Turner & Townsend

06 November 2018

Fire Risk Assessment

Adair Tower

Royal Borough of Kensington & Chelsea

making the **difference**

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THE ROYAL BOROUGH OF KENSINGTON AND CHELSEA

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Ref	Originator	Approved	Date
0	Russell Peacey	Paul Boughton	06 November 2018

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1 Executive Summary

Turner & Townsend Project Management have been commissioned by Royal Borough of Kensington & Chelsea to undertake a Fire Risk Assessment (FRA) at Adair Tower. The assessment was completed on 06/11/2018.

The FRA has been carried out in line with the Regulatory Reform (Fire Safety) Order 2005. The aim of the FRA is to check that existing fire precautions are appropriate for the properties and the people who use them. This includes anyone who may use the building and includes residents, visitors, staff, contractors and the fire brigade amongst others.
This section provides a summary of the findings of the FRA, with details included in the main report.

The FRA provides an overall risk rating, and a set of actions that, if carried out, will improve the rating. The overall risk rating for this property has been assessed as:

MODERATE

The following table sets out the main actions that have been identified that should be carried out and may improve the risk rating. These have also been identified as high, medium and low priority. The actions are:

No.	Section	High	Medium	Low	Priority
7	Electrical Sources of Ignition		1	2	Medium
8	Smoking				No Issues Identified
9	Arson		1		Medium
10	Portable Heaters and Heating Installations			1	Low
11	Cooking				No Issues Identified
12	Lightning				No Issues Identified
13	Housekeeping		1		Medium
14	Hazards Introduced by Outside Contractors and Building Works				No Issues Identified
15	Dangerous Substances				No Issues Identified
16	Other Significant Fire Hazards with Warrant Consideration				No Issues Identified
17	Means of Escape from Fire				No Issues Identified

No.	Section	High	Medium	Low	Priority
18	Measures to Limit Fire Spread and Development	1			High
19	Emergency Escape Lighting			1	Low
20	Fire Safety Signs and Notices			1	Low
21	Means of Giving Warning in the case of Fire				No Issues Identified
22	Manual Fire Extinguishing Appliances				No Issues Identified
23	Relevant Automatic Fire Extinguishing Systems				No Issues Identified
24	Other Relevant Fixed Systems and Equipment				No Issues Identified
25	Fire Safety Management Procedures and Arrangements	1	2	1	High
26	Training and Drills			3	Low
27	Testing and Maintenance		3	2	Medium
28	Records		1		Medium
29	Flats / Bedrooms	1	2	2	High
30	Common Areas and Doors	1	1	2	High
31	Ventilation		1	1	Medium
32	Plant Rooms and Service Risers		3	2	Medium
33	Basements and Underground Car Parks				No Issues Identified
34	Commercial Tenants				No Issues Identified
35	External	2			High

2 Overall Property Fire Risk Evaluation

The following simple fire risk level estimator is based on a commonly used health and safety risk level estimator.

Likelihood of Fire	Potential Consequences of Fire		
	Slight Harm	Moderate Harm	Extreme Harm
Low	Trivial Risk	Tolerable Risk	Moderate Risk
Medium	Tolerable Risk	Moderate Risk	Substantial Risk
High	Moderate Risk	Substantial Risk	Intolerable Risk

Taking in to account the fire prevention measures observed at the time of this risk assessment, it is considered that the hazard from fire (likelihood of fire) at these premises is:

MEDIUM

In this context, a definition of the above term is as follows:-

Low Unusually low likelihood of fire as a result of negligible potential sources of ignition.

Medium Normal fire hazards (e.g. potential ignition sources) for this type of occupancy, with fire hazards generally subject to appropriate controls (other than minor shortcomings).

High Lack of adequate controls applied to one or more significant fire hazards, such as to result in significant increase in likelihood of fire.

Taking into account the nature of the premises and the occupants, as well as the fire protection and procedural arrangements observed at the time of this fire risk assessment, it is considered that the consequences for life safety in the event of fire would be:

MODERATE HARM

In this context, a definition of the above term is as follows:-

Slight Harm Outbreak of fire unlikely to result in serious injury or death of any occupant (other than an occupant sleeping in a room in which a fire occurs).

Moderate Harm Outbreak of fire could foreseeably result in injury (including serious injury) of one or more occupants, but it is unlikely to involve multiple fatalities.

Extreme Harm Significant potential for serious injury or death of one or more occupants.

Accordingly, it is considered that the risk to life from fire at these premises is:

MODERATE

A suitable risk-based control plan should involve effort and urgency that is proportional to risk. The risk-based control plan (Action Plan) in Appendix A is based on one that has been advocated for general health and safety risks.

Risk level	Action and timescale
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional fire precautions required. However, there might be a need for reasonably practicable improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures, which should take cost into account, should be implemented within a defined time period. Where moderate risk is associated with consequences that constitute extreme harm, further assessment might be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
Substantial	Considerable resources might have to be allocated to reduce the risk. If the premises are unoccupied, it should not be occupied until the risk has been reduced. If the premises are occupied, urgent action should be taken.
Intolerable	Premises (or relevant area) should not be occupied until the risk is reduced.

Note that, although the purpose of this section is to place the fire risk in context, the above approach to fire risk assessment is subjective and for guidance only.

All hazards and deficiencies identified in this report should be addressed by implementing all recommendations contained in the action plan in Appendix A. The fire risk assessment should be reviewed regularly.

It is considered that the recommendations in Appendix A should be implemented in order to reduce the risk to a TOLERABLE level.

3 Scope and Methodology

3.1 Scope

3.1.1 All Buildings

This building has been inspected to highlight to the Client, any non-compliant issues with regard to relevant aspects of UK fire safety legislation and common practice. In particular, the Fire Risk Assessment has considered the following publications:-

- Regulatory Reform (Fire Safety) Order 2005 (FSO)
- HM Government Fire Safety Risk Assessment Guides
- The Management of Health & Safety at Work Regulations 1999
- BSI PAS79 Fire Risk Assessment - Guide and Recommended Methodology
- Specific British Standards, including BS9999 Fire safety in the design, management and use of buildings.

3.1.2 Residential and Specalised Housing

Where the fire risk assessment is for residential flats or specalised housing the following standards and publications are also considered:-

- Specific British Standards, including BS9991 - Fire safety in the design, management and use of residential buildings.
- LACORS Guidance on Fire Safety Provisions for certain types of existing housing
- Local Government – Fire Safety in Purpose-Built Blocks of Flats
- Fire Safety in Specalised Housing (NFCC 2017)

In terms of the "*Local Government – Fire Safety in Purpose-Built Blocks of Flats*" guidance, the scope of the Fire Risk Assessment will satisfy the criteria of either a "Type 1", "Type 2", "Type 3" or "Type 4" fire risk assessment. The scope of these fire risk assessments is explained below.

Type 1 – Fire risk assessment is the basic fire risk assessment required for the purpose of satisfying the FSO. The inspection of the building is non-destructive. But, as well as considering the arrangements for means of escape and so forth, the fire risk assessment includes examination of at least a sample of flat entrance doors. It also considers, so far as reasonably practicable, the separating construction between the flats and the common parts without any opening up of construction. However, in this Type of fire risk assessment, entry to flats beyond the area of the flat entrance door, is not involved.

Type 2 – The scope and objectives of a Type 2 fire risk assessment are generally similar to those of a Type 1 fire risk assessment, except that there is a degree of destructive inspection, carried out on a sampling basis. This will usually necessitate the presence of a contractor for the purpose of opening up construction and making good after the inspection. In order to check the integrity of separating construction, the areas in which destructive inspection is carried out might sometimes include a sample of flats. However, because of the nature of the work, this can often only be carried out in vacant flats.

Type 3 - Fire risk assessment includes the work involved in a Type 1 fire risk assessment, but goes beyond the scope of the FSO (though not the scope of the Housing Act). This risk assessment considers the arrangements for means of escape and fire detection (ie smoke alarms) within at least a sample of the flats. Within the flats, the inspection is non-destructive, but the fire resistance of doors to rooms is considered. Measures to prevent fire are not considered unless (eg in the case of maintenance of the electrical and heating installations) the measures are within the control of, for example, the landlord.

Type 4 - Fire risk assessment has the same scope of work as a Type 3 fire risk assessment, except that there is a degree of destructive inspection, in both the common parts and the flats, carried out on a sampling basis. This will usually necessitate the presence of a contractor for the purpose of opening up construction and making good after the inspection. However, the nature of the work is such that, often, destructive inspection within flats can only be carried out in those that are vacant. This is the most comprehensive fire risk assessment, but will only be appropriate in limited circumstances – such as when a new landlord takes over a block of flats in which the history of works carried out is unknown and there is reason to suspect serious risk to residents from both a fire in their own flats and a fire in neighbours' flats.

The type of fire risk assessment used to assess this building is specified in on the Front Cover and in Section 5 of this report.

3.1 Methodology

3.1.1 All Buildings

Turner & Townsend Fire Risk Assessments typically follow the following methodology:-

- identification of any readily combustible materials and highly flammable substances in the building;
- identification of any sources of ignition, which may cause a fire;

- identification of whether any residents or other persons are especially at risk and the potential consequences of a fire on those who could be affected (including neighbouring properties, council staff, visitors and fire brigade personnel);
- inspection of the building, including adequacy of escape routes & final fire exit routes, compartmentation and measures to limit fire spread and development;
- inspection of lift motor rooms, plant rooms, roof voids, risers and tank rooms;
- review of smoke ventilation mechanisms, such as mechanical and natural, e.g. cross flow and the fire spread properties of paint and other surface coverings;
- visual integrity of rubbish storage areas (including bin chutes where applicable) as well as issues relating to external cladding/glazing and location of hydrants, etc.;
- an assessment of the likelihood of a fire occurring and whether existing fire precautions are adequate or need improvement;
- consideration of the human reliability/behaviour in relation to fire safety, e.g. blocking fire escape routes;
- review of any existing documentation including, maintenance and test records and verification that remedial actions have been closed out where information is available;
- review of building maintenance regimes, e.g. electrical, gas, lightning conductors, etc.;
- an assessment as to whether the current fire safety arrangements are adequate or need improvement; and
- production of a site specific report which identifies the assessment, findings, and overall rating together with a prioritised remedial work action plan.

3.1.1 Residential Buildings and Specalised Housing

For these buildings the methodology may also include the following:-

- external inspection of all tenant doors to identify fire resistance issues such as door damage, door construction, vision panels, security gates, letter boxes, seals/gaps, frame condition and overhead door panels;

- This findings from the Fire Risk Assessment are categorised into High, Medium and Low risk ratings where action is recommended to maintain compliance. Other categories of Advice and Note are also defined.These ratings will enable the responsible person appointed under FSO to bring the premises up to an acceptable standard in a structured and prioritised manner so that any items needing immediate attention can be addressed first.access to a percentage of flats (or HMO bedrooms) to further inspect tenant front doors and closing mechanisms as well as the location of any fire detection, flat layouts, compartmentation and overall internal fire door and frame condition, particularly to high risk areas;

3.2 Action Plan

The findings from the Fire Risk Assessment are categorised into High, Medium and Low risk ratings where action is required to maintain compliance. Other categories of Advice and Note are also defined. These ratings will enable the responsible person appointed under FSO to bring the premises up to an acceptable standard in a structured and prioritised manner so that any items needing immediate attention can be addressed first. There is also a seperate "Recommended" section within Appendix A which identifies recomendations which should be considered in future works programmes.

The information collected through this process should assist the "Responsible Person" to develop an emergency plan; co-ordinate measures with other 'responsible persons' in the building; and to inform and train staff and inform other relevant persons.

3.1 Limitations

The responsible person should be aware of the following limitations in accordance with the scope of the work:

- This Fire Risk Assessment has been undertaken on behalf of the "Responsible Person". Turner & Townsend are not responsible for implementing any actions or recommendations.

- Turner & Townsend has no control over the ongoing management of the premises. The responsibility for the ongoing management of the premises and even, if necessary, the decision to allow the premises to be used for its present purpose, remains entirely with the "Responsible Person".

- The client, as the "Responsible Person", may have instructed Turner & Townsend to change the scope and methodology to suit their specific needs. This will be documented within the report as appropriate.

- The assessment did not include entering areas which would risk the safety of our operative or where access could not be gained (e.g. keys were not available);

- No access has been made to flues, lift shafts, or any similarly enclosed spaces where access required would cause damage and/or would require the use of specialist equipment or tools;

- Turner & Townsend does not undertake fire alarm audibility level tests or emergency lighting "lux" level tests;

- In the case of Type 1 and Type 3, the Fire Risk Assessment and its findings are based on visual observation only. No "specialist" surveys, such as an intrusive compartmentation surveys, have been carried out as part of this Fire Risk Assessment, however further surveys may have been recommended within the assessments findings.

- The assessment of flat entrance doors, the flats themselves and any secondary means of escape leading from individual flats was dependent on gaining access from the occupier.

The observations and recommendations are only pertinent to the conditions at the time of the Assessment. Regular inspections and review risk assessments are required to ensure standards are maintained.

In order to carry out this fire risk assessment the Assessors have used their professional expertise and judgement. It should be borne in mind however that an assessment is open to individual interpretation and as such a local fire authority may express a different view on certain aspects.

Changes generally introduced in the workplace may have an effect on potential fire risk and associated precautions e.g. changes to the premises layout, work processes, furniture, plant, machinery, or the number of people likely to be present in the workplace, including those persons with a temporary or permanent disability. Any of these could lead to a new hazard or increased risk and as such will require this assessment to also be reviewed and/or a new assessment to be undertaken.

3.1 Review period

This Fire Risk Assessment should be reviewed within a determined time period informed and established by the overall Risk Rating. This should be carried out by a competent person to ensure that it remains suitable and sufficient. This regular review period is introduced to ensure the Fire Risk Assessment remains valid and takes account of any accidental or unauthorised changes that have been introduced since the last review.

The Fire Risk Assessment should also be reviewed when any of the following occur within the annual review period:

- Temporary maintenance, refurbishment, or construction works that could affect the fire risk profile in the area of the works or across the site in general. This may also be required where works in adjoining or neighbouring buildings affect the fire risk profile.
- Alterations are made to the building, including its access or internal layout
- There is an increase or change in the storage of hazardous substances that affect the fire risk profile in terms of fire loading, initiation, or spread.
- There are changes to work processes or the way that they are organised including the introduction of new equipment.
- There are significant increase in the number of or categorisation of people present or attending the site or part of it; including for people with some form of disability

It is imperative that any review of the Fire Risk Assessment is undertaken before the changes that affect the fire risk profile are made. This review is to ensure that the area and activity covered by the FRA are fully compliant prior to the changes being made and no person is put at undue risk.

3.7 Scope & Methodology Amendments

The client has instructed Turner & Townsend to make the following changes to the scope and methodology of the Fire Risk Assessment. If no changes were requested then this has been identified:-

No deviation from the standard scope and methodology requested.

4 Property Overview

UPRN No S217007970002

Property Address Adair Tower, Appleford Road, W10 5EA

Client Royal Borough of Kensington & Chelsea

Contact Name **Contact Number**

Primary Business Remit Residential Housing Management

Landlord Name Royal Borough of Kensington & Chelsea

Building Description

15 storey purpose built block of 78 general needs flats.
The ground floor has a lift lobby with 2 "Fire lifts". The lift lobby provides access to the OCS Cleaners Room, CCTV/Ventilation control cupboard, store cupboard and plant area. The plant area on the Grd floor consists of a corridor off which there is a store cupboard, pump room and electrical Intake (Landlords Switch Room). Externally there is access to a boiler room, Telecoms room, sub-station, bin store, pump room and a room which could not be accessed.

Floors 1 to 13 are accommodation floors. Each floor has a lift lobby with access to six flats and service risers containing telecoms and electrics. There are ducts on the ceilings of the lobbies providing electrical and gas services into the flats.
The 14th floor is a plant area providing access to the roof, lift motor room, three water tank rooms, store cupboards and a communal ventilation (disconnected) room.

The 2 lobbied stairways. One descends to the ground floor lift lobby and exits through the main entrance. The other stair descends with an exit directly to the outside. The stairway with the final exit is ventilated by Powered Opening Vents on the 12th & 13th floors with control equipment in the ground floor CCTV Control Room and a manual key switch in the lift lobby. The stair descending to the lobby is ventilated by openable louvered windows. Each lift lobby is ventilated by a Permanently Open Vent. There is a Bin Chute in one stairway with the hoppers opening directly into the stair.

Floors	15	**Staircases**	2	**Final Exits**	2
Workplace Location	OCS Cleaners Office, Flat 45 Fire Wardens Room	**Nature of Occupancy**	General Needs Residential		
Access Constraints	Roof top, risers off small store area, Sub-Station, Flats other than 75,70,65,46,44,16 Externally accessed store room.				

Hazardous Substances, Plant & Processes	None identified.
Fire Detection & Alarm System	L5 detection system in lift lobbies floors 1-13. L5 System in Boiler Room & Pump Room. At least Grade D LD3 in flats checked.
Fire Containment	Notional 60 minutes fire resistance between floors and between flats and the common parts.
Fire Suppression and Smoke Control	Powered Opening Vents on 12th and 13th floor of one stair, louvered windows to the other. POV to lobbies.
Evacuation Strategy	Temporary Simultaneous Evacuation strategy.
Means of Escape	Two lobbied stairways with exits via main entrance and at side of building.
Systems to Facilitate Escape	None observed.
Evacuation Point	Pavement outside the block.
Fire Fighting Facilities	Dry Riser and Fire Brigade Drop Switch
Maintenance Duties	Fire alarm, emergency lighting, fixed electrical systems, portable appliances, gas & ventilation.
Other Tenants & Remit	EFS - Fire Wardens. OCS - Estate Cleaning Services

5 REGULATORY REFORM (FIRE SAFETY) ORDER 2005 FIRE RISK ASSESSMENT

Responsible person (e.g. employer) or person having control of the premises:	Royal Borough of Kensington & Chelsea
Address of premises:	Adair Tower, Appleford Road, W10 5EA
Fire Risk Assessor:	Russell Peacey
FRA Training:	CFPA Europe Diploma in Fire Prevention FPA Fire Risk Assessment and Fire Safety Management FPA Advanced Fire Risk Assessment in HMOs and Flats
Date of fire risk assessment:	06 November 2018
Fire Risk Assessment Type:	Residential - Type 1
Date of previous assessment:	01/09/2016
Suggested date for review: (1)	06/05/2019

The purpose of this report is to provide an assessment of the risk to life from fire in these premises, and, where appropriate, to make recommendations to ensure compliance with fire safety legislation. The report does not address the risk to property or business continuity from fire.

Report Footnotes:

1) This fire risk assessment should be reviewed by a competent person by the date indicated above or at such earlier time as there is reason to suspect that it is no longer valid, or if there has been a significant change in the matters to which it relates, or if a fire occurs.

2) Reasonable only in the context of this fire risk assessment. If specific advice on security (including security against arson) is required, the advice of a security specialist should be obtained.

3) Based on visual inspection of readily accessible areas, with a degree of sampling where appropriate.

4) A full investigation of the design of HVAC systems is outside the scope of this fire risk assessment.

5) Based on visual inspection, but no test of illuminance levels or verification of full compliance with relevant British Standards carried out.

6) Based on visual inspection, but no audibility tests or verification of full compliance with relevant British Standard carried out.

7) This is not intended to represent a legal interpretation of responsibility, but merely reflects the managerial arrangement in place at the time of this risk assessment.

GENERAL INFORMATION

1. THE PREMISES

1.1	Number of floors:	15	
1.2	Approximate floor areas:	Not Known.	m2 per floor
		Not Known.	m2 gross
		Not Known.	m2 on ground floor [enter units as appropriate]

1.3 Brief details of construction

The building has a concrete frame, floors and stairways. The external façade is assumed to be concrete clad but this has been over-clad with a rendered insulation material. Infill panels below stairway windows.

1.4 Use of premises

General Needs Residential.

2. THE OCCUPANTS

2.1	Approximate maximum number:	195
2.2	Approximate number of employees at any one time:	6
2.3	Maximum number of members of public at any one time:	78
2.4	Associated times/hours of occupation:	24 hours / 7 days per week.

3. OCCUPANTS ESPECIALLY AT RISK FROM FIRE

3.1	Sleeping occupants:	195
3.2	Disabled occupants:	N/A - General Needs Occupants.
3.3	Occupants in remote areas and lone workers:	None.
3.4	Young persons:	General Needs Occupants.

3.5 Comments/Other Occupants:

Following a fire in 2015, It is understood that at the request of London Fire Brigade the former cross flow ventilation system of the lobbies on floors 1-13 was modified by sealing open vents between the lift lobbies and stairway that descends to the ground floor lobby.

Reference is made to the NFCC document, "Guidance to support a temporary change to a simultaneous evacuation strategy in purpose-built block of flats".

4. FIRE LOSS EXPERIENCE

Fire caused by arson in 2015.

Flat fire on 1st floor in October 2018. Understood that the fire was fully contained within one flat.

5. OTHER RELEVANT INFORMATION

Following the previous FRA dated 07/02/2018, an initial Façade investigation was completed and the subsequent report (dated 06/07/2018 was submitted to RBKC. The report identified potential concerns with the cladding system (a rendered "ETICS" type system. RBKC then consulted with LFB who have mandated the change from a Stay Put strategy to a temporary Simultaneous Evacuation strategy which is to remain in place until the potential issues with the cladding have been resolved.

A "Waking Watch" was on site (to fire watch and facilitate the Simultaneous Evacuation strategy) consisting of a total of 8 Fire Wardens (shared with the neighbouring Hazlewood Tower). Understood that 4 Fire Wardens are on patrol in the two buildings building 24/7 with and additional 4 Fire Wardens located in flats 45 of Adair Tower and 23 of Hazlewood Tower.

A temporary radio-linked communal fire alarm system had been installed consisting of smoke alarm in the lift lobbies linked to monitoring equipment in the Fire Wardens Flat.

Works to remove the cladding commenced in November 2018.

This fire risk assessment considers the presence of the "Waking Watch" as a risk mitigation.

6. RELEVANT FIRE SAFETY LEGISLATION

Regulatory Reform (Fire Safety) Order 2005 (the 'Fire Safety Order')

This fire risk assessment has been carried out on your behalf, being the Responsible Person, as defined in Article 3 of the Regulatory Reform (Fire Safety) Order 2005 (e.g. as an employer), and/or being the person having control, to any extent, of the premises (as occupier or otherwise). It is intended to assist you in compliance with Article 9 of the Fire Safety Order, which requires that a risk assessment be carried out.

It is important that you study this fire risk assessment and understand its contents.

The fire risk assessment includes an Action Plan, which sets out the measures it is considered necessary for you to take to satisfy the requirements of the Fire Safety Order and to protect relevant persons (as defined in the Order) from fire. Relevant persons are primarily everyone who is, or may be, lawfully in the building, but include certain persons in the vicinity of the building. It is particularly important that you study the Action Plan. If any recommendation in the Action Plan is unclear you should request further advice.

The Fire Safety Order requires that you give effect to arrangements for the effective planning, organization, control, monitoring and review of the preventive and protective measures. These are the measures that have been identified in consequence of a risk assessment as the general fire precautions you need to take to comply with the Fire Safety Order.

You must record the above arrangements if:
(a) You employ five or more employees in your undertaking (regardless of where they are employed);
(b) A licence or registration under other legislation is in force; or
(c) An alterations notice is in force requiring a record to be kept.

This fire risk assessment is not the record of the fire safety arrangements to which the Fire Safety Order refers, although much of the information contained in this fire risk assessment will coincide with the information in that record. You should, however, ensure that there is a record of the fire safety arrangements; adequate to comply with Article 11(2) of the Fire Safety Order, and that it is kept up to date. Consideration will have been given, in carrying out this fire risk assessment, to the records that exist in this respect.

The Fire Safety Order also requires that you appoint one or more competent persons to assist you in undertaking the general fire precautions described above. Where there is a competent person in your employment, you must, under Article 18(8) of the Fire Safety Order, appoint that person in preference to a competent person not in your employment.

This fire risk assessment has considered dangerous substances that are used or stored in your premises, only to the extent necessary to determine the adequacy of the general fire precautions (as defined in Article 4 of the Fire Safety Order) and to advise you accordingly. If dangerous substances are used or stored in your premises, you should ensure that a risk assessment of the relevant work activities has been carried out to enable you to comply with the Dangerous Substances and Explosive Atmospheres Regulations 2002. This fire risk assessment does not consider special, technical or organizational measures that are required to be taken or observed in connection with the use or storage of any dangerous substance.

More generally, this fire risk assessment forms only a foundation for management of fire safety in your premises and compliance with the Fire Safety Order. It is strongly recommended that you obtain a copy of the Fire Safety Order if you do not already have ready access to a copy. It may be obtained from the Stationery Office, but can be freely downloaded from the Internet at:www.opsi.gov.uk/si/si2005/20051541.htm

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

7	Electrical Sources of Ignition	Yes	No	N/A	Comments	Priority
7.1	Reasonable measures taken to prevent fires of electrical origin?	Yes			There were no obvious electrical safety issues identified in the common parts on the day of the visit.	
7.2a	Fixed installation periodically inspected and tested?	NOT KWN	NOT KWN	NOT KWN	Label on electrical boards indicated that the fixed electrical inspection had been tested in the last five years but no certificate was available and no information was available on the status of any remedial actions.	**LOW**
7.2b	Portable appliance testing (where appropriate) carried out?		No		Labels on appliances in the OCS room appeared to be up to date. However there were portable heaters and a floor cleaner in the ground floor store room with no obvious test labels. Unable to verify if all appliances in the Fire Wardens flat had up to date PAT tests.	**MEDIUM**
7.2c	Suitable policy regarding the use of personal electrical appliances?		No		The RBKC Policy, which defines the rules on the use of personal portable appliances at work, has not been provided.	**LOW**
7.2d	Suitable limitation of trailing leads and adapters?	Yes			Any leads and adapters observed on the day of the visit appeared to be suitably managed.	

Additional Comments :-

8	Smoking	Yes	No	N/A	Comments	Priority
8.1	Reasonable measures taken to prevent fires as a result of smoking?	Yes			"No Smoking" sign(s) displayed in the common areas.	
8.2a	Smoking prohibited on the premises?	Yes			It is understood that Smoking is prohibited in common areas and that Smoking is only permitted in the residential flats.	
8.2b	Smoking prohibited in appropriate areas?	Yes			See 8.2a above.	
8.2c	Suitable arrangements for those who wish to smoke?	Yes			Smoking is only permitted in the residential flats.	
8.2d	This policy appeared to be observed at time of inspection?	Yes			No evidence of smoking activity in the common areas on the day of the visit.	

Additional Comments :-

9	Arson	Yes	No	N/A	Comments	Priority
9.1	Does basic security against arson by outsiders appear reasonable (Please see Note 2 on Page 15)?		No		The entrance to the building was secure with no specific issues identified on the day of the visit. Main entrance has a mag-lock with intercom system and Drop Key override. However the externally accessed bin store was unlocked.	**MEDIUM**
9.2	Is there an absence of unnecessary fire load in close proximity to the premises or available for ignition by outsiders?	Yes			Recycling bins had been chained and padlocked to a fence a suitable distance away from the building. There was no other significant fire load around the perimeter of the building.	

Additional Comments :-

10	Portable Heaters and Heating Installations	Yes	No	N/A	Comments	Priority
10.1	Is the use of portable heaters avoided as far as practicable?		No		Two portable heaters were identified being stored in the ground floor store room. They did not appear to have been PAT tested - see 7.2b.	**LOW**
10.2a	If portable heaters are used, is the use of the more hazardous type (e.g. radiant bar fires or LPG appliances) avoided?	Yes			The portable heaters seen were of the convection type.	
10.2b	If portable heaters are used, are suitable measures taken to minimize the hazard of ignition of combustible materials?			N/A	No portable heaters seen in use.	

Additional Comments :-

11	Cooking	Yes	No	N/A	Comments	Priority
11.1	Are reasonable measures taken to prevent fires as a result of cooking?	Yes			Cooking facilities provided in Fire Wardens Flat. Microwave only in OCS room. No obvious unsafe practices observed.	
11.2a	More specifically, are filters changed and ductwork cleaned regularly?			N/A	No industrial type kitchen extract.	
11.2b	More specifically, are suitable extinguishing appliances available?	Yes			Suitable fire extinguishers were available in the Fire Wardens flat and OCS room.	

Additional Comments :-

12	Lightning	Yes	No	N/A	Comments	Priority
12.1	Do the premises have a lightning protection system?	Yes			Lightning Protection System Installed.	

Additional Comments :-

13	Housekeeping	Yes	No	N/A	Comments	Priority
13.1	Is the standard of housekeeping adequate?	Yes			The standard of housekeeping in the common areas was considered adequate on the day of the visit. It is understood that the Waking Watch are responsible for monitoring housekeeping in the communal areas.	
13.2a	More specifically, combustible materials appear to be separated from ignition sources?	Yes			Combustible materials appeared to be separated from ignition sources on the day of the visit.	
13.2b	More specifically, avoidance of unnecessary accumulation of combustible materials or waste?		No		There were some waste items noted in the ground floor store cupboard. These items were blocking access to the risers in this area.	**MEDIUM**
13.2c	More specifically, appropriate storage of hazardous materials?	Yes			Cleaning chemicals in the OCS area were suitable stored in a locked COSHH cupboard. See 15.1	
13.2d	More specifically, avoidance of inappropriate storage of combustible materials?	Yes			No significant storage of combustible materials in the common areas on the day of the visit.	

Additional Comments :-

14	Hazards Introduced by Outside Contractors and Building Works	Yes	No	N/A	Comments	Priority
14.1	Are fire safety conditions imposed on outside contractors?	Yes			It is understood that the RBKC Fire Safety Strategy imposes fire safety conditions on all contractors.	
14.2	Is there satisfactory control over works carried out on the premises by outside contractors (including "hot work" permits)?	Yes			See 14.1 above.	
14.3	If there are in-house maintenance personnel, are suitable precautions taken during "hot work", including use of "hot work" permits?	Yes			RBKC have provided a Hot Works procedure from their general maintenance contractor (Repairs Direct).	

Additional Comments :-

15	Dangerous Substances	Yes	No	N/A	Comments	Priority
15.1	Are the general fire precautions adequate to address the hazards associated with dangerous substances used or stored within the premises?	Yes			Small quantities of flammable aerosols etc. stored in the OCS COSHH cupboard. These were stored in a suitable area, away from ignition sources. Considered satisfactory.	
15.2	If 15.1 applies, has a specific risk assessment been carried out, as required by the Dangerous Substances and Explosive Atmospheres Regulations 2002?			N/A	Small quantities stored. A DSEAR assessment is not considered to be necessary.	

Additional Comments :-

16	Other Significant Fire Hazards with Warrant Consideration	Yes	No	N/A	Comments	Priority
16.1	Other significant fire hazards that warrant consideration?			N/A	None identified.	

Additional Comments :-

FIRE PROTECTION MEASURES

17	Means of Escape from Fire	Yes	No	N/A	Comments	Priority
17.1a	It is considered that the premises are provided with reasonable means of escape in case of fire.	Yes			Two escape staircases used for means of escape with two final exits.	
17.2b	More specifically, is there an adequate design of escape routes?	Yes			It is considered that the design of the escape routes is adequate. The ventilation of the lobbies has been modified from the original arrangement - see 31.2	
17.2c	More specifically, is there an adequate provision of exits?	Yes			The two fire exits are considered to meet the relevant standards at the time of build.	
17.2d	More specifically, are exits easily and immediately openable where necessary?	Yes			Final exits have suitable mechanisms so they can be easily opened in the event of an emergency. Site exit has push bars.	
17.2e	More specifically, do fire exits open in direction of escape where necessary?	Yes			The side fire exit doors open in the direction of travel. Not considered necessary for the main exit to open outwards.	
17.2f	More specifically, avoidance of sliding or revolving doors as fire exits where necessary?	Yes			No sliding or revolving doors were observed.	
17.2g	More specifically, is there a satisfactory means for securing exits?	Yes			The exits were suitably secured. Drop Key access to main entrance.	
17.2h (i)	More specifically, are there reasonable distances of travel where there is a single direction of travel?	Yes			Travel distance from the flats was within 4.5m. Travel distance from plant areas is within 18m.	
17.2h (ii)	More specifically, are there reasonable distances of travel where there are alternative means of escape?	Yes			See 17.2h (i)	

17.2i	More specifically, is there suitable protection of escape routes?	Yes		It is considered that the protection of escape routes comply with the relevant standards at time of construction. However, as the building is above 18m, current building regulations would require one stair to be a "Fire Fighting Shaft" with 120 minute fire resisting compartmentation and a FD60S fire door.	**Recommendation**
17.2j	More specifically, is there suitable fire precautions for all inner rooms?		N/A	No inner rooms observed in the common parts.	
17.2k	More specifically, are the escape routes unobstructed?	Yes		The escape routes were unobstructed on the day of the visit.	
17.3	It is considered that the premises are provided with reasonable arrangements for means of escape for disabled people.	Yes		The means of escape are suitable for a general needs building. However as the evacuation strategy has been changed to Simultaneous Evacuation, persons who are unable to self-evacuate or respond appropriately to evacuation signals may be at additional risk. See – 25.4a, 25.4c, 25.4d, 25.4f , 26.4	

Additional Comments :-

18	Measures to Limit Fire Spread and Development	Yes	No	N/A	Comments	Priority
18.1a	It is considered that there is compartmentation of a reasonable standard (Please see Note 3 on Page 15)?		No		There appeared to be damage and poor sealing to the stairway partition (covering the former permanently open smoke vent at the 5th floor.	**HIGH**
18.1b	It is considered that there is reasonable limitation of linings that might promote fire spread (Please see Notes 3 & 4 on Page 15)?	Yes			The majority of linings appeared to be a notional "Class 0" for the surface spread of flame. Some delaminated paint at head of stairs on floor 14 (plant area) was not considered a significant risk.	
18.2	As far as can reasonably be ascertained, fire dampers are provided as necessary to protect critical means of escape against passage of fire, smoke and combustion products in the early stages of a fire?			N/A	The Bin Chute is fitted with a manual shutter only. Although the bin chute hoppers open into a stairway, there is an alternative stairway so this is not considered a significant risk. However the bin room should be kept locked as per 9.1	

Additional Comments :-

19	Emergency Escape Lighting	Yes	No	N/A	Comments	Priority
19.1	Reasonable standard of emergency escape lighting system provided (Please see Note 5 on Page 15)?		No		There appeared to be a reasonable distribution of emergency escape lighting in the common parts. LEDs indicated that lighting units were working, however see 27.3. There was no obvious emergency lighting in the lift motor room or boiler room or other plant areas.	**LOW**

Additional Comments :-

20	Fire Safety Signs and Notices	Yes	No	N/A	Comments	Priority
20.1	Reasonable standard of fire safety signs and notices?		No		In general, the type and location of the fire safety signage appeared to be appropriate. It was noted that there were no "Not a Firefighting Lift" signs above the doors to the lifts at ground floor levels. The lifts appear to be "Fire Lifts" rather than "Fire Fighting Lifts" as defined by the Building Regulations.	**LOW**

Additional Comments :-

21	Means of Giving Warning in the case of Fire	Yes	No	N/A	Comments	Priority
21.1	Reasonable manually operated electrical fire alarm system provided (Please see Note 6 on Page 15)?	Yes			L5 (per BS5839 Part 1) communal fire alarm system covers Boiler Room and Pump Room only. Panel located in GF Lift Lobby. MCP located in Boiler Room and Pump Room. Temporary L5 system in communal areas has a Manual Call Point in the Fire Wardens office only. Considered satisfactory.	
21.2	Automatic fire detection provided and to what extent?	Yes			In order to facilitate the temporary change to a simultaneous evacuation strategy a radio-linked fire alarm system had been installed in the communal areas. The system has smoke detection/alarms in the lift lobby of each accommodation floor (floors 1-13), radio linked to a panel in the Fire Wardens Office. The Emergency Plan requires that Fire Wardens will supplement the alarm by knocking on flat doors and operating air horns on all landings The separate boiler room and pump room system incorporates heat detectors in the two areas.	

21.3	Extent of automatic fire detection generally appropriate for the occupancy and fire risk?	Yes		In accordance with NFCC guidance, the temporary fire strategy relies on the Waking Watch to detect the presence of a fire by hearing an alarm sounding within a flat, and manually activating the communal fire alarm sounders that would alert all residents of the need to evacuate (or via automatic activation of the system if smoke is detected by one of the smoke detectors in the lobbies). It is understood that RBKC plan to remove the cladding by the end of 2018 and this strategy is considered satisfactory providing that plan is met. Coverage in Boiler Room and Pump Room deemed to be a reasonable risk mitigation.	**Recommendation**
21.4	Remote transmission of alarm signals?		N/A	External monitoring of the temporary communal fire alarm system is not a requirement as the alarm is monitored via the 24/7 Waking Watch who will call 999.	

Additional Comments :-

22	Manual Fire Extinguishing Appliances	Yes	No	N/A	Comments	Priority
22.1	Reasonable provision of portable fire extinguishers?	Yes			Fire extinguishers located in the plant areas, Lift Motor Room, Fire Wardens flat and OCS office were deemed suitable.	
22.2	Hose reels provided?			N/A	No hose reels observed. These are not considered necessary for this type of building.	
22.3	Are all fire extinguishing appliances readily accessible?	Yes			Fire extinguishers were readily accessible.	

Additional Comments :-

23	Relevant Automatic Fire Extinguishing Systems	Yes	No	N/A	Comments	Priority
23.1	Type of relevant automatic fire extinguishing systems and their extent?			N/A	No automatic fire extinguishing system observed.	

Additional Comments :-

24	Other Relevant Fixed Systems and Equipment	Yes	No	N/A	Comments	Priority
24.1	Type of other relevant fixed systems and equipment and their extent?			N/A	No other types of systems and equipment observed.	
24.2	Suitable provision of fire-fighters switch(es) for high voltage luminous tube signs, etc.			N/A	No high voltage luminous tube signs observed.	

Additional Comments :-

MANAGEMENT OF FIRE SAFETY

25	Fire Safety Management Procedures and	Yes	No	N/A	Comments	Priority
25.1	Fire safety is managed by at defined person or organisation (Please see Note 7 on Page 15)?	Yes			RBKC are responsible for fire safety in the common areas.	
25.2	Competent person(s) appointed to assist in undertaking the preventive and protective measures (i.e. relevant general fire precautions)?	Yes			The RBKC Fire Safety Strategy requires the appointment of competent contractors.	
25.3	Is there a suitable record of the fire safety arrangements?	Yes			The RBKC Fire Safety Strategy provides fire safety arrangements for the management of RBKC premises.	
25.4	Appropriate fire procedures in place?		No		Due to the potential concerns with the external cladding, LFB have mandated a temporary Simultaneous Evacuation strategy which is to remain in place until the potential issues with the cladding have been resolved. It is understood that residents have been informed of the change in evacuation strategy via letters and a tenants meeting. Fire Action Notices describing the Simultaneous Evacuation procedure were in place. However the Fire Action Notices did not identify the assembly point.	**MEDIUM**
25.4a	More specifically, are procedures in the event of fire appropriate and properly documented?	Yes			A written Emergency Plan to describe the temporary fire evacuation arrangements had been completed and was available in the Fire Wardens flat. The Emergency Plan describes the Simultaneous Evacuation strategy and the role of the Waking Watch.	

25.4b	More specifically, are there suitable arrangements for summoning the fire and rescue service?	Yes		The Emergency Plan requires the Waking Watch Manager / Assistant Manager to call the London Fire Brigade	
25.4c	More specifically, are there suitable arrangements to meet the fire and rescue service on arrival and provide relevant information, including that relating to hazards to fire-fighters?		No	The Emergency Plan requires the Waking Watch Manager / Assistant Manager to meet the LFB and provide them with relevant information as described in the Emergency Plan. Although information such as floor plans and a Vulnerability List was provided in the Fire Wardens flat, the Premises Information Box which had been installed near the building entrance was empty.	**MEDIUM**
25.4d	More specifically, are there suitable arrangements for ensuring that the premises have been evacuated?	Yes		The Emergency Plan requires the Waking Watch Manager / Assistant Manager to inform the LFB of any persons / Flats that are not accounted for, to the best of their knowledge.	
25.4e	More specifically, is there a suitable fire assembly point(s)?	Yes		The Emergency Plan states that the assembly point is located on the pavement outside the block.	

25.4f	More specifically, are there adequate procedures for evacuation of any disabled people who are likely to be present?	No	As the evacuation strategy has been changed to Simultaneous Evacuation, persons who are unable to self-evacuate or respond appropriately to evacuation signals may be at additional risk and may require a Personal Emergency Evacuation Plan (PEEP). In each case where a resident is identified as being unable to respond to the evacuation signal and/or unable to self-evacuate, RBKC should, subject to the co-operation of the residents, seek to agree a Personal Emergency Evacuation Plan (PEEP) with each of these residents. Vulnerable residents who cannot be assisted to safety may need to be relocated while this simultaneous evacuation strategy is in place. However, this would require the co-operation of the residents in question. The Emergency Plan states that, "All residents have received a letter requesting that if they would experience any difficulty evacuating their flat in the event of a fire or emergency they should complete and return a proforma. Although a Vulnerability List (rather than individual PEEPS) was demonstrated (based on information provided by residents) the "assistance to be provided section" for some residents simply described a health condition rather than any actions required by the Waking Watch (and potentially by LFB).	**HIGH**

25.5	Persons nominated and trained to use fire extinguishing appliances?	Yes			Residents and visitors are not expected to use extinguishers, and none are present to common escape areas. The fire extinguishers present are not expected to be used by RBKC staff and are in place for external maintenance contractors, the Waking Watch and OCS who should have received the necessary training.	
25.6	Persons nominated and trained to assist with evacuation, including evacuation of disabled people?	NOT KWN	NOT KWN	NOT KWN	As per 25.4f - the Emergency Plan requires the Waking Watch to assist vulnerable persons where necessary. See action under 25.4f	
25.7	Appropriate liaison with fire and rescue service (e.g. by fire and rescue service crews visiting for familiarisation visits)?	Yes			Understood that RBKC have liaised with London Fire Brigade regarding the risks and fire safety requirements relating to this building.	
25.8	Routine in-house inspections of fire precautions (e.g. in the course of health and safety inspections)?	NOT KWN	NOT KWN	NOT KWN	The RBKC Fire Safety Strategy states that a programme of regular estate inspection, risk assessments and monitoring by Estate and Neighbourhood Staff and Health & Safety staff will be conducted. Understood that daily inspections are conducted by the Waking Watch. No inspection records were provided.	**LOW**

Additional Comments :-

26	Training and Drills	Yes	No	N/A	Comments	Priority
26.1	Are all staff given adequate fire safety instruction and training on induction?	NOT KWN	NOT KWN	NOT KWN	The RBKC Fire Safety Strategy states that requires all staff to complete a comprehensive on-line fire safety training course. Additionally, practical training sessions on the use of fire extinguishers are run annually for fire marshals, estate staff, sheltered housing officers and other relevant staff. Further, staff who are required to undertake regular communal inspections are also given additional more specialised training. No records of specific training delivery have been provided.	**LOW**
26.2	Are all staff given adequate periodic "refresher training" at suitable intervals?	Yes			The RBKC Fire Safety Strategy requires training to be provided annually – with ongoing refresher training at team meetings and on-site briefings.	
26.3	Does all staff training provide information, instruction or training on fire risks and controls in the premises?	Yes			RBKC have provided details of training presentations that provide training on fire risks and controls in the premises.	
26.4	Are staff with special responsibilities (e.g. fire wardens) given additional training?	Yes			Sub-contract Fire Wardens on site 24/7 at the time of the assessment. Understood that they have been briefed by RBKC on their required role. Specific fire safety training requirements are the responsibility of the Fire Wardens employer. Sample training records were demonstrated.	
26.5	Are fire drills carried out at appropriate intervals?		No		The Emergency Plan requires evacuation drills to be completed twice per year. It was confirmed that as of 12/11/18 no drill had been completed.	**LOW**

26.6a	When the employees of another employer work in the premises, is their employer given appropriate information (e.g. on fire risks and general fire precautions)?	NOT KWN	NOT KWN	NOT KWN	The provision of fire safety information to OCS employees could not be verified	**LOW**
26.6b	When the employees of another employer work in the premises, is it ensured that the employees are provided with adequate instructions and information?			N/A	See 26.4 regarding the Waking Watch. See 26.6a above regarding OCS.	

Additional Comments :-

27	Testing and Maintenance	Yes	No	N/A	Comments	Priority
27.1	Adequate maintenance of premises?	Yes			RBKC have provided statutory inspection records for the premises. Any shortcomings are described elsewhere in this report.	
27.2	Weekly testing and periodic servicing of fire detection and alarm system in place and appropriately recorded?	NOT KWN	NOT KWN	NOT KWN	Understood that the temporary fire alarm system is tested by the Waking Watch weekly. Weekly test and periodic maintenance records were retained in the Waking Watch fire safety folder. Logbook indicated that the plant room fire alarm system had received 6 monthly maintenance on 30/10/2018. No routine test record were provided.	**LOW**
27.3	Monthly and annual testing routines for emergency escape lighting in place and appropriately recorded?	NOT KWN	NOT KWN	NOT KWN	The Logbook indicated that a 3hr annual test of the emergency lighting was completed on 06/06/2018. The logbook indicated that there were 12 failures. There was no information provided to demonstrate that these failures had been rectified. No monthly test record provided.	**MEDIUM**
27.4	Annual maintenance of fire extinguishing appliances?	Yes			Labels affixed to the extinguishers indicated that they had been inspected in October 2018.	
27.5	Periodic inspection of external escape staircases and gangways?			N/A	No external escape staircases and gangways observed.	
27.6	Six-monthly inspection and annual testing of rising mains?	Yes			Records provided by RBKC indicate that the Annual Pressure test was completed on 05/07/2018 and a previous six monthly visual inspection had been completed on 16/01/18	
27.7	Weekly and monthly testing, six-monthly inspection and annual testing of fire-fighting lifts?			N/A	The two lifts appear to be "Fire Lifts" rather than Fire fighting Lifts as defined by the building regulations. See also 20.1	**Recommendation**

27.8	Weekly testing and periodic inspection of sprinkler installations?			N/A	No sprinkler systems observed.	
27.9	Routine checks of final exit doors and/or security fastenings?	NOT KWN	NOT KWN	NOT KWN	It is understood that the Waking Watch check the fire exits daily and no issues were identified during the assessment. However, no records were available to confirm they had been checked.	**LOW**
27.10	Annual inspection and test of lightning protection system?		No		No up to date certificate provided. RBKC have stated that remedial works are required to the Lighting Protection conductor and these were scheduled for the 14th November 2018.	**MEDIUM**
27.11	Are suitable systems in place for reporting and subsequent restoration of safety measures that have fallen below standard?	Yes			RBKC Fire Safety Strategy states that all defects and repairs will be recorded by routine inspections and reported immediately - routine matters via a PDA and urgent matters by telephone to the Customer Services Centre who instigate the repair. Repairs to fire doors, self-closers etc. are given priority. In addition, residents and employees can report any concerns, defects, outstanding repairs etc. via a Freephone service. During working hours this is answered by RBKC's Customer Service Centre staff and out of working hours by Pinnacle, RBKC's contracted out of hours call monitoring service.	
27.12	Other relevant inspections or tests:	NOT KWN	NOT KWN	NOT KWN	No Gas Safety records provided.	**MEDIUM**

Additional Comments :-

28	Records	Yes	No	N/A	Comments	Priority
28.1a	Appropriate records of fire drills?			N/A	None completed - see 26.5	
28.1b	Appropriate records of fire training?		No		No training records provided for OCS. See 26.6a See 26.4 regarding the Waking Watch	
28.1c	Appropriate records of maintenance and testing of other fire protection systems?		No		A certificate provided by RBKC indicates that the powered opening vents were serviced on 04/09/18 and were operational but that there was a fault with the vent on the 13th floor.	**MEDIUM**

Additional Comments :-

OTHER FACTORS

29	Flats / Bedrooms	Yes	No	N/A	Comments	Priority
29.1	Are the perimeter walls of the flats constructed of materials which provide at least 60 minutes of fire separation?	Yes			The perimeter walls of the flats appear to be of the appropriate fire resistance with no visual defects identified on the day of the visit.	
29.2	Are the front doors to the flats fitted with fire resisting front doors (normally FD30s) with self closures and suitable letterboxes?	Yes			Flat doors were mainly FD30S although several older notional FD30/S doors were still in situ. Also see 29.3	
29.3	Are the front doors in reasonable condition with no visible defects?		No		Of the sample of flat front doors checked internally and externally, two did not have effective self-closers fitted and several doors did not appear to have been sealed properly at install. Several flat front doors were fitted with a security gate which could impede access and egress.	**HIGH**
29.4	Glazing within or around the front doors of a suitable fire resisting standard?		No		Some flats were fitted with Georgian Wired Glass side panels. An inspection of side panels within sample flats found fire resisting materials had been added to the inside of the glass. However this arrangement could not be confirmed in all flats and the upper side panel to flat xx (which was only checked externally) appeared to be loose and not sealed internally.	**MEDIUM**

29.5	Do the flats have domestic fire detectors and, if so, what type?		No		Flats checked had at least Grade D LD3 (BS5839 Part 6) systems. Some flats had additional smoke alarms in the bedrooms). It is understood that the additional detection in the bedrooms is a measure to mitigate any risk associated with the communal ventilation systems (see 31.1). Bedroom alarm in flat xx had been disconnected and audible beeps could be heard outside some flats indicating that smoke alarm battery back ups were dead.	**Recommendation**
29.6	If the flats within the property include maisonettes, is there adequate means of escape from all levels?			N/A	No maisonettes within the property.	
29.7	Is the travel distance within the flat acceptable (either a max 9m protected entrance hall or a max. travel distance of 9m from anywhere in the flat to the front door without a protected entrance hall).	NOT KWN	NOT KWN	NOT KWN	Not reviewed in a Type 1 survey. See 29.8	
29.8	Is the means of escape within the flats adequately protected by fire resisting compartmentation?	NOT KWN	NOT KWN	NOT KWN	Checks of the interior layout and construction of the flats is beyond the scope of the RRFSO and the Type 1 FRA.	**Recommendation**

Additional Comments :-

30	Common Areas and Doors	Yes	No	N/A	Comments	Priority
30.1	Are common area doors of the appropriate fire resistance (normally FD30s) with self closures?		No		Common area fire doors to the stair appeared to be self-closing nominal FD30S. The fixed side half doors were not on self-closers so could potentially be left open. Some 14th floor plant area doors left open. These were cupboard doors and considered low risk.	**MEDIUM**
30.2	Are common area doors in reasonable condition with no visible defects?		No		Several of the stairway doors were damaged (e.g. stairway door by flat 25 had broken glazing), had ineffective self-closers, or excessive gaps between the meeting edges (the smoke seals were not fully covering these gaps).	**HIGH**
30.3	Glazing within or around the common area doors of a suitable fire resisting standard?	Yes			Common area doors and partitions fitted with Georgian Wired Glass. The stairway partitions covering the former Permanently Open Vents were also fitted with plain non-fire rated glazing on the stairway side. There were several cracked pains of the non-fire rated plain glass on the stairway partitions (the fire rated wired glazing on these partitions appeared to be in good order).	**Recommendation**

30.4	Is the common area compartmentation of a satisfactory standard with no visible fire stopping issues?	Yes	Common area compartmentation was in satisfactory standard on the day of the visit with no visible fire stopping issues. There are two service ducts on the ceilings of each lobby. Samples of these were opened and it appeared that the fire stopping into the flats was adequate. These boxed in ducts appeared to be of wooden construction. As the fire stopping appeared to be adequate then they were not considered an immediate risk but it is recommended they are upgraded as part of any refurbishment programme.	**Recommendation**
30.5	Are common area soft furnishings appropriate to limit fire spread/growth?	Yes	Furnishings in the OCS cleaners office and Waking Watch flat appeared to be in a satisfactory condition.	

Additional Comments :-

31	Ventilation	Yes	No	N/A	Comments	Priority
31.1	Are there any mechanical ventilation systems which could provide a means for smoke/fire to spread?	NOT KWN	NOT KWN	NOT KWN	Although beyond the scope of the type one survey, a Heat Recovery System in the flats and a redundant communal ventilation system had been identified. It is not known how the original communal ductwork connections within each flat to the redundant communal ventilation system have been severed and fire protected. This has been considered by a separate report issued to RBKC.	**MEDIUM**
31.2	Are there any features which compromise the effectiveness of any cross-ventilation?	Yes			It is understood that due to an LFB enforcement notice, the original configuration of the ventilation to the stairway had been modified, removing the original POV on one staircase. This has left a single POV to the other stairway providing approx. 0.75m2 (considering the louvers). Although this is below the 1.5m2 required by building regulations this is considered tolerable as the work was recommended by the LFB, travel distances are short and the opposite stair could be used for ventilation by the fire service if required.	

31.3	Is there sufficient means to ventilate lobbies and staircases?	Yes	The staircases are ventilated by Openable Vents with Powered Opening Vents on 12th & 13th floor of one stair. These are openable from the ground floor. However, the manual key control (orange box) is located at a high level so not immediately accessible. The stairways are required to be fitted with at least 1m2 of ventilation at the head of the stairs. It is tolerable to keep the vents closed (other than on the top two floors) as they will be opened if required by the LFB to vent smoke from the stairways.	**LOW**

Additional Comments :-

32	Plant Rooms and Service Risers	Yes	No	N/A	Comments	Priority
32.1	Are the perimeter walls and ceilings (including access doors) of the plant rooms constructed of materials which provide at least 60 minutes of fire separation?		No		In general the compartmentation within the plant rooms appeared adequate. However HV cables between the Landlords Switch Room and Sub-Station were not sealed. There were two fire doors between the Landlords Switch Room and the GF lobby so this is considered low risk.	**MEDIUM**
32.2	Are the perimeter walls and floor separation of electrical cupboards and risers (including access doors) constructed of materials which provide at least 30 minutes of fire separation?		No		The perimeter walls and doors of the electrical cupboards / risers in the communal lobbies generally appeared to have suitable fire resistance (some riser doors were FD60 and some were FD60S). At the time of the assessment, contractors were conducting fire stopping works in the lobby riser cupboards (to seal penetrations between the sub-sections of these cupboards), and also the risers accessed from the ground floor plant areas (to seal service penetrations and damaged riser cupboard doors). However there was an unsealed redundant lock at the 13th floor with other redundant locks being sealed on the outside of the doors only. To achieve the necessary fire resistance the redundant riser door locks should be sealed on both sides.	**MEDIUM**
32.3	Are electrical cupboards and risers locked shut and clear of combustible materials?	Yes			Electrical cupboards checked were locked shut and kept free of combustible materials.	

32.4	Are plant rooms and electrical risers kept clear of combustible materials?	Yes		Housekeeping in the plant rooms was considered acceptable.	
32.5	Do the plant rooms and electrical risers have sufficient coverage of fire detection?	Yes		Detection in Boiler Room areas deemed satisfactory.	
32.6	Are boilers/plant fitted with automatic shut off devices in the case of fire or gas leak?	Yes		Emergency stops fitted in boiler room areas.	
32.7	Do the plant rooms have suitable and sufficient fire extinguishers and are these maintained?	Yes		Powder and CO2 extinguishers provided in Boiler room areas.	
32.8	Do bin chute hatches close correctly?		No	Several damaged bin chute hoppers noted, with seals damaged or hoppers not fully closing. E.g. at the 4th and 7th floors. Some "rodding point" access covers not securely fitted (e.g. at 5th floor). Considered moderate fire risk as Bin Store secure and alternative stairway available.	**MEDIUM**

Additional Comments :-

33	Basements and Underground Car Parks	Yes	No	N/A	Comments	Priority
33.1	Are basement and underground car park areas separated from the ground and upper floors by at least 60 minute fire resistant horizontal separation?			N/A	No basement or underground car park observed.	
33.2	Do all basement staircases appear to be enclosed in 60 minute fire resistant construction and are there measures in place for the separation of basement staircases from those staircases serving upper floors?			N/A	See 33.1 above.	
33.3	Does the building utilise vertical smoke ventilation and cross flow smoke ventilation systems and do they appear, visually, to be in good condition?			N/A	See 33.1 above.	
33.4	Are mechanical smoke extraction/ventilation systems utilised and are these being maintained and tested on a regular basis?			N/A	See 33.1 above.	
33.5	Is the location and coverage of the existing sprinklers or suppression systems considered adequate and are these systems maintained and tested on a regular basis?			N/A	See 33.1 above.	

Additional Comments :-

34	Commercial Tenants	Yes	No	N/A	Comments	Priority
34.1	Does the commercial premises have a current fire risk assessment?			N/A	No commercial tenants located at the property.	
34.2	Does the operation of the commercial premises entail a specific fire risk (e.g.			N/A	See 34.1 above.	
34.3	Is the compartmentation between the commercial premises and the residential building adequate (60 minutes)?			N/A	See 34.1 above.	
34.4	Are there any identifiable gaps in the compartmentation between the commercial premises and the residential building?			N/A	See 34.1 above.	
34.5	Does the business share an escape stairway with the residential building?			N/A	See 34.1 above.	
34.6	If the answer to Question 33 above is "Yes", is there a lobby separating the stairwell and each business at every floor level?			N/A	See 34.1 above.	
34.7	Is there a common fire alarm (or other fire safety system) shared by the two properties and, if the systems are separate, are they linked?			N/A	This is an independent stand-alone building with no fire safety system links to adjacent properties.	

Additional Comments :-

35	External	Yes	No	N/A	Comments	Priority
35.1	Is fire service access to the building satisfactory?	Yes			Fire service access is deemed to be satisfactory.	
35.2	Is there a fire hydrant within 90m of an entry point to a building?	Yes			Fire hydrant distribution in accordance with normal town environments.	
35.3	Do fire rising main inlets appear to be in reasonable condition, accessible and appropriately signed?		No		The wired glass access plate had been broken out of the inlet valve cabinet following the recent fire. Dry Riser outlet within 14th floor tank room appeared to be in poor condition / weather damaged. It was also not signed.	**HIGH**
35.4	Is the building cladding constructed of suitable fire resistant materials to help prevent external fire spread between flats?	NOT KWN	NOT KWN	NOT KWN	The building Façade is covered by a rendered "ETICS" (External Thermal Insulation Composite System) cladding system. Subsequent to the fire risk assessment completed on 06/02/2018 an Initial Façade Investigation was made of the cladding and a report provided to RBKC. RBKC consulted on the findings of the report with LFB who mandated that a temporary simultaneous evacuation strategy was implemented (see 25.4a).	**HIGH**
35.5	In the case of external fire escape staircases, are all doors and windows opening onto, adjacent to and within 1.8m of, all such staircases of 30 minute fire construction (except on the top floor)?			N/A	No external fire escapes observed.	

Additional Comments :-

Appendix A - Action Plan

High

Urgent action needs to be taken.
Work typically completed within TWO months.
Imminent risk to life and property.
High probability of legal action, both criminal and civil.
Non-compliance with the FSO.

Medium

Remedial action needs to be taken.
Work typically completed within FOUR months.
Significant risk to life and property.
Possible risk of enforcement notice.
Non-compliance with FSO.

Low

Remedial action needs to be taken.
Work typically completed within SIX months.
Minimal risk to life and property.
Minimal risk of enforcement notice.
Non-compliance with FSO.

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
7.2a	06/11/2018	Label on electrical boards indicated that the fixed electrical inspection had been tested in the last five years but no certificate was available and no information was available on the status of any remedial actions.	LOW	Ensure that a fixed wire test has been completed in the last five years and that records are readily available. The status of any remedial actions should be confirmed and closed out as necessary.		
7.2b	06/11/2018	Labels on appliances in the OCS room appeared to be up to date. However there were portable heaters and a floor cleaner in the ground floor store room with no obvious test labels. Unable to verify if all appliances in the Fire Wardens flat had up to date PAT tests.	MEDIUM	Ensure all portable appliances in the ground floor store room and the Fire Wardens flat have been PAT tested in accordance with RBKC policy.		
7.2c	06/11/2018	The RBKC Policy, which defines the rules on the use of personal portable appliances at work, has not been provided.	LOW	RBKC to ensure that they have a policy which defines the rules on the use of personal portable appliances and that this is suitably communicated to the OCS cleaning team and EFS Fire Wardens.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
9.1	06/11/2018	The entrance to the building was secure with no specific issues identified on the day of the visit. Main entrance has a mag-lock with intercom system and Drop Key override. However the externally accessed bin store was unlocked.	MEDIUM	To minimise the risk of arson the bin store should be kept locked.		
10.1	06/11/2018	Two portable heaters were identified being stored in the ground floor store room. They did not appear to have been PAT tested - see 7.2b.	LOW	Ensure the portable heaters in the store room are visually inspected before being put into use - also see 7.2b regarding PAT testing.		
13.2b	06/11/2018	There were some waste items noted in the ground floor store cupboard. These items were blocking access to the risers in this area.	MEDIUM	Recommended that all waste items are removed from the ground floor store room to reduce unnecessary fire load and so that access to the risers is kept clear.		
18.1a	06/11/2018	There appeared to be damage and poor sealing to the stairway partition (covering the former permanently open smoke vent at the 5th floor.	HIGH	Check and repair / seal the 5th floor stairway partition covering the former permanently open smoke vent. It is also recommended that the sealing of the other partitions is checked and rectified if necessary.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
19.1	06/11/2018	There appeared to be a reasonable distribution of emergency escape lighting in the common parts. LEDs indicated that lighting units were working, however see 27.3. There was no obvious emergency lighting in the lift motor room or boiler room or other plant areas.	LOW	It is recommended that emergency lighting is installed within the lift motor room and plant room areas to assist contractors in emergencies, in accordance with BS5266 Part 1.		
20.1	06/11/2018	In general, the type and location of the fire safety signage appeared to be appropriate. It was noted that there were no "Not a Firefighting Lift" signs above the doors to the lifts at ground floor levels. The lifts appear to be "Fire Lifts" rather than "Fire Fighting Lifts" as defined by the Building Regulations.	LOW	Review whether "Not a fire fighting lift" signage is required. This may require liaison with LFB.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
25.4	06/11/2018	Due to the potential concerns with the external cladding, LFB have mandated a temporary Simultaneous Evacuation strategy which is to remain in place until the potential issues with the cladding have been resolved. It is understood that residents have been informed of the change in evacuation strategy via letters and a tenants meeting. Fire Action Notices describing the Simultaneous Evacuation procedure were in place. However the Fire Action Notices did not identify the assembly point.	**MEDIUM**	The Fire Action notices should identify the temporary fire assembly point.		
25.4c	06/11/2018	The Emergency Plan requires the Waking Watch Manager / Assistant Manager to meet the LFB and provide them with relevant information as described in the Emergency Plan. Although information such as floor plans and a Vulnerability List was provided in the Fire Wardens flat, the Premises Information Box which had been installed near the building entrance was empty.	**MEDIUM**	The Premises Information Box should contain useful information for the Fire Brigade, including copies of: - Vulnerability List - Vulnerable Person Map - Full Building Plans including flat layouts - Hydrant Locations - Dry Riser Layout information - Smoke Ventilation System information - Gerda Keys to access plant areas.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
25.4f	06/11/2018	As the evacuation strategy has been changed to Simultaneous Evacuation, persons who are unable to self-evacuate or respond appropriately to evacuation signals may be at additional risk and may require a Personal Emergency Evacuation Plan (PEEP). In each case where a resident is identified as being unable to respond to the evacuation signal and/or unable to self-evacuate, RBKC should, subject to the co-operation of the residents, seek to agree a Personal Emergency Evacuation Plan (PEEP) with each of these residents. Vulnerable residents who cannot be assisted to safety may need to be relocated while this simultaneous evacuation strategy is in place. However, this would require the co-operation of the residents in question. The Emergency Plan states that, "All residents have received a letter requesting that if they would experience any difficulty evacuating their flat in the event of a fire or emergency they should complete and return a proforma. Although a Vulnerability List (rather	**HIGH**	Ensure that where residents have indicated that they have a condition that may impede their ability self-evacuate, that the Vulnerability List describes what assistance will be required by the Waking Watch (and potentially by the LFB), as agreed with the resident, and that this information and (associated training) has been provided to all members of the Waking Watch.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
		than individual PEEPS) was demonstrated (based on information provided by residents) the "assistance to be provided section" for some residents simply described a health condition rather than any actions required by the Waking Watch (and potentially by LFB).				
25.8	06/11/2018	The RBKC Fire Safety Strategy states that a programme of regular estate inspection, risk assessments and monitoring by Estate and Neighbourhood Staff and Health & Safety staff will be conducted. Understood that daily inspections are conducted by the Waking Watch. No inspection records were provided.	**LOW**	Ensure that records are available to confirm that regular estate inspections are being completed in accordance with the RBKC Fire Safety Strategy.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
26.1	06/11/2018	The RBKC Fire Safety Strategy states that requires all staff to complete a comprehensive on-line fire safety training course. Additionally, practical training sessions on the use of fire extinguishers are run annually for fire marshals, estate staff, sheltered housing officers and other relevant staff. Further, staff who are required to undertake regular communal inspections are also given additional more specialised training. No records of specific training delivery have been provided.	LOW	Ensure that all relevant staff have been trained in accordance with the RBKC Fire Safety Strategy.		
26.5	06/11/2018	The Emergency Plan requires evacuation drills to be completed twice per year. It was confirmed that as of 12/11/18 no drill had been completed.	LOW	Fire drills should be completed in accordance with the Emergency Plan.		
26.6a	06/11/2018	The provision of fire safety information to OCS employees could not be verified	LOW	Ensure that RBKC have provided OCS with appropriate fire safety information / fire safety rules for working on site, and that their employees have been appropriately briefed in safe working practices.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
27.2	06/11/2018	Understood that the temporary fire alarm system is tested by the Waking Watch weekly. Weekly test and periodic maintenance records were retained in the Waking Watch fire safety folder. Logbook indicated that the plant room fire alarm system had received 6 monthly maintenance on 30/10/2018. No routine test record were provided.	LOW	Ensure that the plant room fire alarm has been routinely tested in accordance with BS5839 Part 1		
27.3	06/11/2018	The Logbook indicated that a 3hr annual test of the emergency lighting was completed on 06/06/2018. The logbook indicated that there were 12 failures. There was no information provided to demonstrate that these failures had been rectified. No monthly test record provided.	MEDIUM	RBKC to ensure that records are available to demonstrate that the emergency lighting has been maintained in accordance with BS5266 Part 1 and all unit failures have been rectified.		
27.9	06/11/2018	It is understood that the Waking Watch check the fire exits daily and no issues were identified during the assessment. However, no records were available to confirm they had been checked.	LOW	Ensure that records are available to confirm that routine checks of final exits are being completed in accordance with the RBKC Fire Safety Strategy.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
27.10	06/11/2018	No up to date certificate provided. RBKC have stated that remedial works are required to the Lighting Protection conductor and these were scheduled for the 14th November 2018.	MEDIUM	Ensure that the Lightning Protection has been repaired, inspected and tested annually in accordance with BSEN62305		
27.12	06/11/2018	No Gas Safety records provided.	MEDIUM	Ensure that the gas installation has been inspected annually.		
28.1c	06/11/2018	A certificate provided by RBKC indicates that the powered opening vents were serviced on 04/09/18 and were operational but that there was a fault with the vent on the 13th floor.	MEDIUM	Ensure that the fault relating to the 13th floor smoke vent is repaired.		
29.3	06/11/2018	Of the sample of flat front doors checked internally and externally, two did not have effective self-closers fitted and several doors did not appear to have been sealed properly at install. Several flat front doors were fitted with a security gate which could impede access and egress.	HIGH	Ensure that all flat front doors are fitted with an effective self-closing device. Ensure flat front doors are properly sealed. Overall it is recommended that, given the number of fire door defects, a specialist fire door survey is undertaken in order to produce a detailed schedule of works for remediation.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
29.3	06/11/2018	Of the sample of flat front doors checked internally and externally, two did not have effective self-closers fitted and several doors did not appear to have been sealed properly at install. Several flat front doors were fitted with a security gate which could impede access and egress.	LOW	Recommend management establish a rolling programme of checks to all flat front doors to confirm that they remain in good condition and self-closers are fitted and remain effective		
29.3	06/11/2018	Of the sample of flat front doors checked internally and externally, two did not have effective self-closers fitted and several doors did not appear to have been sealed properly at install. Several flat front doors were fitted with a security gate which could impede access and egress.	MEDIUM	Security gates on front doors next to the stairway doors should be removed as they might impede emergency access& egress. Recommended that other residents with security gates are informed that the gates may inhibit their means of escape or impede firefighter access.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
29.4	06/11/2018	Some flats were fitted with Georgian Wired Glass side panels. An inspection of side panels within sample flats found fire resisting materials had been added to the inside of the glass. However this arrangement could not be confirmed in all flats and the upper side panel to flat xx (which was only checked externally) appeared to be loose and not sealed internally.	MEDIUM	Confirm that the upper side panel to flat xx front door is securely installed and sealed internally with fire resisting materials.		
29.4	06/11/2018	Some flats were fitted with Georgian Wired Glass side panels. An inspection of side panels within sample flats found fire resisting materials had been added to the inside of the glass. However this arrangement could not be confirmed in all flats and the upper side panel to flat xx (which was only checked externally) appeared to be loose and not sealed internally.	LOW	Confirm in flats with damaged / boarded over or painted side panels, that they will provide at least 30 minutes fire resistance.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
30.1	06/11/2018	Common area fire doors to the stair appeared to be self-closing nominal FD30S. The fixed side half doors were not on self-closers so could potentially be left open. Some 14th floor plant area doors left open. These were cupboard doors and considered low risk.	**MEDIUM**	To minimise the risk of the stairway fixed leaf side doors being left open it is recommended that they are fitted with self-closers.		
30.1	06/11/2018	Common area fire doors to the stair appeared to be self-closing nominal FD30S. The fixed side half doors were not on self-closers so could potentially be left open. Some 14th floor plant area doors left open. These were cupboard doors and considered low risk.	**LOW**	Recommended that all 14th floor plant room fire doors are kept locked shut to maintain the compartmentation.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
30.2	06/11/2018	Several of the stairway doors were damaged (e.g. stairway door by flat 25 had broken glazing), had ineffective self-closers, or excessive gaps between the meeting edges (the smoke seals were not fully covering these gaps).	HIGH	Ensure the broken glazing on the stairway door by flat 25 is replaced with 30 minute fire resisting glazing. Ensure all stairway doors are fully self-closing and the gaps between the meeting edges of the doors and between the doors and the fares are not wider than 4mm and are covered by the smoke seals. Overall it is recommended that, given the number of fire door defects, a specialist fire door survey is undertaken in order to produce a detailed schedule of works for remediation.		
30.2	06/11/2018	Several of the stairway doors were damaged (e.g. stairway door by flat 25 had broken glazing), had ineffective self-closers, or excessive gaps between the meeting edges (the smoke seals were not fully covering these gaps).	LOW	Recommend management establish a rolling programme of checks to all communal fire doors to confirm that they remain in good condition and that cold smoke seals, intumescent strips, fire rated glazing and self-closers are fitted and remain effective		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
31.1	06/11/2018	Although beyond the scope of the type one survey, a Heat Recovery System in the flats and a redundant communal ventilation system had been identified. It is not known how the original communal ductwork connections within each flat to the redundant communal ventilation system have been severed and fire protected. This has been considered by a separate report issued to RBKC.	**MEDIUM**	Recommended that an intrusive investigation is undertaken within a void flat(s) to understand how the original communal ventilation ductwork connection has been severed and fire protected.		
31.3	06/11/2018	The staircases are ventilated by Openable Vents with Powered Opening Vents on 12th & 13th floor of one stair. These are openable from the ground floor. However, the manual key control (orange box) is located at a high level so not immediately accessible. The stairways are required to be fitted with at least 1m2 of ventilation at the head of the stairs. It is tolerable to keep the vents closed (other than on the top two floors) as they will be opened if required by the LFB to vent smoke from the stairways.	**LOW**	Recommended that the Manual Smoke Control switch is lowered to a height which can easily be reached by the LFB. The smoke control should be labelled to indicate which staircase it activates. In the longer term consider upgrading the Powered Vents to AOV activated via L5 smoke detection (as defined by BS5839 Part 1) at the head of the stair.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
32.1	06/11/2018	In general the compartmentation within the plant rooms appeared adequate. However HV cables between the Landlords Switch Room and Sub-Station were not sealed. There were two fire doors between the Landlords Switch Room and the GF lobby so this is considered low risk.	**MEDIUM**	Recommended that the HV cable penetrations in the Landlords Switch Room are sealed with a material that affords at least 60 minutes fire resistance. Further to the action above, it is recommended that the compartmentation within the sub-station and locked cupboard at the side of the building are checked to ensure that they are imperforate. Also check that these areas are clear of combustible materials.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
32.2	06/11/2018	The perimeter walls and doors of the electrical cupboards / risers in the communal lobbies generally appeared to have suitable fire resistance (some riser doors were FD60 and some were FD60S). At the time of the assessment, contractors were conducting fire stopping works in the lobby riser cupboards (to seal penetrations between the sub-sections of these cupboards), and also the risers accessed from the ground floor plant areas (to seal service penetrations and damaged riser cupboard doors). However there was an unsealed redundant lock at the 13th floor with other redundant locks being sealed on the outside of the doors only. To achieve the necessary fire resistance the redundant riser door locks should be sealed on both sides.	**MEDIUM**	It is recommended that RBKC complete a post works snagging check to ensure the fire stopping works have been completed satisfactorily.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
32.2	06/11/2018	The perimeter walls and doors of the electrical cupboards / risers in the communal lobbies generally appeared to have suitable fire resistance (some riser doors were FD60 and some were FD60S). At the time of the assessment, contractors were conducting fire stopping works in the lobby riser cupboards (to seal penetrations between the sub-sections of these cupboards), and also the risers accessed from the ground floor plant areas (to seal service penetrations and damaged riser cupboard doors). However there was an unsealed redundant lock at the 13th floor with other redundant locks being sealed on the outside of the doors only. To achieve the necessary fire resistance the redundant riser door locks should be sealed on both sides.	**LOW**	Recommended that all riser cupboard doors are fitted with intumescent strips and cold smoke seals.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
32.2	06/11/2018	The perimeter walls and doors of the electrical cupboards / risers in the communal lobbies generally appeared to have suitable fire resistance (some riser doors were FD60 and some were FD60S). At the time of the assessment, contractors were conducting fire stopping works in the lobby riser cupboards (to seal penetrations between the sub-sections of these cupboards), and also the risers accessed from the ground floor plant areas (to seal service penetrations and damaged riser cupboard doors). However there was an unsealed redundant lock at the 13th floor with other redundant locks being sealed on the outside of the doors only. To achieve the necessary fire resistance the redundant riser door locks should be sealed on both sides.	**LOW**	It is recommended that all the redundant locks in the riser doors (including at the 13th floor) are sealed on both sides of the doors.		

Ref No	Date	Comments/observations	Priority	Required Action	Action Owner	Date Completed
32.8	06/11/2018	Several damaged bin chute hoppers noted, with seals damaged or hoppers not fully closing. E.g. at the 4th and 7th floors. Some "rodding point" access covers not securely fitted (e.g. at 5th floor). Considered moderate fire risk as Bin Store secure and alternative stairway available.	MEDIUM	Check and repair/ replace (where necessary) all bin cute hoppers to ensure that smoke seals are intact and all hatches fully close. Also check all rodding point hatches and repair/ replace (where necessary) to ensure that they are securely fitted with no gaps.		
35.3	06/11/2018	The wired glass access plate had been broken out of the inlet valve cabinet following the recent fire. Dry Riser outlet within 14th floor tank room appeared to be in poor condition / weather damaged. It was also not signed.	HIGH	Replace the inlet valve wired glass plate to reduce the risk of vandalism or weather damage. Ensure 14th floor plant room Dry Riser outlet is in a working condition. Recommended the 14th floor outlet valve is protected to prevent weather damage and appropriate signage is installed to clearly indicate its location.		
35.4	06/11/2018	The building Façade is covered by a rendered "ETICS" (External Thermal Insulation Composite System) cladding system. Subsequent to the fire risk assessment completed on 06/02/2018 an Initial Façade Investigation was made of the cladding and a report provided to RBKC. RBKC consulted on the findings of the report with LFB who mandated that a temporary simultaneous evacuation strategy was implemented (see 25.4a).	HIGH	RBKC have stated that they plan to remove the cladding system from the building by 31/12/2018.		

Further Recommendations

The following recomendations should be reviewed/factored in to future works programmes.
Work typically completed as part of the next project or refurbishment.
Non-compliance with current standards.

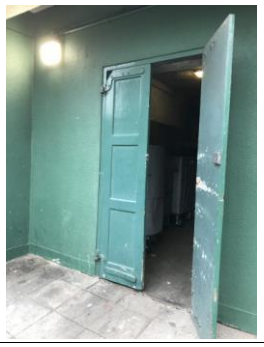
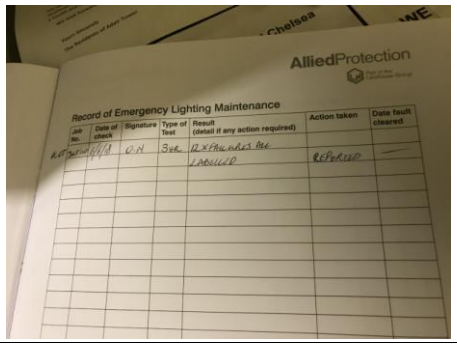
Ref No	Date	Comment/Observation	Recommendation
17.2i	06/11/2018	It is considered that the protection of escape routes comply with the relevant standards at time of construction. However, as the building is above 18m, current building regulations would require one stair to be a "Fire Fighting Shaft" with 120 minute fire resisting compartmentation and a FD60S fire door.	Recommended that one stairwell is upgraded to the standard of a Fire Fighting Shaft with 120 minute fire resisting compartmentation and a FD60S fire door a part of any future major refurbishment works. Also see 27.7
21.3	06/11/2018	In accordance with NFCC guidance, the temporary fire strategy relies on the Waking Watch to detect the presence of a fire by hearing an alarm sounding within a flat, and manually activating the communal fire alarm sounders that would alert all residents of the need to evacuate (or via automatic activation of the system if smoke is detected by one of the smoke detectors in the lobbies). It is understood that RBKC plan to remove the cladding by the end of 2018 and this strategy is considered satisfactory providing that plan is met. Coverage in Boiler Room and Pump Room deemed to be a reasonable risk mitigation.	The provision of the temporary fire alarm system should be reviewed if there is any delay to the cladding removal programme.

Ref No	Date	Comment/Observation	Recommendation
25.4	06/11/2018	Due to the potential concerns with the external cladding, LFB have mandated a temporary Simultaneous Evacuation strategy which is to remain in place until the potential issues with the cladding have been resolved. It is understood that residents have been informed of the change in evacuation strategy via letters and a tenants meeting. Fire Action Notices describing the Simultaneous Evacuation procedure were in place. However the Fire Action Notices did not identify the assembly point.	Recommended that RBKC write to each tenant and lease holder, to advise them of the fire safety arrangements and design features that are incorporated into the flats, and of the importance of maintaining them for the benefit of all occupants (also see 29.5).
27.7	06/11/2018	The two lifts appear to be "Fire Lifts" rather than Fire fighting Lifts as defined by the building regulations. See also 20.1	Due to the height of the building and single stairway it is recommended that a Fire Fighting Lift (as defined by BS9999) is considered when the current lifts are due for replacement.
29.5	06/11/2018	Flats checked had at least Grade D LD3 (BS5839 Part 6) systems. Some flats had additional smoke alarms in the bedrooms). It is understood that the additional detection in the bedrooms is a measure to mitigate any risk associated with the communal ventilation systems (see 31.1). Bedroom alarm in flat xx had been disconnected and audible beeps could be heard outside some flats indicating that smoke alarm battery back ups were dead.	The bedroom alarm in flat xx should be reconnected. It is recommended that where the Waking Watch hear a smoke alarm battery warning beep they assist the tenant in getting the battery replaced. It is recommended that all flats are fitted with at least Grade D LD2 fire alarm systems to BS5839 Part 6 in accordance with RBKC policy.

Ref No	Date	Comment/Observation	Recommendation
29.5	06/11/2018	Flats checked had at least Grade D LD3 (BS5839 Part 6) systems. Some flats had additional smoke alarms in the bedrooms). It is understood that the additional detection in the bedrooms is a measure to mitigate any risk associated with the communal ventilation systems (see 31.1). Bedroom alarm in flat xx had been disconnected and audible beeps could be heard outside some flats indicating that smoke alarm battery back ups were dead.	Recommended that RBKC write to each tenant and lease holder, to advise them that: 1: their flats should be fitted with at least a smoke alarm in their entrance hallway (and preferably a heat alarm in the kitchen). 2: In RBKC rented flats these alarms will be hard wired and interconnected) and 3: it is recommended that they test their alarms weekly (also see 25.4)
29.8	06/11/2018	Checks of the interior layout and construction of the flats is beyond the scope of the RRFSO and the Type 1 FRA.	It is recommended that where it is known that the means of escape from the bedrooms of the flat is through a "risk room" i.e. lounge or kitchen then a Type 3 FRA is conducted within the flats to confirm that the means of escape are suitable and the domestic fire alarm systems are appropriate.
30.3	06/11/2018	Common area doors and partitions fitted with Georgian Wired Glass. The stairway partitions covering the former Permanently Open Vents were also fitted with plain non-fire rated glazing on the stairway side. There were several cracked pains of the non-fire rated plain glass on the stairway partitions (the fire rated wired glazing on these partitions appeared to be in good order).	Recommended that the cracked glazing covering the former permanently open vents is replaced with 30 minute fire resistant glass.

Ref No	Date	Comment/Observation	Recommendation
30.4	06/11/2018	Common area compartmentation was in satisfactory standard on the day of the visit with no visible fire stopping issues. There are two service ducts on the ceilings of each lobby. Samples of these were opened and it appeared that the fire stopping into the flats was adequate. These boxed in ducts appeared to be of wooden construction. As the fire stopping appeared to be adequate then they were not considered an immediate risk but it is recommended they are upgraded as part of any refurbishment programme.	Recommended the two wooden boxed in service ducts above each lobby are replaced with materials that provide at least 30 minutes fire resistance and are Class 0 for surface spread of flame, as part of any future refurbishment works.

Appendix B - Photographs

Ref No	Description	Photo File
9.1	The entrance to the building was secure with no specific issues identified on the day of the visit. Main entrance has a mag-lock with intercom system and Drop Key override. However the externally accessed bin store was unlocked.	
25.4c	The Emergency Plan requires the Waking Watch Manager / Assistant Manager to meet the LFB and provide them with relevant information as described in the Emergency Plan. Although information such as floor plans and a Vulnerability List was provided in the Fire Wardens flat, the Premises Information Box which had been installed near the building entrance was empty.	
27.3	The Logbook indicated that a 3hr annual test of the emergency lighting was completed on 06/06/2018. The logbook indicated that there were 12 failures. There was no information provided to demonstrate that these failures had been rectified. No monthly test record provided.	

Ref No	Description	Photo File
30.2	Several of the stairway doors were damaged (e.g. stairway door by flat 25 had broken glazing), had ineffective self-closers, or excessive gaps between the meeting edges (the smoke seals were not fully covering these gaps).	
32.1	In general the compartmentation within the plant rooms appeared adequate. However HV cables between the Landlords Switch Room and Sub-Station were not sealed. There were two fire doors between the Landlords Switch Room and the GF lobby so this is considered low risk.	
32.2	The perimeter walls and doors of the electrical cupboards / risers in the communal lobbies generally appeared to have suitable fire resistance (some riser doors were FD60 and some were FD60S). At the time of the assessment, contractors were conducting fire stopping works in the lobby riser cupboards (to seal penetrations between the sub-sections of these cupboards), and also the risers accessed from the ground floor plant areas (to seal service penetrations and damaged riser cupboard doors). However there was an unsealed redundant lock at the 13th floor with other redundant locks being sealed on the outside of the doors only. To achieve the necessary fire resistance the redundant riser door locks should be sealed on both sides.	
35.3	The wired glass access plate had been broken out of the inlet valve cabinet following the recent fire. Dry Riser outlet within 14th floor tank room appeared to be in poor condition / weather damaged. It was also not signed.