

Crown Premises' Fire Inspection Group

Date: 2nd July 2018

[REDACTED]
Governing Governor
HMP Chelmsford
200 Springfield Park Hill
Chelmsford
CM2 6LQ

Dear [REDACTED]



Home Office
Policing and Fire Directorate
6th Floor SE Fry Building
2 Marsham Street
London
SW1P 4DF

Our Ref: 1509/041/01

Your Ref:

Please reply to:
[REDACTED]
@homeoffice.gsi.gov.uk

The Regulatory Reform (Fire Safety) Order 2005 (the Order)

Premises: HMP Chelmsford, 200 Springfield Park Hill, Chelmsford, CM2 6LQ.

Following the fire safety inspection of the above premises on the **19th & 20th June 2018** I am writing to confirm my opinion that the identified individuals or groups of people would be at risk in case of fire. You will need to take action to ensure their safety.

In the event that a long-term solution cannot be implemented immediately, you will need to introduce interim measures to reduce the level of risk whilst longer-term measures are being prepared.

Fire safety measures are largely interactive, and fire risks can be controlled in many ways. Therefore, whilst the schedule refers to solutions you could adopt, I am not directing you to choose any one of them. It will be acceptable for you to implement any measures which achieve an appropriate standard of safety from fire.

Successful approaches to assessing and managing risk can be provided by accepted guidance, BS9999: 2017 or fire engineering calculations. Each of these requires the involvement of a person with comprehensive training or experience.

I have included additional information to assist you with planning what action to take:

1. The schedule identifies in each case the 'immediate' (i.e. what has its roots at the premises) and the likely 'underlying' (i.e. corporate) causes of the failures identified during the inspection.
2. Risk ratings for the fire safety measures and for key areas of fire safety management are set out in bar charts at the end of the schedule.

The risk ratings will be revised during any follow-up inspection. These will be shown as a second bar on the chart, demonstrating the improvement made.

I informed you at our meeting that my initial enforcement decision was to allow you the opportunity to comply in a timely manner. The next steps are, therefore, for you to develop your planned action plan, and to confirm the plan and date of completion to me within 28 days of receiving this letter.

Please note that, given the level of risk involved, I can only maintain an informal enforcement approach where you are able to evidence your commitment and ongoing progress towards compliance.

If you do not undertake the necessary improvements, then you may be served with a Crown enforcement notice.

There is no formal right to appeal against this letter but if you would like clarification of its contents or to comment on your experience of the visit, please contact either me or the CPFIG Team Leader on cpfig@homeoffice.gsi.gov.uk .

Yours faithfully

[REDACTED]

Crown Premises' Fire Inspector
Crown Premises' Fire Inspection Group
Office of the Chief Inspector Crown Premises' Fire Safety.

CC - [REDACTED]

Schedule

Premises: HMP Chelmsford, 200 Springfield Park Hill, Chelmsford, CM2 6LQ.

File Number: 1509/041/01

Sheet 1 of 7

This schedule should be read in conjunction with the Home Office letter dated 2nd July 2018

1. MEASURES TO REDUCE THE RISK OF FIRE.			
Relevant article of the Order	Specific Failure to Comply with the Order	Steps considered necessary to remedy the failure to comply, including an illustrative example of a compliant measure	Action Plan Required
Articles 4(1)(a) & (f), 7(6), 8 & 15	<p>c. Prisoners with a history of fire-setting and those at known risk of self-harm through fire were not located in cells where they were most appropriately safeguarded from fire.</p> <p>Immediate Cause of Failure: <i>The identified action point was not implemented</i></p> <p>Likely Underlying Safety Management Failure: <i>There are inadequate arrangements to ensure that the action points arising from the fire risk assessment are acted upon.</i></p>	<p>c. Prisoners at known risk from fire should be located wherever possible in cells fitted with [REDACTED]</p> <p>[REDACTED]</p> <p>Safety Management Remedy: <i>Arrangements must be put in place to ensure that the action points arising from the fire risk assessment are acted upon.</i></p>	<p>Within 28 days upon receipt of this letter</p>
11			
5			

2. PROTECTION OF STAFF AND PRISONERS.

WARNING OF FIRE – MEASURES FOR FIRE-FIGHTING – LIGHTING LEVELS FOR SAFE WORKING – RISK OF FIRE SPREAD – SMOKE CONTROL

Relevant article of the Order	Specific Failure to Comply with the Order	Steps considered necessary to remedy the failure to comply, including an illustrative example of a compliant measure	Action Plan Required
<p>Articles 4(1)(e), 7(6), 8 & 13</p> <p>11</p> <p>11</p> <p>Articles 4(1)(d), 7(6), 8 & 13</p> <p>11</p> <p>5</p>	<p style="text-align: center;"><u>WARNING OF FIRE</u></p> <p>a. The premises were not equipped with appropriate fire detectors and alarms</p> <p>Immediate Cause of Failure: <i>The identified action point was not implemented</i></p> <p>Likely Underlying Safety Management Failure: <i>There are inadequate arrangements to ensure that the action points arising from the fire risk assessment are acted upon.</i></p> <p>ii. The sanctions' system is not used effectively to deter prisoners from tampering with fire detectors.</p> <p>Immediate Cause of Failure: <i>No suitable measure was in place</i></p> <p>Likely Underlying Safety Management Failure: <i>The fire safety policy was not followed</i></p>	<p>The automatic fire protection for cells must ensure that prison staff members are alerted to cell fires sufficiently early to enable them to implement the cell fire response plan [REDACTED]</p> <p>In the absence of fitted automatic fire detection protection for cells, interim protection should be provided through the use of domestic smoke alarms or domestic multi-sensing fire alarms. These should be fixed and orientated according to the manufacturer's instructions, and positioned within the area of predicted smoke travel due to a fire in a given cell. Where domestic type fire detectors are installed [REDACTED] the cell call becomes an integral part of the means of giving warning in the event of a fire. Prisoners must be instructed to use the cell call in the event of a fire and regular monitoring on response times by staff should be undertaken.</p> <p>Safety Management Remedy: <i>Arrangements must be put in place to ensure that the action points arising from the fire risk assessment are acted upon.</i></p> <p>ii) The sanctions system should be used effectively to deter prisoners from tampering with fire detectors.</p> <p>Safety Management Remedy: <i>The fire safety policy must be followed.</i></p>	<p>Within 28 days upon receipt of this letter</p>

<p>Articles 4(1)(c), 7(6), 8 & 14</p> <p>11</p> <p>11</p>	<p style="text-align: center;"><u>LIGHTING LEVELS FOR SAFE WORKING</u></p> <p>c. [REDACTED]</p> <p>Immediate Cause of Failure: <i>The identified action point was not implemented</i></p> <p>Likely Underlying Safety Management Failure: <i>There are inadequate arrangements to ensure that the action points arising from the fire risk assessment are acted upon.</i></p>	<p>c. [REDACTED]</p> <p>Safety Management Remedy: <i>Arrangements must be put in place to ensure that the action points arising from the fire risk assessment are acted upon.</i></p>	
<p>Articles 4(1)(a)(b)(c), 7(6), 8 & 14</p> <p>11</p> <p>11</p>	<p style="text-align: center;"><u>RISK OF FIRE SPREAD</u></p> <p>d. There were inadequate measures to control the risk of fire and smoke spreading within common areas.</p> <p>Immediate Cause of Failure: <i>The identified action point was not implemented</i></p> <p>Likely Underlying Safety Management Failure: <i>There are inadequate arrangements to ensure that the action points arising from the fire risk assessment are acted upon.</i></p>	<p>ii) The quantity of combustible materials in shared spaces must be reduced to an acceptable level.</p> <p>iv) Fire hazard rooms – these are defined in BS9999 - giving onto common spaces in residential wings should be enclosed with fire-resistance.</p> <p>Safety Management Remedy: <i>Arrangements must be put in place to ensure that the action points arising from the fire risk assessment are acted upon.</i></p>	
<p>Articles 4(1)(a)(b)(c), 7(6), 8 & 14</p> <p>11</p> <p>11</p>	<p style="text-align: center;"><u>SMOKE CONTROL</u></p> <p>e. In the event of a cell fire, the existing smoke control arrangements for [REDACTED] and or areas of [REDACTED] were inadequate to prevent smoke from:</p> <p>i. [REDACTED]; and</p> <p>ii. [REDACTED]</p> <p>Immediate Cause of Failure: <i>No appropriate interim measure was implemented</i></p> <p>Likely Underlying Safety Management Failure: <i>There are inadequate arrangements to ensure that the action points arising from the fire risk assessment are acted upon</i></p>	<p>e. An effective mechanical smoke control system, based on engineering calculations and commissioned by a competent contractor, is required for areas of [REDACTED] to ensure that they remain tenable.</p> <p>Safety Management Remedy: <i>Arrangements must be put in place to ensure that the action points arising from the fire risk assessment are acted upon.</i></p>	

3. STAFF INSTRUCTIONS FOR ACTIONS IN THE EVENT OF FIRE.

CELL FIRE RESPONSE.

Relevant article of the Order	Specific Failure to Comply with the Order	Steps considered necessary to remedy the failure to comply, including an illustrative example of a compliant measure	Action Plan Required
Articles 4(1)(f), 7(6), 8 & 15 11 11	<p>a. Effective procedures have not been established for staff to deploy and use water mist equipment [REDACTED]</p> <p>i) Effective procedures have not been established for staff to sustain a water misting attack [REDACTED].</p> <p>Immediate Cause of Failure: <i>No suitable measure was in place</i></p> <p>Likely Underlying Safety Management Failure: <i>Inadequate monitoring is undertaken to establish whether the fire safety arrangements are successful.</i></p>	<p>a. Effective procedures should be established for staff to deploy and use water mist equipment [REDACTED]</p> <p>i) Effective procedures should be established for staff to sustain a water misting attack [REDACTED]</p> <p>Safety Management Remedy: <i>Suitable arrangements must be introduced for monitoring the success of the fire safety arrangements.</i></p>	Within 28 days upon receipt of this letter

5. GENERAL MAINTENANCE.

Relevant article of the Order	Specific Failure to Comply with the Order	Steps considered necessary to remedy the failure to comply, including an illustrative example of a compliant measure	Action Plan Required
Articles 4(1)(a-e), 7(6), 8 & 17 11 17	<p>a. The fire safety measures were not always being tested and maintained in good condition and effective working order.</p> <p>Immediate Cause of Failure: <i>The identified action point was not implemented</i></p> <p>Likely Underlying Safety Management Failure: <i>There were inadequate arrangements for the maintenance of general fire precautions</i></p>	<p>a. The fire safety measures should be tested and maintained in good condition and effective working order.</p> <p>Safety Management Remedy: <i>The arrangements for maintenance must ensure that the general fire precautions are subject to a suitable system of maintenance and are maintained in an efficient state, in efficient working order and in good repair.</i></p>	Within 28 days upon receipt of this letter

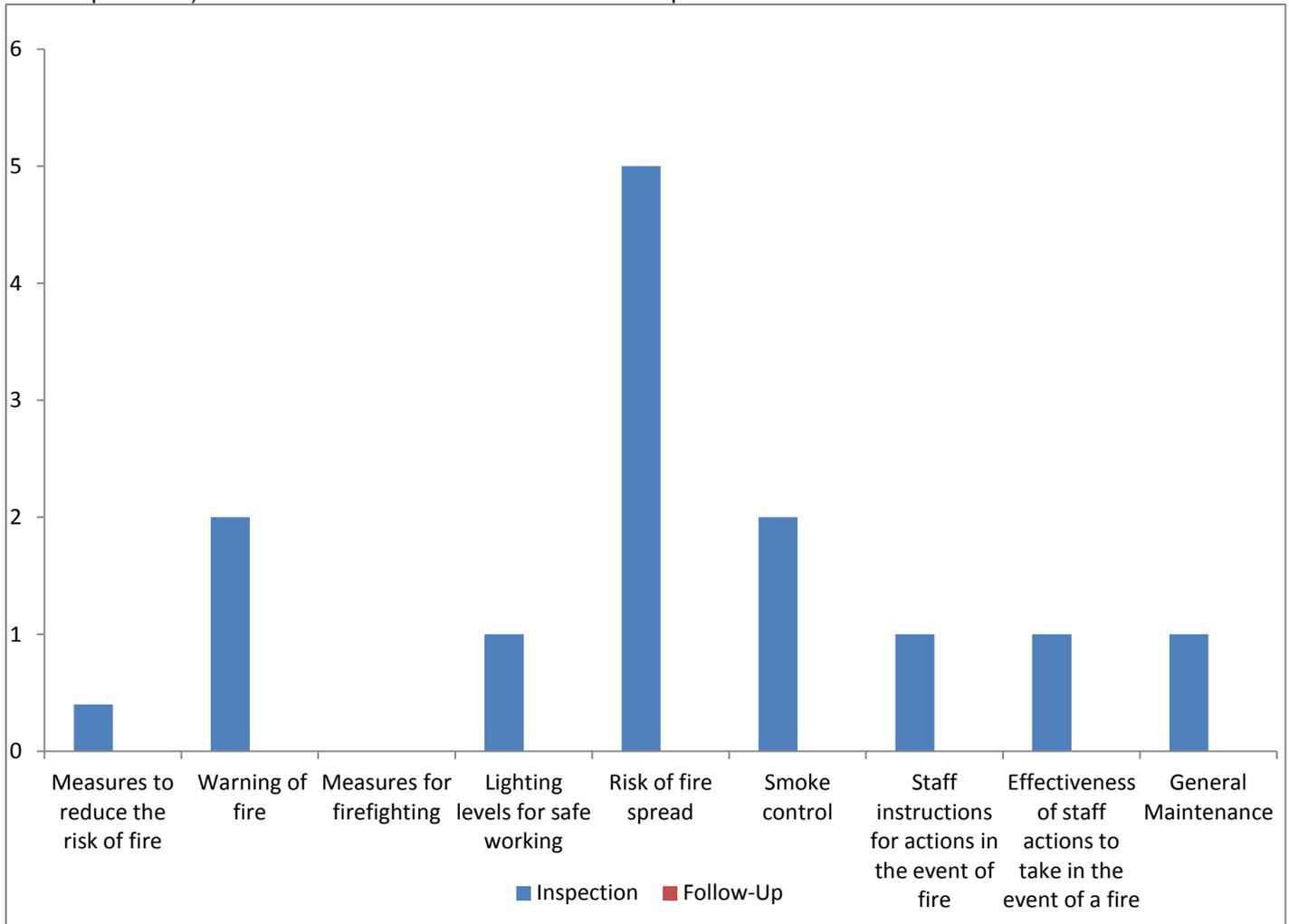
Where appropriate, a plan may form part of this Schedule to illustrate the steps which, in the opinion of the Crown Premises Fire Inspection Group, need to be taken in order to meet the requirements of the Order.

Note: Notwithstanding any consultation with other enforcing authorities undertaken by the Crown Premises Fire Inspection Group, before you make any alterations to the workplace which constitutes building works you must apply to your local building control body (the local authority or an approved inspector) for any necessary approvals and to any other body which has a statutory interest in the workplace if their permission is required for those alterations to be made.

RAG Score for each GFP

Current Serious Risk	4	5	6
Current Significant Risk	1	2	3
Tolerable Risk	0	0	0
	Adequate action planned	Inadequate action planned	No action planned

All sections within the RAG are averaged with the exception of section 2 (Protection of staff and prisoners) which uses the individual score for each requirement.



RAG Score for Fire Safety Management

Direct Dial: 0300 1233911
 Mobile:
 E-Mail: cpfig@homeoffice.gsi.gov.uk

PROMOTING FIRE SAFETY

Safety Management Failure Directly Linked to GFP Failure	4	5	6
Safety Management Failure Contributing to GFP Failure	1	2	3
Safety Management Failure Incidental to GFP Failure	0	0	0
	<i>Potentially Significant Risk</i>	<i>Significant Risk</i>	<i>Serious Risk</i>

