to egress the property as a common route and in an emergency situation
4. The stockroom also has a door at the rear which at the time of the FRA was padlocked.
I have advised the management that the door should remain unlocked to allow for a 'means of escape' during the hours that the shop is open for business.
The door locking mechanisms should be high lightened with the appropriate photoluminescent signage and signs should also be installed above the door (arrow forward) to indicate the direction of escape.
 - (a) This door leads to a property which at present is under construction/renovation and a 'building site'.
 - (b) This door would be the nearest 'means of escape' to anyone in the stockroom in an emergency situation, however as it leads into another property.
 - (c) **I would advise that the management of Kitfox Ltd. would need some dialog with the landlord/client/construction company of this property to allow a means of escape for Kitfox Ltd. staff in the event of an emergency situation.**
 - (d) There is a fire escape within this property and can be accessed through a double 'push bar to open' fire door that leads to Rose Street North Lane
 - (e) The route leading to the fire exit is a present illuminated by temporary lights.
This route will require to have photoluminescent (visible in darkness) signs installed both on the walls and on the fire escape doors.

The 2-x concrete structural pillars that are erected at just outside the store room door would also be required to be high lightened with photoluminescent tape to prevent anyone from colliding with them in the event of a total power failure or emergency situation.

- (f) At present there is no designated Assembly Point out with the property at Rose Street North Lane. It is advised that a designated assembly point be established in order that people who may have to use the emergency fire exit to be accounted for by the Fire Authorities/Management
- (g) According to management, i was advised by the local Fire Authorities that the perimeter of the shops stud-partitions walls in the locality of the adjacent property be clad with the appropriate fire-retardant cladding. This work has been carried out. Please note: the stockroom door has not been cladded with fire-retardant cladding, and I would advise that this work is extended to incorporate the door to create compartmentation as much as possible. (please see photographs)

Fire Alarm System

1. According to the records I viewed within the shop, the fire alarm system is linked from 109-112 Princess Street. These records are available to view and assume that the system is fit-for-purpose.

Regular fire alarm testing must be carried out and all testing should be logged in a Fire Safety Register. Any faults/malfunctions found in the operation of the fire alarm system must be reported and action taken to resolve

Electrical Wiring

According to the report I viewed at the premises the electrical wiring has been renewed throughout the premises and appears to comply with current legislation and fit-for-purpose

Emergency Lighting

1. According to the report I viewed within the shop, the emergency lighting has been installed to comply with current legislation. These records are available to view from the shop management, and I assume that the system is fit-for-purpose

At present there is 1 x emergency lighting luminary within the shop space, but in my opinion, and due to the size of area, an additional luminary should be installed

Fire Extinguishers

1. At present there are 2 x 2Kg dry Powder wall mounted fire extinguishers and also 1 x 9L floor mounted Foam spray extinguisher on site. (Please note: this extinguisher was found to be empty when inspected)

- (a) In my estimation Dry Powder extinguishers are of the wrong type for this establishment and I would advise that the shop be fitted with 2 x 9L Foam Spray extinguishers in the shop floor and 1 x 9L Foam spray extinguisher in the storeroom

Heating

At the time of the FRA, there was no established fixed heating system within the premises

- (a) Means of heating within the shop and for the comfort of staff is supplied by 2 x portable floor mounted electrical fan heaters. At the time of the FRA, one of these heaters was found to be under the staff counter. The other one was sited at on the shop floor and against a wall
- (b) It is advised that these types of heating appliances be kept away from combustible materials and sited in an area where they have sufficient air circulation and that they should not be utilised to dry clothing and should not be covered. Also, that shop management must ensure that these appliances be unplugged from their sockets at end of days operations.

Hot Water Supply

Hot water is supplied to the wash hand basin by means of an Ariston water heater.

- (a) According to the Ariston technical data sheet this appliance has inbuilt cut-out mechanisms that comply to fire safety regulations. For reference, attached is the technical data PDF manual for this appliance. At present, I can only assume that the wiring for this appliance has been installed in accordance with the manufacturer's instructions.

Photoluminescent Fire Safety Signs (required)

- 1 x Break glass
- 1 x Fire Exit arrow up
- 1 x Fire Exit for emergency use on
- 3 x Foam spray (extinguisher signs)
- 3 x Fire Point
- 1 x Door lock configuration sign

Fire Safety Training;

It is advised that staff receive fire safety training pertaining to this establishment

The above FRA was carried out in the presence of the shop manager.



Kitfox Ltd.
109-112 Princess Street,
Edinburgh
EH2 3AA

Subject: Fire Risk Assessment (FRA) shop trading as House of Treasures

Date of FRA: 14/05/2025

Please note: All written text in this document high lightened in **RED** should be actioned and/or considered

General:

1. The shop, House of Treasures is a retail shop of 7.66m x 8.56m shop floor. The shop is open to the general public and retails gift items, clothing etc. Access and egress from the shop are gained by a double glass door from Princess Street. Anyone within the shop area would use these doors to egress the property as a common route and in an emergency situation

Fire Alarm System

According to the records I viewed within the shop, the fire alarm system is linked from 109-112 Princess Street. These records are available to view and assume that the system is fit-for-purpose.

Regular fire alarm testing must be carried out and all testing should be logged in a Fire Safety Register. Any faults/malfunctions found in the operation of the fire alarm system must be reported and action taken to resolve

Electrical Wiring

According to the report I viewed at the premises the electrical wiring has been renewed throughout the premises and appears to comply with current legislation and fit-for-purpose

Emergency Lighting

According to the report I viewed within the shop, the emergency lighting has been installed to comply with current legislation. These records are available to view from the shop management, and I assume that the system is fit-for-purpose

Please note: At present there is 1 x emergency light installed and I would recommend and additional luminary light be installed due to the size of the premises

Fire Extinguishers

1. At present there are 2 x 2Kg dry Powder wall mounted fire extinguishers.

- (a) In my estimation Dry Powder extinguishers are of the wrong type for this establishment and I would advise that the shop be fitted with 2 x 9L Foam Spray extinguishers in the shop floor

Heating

At the time of the FRA, there was no established fixed heating system within the premises

- (a) Means of heating within the shop and for the comfort of staff is supplied by 1 x portable floor mounted electrical fan heaters
- (b) It is advised that these types of heating appliances be kept away from combustible materials and sited in an area where they have sufficient air circulation and that they should not be utilised to dry clothing and should not be covered. Also, that shop management must ensure that these appliances be unplugged from their sockets at end of days operations.

Photoluminescent Fire Safety Signs (required)

1 x Fire Exit ahead above exit/entry door

2 x Foam Spray extinguisher

2 x Fire Point

Fire Safety Training;

It is advised that staff receive fire safety training pertaining to this establishment

The FRA was carried out in the presence of the shop manager



ELECTRICAL INSTALLATION CONDITION REPORT

Requirements For Electrical Installations - BS 7671

Certificate Number: 00598543

1 DETAILS OF THE PERSON ORDERING THE REPORT

Client: Kitfox Ltd

Address:

2 REASON FOR PRODUCING THIS REPORT

Reason for producing this report:
To assess compliance with BS 7671.

Date on which inspection and testing was carried out: 28/05/2025

3 DETAILS OF THE INSTALLATION WHICH IS THE SUBJECT OF THIS REPORT

Installation Address: 109 - 112 Princes Street (Kingdom Of Treats), Edinburgh, Scotland, EH2 3AA

Description of premises: Domestic ☐ N/A Commercial ☐ Industrial ☒ N/A Other: ☐ N/A
 Estimated age of wiring system: 5 years Evidence of additions/alterations: No if yes, estimated age: years
 Installation records available? (Regulation 651.1) N/A Date of last inspection: N/A

4 EXTENT AND LIMITATIONS OF INSPECTION AND TESTING

Extent of the electrical installation covered by this report:

None

Agreed limitations including the reasons (see Regulation 653.2):
Some power had to remain on due to the shop being open

Agreed with: Client

Operational limitations including the reasons:

N/A

The inspection and testing detailed in this report and accompanying schedules have been carried out in accordance with BS 7671:2018 (IET Wiring Regulations) as amended to 2022.

It should be noted that cables concealed within trunking and conduits, under floors, in roof spaces, and generally within the fabric of the building or underground, have not been inspected unless specifically agreed between the client and inspector prior to the inspection. An inspection should be made within an accessible roof space housing other electrical equipment.

5 SUMMARY OF THE CONDITION OF THE INSTALLATION

See section 8 for a summary of the general condition of the installation in terms of electrical safety.

Overall assessment of the installation in terms of its suitability for continued use*:

SATISFACTORY

* An unsatisfactory assessment indicates that dangerous (Code C1) and/or potentially dangerous (Code C2) conditions have been identified.

6 RECOMMENDATIONS

Where the overall assessment of the suitability of the installation for continued use on page 1 is stated as 'UNSATISFACTORY', I/we recommend that any observations classified as 'Code 1 - Danger Present' or 'Code 2 - Potentially dangerous' are acted upon as a matter of urgency.

Investigation without delay is recommended for observations identified as 'FI - Further Investigation Required'.

Observations classified as 'Code 3 - Improvement recommended' should be given due consideration.

Subject to the necessary remedial action being taken, I/we recommend that the installation is further inspected and tested by:

5 Years

Note: The proposed date for the next inspection should take into consideration the frequency and quality of maintenance that the installation can reasonably be expected to receive during its intended life. The period should be agreed between relevant parties.

Referring to the attached schedules of inspection and test results, and subject to the limitations specified on page 1 of this report under 'Extent of the Installation and Limitations of Inspection and Testing':

or

[illegible]

FI Further investigation required without delay

Further investigation required for items: N/A

8 GENERAL CONDITION OF THE INSTALLATION

General condition of the installation (in terms of electrical safety):

Complies with BS 7671 at time of test.

9 DECLARATION

I/We, being the person(s) responsible for the inspection and testing of the electrical installation (as indicated by my/our signatures below), particulars of which are described above, having exercised reasonable skill and care when carrying out the inspection and testing, hereby declare that the information in this report, including the observations and the attached schedules, provides an accurate assessment of the condition of the electrical installation taking into account the stated extent and limitations in section 4 of this report.

Trading Title: A N Electrics & Renewables

Address: 28 West Vows Walk
Kirkcaldy
Fife

Registration Number (if applicable): SC441870

Telephone Number: 0131 564 3009

Postcode: KY11RX

For the INSPECTION, TESTING AND ASSESSMENT of the report:

Name: [REDACTED] Position: [REDACTED] Signature: [REDACTED] Date: 28/05/2025

Report reviewed and authorised for issue by:

Name: [REDACTED] Position: [REDACTED] Signature: [REDACTED] Date: 28/05/2025

10 SUPPLY CHARACTERISTICS AND EARTHING ARRANGEMENTS

Earthing Arrangements		Number and Type of Live Conductors					Nature of Supply Parameters			Supply Protective Device	
TN-S:	N/A	AC:	✓	1-phase (2-wire):	✓	2-phase (3-wire):	N/A	Nominal voltage, U/Uo:	240 V	BS (EN):	LIM
TN-C-S:	✓			3-phase (3-wire):	N/A	3-phase (4-wire):	N/A	Nominal frequency, f:	50 Hz	Type:	LIM
TNC:	N/A	DC:	N/A	2-wire:	N/A	3-wire:	N/A	Prospective fault current, Ipf:	1.43 kA	Rated current:	100 A
TT:	N/A	Other:	N/A					External earth fault loop impedance, Ze:	0.16 Ω		
IT:	N/A	Confirmation of supply polarity:					✓	Number of supplies:	1		

11 PARTICULARS OF INSTALLATION REFERRED TO IN THE REPORT

Means of Earthing		Details of Installation Earth Electrode (where applicable)			
Distributor's facility:	✓	Type:	N/A	Location:	N/A
Installation earth electrode:	N/A	Resistance to Earth:	N/A Ω	Method of measurement:	N/A

Main Switch / Switch-Fuse / Circuit-Breaker / RCD

Location: Store Room BS (EN): 60947-3 Isolator Number of poles: 2

Current rating: 100 A Fuse/device rating or setting: A Voltage rating: 240 V

If RCD main switch:

RCD Type: N/A Rated residual operating current (I_{Δn}): N/A mA Rated time delay: N/A ms Measured operating time: N/A ms**Earthing and Protective Bonding Conductors**

Earthing conductor				Connection/continuity verified:		To water installation pipes:		N/A		To gas installation pipes:		N/A			
Conductor material:		Copper		csa: 25 mm ²		✓		To oil installation pipes:		N/A		To lightning protection:		N/A	
Main protective bonding conductors				Connection/continuity verified:		To structural steel:		N/A		To other service(s):		N/A			
Conductor material:		Copper		csa: mm		N/A		N/A		N/A		N/A			

12 INSPECTION SCHEDULE

Item	Description	Outcome
1.0	EXTERNAL CONDITION OF INTAKE EQUIPMENT (VISUAL INSPECTION ONLY) Where inadequacies in intake equipment are encountered, it is recommended that the person ordering the report informs the appropriate authority	
1.1	Service cable	Pass
1.2	Service head	Pass
1.3	Earthing arrangements	Pass
1.4	Meter tails	Pass
1.5	Metering equipment	N/A
1.6	Isolator (where present)	Pass
2.0	PRESENCE OF ADEQUATE ARRANGEMENTS FOR PARALLEL OR SWITCHED ALTERNATIVE SOURCES	
2.1	Adequate arrangements where a generating set operates as a switched alternative to the public supply (551.6)	N/A
2.2	Adequate arrangements where a generating set operates in parallel with the public supply (551.7)	N/A
3.0	AUTOMATIC DISCONNECTION OF SUPPLY	
3.1	Main earthing/bonding arrangements (411.3; Chap 54):	
3.1.1	Presence of distributor's earthing arrangement (542.1.2.1; 542.1.2.2), or presence of installation earth electrode arrangement (542.1.2.3)	Pass
3.1.2	Adequacy of earthing conductor size (542.3; 543.1.1)	Pass
3.1.3	Adequacy of earthing conductor connections (542.3.2)	Pass
3.1.4	Accessibility of earthing conductor connections (543.3.2)	Pass
3.1.5	Adequacy of main protective bonding conductor sizes (544.1)	N/A
3.1.6	Adequacy and location of main protective bonding conductor connections (543.3.2; 544.1.2)	N/A
3.1.7	Accessibility of all protective bonding connections (543.3.2)	N/A
3.1.8	Provision of earthing/bonding labels at all appropriate locations (514.13)	N/A
3.2	FELV - requirements satisfied (411.7; 411.7.1)	N/A
4.0	OTHER METHODS OF PROTECTION (where any of the methods listed below are employed details should be provided on separate sheets)	
4.1	Non-conducting location (418.1)	N/A
4.2	Earth-free local equipotential bonding (418.2)	N/A
4.3	Electrical separation (Section 413; 418.3)	N/V
4.4	Double insulation (Section 412)	N/A
4.5	Reinforced insulation (Section 412)	N/A
5.0	DISTRIBUTION EQUIPMENT	
5.1	Adequacy of working space/accessibility to equipment (132.12; 513.1)	Pass
5.2	Security of fixing (134.1.1)	Pass
5.3	Condition of insulation of live parts (416.1)	Pass
5.4	Adequacy/security of barriers (416.2)	Pass
5.5	Condition of enclosure(s) in terms of IP rating etc (416.2)	C3
5.6	Condition of enclosure(s) in terms of fire rating etc (421.1.6; 421.1.201; 526.5)	Pass
5.7	Enclosure not damaged/deteriorated so as to impair safety (651.2)	Pass
5.8	Presence and effectiveness of obstacles (417.2)	Pass
5.9	Presence of main switch(es), linked where required (462.1; 462.1.201; 462.2)	Pass
5.10	Operation of main switch(es) (functional check) (643.10)	LIM
5.11	Manual operation of circuit-breakers, RCDs and AFDDs to prove functionality (643.10)	LIM
5.12	Confirmation that integral test button/switch causes RCD(s) to trip when operated (functional check) (643.10)	LIM
5.13	RCD(s) provided for fault protection – includes RCBOs (411.4.204; 411.5.2; 531.2)	Pass
5.14	RCD(s) provided for additional protection/requirements, where required – includes RCBOs (411.3.3; 415.1)	Pass
OUTCOMES		
Acceptable condition	PASS	Unacceptable condition
	C1 or C2	Improvement recommended
	C3	Further investigation
	FI	Not verified
	N/V	Limitation
	LIM	Not applicable
	N/A	

12 INSPECTION SCHEDULE (CONTINUED)

Item	Description	Outcome
5.15	Presence of RCD six-monthly test notice, where required (514.12.2)	Pass
5.16	Presence of diagrams, charts or schedules at or near equipment, where required (514.9.1)	N/A
5.17	Presence of alternative supply warning notice at or near equipment, where required (514.15)	N/A
5.18	Presence of next inspection recommendation label (514.12.1)	N/A
5.19	Presence of other required labelling (please specify) (Section 514)	N/A
5.20	Compatibility of protective devices, bases and other components; correct type and rating (no signs of unacceptable thermal damage, arcing or overheating) (411.3.2; 411.4; 411.5; 411.6; Sections 432, 433)	C2
5.21	Single-pole switching or protective devices in line conductors only (132.14.1; 530.3.3)	Pass
5.22	Protection against mechanical damage where cables enter equipment (522.8.1; 522.8.5; 522.8.11)	Pass
5.23	Protection against electromagnetic effects where cables enter ferromagnetic enclosures (521.5.1)	Pass
6.0	DISTRIBUTION CIRCUITS	
6.1	Identification of conductors (514.3.1)	Pass
6.2	Cables correctly supported throughout their run (521.10.202; 522.8.5)	N/V
6.3	Condition of insulation of live parts (416.1)	Pass
6.4	Non-sheathed cables protected by enclosure in conduit, ducting or trunking (521.10.1)	N/A
6.5	Suitability of containment systems for continued use (including flexible conduit) (Section 522)	Pass
6.6	Cables correctly terminated in enclosures (Section 526)	Pass
6.7	Confirmation that ALL conductor connections, including connections to busbars, are correctly located in terminals and are tight and secure (526.1)	Pass
6.8	Examination of cables for signs of unacceptable thermal or mechanical damage/deterioration (421.1; 522.6)	N/V
6.9	Adequacy of cables for current-carrying capacity with regard for the type and nature of installation (Section 523)	Pass
6.10	Adequacy of protective devices: type and rated current for fault protection (411.3)	Pass
6.11	Presence and adequacy of circuit protective conductors (411.3.1.1; 543.1)	Pass
6.12	Coordination between conductors and overload protective devices (433.1; 533.2.1)	Pass
6.13	Cable installation methods/practices with regard to the type and nature of installation and external influences (Section 522)	Pass
6.14	Where exposed to direct sunlight, cable of a suitable type (522.11.1)	Pass
6.15	Cables concealed under floors, above ceilings, in walls/partitions less than 50mm from a surface, and in partitions containing metal parts:	
6.15.1	Installed in prescribed zones (see Section 4. Extent and limitations) (522.6.202) or	N/V
6.15.2	Incorporating earthed armour or sheath, or run within earthed wiring system, or otherwise protected against mechanical damage by nails, screws and the like (see Section 4. Extent and limitations) (522.6.204)	Pass
6.16	Provision of fire barriers, sealing arrangements and protection against thermal effects (Section 527)	Pass
6.17	Band II cables segregated/separated from Band I cables (528.1)	N/V
6.18	Cables segregated/separated from non-electrical services (528.3)	N/V
6.19	Condition of circuit accessories (651.2)	Pass
6.20	Suitability of circuit accessories for external influences (512.2)	Pass
6.21	Single-pole switching or protective devices in line conductors only (132.14.1; 530.3.3)	Pass
6.22	Adequacy of connections, including cpcs, within accessories and to fixed and stationary equipment – identify/record numbers and locations of items inspected (Section 526)	Pass
6.23	Presence, operation and correct location of appropriate devices for isolation and switching (Chapter 46; Section 537)	Pass
6.24	General condition of wiring systems (651.2)	Pass
6.25	Temperature rating of cable insulation (522.1.1; Table 52.1)	Pass
7.0	FINAL CIRCUITS	
7.1	Identification of conductors (514.3.1)	Pass
7.2	Cables correctly supported throughout their run (521.10.202; 522.8.5)	N/V
7.3	Condition of insulation of live parts (416.1)	Pass
OUTCOMES		
Acceptable condition	PASS	Unacceptable condition
		C1 or C2
		Improvement recommended
		C3
		Further investigation
		FI
		Not verified
		N/V
		Limitation
		LIM
		Not applicable
		N/A

12 INSPECTION SCHEDULE (CONTINUED)

Item	Description	Outcome
7.4	Non-sheathed cables protected by enclosure in conduit, ducting or trunking (521.10.1)	N/A
7.5	Suitability of containment systems for continued use (including flexible conduit) (Section 522)	Pass
7.6	Adequacy of cables for current-carrying capacity with regard for the type and nature of installation (Section 523)	Pass
7.7	Adequacy of protective devices: type and rated current for fault protection (411.3)	Pass
7.8	Presence and adequacy of circuit protective conductors (411.3.1.1; 543.1)	Pass
7.9	Co-ordination between conductors and overload protective devices (433.1; 533.2.1)	Pass
7.10	Wiring system(s) appropriate for the type and nature of the installation and external influences (Section 522)	Pass
7.11	Cables concealed under floors, above ceilings, in walls/partitions, adequately protected against damage (522.6.201; 522.6.202; 522.6.203; 522.6.204):	
7.11.1	Installed in prescribed zones (see Section 4. Extent and limitations) (522.6.202)	N/V
7.11.2	Incorporating earthed armour or sheath, or run within earthed wiring system, or otherwise protected against mechanical damage by nails, screws and the like (see Section 4. Extent and limitations) (522.6.201; 522.6.204)	Pass
7.12	Provision of additional protection by 30mA RCD:	
7.12.1	For all socket-outlets of rating 32A or less, unless an exemption is permitted (411.3.3) *	Pass
7.12.2	For the supply of mobile equipment not exceeding 32A rating for use outdoors (411.3.3) *	Pass
7.12.3	For cables concealed in walls at a depth of less than 50mm (522.6.202, 522.6.203) *	Pass
7.12.4	For cables concealed in walls/partitions containing metal parts regardless of depth (522.6.203) *	Pass
7.12.5	For final circuits supplying luminaires within domestic (household) premises (411.3.4) *	Pass
	* Note: Older installations designed prior to BS 7671:2018 may not have been provided with RCDs for additional protection.	
7.13	Provision of fire barriers, sealing arrangements and protection against thermal effects (Section 527)	Pass
7.14	Band II cables segregated/separated from Band I cables (528.1)	N/V
7.15	Cables segregated/separated from non-electrical services (528.3)	N/V
7.16	Termination of cables at enclosures – identify/record numbers and locations of items inspected (Section 526):	
7.16.1	Connections under no undue strain (526.6)	Pass
7.16.2	No basic insulation of a conductor visible outside enclosure (526.8)	Pass
7.16.3	Connections of live conductors adequately enclosed (526.5)	C3
7.16.4	Adequately connected at point of entry to enclosure (glands, bushes etc.) (522.8.5)	Pass
7.17	Condition of accessories including socket-outlets, switches and joint boxes (651.2)	Pass
7.18	Suitability of accessories for external influences (512.2)	Pass
7.19	Single-pole switching or protective devices in line conductors only (132.14.1, 530.3.3)	Pass
8.0	ISOLATION AND SWITCHING	
8.1	Isolators (Sections 460; 537):	
8.1.1	Presence and condition of appropriate devices (Section 462; 537.2.7)	Pass
8.1.2	Acceptable location – state if local or remote from equipment in question (Section 462; 537.2.7)	Pass
8.1.3	Capable of being secured in the OFF position (462.3)	N/A
8.1.4	Correct operation verified (643.10)	LIM
8.1.5	Clearly identified by position and/or durable marking (537.2.6)	N/A
8.1.6	Warning label posted in situations where live parts cannot be isolated by the operation of a single device (514.11.1; 537.1.2)	N/A
8.2	Switching off for mechanical maintenance (Section 464; 537.3.2):	
8.2.1	Presence and condition of appropriate devices (464.1; 537.3.2)	N/A
8.2.2	Acceptable location – state if local or remote from equipment in question (537.3.2.4)	N/A
8.2.3	Capable of being secured in the OFF position (462.3)	N/A
8.2.4	Correct operation verified (643.10)	N/A
8.2.5	Clearly identified by position and/or durable marking (537.3.2.4)	N/A
OUTCOMES		
Acceptable condition	PASS	Unacceptable condition
	C1 or C2	Improvement recommended
	C3	Further investigation
	FI	Not verified
	N/V	Limitation
	LIM	Not applicable
	N/A	

12 INSPECTION SCHEDULE (CONTINUED)

Item	Description	Outcome
8.3	Emergency switching/stopping (Section 465; 537.3.3):	
8.3.1	Presence and condition of appropriate devices (Section 465; 537.3.3; 537.4)	Pass
8.3.2	Readily accessible for operation where danger might occur (537.3.3.6)	Pass
8.3.3	Correct operation verified (643.10)	N/V
8.3.4	Clearly identified by position and/or durable marking (537.3.3.6)	Pass
8.4	Functional switching (Section 463; 537.3.1):	
8.4.1	Presence and condition of appropriate devices (537.3.1.1; 537.3.1.2)	Pass
8.4.2	Correct operation verified (537.3.1.1; 537.3.1.2)	N/V
9.0	CURRENT-USING EQUIPMENT (PERMANENTLY CONNECTED)	
9.1	Condition of equipment in terms of IP rating etc (416.2)	Pass
9.2	Equipment does not constitute a fire hazard (Section 421)	Pass
9.3	Enclosure not damaged/deteriorated so as to impair safety (134.1.1; 416.2; 512.2)	Pass
9.4	Suitability for the environment and external influences (512.2)	Pass
9.5	Security of fixing (134.1.1)	Pass
9.6	Cable entry holes in ceiling above luminaires, sized or sealed so as to restrict the spread of fire: List number and location of luminaires inspected (separate page) (527.2)	
9.7	Recessed luminaires (downlighters):	
9.7.1	Correct type of lamps fitted (559.3.1)	Pass
9.7.2	Installed to minimise build-up of heat by use of 'fire rated' fittings, insulation displacement box or similar (421.1.2)	Pass
9.7.3	No signs of overheating to surrounding building fabric (559.4.1)	Pass
9.7.4	No signs of overheating to conductors/terminations (526.1)	Pass
10.0	LOCATION(S) CONTAINING A BATH OR SHOWER	
10.1	Additional protection for all low voltage (LV) circuits by RCD not exceeding 30mA (701.411.3.3)	N/A
10.2	Where used as a protective measure, requirements for SELV or PELV met (701.414.4.5)	N/A
10.3	Shaver supply units comply with BS EN 61558-2-5 formerly BS 3535 (701.512.3)	N/A
10.4	Presence of supplementary bonding conductors, unless not required by BS 7671:2018 (701.415.2)	N/A
10.5	Low voltage (e.g. 230 V) socket-outlets sited at least 2.5m from zone 1 (701.512.3)	N/A
10.6	Suitability of equipment for external influences for installed location in terms of IP rating (701.512.2)	N/A
10.7	Suitability of accessories and controlgear etc. for a particular zone (701.512.3)	N/A
10.8	Suitability of current-using equipment for particular position within the location (701.55)	N/A
11.0	OTHER PART 7 SPECIAL INSTALLATIONS OR LOCATIONS	
	List all other special installation or locations present, if any. (Record separately the results of particular inspections)	
11.1	N/A	N/A
11.2	N/A	N/A
11.3	N/A	N/A
11.4	N/A	N/A
11.5	N/A	N/A
12.0	PROSUMER'S LOW VOLTAGE ELECTRICAL INSTALLATION(S)	
	Where the installation includes additional requirements and recommendations relating to Chapter 82, additional inspection items should be added to the checklist below.	
12.1	N/A	N/A
12.2	N/A	N/A
12.3	N/A	N/A
12.4	N/A	N/A
12.5	N/A	N/A

Inspected by:

Name: **Kyle Begbie** Position: **Electrician** Signature:  Date: **28/05/2025**

OUTCOMES

Acceptable condition	PASS	Unacceptable condition	C1 or C2	Improvement recommended	C3	Further investigation	FI	Not verified	N/V	Limitation	LIM	Not applicable	N/A
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DISTRIBUTION BOARD DETAILS

DB reference: DB 1 Location: Store Room Supplied from: DB in hotel

Distribution circuit OCPD: BS (EN): Type: Rating/Setting: A No of phases: 3

SPD Details: Types: T1 N/A T2 T3 N/A N/A N/A Status indicator checked (where functionality indicator present)

Confirmation of supply polarity Confirmation of phase sequence Zs at DB: 0.16 Ω Ipf at DB: 1.43 kA

Schedule of Circuit Details and Test Results																														
Circuit Details															Test Result Details															
Circuit number	Circuit description	Conductor details						Max. disconnect time permitted by BS7671 (s)	Overcurrent protective device					RCD				Continuity (Ω)				Insulation resistance			Polarity (tick)	Zs	RCD		AFDD	
		Type of wiring	Reference method	Number of points served	Number and size		BS (EN)		Type	Rating (A)	Breaking capacity (kA)	Maximum permitted Zs (Ω)	BS (EN)	Type	Rated operating current (mA)	Rating (A)	Ring final circuit			R1+R2 or R2	Test voltage (V)	Live - Live (MΩ)	Live - Earth (MΩ)							
					Live (mm ²)	cpc (mm ²)											r1 (line)	rn (neutral)	r2 (cpc)											
1	SPD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
2	RCD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
3	Unidentified	A	100	N/A	1.0	1.0	0.4	60898	B	6	6	7.28	61008	N/A	30	63	N/A	N/A	N/A	N/A	N/A	N/A	500	N/A	> 999	✓	N/A	28	✓	N/A
4	Shop Front Sockets	A	100	LIM	2.5	1.5	0.4	60898	B	32	6	1.37	61008	N/A	30	63	LIM	LIM	LIM	N/A	N/A	N/A	500	N/A	> 999	✓	0.72	28	✓	N/A
5	Sockets Behind Till	A	100	4	2.5	1.5	0.4	60898	B	32	6	1.37	61008	N/A	30	63	N/A	N/A	N/A	N/A	N/A	N/A	500	N/A	> 999	✓	0.31	28	✓	N/A
6	LHS Track Lights	A	100	11	2.5	1.5	0.4	60898	B	16	6	2.73	61008	N/A	30	63	N/A	N/A	N/A	LIM	N/A	N/A	500	N/A	> 999	✓	LIM	28	✓	N/A
7	RHS Track Lights	A	100	8	2.5	1.5	0.4	60898	B	16	6	2.73	61008	N/A	30	63	N/A	N/A	N/A	LIM	N/A	N/A	500	N/A	> 999	✓	LIM	28	✓	N/A
8	LHS Display Downlights	A	100	27	1.0	1.0	0.4	60898	B	20	6	2.19	61008	N/A	30	63	N/A	N/A	N/A	LIM	N/A	N/A	500	N/A	> 999	✓	LIM	28	✓	N/A
9	RCD	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	28	N/A	N/A
10	Drinks Fridge	A	100	1	2.5	1.5	0.4	60898	B	32	6	1.37	61008	N/A	30	63	N/A	N/A	N/A	LIM	N/A	N/A	500	N/A	> 999	✓	LIM	28	✓	N/A

CODES FOR TYPE OF WIRING		A	B	C	D	E	F	G	H	O - Other	
		Thermoplastic insulated/sheathed cables	Thermoplastic cables in metal conduit	Thermoplastic cables in nonmetallic conduit	Thermoplastic cables in metal trunking	Thermoplastic cables in nonmetallic trunking	Thermoplastic /SWA cables	Thermosetting /SWA cables	Mineral insulated cables	N/A	

DETAILS OF TEST INSTRUMENTS

Details of test instruments used (serial and/or asset numbers):

Multi-functional: 63312007 Insulation resistance: Continuity:

Earth electrode resistance: Earth fault loop impedance: RCD:

TESTED BY

Name: Position: Signature: Date: 28/05/2025

This form is based on the model shown in Appendix 6 of BS 7671:2018+A2:2022.



Waverley Court 4 East Market Street G.2 Edinburgh EH8 8BG Tel: 0131 529 7826 Email: Planningandbuildingstandards.support@edinburgh.gov

Thank you for completing this submission

ONLINE REFERENCE 500761701-001

Please quote this reference if you need to contact the Local Authority about this application.

Completion Certificate where No Building Warrant obtained – Submission

Form 6

Building (Scotland) Act 2003

Submission under section 17(4) of a completion certificate where no building warrant was obtained for work which required a building warrant.

Relevant Person or Duly Authorised Agent details

Are you the relevant person or a duly authorised agent? * (A duly authorised agent is an architect, consultant or someone else acting on behalf of the relevant person in connection with this application) ☐ Relevant Person ☒ Duly Authorised Agent

Relevant person

The completion certificate must be submitted by the relevant person as defined by the Building (Scotland) Act 2003, that is -

- (a) Where the work was carried out, or the conversion made, otherwise than on behalf of another person, the person who carried out the work or made the conversion.
- (b) Where the work was carried out, or the conversion made, by a person on behalf of another person, that other person.
- (c) If the owner of the building does not fall within paragraph (a) or (b) and the person required by these paragraphs to submit the completion certificate has failed to do so, the owner.

Duly Authorised Agent Details

Please enter Duly Authorised Agent details

Company/Organisation:

You must enter a Building Name or Number, or both: *

First Name: *

Building Name:

Last Name: *

Building Number:

Telephone Number: *

Address 1
(Street) : *

Extension Number:

Address 2:

Mobile Number:

Town/City: *

Fax Number:

Country: *

Postcode: *

Email Address: *

Is the relevant person an individual or an organisation/corporate entity? *

☐

Individual

☒

Organisation/Corporate entity

Relevant Person details

Please enter Relevant Person details

Title:

You must enter a Building Name or Number, or both: *

Other Title:

Building Name:

First Name: *

Building Number:

Last Name: *

Address 1
(Street): *

Company/Organisation

Address 2:

Telephone Number: *

Town/City: *

Extension Number:

Country: *

Mobile Number:

Postcode: *

Fax Number:

Email Address: *

Owner of Building

Is the relevant person the owner of the property?

☐ Yes ☒ No

The name and address of the owner is required as the procedure regulations require the owner to be informed if a completion certificate is rejected

Owner details

Please enter Owner details

Title:		You must enter a Building Name or Number, or both: *	
Other Title:		Building Name:	
First Name: *		Building Number:	16
Last Name: *		Address 1 (Street): *	Babmaes Stree
Company/Organisation	Zedwell Edinburgh Limited	Address 2:	
Telephone Number: *		Town/City: *	London
Extension Number:		Country: *	England
Mobile Number:		Postcode: *	SW1 6HD
Fax Number:			
Email Address: *			

Location of building

Address of building to which this Completion Certificate applies

Address 1 (Street):

109 PRINCES STREET

Address 2:

NEW TOWN

Address 3:

Town/City:

EDINBURGH

Postcode:

EH2 3AA

Please identify/describe the location of the site or sites

Northing

673826

Easting

325062

Use of building

Please state current use:

Temporary shops - for sweets and souvenirs.

Please state original use (if different from use before work):

Originally a department store.

Conversions

Is there a change in use which constitutes a conversion in terms of the regulations?

☐ Yes ☒ No

Description of work

Select type of work: *

- ☒ Construct (erect, extend, alter)
☐ Convert
☐ Provide services, fittings or equipment
☐ Demolish

Please give a brief description of work *

The development comprises the internal fit-out and formation of a number of small, temporary retail units within part of the former Debenhams store on Princes Street, Edinburgh. The works involved non-structural alterations only, including the installation of lightweight partitions, shopfronts, and associated finishes, to create self-contained shop spaces.

Security matters

Do you consider any part of your proposals should not be open to public inspection on the Building standards register? (If yes, the verifier will decide with you the extent of the restrictions)

☐ Yes ☒ No

Subject to the restrictions below, details of applications are made public in accordance with the procedural regulations, with information on the application available on line, and drawings etc. available for copy or inspection at local authority premises. The local authority may remove documents from the register if they are satisfied there are genuine security concerns. For those documents on the register there are also restrictions on their copying. The first restriction relates to non-residential buildings, prisons, a building where a person may be legally detained or otherwise held in custody, the Scottish Parliament or the Royal Private Estate and applies where the applicant has confirmed the disclosure or copying would raise security concerns. Details agreed between the verifier and the applicant will be withheld unless the owner of the building gives written permission for them to be released. Thus parts of applications for buildings such as banks may only be available with the owners written permission. The second restriction relates to all other residential buildings and copying is restricted to owners, occupiers or tenants, or prospective owners, occupiers or tenants of the relevant building or an adjoining building. There will thus normally be no need to further restrict access to any details in relation to residential buildings.

Limited-life building

Is the intended life of the building to be five years or less from the date of completion?

☒ Yes ☐ No

Please state the number of years:

2

Planning – Listed buildings

Does the application concern buildings listed as being of special architectural or historic interest or in a conservation area?

☐ Yes ☒ No

Does the building have any other historical importance (e.g. association with significant historical person or event)?

☐ Yes ☒ No

Relaxation directions

Has any relaxation of the provisions of the building regulations given by Scottish Ministers?

☐ Yes ☒ No

Notices

Please indicate if this submission is as the result of any of the following notices, and if so give the reference number

Building regulations compliance notice

Building warrant enforcement notice

Defective buildings notice

Is the building subject to any Dangerous building notice(s)?

☐ Yes ☒ No

Estimated value of works

Please provide the estimated value of the works

£ 50000.00

Please note that the verifier may seek evidence for this figure, and make comparisons with established independent indices of building costs.

Certificates of design or construction

Do any certificates from approved certifiers accompany this application?

☐ Yes ☒ No

Certificates

Does a copy of an Energy Performance Certificate(s) accompany this submission? *

☐ Yes ☒ No

Has a statement of sustainability been issued for the purpose of regulation 9 and section 7 of Schedule 5 to the Building (Scotland) Regulations 2004? *

☐ Yes ☒ No

Does a Fire Safety Design Summary accompany this submission? *

☒ Yes ☐ No

Completion Certificate Where No Building Warrant Obtained Checklist

Have you provided a block/location plan sufficient to identify the size and position of the building, the size and position of any adjoining building as it affects the proposal and the boundaries with land in different occupation? This should be drawn to an identified scale.

☒ Yes ☐ No

Have you provided any other supporting documentation such as plans, sections, elevations and the associated specification as necessary?

☒ Yes ☐ No

Have you provided any Certificates of Design or Construction? (If a Certificate of Design or Construction is not being provided please select the N/A option)

☐ Yes ☐ No ☒ Not Applicable

Have you provided any of the following documents:

Energy Performance Certificate:

☐ Yes ☐ No ☒ Not Applicable

Statement of Sustainability:

☐ Yes ☐ No ☒ Not Applicable

Fire Safety Design Summary:

☒ Yes ☐ No ☐ Not Applicable

Have you completed the Email notification section?

☒ Yes ☐ No

Privacy notice

Your views are important as a customer of the local authority building standards service in Scotland. Your feedback would be appreciated, and you will be invited to participate in a building standards customer survey.

Declaration

We submit a completion certificate in accordance with the details supplied above and with any necessary accompanying information. This completion certificate is confirmation that the work was carried out and made in accordance with the building regulations. (see note 1).

This completion certificate also confirms that in the case of work for the construction of a building, the building as constructed complies with the building regulations; that in the case of the provision of services, fittings or equipment in or in connection with a building that the services, fittings or equipment comply with building regulations; and in the case of conversion of a building that the building as converted complies with the building regulations.

(and when the provisions of building regulations apply.)

I enclose a copy of the energy performance certificate(s) for the building(s).

I enclose a copy of the statement of sustainability issued for the purpose of regulation 9 of and section 7 of Schedule 5 to the Building (Scotland) Regulations 2004

(and when the provisions of the Building (Procedure) (Scotland) Regulations 2004 apply).

I enclose a copy of the fire safety design summary.

This completion certificate imposes the following continuing requirements, made under section 22 of the Act.

Signed duly authorised agent on behalf of the relevant person

Declaration Name:

[REDACTED]

Declaration Date:

19/08/2025

Payment Details

Online payment:

[REDACTED]

Payment date: 21/08/2025 18:19:00

Created: 21/08/2025 18:19

Notes

1. A submission for work which should have had a building warrant must be accompanied by the plans, specifications and other information that would have accompanied an application for a building warrant. A fee, equal to that for a late submission of an application for building warrant, is also required. Note that the building regulations which apply are those in force at the time of submission of this certificate.

2. WARNING This certificate does not permit the occupation or use of a building following construction or conversion. It is an offence to occupy or use such a building until a Notice of Acceptance of a Completion Certificate is obtained except where this is for the purpose of the construction or conversion of the building. Note that temporary permission may be obtainable from a verifier, and note that the restriction on occupation or use does not apply to alterations.

3. If any person submits a completion certificate containing a statement which that person knows to be false or misleading in a material particular or recklessly submits a completion certificate containing a statement which is false or misleading in a material particular the person will be guilty of an offence and liable on summary conviction to a fine not exceeding level 5 on the standard scale.

Planning & Building Standards
PLACE

**REPORT ON PLANS LODGED IN SUPPORT OF A
"COMPLETION CERTIFICATE WHERE NO BUILDING WARRANT OBTAINED -
SUBMISSION"
REF 25/02292/CCNBWO**

Applicant **KitFox Ltd** App Phone No.
Architect **[REDACTED]** Age Phone No. **[REDACTED]**
Application Address **109 Princes Street, New Town, Edinburgh, EH2 3AA**
Description of Work **The development comprises the internal fit-out and formation of a number of small, temporary retail units within part of the former Debenhams store on Princes Street, Edinburgh. The works involved non-structural alterations only, including the installation of lightweight partitions, shopfronts, and associated finishes, to create self-contained shop spaces.**

Application Lodged	22 August 2025	Report Date	25 August 2025	Cleared Date
Plans borrowed		Plans Returned		Relaxations No(s)
Date	BCO	Date	BCO	Granted
Date	BCO	Date	BCO	Refused
Date	BCO	Date	BCO	
Reg	REPORT BY EXECUTIVE DIRECTOR OF PLACE			Adjusted by
Std. 1.1	PART A Provide engineers drawings, specifications & details, along with, either an engineers' certification under the (SER) scheme or full calculations for the new structural work together with the connections/fixings required to ensure the robustness and stability of the proposed works PART B Further comments possible dependent on reply to Part A Please note that submission of an SER Certificate shall negate the check from the structural department and greatly expedite the clearance of the warrant			

Building Standards Report by
[REDACTED] y

Structural Engineer Report by
[REDACTED]

Cleared by.....

**PLACE
PLANNING & BUILDING STANDARDS
ISSUES TO BE ADDRESSED
"COMPLETION CERTIFICATE WHERE NO BUILDING WARRANT OBTAINED -
SUBMISSION"
REF 25/02292/CCNBWO**

Applicant **KitFox Ltd** App Phone No.
Architect [REDACTED] Age Phone No. [REDACTED]
Application Address **109 Princes Street, New Town, Edinburgh EH2 3AA**
Description of Work **The development comprises the internal fit-out and formation of a number of small, temporary retail units within part of the former Debenhams store on Princes Street, Edinburgh. The works involved non-structural alterations only, including the installation of lightweight partitions, shopfronts, and associated finishes, to create self-contained shop spaces.**

Application Lodged	22 August 2025	Report Date	10 September 2025	Cleared Date
Reg	REPORT BY EXECUTIVE DIRECTOR - PLACE			Adjusted by
Proc	When submitting revised plans or additional documentation you must use the correct council reference number 25/02292/CCNBWO. Failure to insert the correct reference number will result in a delay in dealing with your warrant.			
	We would expect a response to the comments within this report within 10 working days from receipt, if this presents an issue please advise accordingly.			
	Items Requiring Rectification In Relation To The Plans Submitted			
Proc	Insufficient information has been provided to allow an assessment of the proposal, although this is not an exhaustive list items such as the following will require to be fully specified within this submission. • Full details of the compartment /separating wall constructions and provide tested details to demonstrate how the performance specification is being achieved. • Provide details of the compartment floors forming separation between the shop units and the basement/first floor levels. • Details of any penetrations through elements of construction demonstrating how the fire resistance is maintained in accordance with a tested detail. • Details of fire doors. • Dimension travel distances on the plans and identify the proposed routes in order to demonstrate access to a place of safety within the appropriate distances. • Emergency lighting, within the unit together with escape routes.			

Building Standards Report by [REDACTED]

Structural Engineer Report by [REDACTED]

Cleared by.....

**REPORT ON PLANS LODGED IN SUPPORT OF A
"COMPLETION CERTIFICATE WHERE NO BUILDING WARRANT OBTAINED -
SUBMISSION"**

REF 25/02292/CCNBWO

Continuation Page

Reg	CONTINUATION OF REPORT BY EXECUTIVE DIRECTOR - PLACE	Adjusted by
1.1	• Smoke detection • Locking devices on doors forming a route of escape. • Internal linings • Sanitary provision together with accessible provision • Drainage details • Proposed heating appliances • Ventilation provision to all areas	
	No information has been provided in relation to the unit entered off Rose Street.	
	A block / location plan will require to be provided	
	Provide details of the formal addresses agreed by Street Naming	
	Part A	
	Provide engineers drawings, specifications & details, along with, either an engineers' certification under the (SER) scheme or full calculations for the new structural work together with the connections/fixings required to ensure the robustness and stability of the proposed works	
	Part B	
	Further comments possible dependent on reply to Part A	
	Items Requiring Rectification On Site	
	This will be clarified once full construction information has been provided	
	Areas Of The Building Which Require To Be Exposed For Further Inspection	
	This will be clarified once full construction information has been provided	

Building Standards Report by

k

Structural Engineer Report by



Cleared by.....

[REDACTED]

From: [REDACTED] >
Sent: 08 January 2026 07:31
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: 109. Princes Street.

 External email >

Morning [REDACTED]

Your welcome

[REDACTED]

From: [REDACTED]
Sent: 07 January 2026 15:13
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: 109. Princes Street.

Hi [REDACTED], thank you for accommodating our visit this morning which was very much appreciated

Thanks

[REDACTED]

[REDACTED]

[REDACTED] | Planning & Building Standards | Sustainable Development | Place Directorate | The City of Edinburgh
Council | Waverley Court, Level G:2, 4 East Market Street, Edinburgh, EH8 8BG | [REDACTED] | www.edinburgh.gov.uk

National Customer Satisfaction Survey



Your views are important to us, please take a moment to
share your experience in the
[national customer satisfaction survey for building standards](#)

From: [REDACTED]
Sent: 06 January 2026 21:42
To: [REDACTED]

Cc: [REDACTED]
Subject: Re: 109. Princes Street.

Evening [REDACTED]

Happy new year.

[REDACTED] will meet you at 9 am

Regards. [REDACTED]

Sent from [Outlook for iOS](#)

From: [REDACTED]
Sent: Tuesday, January 6, 2026 4:56:27 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: 109. Princes Street.

Hi [REDACTED], hope you both had a fabulous festive break

Apologies for the short notice and if this is not suitable completely understandable, but would It be possible to make a quick site visit for tomorrow the 7th at 9:00

Best Regards
[REDACTED]

Please note that I do not work on Fridays.

[REDACTED] | Planning & Building Standards | Sustainable Development | Place Directorate | The City of Edinburgh
Council | Waverley Court, Level G:2, 4 East Market Street, Edinburgh, EH8 8BG | [REDACTED] | www.edinburgh.gov.uk

National Customer Satisfaction Survey



Your views are important to us, please take a moment to
share your experience in the
[national customer satisfaction survey for building standards](#)

From: J [REDACTED]
Sent: 17 December 2025 16:33
To: I [REDACTED]

Cc: [REDACTED]

Subject: RE: 109. Princes Street.

Afternoon [REDACTED]

Following on from our Chat earlier .

We can confirm that due to circumstances out with our control .

We can confirm that progress on site has been very very slow and we have currently only our site manager [REDACTED] on site .

Hopefully this will change in the new year and we will be able to progress .

Have a great festive break .

We will keep in touch should anything change ,

Regards J [REDACTED]
[REDACTED]

From: [REDACTED] >

Sent: 03 September 2025 14:49

To: [REDACTED]

Cc:

Subject: Re: 109. Princes Street.

Afternoon

Hope all is well .

We have now begun our site set up at the above contract .

Access is via the rear of the Building on Rose Street Lane .

I will be on site on Friday all day and all of next week if you would like to visit.

Let me know when best suits .

Regards

From: [redacted]
Sent: 13 August 2025 12:02
To: [redacted] >
Cc: [redacted]
Subject: 109. Princes Street.

Hi [redacted]
Good to chat earlier about the above contract.
Happy to meet with you once we are set up
On site.
We await confirmation on a few queries we have relating to the current site conditions.

In the meantime. Please feel free to contact us at any time.
Look forward to meeting you soon.
My mobile number is [redacted].

Kind Regards
[redacted].

Sent from [Outlook for iOS](#)

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