

Reference: RFI 1801077

**Request:**

Please could you give me the figures for the following:

1. The maximum capacity of people Quadrant East is designed to hold.

The Fire Strategy for Quadrant East confirms that the maximum occupancy for the building is 1568.

2. How many staff are based there, including the average number of staff who may 'hot desk'.

As at 1<sup>st</sup> April 2017 there were 1193.21 full time equivalent members of staff based within the building.

Individual service areas operate tailored agility which allows team members to hot desk depending upon service priority and need.

3. What is the target time for the building to be evacuated in a fire drill.

The Health & Safety team continue to review evacuation procedures to ensure the building can be evacuated efficiently and timely.

4. What have the last 2 evacuations, planned or otherwise, been timed at.

In the last two drills the evacuation time was 6 minutes