

City of London Corporation Committee Report

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| Committee: Housing Management and Alms Houses Sub-Committee | Dated: 26 November 2025 |
| Subject: Quarterly Fire Safety Status Report | Public report: For Information |
| This proposal: <ul style="list-style-type: none">• delivers Corporate Plan 2024-29 outcomes• provides statutory duties | Providing Excellent Services |
| Does this proposal require extra revenue and/or capital spending? | No, spending is within existing budgets or, where indicated, through capital bids. |
| If so, how much? | n/a |
| What is the source of Funding? | n/a |
| Has this Funding Source been agreed with the Chamberlain's Department? | n/a |
| Report of: | Judith Finlay, Executive Director DCCS |
| Report author: | Paul Barton, Head of Health and Fire Safety DCCS |

Summary

The purpose of this report is to provide members with a tangible quarterly oversight of the status and outcomes of fire safety management in the Corporation's social housing.

The report covers the fire risk assessment programme, the fire strategy programme, the trial of a new software platform for an improved high-level overview of progress on actions arising from the programme and updates on fire safety management in respect of the Corporation's high-risk buildings (HRBs) within social housing.

Recommendation

Members are asked to note the report.

Main Report

Background

The fire safety management programme is spearheaded by risk assessment. Actions arising from assessments that are recommended to eliminate or reduce risks to the lowest level reasonably practicable are ongoing throughout the programme.

Actions arising from fire risk assessments are assigned to respective heads of service across social housing, depending on the nature of remediation needed. This

includes - major works, repairs and maintenance, housing management, new build and special projects, and health and safety.

Actions are currently tracked on a Microsoft Excel spreadsheet and progress is scrutinised by the director of housing and social housing heads of service at a fortnightly meeting.

In addition to fire risk assessments, monthly fire safety inspections are carried out by estate supervisors across the portfolio. Actions arising from these inspections are tracked through a repairs and maintenance compliance tracker.

Current Position

Completion rates on actions that were outstanding from fire risk assessments at the start of quarter two (Q2) of this financial year (FY 25/26) were 33.3% by end of Q2. Conversely, 139 new actions were added during Q2.

As of 29 October 2025, there were 47 high priority actions, 569 medium priority actions and 407 low priority actions outstanding.

Current Position – Major Works

In major works, a cyclical fire door inspection regime has commenced for those doors being replaced on a rolling programme. The inspections are being undertaken by Guardian Consultancy Services, who are also suitably accredited to carry out remedial works to the GERDA™ manufactured doors which have been installed. All identified defects and repairs are recorded on the *Bolster* system, providing the Corporation with suitable transparency and a clear audit trail for the work carried out. The rolling fire door replacement programme is now about to embark on Lot 4 (covering a defined number of estates within the portfolio) and the intention is for future cyclical fire door inspections to be procured as part of a defined programme, taking effect in 2026/27.

Also in major works, further to an ongoing review of the fire risk assessments, the team has initiated a procurement exercise to appoint a multidisciplinary consultant to provide technical support in the development of a long-term fire safety planned maintenance programme. This commission will involve an estate-by-estate review referencing fire strategies, fire risk assessments and fire management plans to identify and prioritise major fire safety works — including alarm replacement, compartmentation, and fire-stopping — and to develop a five-year programme with indicative budget costs.

The procurement exercise should be concluded in December 2025, with the consultant anticipated to commence work in January 2026 and complete by the end of June 2026. The information will then be fed into a programme, with the necessary approvals being sought in Autumn 2026 and works commencing in 2027/28.

Current Position – Repairs and Maintenance

In Repairs and Maintenance, a proposal was made to the Housing Improvement Board on 29 October to amend priority timescales for completion of fire risk

assessment actions and introduce a broader category of action type for clarity. The action categories proposed are:

- Administrative; Strategy, Policies or Risk Assessments requiring initiation
- Operational; 'Business as usual' tasks undertaken by service areas
- Minor or major works; Repairs or major works to building components.

A set of higher-level classifications was therefore created, to better articulate the nature of the overdue high-risk actions, interpretation of risk level and areas that require further strategic review and decisions. The additional higher-level classifications will be extended to all medium and low risk actions.

Current Position – Housing Management

In Housing Management fire safety inspections take place monthly with findings recorded via an app which is linked to a software platform. Findings that require remedial action are automatically relayed to Repairs and Maintenance, where a works order is raised and priority assessed. The inspections are carried out by estates supervisors. Actions arising from them are tracked on a compliance checker that is scrutinised by the Director of Housing at the fortnightly housing health and safety compliance meeting.

Health and Fire Safety has been working with Housing Management to encourage residents on Golden Lane Estate to remove stored items from balconies that act as a secondary means of fire escape. Residents in these flats were given 28-days to remove items that were obstructing their secondary means of escape. At the end of the 28-days there was some progress, but the blocks still had items stored on the balconies. Reminder letters are being sent to those that were unable to clear their balconies within the timescale, giving a further 14-days and informing them of help available to achieve this – for example, arrangements for porters to help take items down to the bin stores.

Current Position – Health and Fire Safety

The health and fire safety team are working on a revised fire management plan template for residential blocks. The current format has been superseded by a version more suited to residential premises. Building plans contained in secure information boxes are being audited for compliance with the Fire Safety (England) Regulations 2022.

There was one fire safety incident report during Q2. The incident, which occurred in two locations on a single communal stairwell, had the hallmarks of arson, although this could not be proven by the police and no culprit was found. The outcome of the incident is a closer watch on ASB across the estate in question for the next six months. It is thought to have been a singular incident, possibly related to a domestic event.

Current Position – Monitoring and Reporting Capability

A software database system for fire risk assessment monitoring has been purchased. The system, called Risk Base, provides functionality for dashboard

reporting of progress on actions. This will allow more streamlined monitoring and reporting.

Corporate & Strategic Implications

Strategic implications – Explain and provide assurance about how this proposal aligns with and will support the delivery of the Corporate Plan 2024-2029

Financial implications - None

Resource implications - None

Legal implications - None

Risk implications - None

Equalities implications – None

Climate implications - None

Security implications - None

Conclusion

Fire risk assessment continues to spearhead prioritisation of fire safety remedial works. Statistics for Q2 show a steady rate of action completions and new actions arising. Remedial work comprises a variety of tasks; these are being managed by teams in housing management, health and fire safety, repairs and maintenance, and major works. Improvements to monitoring and reporting capability are planned, and future progress will be shared with this committee on a quarterly basis.

Appendices

None

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