

S1088 Submission Checklist

A practical running order for assembling a complete TfL/LU S1088 fire-precautions-change submission first time: applicability, the F1180 parts, WIFRA, technical justification, FPSSR exemptions and Authority to Use.

S1088 ("Managing changes to stations and shafts fire precautions", Issue A3) governs any change to the fire precautions of a London Underground station or shaft. Most delay on an S1088 comes from one cause: a submission that is incomplete or internally inconsistent, triggering a back-and-forth with the fire authority. This is the running order that gets it right first time.

1. Is S1088 the right route?

- ☐ The works affect fire precautions: means of escape, fire systems, compartmentation, change of use, a SID code change, fire-system isolation, or material storage during operational hours. If they genuinely change no fire precaution, the Operational Assurance Notification route may apply instead.
- ☐ Surface or sub-surface confirmed against the station record (per S1086). This decides whether the Fire Precautions (Sub-Surface Railway Stations) Regulations 2009 are engaged and sets the review timeline; sub-surface requires London Fire Brigade consultation, so allow materially more time.
- ☐ Change classified as temporary (bounded duration with a reinstatement plan) or permanent.

2. F1180 Part A: pre-application screen

Assess all ten fire-precaution categories; if any is impacted, Parts B and C are required.

- ☐ Means of escape, including mobility-impaired and disabled persons (PRM provisions per BS 9992:2020)
- ☐ Firefighter access (RVP, LFB Plans Box, water supplies, station control point/room functionality)
- ☐ Firefighting equipment (fixed and portable)
- ☐ Fire detection and warning (any isolation, modification or temporary arrangement)
- ☐ Fire suppression (sprinkler, gas, deluge, water mist)
- ☐ Fire ventilation and pressurisation (smoke control, tunnel ventilation)
- ☐ Fire separation, compartmentation and structural fire protection
- ☐ Control of reaction-to-fire properties of materials (S1085 for any new materials)
- ☐ Fire safety signs
- ☐ Emergency lighting

3. F1180 Part B: the application

- ☐ Current version of the F1180 form used

- ☐ Applicant details complete (name, signature, position, company, contact) and project identification (project name, project manager, cost/booking reference)
 - ☐ Station name; surface/sub-surface stated (per S1086)
 - ☐ Station Area Identification Number(s) (SID) provided, as LCS Level 3 codes (per S1305)
 - ☐ Current compliance fire plan number referenced (confirm the live revision)
 - ☐ Design Proposal Plan: the works marked up on the existing compliance fire plan, showing the full extent of works
 - ☐ Supporting documents listed and attached: fire strategy / fire strategy addendum, evacuation calculations, detailed design, risk assessments as applicable
 - ☐ Description of works complete: location, size, construction methodology, active and passive system alterations, change of use, isolation requirements, whether the site is occupied, impact on LFB / customers / staff / tenants, contents per room/area
 - ☐ Exemption field complete: Yes/No, temporary or permanent, and the specific FPSSR regulation cited (see section 6)
 - ☐ Risk assessment reference provided
 - ☐ Date of application, and a specific date approval is required (not "ASAP")
 - ☐ AM / Landlord acceptance and signature, confirming the operational impact and responsibility for CCEP amendments
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4. WIFRA: Work Impact Fire Risk Assessment

- ☐ Description of works, estimated duration, and engineering-hours vs operational-hours working stated
 - ☐ Fire load: hazardous materials (compressed gas, flammable liquids) and combustible material/waste introduction assessed
 - ☐ Ignition sources: hot works, electric/diesel tools, works on electrical systems, arson risk assessed
 - ☐ Impact on people: escape for the public and construction staff, signage, emergency lighting, station operators, other occupiers
 - ☐ Cumulative effect of any concurrent works on the same station on means of escape assessed
 - ☐ Fire safety systems altered or isolated identified, with additional documentation appended
 - ☐ CCEP amendment requirement assessed (temporary or permanent), amended CCEP appended if applicable
 - ☐ Control measures: any concessions against LU standards identified; the assessment signed by an Accredited Fire Engineer (AFE)
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5. Technical justification (for any departure from a standard)

- ☐ Fire-engineering assessment that is specific to the areas and systems affected, not generic
- ☐ Proposal compared against the applicable Category 1 standard(s): S1080, S1081, S1082, S1083, S1085, S1089
- ☐ Demonstration that the change does not reduce the overall level of fire safety (ALARP applied)
- ☐ Fire strategy / addendum supporting the change referenced by document number and revision
- ☐ Compensatory measures for each departure: specific, implementable, verifiable, and proportionate to the risk

- ☐ Quantitative analysis where appropriate: evacuation calculation (BS 9992:2020), smoke modelling, fire-resistance/fire-load calculations
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6. FPSSR 2009 exemptions (sub-surface stations)

- ☐ Whether an exemption from FPSSR 2009 is required confirmed
 - ☐ The specific regulation cited: Reg 5(2) means of escape; Reg 6(2) general fire precautions; Reg 9(8) maintenance/testing; Reg 10(2) firefighting
 - ☐ Temporary vs open (permanent) classification stated; temporary exemptions carry an agreed end date
 - ☐ Evidence that the exemption is valid and fire safety is not detrimentally affected
 - ☐ No works commenced before the exemption position is resolved
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7. Supporting design and assurance documents

- ☐ Compartmentation plans marked up, before and after clearly distinguished
 - ☐ Fire plans of the affected area (detection, suppression coverage, fire mains, compartmentation/separation requirements)
 - ☐ Fire door schedule updated where door ratings/locations/ironmongery change
 - ☐ Firestopping details where compartmentation is affected, with tested system references (BS EN 1366-3 / BS EN 13501-2)
 - ☐ Materials data sheets where materials depart from S1085, reaction-to-fire classification confirmed
 - ☐ Cause and Effects matrix updated where system logic is affected
 - ☐ Fire Approval Plans: the change shown in a clouded area on the relevant station fire plan layout(s)
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8. Approval, completion and Authority to Use

- ☐ Application submitted to the Fire Confirmation Team with all supporting evidence; review timeline understood (surface stations are quicker; sub-surface takes longer for LFB consultation)
 - ☐ No works commenced on the premises before approval; the fire authority is engaged through the Fire Confirmation Team, not directly
 - ☐ On completion, AFE sign-off of the changes and the relevant fire-safety compliance inspection reports
 - ☐ Authority to Use (F1180 Part C) is a hard gate: no modified area brought into operational use until ATU is granted
 - ☐ Close-out evidence filed; fire plans updated and reissued
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Common pitfalls we see

- ☐ Surface/sub-surface flag wrong, so the wrong regulatory set is applied.
- ☐ Stale template residue (a previous station's name or SIDs left in the WIFRA or headers).
- ☐ Form fields claiming evidence the narrative does not contain.
- ☐ Temporary-works submissions duplicated instead of cross-referenced.
- ☐ "Refuge" used loosely; be clear whether it means a fire-evacuation refuge or a construction/platform working width.

- ☐ Standard editions and form revisions unverified.
- ☐ Affected Station Area Identification Numbers (SIDs) not fully accounted for.
- ☐ Existing fire-compartmentation lines altered without a clear understanding of their extent and function.
- ☐ Insufficient lead time allowed for the application to be processed, particularly sub-surface where LFB consultation extends the timeline.
- ☐ S1088 identification left until detailed design is largely complete, so derogations surface at fire-authority review and force costly redesign. Build the S1088 register at concept stage.
- ☐ Temporary-works submissions that do not show escape-route constraints (hoarding lines, door-swing directions) at an adequate scale; enlarge the critical pinch points.
- ☐ Event-driven peak loading (for example match-day at a venue station) not taken as the worst-case scenario.
- ☐ Combustible packaging and waste brought onto an operational station during works left unmanaged; include a fire-load management and daily-removal statement.

General guidance for industry-literate readers, not a substitute for project-specific fire-engineering advice or the current TfL standard and F1180 form. Verify the live S1088 / S1089 standard text and the current form before relying on this.
