

## **Fire Risk Assessments in medium risk blocks**

### **Progress meeting 30th March 2011**

#### **Present:**

Ann Muchmore (AM)  
Janice Wray (JW)  
Carl Stokes (CS)

Performance and Contracts Monitoring Officer- RBKC  
TMO Health & Safety Adviser  
C S Stokes & Associates

#### **1. Apologies**

Valerie Sharpies.

#### **2. Matters Arising from previous minutes**

**2.1** CS confirmed that K Fifield has now provided an updated Asset Register of fire appliances and plant. CS confirmed that he was still discovering discrepancies with the information supplied and the reality in the blocks.

**2.2** JW to raise with R Cahalarn the issue of the different FB drop keys – to ensure that our locks are consistent and only the appropriate key is issued to staff and contractors alike.

**2.3** Security Gates – JW continues to advise the local LFB Station Manager of the location of these as and when CS notes their presence on FRAs.

**2.4** 70 Tavistock – quote now received and approved by RBKC Markets Manager for provision of pedestrian gate to allow residents evacuating this block to get to a place of safety on the public highway i.e. out of the enclosed markets yard.

#### **2.5 Grenfell Tower –**

A number of the issues raised in the FRA have been progressed – unfortunately a number remain outstanding. JW chasing K Fifield regarding

- linking the fire alarm to CAS (so that it is monitored out of hours when no staff / security are on duty),
- replacing the door to the fire alarm control panel so the whole panel can be viewed
- training for staff on the workings of the panel etc.

#### **3. Programme**

JW confirmed that 70% of the medium-risk FRAs have now been completed and we are on target to complete the programme by May 2011.

#### **4. Queries & Updates arising from the FRA reports**

#### **4.1 Flat entrance door replacement programme**

JW confirmed that CS will be invited to be in attendance for the installation of the first door in the programme so that we can be assured that all standards are complied with.

#### **4.2 Trellick Tower**

Fire safety works programme on site and due for completion in September 2011. This includes upgrading the flat entrance doors and the communal fire doors etc. as required by the FRA.

#### **4.3 Orpen House**

No access available to basement so FRA not yet completed. Return visit to be arranged once access is available.

#### **4.4 Audit of outstanding actions from FRA**

At JW's request CS undertook a brief audit of a number of blocks on which FRAs had been completed some months ago. The purpose of this was to establish if recommendations had been progressed. Unfortunately, it is clear from this random sample of blocks that a number of items remain outstanding. These items relate to extinguishers which had been highlighted for removal but were still present, a few instances of storage in communal areas, responsive items such as hinges on communal fire doors, damaged doors & side panels, holes in wall lining, locks on cupboards still preventing some cupboards being emptied of stored items etc. This is disappointing but has been taken up with all responsible officers and will hopefully be addressed promptly.

### **5. Invoicing**

CS confirmed that there were no problems with invoicing.

### **6. Any other Business**

#### **6.1 Confirmation of buildings being "broadly compliant"**

Still nothing received from the LFB indicating any visits where buildings had been considered to be "broadly compliant". Despite assurances from the LFB Fire Safety Team that this would be instigated it now seems that this is not going to happen.

#### **6.2 Hydrants**

Still no response to our query on behalf of a TMO Board Member on whether the LFB have maps of where these are located and who is responsible for carrying out maintenance on these.

#### **6.3 Lift Shut-ins**

Confirmed that within normal working hours procedure is that CSC are contacted by trapped person with Lift Contractor called to attend. No involvement of the Fire Brigade.

Outside of normal working hours we had tended to rely on the LFB to attend to lift shut-ins as contractors contractual response time was one hour and they

were generally unable to respond much quicker than this. However, the LFB have confirmed that they will only attend in cases of medical emergency or where residents are in distress. Therefore, Pinnacle have been advised to call the lift contractors now to each out of hours shut-in.

#### **6.4 Lessee flat entrance doors**

JW confirmed that Counsel's opinion being sought on responsibility for enforcing the need for lessees flat entrance doors to meet the necessary fire safety standards.

Additionally, the LFB had refused to provide a standard letter to supplement our correspondence with lessee on the need for these doors to meet the required standards.

#### **6.5 Low risk FRA programme**

JW advised that no decision had yet been taken on whether the intention is to embark upon another round of competitive tendering to procure a consultant to progress.

#### **Date for next meeting**

To be advised

#### **Distribution:**

Those attending plus:

Adrian Bowman

Lornette Pemberton

Assistant Safety Adviser

Director of People & Organisational Development