



LONDON FIRE BRIGADE

London Fire Brigade Headquarters  
169 Union Street London SE1 0LL  
T 020 8555 1200 F 020 7960 3602  
Textphone 020 7960 3629  
london-fire.gov.uk

**Freedom of Information request reference number:** 6685.1

**Date of response:** 08/08/2022

**Request:**

*Seascale Limited, 2-20 Charcot Road, Colindale, London, NW9 5WU.*

*This request is confined to data concerning the Property and in particular to the service and withdrawal of an enforcement notice made under the Regulatory Reform Fire Safety Order in respect of the Property and a notice served by Barnet LBC under the HHSRS in respect of the same Property about which it had discussions with LFB staff.*

**Response:**

Our Fire Safety Regulatory (FSR) team have confirmed that the LFB have files for three premises between 2 and 20 Charcot Road, NW9:

| LFB FSR team reference no. | Address  |
|----------------------------|--|
| 30/224371                  | Licenced Premises, 2 Charcot Road, Colindale, NW9 5WU  |
| 30/226780                  | Licenced Premises, 10 Charcot Road, Colindale, NW9 5WU |
| 30/224355                  | Stay Club, 16-18 Charcot Road, Colindale, NW9 5WU      |

The FSR team have not conducted a fire safety audit at 2 Charcot Road (30/224371) and 10 Charcot Road (30/226780). Therefore, no enforcement notices are held or have been issued for these two premises.

The FSR team conducted a fire safety audit at 16-18 Charcot Road (30/224355) in September 2019. The result of the audit confirmed failures to comply with the Regulatory Reform (Fire Safety) Order 2005 (RRO) were found and, as a result, an enforcement notice was served on the premises. I have included a copy of the enforcement notice issued to The Stay Club (Colindale) Limited on 25 September 2019 below.

The LFB also hold a copy of the fire safety audit report completed by the inspecting officer in September 2019. Where a Fire Safety audit results in a notice being issued by the LFB, the reports themselves are exempt from release under the FOIA provisions under [Section 31 of the FOIA - law enforcement](#) (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).

When the LFB identifies any safety concerns, we make this information available to the public by supplying copies of any informal notification of fire safety deficiencies (NOD) issued, and through access to the [public register](#) of any formal enforcement action. We clearly understand that there is public interest and concern about knowing about the fire safety of the buildings in which people live, work or visit however we need to maintain a balance between the public interest in safety and the Brigade's ability to work with responsible persons in a safe space where honest, frank and meaningful discussions can take place.

It is important that enforcing authorities are assisted in their investigations if witnesses and those responsible for compliance with regulations are willing to cooperate with the investigation on a voluntary basis and investigators are able to take full contemporaneous notes (that are recorded on the audit forms) and enter in discussions (either verbally, or by correspondence) with those involved to enable them to explore all aspects of the case and then arrive at a decision as to the appropriate action to take.

On 19/01/2022 the LFB carried out another audit at 16-18 Charcot Road (30/224355). The results of this audit confirmed no significant failure to comply with the Regulatory Reform (Fire Safety) Order 2005 (RRO) were found and as a result the premises was deemed broadly compliant. This means that no enforcement action (informal or formal) was required as a result and no notices were issued. I have attached a copy of this audit report below.

You will see that parts of this audit have been redacted. These sections are a copy of the information on the September 2019 audit report (which resulted in an enforcement notice being issued). As above, where a Fire Safety audit report includes information that relates to a notice being issued by the LFB, this information is exempt from release under the FOIA provisions under [Section 31 of the FOIA - law enforcement](#) (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).

On 25 January 2022, the LFB wrote to The Stay Club (Colindale) Limited to confirm that the works specified in the Enforcement Notice dated 25 September 2019 have been satisfactorily completed. I have included a copy of the letter below.

Our FSR team have one email on file between Barnet Council and the LFB in relation the enforcement notice served in September 2019. A copy is attached below. Please note, there is no attachment held on this email.

Personal data has been removed from all the attached documents under [section 40 of the FOIA – Personal Information](#).

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](#).



LONDON FIRE BRIGADE

london-fire.gov.uk

Fire Safety Regulation, North West 4 Team

169 Union Street London SE1 0LL

T 020 8555 1200

Minicom 020 7960 3629

The Company Secretary  
London

The London Fire Commissioner is the **The Stay Club (Colindale) Limited** fire and rescue authority for

46 Great Marlborough Street  
London  
W1F 7JW

Date 25 September 2019

Our Ref 30/224355/PDB

## ENFORCEMENT NOTICE

**Notice requiring steps to be taken under Article 30 of the Regulatory Reform (Fire Safety) Order 2005**

TO :

Name: **The Stay Club (Colindale) Limited**

Address: **46 Great Marlborough Street, London W1F 7JW**

Concerning Premises at: **The Stay Club Colindale, 16-18 Charcot Road, Colindale, London NW9 5WU**

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 (The Order) in London.

I [REDACTED], Assistant Commissioner (Fire Safety Regulation) on behalf of the Commissioner hereby give you notice that the Commissioner is of the opinion that you, as a person being under an obligation to do so, have failed to comply with the duties placed upon you by the Regulatory Reform (Fire Safety) Order 2005 (the Order) in respect of the above named premises, the relevant persons who may be on the premises or who may be affected by a fire on the premises.

The matters which, in the opinion of the Commissioner, constitute the failure(s) to comply with the Order are specified in the Schedule of Fire Safety Observations attached to this notice. The Commissioner is further of the opinion that the steps identified in the schedule to this notice must be taken to remedy the specified failure(s) and comply with the Order.

The relevant extracts of the legislation are attached.

There may be suitable alternative safety measures, to those detailed in this notice that would meet the requirements of the order. If you wish to propose or discuss any alternative measures you should contact the person named below, before you take any action, to ensure that your proposed measures will be deemed satisfactory by the Commissioner.

The steps must be taken by **25 March 2020** (or such extension if granted by the Commissioner).

Unless the steps identified in the schedule attached to this notice have been complied with, or such other steps are taken to remedy the failures in consultation with the Commissioner, you will be deemed not to have complied with this notice.

If you fail to comply with the requirements of this notice, you may have committed an offence. The Commissioner may consider a prosecution against you. If you are found guilty, you will be liable to a fine or imprisonment (or both).

You have the right to appeal against this notice, by way of complaint for an order, to the Clerk to the Court of the Magistrates' Court acting for the petty sessions area in which your premises is located. If you wish to bring an appeal, you must do so within 21 days of the date this notice is served on you. The Magistrates' Court Act 1980 will apply to the proceedings. The bringing of an appeal will suspend the operation of this enforcement notice. An appeal against an enforcement notice served under Article 30 of the Regulatory Reform (Fire Safety) Order 2005, may be brought on any grounds. These may include that you are aggrieved:

- a) by anything mentioned in the notice with respect to the premises concerned, or the relevant persons as defined by the Order, being a step which must be taken in order to comply with the Order; or
- b) by the period allowed by such a notice for the taking of any steps mentioned in it.

If at any time you wish to discuss the requirements of this notice, or are experiencing difficulty in carrying out the work, please contact **Inspecting Officer** [REDACTED].

**Signed:**

[REDACTED]

**Dated:** 25 September 2019

Assistant Commissioner  
(The Officer appointed for the purpose)

The contents of this notice are without prejudice to any requirements or recommendations that may be made by the Commissioner under the Petroleum (Consolidation) Regulations 2014, or either the local authority or the Health and Safety Executive under any other Act of Parliament or Regulation for which they are the enforcing authority. Approval will normally be required under the Building Regulations for any building works for which you are obliged to notify the local Building Control Officer under the Building Regulations 2010 or an Approved Inspector under the Building (Approved Inspectors etc) Regulations, 2010.

Reply to Inspecting Officer [REDACTED]  
Direct T 0208 555 1200 Ext [REDACTED]  
FSR-AdminSupport@london-fire.gov.uk

Encl: FS03\_01a, FS03\_01b, FS03\_06

Cc: [REDACTED], The Stay Club Colindale, 16-18 Charcot Road, Colindale, London NW9 5WU

**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).

Notes relating to Schedule of Fire Safety Audit Observations attached to this notice.

**Important information to consider before taking remedial steps:**

1. Words 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 during the course of the notice, to ensure the dates within this plan are being followed.
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 the attached 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.

**SCHEDULE**

**PREMISES:**  
**The Stay Club**  
**Colindale,**  
**16-18**  
**Charcot**  
**Road,**  
**Colindale,**  
**London**  
**NW9 5WU**

**FILE**  
**NUMBER:**  
**30/224355**

This schedule should be read in conjunction with the Commissioner’s Notice dated **25 September 2019**.

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:

| <b>Article</b> | <b>Area of Concern</b>   | <b>Steps Considered necessary to remedy the contravention.</b>   |
|----------------|--|--|
| 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 protection measures including the mechanical ventilation system, the fire doors and passive fire protection measures are not being appropriately planned or | Arrangements identified as not suitably addressed must be effectively planned, organised, controlled, monitored or reviewed. |

|            |   |   |
|------------|---|---|
|            | organised to ensure defects are identified and repaired.  |   |
| 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 kitchen fire door was being held open by a fire extinguisher and the refuse room fire door was grounding on the floor and being obstructed by bins. | Arrangements identified as not suitably addressed must be effectively planned, organised, controlled, monitored or reviewed.  |
| Article 13 | At the time of the audit you had not provided an appropriate method of fire detection and warning within your premises. It was found that smoke detectors within the firefighting lobbies in some cases are not fixed to the ceiling rendering them potentially ineffective in the event of fire.                               | Provide an appropriate means of fire detection and giving warning. This can be achieved by ensuring that the location of smoke detectors are in accordance with BS 5839-1:2017 or an equivalent standard. |

|            |  |   |
|------------|--|---|
| Article 14 | At the time of the audit the emergency routes or exits were inadequate. It was found that the protected escape routes and protected lobbies have been compromised by defective fire doors with many missing intumescent strips and cold smoke seals. The refuse room fire door was also broken and grounding on the floor. | Ensure adequate emergency routes and exits, for use by relevant persons in the premises, are available and can be safely and effectively used at all relevant times. This can be achieved by ensuring all fire doors are appropriately FIRE RESISTING, fitted with the appropriate intumescent strips and cold smoke seals (where necessary) and effectively self closing or kept closed as required for their purpose. |
|------------|--|---|

|            |   |   |
|------------|---|---|
| Article 14 | At the time of the audit the emergency routes or exits were inadequate. It was found that firefighting lobbies on all floors have timber wall and door linings, suspended timber frame structures and materials which may not meet Class 0 or Class 1 surface spread of flame classification.                 | Ensure adequate emergency routes and exits, for use by relevant persons in the premises, are available and can be safely and effectively used at all relevant times. This can be achieved by providing evidence that such materials meet Class 0 or Class 1 surface spread of flame classification or alternatively by removing those materials.  |
| Article 14 | At the time of the audit the emergency routes or exits were inadequate. It was found that the ground floor firefighting lobby is not separated from the reception area by FIRE RESISTING construction.  | Ensure adequate emergency routes and exits, for use by relevant persons in the premises, are available and can be safely and effectively used at all relevant times. This can be achieved by separating the ground floor firefighting lobby from the reception area with an appropriate FIRE RESISTING door set.  |
| Article 14 | At the time of the audit the emergency routes or exits were inadequate. It was found that the cinema room has two sets of exit doors which lead directly to the same corridor with escape in a single direction thereby limiting the number of people that can escape safely by the effective corridor width. | Ensure adequate emergency routes and exits, for use by relevant persons in the premises, are available and can be safely and effectively used at all relevant times. This can be achieved by providing additional escape routes from this location or limiting the number of people within the cinema room to a safe occupancy appropriate to the effective corridor escape width also considering escape in a single direction.  |
| 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 thorough testing and maintenance regime of all passive and active fire protection measures is not being carried out.  | 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 ensuring all active and passive fire protection measures are tested and maintained by competent persons in accordance with appropriate British Standards or other appropriate guidance. This should include ventilations systems, passive fire protection measures, fire dampers and electro magnetic door holding devices. |



|            |  |   |
|------------|--|---|
| Article 21 | At the time of the audit your employees had not been provided with adequate safety training. It was found that evidence could not be provided that staff are provided with specific fire warden training or trained on how to use fire extinguishers.  | Provide your staff with adequate safety training. In particular provide fire warden training for all staff who have additional responsibilities and fire extinguisher training for those staff who may need to use a fire extinguisher.   |
| Article 38 | At the time of the audit a suitable system of maintenance of the firefighting measures was not in place. It was found that no evidence could be provided that maintenance of the firefighter override facility was being carried out.  | Arrange initial and ongoing maintenance to ensure firefighting measures are kept in an efficient state, working order and good repair. This can be achieved by ensuring maintenance of the firefighter override facility is being carried out.  |
| Article 8  | At the time of the audit the general fire precautions as identified in the significant findings of your fire risk assessment had not been implemented. It was found that significant findings relating to compartmentation defects and the appropriateness of wall and ceiling lining materials had not been addressed.  | Implement the significant findings of your fire risk assessment, in particular addressing the fire compartmentation findings and internal and external wall linings.  |
| 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 penetrations within service cupboards have not been appropriately fire stopped with appropriate fire stopping applications such as fire batts and intumescent mastic to the appropriate level of FIRE RESISTANCE. | Take the general fire precautions required to prevent fire and smoke spread by carrying out a compartmentation survey by competent person/s reviewing all areas where FIRE RESISTING or compartment walls and floors are located ensuring they provide the appropriate level of FIRE RESISTANCE compartmentation. |

|   |  |  |
|---|--|--|
| Article 9   | <p>At the time of the audit the fire risk assessment for your premises was not suitable and sufficient. It was found that:</p> <p>1) The fire risk assessment failed to identify required standards of FIRE RESISTANCE within the building including that of fire doors.</p>   | <p>The fire risk assessment should be reviewed, with specific consideration given to:</p> <p>1)The appropriate standards of FIRE RESISTANCE within the building including fire doors. Evidence to be provided that fire doors provide the appropriate level of FIRE RESISTANCE for their location.</p>   |
| Article 9<br>Cont'd   | <p>2) The fire risk assessment failed to identify appropriate standards of fire compartmentation within service cupboards/risers, store rooms and compartment walls.</p> <p>3) The fire risk assessment failed to recognise the excessive use of fire retardant foam which has been used to fire stop pipe and cable penetrations.</p> | <p>2) Appropriate standards of fire compartmentation within service cupboards/risers, store rooms and compartment walls. A fire compartmentation survey should be carried out by a competent fire compartmentation specialist with any failings suitably rectified.</p> <p>3) The excessive use of fire retardant foam which has been used to fire stop pipe and cable penetrations. All pipework and cable penetrations through FIRE RESISTING construction must be suitably fire stopped with appropriate materials to maintain the appropriate standard of FIRE RESISTANCE necessary.</p> |
| <p align="center"><b>***RECOMMENDATIONS NOT FORMING REQUIREMENTS OF THE SCHEDULE***</b></p> <p>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.</p> <p>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.</p> |  |  |



## Fire Safety Audit Report

### Audit Information

**Audited By** [REDACTED] ([REDACTED])  
**Audit Completed** 19 January 2022

### Location summary

**File No** 30/224355  
**UPRN** 5220004816974  
**Building Name**  
**Address** Stay Club 16-18  
 CHARCOT ROAD  
 COLINDALE  
 LONDON  
**Borough** Barnet  
**Use** E - Hostel  
**Responsible Team** FSR Enfield Haringey & Barnet  
**Station Ground** A38 - Mill Hill  
**Site Risk Score** 9.00  
**Total Floors** 22 **Basement floors** 2  
**Estimated number of sleeping** 1200  
**Special Features** Linked Means of Escape  
**Additional detail** Hostel best describes primary use of premises. Student accommodation and hotel accommodation in separate parts of building. Sprinklers only provided within penthouse rooms on top two floors. Teaching rooms, restaurant and social areas including library and cinema room. Part ACM cladding on some external facades. \*\*ACM removal has begun on 2 sides of the building as of August 2021.

**Premises Description** 22 stories including 2 basement levels. Prefabricated containers preassembled in China and assembled on site. Concrete cores. Commercial units at ground and basement level with shared escape through The Stay Club.

**Environmental Risks** NONE  
**Features assisting fire spread** NONE  
**Site Reinspection date** 4 April 1991  
**Heritage Building** No  
**Petroleum redevelopment?** No  
**Known firesetting in area?** No  
**Site lone worker risk**

**Property Detail (OCCUPIER PROPERTY)**

|                                 |  |
|---------------------------------|--|
| <b>Occupier Contact</b>         | The Stay Club (Colindale) Limited                      |
| <b>Address</b>                  | Stay Club 16-18<br>CHARCOT ROAD<br>COLINDALE<br>LONDON |
| <b>Responsible team</b>         | FSR Enfield Haringey & Barnet                          |
| <b>Occupancy Type</b>           | Sole Occupier  |
| <b>Property Use</b>             | E - Hostel   |
| <b>Valuation Office</b>         | MR - Hostel  |
| <b>Original Risk Score</b>      | <u>5.75</u>  |
| <b>Reinspection Date</b>        | 17 March 2021  |
| <b>Last Inspection</b>          | 27 April 2021  |
| <b>Total Capacity</b>           | 0  |
| <b>Maximum number of people</b> | <u>&gt;100</u>   |
| <b>Property Size for use</b>    | Large<br>751m <sup>2</sup> to 1900m <sup>2</sup>       |
| <b>Environmental Risks</b>      | NONE   |
| <b>Occupant Mobility</b>        | Average  |
| <b>Fire Loading</b>             | Average  |
| <b>Additional detail</b>        |  |

**Specific lone worker risk****Primary Authority Partnership** N/A**Protection Data (SHARED)**

|  |                         |
|--|-------------------------|
| <b>Fire Protection &amp; Warning</b>     | Adequate                |
| <b>Unwanted fire signals count</b>       | 0                       |
| <b>AFD remote monitoring</b>             | No                      |
| <b>Smoke ventilation</b>                 | Mechanical              |
| <b>Covers MOE/Common areas?</b>          | Yes                     |
| <b>Sprinklers Installed?</b>             | Yes                     |
| <b>Sprinkler Type</b>                    | Wet Pipe                |
| <b>Coverage %</b>                        | 10                      |
| <b>False activations in past 3 years</b> | 0                       |
| <b>Fire activations in past 3 years</b>  | 0                       |
| <b>Access for fire-fighting</b>          | Average                 |
| <b>Water supplies</b>                    | Average                 |
| <b>Special Features</b>                  |                         |
| <b># Fire fighting shafts</b>            | 0                       |
| <b>Engineered solution?</b>              | No                      |
| <b>Trade off measures?</b>               | No                      |
| <b>Evacuation type</b>                   | Simultaneous Evacuation |
| <b>History of fires?</b>                 | No                      |

**Contacts**

**Occupier**

**Name** The Stay Club (Colindale) Limited  
**Responsible Person** [REDACTED]  
**Position** Director  
**Address** 46 Great Marlborough Street  
 London  
 W1F 7JW

**Owner/Co-Owner**

**Name** HALLMARK ESTATES LIMITED  
**Responsible Person** [REDACTED]  
**Position** Director  
**Address** 46 Great Marlborough Street  
 London  
 W1F 7JW

**On Site Representative**

**Name** The Stay Club (Colindale) Limited  
**Responsible Person** [REDACTED]  
**Position** Manager  
**Address** 16-18 Charcot Road  
 Colindale  
 London  
 NW9 5WU

**Other relevant contact**

**Name** The Stay Club (Colindale) Limited  
**Responsible Person** [REDACTED]  
**Position** Compliance Co-ordinator  
**Address** 16-18 Charcott Road  
 Colindale  
 London  
 NW9 5WU

**Enforcement history**

**Infringements**

**Type** Art30 Enforcement  
**Date** 25 September 2019  
**Prohibition/Restriction date** N/A  
**Prosecution Date** N/A

**Articles**

**Article 9 - Risk assessment**

**SAFETY CRITICAL**  
**Safety Evaluation**  
 Broadly Compliant

**Observations**

Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).  
 [REDACTED]  
 [REDACTED]  
 [REDACTED]  
 [REDACTED]  
 [REDACTED]



## Article 11 - Fire Safety Arrangements

**SAFETY CRITICAL  
Safety Evaluation**  
Broadly Compliant

### Observations

Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).

[Redacted]

\*\*\*All items above are now being monitored by in house team in a effective manner. Files and paperwork evidenced on separate visits to premises by IO and enforcement team representative. Maintenance of the ventilation system and fire doors is being checked on a regular basis.

\*\*\*Management now also ensure that fire doors are kept in a good and working condition. Management are ensuring daily checks to ensure wedging of fire doors does not occur. The bin room is also monitored to ensure it is kept in order and bins do not block or interfere with fire doors.

[Redacted]

Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).

[Redacted]

[Redacted]

Article 13 - Detection and warning

SAFETY CRITICAL  
Safety Evaluation  
Broadly Compliant

Observations

Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).  
[Redacted]

\*\*\*L2 system confirmed and certificate evidenced.

\*\*\*Detection position now rectified to conform with BS5839-1 (2017) or equivalent standard. Evidenced by way of certification. (Available on e-portal).

\*\*\*Extra sounders installed and tested to achieve 75db at the bedhead for rooms and equivalent scaling for corridors. Evidenced by way of certification and paperwork (available on e-portal).

[Redacted]  
Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).  
[Redacted]

Article 14 - Emergency routes and exits

SAFETY CRITICAL  
Safety Evaluation  
Broadly Compliant

Observations

Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).  
[Redacted]



Article 14  
(continued)

[REDACTED]

\*\*\*Fire door survey carried out by 10Ability Fire Engineer [REDACTED] Fire doors were also sent off to Warrington Exova for fire tests. Tests revealed that the doors passed the integrity tests and were adequate for the intended purpose.

\*\*\*Exit via gym qualified with lease agreement from gym - evidenced. Door has been replaced and a new lobby and corridor now constructed to reflect true alternative means of escape from the theatre/cinema room.

\*\*\*All fire doors have now been rectified by the in house maintenance team following a fire door survey conducted by 10Ability Ltd. This includes the basement refuse room fire door. Evidenced.

\*\*\*All linings and materials in the fire fighting lobbies and means of escape corridors have had testing and fire resisting certificates made available for evidence. Uploaded to portal for perusal. Additional tests were carried out the Jute fabric which had been treated with fire resisting coating.

\*\*\*Reception area now has fire doors separating it from the firefighting lobby/lift area.

[REDACTED]

Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).

[REDACTED]

Article 14  
(continued)

Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).

[Redacted text block]

[Redacted text block]

[Redacted text block]

[Redacted text block]

[Redacted text block]

Article 15 - Procedures for serious and imminent danger and for danger areas

SAFETY CRITICAL  
Safety Evaluation  
Broadly Compliant

Observations

fire plan is in place which involves an investigation period of maximum 4 minutes to investigate location of fire before system goes into evacuation mode thereby slightly delaying evacuation. Reception is always manned and there are always a number of staff present on site to deal with any alarms.

Article 17 - Maintenance

SAFETY CRITICAL  
Safety Evaluation  
Broadly Compliant

Observations

Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).

[Redacted]

\*\*\*Fire alarm maintenance evidenced - 05/08/2021 - done quarterly - recent service completed but cert had not been sent - available January 2022. Electromagnetic door holding devices now included in the fire alarm maintenance.  
\*\*\*E/L maintained 08/12/2020 & 05/02/2021 with rectifications to faulty lighting completed - evidenced with certificates. Later certificates had not been sent by maintenance company - but will be available on request.  
\*\*\*Other maintenance items such as fire dampers etc documents supplied including mechanical ventilation system for the basement area and sprinkler maintenance for the top 2 floors carried out 6 monthly.  
\*\*\*Fire doors maintained as per article 14 following a fire door survey. evidenced across a number of visits to the premises.  
\*\*\*Compartment works carried out and evidenced. Detailed schedule sent with each area and photographic evidence.

Stay Club have now adopted a more stringent weekly check policy internally with documented management checks taking place and a good standard of records being kept for access locally if required for future visits - Manager [Redacted] oversees this with his internal team.

[Redacted]

**Article 17**  
(continued)

Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).

[Redacted text block]

**Article 21 - Training**

**SAFETY CRITICAL**  
**Safety Evaluation**  
Broadly Compliant

**Observations**

Staff are trained on the fire procedure at periodic intervals and take part in fire drills with residents. Fire action with illuminous floor plans are provided in all rooms detailing escape routes. Fire action provided at manual fire call points. No evidence was available of fire warden training or how to use fire extinguishers.

\*\*\*Staff fire training now provided (including fire warden training to all main staff and management including night shift staff) including use of fire extinguisher. Evidenced by way of certificates provided by external organisation and regular staff training monitored in house. Files evidenced containing schedules of staff and dates of when training took place available locally from Manager [Redacted].

**FAILURE**

**Article 21 Inadequate Staff training**

At the time of the audit your employees had not been provided with adequate safety training. It was found that evidence could not be provided that staff are provided with specific fire warden training or trained on how to use fire extinguishers.

**REMEDY**

Provide your staff with adequate safety training. In particular provide fire warden training for all staff who have additional responsibilities and fire extinguisher training for those staff who may need to use a fire extinguisher.

Article 8 - General fire precautions

Safety Evaluation  
Broadly Compliant

Observations

Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).  
[Redacted text block]

\*\*\* Significant findings/Actions now completed from new FRA as stated A9.

\*\*\* full compartment works now completed (using competent persons) following compartment survey. Evidenced on site (Compartment stickers evidenced on site with dates) and also by way of detailed compartment works schedule which includes photographs. (Uploaded to e-portal)

\*\*\* wall and ceiling lining certificates of fire tests and class 0 and class 1 evidenced and provided post audit. Uploaded in due course to E portal for perusal.

[Redacted text block]  
Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).  
[Redacted text block]

[Redacted text block]

**Article 8**

(continued)

**Article 10 - Principles of prevention to be applied**

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**Safety Evaluation**

Not Applicable

**Observations**

None

**Article 12 - Elimination or reduction of risks from dangerous substances**

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**Safety Evaluation**

Not Applicable

**Observations**

None

**Article 13 - Fire Fighting Equipment**

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**Safety Evaluation**

Not Applicable

**Observations**

None

**Article 16 - Measures for dealing with dangerous substances affecting general fire precautions**

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**Safety Evaluation**

Not Applicable

**Observations**

None

**Article 18 - Safety assistance**

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**Safety Evaluation**

Not Applicable

**Observations**

None

**Article 19 - Provision of information to employees**

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| <b>Safety Evaluation</b> | <b>Observations</b> |
|--------------------------|---------------------|
| Not Applicable           | None                |

**Article 20 - Provision of information to employers and the self employed from outside undertakings**

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| <b>Safety Evaluation</b> | <b>Observations</b> |
|--------------------------|---------------------|
| Not Applicable           | None                |

**Article 22 - Co-operation and co-ordination**

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| <b>Safety Evaluation</b> | <b>Observations</b> |
|--------------------------|---------------------|
| Not Applicable           | None                |

**Article 23 - General duties of employees at work**

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| <b>Safety Evaluation</b> | <b>Observations</b> |
|--------------------------|---------------------|
| Not Applicable           | None                |

**Article 37 - Fire fighters switches for luminous tube signs**

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| <b>Safety Evaluation</b> | <b>Observations</b> |
|--------------------------|---------------------|
| Not Applicable           | None                |

**Article 38 - Maintenance of measures provided for protection of fire fighters**

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**Safety Evaluation**  
Broadly Compliant

**Observations**

Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).

[Redacted]

\*\*\*OTIS lift maintenance service certificates provided. last service carried out 24/08/21. prior service 08/2021. Regular testing evidenced as part of regular fire safety checks (daily/weekly/monthly). Folders available with records from management.

[Redacted]

Withheld under Section 31 of the FOIA - law enforcement (Section 31(1)(g) combined with 31(2) (a) and 31(2) (c)).

[Redacted]

**Article 24 - Power to make regulations**

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**Safety Evaluation**  
Not Applicable

**Observations**  
None

**Article 27 - Powers of inspectors**

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**Safety Evaluation**  
Not Applicable

**Observations**  
None



**Article 29 - Current alterations notices**

|                          |                     |
|--------------------------|---------------------|
| <b>Safety Evaluation</b> | <b>Observations</b> |
| Not Applicable           | None                |

**Article 30 - Current enforcement notices**

|                          |                     |
|--------------------------|---------------------|
| <b>Safety Evaluation</b> | <b>Observations</b> |
| Not Applicable           | None                |

**Article 31 - Current prohibition notices**

|                          |                     |
|--------------------------|---------------------|
| <b>Safety Evaluation</b> | <b>Observations</b> |
| Not Applicable           | None                |

**Article 32 - Offences**

|                          |                     |
|--------------------------|---------------------|
| <b>Safety Evaluation</b> | <b>Observations</b> |
| Not Applicable           | None                |

**Overall safety standard**

Broadly Compliant

**Management compliance level**

|                                    |                        |
|------------------------------------|------------------------|
| <b>Management Compliance Level</b> | 1 - Well above average |
| <b>Initial Expectation</b>         | Verbal action          |
| <b>Considered EMM?</b>             | Yes                    |
| <b>Confirmed Action</b>            | Verbal action          |

**Audit Conclusion**

19/01/2022 13:40

Initial Expectation: Verbal action

17/01/2022 23:16

Several audits/visits carried out during 2020/2021 by IO [REDACTED], including one with an enforcement team representative (who were satisfied at the time) and FS management, following the issue of enforcement notice and one with Health and Safety joint inspection. There has been a vast amount of rectification work carried out throughout the period which also coincided with Covid soon after the enforcement notice was issued - hence the long delays.

There have been a number of developments with this premises including a number of competent professionals including employing the services of a fire engineer and a new fire risk assessor. The original architect [REDACTED] was also bought back to assist in getting the building compliant. One of the key outcomes is the successful remediation of cladding (nearing completion as of November 2021). Several key meetings took place online and via conference calls with all parties.

Further information - Following the issuing of the LFB enforcement notice (now complied with) Barnet council along with a Joint Inspection Team carried out their own more intrusive survey/inspection and compiled a report. The majority of failings/deficiencies found matched those on the enforcement notice with some additional deficiencies recognised by the JIT. The LFB were consulted with in regards to those findings under a improvement notice (under the Housing Act) and the majority of issues were agreed with on the notice. This notice is due to be served early 2022.

All testing certificates/photographs and documents used to satisfy this enforcement will be made available on the e-portal. Information on rectifications and evidence contained within the articles as per the enforcement notice. Amongst this information will be evidential emails confirming certain elements completed and dates/agreements.

Areas inspected: All floors and all corridors where residential accommodation located, all escape stairs, all final exits, 2 basement levels including exit via gym, cinema and disco room in basement 7th floor restaurant, external escape exits, plant rooms, all service risers and cupboards including laundry room and bin room contained with lower basement levels.

Stay Club management including the main liaison ([REDACTED]) have been very co-operative and provided all evidence required including conducting further tests at request of LFB/Barnet. Positive attitude towards fire safety.

Final re-inspection audit outcome: Broadly Compliant.

All inspections and meetings throughout the period April 2020- November 2021 - approx. 40 hours (2400 mins)

17/01/2022 22:39

Initial Expectation: Verbal action

16/01/2022 20:15

Initial Expectation: Verbal action

14/12/2021 18:30

Initial Expectation: Enforcement Notice - consider prosecution

**Verbal Advice Given****None given****Other Authorities to notify****None****Weeks to Complete Work****N/A****Specific instructions for Admin to Action**

Admin please send Letter of Compliance to all RP contacts at Hallmark/Stay Club management HQ and also the manager [REDACTED] at Stay Club Colindale as per the contacts tab.

Please also email [REDACTED] (Liaison Architect) at [REDACTED] a copy of the Letter of Compliance.

**Compliance calculation & signature**

|                            |                         |
|----------------------------|-------------------------|
| <b>Compliance Level</b>    | 1 - Well above average  |
| <b>Property Risk Group</b> | A - Sleeping Unfamiliar |
| <b>Life Risk</b>           | 1                       |
| <b>Actual Risk Score</b>   | 5.22                    |
| <b>Risk Score</b>          | 5.25                    |

**Audit Timings****Audit Duration**  
480**Travel Time**  
60**Post Audit Processing Duration**  
300

The Company Secretary  
The Stay Club (Colindale) Limited  
46 Great Marlborough Street  
London  
W1F 7JW

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

Date 25 January 2022  
Our Ref 30/224355/PG

Dear Sir/Madam

## REGULATORY REFORM (FIRE SAFETY) ORDER 2005

**Premises: The Stay Club Colindale, 16-18 Charcot Road, Colindale, London, NW9 5WU**

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 (The Order) in London.

Further to the recent inspection by an authorised officer I confirm that the works specified in the Enforcement Notice dated **25 September 2019**, issued by the Commissioner in respect of the above mentioned premises have been satisfactorily completed within the specified time limit. The Enforcement Notice has been complied with and at the time of the inspection the premises were deemed to comply with the above Order.

Should the circumstances change in the future affecting the risk to persons in case of fire, a further risk assessment of the premises should be carried out and the findings addressed. The law requires that if you have:

- 5 or more employees,
- a licence under an enactment in force in respect of the premises, or
- an alterations notice in force requiring such,

your risk assessment should be recorded and made available for future inspection in order to ensure continued compliance with the Order.

Any queries regarding this letter should be addressed to the person named below. If you are dissatisfied in any way with the response given, please ask to speak to the Team Leader quoting our reference.

Yours faithfully

PP [REDACTED]

**for Assistant Commissioner (Fire Safety)**  
Directorate of Operations

Reply to Inspecting Officer [REDACTED]

Direct T 020 8555 1200 ext. [REDACTED] / [REDACTED]

Cc: [REDACTED] : [REDACTED]

[REDACTED], Hallmark Estates Limited, 46 Great Marlborough Street,  
London, W1F 7JW

[REDACTED], The Stay Club (Colindale) Limited, 16-18 Charcot Road, Colindale,  
London, NW9 5WU



**From:** [REDACTED]@barnet.gov.uk]  
**Sent:** 03 April 2020 15:33  
**To:** LFB [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** 16 - 18 Charcot Road - The Stay Club - JIT Final Report

Hi [REDACTED]

Hope you're well.

As you will know, the JIT's final report we received in the very late afternoon on Tuesday this week and I have now read it in its entirety.

I have attached a redacted version of the report. The redactions have been made as recommended by the JIT. Further, some names have also redacted at least for the time being as I don't think that they are material to LFB presently. I'm afraid I can't share the accompanying photographs just at the present because they are held on a share site with the JIT and I've not yet had the opportunity to review these myself yet.

The JIT have been unable to review of the structural information provided to them but intend to complete this by the end of this month if possible.

There are references to the LFB and the enforcement notice throughout. You might want to have a look in the short term at Para 14.3 on p.49 concerning occupancy numbers and I know that you had spoken to [REDACTED] about the current situation with Covid 19 and the Stay Club on Tuesday, particularly with respect to the closure of Pure Gym and the implications for means of escape from the basement levels but that you had received information from the Stay Club that the communal spaces were all closed. The JIT had also released their report on occupancy numbers previously, a copy of which I passed to you last week. I am writing today to ask Hallmark to ask them for a weekly update as to the current numbers and nature of occupancy so that the fire risk can be monitored and understood until such time as the necessary remedial works are undertaken.

In due course we may consider releasing extracts of the report to the building owners/managers/representatives in order to: -

1. In order to work with the building owner with a view to the situation being resolved promptly;
2. In order for the building owner to have an opportunity to understand the concerns and to respond to these if it disagrees with any findings;
3. As part of Barnet's duty to provide reasons;
4. As part of Barnet's duty as a public body to act reasonably and in the public interest.

**I am required to say that the extracts of this report are disclosed on the basis it is confidential information and only to be used for the purpose of resolving building safety issues, including seeking advice. Any other disclosure to 3rd parties requires prior consent from us (the London Borough of Barnet).**

Perhaps we could catch up Monday if possible but in the meantime, I hope you have good weekend.

Kind regards

■

■

■

Development and Regulatory Services  
London Borough of Barnet, 2 Bristol Avenue, London, NW9 4EW  
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Barnet online: [www.barnet.gov.uk](http://www.barnet.gov.uk)