



LONDON FIRE BRIGADE

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Freedom of Information request reference number: 7700.1

Date of response: 9th August 2023

Request:

I would like to request the most recent audit form, Fire Safety Officer in the London Fire Brigade (Southwark, Lewisham, Greenwich and Bexley) for Ernest Shackleton Lodge, 89 Christchurch Way, Greenwich SE10 0EX.

Response:

The result of the audit confirmed that some fire safety matters require attention to reduce the risk of fire and/or reasonably ensure the safety of people using the premises and these matters need to be addressed in order to comply with Regulatory Reform (Fire Safety) Order 2005 (the Fire Safety Order). As a result, an informal notification of (fire safety) deficiencies (NOD) was issued for the premises.

When issuing a NOD the expectation is that the issues are minor enough that they can be rectified without needing any formal intervention from the LFB (which is different to an [Enforcement Notice](#)). As such, it would be for the Responsible Person(s) of the premises to be satisfied the deficiencies noted are addressed appropriately and within the recommend time frame. The LFB will then check these issues when the property is visited at the next routine inspection (according to the level of risk).

Please see below the NOD letter below to the responsible person.

We have dealt with your request under the Freedom of Information Act 2000. For more information about this process please see the guidance we publish about making a request [on our website](#).



The London Fire Commissioner is the
fire and rescue authority for London

Date 4 August 2023
Our Ref 94/266522/

Dear Sir/Madam

REGULATORY REFORM (FIRE SAFETY) ORDER 2005 (AS AMENDED): NOTIFICATION OF FIRE SAFETY DEFICIENCIES

Premises: Ernest Shackleton Lodge, 89 Christchurch Way, Greenwich SE10 0EX

The London Fire Commissioner (the Commissioner) is the fire and rescue authority for London. The Commissioner is responsible for enforcing the Regulatory Reform (Fire Safety) Order 2005 (as amended) hereafter the Fire Safety Order (as amended) in London.

The Commissioner's Inspectors have recently carried out an inspection of the above-mentioned premises. During the inspection, it was noted that some fire safety matters require attention to reduce the risk of fire and/or reasonably ensure the safety of people using the premises. These matters need to be addressed in order to comply with the Fire Safety Order (as amended).

The matters that need to be addressed, together with the Commissioner's recommendations about the actions you should take are explained in the attached schedule. We recommend that action should be taken by **27 October 2023**.

If you are in any doubt about what you need to do to comply with the Fire Safety Order (as amended); or if there is anything in the schedule that you do not understand or need further explanation of then please contact the Inspector named at the end of this letter. If you are dissatisfied in any way with the response given please ask to speak to the Team Leader quoting the above reference.

You may also wish to know that fire safety guidance for businesses can be found on the Commissioner's website at www.london-fire.gov.uk under the heading 'Fire safety at work'. Additionally, guidance on general fire precautions and how to comply with the Fire Safety Order (as amended) can be found at www.Gov.uk under the heading 'Fire safety law and guidance documents for business'.

When undertaking fire safety works at your premises you may need to seek approval for what you are going to do. Examples of this would include:

- any building works for which you are obliged to notify or seek the approval of Building Control;
- if your premises have a listed heritage status, approval from the local authority conservation officer; or
- if your premises are licenced then you may need to consult the relevant licensing or approvals authority.
- It is your responsibility to consult the relevant bodies and obtain any necessary approvals.

I would ask you to note that as well as placing people at risk, operating premises without having adequate general fire precaution in place to remove or reduce fire risk and to ensure people can safely escape if a fire does occur can result in a criminal offence being committed. This letter and its associated schedule are consequently issued without prejudice to any legal action the Commissioner may subsequently take regarding failures to comply with the Fire Safety Order (as amended).

Yours faithfully,

[Redacted signature]

for Assistant Commissioner (Fire Safety)

Directorate of Operations

FSR-AdminSupport@london-fire.gov.uk

[Redacted]
Direct T 0208 555 1200 [Redacted]

Enc: Form FS03_01b Legislation Extracts
Form FS03_06 Definitions of standard terms

[Redacted]

Notes to accompany the Notification of Deficiencies schedule.

Important information to consider before taking remedial steps:

1. Certain terms written in BLOCK CAPITALS in the attached schedule are standard terms defined in "Definitions of standard terms used in means of escape requirements" which form part of this schedule.
2. Officers of the Commissioner may visit your premises again to check on the action you have taken.
3. **Notwithstanding any consultation undertaken by the Commissioner, before you make any alterations to the premises, you must apply for local authority building control department approval (and/or the approval of any other bodies having a statutory interest in the premises) if their permission is required for those alterations to be made.**
4. There may be suitable alternative safety measures to those detailed in this schedule, which would meet the requirements of the Order. If you wish to propose or discuss any alternative measures you should get in touch with the person named as the contact above, before you take any action, to ensure that your proposed measures are deemed satisfactory by the Commissioner.
5. Remedial steps must be undertaken by a competent person who has sufficient training, experience, knowledge or other qualities to enable him or her to properly undertake them.
6. We recommend that remedial steps are undertaken in accordance with the appropriate British or European Standards, or recognised industry guidance.

THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005

Your rights when Fire Safety Inspecting Officers take action.

The Commissioner has a duty to enforce the Regulatory Reform (Fire Safety) Order 2005.

If an Inspector:

tells you to do something - you have a right to a verbal and written explanation of what needs to be done and why.

Intends to take immediate action - for example by issuing an enforcement notice this will include a written explanation either forming part of the notice or by separate letter.

Issues a formal notice - you will be told in writing about your right to appeal to a magistrates' court. You will be told:

- ◆ how to appeal;
- ◆ where and within what period an appeal may be brought; and
- ◆ that action required by a prohibition/restriction notice is not suspended while an appeal is pending unless the court so directs.
- ◆ that action required by an enforcement notice is suspended while an appeal is pending.

Issues a Notification of Fire Safety Deficiencies - full discussion should have taken place and agreed improvements to bring the premises up to minimal standards should be formulated. A Notification of Fire Safety Deficiencies carries no statutory force but may result in formal action being considered if the agreed improvements do not take place.

The procedures and rights above provide ways for you to have your views heard. If you are not happy with the inspecting officer's action you should contact the Team Leader on the telephone number shown at the head of the covering letter in the first instance.

ENVIRONMENT AND SAFETY INFORMATION ACT 1988

SECTION 4 - PROTECTION OF TRADE SECRETS

The above Act requires the London Fire Commissioner to maintain public registers of notices issued under Article 30 of the Regulatory Reform (Fire Safety) Order 2005, (other than those which impose requirements or prohibitions solely for the protection of persons at work) and Sections 21 and 22 of the Health and Safety at Work etc, Act 1974.

Provisions are made within the Act for persons on whom the above notices are served to appeal against any proposed entry in the register which may disclose "trade secrets" or "secret manufacturing processes".

Entries in the register are required to be made after the period for appeal against the notice expires or after any appeal is disposed of.

If you feel that any such entry would disclose information about a trade secret or secret manufacturing process you may write to the Commissioner within a period of 14 days following the service of the notice, requesting exclusion of these details (see Section 4 of the 1988 Act).

SCHEDULE

PREMISES: Ernest Shackleton Lodge, 89 Christchurch Way, Greenwich SE10 0EX

FILE NUMBER: 94/266522

This schedule should be read in conjunction with the Commissioner's letter dated **4 August 2023**.

The condition(s) specified in the Regulatory Reform (Fire Safety) Order 2005, were being contravened and the following step(s) need(s) to be taken in order to comply with the above legislation:

Article	Area of Concern	Steps Considered necessary to remedy the contravention.
Article 10	At the time of the audit the risk reduction and prevention principles of the Order had not been applied in the correct sequence. It was found that residents and/or contactors had not closed and locked riser cupboard doors after use. In addition, the riser cupboards opposite the lift on the third and second floors contained uninstalled emergency lighting units and boxes.	Apply the principles of prevention contained in Schedule 1 Part 3 of the Order in the priority set out in that schedule. In particular, remind residents and contractors to close and lock riser cupboard doors after use. In addition, make sure that those using the riser cupboards tidy them after use, removing any unnecessary fire loading.
Article 11	At the time of the audit your preventative and protective measures had not been planned, organised, controlled, monitored or reviewed where required. It was found that the fire action notice had not been prominently displayed within a conspicuous location of the premises, and residents had not been made aware of the emergency plan in line with the Fire Safety (England) Regulations 2022. It was also found that the fire door between the corridor and the staircase on the third floor did not close fully into its frame under power of the self closing device, and that a number of riser cupboard doors had damaged locks and/or latches, preventing them from closing or being locked shut, as required by mandatory signage affixed to the doors.	Arrangements identified as not suitably addressed must be effectively planned, organised, controlled, monitored or reviewed.

Article 15	At the time of the audit your procedures to be followed in the event of serious and imminent danger were inadequate. It was found that the fire action notice for this premises had not been prominently sited. In addition, I was informed by a resident that they have not received information from the managing agent regarding what action to take in the event of a fire.	Adequate procedures for serious and imminent danger and for danger areas should be established and followed. This can be achieved by installing fire action notices within a conspicuous location around the building. In addition, residents must be informed of what to do in the event of a fire, and this must occur regularly and/or when a new resident moves into the building.
Article 17	At the time of the audit you had not ensured that a suitable system of maintenance was in place in your premises. It was found that the fire door between the corridor and the staircase on the third floor did not close fully into its frame under power of the self closing device. In addition, it was found that a number of riser cupboard doors had damaged locks and/or latches, preventing them from closing or being locked shut, as required by mandatory signage affixed to the doors.	Arrange initial and ongoing maintenance to ensure fire safety measures are kept in an efficient state, working order and good repair. This can be achieved by having a competent person adjust the self closing device on the fire door separating the corridor and the stairs on the third floor, making sure the door closes fully under its own power. In addition, a competent person should make repairs to all damaged riser cupboard doors, making sure that they can be closed and secured properly.
Article 8	At the time of the audit the general fire precautions required to prevent fire and smoke spread via shafts, risers or ducting were inadequate. It was found that standard polyurethane foam had been used to seal gaps around riser cupboard doors. In addition, it was unclear if pipe work and cabling leaving the riser cupboards had sufficient fire stopping applied, with some not having any fire stopping visually present, and other gaps sealed with grey silicone, which may not be suitable for this application.	Take the general fire precautions required to prevent fire and smoke spread by having a competent person assess the fire stopping within the riser cupboards to determine if it provides 60 minutes of fire and smoke protection, and if necessary, make suitable and sufficient remediation work.

*****RECOMMENDATIONS NOT FORMING REQUIREMENTS OF THE SCHEDULE*****

The Commissioner would strongly urge that you consider the presence of combustible façade cladding materials as part of the risk assessment process for these premises. All relevant information about any replacement window and facade schemes should be made fully available to fire risk assessors. Where no reliable information is available for a given property, a strategy to assess the risk and where necessary implement short, medium and long term actions to address the risk should be implemented.

Where remedial measures are to be undertaken to which consultation requirements under Section 20 of the Landlord and Tenant Act 1985 will apply, the Commissioner would urge you to consider application of the disapplication provisions under Section 20ZA of that Act.