

REGULATORY REFORM (FIRE SAFETY) ORDER 2005

Fire Risk Assessment for:

**Trellick Tower, 5 Golborne Road,
London W10 5PA**

for

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

By Carl Stokes on the 26th April 2017

TMO Property reference number UPRN S217008770026

Suggested Review Date: April 2018 with a new FRA April 2020

or before, if any significant changes have taken place, in or adjacent to this building

DATE	REASON FOR REVIEW	BY WHOM	OUTCOME

Area(s) covered by this fire risk assessment:

All the common parts of the building, the fire separated staircases, the lift lobby landing areas, the corridors, the storage areas off the central staircase, the water pump and tank rooms, the electrical rooms etc and the refuse chute rooms off the central staircase, the disused boiler room, the lift motor room, the bin storage areas and the electrical supply rooms, the external roof areas, the concierge's area and the service road area.

Area(s) not covered:

All the private residential apartments, all of the retail shops and the offices on the ground and lower ground floor levels, the lower ground floor level storage areas, the storage areas used by contractors including the basement disused car parking area, the mobile phone switching room, the top most external roof with the mobile masts on it, the electrical substation, the residents club room and any other part of the building not identified above.

The significant findings and action plan of this Fire Risk Assessment are inserted next with this document continuing on page 2.

It is the policy of the TMO to take all reasonable steps to protect all relevant persons including residents, employees, visitors, contractors, any members of the public or any other persons who are lawfully on the premises, from potential injury and damage to their health which might arise whilst they are on these premises. When entrusting tasks to an employee their capabilities are taken into account as regard to Health and Safety so far as they relate to fire aspects. The aim of the fire risk assessment is to comply with The Regulatory Reform (Fire Safety) Order 2005.

The occupier takes the duties imposed by the Equality Act very seriously and seeks to ensure that all reasonable adjustments are made to enable people with disabilities to be treated fairly and not to be placed at any substantial disadvantage as required by The Regulatory Reform (Fire Safety) Order 2005.

Legal Statement

This risk assessment has been undertaken as a requirement of The Regulatory Reform (Fire Safety) Order 2005, the enforcing authority, ie "the police" for the FSO are the fire and rescue authority for the area in which the premises are situated, (Article 25 of the FSO). It is the local Fire and Rescue Service who therefore have the power to undertake an audit of the fire risk assessment to determine if it is suitable and sufficient or not. Other agencies can ask if you have completed a fire risk assessment but it is not for them to view, enforce or make judgement on.

You do not have to give a copy of your risk assessment to anybody, not even the fire authority, if you do give them a copy this could be used against you at a later date. Under Article 9, headed Risk Assessment sub sections 6 and 7 of the FSO it states:

- (6) As soon as practicable after the assessment is made or reviewed, the responsible person must record the information prescribed by paragraph (7) where—
 - a) he employs five or more employees;
 - b) a licence under an enactment is in force in relation to the premises; or
 - c) an alterations notice requiring this is in force in relation to the premises.
(It is very unlikely that an open air even would have an alterations notice)
- (7) The prescribed information is—
 - a) the significant findings of the assessment, including the measures which have been or will be taken by the responsible person pursuant to this Order; and
 - b) any group of persons identified by the assessment as being especially at risk.

So legally you have to record any significant findings from the risk assessment if you fall into the categories of 6 a to c above and have this available to be inspected.

The FSO applies to the common parts of the building but the Housing Act 2004 applies to the whole of the building and could impose additional fire safety measures on areas of the building outside the scope of the FSO.

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:

The concierge in this building and the repairs direct team of the Tenant Management Organisation (TMO) of the Royal Borough of Kensington and Chelsea.

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, 8 years as an independent fire risk assessor. Member of the construction industry CPD certification Service for 14 years. Professional indemnity insurance cover provided by [REDACTED] Enhanced CRB checked.

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

H M Government Guide used:

Sleeping Accommodation

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. There is no external cladding on this building but there is timber cladding on the private external balcony areas of the flats.

Description of the building:

This is a purpose built standalone "L" shaped building, there are two residential blocks are one being thirty two storey's high and the other part being eight storey's, the central core tower is 40 storey's in high including the basement area. The front of the building is accessed from Golborne Road at ground floor or floor level 1, with a lower ground floor level accessed from the rear via the service road off the

adjacent public road. The shorter block of the two residential ones has storage and retail areas on the lower two floor levels and six floor levels of residential accommodation above them. The taller block again has storage and office use on the lower two floor levels and a disused basement level car park. This car parking area as well as a storage unit is being used by contractors, Wates who are undertaking work within this building over the next year or two. So this block is technically thirty four storeys as there are 30 levels of residential accommodation above. The lift tower area, the central core has an extra four levels above the last residential level as well as the basement areas. This central core tower contains the lift motor room, a disused two storey level boiler room and a mobile telephone switch room at the upper levels with plant and water tank rooms etc on the lower floor levels.

The apartments in this building are accessed off the internal protected corridors, in the taller of the residential towers there are thirty floor levels of accommodation and ten corridors, in the shorter tower there are six floor levels of accommodation and two corridors. The protected corridors provide access to flats located on three floor levels, you can go directly into a flat off the corridor floor level or through the flats entrance door then up or down a floor level. The flats are mostly single storey level and the flat entrance doors are situated in sets of three along the corridors, one down to the floor level below, one to the flat on that floor level and one up to the floor level above.

When this building was constructed there was a communal boiler installed and this is located on the 32nd and 33rd floor levels of the central core or lift block, there are entrances on each floor level of the central core staircase to this boiler room. This boiler room is one open area, these boilers have never been used. But the boilers and all the associated plant etc are still in situ because of the cost to dismantle them and remove from the building as everything was built in the room during the construction phase.

Off the central staircase there are a number of plant and storage rooms, as well as water tank rooms and on the 6th floor level the pump room for the wet rising main along with water storage tanks and other plant.

Access to the external roofs of these blocks is via secure doors and there are locked gates off the staircases at the upper most residential floor level to restrict to authorised personnel only to the upper non residential levels and the open external roof areas. On the central core tower roof there are mobile telephone masts with a secure switch room located on the floor level below, one of the upper balconies is used sometimes by Imperial College London to undertake experiments using scientific equipment.

There is an electrical substation located on the lower ground floor level and externally accessed from the service road at the lower ground floor level at the rear of this building.

The distance between this building and adjacent properties appears to meet Building Regulation requirements therefore minimising and preventing any fire spread to adjacent premises.

There are three fire protected staircases in this building, the central core staircase and a staircase at each the end of each of the residential blocks, these staircase run the height of the building where they are situated and have permanently open vents on their external walls. The internal corridors accessed by the staircase are separated from them by self closing fire rated doors as are the corridors from the lift lobby areas of the central core. At the base of each staircase there is a final exit direct to open air and to a place of ultimate safety.

As this building is over 50 metres in height it is provided with wet riser, there are outlets for this riser on each flat lift area where there is a corridor and at the roof level. The three lifts in this building are all fire fighter/evacuation lifts, with each lift stopping at each of the ten residential floor level lift lobby areas, where the internal corridors are located as well as the second floor level club room. The lifts run from the lower ground floor level, accessed from the service road to the 30th floor level the highest residential level of the building. There are stairs from the 30th floor level up to the roof level of the central core.

There were no apparent unusual structural features either externally or internally observed at the time of the assessment, apart from the access layouts to the flats, there are no high voltage luminous tubes for signs etc in or on this building. There are large spot lights located on the roof of this building but these are normal halogen type lights. 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.

Construction of the Building;

This is a brick and concrete constructed building mostly concrete, this includes the floors, walls and staircases etc, the roof areas are flat with access to them from one of the three staircases within this building. This building is divided into three main parts, the lower tower block, the taller tower block and a central core tower or lift block, which connects/links the two residential towers together. This central lift block is the tallest part of the building and is again constructed of concrete. It is fire separated from the two residential blocks by short bridge corridors which have self closing 30 minute fire rated doors at each end of these links/bridges. The central staircase is also housed within this central core and is fire separated from the lift lobby areas by self closing fire rated doors. The other two protected staircases are located at the opposite end of each block from the central core tower staircase. The walls of the central core tower staircase are painted yellow on rendered concrete, with the walls of the corridors on the flat side being ceramic tiles as are the walls of the lift lobby areas. The external outer face of the flat corridors are pebble dashed rendering.

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;

This is a residential accommodation building with either thirty levels of private residential apartments or six levels depending on which block you are in, the lower two levels of each block, under the residential areas are retail or storage areas. The two lower residential level corridors each give access to 39 flats and the remaining 8 residential corridors, located in the taller block each give access to 19 flats, giving a total of 217 self contained private domestic apartments/dwellings in the whole building. The taller accommodation block has four office areas on the ground floor level and the shorter block has seven retail units. Below these shops and offices are storage areas and a disused car park under the taller block. The retail areas of this

building are totally separate from the residential areas with each part having its own independent access and egress and do not share any internal means of escape routes with the residential areas or other interaction. As there are protected staircases at each end of each corridor the residents have escape in two directions once outside their flat entrance door. The apartments are accessed from one of the ten internal corridors having first entered the building via one of the two entrance doors, the main entrance which is located off Golborne Road which has the concierge's area in it. Or the lower ground floor level entrance off the rear service road. The apartment entrance doors have a letter box in the lower quarter to half of the door.

There is a purpose built domestic refuse chute located in this building with the chute openings located on each lift lobby area inside a purpose built fire separated refuse chute room, the bin storage area is externally accessed and located at the base of the central tower at the lower ground floor level. There is a bulk storage area used by the TMO and its contractors to store large items household waste and rubbish before bulk collection of these items is undertaken.

TMO have plans showing the layout of this building, none are attached to this fire risk assessment.

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 remain within their own dwelling during a fire incident unless the fire is in that dwelling or it is otherwise affected, in which case they should immediately evacuate the dwelling and call the Fire and Rescue Service.

The Fire Service or TMO employees will arrange for a general evacuation of the building at anytime if this is appropriate or the resident can leave at anytime if they so wish. 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.

As far as it is known having asked the person named above, there has been only one fire in this building in the last 2 years, this was on the 19th April 2017 in flat 195, the cause of the fire which started on the external balcony was thought to be as a result of a cigarette from a balcony above. There is no known problems with false alarms from any domestic detectors fitted within any of the individual dwellings of this building.

For the retail areas of this building:

The evacuation strategy for the individual commercial units, retail and storage areas

of this building is as dictated by the individual occupiers of these areas in the same way as any shops located next to each other on any High Street would be. When constructed or when any alterations were carried out including fit outs etc of the retail area the Building Regulations would have applied and this would have been classed as a mixed used building, with the appropriate separation and construction requirements between use groups.

The evacuation strategy for the concierge is that if the fire is in the reception area he will leave the building using nearest safe exit route/door and call the fire service. Otherwise he will remain in the entrance hall area of the building and offer any assistance he can to the emergency services.

Number of individual private dwellings in this building:

217

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).*

Information for Londoners living in high rise properties, this information is provided by the London Fire and Civil Defence Service (LFB 's web site)

If you live in a flat or maisonette

Flats and maisonettes are built to give you some protection from fire. Walls, floors and doors will hold back flames and smoke for a time.

If there's a fire outside of your flat, in another part of the building, you're usually safer staying in your flat unless heat or smoke is affecting you.

Important relevant information

This reviewed Fire Risk Assessment (FRA) supersedes any previous FRA's in their entirety because of new guidance documents that have been provided by Government Departments and enforcement agencies since the original FRA's were compiled. In particular the fire safety guidance document produced by the Local Government Group Fire safety in purpose-built blocks of flats dated July 2011 and the amendment of September 2011. This also includes determinations issued by the Secretary of State concerning the Fire Safety Order in particular the one about the retrospective fitting of cold smoke seals

on fire rated doors. The reports, including the Coroner's ones issued after the Lakanal House fire (Camberwell London) , Shirley Heights fire (Southampton) and the Prestatyn maisonette fire (North Wales) have been studied and where relevant any information contained within these reports has been incorporated into this FRA.

Any other relevant information on this premises

A Notification of Fire Safety Deficiencies was issued by London Fire and Emergency Planning Authority (LFEPA) on the 2nd December 2009 against this building after an inspection was carried out by the LFEPA, reference SW4/12/011762/RP. All items noted on the deficiency notice have been rectified during the refurbishment works. A copy of this Deficiency Notice is held by the TMO Health and Safety team based at The Network Hub 300 Kensal Road

This building underwent a refurbishment in 2010 to 2011 with phase four of this work being completed in late 2011 and its scope was the following:

- i) Refurbishment of all existing communal fire doors and fire exit doors (a small number were actually replaced to match the design of existing doors, to comply with the requirements of the Listed Building Consent) to achieve the designated 30 minute, or where appropriate 60 minute fire resistance.
- ii) Refurbishment of flat entrance doors (again a number were irreparable and had to be replaced to match the design of existing doors, also to comply with the requirements of the Listed Building Consent) to achieve the designated 30 minute fire resistance.
- iii) Completion of the replacement of fire proofing to riser ducts at the back of all bathrooms and toilets (including the removal of existing material containing asbestos).
- iv) Upgrading the fire proofing of corridor windows by sealing glazing on both sides with Firetherm intumastic in accordance with the manufacturer's instructions. Some windows had glazing replaced with 7.2 mm Pyroguard wired fire glass.
- v) Similar upgrading, as flat entrance doors, of store cupboard doors on the 24th floor of block A and 3rd and 6th floor of block B.
- vi) Sealing of service penetrations and holes in ducts and ceiling voids etc with Firetherm fire rated foam or intumastic.
- vii) Sealing larger service holes with 12 mm Supalux boarding sealed with Firetherm intumastic at the edges.
- viii) Fitting Firetherm Intuvents behind existing ventilation grilles in lift lobbies.
- ix) Refurbishment of access and door panels in lift lobbies in a similar way to flat entrance doors.
- x) Rebuilding of electrical cupboards to match existing but with a lining of 12mm Supalux boarding.
- xi) Sealing between floors in electrical service risers.
- xii) Fitting fire dampers to one bedroom flat kitchen extract inlets.
- xiii) Installation of a new emergency lighting system to all communal areas including corridors, staircases and plant rooms.

All the work and this information has been provided by Mr David Williams, Senior Consultant, Ark Housing Consultancy LLP, there address is Unit 1, 14 Hylton Street, Birmingham B18 6HN.

A follow up audit, under The Regulatory Reform (Fire Safety) Order 2005 (FSO) was undertaken in this building by a Fire Safety Inspecting Officer Collette O Hara 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 19th September 2012, the LFEPA reference is FS/SW/12-011762/CO/JPC. Again a copy of this Deficiency Notice is held by the TMO Health and Safety team based at The Network Hub 300 Kensal Road. The items indicated in this 2012 Notice have been implemented and information included in this Fire Risk Assessment.

Another audit, under The Regulatory Reform (Fire Safety) Order 2005 (FSO) of this building was undertaken by the LFB on the 20th November 2013, this was undertaken by two Fire Safety Inspecting Officers, one I believe was Matthew Ramsay. The result of the audit was that this building was "Broadly compliant", A letter dated the 11th December 2013 was issued. As far as I am aware no further audits or visits to this building have been undertaken by the LFB and there has been no further correspondence written or otherwise from the LFB in connection with these premises concerning the FSO. This information has been checked with the TMOs Health and Safety team.

The fire officers undertaking the last audit 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 or ventilation also any positioning or siting of the fixed systems within this building. 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 this premises since that last Fire Safety audit was undertaken.

FIRE RISK ASSESSMENT

FOR: Trellick Tower, 5 Golborne Road London W10 5PA

The following simple risk level estimator is based on a more general health and safety risk level estimator of the type contained in BS 18004 2008:

Potential consequences of fire ⇒ Likelihood 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 into 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:

Low ☐ Medium ☒ High ☐

In this context, a definition of the above terms 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 building 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:

Slight harm ☒ Moderate harm ☐ Extreme harm ☐

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

- Slight harm:** Outbreak of fire unlikely to result in serious injury or death of any occupant.
- 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:

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.

FIRE HAZARDS AND THEIR ELIMINATION OR CONTROL

1. ELECTRICAL SOURCES OF IGNITION

	YES	NO	N/A
Are reasonable measures taken to prevent fires of electrical origin?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are fixed installation periodically inspected and tested?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If appropriate, is portable appliance testing carried out?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If any electrical appliances are present, are trailing leads/ adapters suitably limited and sockets not overloaded?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments or observations:

According to the contractor's label on the building's main electrical supply/distribution boards located in the electrical intake room opposite the concierges desk, the last 5 year electrical fixed wiring check on the common parts electrical fixed wiring was undertaken on the 12th September 2014. The retest date on this Stewards Electrical Limited contractor's test label and the labels on the secondary electrical supply/distribution boards is September 2019. There were no outstanding items indicated on this contractor's label. These same test and retest dates are on all boards seen.

The electrical supply boards and other associated electrical components appear to be industry standard items and are were appropriate housed in standard metal lockable containers.

The caretakers/Estates Services Assistants (ESAs) carry out regular visual inspections of the lighting system which is the main electrical installation in the common parts of this building, the staircases and their landings along with the corridors and lift lobby areas. Some of the lighting units in this building on the landings of the staircases, in the corridors and on the lift lobby areas are also combined lighting/ emergency lighting units. The electrical circuits of the common parts of this building are different electrical circuits than the apartment's ones. The ESA's inspection's also encompasses the electrical intake room, the main electrical room is located in the foyer area opposite the concierge's desk and the electrical cupboards located off each floor level lift lobby area. There are no electrical devices, items of equipment or supply boards etc on display in the common areas of this building. If there is any damage or remedial work is needed this is reported and repair's or replacement lighting units are installed by a contractor on a responsive defect reporting procedure.

There are no electrical sockets on display in the common parts of this building so trailing leads or multi plugs are not used here and there are no solar thermal or photovoltaic systems on or attached to this building. There are electrical sockets in the plant rooms, the lift motor room etc but no trailing leads or multi plugs were seen in these areas. If trailing leads or multi plugs were to be used they would be restricted to these areas of this building and they are only used where necessary. In the concierges/reception area there are portable electrical items, a fridge, a kettle a microwave etc and on the reception desk CCTV monitors, these had portable electrical appliances testing (PAT) labels on them.

The last test date was these PAT labels was the 14th February 2017 with a retest date of February 2018. No other portable electrical appliances were seen in this building at the time of this assessment and portable electrical appliance testing (PAT) is not carried out on any resident's private electrical items. Contractors or workmen employed by RBKC and TMO are required to use only electrical equipment that is fit for purpose, in a good condition and appropriately inspected and maintained. TMO does not carry 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 carry 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?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Is the smoking ban suitable enforced, in the common parts, with "No Smoking" notices displayed at the entrance(s)?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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If located are the external smoking areas appropriately sited with suitable receptacles provided?

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Does the no smoking policy appeared to be observed at the time of the inspection?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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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, the flat/lift lobby areas for instance. There were no discarded cigarette ends seen internally at the time of this assessment on the staircase landings, there were no indications that the no smoking policy was being abused, No smoking signage is displayed at the entrance to this building there is not a designated external smoking area.

3. ARSON

YES NO N/A

Does basic security against arson by outsiders appear reasonable?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Are combustible and waste materials kept away from the outside of the premises?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Are the external refuse containers/rubbish bins suitably secured against an external arson attack?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Is the refuse storage area kept reasonably tidy and the amount of waste material kept to a minimum?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Comments or observations:

There is an electrically operated door entry control system on each of the buildings entrance doors, this is the main ground floor level main entrance/exit door off

Golborne Road and the lower ground floor level entrance/exit door off the service road. These entry control systems are to restrict entry to the building to authorised personnel only, there is a concierge's desk in the entrance foyer area which is manned 24 hours a day to enhance the security measures of this building. Key fobs are used by the residents of this building and the concierge monitors visitors and contractors etc to the building via the main ground floor entrance doors. There is a fireman switch override device fitted to each of these entrance/exit doors, these were tested at the time of the assessment and they worked correctly, releasing the locking mechanisms of the doors. These two entrance/exit doors and the final exit doors at the base of each of the end two protected staircases are fitted with self closing devices to automatically close these doors. This helps to maintain the security of this building, these self closing devices all worked correctly and closed the doors fully at the time of this assessment.

This building has a CCTV system installed within it, cameras cover the main entrance door and the ground floor level lobby area, the images are relayed to the monitor on the concierge's desk. These images are recorded, but are automatically overwritten at a later date.

Combustible and waste materials are kept away from the exterior of the premises as far as possible, the ground floor level garden area and the open area were clear of any rubbish etc. But at the time of this assessment the external lower ground floor rear service road area had a lot of bags of waste and of wood on it or on the raised loading areas. Outside the bulk storage area there was some household furniture as well.

There is a purpose built domestic refuse chute in this building with the openings located in a refuse chute room which are located in each of the central core lift lobby areas. These fire separated refuse chute rooms have a self closing fire door on each of them to separate the refuse chute room from the lift lobby area. The bin storage area for the refuse chute is located at the lower ground floor level directly below the refuse chute and externally accessed from the lower ground level service road. The refuse chute discharges into this secure waste storage area and the rubbish chute emptying directly into a system of medium sized metal rubbish bins.

This secure bin/waste storage area is fitted with metal doors, there are open louvered vents above these doors allowing natural ventilation of the area, the bin storage area is completely fire separated from the remainder of the building apart from the refuse chute. There is a steel shut off plate built into the base of the refuse chute so that the chute can be isolated from the bin room. All the rubbish and waste was contained within the bins in the bin store with no loose rubbish or waste on the bin room floor.

There are recycling bins located externally by the doors to the bin room, these are industry standard metal containers with lids for use by the residents of this building. The area around these recycling bins was clear and in a tidy state at the time of this assessment as was the bin area itself.

From information provided to me bin storage area fires have not been a problem in this area or building and to minimise the amount of waste the refuse is collected regularly by the local council.

At the time of this assessment the refuse chute was blocked, please see the significant findings sheets for more information on this issue.

4. PORTABLE HEATERS & HEATING INSTALLATIONS

YES NO N/A

Is the use of portable heaters avoided as far as practicable, in the areas covered? ☒ ☐ ☐

Are fixed heating boilers/installations subject to regular maintenance, including any gas supply? ☐ ☐ ☒

Are suitable measures taken to keep combustible materials and waste away from boilers or heaters? ☐ ☐ ☒

Are gas safety checks carried out in the building? ☒ ☐ ☐

Comments or observations:

Portable heaters are not used in the common parts of this building, there were two small fan portable heaters seen in the entrance hall area behind the concierges desk. Over the sink in the tea room area at the rear of the concierges desk there is a small wall mounted electrical water heater, this is wired directly into the buildings wiring via a fused electrical socket.

There is not a fixed heating/boiler system for the whole building, each individual apartment has its own heating and hot water system, these are all electrically powered I am told. There were three separate gas supply pipes to this building but as far as I am aware these were disconnected and there is no gas supply to any of the flats now. There may be gas in the retail areas at the two lower two floor levels. For information only there is in the main ground floor level reception area, wall mounted at high level alarms of the "fuel oil transfer pump" this system is not in use and has never been used. I am told that this alarm system was for when fuel oil was to be delivered into the fuel oil tanks for the oil fired boilers which are located in the 32th floor level boiler room.

On the 32nd and 33rd floor levels of this building is the disused boiler room, these central boilers were never used because of all of the changes made during construction of this building and individual boilers/heaters were installed within each flat to provide heating and hot water.

5. PLANT and FIXED EQUIPMENT

YES NO N/A

Does the plant look in good working order? ☒ ☐ ☐

Is combustible material kept away from the plant or equipment? ☒ ☐ ☐

Comments or observations:

The lift motor room and other items of plant are located in a purpose built room on the 34th floor level of the central core tower, 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.

There is a planned maintenance programme of inspections for the lift machinery /plant within the building which is carried out by a third party contractor(Independent Lift Services Limited), with the records kept centrally in the "Hub" in Kensal Road but

there is a record book kept in the lift motor room to aid the service engineers. The last service dates in the lift record books is the 29th March 2017. All three of the lifts installed in this building are fire fighting/evacuation lifts with their own independent dedicated power supply and fire fighters control switches. This lift motor room is accessed from the central core tower staircase, there are secured lock shut gates on the 30th floor landing so that only authorised persons can proceed up to the floor levels above this last residential floor level. The door to the lift motor room is also locked shut when the room is not in use, the lifts in this building were modernised and overhauled in 2012 and 2013.

Located on the open external roof of this central core are mobile telephone masts, there are signs on the door out onto the open external roof area stating "No roof access because of mobile telephone masts".

In the plant room of the central core tower between the 3rd and 6th floor levels, plant room 3A, are the water boost pumps and also the water pumps for the wet rising water main. The normal water booster pumps pump water up to the 35th floor level cold water storage tanks and to any other water tanks on any other floor levels between this pump room and the 35th floor level ones. The diesel fire pumps are for the wet rising main in this building. These pumps are on a planned maintenance programme of inspections according to the contractor's information and service booklets in this room, the third party contractor's last service of these pumps was in January of this year when the wet riser was last serviced. A record book is kept in this pump room to aid the service engineers and also this information is kept centrally in the "Hub" in Kensal Road.

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 and there was no storage of any kind in this pump room.

6. COOKING and LAUNDRY FACILITIES

	YES	NO	N/A
Are reasonable measures taken to prevent fires as a result of cooking?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there a suitable design and layout of the cooking area?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are reasonable measures taken to prevent fires if any laundry facilities are located in the building?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are any filters changed or cleaned on a regularly basis if fitted in any cooker hoods or tumble dryers in laundries?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are any filters changed and ductwork cleaned on a regular basis in any kitchen/laundry extract systems?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are there suitable extinguishing appliances available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments or observations:
:

There are no cooking or laundry facilities located in the common parts of this building, the lift lobby areas, the corridors etc, but at the rear of the concierge's desk in the ground floor reception area there is a small tea making area. This small room has a kettle, fridge, microwave and a small electrical oven, it is used to provide hot

and cold drinks and hot/cold snacks for the concierge. This area is only used by the concierge, a security person or an invited guest, as this room is at the rear of the reception desk it is restricted to authorised persons only. There is no extraction system in this room as the amount of cooking is minimal and the natural ventilation in the room is sufficient to dispel any cooking fumes. This room was in a tidy condition at the time of this assessment, there are no other cooking areas in the common parts of this building.
Kitchens are located in each residential dwelling with the occupier being responsible for the maintenance of these domestic cooking areas and also any laundry equipment contained within their dwelling.

7. LIGHTNING

YES NO N/A

If a lightning protection system is installed on the building does it look in good condition?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Comments or observations:

The taller part of 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, but system was not fully visually inspected as access is restricted because of the mobile/radio transmission masts on the roof.

8. HOUSEKEEPING

YES NO N/A

Is the standard of housekeeping in the building adequate?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Is there an avoidance of unnecessary amounts of combustible materials or waste?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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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)?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Is there an avoidance of inappropriate storage of combustible materials or waste in cupboards or stores etc?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Are any soft furnishing etc in corridors kept to a minimum, do not raise the fire loading or cause an obstruction?

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Are routine preventive checks carried to see that the housekeeping/cleaning routines are working?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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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 mostly concrete, with some brick areas ie non combustible, this means that items can be on the corridors and the lift lobby areas etc.

But the amount and type of items is monitored by regular caretaker/Estates Services Assistants (ESAs) inspections. So push bikes or push chairs etc could be left in these 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. The caretakers/ESAs or contract cleaners ensure that any quantities of waste and combustible material are removed from the building to the external refuse bins, therefore not allowing a build up of any combustible waste materials or rubbish in the common parts of the building.

The electrical cupboards on each floor level, in the lift lobby areas and on the landings of the end staircases were free of any storage and at the time of the risk assessment. The corridors, the lift lobby areas and the landings of the staircases of the building were also clear of any combustible items or storage, so the means of escape routes in this building were clear at the time of the risk assessment. The residents have not introduced any other items into the common parts of the building, apart from some residents do have door mats outside their flat doors, these are low risk and did not appear to cause an obstruction or be a trip hazard.

There is a purpose built domestic waste rubbish chutes located in this building with the openings located within purpose built fire separated refuse chute rooms, located off the lift lobby areas at each floor level. The secure bin area is located at the lower ground floor level. There were bags of rubbish and waste in the refuse chute rooms at the time of the assessment, this was because the refuse chute was blocked, when this happens cleaners or ESAs collect waste and rubbish twice a day and take the waste to the lower ground floor bin area. Please see the significant findings sheets reference the blocked refuse chute.

There are small electrical cupboards located on each lift lobby area and on the landings of the end staircases of each floor level in each staircase have been fire stopped and the construction up graded in some places.

There are storage rooms off the 3rd and 6th floor level lift lobby areas, these are used or bulk storage before this storage is removed to the lower ground floor level main bulk storage area. Please see the significant findings sheets for more information on this issue.

The floor surface of the staircases of this building is exposed concrete, with the corridors and lift lobby areas having linoleum as their floor covering, there were areas of flooring that are damaged. Please see the significant findings sheets for the locations of the damaged flooring. There are no carpets in this building or curtains at the windows of the staircases, lift lobby areas or the corridors.

From a visual inspection only from the ground floor level or from other vantage points around this building I tried to assess if there were any large amounts of combustible storage on any of the external private balcony areas of any flats. I did not see any private balconies that had quantities of combustible storage on them.

On the private flat external balcony areas there is some timber cladding of the internal balcony walls, when flats are empty, ie between tenants these areas of timber cladding are checked for damage etc. This timber cladding was erected on these balconies at the time of the construction, it is only a cosmetic facing with a low fire loading. As long as no cladding is damaged I do not believe that any further action is needed on this issue, if any damaged timber cladding is found this is removed and replaced with flame retardant treated timber. As these are external balconies, open to atmosphere the risk of the timber cladding catching fire is I believe low. Any items on the balconies will catch fire long before the timber cladding.

9. HAZARDS INTRODUCED BY OUTSIDE CONTRACTORS & BUILDING WORK

	YES	NO	N/A
Are fire safety conditions imposed on outside contractors?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If contractors carry out lone working are there suitable precautions taken?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there satisfactory control over works carried out in the building by outside contractors (including "hot work" permits)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If there are in house maintenance personnel, are suitable precautions taken, including use of hot work permits?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments or observations:

Only authorised contractors, who have to provide method statements and schedules of work or TMO employees carry out work for the TMO in the building, TMO has policies and procedures for contractors or in house employees carrying out work in their buildings, including "hot work" or other permit work. These policies and procedures are kept under review and altered as and when necessary or in the light of new information. If any contractors or tradesmen are employed by a leaseholder or tenant directly and the TMO is not informed then the TMO has control over these contractors or tradesmen and these persons are outside the control of the TMO. According to the TMO policies contractors employed by the TMO or TMO employees are advised on procedures to undertake when lone working takes place. TMO instructed contractors or tradesmen are advised that when work is carried out that waste and building materials should not be allowed accumulate and obstruct or block exits and escape routes nor should final exit doors be propped or wedge open to aid the workmen. 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. No construction refurbishment or maintenance work was being carried out in the building at the time of the visit nor were there any contractors on site.

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?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Comments or observations:

There are no dangerous substances stored or used in the common parts of this building, 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.

11. PEST CONTROL

	YES	NO	N/A
Is there suitable control of any pest infestations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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 any of the flat balconies from a visual inspection this appeared to be well fitting and at the time of this assessment no pieces were hanging down or likely to cause a trip hazard. As this pigeon netting is only covering the balcony opening it is therefore not obstructing any doors from the flats onto the external balcony areas.

FIRE PROTECTION MEASURES

<u>12. MEANS OF ESCAPE FROM FIRE</u>	YES	NO	N/A
It is considered that the building is provided with reasonable means of escape in case of fire?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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 type="checkbox"/>	<input checked="" 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"/>

	YES	NO	N/A
Where appropriate are any fire doors fitted with self closing devices and do these function correctly?	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Comments or observations:

This building appears to have been constructed in accordance with the Building Regulations at the time of construction with the layout of the building including the travel distances, the escape routes, the width of escape routes and the number of exits appropriate for the present use. The means of escape routes/the escape staircases lead directly to a final exit at the ground or lower ground floor levels. The entrance/exit doors of this building and the exit doors at the base of the end staircases all open in the direction of travel, as do the storey, corridor and staircase doors, some doors swing/open in both directions. The central staircase is I believe the primary exit route from the building in an emergency, but because of the exit staircases at the end of each of the blocks there is travel in two directions from any flat on any floor level. The ground floor level entrance lobby/reception area is fire separated from the central staircase.

To exit the building via the main entrance/exit door for the other exit doors there is a push button release device fitted to the door which over rides the locking mechanism of the doors in a single action, these are used every time by persons leaving the building. From information I have been given in the event of an electrical power failure the push buttons defaults to the open position.

On the corridor to end staircase exit doors there are "push bar" release device fitted to these double doors, these all worked and opened the doors when tested.

The staircases are fire protected for their full height, with independent final exits at the base of the staircases direct to open air.

There is no self closing device fitted to the door behind the concierge's desk, this is because the door is open if the concierge is there, he needs to have the door open if he is making a hot drink etc. The door is locked shut if he leaves the desk for any reason, i believe that this is a low risk issue and no future action is need on this item, the LFB inspecting officers have been asked to comment on this issue and are happy with the current arrangement of no self closing device being fitted.

There was no visual damage observed during the assessment to the wall and ceiling linings, of the means of escape route staircases, the self closing fire doors of the corridor and to the staircases have been fitted with cold smoke seals during this last phase of the refurbishment works along with the apartment entrance doors. The apartment entrance doors appear to be 30 minute fire rated doors with a letter box and a flap in the lower quarter to half, apart from the ones mentioned on the significant findings sheets. The flat entrance doors of flats 1 and 13 have been inspected and reports written on these doors.

The self closing entrance doors to the apartments are off the internal protected corridors which have permanently open louvered trickle vents in the external faces to allow natural ventilation to enter from the outside.

There windows on the external face of the corridors can be opened by the used of a budget key, there are restrictors fitted to any openable windows because of the height of this building. I am told that new windows are to be fitted within the next year or so, these new windows will comply with the requirements of the Building Regulations for ventilation and security. The windows in the lift lobby areas and in the staircase enclosures are tall narrow windows, these are centrally pivoted and swing to open, allowing natural ventilation into these areas of the building.

The ceilings of the corridors are 30 minute fire rated, the following is extract from the refurbishment report.

The corridor ceilings are in Supalux panels which I understand are designed (in this configuration) to give a minimum fire resistance of 30 minutes (the same as the flat entrance doors). The panel joints have been sealed with intumescent mastic. We are also going to be introducing some ventilation grilles along the length of each corridor to give a degree of air flow through the ceiling void, in order to mitigate the possibility of dry rot developing in the timber framework which forms the ceiling void. The grilles will be of the type that have an intumescent core that will seal the opening in the event of a fire. The ceiling void is compartmentalised at the same points as the corridor itself (ie where the fire doors are located) and holes for services passing through the fire break have been sealed with intumescent material, as have services passing from the ceiling void into individual flats. There is an extract ventilation duct passing through the ceiling void from the kitchens of the one bedroom flats which incorporates fire dampers at each compartment wall and the ceiling void also contains electrical cables and water service pipes.

After all the ceilings were reinstated the joints have all been sealed with Firetherm intumastic. Firetherm, the manufacturer of the intumescent products used are at Unit F, Acorn Industrial Park, Crayford Road, Crayford, Kent DA1 4FT (full details of their products can be found on their website at [http\\firetherm.com](http://firetherm.com)).

Some residents have erected lockable metal gates externally to their flat entrance door for added security, it is assumed that residents are able to unlock these quickly in an emergency to make their escape in case of fire. These metal security gates are fitted in front of the flat entrance door of flats numbered 81, 83, 96, 102, 143, 148, 203, 212, 213, 214, 216 and 217. This information reference security gates has been passed on to the local fire safety team in accordance with the policy agreement presently in place with the LFB.

The entrance doors to some of the flats are fitted with multiple locks, up to three in total in some cases it is assumed that the occupants of the flats can exit their flat in an emergency without any undue delay.

There is fire rated glazing in the corridor and staircase fire doors, according to the contractor this is *Pyroguard fire glazing is 11.4 mm thick and manufactured by CGI International, Millfield Lane, Haydock, Merseyside, WA11 9GA (full details can be found on their website at [http\\www.pyroguard.eu](http://www.pyroguard.eu)).*

The vision panels in the flat entrance doors and in the windows of some flats out on to the internal corridors is Georgian wired fire rated glazing, please see the significant findings sheets for the locations of the damaged or crack glass in the flat entrance doors or corridor doors.

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 assessed.

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.

The doors to the refuse chute rooms and cupboards off the lift lobby areas, corridors including residents private store cupboards are all solid doors which close tightly against the door frame and none were damaged so I believe that these are suitable and fit for purpose.

At the time of this risk assessment the escape route was clear of obstructions but some of the flooring materials on the escape routes in the common parts of the building are damaged.

The door flaps/hoppers of the purpose built refuse chutes worked correctly at the time of this assessment and none were missing or damaged.

If any of the apartments in this building are leaseholder apartments rather than tenanted apartments then the entrance door of the flat is demised to the leaseholder. The TMO does not have any control over or legal powers to intervene if the leaseholder changes the flat entrance door. The lease agreement clearly defines that the entrance door is demised to the leaseholder so if there is an issue over the conformity of the flat's entrance door to either the standards required of the Fire Safety Order or the Building Regulations this is a private matter between the leaseholder and the enforcement authority. There have been meetings on this subject between the TMO and the local LFB fire safety team leaders, minutes of these meeting are held by the TMO Health and Safety team manager along with the relevant policies and procedures. If the apartment is a tenanted one with a TMO tenant not a leaseholder then the TMO has control and will undertake any appropriate actions needed.

When this building was constructed it was not a requirement under the Building Regulations standards at the time to have cold smoke seals fitted to fire doors either the flat entrance doors or other fire doors, changes to the Building Regulation standards are not retrospective. Most fire doors in this building now have cold smoke seals fitted to them. If any fire doors do not have cold smoke seals fitted there are close fitting and they shut tight on to the door frames, if these fire doors are to be replaced, repaired or any refurbishment work carried out that involves these fire doors, then they will either be upgraded with cold smoke seals fitted to the door or in the surrounding door frame or replaced with doors that already have cold smoke seals fitted to the doors or in the surrounding frame of the doors or the doors will be replaced with doors that already have cold smoke seals fitted. This stance on cold smoke seals is backed up by the Secretary of State's determination issue in May 2012.

13. DISABLED PEOPLE

YES NO N/A

It is considered that the building is provided with reasonable arrangements for means of escape for disabled people?

✓		
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Comments or observations:

At the time of the risk assessment there was no evidence of any resident within the premises who suffers from sensory impairment to such a level that would prevent them from hearing a shouted warning of fire or a loud knocking on their entrance door to warn them.

TMO have recently introduced a comprehensive programme to gathering information about tenants including any disabilities and their physical ability and mobility to

respond to any emergency situations. This information will be entered on a "TP Tracker system" and held centrally.

The additional information will be used to assess if residents may require additional devices to provide them with early warning of smoke/fire in their home and/or development of a Personal Emergency Evacuation Plan (PEEPs).

The lifts in this building are firefighter/evacuation lifts and could be used as part of the evacuation strategy for disabled persons but if these lifts were used this would be under the control of the fire service, if they were in attendance. Before the fire service arrive at this building the lifts could be used by the residents, this policy is in accordance with guidance given in the H M Government risk assessment document Sleeping Accommodation.

14. MEASURES TO LIMIT FIRE SPREAD AND DEVELOPMENT

	YES	NO	N/A
It is considered that there is:			
A reasonable standard of compartmentation provided?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A reasonable limitation of the fire loading in the means of escape routes/corridors that might promote fire spread?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The wall and ceiling linings are in a good condition?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If fitted, is any fire rated glazing in good condition?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Where necessary are fire dampers provided to protect the means of escape against fire, smoke and combustion products in the early stages of a fire?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If fitted, is the ductwork of any mechanical ventilation system cleaned and any filters changed regularly?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Comments or observations:

This building appears to have appropriate fire separation and compartmentation and from a visual inspection of the structure of the building there appeared to be no areas that raised concern about structural damage to the building or fire stopping issues. There were no obvious signs that in the areas covered that bad workmanship would mean that the fabric or fire integrity was or could be compromised. No invasive structural investigation was undertaken to complete this risk assessment. There were no visible breaches of the compartment walls and ceilings linings at the time of this risk assessment apart from the area mentioned on the significant findings sheets.

The fire rated glazing in this building was in a good condition at the time of this assessment with no cracks or damaged pieces noticed apart from the areas mentioned on the significant findings sheets.

The fire loading of the common parts of the building was considered to be good, please see the sections on "housekeeping" and "arson" for more information.

There are electrical cupboards in this building which contain electrical meters and components there was adequate fire stopping to the wiring routes out of these cupboards at the time of this assessment.

From information provided by Mr Williams, *there is an extract ventilation duct passing through the ceiling void from the kitchens of the one bedroom flats which incorporates fire dampers at each compartment wall and the ceiling void also contains electrical cables and water service pipes.*

Natural ventilation is used to vent the staircases and lift lobby areas via the openable windows and the corridors via the permanently open trickle vents in the window frames and the openable windows.

I am told that there are no fire dampeners in this building.

15. EMERGENCY ESCAPE LIGHTING

YES NO N/A

If any is fitted, is the emergency lighting system currently installed in the building, to a reasonable standard? ☒ ☐ ☐

Is there adequately normal or borrowed lighting to back up any fitted emergency lighting system installed? ☒ ☐ ☐

Where necessary, does the emergency lighting cover any external escape routes? ☐ ☐ ☒

If fitted, are all emergency lighting units, clean and visually in a good condition? ☒ ☐ ☐

Comments or observations:

There is emergency lighting installed in the staircases, the lift lobby areas and the corridors etc ie all the common parts of the building also in the lift motor and plant rooms of the building giving I believe adequate coverage for the means of escape routes should the normal supply systems fail. Externally there is street lighting which will provide a suitable level of illumination outside the building during the hours of darkness for the external escape routes and also in the event of an electrical supply system failure in the building, the exterior lighting would still function as it is on a different electrical circuit. The units in the staircases are self testing with a green light indicating ok and a red light indicating fail to charge.

The emergency lighting system in this building was not tested/checked as part of this assessment.

The new emergency lighting system was designed by our Consultant Services Engineer, Wilson & Partners, from whom further detailed information can be obtained (contact Paul French – telephone, [REDACTED] or email, paul@wilsonpartners.co.uk). A full copy of the specification can be provided if required. The installation has been installed by an Electrical Sub-Contractor to Breyer Group plc who have also provided an electrical completion test certificate to Breyer. A copy is to be included as part of the Operation and Maintenance Manual which has yet to be provided by Breyer, the works having only been completed towards the end of last year. A copy of the relevant certificate has been requested from Breyer and should be available shortly.

The system consists of self contained units, not a centralised battery system or a generator back up system, the neon indicator lights are visible on the units. The glare limits of the emergency lighting units are with-in the acceptable ranges of BS 5266 and the colour of the light produced is white , there are no twin pack lighting units in use.

16. FIRE SAFETY SIGNS AND NOTICES**YES NO N/A**

Is there suitable pictogram fire signage in this building?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Are any signs displayed clearly legible, fixed securely in position and unobstructed?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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If necessary, are there pictogram fire safety notices in the building with the assembly point indicated?

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Comments or observations:

There was industry standard pictogram emergency escape signage in the building, this signage is suitably located, positioned and it is in accordance with the required guidance. The signage is not obstructed and it is displayed so that it can easily be seen by the occupants of this building.

The corridor to staircase doors have push bar to open devices fitted to them with push bar to open signs displayed on these doors, the staircase exit doors and the other final exit doors of this building have a button to release the locking mechanism of the entrance/exit door. There is a sign which states "Push to open door" or push on the button, these doors fail safe to open if there is a power cut I am told.

There is pictogram fire action notice displayed on each floor level of this building, these are bespoke pictogram fire action notices which state that there is a stay put policy for the residents of this building. That is unless their dwelling is affected by smoke or flames. The fire assembly point is written on these fire action notices, this is outside the front of this building. The fire action notices are also be the buildings emergency action plan in line with the guidance in the H M Government risk assessment guides, as this is a non complex building.

Pictogram signage is used so that the fire action message can be understood by occupants who have limited English language skills or who do not speak English. To aid the emergency services each floor level is permanently numbered in a large font opposite the lifts and in the central staircase, the other two staircases are exits only. In each lift lobby area there is a sign indicating the flat numbers located on that floor level, these signs are permanently fixed to the wall and in a large font.

At the lower ground floor level of the central staircase there is a Premises information box for the fire service, this red standard fire box is wall mounted and secured locked shut. The fire service have a key to open this box which contains plans of the building, sets of keys for locked doors etc, information on the locations of the plant rooms and the contents of these plant rooms. There are regular liaison meetings with the fire service and the contents of this box can be discussed at these meetings and additional information added if required by the fire service. I am told that there is a system in place to maintain the accuracy of the information contained within this premises box.

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?

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Does it have automatic fire detection, if required?

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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	YES	NO	N/A
Is the system suitable for the occupancy and fire risk?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If the system extends into the private flats is it suitable?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Has remote transmission of the system been considered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Comments or observations:

There is no fire alarm or warning system installed in the staircase enclosures of this building, the common parts of the building, that is in the entrance hall/lobby areas or on the staircase landings of each part/section of this building. This is in accordance with the requirements of the Building Regulations, Approved Document B Fire Safety and the HM Government Guide, Sleeping Accommodation as this building was constructed to Building Regulations standards at the time of construction. Before any work is undertaken on any TMO controlled building the work goes through the Building Control process of the local Authority and any observations or recommendations are incorporated into the project. There was access to a number of the flats in this building, in these flats there were electrically powered/operated hardwired domestic fire detectors installed, a smoke detector/alarm in the hallway interlinked to a heat detector/alarm in the kitchen. If there is an internal staircase in the dwelling then the smoke detector/sounder is located at the head of or the base of the staircase.

It was part of the refurbishment work that all of the individual dwellings would be fitted with domestic interlinked hard wired automatic fire detection and sounders. Please see the significant finds sheets for the dwellings where access could not be gained to fitted hardwired fire detection devices.

The TMO in news letters etc has advised residents to fit domestic smoke detectors and there are some central records of devices being fitted in some flats before residents moved in. London Fire Brigade (LFB) operate a policy where they will undertake home visits to domestic dwellings and fit domestic detectors, the LFB have provide home information leaflets centrally to the TMO for caretakers/Estates Services Assistants (ESAs) to deliver to residents to request these visits.

If during any LFB visits concerns are identified about fire safety issues in any dwelling then the arrangement is that the TMO are informed of this by the LFB. It is TMO's policy that if flats are refurbished then the installed detection is assessed to see if it needs to be up graded etc by the addition of new devices.

Where domestic smoke and/or heat alarms are fitted within a dwelling the occupant/resident is responsible for any testing of the device.

A "Stay Put" evacuation strategy is currently in place for all residential flats in the building and this is considered to be acceptable.

There was no access to the ground and lower ground floor level retail/office areas so it is not known if fire alarm/detection systems are fitted in these areas or not, if they are these will be standalone fire alarm systems covering that occupiers area only

<u>18. PORTABLE FIRE EXTINGUISHING APPLIANCES</u>	YES	NO	N/A
Is there reasonable provision of portable fire extinguishers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are all the fire extinguishing appliances readily accessible?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments or observations:

There are no portable fire fighting appliances provided within the common parts/sections 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 known 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 containing 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.

So with the recommendations of the guidance in mind portable fire fighting equipment is only located in plant rooms and other similar ancillary areas under the control of the TMO within this building.

There are portable fire fighting appliances/extinguishers located in all of the plant rooms of this building including the roof level lift motor and the water pump rooms.

Please see the significant findings sheets for more information on this issue.

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 their 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. There are dry powder fire extinguishers in this building, in the disused boiler room, the fire extinguisher engineer may comment further on this issue when he next undertakes the annual servicing of the fire extinguishers.

All the fire extinguishers located in this building were visible and none were obstructed in any way at the time of this assessment.

19. FIXED FIRE SYSTEMS AND EQUIPMENT

YES NO N/A

Type of fixed system: Wet Riser
Evacuation/Fire fighting Lift

✓		
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Comments or observations:

There is a wet riser installed in this building with the outlets located on each of the lift lobby areas and at the roof level, the use of this wet rising fire main will be under the total control of the Fire Service if it is used. The outlets for the wet riser are housed in standard secure metal boxes recessed into the wall of the flat lift lobby areas with

the appropriate signage displayed and securely fixed to the wall of the staircase landing at each floor level where an outlet is located. The water storage tanks for this wet riser along with the electrical pump and diesel back up pump are located in a secure room between the 3rd and 6th floor levels called plant room 3A. This is accessed off the central core protected staircase. These water tanks are gravity fed from the main buildings water tanks and also fed from the main water main. The automatic electrical pump provides additional pressure for the diesel pump. The pumps are on a planned maintenance contract and service by the third party contractor who is used to maintain and service the wet rising mains and all the fittings attached to it.

This contractor is responsible for the wet rising mains operation and effective working order. If any defects are noticed during a service or maintenance visit the contractor is under a contractual obligation to inform the occupier of these defects if there is a substantial cost implication or repair them if possible if the costs are within the agreed amount.

Work was been undertaken on this wet riser in 2014 with a new pump fitted, a commissioning certificate was issued after the new pump was fitted. The water flow readings were undertaken as well as pressure readings, the pressure on the 30th floor level riser outlet was recorded as 5.9 bar. The pressure at the roof level outlet was 2.48 bar with a flow rate of 2400 litres per minute. The upper most residential level is the 31st floor and the outlet which would be used is the 30th floor level one. The BS requires a flow rate of 1500 litres per minute and 4.4 bar pressure at the highest working outlet, so this system is providing more than is required.

When this building was constructed the British Standard for rising mains was different than the present one, so the currently installed system complied to the requirements of the day. The certificate provided by M and P Protection shows that no parts are needed or work needs to be undertaken. The outlets of the wet rising main are on their side, not vertical, this positioning of the outlet valves being horizontal not vertical is acceptable.

If this wet riser is used by the fire service during an operation incident then this riser is under the total and full control of the fire service.

The diesel fire pumps for the wet rising main in this building are on a planned maintenance programme of inspections according to the contractor's information and service booklets in this room, the third party contractor's last service of these pumps was in January 2017, at the same time as the wet riser was serviced. A record book is kept in this pump room to aid the service engineers and also this information is kept centrally in the "Hub" in Kensal Road.

The three 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 operation and effective working order. If any defects are noticed during a service or maintenance visit the contractor is 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. The 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 operation incident then these lifts are under the total and full control of the fire service.

There was originally a sprinkler system which covered the car parking area under the taller tower block with the sprinkler control valve located in a room as you descended down to the basement level car park. The car parking area is now not used and is secured shut off and the sprinkler system has been drained down and disconnected so it is not in use. If the car park is ever brought back into use the sprinkler system will be reconnected and made fully serviceable again.

There is an old gas flood system installed in the disused boiler room located on the 32nd and 33rd floor levels of the central core/lift lobby tower, there are discharge nozzles above the boilers and bottles/cylinders fixed to the wall of the lower level of the boiler room, this system is locked in the off position.

I have asked the TMO engineers if this gas flood system is live and I have been told that the whole system has been made safe and does not work and cannot work. This whole boiler room is a disused area. These central boilers were never used at all because of the changes made during construction and individual boilers were installed within each flat to provide heating and hot water. Please see section 4 above for more information on heating and hot water systems with the individual flats themselves.

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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are appropriate fire procedures in place with a suitable record of the fire safety arrangements ?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there suitable arrangements for summoning and meeting the fire and rescue service, including providing relevant information and any likely hazards?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are there suitable policies and procedures in place for contractors and "lone workers?"	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments or observations:

The TMO caretakers/Estates Services Assistants (ESAs) 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. 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 fire safety officers 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?

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

✓		
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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/Estates Services Assistants (ESAs), wardens and office managers receive training to be fire marshals/ wardens by a third party fire training company. The fire wardens 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.

I have been shown copies of the training documents and they appear to cover all the areas and topics that are mentioned in the H M Government risk assessment guidance booklets.

The practical training involves using the types of portable fire fighting appliances currently provided in the TMO buildings.

If anybody receiving this training does not use English as their first language this fact is taken into account so that they comprehend the information given to them.

Prior to moving into this building all tenants are issued with a handbook which includes some fire safety advice and are given a tour of the building by a Neighbourhood Officer, there is no documentary evidencing required by TMO for the issuing of this documentation.

Contractors are reported by TMO to be required to have a construction phase plan which should be agreed before work commences and be acted upon including provision of a suitable number and type of fire extinguishers and someone trained to use them as part of the fire safety arrangements for the project where appropriate.

22. CO-OPERATION WITH ANY OTHER EMPLOYERS**YES NO N/A**

If this building is shared with other occupiers is fire risk Information co-ordinated between occupiers?

		✓
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Have you received appropriate information on other occupiers fire risks and general fire precautions?

		✓
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Comments or observations:

I have classed this as a single occupied residential building.

The ground floor and lower ground levels of this building under the residential accommodation areas of the building occupied by retail shops and offices with secure storage areas on the lower ground floor level. Therefore this could be called a multi occupied building, the upper residential levels only are under the control of the TMO, the retail and storage areas are under the control of the other occupiers.

For the next year or more Wates will be using the basement car parking area as a storage area whilst they undertaken work within this building. Their Fire Risk Assessment will cover their demised areas of this building. The shops and other areas are completely separate from the residential areas of the building and neither relies on the other for evacuation purposes nor are there any shared escape routes. So I believe that as these uses are totally separate the TMO does not need to co-ordinate their risk assessment with the other occupiers as they are independent and the building is fire separated by a concrete slab, this stance is in accordance with guidance of the Government documents. This does not mean that any fire in the ground floor shop would not affect the residential property and the TMO could ask for a copy of the commercial occupiers Fire Risk Assessment, but as a suitable measure these are separate occupancies much in the same way two houses or shops in a terrace are separated by party walls.

There is an externally accessed electrical substation on the lower ground floor level of this building and this occupies part of the buildings foot print, this area is unmanned and only visited infrequently and restricted to employees of this electrical company. There is no needed for the companies employees to enter the residential parts of the building and TMO employees cannot access this area. So I have therefore considered this to be a single occupied building because there is no permanent workforce, any employee of the utility company could be asked to visit the site. Looking at the party walls separating the substation from the rest of the building from the TMO side of the walls where visible, there did not appear to be any breaches of the walls between this substation and the remainder of the ground floor areas of this building.

The reception area, concierge's desk located on the ground floor level of this building is manned by an employee from a contract security company, this security company has been given by the TMO fire safety policies and procedures for the concierge's to implement in the event of an emergency, fire situation. Copies of these policies and the procedures etc are kept under the concierge's desk. The security company provides any relevant fire training to its staff and the staff on duty in this building are familiar with the fire systems installed within this building.

The contract cleaning company who are contacted to clean the common parts of this building and others nearby have small rooms off of the lift lobby areas at the lower floor levels of this building. The cleaners only work in this building for a certain period of time each day and use these areas for the storage of cleaning items and equipment etc. These areas are controlled by the TMO even though it is used by the employees of the cleaning company and there are frequent meetings with the cleaning company and TMO this is why I have classed this as a single occupied building for the purposes of this fire risk assessment.

There is a radio transmission switch gear room, equipment for the mobile telephone mast located on the roof area, this equipment room is located on the 25th floor level of this central core tower, called plant room 25A. Access to this plant room is restricted. If access is needed to this plant room or the actual transmission masts located on the external roof of this tower the employee of the mobile phone company will be escorted by a TMO employee because special keys are needed to access the roof level area. I have therefore considered this to be a single occupied building because there is no permanent workforce (any employee of the company could be asked to visit the site) of this company employed in the building and there are no employees of TMO in the building either.

This does not mean that any fire in these plant rooms or the lower ground floor level electrical substation would not affect the residential property above and the

TMO could ask for a copy of these occupiers Fire Risk Assessments. But as a suitable measure these are separate occupancies much in the same way two houses or shops in a terrace are separated by party walls. The Metropolitan Police use this building, the roof levels etc during the Notting Hill Carnival, the Police provide risk assessments and it has been confirmed that they have public liability insurance in place.

23. TESTING AND MAINTENANCE

	YES	NO	N/A
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 type="checkbox"/>	<input checked="" 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, (pipe & pump(s)) 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 type="checkbox"/>	<input checked="" 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:

From information and the asset records provided to me by the TMO the wet riser water main in this building along with all the associated pumps and pipe work is subject to maintenance contract, with servicing and maintenance being carried out on a 6th monthly basis. The professional third party contractor last undertook a service of this system on the 11th January of this year, 2017 as part of the planned

preventive maintenance programme. Records are kept centrally by TMO at the "Hub" and by the contractors and there is a service logbook by the wet rising main pump in the plant room.

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 is on a planned preventive maintenance contract with the external contractor. All records for this system are kept centrally by TMO at the "Hub" and by the contractor.

Most of the fire extinguishers in this building were last serviced/tested according to the contractors labels on each item in July 2016, but in some plant rooms the fire extinguishers are overdue servicing.

It is the TMO's policy that the caretaker/ESA is to undertake the occupiers checks and inspections as per the caretakers/ESA check list for this building. This check list 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/ESA visits to these buildings any resident can report any structural damage, damage to a door/fitting etc or lights not working to the TMO 24 hour help desk.

It is not known if the monthly occupier's inspections of the fire extinguishers, the, emergency lighting and the wet riser along with the buildings structure are being undertaken by the ESAs/caretakers as per the checklist.

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;
- b) in relation to any premises not falling within paragraph (a)—
 - i. the person who has control of the premises (as occupier or otherwise) in connection with the carrying on by him of a trade, business or other undertaking (for profit or not); or
 - ii. the owner, where the person in control of the premises does not have control in connection with the carrying on by that person of a trade, business or other undertaking.

"relevant persons" means—

- a) any person (including the responsible person) who is or may be lawfully on the premises; (members of the public in a shop or licensed premises, contractors or visitors in a factory) and
- b) any person in the immediate vicinity of the premises who is at risk from a fire on the premises, but does not include a fire-fighter who is carrying out his duties in relation to a function of a fire and rescue authority under section 7, 8 or 9 of the Fire and Rescue Services Act 2004 (fire-fighting, road traffic accidents and other emergencies). This could include people in flats above a ground floor shop or the staff living over a licensed premises.

Child; Anyone who is not over compulsory school age, i.e. before or just after their 16th birthday.

You must, before you employ a child, provide a parent with clear and relevant information on the risks to that child identified by the risk assessment, the measures you have put in place to prevent/protect them from fire and inform any other responsible person of any risks to that child arising from their undertaking.

Combustible materials: A substance that can be burned.

Compartment wall and/or floor: A fire-resisting wall or floor that separates one fire compartment from another.

Competent person: A person with enough training and experience or knowledge and other qualities to enable them properly to assist in undertaking the preventive and protective measures.

Dangerous substances: A substance which because of its physico-chemical or chemical properties and the way it is used or is present at the workplace creates a risk or a substance subject to the Dangerous Substances and Explosive Atmosphere Regulations 2002 (DSEAR). Small quantities of substances are not considered a major hazard for instance DSEAR talks of quantities of 25 litres and more so a few plastic bottles of cleaning materials and other such substances are not relevant and would be normal. For example the local corner shop or supermarket would not record as dangerous substances all the items they sell in their shop, including bleach, white spirit, paint and glue etc.

Material change: An alteration to the premises, process or service which significantly affects the level of risk to people from fire in those premises.

Means of escape: Route(s) provided to ensure safe egress from the premises or other locations to a place of total safety.

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 Assessment criteria, Design, Structural and Management

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

BS 9999: 2017. *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)

H M Government, fire risk assessment guide Sleeping Accommodation

Managing Agents management policies, procedures and associated documentation

The Equality Act 2010

Building Regulations 2010 Approved Document B (Volume 2) inc FPA information

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.*

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