Taking Action on Fire & Life Safety

• We accept the Auditor General's recommendations and are acting quickly to address issues identified in the report

• City staff take fire and life safety (FLS) seriously. City staff will support and work with Agencies and Corporations on FLS actions.

• This presentation outlines actions that Facilities Management (FM) has already undertaken to strengthen FLS in City buildings, as well as an action plan to implement the Auditor General’s recommendations

• FM will work in collaboration with Toronto Fire Services and other City partners to achieve the following:
  1) Compliance
  2) Education and Training
  3) Process and Tools
Fire and Life Safety in FM-Managed Buildings
Taking Action on Fire and Life Safety

FLS Compliance in FM-Managed Buildings

- Prioritized and completed an independent third-party review of 19 key buildings. FM has initiated corrective action to address deficiencies identified by the third-party reviewer. The majority of deficiencies found were related to documentation
  - Work has been completed in 17 sites. Two (2) sites are working to remedy documentation deficiencies
  - Follow-up inspections to verify compliance are in progress and will be complete by August 1, 2018

- FM is conducting a review of FLS compliance across remaining FM-Managed buildings (250) and is addressing deficiencies*. An independent third party will audit compliance in a sample set of buildings via the City-wide FLS Task Force

- Reinforcement of staff responsibilities under the Ontario Fire Code. To date, 94% of FM management and operations staff have received re-training. Remaining staff will be re-trained by the end of July. FM will issue a letter to vendors operating in FM-managed buildings that reinforces FLS requirements

- FM has now established a centralized repository for all FLS documentation and records

*Sites will be prioritized based on vendor, building size, occupancy, and hours of operation.
Fire and Life Safety City-Wide
Taking Action on Fire and Life Safety

City-Wide* FLS Compliance: FLS Task Force

- A dedicated FLS Task Force will develop and implement the City-Wide FLS compliance approach and address recommendations from the Auditor General’s report, including:
  - Current state overview of FLS compliance City-wide (2502 buildings, excl. TCHC)
    - Gathering and reviewing FLS compliance information for all City buildings
    - Prioritizing buildings based on risk in collaboration with Toronto Fire Services
    - Identifying deficiencies and required corrective actions in collaboration with Divisions, Agencies and Corporations, beginning with high risk buildings
    - Validating FLS compliance through an independent third-party audit of a sample of City buildings spanning different vendors, building types, and City entities
  - Development of a City-Wide FLS governance process outlining accountabilities and responsibilities for FLS
  - Development of supporting processes and tools (procurement, vendor and contract management, education and training, quality assurance)
- Regular status updates will be provided to the City Manager

- **Progress update on all compliance actions to City Council in Q1 2019.**

*City-wide refers to all City Divisions, Agencies, and Corporations, excluding Toronto Community Housing.*
Taking Action on Fire and Life Safety

Other City-Wide Actions

• The City Manager will issue a communication reinforcing staff’s responsibility to report wrongdoing to the Auditor General, as per the City of Toronto Act and the Toronto Public Service By-Law (Toronto Municipal Code § 192-32)
FLS Task Force: Timeline for 2018 (detailed work plan to be developed by FLS Task Force)

- **Compliance**
  - Compliance Coordination Plan
  - Third-Party Review of FLS (Sample of Buildings)
  - Correction of FLS Deficiencies

- **Process & Tools**
  - FLS Process Engineering & Standardization
  - Governance Process Development

- **Education & Training**
  - FLS Education & Training Program Development

- City-Wide Building FLS Inventory

Timeline:
- July
- Aug.
- Sept.
- Oct.
- Nov.
- Dec.
Appendix
## Taking Action on Fire and Life Safety

### City-wide total properties

<table>
<thead>
<tr>
<th>Division, Agency, or Corporation</th>
<th>Number of Buildings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total City Properties</td>
<td>8,446</td>
</tr>
<tr>
<td>Non-building Infrastructure</td>
<td>3,830</td>
</tr>
<tr>
<td>Total Buildings</td>
<td>4,616</td>
</tr>
<tr>
<td>Total Buildings (excl. TCHC)</td>
<td>2,502</td>
</tr>
<tr>
<td>Agencies and Corporations (excl. TCHC)</td>
<td>643</td>
</tr>
<tr>
<td>City of Toronto Divisions</td>
<td>1,859</td>
</tr>
<tr>
<td>Under FM jurisdiction and management (included above)</td>
<td>270</td>
</tr>
</tbody>
</table>

Data Source: City-Wide Real Estate Review (2017) and SAP data extract