





### **Responsible Person:**

Chief Executive of the Royal Borough of Kensington and Chelsea

### **Building Owners/ Landlord:**

The Council of The Royal Borough of Kensington and Chelsea

### **Person Consulted during the Assessment:**

Mrs Claire Williams of the Tenant Management Organisation (TMO) of the Royal Borough of Kensington and Chelsea, the resident's of this building and the contractors.

### **Assessment completed by:**

Mr C Stokes, ACI Arb, FPA Dip FP (Europe), Fire Eng (FPA), NEBOSH, FIA BS 5839 Part 1 System Designer, BS 5839 Part 6, Competent Engineer BS 5266, IFE Assessor / Auditor (FSO). 19 years Fire Safety experience with local Fire Authority, in enforcement and auditing roles, 7 years as an independent fire risk assessor. Member of the construction industry CPD certification Service for 13 years. Professional indemnity insurance cover provided by [REDACTED] Enhanced CRB checked.

Contact details: [carlstokes@firesafety-consultant.co.uk](mailto:carlstokes@firesafety-consultant.co.uk) or [REDACTED]

### **H M Government Guide used:**

Sleeping Accommodation

Local Government Group Fire safety in purpose-built blocks of flats (July 2011)

### **Any other guides that may be relevant:**

Building Regulations 2010 Approved Document B (Volume 2) inc FPA information  
Managing Agents management policy's, procedures and associated documentation  
LACoRS (now Local Government Regulation) Housing Fire Safety Guidance

### **Any other legislation that could make requirements for fire precautions in the building.**

The Equality Act 2010

### **Building Information**

This fire risk assessment was carried out when the building was in normal use and only a visual inspection has been undertaken of the buildings structure and no invasive structural investigation was undertaken to complete the risk assessment. If there was any concern about hidden structural damage or lack of structural integrity of the buildings structure this will be raised with the landlords and commented upon within the following report. As far as I am aware the construction and any refurbishments of this building have gone through the Building Regulations process. Information has been gathered from the buildings occupants and employees of TMO and from an analysis of documents provided by TMO.

New external cladding has been fitted to this building as part of the project of refurbishment/construction work being undertaken on and within this building. The original external face of this building has been over clad, the new fire rated cladding is fixed to the out face of the building by metal fixings and the whole process has been overseen by the RBKC Building Control Department and Officers. They have approved and accepted the fixing system and cladding used.

#### **Description of the building:**

This is a purpose built standalone square shaped 25 storey tower block, there is a basement boiler room area and a roof level lift motor room and plant rooms along with cold water storage tanks. There are now 22 levels of residential accommodation accessed from the newly refurbished street level entrance hall area, there is also a walkway level entrance which was used during the recent construction work to enter and leave this building. The contractors are still working in some areas of this building and these areas are still under their control, the new children's nursery is now being used but the boxing club area is not presently occupied. The community room on the ground floor is just about to be handed over but the meeting room/store room at the walkway level is still part of the contractors area. .

On the ground floor level externally accessed there is an electrical sub station and a secured bin storage area, internally there is the entrance hall area with the community rooms/area off of it. The nursery has its own entrance/exit direct from open air, with the boxing club having a separate entrance/exit internally from the entrance hall area. The basement boiler room is externally accessed from the side road.

This building stands on its own site and is not attached to any other buildings, apart from the walkway bridge, with enough distances between this building and the adjacent properties calculated to meet Building Regulations approval therefore minimising and preventing any fire spread to adjacent premises. It is considered unlikely that a fire in this building would compromise other buildings within the area. There were no apparent unusual structural features either externally or internally observed at the time of the assessment and there are no high voltage luminous tubes for signs etc in or on this building. The access arrangements to this building have been considered and the arrangements appear to conform to Part B5 of Approved Document B of the Building Regulations. Any changes to road layout etc away from these premises are outside the control of the responsible person. The service road/area on the right hand side of this tower block is used by the emergency services to park their vehicles, this area has been handed over to the contractors and is presently under their control. The LFB have visited site and they have stated that they are happy with the current parking arrangements whereby the contractors are using part of this service road/area. This information is in writing from the LFB.

#### **Construction of the Building:**

This is a brick and concrete constructed building with a flat roof, the protected staircase enclosure is to one side of this building, the staircase and the walls and the floors of this building are constructed of concrete. The walls of the staircase enclosure are painted plaster/render with the staircase and its landings being exposed concrete. The concrete walls of the flat/lift lobby areas are painted. The

basement area is totally separated from the rest of the building with its own independent external entrance/exits. There is a concrete floor slab between the upper residential floor level and the roof plant and lift motor room areas. There appears to be no hidden voids apart from the normal service duct and sanitary ones, in this building or sandwich panels used. There are no apparent unusual elements of building construction that were considered to add a significant additional contribution to the fire risk.

### **Use and Layout of the Building;**

On each of the original 20 residential floor levels of this building there are six self contained private residential apartments, there have been 9 additional flats created in this building, now giving a total of 129 dwellings in the whole building. This building is located off a public road, there is a private service road to the right hand side of this building and hard standing areas at the rear. On the right hand side there is a children's play area. Access to this building is from the street level/ground floor entrance hall area. The walkway to Grenfell Walk is still in place, but now not in use, this floor level is called the "Walkway level". The nursery who occupy part of the lower floor levels of this building have their own separate entrance/exit, the boxing club have an entrance/exit from the internal entrance hall/lobby area, this is a separate entrance/exit from that used by the residents of this building. The contractors, Rydons are still working in a couple of areas of this building, undertaking snagging works and finishing off areas, flat 6 and the walkway level storage area. These areas are still under the control of the contractors. At the roof level, which is accessed from the buildings protective staircase is the lift motor room, plant rooms, water tanks and an Ambulance communications room. The individual apartments are accessed from the internal flat/lift lobby areas on each residential floor level, there is a self closing fire door which separates the flat/lift lobby areas from the protected staircase enclosure. There is a purpose built domestic refuse chute in this building with the openings on each residential floor level in a refuse chute room. The refuse chute rooms are fire separated from each flat/lift lobby area by a 30 minute self closing fire rated door. On the ground floor level there is an electrical sub station and bin room both of which are externally accessed, internally there is the buildings electrical room and the community area. The two lifts in this building service all the residential floor levels including the new floor levels, both are evacuation/fire-fighting lifts so can be used for disabled evacuation if needed. The TMO have plans/drawings showing the layout of this building, none are attached to this fire risk assessment, these plans/drawings will need to be updated.

### **The evacuation strategy for this building;**

#### **For the residential areas of this building;**

For the residents of this building there is a "stay put" evacuation strategy, this means the residents can remain within their own dwelling during a fire incident in this building unless the fire is in their dwelling or that their dwelling is otherwise affected by the fire. In which case they should immediately evacuate their dwelling and call the Fire and Rescue Service. The Fire Service or TMO employees will arrange for a general evacuation of the whole building, at anytime if this is appropriate to do so. Alternatively the resident can leave their dwelling at anytime if

they so wish to do so.

TMO has provided information to all residents in tenant's handbooks, via letters and briefing sheets of 'what to do in the event of an emergency' and articles on fire safety advice and emergency procedures are included in the resident's magazine called "Link".

Also articles are provided reminding tenants that they must not store items in communal areas nor cause obstructions to the means of escape, these articles are produced in the 7 major languages which have been selected as being most likely to meet the needs of the residents. The landlord relies upon the tenants to respond to any emergency in accord with agreed emergency plans and does not facilitate any fire drills or other emergency evacuation exercises.

In the residential area of this building there have been no fires in the last 2 years apart from the burnt cooking/toast incident in the last week of September 2014, the fire service were called to this 10<sup>th</sup> floor level flat by the occupant. As far as I know no fire fighting action was taken by the fire service. I have been told and there is no known problems with false alarms from the domestic detectors installed within the individual dwellings.

**For other areas of this building:**

The contractors will have an evacuation policy and procedure for a fire incident within the areas under their control, the actions that they will take have been provided to the TMO.

The nursery and boxing club will provide their own Fire Risk Assessments (FRA) and copies of these will be asked for by the TMO, the evacuation procedures for these areas will be as per the occupiers FRAs, please see the significant findings sheets for more information on this issue.

**Number of individual private dwellings in this building:**

129

**Methodology, for the completion of this fire risk assessment**

The adopted risk assessment methodology has been developed in line with guidance from the Health and Safety Executive (5 steps to risk assessment) and PAS79. The assessment involves:

- Gathering relevant information for the building, occupants, processes and past fire history etc.
- Identifying hazards and determining measures to eliminate or control identified fire hazards.
- Determining existing physical fire protection measures and identifying any short comings.
- Discussions with occupiers and employees to determine the effectiveness of fire safety procedures and management policies.
- Subjective assessment of the likelihood of fire occurring.
- Subjective assessment of likely consequences to the occupants of a fire event.
- Assess fire risk and tolerability.
- Document the significant findings from the fire risk assessment.
- Formulating an action plan with the aim being to reduce the fire risk, from the

- significant findings with both physical and procedural controls,
- Formulating a checking procedures to oversee the “actions to be taken” in the significant findings.
- Formulating a time schedule for reviewing the assessment.

The type and scope of this Fire Risk Assessment is as defined by the Local Government Group Fire safety in purpose-built blocks of flats guidance document July 2011, as a Type 1 assessment, ie Common parts only, non destructive. But there is some over lap into a Type 3 assessment because questions have been asked and answers given about the electrical and heating installations within the flats along with testing and maintenance regimes and also the fire alarm systems installed.

**The following rational is adhered to for the completion of this fire risk assessment**

From The Building Regulations, Section 1 of B1, Means of Escape from Flats, of Approved Document B Fire Safety (Volume 2) Incorporating Insurers Requirements for Property Protection.

*2.3 The provisions for means of escape for flats are based on the assumption that:*

- a. the fire is generally in a flat;*
- b. there is no reliance on external rescue (e.g. by a portable ladder);*
- c. measures in Section 8 (B3) provide a high degree of compartmentation and therefore a low probability of fire spread beyond the flat of origin, so that simultaneous evacuation of the building is unlikely to be necessary; and*
- d. although fires may occur in the common parts of the building, the materials and construction used there should prevent the fabric from being involved beyond the immediate vicinity (although in some cases communal facilities exist which require additional measures to be taken).*

From BS 9991: 2011 Fire safety in the design, management and use of residential buildings – Code of practice, section 0.2 Flats and maisonettes, General principles.

The provisions for means of escape for flats or maisonettes are based on the assumptions that: (the same as the Building Regulations apart from the end of a.)

- a. fire will occur within the flat or maisonette (e.g. not in a stairwell);*
- b. there can be no reliance on external rescue (e.g. a portable ladder);*
- c. the flat or maisonette will have a high degree of compartmentation and therefore there will be a low probability of fire spread beyond the flat or maisonette of origin, so simultaneous evacuation of the building is unlikely to be necessary; and*
- d. where fires do occur in the common parts of the building, the materials and construction used in such areas will prevent the fire from spreading beyond the immediate vicinity (although in some cases communal facilities exist which require additional measures to be taken).*





An audit, under The Regulatory Reform (Fire Safety) Order 2005 (FSO) was undertaken in this building by Fire Safety Inspecting Officer Matthew Ramsey of the London Fire Brigade, with a Notification of Fire Safety Deficiencies being issued. This Notification of Fire Safety Deficiencies was issued by London Fire and Emergency Planning Authority (LFEPA) on the 24<sup>th</sup> March 2014, the LFEPA reference is 12/20696/jf.

A copy of this Deficiency Notice is held by the TMO Health and Safety team based at The Network Hub 300 Kensal Road, there were three requirements on this Notice these are:

1. A system of monitoring should be implemented for the smoke ventilation system installed on the flat/lift areas and a maintenance schedule put in place so the system is kept in good working order.

As part of the construction work a new automatic opening ventilation system has been installed in this building.

2. A maintenance schedule should be put in place for the emergency lighting system installed in this building and the system kept in good working order.

The emergency lighting system has been serviced and tested and is due its annual test/service again shortly, occupiers testing is being undertaken caretakers, I am told.

3. Training on fire issues should be given to staff who work in the ground floor level reception area of Grenfell Tower.

The reception area which was in this building has now been relocated to a nearby building, there are now no persons or TMO employees who now work in this building on a permanent day to day basis.

The three deficiencies highlighted in the Notification of Fire Safety Deficiencies as issued by the Fire Officer are covered in this Fire Risk Assessment (FRA) and on the significant findings sheets that accompany this FRA.

There have been no further written or verbal comments received from LFB as far as I know in connection with this premises and the issued Notification of Fire Safety Deficiencies and no follow up inspection has been undertaken by an LFB officer. This information has been checked with the TMOs Health and Safety team.

The fire officers did not commented either at the time of the audit or in any correspondence after the audit about the buildings layout, the means of escape routes, compartmentation etc. Nor were there any comments about the positioning or siting of the fixed systems within the building, only about the maintenance of of the systems. No adverse comments were received either about the management policies, procedures and arrangements in place within this building at the time of the audit. Therefore it has been assumed that the Fire Authority were completely satisfied with these arrangements at the time of the audit and there have been no changes to the residential part of this premises or the TMO's management policies or procedures since the above Fire Safety audit was undertaken. As mention there is currently construction work being undertaken within this building but this is mostly on the three lower floor levels and not on the residential floor levels.

During the construction work on this building the LFB fire safety and operational fire crews have visited the building on numerous occasions and no adverse comments have been received in relation to the work being undertaken or regarding fire service access to the building or site.



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

Trivial  Tolerable  Moderate  Substantial  Intolerable

Comments:

The risk to the occupants of this premises is considered to be tolerable.

A suitable risk based control plan should involve effort and urgency that is proportional to risk.

Risk level	Action and timescale
Trivial	No action is required and no detailed records need be kept.
Tolerable	No major additional controls required. However, there might be a need for improvements that involve minor or limited cost.
Moderate	It is essential that efforts are made to reduce the risk. Risk reduction measures 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 building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
Intolerable	Building (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 following action plan. The fire risk assessment should be reviewed regularly.)

A fire risk assessment has been carried out for this building and the significant findings produced. By implementing the actions of the significant findings the risks or hazards will be lowered and therefore making the building safer for its occupants. If appropriate the significant findings should be passed on to any other occupiers in the building so that co-ordinated actions can be taken and visa versa, this also applies to any significant findings from any reviews etc that are undertaken.

You should consider the potential increased risk and hazard of any significant change before the change is introduced, it is usually more effective to minimise a risk or hazard beforehand than trying to achieve it after the event.



inspected and maintained. TMO does not carried out checks on these items of equipment and it is assumed that electrical items of equipment brought into the building by other contractors or workmen are also suitable and in a good condition as again the TMO does not carried out checks on these items of equipment. There is no recent history of major electrical power supply failures for this building.

**2. SMOKING**

**YES NO N/A**

Are reasonable measures taken to prevent fires as a result of smoking?

Is the smoking ban suitable enforced, in the common parts with "No Smoking" notices displayed at the entrance(s)?

If located are the external smoking areas appropriately sited with suitable receptacles provided?

Does the no smoking policy appeared to be observed at the time of the inspection?

Comments or observations:

The residents are allowed to smoke within their own private individual dwellings but not in the common parts of the building or communal areas, at the time of this risk assessment there were no indications that the no smoking policy was being abused apart from in one area. Behind the wire mesh gate off the staircase on the upper floor level to the roof there are used cigarette ends on the floor, please see the significant findings sheets for more information on this issue. No smoking signage is displayed at the entrance to the building there is no designated external smoking area.

**3. ARSON**

**YES NO N/A**

Does basic security against arson by outsiders appear reasonable?

Are combustible and waste materials kept away from the outside of the premises?

Are the external refuse containers/rubbish bins suitably secured against an external arson attack?

Is the refuse storage area kept reasonably tidy and the amount of waste material kept to a minimum?

Comments or observations:

There is an electrically operated door entry control system on this buildings main entrance/exit door, this is the street level entrance/exit door, this entry control system is to restrict entry to the building to authorised personnel only. There are separate entrances/exits for the boxing club and the nursery areas. Key fobs are used by the residents and there is an intercom system for visitors to the building, this door also has a fireman override switch fitted to the locking mechanism of the door.



	YES	NO	N/A
Are fixed heating boilers/installations subject to regular maintenance, including any gas supply?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are suitable measures taken to keep combustible materials and waste away from boilers or heaters?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are gas safety checks carried out in the building?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments or observations:

Portable heaters are not used in the common parts of this building. There are central gas boilers for this buildings these are located in the basement area of this building, these provide all of the heating and the hot water for all of the dwellings in this building and other TMO buildings near to this one. The gas supply and the boiler are on a planned preventive maintenance and servicing programme which also includes annual servicing of all the gas appliances in the building. This boiler room is externally accessed from the service road area on the right hand side of this building and you then go down a set of concrete steps.

There is a secondary exit from this boiler room via a fixed ladder and a trap door. The gas supply and boilers are on a planned preventive maintenance and servicing programme which also includes annual servicing of any gas appliances of tenanted flats in this building.

According to keystone the gas boilers were last service and gas safety check of these boilers was undertaken on the 1<sup>st</sup> July 2015. There were no outstanding items indicated on the system. Presently contractors are working in this basement boiler room. Access to this boiler room is restricted to authorised persons only because of the type of key needed to access the room. There is a manual gas shut off valve is located by the exit door from this boiler room, the main gas meter for this building is located in this boiler room.

The Link magazine regularly includes a "performance chart" of which one of the featured performance indicators is gas servicing, this is currently showing that the percentage of the tenanted properties with valid gas safety certificate is nearly 100%. The actual figure for the year September 2014 to September 2015 is 99.9%, the remaining point 1 of 1% of tenanted dwellings without an annual gas safety certificate are noted and targeted so that the goal is to have a 100% compliancy rating.

**5. PLANT and FIXED EQUIPMENT**

	YES	NO	N/A
Does the plant look in good working order?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is combustible material kept away from the plant or equipment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments or observations:

The lift motor room and other items of plant are located in a purpose built room at the roof level of this building, at the time of the risk assessment there did not appear to be any leaks of oil or other types of liquid from any plant or machinery. There was no storage of any kind in this lift motor room at the time of this assessment nor in any of the other roof level plant rooms/areas.





Comments or observations:

This building has a lightning protection system installed on it, from the information provided by the TMO engineer this system is on a planned preventive maintenance contract with an external contractor, Redpath Buchanan Limited. With the records kept centrally in the "Hub" in Kensal Road. Where the system was visible and accessible a visually inspected was undertaken and there appeared to be no obvious defects, there was limited access to the open roof area because of the mobile telephone masts located at the roof level of this building.

**8. HOUSEKEEPING**

**YES NO N/A**

- Is the standard of housekeeping in the building adequate?
- Is there an avoidance of unnecessary amounts of combustible materials or waste?
- Is there an avoidance of inappropriate storage of combustible materials or waste in escape routes, staircases or around rubbish chutes (if any in the building)?
- Is there an avoidance of inappropriate storage of combustible materials or waste in cupboards or stores etc?
- Are any soft furnishing etc in corridors kept to a minimum, do not raise the fire loading or cause an obstruction?
- Are routine preventive checks carried to see that the housekeeping/cleaning routines are working?

Comments or observations:

The TMO has decided that the policy on items in the common parts of this building will be a "managed" one. This is because the structural elements of this building are concrete and brick ie non combustible, this means that items can be on the flat/lift lobby areas, but not on the landings of the staircase. The amount and type of items is monitored by regular caretaker inspections. So push bikes or push chairs etc could be left on the flat/lift lobby areas, but they must not cause an obstruction and there must not be combustible items stored here, this includes items piled up on any push chairs etc. At the time of this assessment there were push chairs and push bikes in these areas, they were no obstructing the staircase doors.

The caretakers or contract cleaners ensure that any quantities of waste and combustible material are removed from the building to the external bin room, therefore not allowing a build up of any combustible waste materials or rubbish in the common parts of these buildings. It is part of the landlords cleaning contract that the cleaning contract's manager undertakes regular inspections to see that all the areas of the building are kept free of combustible storage and waste.

The lift motor room and the other roof level water tank and plant rooms were free of any storage the time of this assessment. There is a lot of contractors waste in the basement boiler room though. On each flat/lift lobby area there is a cupboard which contains pipes etc all these were clear of any storage and each one is fire stopped at each floor level.



If openings are created in fire resisting partitions or compartments suitable preventive measures must be put in place to maintain the fire separation within the building until these openings are closed again.  
 It is assumed that any tools or items of equipment used and owned by any contractors or tradesmen and brought onto the premises are suitable for the work to be undertaken and in a good state of repair. **No** checks or inspections are undertaken on any items of equipment or tools of any contractors or tradesmen.  
**No** other construction, refurbishment or maintenance work was being carried out in the common parts of this building at the time of this assessment, apart from the work being undertaken by Rydons.

**10. DANGEROUS SUBSTANCES**

**YES NO N/A**

If dangerous substances are, or could be, used, has a risk assessment been carried out, as required by the Dangerous Substances and Explosive Atmospheres Regulations 2002?

Comments or observations:

There are no dangerous substances stored or used in the common parts of this building covered by this FRA, this risk assessment has not taken into account any substances that may be within any domestic dwelling, but there are clauses in the tenancy agreements to restrict such substances. There maybe dangerous substances in the contractors controlled areas but again this will be covered by the contractors Fire Risk Assessment.

**11. PEST CONTROL**

**YES NO N/A**

Is there suitable control of any pest infestations?

Comments or observations:

The building does not have any problems at the present time with rats, pigeons, squirrels or other rodents or insects but this issue is kept under review to mitigate any damage that these types of vermin could cause to the fabric or structure of the building and electrical cabling or wiring. If droppings or guano are noticed then action can be taken to inform the pest control company employed by TMO to monitor the pest situation and measures will be taken to eradicate the problem.  
 Where pigeon netting has been erected to cover the flat balconies, from a visual inspection from the ground there appeared to be no areas where this pigeon netting was damaged and it appeared to be well fitted, at the time of this assessment. There was no access to each flat balcony as these are private areas but the pigeon netting where fitted, is only covering the balcony opening it is therefore not obstructing any doors from the flat onto the external balcony area.

**FIRE PROTECTION MEASURES**

**12. MEANS OF ESCAPE FROM FIRE**

**YES NO N/A**

It is considered that the building is provided with reasonable means of escape in case of fire?

	YES	NO	N/A
Is the design of the escape routes adequate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there suitable protection of escape routes?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the escape routes unobstructed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the escape routes suitable for buildings occupancy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do the escape routes lead to suitable final exits?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there reasonable travel distances, both in a single and alternative direction, if applicable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are travel distances in dead ends suitably limited?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are travel distances suitable for disabled people?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there adequate provision of final exits?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are exits easily and immediately openable where necessary?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where necessary do the fire exits open in direction of escape route?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do the final exit doors have appropriate securing devices?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do the dwelling entrance doors appear to be fire rated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are any other doors protecting the escape route suitably fire rated and in a good condition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where appropriate are any fire doors fitted with self closing devices and do these function correctly?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are store and cupboard fire doors kept locked shut?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where appropriate are the doors/flaps to rubbish chutes or the fire doors to the rubbish chute rooms suitable?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the floor covering suitable to prevent slips, trips and falls?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments or observations:

The original parts of this building appear to have been constructed in accordance with the Building Regulations at the time of construction with the layout of this building, the travel distances, the escape routes, the width of the escape routes and the exit appropriate for the present use. The means of escape routes in this building, the protected staircases leads directly to a final exit at its base. The exit route has

been approved by the RBKC Building Control department and is a protected route to open air. The ground floor level entrance hall/lobby area and lift lobby area are two separate areas, again this arrangement has been acceptable by the Building Control Officer.

The buildings exit doors open outwards, in the direction of travel, as do all of the doors from the storey level flat/lift lobby areas on to staircase landings.

There was adequate protection for the means of escape routes from the building with no visual damage observed during the assessment, there are no openings off the staircase apart from the entrance/exit doors to each flat/lift lobby area.

Each flat/lift lobby area has the apartment entrance doors, the double doors of the newly constructed cupboards and the refuse chute room door off it.

To exit the building there is a push button over ride device to release the locking mechanism on the lift lobby area to entrance hall door and on the main entrance/exit door.

The new timber doors in this building are according to documents seen fire rated doors, the glazing in them is fire rated glass but some doors do not have cold smoke seals fitted to them and on others the intumescent strips have been painted over. Please see the significant findings sheets for more information on any of the newly fitted doors in this building.

The tenanted apartments within this building had a few years ago their flat entrance doors replaced with new door sets. These door sets are self closing 30 minute certified fire rated doors which meet the requirements of the Building Regulations, if there is glazing in the new doors is fire rated. The letter box on these new doors is fire rated and cold smoke seals are fitted as standard, there is a level threshold for compliance with Part M of the Building Regulations. A key is not needed to open these new flat entrance doors from the internal face of the door again complying with Building Regulation requirements. Information on these new doors which also have acoustic, safety and security properties (PAS 23 and 24) as well as fire along with the fire certification documentation is held at the Hub in the TMO offices.

The other flat entrance doors which have not been replaced are 44mm thick, flush timber fire rated doors fitted with perko, concealed self closing devices on the ones looked at, these are the originally fitted doors. These are close fitting doors. Please see the significant findings sheets for more information on the locations of any non compliant doors in this building and the new door being fitted to flat 112.

If new flat entrance doors are fitted in the future to the original flat doors then these will conform to the requirements of the Building Regulations at the time of installation.

On the flat entrance doors that have not been replaced the standard letter box and flap is in the lower half of the door and in some cases these doors are fitted with multiple locks. It is assumed that the occupants of these flats can exit the flat in an emergency without any undue delay.

The original flat entrance doors in this building are flat numbers 56, 61, 86, 92, 105, 142, 154, 156, 165, 166, 174, 185, 195, and 206. It is TMO's policy that if flats are refurbished or when new tenants move into a flat then the self closing device fitted to the flat entrance door is accessed. If the self closing device does not close the door fully or one is not fitted to the door then a new appropriate self closing device is fitted. Some of the original flat entrance doors have more than one lock fitted to them, it is assumed that the occupants of these flats can exit the flat in an emergency without any undue delay.

The basement area is completely fire separated from the upper floor levels, there is a secondary exit from the basement area









The work on installing the new emergency lighting units in this building started before BS 5266 Part 2016 came into force so the new emergency units in this building have been installed to BS 5266 Part 1 2011 standard, not the current version.

**16. FIRE SAFETY SIGNS AND NOTICES**

**YES NO N/A**

- Is there suitable pictogram fire signage in this building?
- Are any signs displayed clearly legible, fixed securely in position and unobstructed?
- If necessary, are there pictogram fire safety notices in the building with the assembly point indicated?

Comments or observations:

There is a simple layout to the floor levels of this building, there is only one staircase and exit so there is no need for escape signage to be displayed or provided in this building, the layout of this building is not complex. Not having any escape signage displayed in the building would be in accordance with H M Government Guidance. There are no fire action notices displayed in the residential areas of this building as the residents have been instructed on the actions to be taken in the event of any emergency in other ways, please see the section on evacuation strategy at the beginning of this document.

There are TMO standard fire action notices displayed next to each of the fire alarm break glass call points in the basement boiler room and in the roof level areas of this building, but additional fire action notices giving different information are also displayed.

Pictogram signage is used so that anybody who does not use English as their first language can understand the signage.

Signs displaying the floor level number are permanently fixed to the wall of the staircase landing and on each flat/lift lobby area in a large font near in this building to aid the emergency services. In the ground floor level lift lobby area of this building there is a sign on the wall informing the emergency services which flats are located on which floor levels. This sign aids the fire service or other emergency service to where an incident in this building maybe located.

**17. MEANS OF GIVING WARNING IN CASE OF FIRE**

**YES NO N/A**

- Is a suitable manually operated electrical fire alarm system provided in the common parts of the building?
- Does it have automatic fire detection, if required?
- Is the system suitable for the occupancy and fire risk?
- If the system extends into the private flats is it suitable?
- Has remote transmission of the system been considered?



Comments or observations:

There are no portable fire fighting appliances provided within the common parts of this building, this is in accordance with the guidance in the document issued by the Local Government Group, Fire safety in purpose-built blocks of flats (July 2011) and because of advice from London Fire and Civil Defence Service.

Under normal circumstances it is good practice for extinguishers to be located in a building along escape routes and near exits but as residents in an accommodation building are not trained to use portable fire extinguishers none are provided.

The presence of fire extinguishers may encourage people to tackle a fire when, they should be evacuating the building and additionally any fire extinguishers provided could be stolen and /or misused as there are no permanent staff/employees on site. So with the recommendations of the guidance in mind portable fire fighting equipment is only located in plant rooms and other similar ancillary areas of TMO controlled buildings. It is not know if any portable fire fighting equipment has been purchased by any residents for their own private dwellings, in news letters to the residents there have been fire safety articles contains basic instructions in relation to the safe use of portable fire fighting equipment.

If any residents have purchased portable fire fighting equipment, then this will be for their own person use and beyond the control of the TMO.

There is carbon dioxide fire extinguisher located in the roof level lift motor room and other plant room areas and also dry powder and carbon dioxide fire extinguishers in the basement boiler room. With the coming into force of BS 5306 Part 8 2012 the principles of the 2000 document in regard to dry powder fire extinguishers being used/discharged in a confined space have now been extended to cover all types of buildings. The BS 5306 Part 8 2000 document only previously commented on they use in hospitals, old people's homes and hotels this is because of the sudden reduction of visibility which may temporarily jeopardise any escape, rescue or other emergency action. Previously water based extinguishers were the preferred option in hospitals, old people's homes and hotels, now dry powder fire extinguishers should not normally be specified for use indoors in any building unless mitigated by a Health and Safety assessment.

The fire extinguisher engineer may comment further on dry powder fire extinguisher being in the basement boiler room, when he next undertakes the annual servicing of the fire extinguishers.

At present there is no fire fighting equipment in the community room/area, a foam and carbon dioxide fire extinguisher will be located in this area along with a fire blanket in the kitchen area.

**19. FIXED FIRE SYSTEMS AND FIRE EQUIPMENT**                      **YES**      **NO**      **N/A**

Type of fixed system: **Dry Riser**                  
    **Evacuation/Fire fighting Lift**  
    **Automatic Opening Ventilation System**

Comments or observations:

There is a dry riser installed in this building with the inlet now on the building front face, a commissioning certificate has been issued for the work undertaken on this building dry riser. Additional outlets have been provided on the new residential floor levels as well. The dry riser inlet is visible from the fire appliance parking place, which will be on the road outside this building's entrance door. This inlet is housed in a standard metal recessed painted box, the outlets for the dry riser are also housed

in standard secure metal boxes with a glass panel on the front face of the boxes. The outlets are located on each floor level of the residential part of this building and also at the roof level, as there is an outlet on each floor level there is no sign on the staircase landing indicating that an outlet is located on that flat/lift lobby area. The TMO use a third party contractor to maintain and service the dry rising main and all the fitting attached to it and they are responsible for its servicing, maintenance and effective working order. If any defects are noticed during a service or maintenance visit the contractor in under a contractual obligation to inform the TMO of these defects if there is a substantial cost implication or repair them if possible if the costs are within the agreed amount. If this dry riser is used by the fire service during an operational incident then this riser is under the total and full control of the fire service. Both the lifts in this building are evacuation/fire fighting lifts, the lifts have the standard fire fighter over ride controls fitted so that the Fire and Rescue Service can take control of these lifts and use them as they see fit to do so in the event of an emergency. The TMO use a third party contractor to maintain and service these fire fighting lifts and any associated equipment and they are responsible for its servicing, maintenance and effective working order. If any defects are noticed during a service or maintenance visit the contractor in under a contractual obligation to inform the TMO of these defects if there is a substantial cost implication or repair them if possible if the costs are within the agreed amount. The power supply's to each lift are as required for a fire fighter/evacuation lift along with all the other requirements for weight and size etc but there is no roof hatch in the lifts. These two evacuation/fire fighting lifts could be used as part of a person's PEEP's if needed. If these fire fighting/evacuation lifts are used by the fire service during an operational incident then these lifts are under the total and full control of the fire service. There has been a new automatic opening smoke ventilation system installed in this building, please see the significant findings sheets for more information on this system. Located on each flat/lift lobby area, there are two sets of vents, each of two vents on opposite walls on the flat/lift lobby areas. There is a smoke detector located on each flat/lift lobby area which upon activation opens the vents on that floor level only. All other opened vents in the building then shut, this includes vents in other areas of the building. Again these vents are activated by local smoke detectors. The extraction units for these vents are located in the roof level plant room, on the wall. There is a manual over ride facility located on each floor level and near to each vent, these are for the use by the fire service. In the ground floor entrance hall area there is a control panel for the ventilation system on the wall with the main control panel locked in a cupboard off the lobby area of the community room. Please see section 17 above, "Means of giving a warning in case of fire" for more information of the lift/flat lobby area detectors. This smoke extraction system incorporates dampers within the duct work. In each of the refuse chute rooms there is a mechanical air extraction system which will also remove smoke, again the extraction units and the controls for this system at located at the roof level on the opposite wall of the plant room from the flat/lift lobby areas ones.

## MANAGEMENT OF FIRE SAFETY

### 20. PROCEDURES AND ARRANGEMENTS

YES      NO      N/A

Are there routine in- house fire safety inspections and checks carried out, with records kept?

Are appropriate fire procedures in place with a suitable record of the fire safety arrangements ?

Are there suitable arrangements for summoning and meeting the fire and rescue service, including providing relevant information and any likely hazards?

Are there suitable policies and procedures in place for contractors and "lone workers"?

Comments or observations:

The TMO caretakers walk around the common parts of this building on a regular basis and there are defect reporting policies and procedures in place so that any discrepancies or damage can be repaired or items replaced.  
 Any resident can ring the TMO 24 hour help line at any time to report any defects in this building, damaged lights etc or any items that are damaged.  
 The Fire and Rescue service can be called at any time by any resident if there is an emergency situation and the tenant would meet the Fire Service on their arrival as would be the situation for a fire in any private dwelling.  
 The Health and Safety Advisor of the TMO has regular liaison meetings with the local fire and rescue service commander to pass on information and arrange familiarisation visits if needed or requested. As far as I can tell and from information I have been given the policies and procedures are subject to reviewing at set intervals or are altered if new or relevant information becomes available.

### 21. TRAINING

YES      NO      N/A

Are TMO employees given adequate fire safety instruction and training on induction and adequate periodic "refresher training" at suitable intervals, with records kept?

Is the content of the staff training provided suitable, with practical instruction on fire fighting equipment?

Comments or observations:

All TMO employees receive induction training which includes fire training and periodic "refresher training" at regular intervals, any records of this training are kept by the Human Resources (HR) department at 300 Kensal Road North Kensington. Caretakers, wardens and office managers receive training to be fire marshals/ wardens by a third party fire training company the fire warden are also the nominated persons and by being recorded as a fire warden you are also the nominated person, training records again kept by the HR department. The topics and areas covered by the training packages are available from either TMO's HR or the Health and Safety team or direct from the training provider.



access doors and the door to the roof area where the equipment is located within this room.

When the boxing club and the children's nursery areas are in use then the TMO should ask for copies of their FRAs, please see the significant findings sheets for more information on this issue.

The contract cleaning company who are contacted to clean the common parts of the building only have their employees work in the building for a certain period of time each day and there are frequent meetings with this company and TMO so again I have classed them for the purposes of this fire risk assessment as not another occupier.

### **23. TESTING AND MAINTENANCE**

	<b>YES</b>	<b>NO</b>	<b>N/A</b>
Is the structure of the premises adequately maintained?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there weekly testing and six monthly servicing of fire detection and fire alarm system, with records kept?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there a monthly visual and annual testing of the emergency escape lighting, with records kept?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there a monthly visual and annual maintenance of the fire extinguishing appliances, with records kept?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there a monthly testing and annual servicing and maintenance of any automatic opening vents along with any associated equipment/devices, with records kept?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there routine checks of final exit doors and/or security fastenings, with records kept?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there periodic inspection of any external escape staircases and gangways, with records kept?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Six monthly inspections and annual testing of any wet or dry rising mains, with records kept?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monthly inspections of switches and annual testing of the fire fighting/evacuation lifts, with records kept?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Weekly inspections and annual testing of the sprinkler installations, with records kept?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Annual inspection and test of lightning protection system, with records kept?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Monthly and annual testing and servicing, under load of any back up/stand by generators, with records kept?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



Comments or observations:

There are two areas of this building covered by BS5839 Part 1 fire detection systems, these are the roof level areas and the basement area, please see the significant findings sheets for more information on these installed fire detection systems. It is not known if weekly occupiers tests of the fire alarm systems are being undertaken.

There are emergency lighting units installed on the means of escape route of this building, plus in the lift motor room, boiler room and other plant rooms and also covering the basement area. Can it please be confirmed that these emergency lighting units are subject to a preventive maintenance programme and that testing, servicing and maintenance is being carried out on this system including an annual discharge test. With any records kept centrally by the TMO and the contractor? It is not known if monthly occupiers tests of the emergency lighting system/units is being undertaken.

There are fire extinguishers located within this building are out of service date according to the contractors labels attached to each extinguisher, the last service date was October 2014. All of the fire extinguishers had the same last service date on their servicing labels.

This building has a lightning protection system installed on it, from the information provided by the TMO via Keystone the computerised asset management system, this lightning protection system was last serviced in September 2015. It is not known if the system failed or passed this service and test. This building's lightning protection system is on a planned preventive maintenance contract with the external contractor, Redpath Buchanan Limited. All records for this system are kept centrally by TMO at the "Hub" and by the contractor.

According to the contractors testing label fixed with the dry riser inlet box this dry rising main was last tested on the 19<sup>th</sup> February 2016 by the external contractors Select Fire.

The comments on the contractors label say "sat" this is I am assuming short for satisfactory. Testing, servicing and maintenance is undertaken on this dry rising main by the professional third party contractor on a planned preventive maintenance programme with records kept centrally by TMO at the "Hub" and by the contractors. The certificate for this dry rising main with all the test pressure information is at the Hub.

It is not known if the inspections and checks of the buildings structure as per the caretakers check list are being undertaken.

A new buildings inspection check list has been implemented by the TMO for the caretakers, this is a smart telephone based system. The check list is filled in while walking the premises and electronically sent to The "Hub" where the information is processed and recorded. In between caretaker visits to these buildings any resident can report any structural damage, damage to a door/fitting etc or lights not working to the TMO help desk.

**Definitions:**

**Responsible person:** The person ultimately responsible for fire safety as defined in the Regulatory Reform (Fire Safety) Order 2005. which is:-

"responsible person" means—

- a) in relation to a workplace, the employer, if the workplace is to any extent under his control;



**Premises:** Any place, such as a building and the immediate land bounded by it, any tent, moveable or temporary structure or any installation or workplace.

**Significant findings:** A feature of the premises or items from which the fire hazards and persons at risk are identified this information comes from completing the fire risk assessment. It can also contain the necessary information, instruction and training needed and how it will be given. From the significant findings can come an:-

**An Action plan:** The actions you have taken or will take to remove or reduce the chance of a fire occurring or the spread of fire and smoke, including time frames and who will supervise or carry out the work needed.

**Travel distance:** The actual distance to be travelled by a person from any point with-in the floor area to the nearest storey exit or final exit, taking into account the layout of walls, partitions and fixings in the building. If the building has been constructed in accordance with The Building Regulations and no unauthorised alterations have then place then the travel distances will be satisfactory.

**Where necessary:** The Order requires that fire precautions (such as fire fighting equipment, fire detection and warning, and emergency routes and exits) should be provided (and maintained) 'where necessary'.

What this means is that the fire precautions you must provide (and maintain) are those which are needed to reasonably protect relevant persons from risks to them in case of fire. This will be determined by the findings of your risk assessment including the preventative measures you have or will have taken.

**Who is at Risk in the building:**

This is a term used in risk assessment documents and the Fire Safety Order 2005, for the purposes of this risk assessment persons who are at risk are deemed to be anybody who is lawfully entitled to be in the building, ie relevant persons, but excluding fire fighters engaged in emergency activities. Please see the definition of "relevant persons" as described above.

**Young person:**

(a) A person aged 16 years, from the date on which he attains that age until and including the 31st August which next follows that date.

(b) A person aged 16 years and over who is undertaking a course of full-time education at a school or college which is not advanced education.

(c) A person aged 16 years and over who is undertaking approved training that is not provided through a contract of employment.

## **REFERENCES:**

Fire Safety Design and Management

BS 5588-12: 2004. *Fire precautions in the design, construction and use of buildings*  
Managing fire safety. Now incorporated in:

BS 9999: 2008. *Code of practice for fire safety in the design, management and use of buildings* and BS 9991:2015.

LACoRS. *Housing Fire Safety Guidance (Now Local Government Regulation)*

Local Government Group Fire safety in purpose-built blocks of flats (July 2011)

### Fire Detection and Fire Alarm Systems

BS 5839-1: 2013. *Fire detection and fire alarm systems for buildings - Code of practice for system design, installation, commissioning and maintenance.*

BS 5839-6: 2013. *Fire detection and fire alarm systems for buildings – Code of practice for the design, installation and maintenance of fire detection and fire alarm systems in dwellings.*

BS 5839-8: 2013. *Fire detection and fire alarm systems for buildings - Code of practice for the design, installation, commissioning and maintenance of voice alarm systems.*

BS 5839-9: 2011. *Fire detection and fire alarm systems for buildings - Code of practice for the design, installation, commissioning and maintenance of emergency voice communication systems.*

### Fire Extinguishing Appliances

BS 5306-1: 2006. *Code of practice for fire extinguishing installations and equipment on premises - hose reels and foam inlets.*

BS 5306-3: 2009. *Fire extinguishing installations and equipment on premises - Code of practice for the inspection and maintenance of portable fire extinguishers.*

BS 5306-8: 2012. *Fire extinguishing installations and equipment on premises - Selection and installation of portable fire extinguishers - Code of practice.*

BS EN 3. *Portable fire extinguishers.*

BS EN 671-3: 2009. *Fixed fire-fighting systems. Hose systems. Maintenance of hose reels with semi-rigid hose and hose systems with lay-flat hose.*

BS 5306-0:2011 *Fire protection installations and equipment on premises Part 0: Guide for selection of installed systems and other fire equipment*

BS EN 1869: 1997. *Fire blankets.*

BS ISO 14520-1:2015 *Gaseous fire-extinguishing systems. Physical properties and system design. General requirements*

### Emergency Lighting

BS 5266-1: 2016. *Emergency lighting - Code of practice for the emergency lighting of premises.*

BS 5266-7: 1999 (BS EN 1838: 2013). *Lighting applications - Emergency lighting.*

BS 5266-8: 2004 (BS EN 50172: 2004). *Emergency escape lighting systems.*

### Fire Safety Signs

BS ISO 3864-1:2011, *Graphical symbols. Safety colours and safety signs. Design principles for safety signs and safety markings*

BS 5499-4: 2013. *Safety signs, including fire safety signs. Code of practice for escape route signing.*

BS EN ISO 7010:2012+A5:2015. *Graphical symbols. Safety colours and safety signs. Registered safety signs.*

BS 5499-10: 2014. *Guidance for the selection and use of safety signs and fire safety notices*

### Fixed Fire Extinguishing Systems and Equipment

BS 5306-2: 1990. *Fire extinguishing installations and equipment on premises - Specification for sprinkler systems.*

BS 9990: 2015. *Code of practice for non-automatic fire-fighting systems in buildings.*

BS EN 12845: 2015. *Fixed fire-fighting systems - Automatic sprinkler systems - Design, installation and maintenance.*

#### Miscellaneous

BS 476-22: 1987, 'Fire tests on building materials and structures, methods for determination of the fire resistance of non-load-bearing elements of construction'

BS 7176: 2007 A1 2011. *Specification for resistance to ignition of upholstered furniture for non-domestic seating by testing composites.*

BS 7273-4: 2015. *Code of practice for the operation of fire protection measures - Actuation of release mechanisms for doors.*

BS 7671: 2008 A3:2015. *Requirements for electrical installations. IEE Wiring Regulations. Seventeenth edition.*

PAS 79: 2012. *Fire risk assessment - Guidance and a recommended methodology.*

BS 8300:2009 (Amended 2010) *Code of Practice for the Design of Buildings and their approaches to meet the needs of disabled people.*

*HM Government Supplementary Guide- Means of Escape for Disabled People.*

#### Lightning

BS EN 62305-1: 2011. *Protection against lightning. General principles.*

BS EN 62305-2: 2012. *Protection against lightning. Risk management.*

BS EN 62305-3: 2011. *Protection against lightning. Physical damage to structures and life hazard.*

BS EN 62305-4: 2011. *Protection against lightning. Electrical and electronic systems within structures.*