

RECORD OF SIGNIFICANT FINDINGS and ACTION PLAN.

PREMISES OCCUPIER: The Tenants Management Organisation (TMO) of the Royal Borough of Kensington and Chelsea

ADDRESS: Adair Tower, Appleford Road London W10 5EA TMO Property reference number UPRN S217007970002

COMPLETED BY: Mr C Stokes

DATED: 11th November 2015

GENERIC COMMENTS: This is a standalone 14 storey tower block, square shaped purpose built, ground to thirteenth floor level with roof level lift motor rooms/plant areas, the buildings cold water tanks and mobile telephone masts, the residential accommodation is on the 1st to 13th floor levels with the ground floor of this building containing plant rooms, ancillary areas, a cleaners rest room area and a central boiler room. There are 78 self contained private domestic apartments in this building, six per floor level accessed from the lift/flat lobby area on each floor level.

PRIORITY TIME SCALES: **HIGH:** 2 to 3 Weeks. **MEDIUM:** 2 to 3 Months **LOW:** 6 to 12 Months (to start to action any works)

* The item number refers to the section number in the Fire Risk Assessment form, from which these significant findings and action plan are the result of, with a, b, c etc being used if there are more than one significant finding in this section.

ITEM	PRIORITY	IDENTIFIED RISK or HAZARD	ACTIONS TO BE TAKEN	BY WHOM	DATE TO BE COMPLETED BY
No item number	Information	The fire in this building on the 31 st October 2015 was in flat 15 on the 3 rd floor level, this floor level is presently sealed off.	All of the dwellings on this floor level are to have work undertaken to or within and this includes the lift lobby area and lift doors. Once any work is completed documentation will be obtained from contracts and placed in the building file.		
7a	High	According to the information on the lightning protection certificate issued by Redpath Buchanan Limited this lightning protection system failed its last test on the 12 th February 2014 and no service/inspection was undertaken in February 2015. Keystone checked.	Lightning protection systems should be serviced and tested annually.		

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7b	High	The contractors undertaking the work on the roof have removed whole sections of this buildings lightning protection system, which is thrown into one of the store rooms at the roof level.	This buildings lightning protection system should be reinstated immediately by an approved contractor and a pass certificate obtained for the work undertaken.		
7c	High	There are mobile/radio transmission masts on the roof of this building, the contractors undertaking the roof work have removed all the doors at the roof level. The mobile phone transmission signage warning persons not to go out onto open roof areas were on the doors, so now there are no signs displayed. As part of the Health and Safety signage for mobile phone transmission masts warning signage must be displayed.	Displayed signage warning of mobile phone transmission signals immediately onto the open roof area of this building.		
8a	High	At the time of this assessment there was contractor's storage at the roof level.	All of the combustible materials etc at this floor level should be removed if possible and any other items stored neatly in the store rooms and these locked shut. All cabling should be re-fixed back to the walls		
8b	Medium	On the 6 th floor level lift lobby area there is a weights stand and a body building bench.	These items should be removed from this area.		
11a	High	All the doors to the open roof areas have been removed at the roof level by the roofing contractors. This has allowed pigeons to enter all the rooms and areas at the roof level including the buildings cold water tank rooms.	I would recommend that the doors are refitted at this roof level to stop the pigeons entering the building and all the pigeon mess/guano removed.		

ITEM	PRIORITY	IDENTIFIED RISK or HAZARD	ACTIONS TO BE TAKEN	BY WHOM	DATE TO BE COMPLETED BY
11b	Advice	Some of the pigeon netting fitted to cover the flat balconies was damaged when the two persons were rescued from the flat balcony by the fire service. Also the netting of flat 15 was damaged and it was noted that the netting of some other flats is also torn and slightly damaged.	If any damaged or removed pigeon netting is replaced by the TMO this should be done correctly.		
12a	High	All the doors to the open roof areas have been removed at the roof level by the roofing contractors. Please also see item 11a above.	I would recommend that all of the doors are refitted at this roof level.		
12b	High	There are two crack panes of Georgian wired glass in the staircase doors, one of each staircase at the 3 rd floor level.	These cracked door panes should be replaced with new panes of fire rated glazing.		
12c	High	There are approximately 17 flat entrance doors in this building, including the 6 doors of the fire floor level which are damaged, the 11 not on the fire floor were damaged by the fire service during the incident on the 31 st October.	All of these doors are to be replaced with new 30 minute self closing fire rated doors fitted with intumescent strips and cold smoke seals and meeting all the requirements of the Building Regulations.		
12d	High	The occupants of flat 42 have fitted a security camera outside their flat entrance door with the cable of the camera passing through the door frame. There is now a hole through this door frame.	I would recommend that the hole through the door frame of this flat entrance door is sealed up with a fire rated material so that the fire rating and protection to the flat/lift lobby area is maintained.		
12e	High	The flat entrance doors in this building have rising butt hinges on most of them, a good percentage of the flat entrance doors in this building are to be changed for new doors, item 12c above.	I would recommend that any flat entrance doors in this building that do not have self closing devices fitted to them have self closing devices fitted.		
12f	High	There is a metal plate on the wall next to the refuse chute hopper at the 3 rd floor level, this metal plate is coming off the wall	Re-fix this metal plate back on the wall.		

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12g	High	The hoppers/flaps to the rubbish chutes are damaged or do not shut fully in the following locations: 1. 3 rd floor level landing 2. 4 th floor level landing 3. 5 th floor level landing 4. 9 th floor level landing	These hoppers/flaps to the rubbish chutes openings on these floor levels should be repaired or replaced so that they shut fully.		
12h	Low	The flap is missing from the letter box of flats 10, 46 and 76 this could allow smoke to enter the lift lobby area from the flat.	I would recommend that a new letter boxes and flaps are fitted to these flats entrance doors.		
12i	Low	The metal security gate are still fitted in front of the flat entrance doors of flats 19, 60 and 62, these could delay the evacuation of these apartments in an emergency.	These gates were mentioned on the previous FRA and I believe that the Fire Service have been told of this information, this is in accordance with the policy agreement presently in place with the LFB.		
12j	Advice	The self closing devices to the staircase fire doors have been well used in the past few days.	As a precaution I would recommend that each staircase door self closing device is just checked and adjusted as necessary.		
15a	High	Outside of the building main entrance door in the ceiling lining there are inspection hatches which are open/hanging down.	These hatches should be secured back up and locked shut.		
15b	High	There are parts of the boarded section of the separating wall, at high level between the lobby area outside of the ground floor electrical intake room and the water pump room missing.	This missing section of boarding should be replaced, this should be undertaken using fire rated boarding/materials to maintain the fire separation of these areas.		
16	High	There are no floor level numbers on the landings of the staircases of this building.	To aid the emergency services I would recommend that the floor number is displayed on each staircase landing wall. These numbers should be permanently fixed to the walls and in a large font.		

ITEM	PRIORITY	IDENTIFIED RISK or HAZARD	ACTIONS TO BE TAKEN	BY WHOM	DATE TO BE COMPLETED BY
17	Information only	The boiler room of this building is fitted with a fire alarm detection and warning system, there are no TMO employees who work in this area. This system is not presently remotely monitored. There are on going discussions at the moment as to whether the installed fire alarm system in this boiler could be removed.	When the discussions are concluded the results will be inserted into this fire risk assessment.		
19a	High	The dry riser water main outlet is obstructed at the roof level.	All contractors items and waste should be removed from in front of the dry riser outlet at the roof level.		
19b	High	The glass panel is missing from the dry riser inlet box on the external wall of the building, this is after being used by the fire service.	Replace the glass panel of the dry rising main inlet box.		
23a	High	There are occupier's tests of the fire alarm and warning system installed in the boiler of this building being undertaken, but there is no logbook in the boiler room.	Please can it be confirmed where the tests and inspections of this buildings fire alarm and warning system are being kept?		
23b	High	According to the Allied Protection Limited certificate the last annual service of the installed emergency lighting was on the 7 th July 2015. According to this certificate a full discharge test was undertaken on this system and some units failed this test.	Can it please be confirm that all the emergency lighting units that failed the discharge test have been replaced. If they have not these units should be replaced immediately.		
23c	High	The fire extinguishers located in the ground floor electrical intake room and the boilers water pump room were out of test date according to the contractors test/service labels attached to them. The last service date on the contractors labels was January 2014.	These out of service date fire extinguishers should be serviced immediately and it confirmed that they are on a contractor's maintenance schedule for annual servicing.		