

## Crown Premises Fire Inspection Group



Date: 28<sup>th</sup> February 2017

HMP Woodhill  
Tattenhoe Street  
Milton Keynes  
Buckinghamshire  
MK4 4DA

Crown Premises Fire Inspection Group  
Fire and Resilience Directorate  
2<sup>nd</sup> Floor NW Fry Building  
2 Marsham Street  
London  
SW1P 4DF

Our Ref: 0413-037-01

Please reply to: <REDACTED>

Dear Governor,

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

**Premises: HMP Woodhill, Tattenhoe Street, Milton Keynes, Buckinghamshire, MK4 4DA.**

Following the fire safety inspection of the above premises on the **7<sup>th</sup> and 8<sup>th</sup> February 2017**, 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: 2008 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 establishment) and the likely 'underlying' (i.e. corporate) causes of the failures identified during the inspection.
2. I attach the RAG Risk Rating form for the inspection. The form provides a clear risk-based decision framework and a risk score for individual RAG outcomes.
3. Final risk ratings for the fire safety measures and for key areas of fire safety management are also set out in bar charts at the end of the RAG rating form.

The RAG Risk Rating Form and the risk ratings will be revised during any follow-up inspection. This will be shown as a second bar on the chart, demonstrating the improvement made.

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](mailto:cpfig@homeoffice.gsi.gov.uk).

Yours faithfully

<REDACTED>Crown Premises Fire Inspector  
**Crown Premises' Fire Inspection Group**  
**Office of the Chief Fire & Rescue Adviser**

cc – <REDACTED>  
cc – <REDACTED>  
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# Schedule

Premises: HMP Woodhill, Tattenhoe Street, Milton Keynes, MK4 4DA

File Number: 0413/037/01

Sheet: 1 of 3.

This schedule should be read in conjunction with the CFRA letter dated 28<sup>th</sup> February 2017.

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) & 8	<p>b. The sanctions' system is not used effectively to deter prisoners from setting fires.</p> <p>e. Adequate provisions are not in place to ensure ignition sources are kept separate from combustible materials.</p> <p><b>Immediate Cause of Failure:</b> <i>No suitable measure was in place.</i></p> <p><b>Likely Underlying Safety Management Failure:</b> <i>Inadequate monitoring is undertaken to establish whether the fire safety arrangements are successful.</i></p>	<p>b. The sanctions system should be used effectively in order to deter prisoners from setting fires.</p> <p>e. Ignition sources should be separated from combustible materials.</p> <p><b>Safety Management Remedy:</b> <i>Suitable arrangements must be introduced for monitoring the success of the fire safety arrangements.</i></p>	None
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2. PROTECTION OF STAFF AND PRISONERS.			
WARNING OF FIRE – MEASURES FOR FIRE-FIGHTING – RISK OF FIRE SPREAD – SECURING THE MEANS OF ESCAPE			
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) & 8	<p>a. The coverage of cells by automatic fire detection was insufficient to provide effective early warning of fire and control the risk to an acceptable level.</p>	<p>a. 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 before foreseeable injury can be caused to prisoners and prison staff.</p>	None

<p>11</p> <p>11</p>	<p>d. Normal and/or emergency lighting does not provide sufficient illumination to safeguard prisoners and prison staff.</p> <p>e. Measures to reduce the spread of fire and smoke were inadequate.</p> <p>f. The existing smoke control arrangements for enclosed landings / areas of corridor approach are inadequate to prevent smoke spread to other cells in the event of a cell fire.</p> <p><b>Immediate Cause of Failure:</b> <i>The planned fire safety measure had not been implemented.</i></p> <p><b>Likely Underlying Safety Management Failure:</b> <i>There are inadequate arrangements to ensure that fire precautions are implemented.</i></p>	<p>d. Appropriate illumination (lux level) from normal and the emergency lighting should be suitable for the task(s) undertaken at the premises during a fire emergency and should be in accordance with the relevant standards.</p> <p>e. The fire loading in the corridor approach areas and enclosed landings should be limited to the minimum possible level compatible with the use of the building.</p> <p>i) Fire hazard rooms – these are defined in BS9999 - giving onto common spaces in residential wings should be enclosed with fire-resistance.</p> <p>ii) The fire resistance protecting the escape routes must control the spread of smoke where this could cause potential harm to persons using escape routes.</p> <p>f. Both automatic fire detection for cells and suitable backup staffing arrangements are required for the evacuation of affected cells in atrium wings without shunts or smoke dampers fitted in the ventilation ductwork between cells or where the ventilation system shuts down on operation of the fire alarm, in order to mitigate the risk of injury arising from the spread of fire and fire gases from cell to cell.</p> <p>i) In the case of a cell fire, immediate priority should always be given to dealing with the fire and the occupant in the affected cell.</p> <p><b>Safety Management Remedy:</b> <i>The fire safety arrangements must ensure that fire precautions are implemented.</i></p>	
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4. EFFECTIVENESS OF STAFF ACTIONS TO TAKE IN THE EVENT OF FIRE.			
FIRE TRAINING – EVACUATION			
<b>Relevant article of the Order</b>	<b>Specific Failure to Comply with the Order</b>	<b>Steps considered necessary to remedy the failure to comply, including an illustrative example of a compliant measure</b>	<b>Action Plan Required</b>
Articles 4(1)(c), 7(6), 8 & 14	b. An insufficient number of prison staff members working in residential wings are <b>in date</b> with their training in RPE wearing.	b. An adequate number of prison staff members working in residential wings should be up-to-date with their training in RPE wearing.	None

11	<b>Immediate Cause of Failure:</b> <i>The planned fire safety measure had not been implemented.</i>	<b>Safety Management Remedy:</b> <i>The arrangements must ensure that sufficient trained persons are available when necessary to carry out the fire action plan successfully and safely.</i>	
11	<b>Likely Underlying Safety Management Failure:</b> <i>The arrangements do not ensure that sufficient trained persons are available when necessary to carry out the fire action plan successfully and safely.</i>		

<b>5. GENERAL MAINTENANCE.</b>			
<b>Relevant article of the Order</b>	<b>Specific Failure to Comply with the Order</b>	<b>Steps considered necessary to remedy the failure to comply, including an illustrative example of a compliant measure</b>	<b>Action Plan Required</b>
Articles 4(1)(d), 7(6), 8 & 17	a. There was insufficient evidence available to demonstrate that the fire safety measures being tested and maintained were in good condition and effective working order.	a. Evidence should be provided which demonstrates that the fire safety measures being tested and maintained were in good condition and effective working order.	None
17	c. Insufficient testing and maintenance arrangements are in place for the cell call system.  <b>Immediate Cause of Failure:</b> <i>Contractor had not identified the fault.</i>	c. The Cell Call system should be tested and maintained ensuring it is in good condition and effective working order.	
17	<b>Likely Underlying Safety Management Failure:</b> <i>Inadequate arrangements for the effective reporting of faults and the actioning of repairs.</i>	<b>Safety Management Remedy:</b> <i>Adequate arrangements for the effective reporting of faults.</i>	

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.