

Minutes of the meeting between LFB, RBKC Council and TMO

Date and time:

April 20th 2010 at 11:00

Venue:

1st Floor Meeting Room, Kensington Fire Station

Attending:

Collette O'Hara (**CO**), Spencer Sutcliff (**SS**), Russell Thompson (**RT**), Janice Wray (**JW**), Anne Muchmore (**AM**), Johanna Berntsson- Arje (**JBA- Minutes**)

Welcome by SS

Progress re completing Fire Risk Assessments (FRA) for high risk properties

- **JW** confirmed that the FRA's for the high risk premises were completed in March 2010. The final number for high risk premises managed by TMO is 100. The original figure of 110 has been reduced due to the sale of properties and some groups of buildings being classed as a single premises. **JW** will send an email to **CO** confirming which premises on the original are no longer managed by TMO.
- TMO are going to re- tender for all their medium and low risk premises. Salvus has confirmed that they will be on the tender list.
- **JW** is to provide **SS** and **CO** with hard copies of all the high risk FRA's.

Work identified from FRA's

- **SS** asked **JW** for time scales of when works are going to be carried out on the high risk premises.
- **JW** confirmed that TMO will not be able to completely comply with the notice for Trellick Tower within the agreed timescale. The works are due to start in September 2010. Some interim work, such as improving self closing devices on cross corridor doors, has been completed.
- **JW** said that TMO have to go to tender for all major works, hence the delay. Certain urgent, smaller works can be paid for out of the general maintenance budget.
- **JW** confirmed that TMO are currently on target to complete FRA's for all their buildings within the three years (from July 2009) and essential works within five years. The high risk works to be carried out first but some lower risk work will be carried out at the same time as part of the general maintenance programme. **JW** is not able to confirm a date for when all high risk works will be completed.
- TMO have highlighted the lack of fire doors on flats as a major issue and are currently carrying out a survey of all their stock to establish how much work is required. A report of the findings will be available in May 2010.
- **SS** mentioned LFB concerns about the lack of time scales for when the high risk works are to be completed.

- **JW** advised TMO are looking at the main issues and dealing with them however some issues like whether front doors of flats are FD30s or not are taking time to resolve.
- **COH** advised TMO should be putting together a schedule of works prioritising the critical works and set time scales throughout.
- **JW** and **RT** agreed this would be beneficial to them also. Agreed to have this information for our next meeting.

Interim measures

- **JW** provided a Trellick Tower update. All cross corridor doors were self closing effectively on 19/04/2010. Further work will be required to make the doors fully compliant. The rubbish chute is now working so there is now no waste in the corridors.
- **SS** went through the idea behind interim measures by saying that they do not necessarily form part of the final fire safety solution. **JW** and **RT** confirmed that they have not really considered interim solutions until now. They agreed however that they will review the FRA's completed and look to implement interim measures where applicable.

Medium risk properties

- **JW** handed out a full list of the TMO medium risk housing stock as well as a document containing the criteria for the risk. **SS** and **CO** are to take the documents away and will discuss them at a later date.
- The TMO manages approximately 140 medium risk premises. The tender for the FRA's will go out in the next week and **JW** is hoping that a company will be on site by the end of June. She is expecting that the assessments will be completed within six months from the start date.
- **SS** advised that if a new company are employed to carry out FRA's for medium/low risks then it would be advisable for the LFB to review the FRA to ensure the pro-forma is suitable and sufficient.
- **JW** agreed.

Low risk properties

- **JW** confirmed that all FRA's will be completed by summer 2011.
- **JW** will pass on the list of low risk premises to **CO** within the next few days. There are approximately 140 properties in the low risk categories.

Review

- TMO are to look into employing a full time member of staff to deal with the continuous works and review of the FRA's. They are also looking into further staff training to be able to carry out in- house reviews of the assessments.

FF risk

- **SS** is to send a list of potential risks to fire fighters that TMO should be aware of and inform LFB of if they identify them.

A.O.B

- **SS** confirmed that LFB will not ask TMO to retro fit dry risers in existing buildings over 18 meters. The lack of risers will need to be included in the FRA and other potential solutions such as fire fighting lifts will need to be considered.
- **SS** mentioned that a new LACORS guide will be published shortly and it will contain some more guidance on front doors to flats.
- **JW** confirmed that 16 Nevern Square is privately owned and is not managed by TMO.

Next meeting to be scheduled for July 2010.