

## PROPERTY RISK REVIEW OUTCOMES

Risk Area / Observations / Recommendations	TDC Response
<p><b>1. Fire Safety within Residential Properties</b></p> <p>The insurer highlighted a number of points including:</p> <ul style="list-style-type: none"> <li>• Recognition that work had been undertaken within the Council to verify good fire safety standards are in place.</li> <li>• Fire Evacuation (flats) - Currently a 'stay-put' policy is in place, however there are plans to review this, as supported by the insurers, and needs to be considered for each property. Communal areas have fire detection and alarm systems so any policy needs to avoid potential confusion and delays in evacuation.</li> <li>• Compartmentation - It is understood that the integrity of compartmentation was reviewed by the Council following the Lakanal House fire in London in 2009. It is recommended that compartmentation is checked on a regular basis.</li> <li>• Integrated Window Systems/Spandrels - A review of these systems should be undertaken to identify any buildings at risk, to ensure that the construction/installation fixings/insulation type is known, and to verify their integrity and to prevent panels falling prematurely.</li> <li>• Guidance to Tenants - Tenants should be provided with guidance on which precautions can be taken to reduce the risk of fire spreading between flats, such as open windows, housekeeping, storage on balconies, keeping all fire doors shut etc.</li> <li>• Waste Chutes - If not already in place, there needs to be a mechanism where waste chutes (including hoppers and dampers) are</li> </ul>	<p><b><i>In respect of the stay put policy</i></b> - The fire evacuation policy was reviewed reflecting the various properties held within the Council's housing stock. A 'stay-put' policy remains in place as it is the most reasonable and practical response in the unlikely event of a fire within a block of flats (tallest block within the housing stock is 4 storeys)</p> <p><i>The policy will remain under on-going review and will reflect future changes in related guidance.</i></p> <p><b><i>In respect of compartmentation</i></b> - Reviews are undertaken during a change of tenants as part of void work and any remedial works carried out. Fire inspections are being carried out on a monthly basis in Sheltered Accommodation. In flats they are carried out on the basis of tenancy turnover and the extent of any damage caused, i.e. in areas of high damage the inspections are carried out on a more frequent basis.</p> <p><b><i>In respect of Integrated Window Systems</i></b> - All windows are compliant with current Building Regulations. Windows in communal areas and stairwells are renewed and upgraded as part of ongoing window replacement works that in turn supports the important compartmentation requirement.</p> <p><i>Window replacement forms a significant component of the major repair and refurbishment works that are carried out each year within the Council's general housing stock.</i></p> <p><b><i>In respect of guidance to tenants</i></b> - New tenants are issued with a Fire Safety leaflet and periodic updates are sent via the Tenant's newsletter.</p> <p><b><i>In respect of Waste Chutes</i></b> - Where waste chutes are still in operation any faults would be picked up as part of the routine block inspections which is already in place.</p>

<p>inspected and maintained on a regular basis.</p> <ul style="list-style-type: none"> <li>• Electrical Maintenance – Consider frequency of electrical tests/inspections within residential flats.</li> <li>• Attention was drawn to general guidance relating to rendered insulated buildings, and if applicable to the Council, actions to undertake should include: <ol style="list-style-type: none"> <li>1) Check the original construction documentation to confirm if fire breaks were installed, the positioning etc. Were any inspections undertaken to confirm that these were in fact installed as proposed?</li> <li>2) If no construction information is available then sample checks (such as core holes drilled) to verify the insulation material used and location of fire breaks.</li> <li>3) Implement a range of regular building condition surveys for the render, to enable damage to render to be repaired promptly therefore reinstating a fire protective covering over the insulation</li> <li>4) Develop a fire fighting strategy for this type of building, following discussions with the local fire authority.</li> <li>5) Review the evacuation policy for rendered/insulated buildings</li> </ol> </li> </ul>	<p><b><i>In respect of electrical maintenance – In compliance with relevant guidance, the fixed electrical inspections to flats are carried out every 10 years, communal areas every 5 years and an annual inspection of emergency light fittings.</i></b></p> <p><b><i>In respect of rendered insulated buildings - The only insulated render system still in place within the housing stock is the Swisslab system applied to a limited number of properties - Percy King estate, Churchill Court and Grove Avenue.</i></b></p> <p><i>This comprises of a slab insulation mechanically fixed to the structural frame without a cavity and with a polymer render finish with spar chipping dash. Following review of the manufacturer’s literature, it is understood that it has good fire resistance and as mentioned above there is no cavity which supports the prevention of a rapid spread of fire.</i></p> <p><i>These blocks are regularly inspected by the estate officers.</i></p> <p><i>It is important to highlight that the tallest block of flats within the housing stock is only 4 storeys and it is not considered necessary to implement alternative policies over and above those that apply to the wider estate as mentioned above e.g. evacuation policy.</i></p>
<p><b>2. Northbourne Depot – Gas Cylinders</b></p> <p>To reduce the risk of gas cylinders toppling and causing injury or damage, all gas cylinders should be kept secured within gas cages, with separate clearly defined areas for full/empty cylinders. In addition, Fuel gases (eg LPG) should be stored away from oxidising gases such as oxygen.</p>	<p><i>The relevant service has created a suitable caged area as required, which will be subject to usual checks and reviews as part of the Council’s wider risk, health and safety processes.</i></p>
<p><b>3. Unoccupied Properties</b></p> <p>Some unoccupied properties are subject to an annual inspection. As unoccupied properties frequently attract unwanted attention, the inspection frequency should be increased. We recommend that all</p>	<p><i>Where appropriate to do so, unoccupied properties would be subject to weekly / proportionate checks taking into account the level of associated risk.</i></p>

<p>unoccupied buildings are inspected thoroughly both internally and externally at least weekly and a record maintained of such inspections. Any defects in security and maintenance should be rectified immediately and accumulations of combustible materials should also be removed during these inspections.</p> <p>It was noted that there remains some storage within the Westleigh Property, this should be removed promptly.</p>	<p><i>All remaining storage has now been removed from Westleigh House prior to its demolition.</i></p>
<p><b>4. Clacton Leisure Centre</b>  Kitchen extraction ducts - frequency of the cleaning undertaken and cleaning is completed along its entire length.</p> <p>Sauna – relevant guidance to be reviewed to ensure that the maintenance/management procedures meet the necessary standards to ensure fire safety.</p>	<p><i>The kitchen facilities are within a 'commercial unit' that is leased to a third party. The maintenance of the facilities is the responsibility of the lessee.</i></p> <p><i>The extraction ducts are checked yearly. The current tenant does not fry food on the premises so not considered to be a high risk.</i></p> <p><i>The sauna is currently in use and there is a maintenance agreement in place with an external contractor and it is serviced and maintained monthly. A list of tasks required to be carried out with reference to relevant guidance is undertaken.</i></p>