

Muchmore, Ann: HHASC-Housing

From: Janice Wray [jwray@kctmo.org.uk]
Sent: 12 October 2010 16:11
To: 'gary.sodeau@london-fire.gov.uk'
Cc: Muchmore, Ann: HHASC-Housing
Subject: FW: Friday's meeting with the TMO

Gary,

I believe that we agreed the following which you may wish to include in your minutes –

1. C S Stokes and Associates Ltd. appointed to carry out the fire risk assessments on the Councils' medium risk blocks. Assessment programme likely to begin on site week commencing 18th October 2010 and aim to complete in 6 months.
2. Aim to use same approach as before – Carl's standard proforma to be used (copy provided to the Fire Safety Team at the meeting and no comments received at this time), recommendations to be colour-coded and prioritised, residents to be advised in writing in advance, monthly progress meetings planned with Consultant etc.. However, the intention is for the consultant to do as much work in advance of the programme commencing as possible to establish the extent of our fire safety planned preventative maintenance contract and associated asset registers, our inspection regimes, fire safety training programmes, policy on installation of smoke alarm, PEEPs etc. We are hopeful that this will result in fewer recommendations being made and will allow us to focus our attention on the significant findings.
3. TMO agreed to provide a copy of the first two completed assessment reports to the Fire Safety Team so that they can comment. These comments will then be fed back to the Fire Consultant at the monthly progress meeting. LFB will be invited to attend this meeting to present any concerns / issues / comments .
4. TMO continue to progress the recommendations from the high risk assessments. Internal resources dedicated to this work have been increased and the TMO Board and Operations Committee continue to monitor progress in this area.
5. Janice referred to the need to meet separately with the Fire Safety Team to discuss progress with the actions from the high risk programme and Janice asked that Collette e-mail her a list of possible dates for this meeting and then she will arrange a firm date & send out invites.
6. Fire Safety Team confirmed that they would be picking some properties at random from our high risk programme and auditing these to reassure themselves that actions from the FRAs are being undertaken. There was some discussion about the Audit Form that the LFB use and Carl Stokes asked if it would be possible to accompany the LFB on a few of these audits. Spencer had no objections to this and a visit to 130 Lancaster Road at 10.30am on Tuesday 12th October was subsequently arranged between Gary and Carl.
7. A O B
Burgessfield
There was some discussion about whether the LFB required a change in evacuation strategy at this block which is a TMO block with RBKC tenants but staffed by Social Services officers. Collette advised that a letter had been drafted and would be with the TMO imminently and this will be discussed in detail at the next meeting.

Security gates installed by residents in front of flat entrance doors

Janice asked if she could take the opportunity to get the LFB's position on these gates. Specifically, Janice confirmed that she had previously been advised that we should write to the resident advising them that these would delay the rescue by the LFB and therefore the resident should be encouraged to install a smoke alarm and the local Fire station should be advised of the location of these gates. Spencer indicated that opening the gate would increase the time taken to obtain access to the property, but overall the gates present no significant obstacle to the operational crews as long as the door to the flat was still a fire rated door.

Strike

Spencer confirmed receipt of Janice's e-mail seeking the LFB's contingency in relation to the proposed strike action. Spencer advised that he would be responding once his policy team had approved his draft

Janice

Janice Wray
TMO Health & Safety Advisor

t: [REDACTED]



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