Appendix 2

Task Number	Action	In support of Hackitt Review Recommendations	Comments
Parameters and principles of a new regulatory framework 1-1.4			
Design, construction and refurbishment 2.1-2.14			
Occupation and maintenance 3.1-3.8			
4.1	Fire Risk Assessment Proposals	3.4 a & b	FRA proposals have been put forward and will tie in with the Building Safety Manager role being developed.
4.4	Training provision for new definition of competency for FRAs	3.4 a	Training has been signed off and will commence end of August 2019
4.5	Develop type 3 FRA inspection regime for all future voids	3.4 a & b	Type 3 FRA inspections have been piloted in several void flats with the aim to roll this out to all void flats.
4.6	Develop PDA IT solution for FRA's and DBI's	3.4 a & b	PDA IT solution is currently in tender stage with an aim to implement in 2019.
7.1	Issue and Monitor all remedial works packages by block	3.2a 3.2b	Any remedial work has been identified and work packages will be issued by block
7.2	Store all documentation electronically	3.2a 3.2b	This will be formed as part of the Safety Case File required from Hackett Review reccomendations being implemented
8.2	Doors at Manor Close	3.2b	Shelforce are currently getting Qmark verified for manufacture and fitting of fire doors under the new standards
12.1	Finalise policy for mobility scooters	3.2a	Data collection exercise is taking place to understand where reasonable adjustments need to be made
14.1	Night Security Service Expansion	3.2	Proposal to expand night security service to all high rise blocks
14.2	Scope project	3.2	Building a Safer Future (BSF) consultation sets out the responsible person for managing high rise living. Building Safety Managers will be implemented
14.3	Develop business case	3.2	Business case to be developed following working group 8 recommendations
14.4	Commission Service Birmingham	3.2	To be looked at alongside working group 8 recommendations
14.5	Specify requirements	3.2	Requirements set out in BSF consultation
14.6	Review options appraisal	3.2	To be looked at alongside working group 8 recommendations
14.7	Select preferred contractor (via Service Birmingham)	3.2	This will be looked at once recommendations have been finalised
14.8	Develop implementation plan	3.2	To be looked at alongside working group 8 recommendations
14.9	Implement solution	3.2	To be implemented following BSF consultation and working group 8 recommendations
14.10	Development of fire safety policy	3.2	Fire safety policy will form part of the Safety Case File
16.1	Review lessons learnt from refuse collection strike	3.2	This will be linked to Birmingham City Councils waste management strategy and the tendering of the waste management contract especially around ingress and egress.

16.2	Undertake feasibility study of new high rise refuse collection system	3.2	This will be part of the above review
16.3	Develop new tenant approach to high rise waste disposal and recycling	3.2	This will be developed after the review of lessons learnt
16.4	Link in with the study on the Poet Blocks	3.2	Poet blocks study will be looked at when developing new high rise waste disposal approach
19	Develop auditable process to determine existing fire stopping measures in high rise / low rise blocks are still intact following repair works	3.2a	This will be carried out as part of CDM safety file preperation and will include specifications of all products proposed or supplied to ensure they meet current standards and have been subjected to approved testing
20	Develop BSM/BSC role and determine if it is to be incorporated with current role or stand-alone post. and develop job description if necessary,"	3.1c	Awaiting BSF consultation and working group 8 outcomes
Residents' voice 4.1-4.6			
5.2	Customer Access to Safety Case files	4.1a. 4.3 a	Proposal for each block to have a dedicated page on BCC website with information BSF consultation advised is needed
5.3	Include FRA	4.2a. 4.3a	FRA will be included in Safety Case File
5.5	Include block review files	4.3 a	Will be included in Safety Case File
5.6	Include block profiles	4.3 a	Will be included in Safety Case File
15.1	Renew tenancy conditions	4.6a	Tenancy condidtions are being reviewed by Housing Management department
6.2	Create business case with regard to additional financial and physical resource for renewed approach to managing low rise as a result of Hackitt Review	3.4 c, 3.5c, 4.2b, 4.3b, 4.5b, 4.6b,	This will be review in 2019
6.3	Review FRA property list for low rise	3.4 c, 3.5c, 4.2b, 4.3b, 4.5b, 4.6b,	Low rise property list is currently being reviewed
6.4	Scope how to collect images of all low rises	3.4 c, 3.5c, 4.2b, 4.3b, 4.5b, 4.6b,	PDA IT solution will hold pictures from FRA
6.5	Create safety cases for low rise	3.4 c, 3.5c, 4.2b, 4.3b, 4.5b, 4.6b,	BSF consultations states what is to be included in Safety Case Files. This is currently being collated
6.6	Consider fire procedure notices and information for low rise	3.4 c, 3.5c, 4.2b, 4.3b, 4.5b, 4.6b,	Low rise action notice proposal has been sent to West Midlands Fire Service for advice
10.8	ID block champions and start engagement – visit to Ward End/SafeSide to demonstrate engagement with WMFS	4.1	Housing Management are in the process of developing block champions
10.13	Liaise with Careline regarding fire activation process	4.1	A Standard Operating Procedure (SOP) is being developed for fire activation process
11.1	Develop block champions	4.1, 4.2, 4.3	Housing Management are in the process of developing block champions
11.2	Develop a framework for ongoing tenant engagement	4.1, 4.2, 4.3	BSF consulation has advised the framework for tenant engagement
11.3	Respond to the Hackitt Report regarding tenant engagement	4.1, 4.2, 4.3	BCC have responded to BSF consulation questions
11.4	Work with current tenant movement structure	4.1, 4.2, 4.3	This will be developed alongside the above framework for tenant engagement
11.5	Understand the influence of housing green paper	4.1, 4.2, 4.3	Understand the importance of residnets voice and will develop this as part of tenant engagement following BSF consultation

Competence 5.1-5.4			
Guidance and monitoring to support building safety 6.1-6.3			
Products 7.1-7.6			
Golden thread of building information 8.1-8.4			
5.10	Ensure all records that are held on blocks are held electronically	8.1	Block records will be held electronically in Safety Case File
Procurement and supply 9.1-9.3			
International examples 10.1			
Not currently placed			
1	**Cost analysis to be carried out of the impact of the Hackitt Review**	9	**Cost analysis is ongoing and will be determined once BSF implementations are finalised**
1.2	Identify the cost of this project including resources and a budget allocation	9	Cost analysis is ongoing and will be determined once BSF implementations are finalised
9	**Smoke Detectors**	3	**Smoke detector programme has been developed**
9.1	Cross reference smoke detectors exist on all low rise flats and high rise.	3	Smoke detectors have been surveyed and information is help on Apex system
9.2	Deliver programme to install smoke detectors where needed in HR blocks	3	Smoke detector programme has been developed
17	**Sprinkler Installation**	2	**Sprinkler installtion has commenced**
17.1	**Documentation**	2	
17.1.5	*Agree specification and cost for servicing*	2	Servicing specification has been agreed
17.3	**Sprinkler System Build**	2	Sprinkler system build has been agreed and installtions have commenced
17.3.4	*Build the servicing mechanism*	2	Servicing specification has been agreed
17.3.6	*Include work package in KPI reports*	2	KPI specifications have been updated to include sprinklers
17.4	**Sprinkler Operational Activity**		
17.4.5	*Brief staff and provide training re. System operation to estate based, OOH and technical staff. Create user guide for staff. (include in block profiles)*		Contractors provide this at the end of each block installation
17.4.6	*Provide HSE pack including certificate of commissioning, sign off by third party auditor and all signed refusal packs*		These are provided at the end of each block installation
17.4.8	*BCC to liaise with planning regarding the application for planning for pump houses*		It has been determined that applications are required for each block individually.
17.4.9	*Feasibility study for additional fire escape (staircase) or additional measures to protect the staircase*		Feasibility study ongoing
18.1	Fire Safety Steering Group		
18.3	Operational review meetings with contractors, landlord service and TLO		
21	**Develop process for managing refurbishment works to ensure fire safety is not compromised in blocks**	2	
22	**High Rise Residential fire doors replacement programme**	3	
24	**Damage inspection protocol/regime of EWI**		