

Freedom of Information request reference number: 6753.1

Date of response: 12/08/2022

Request:

Copies of the notification of (fire safety) deficiencies (NOD) letters issued for the following premises:

*Capon Court, Colonnade Gardens, Acton, W3 7QZ
Knightwood Court, Colonnade Gardens, Acton, W3 7UF
Bowthorpe Court, Colonnade Gardens, Acton, W3 7RL
Minchenden Court, Colonnade Gardens, Acton, W3 7SN
Leighfield Court, Colonnade Gardens, Acton, W3 7TJ*

Response:

Informal notification of (fire safety) deficiencies (NOD) letters were issued for these premises. Copies of the documents are attached to this response on the pages below. Please note that personal data has been removed from the attached documents under [section 40 of the FOIA – Personal Information](#).

When issuing an informal notification of (fire safety) deficiencies (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 recommended 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).

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: <https://www.london-fire.gov.uk/about-us/transparency/request-information-from-us/>



LONDON FIRE BRIGADE

Fire Safety Regulation, North West 2 Team
169 Union Street London SE1 0LL
T 020 8555 1200

Minicom 020 7960 3629
london-fire.gov.uk

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

27 The Vale Management Company Limited
c/o Trinity Estates
Vantage Point
23 Mark Road
Hemel Hempstead
Herts
HP2 7DN

Date 4 April 2022
Our Ref 27/245746/LB

Dear Sir/Madam

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

Premises: Leighfield Court, Colonnade Gardens, Acton, W3 7TJ

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.

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 Regulatory Reform (Fire Safety) Order 2005 (the Fire Safety Order).

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 **19 September 2022**.

If you are in any doubt about what you need to do to comply with the Fire Safety Order; 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 web-site 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 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.

Yours faithfully,

for Assistant Commissioner (Fire Safety)

Directorate of Operations

FSR-AdminSupport@london-fire.gov.uk

Reply to

Direct T 020 8555 1200

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

CC:

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

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: Leighfield Court, Colonnade Gardens, Acton, W3 7TJ

FILE NUMBER: 27/245746

This schedule should be read in conjunction with the Commissioner's letter dated **4 April 2022**.

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 11	<p>At the time of the audit your preventative and protective measures had not been planned, organised, controlled, monitored or reviewed where required.</p> <p>It was found that:</p> <ol style="list-style-type: none">1) Testing of the automatic opening vent system had not been planned and organised. Testing is to occur in accordance with BS EN 12101 and BS 9999.2) Testing of the emergency light system had not been planned and organised. This is to occur monthly in accordance with BS EN 50172:2004 / BS5266-8:2004.3) The observations and recommendations from the Lift certificate dated October 2021 had not been planned and organised.4) Items stored in communal routes had not been controlled. For example, pushchairs were on the sixth floor, bikes, pushchairs and childrens scooters on second floor and a sofa on seventh floor near the automatic opening vent.5) Maintenance of the automatic opening vents had not been planned or organised. There were faults on the automatic opening vents system.6) The displaying of correct evacuation	<p>Arrangements identified as not suitably addressed must be effectively planned, organised, controlled, monitored or reviewed.</p>

	<p>procedure for the premises in the communal corridors had not been organised. There were 2 different fire action notices displayed with conflicting information.</p>	
Article 13	<p>At the time of the audit you had not made the necessary arrangements with external emergency services. It was found that there was no entry arrangements for firefighters provided to the premises.</p>	<p>Arrange necessary contact with the appropriate external emergency services by providing entry arrangements for firefighters in case of emergency, for example entry fobs within a premises information box or a drop key facility to the entry door.</p>
Article 17	<p>The corridors, lobbies and stairs used for access to and from flats in the premises (the access route(s)) are intended for use by relevant persons as a PROTECTED ROUTE. This route should provide a safe means of escape in event of fire and must be maintained in an efficient state, in efficient working order and good repair. During the audit it was found that the responsible person for management of the access route has not prevented or addressed deficiencies in the ventilation of the PROTECTED ROUTE and/or required rectification of defects that have arisen in, and/or alterations made to the ventilation of the access route. The PROTECTED ROUTE has been compromised by the smoke ventilation panel showing faults thereby possibly preventing effective ventilation of smoke and fumes in the event of fire. The smoke vent status on the panel showed floors 1,4,5,6, and 7 as faulty. The smoke vent manual call point was flashing in flats lobby on the first and seventh floor and on the ground floor staircase.</p>	<p>Ensure the access corridor is returned to its intended state as a PROTECTED ROUTE to afford protection from fire in a flat to relevant persons who may require use of that corridor for safe escape from the premises in case of fire. Remedial work that may be necessary for this purpose, must be assessed and completed by a competent person who is practised in application of the relevant standards for means of escape. The following is provided as advice and does not form any part of the notice: Your attention is drawn to the provisions of subsections (2) (3) and (4) of Article 17 of the Regulatory Reform (Fire Safety) Order 2005 in the attached extracts of legislation. Available means the responsible person could use to comply with Article 17 (1) may include enforcing terms of lease and landlord and tenant/property legislation as lessor/owner.</p>
Article 9	<p>At the time of the audit the fire risk assessment for your premises was not suitable and sufficient.</p> <p>It was found that:</p> <p>1) The fire risk assessment provided is not specific to one building but includes 5 buildings within one assessment.</p> <p>2) Although the fire risk assessment comments on the external wall system on</p>	<p>The fire risk assessment should be reviewed, with specific consideration given to:</p> <p>1) Carrying out a separate fire risk assessment for each block.</p> <p>2-3) taking into account the guidance offered in PAS 9980 and the findings from</p>

<p>Article 9 continued.</p>	<p>page 6, there is no action listed to carry out an external wall survey for the risk of external fire spread.</p> <p>3) There was no mention of the external wall survey carried out for Bowthorpe Court, a neighbouring block constructed in what appears to be the same design. These findings would assist the fire risk assessor in making an assessment to the suitability of the external wall system.</p> <p>4) The actions required from the lift report had not been considered.</p> <p>5) There was no explanation as to why an emergency green manual call point had been provided to the lift.</p>	<p>the external wall report for Bowthorpe Court.</p> <p>4) Creating an action within the fire risk assessment for works listed from the lift report to be carried out.</p> <p>5) Provide reasoning for the emergency green manual call point on the lift and confirmation that the firefighting lift has been fitted to BS EN 81-72:2015 or equivalence.</p>
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*****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.



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Date 4 April 2022
Our Ref 27/245745/LB

Dear Sir/Madam

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

Premises: Minchenden Court, Colonnade Gardens, Acton, W3 7SN

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.

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 Regulatory Reform (Fire Safety) Order 2005 (the Fire Safety Order).

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 **19 September 2022**.

If you are in any doubt about what you need to do to comply with the Fire Safety Order; 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 web-site 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 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.

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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.
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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: Minchenden Court, Colonnade Gardens, Acton, W3 7SN

FILE NUMBER: 27/245745

This schedule should be read in conjunction with the Commissioner's letter dated **4 April 2022**.

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 11	<p>At the time of the audit your preventative and protective measures had not been planned, organised, controlled, monitored or reviewed where required.</p> <p>It was found that.</p> <p>1) Testing of the automatic opening vent system had not been planned and organised. Testing is to occur in accordance with BS EN 12101 and BS 9999.</p> <p>2) Testing of the emergency light system had not been planned and organised. This is to occur monthly in accordance with BS EN 50172:2004 / BS5266-8:2004.</p> <p>3) The observations and recommendations from the lift certificate dated October 2021 had not been planned and organised.</p> <p>4) Items stored in communal routes had not been controlled, for example shoes and personal items found on the seventh floor communal area, bike locked to automatic opening vent railing on the fourth floor, Ironing board near seventh floor automatic opening vent, pushchair and kids toys found on third floor.</p> <p>5) Maintenance of the automatic</p>	<p>Arrangements identified as not suitably addressed must be effectively planned, organised, controlled, monitored or reviewed.</p>

<p>Article 11 continued.</p>	<p>opening vents had not been planned or organised. There were faults on the automatic opening vent system.</p> <p>6) The displaying of correct evacuation procedure for the premises in the communal corridors had not been organised. There were two different fire action notices displayed with conflicting information.</p>	
<p>Article 13</p>	<p>At the time of the audit you had not made the necessary arrangements with external emergency services. It was found that there was no entry arrangements for firefighters provided to the premises.</p>	<p>Arrange necessary contact with the appropriate external emergency services by providing entry arrangements for firefighters in case of emergency, for example, entry fobs within a premises information box or a drop key facility to the entry door.</p>
<p>Article 14</p>	<p>At the time of the audit the emergency routes or exits were inadequate.</p> <p>It was found that:</p> <p>1) The protected corridor had inadequate FIRE RESISTANCE. The gap around the cycle room fire door was found to be excessive.</p> <p>2) The 30 minute FIRE RESISTING construction protecting the corridor had been breached by a gap between floor and wall in the fourth floor electrical riser.</p>	<p>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.</p> <p>This can be achieved by:</p> <p>1) Ensuring that all doors leading onto the protected corridor have 30 minute FIRE RESISTANCE.</p> <p>2) Ensuring the FIRE RESISTING construction is reinstated.</p>
<p>Article 17</p>	<p>The corridors, lobbies and stairs used for access to and from flats in the premises (the access route(s)) are intended for use by relevant persons as a PROTECTED ROUTE. This route should provide a safe means of escape in event of fire and must be maintained in an efficient state, in efficient working order and good repair. During the audit it was found that the responsible person for management of the access route has not prevented or addressed deficiencies in the ventilation of the PROTECTED ROUTE and/or required rectification of defects that have arisen in, and/or</p>	<p>Ensure the access corridor is returned to its intended state as a PROTECTED ROUTE to afford protection from fire in a flat to relevant persons who may require use of that corridor for safe escape from the premises in case of fire. Remedial work that may be necessary for this purpose, must be assessed and completed by a competent person who is practised in application of the relevant standards for means of escape. The following is provided as advice and does not form any part of the notice: Your attention is drawn to the provisions of subsections (2) (3) and (4) of Article 17 of the Regulatory Reform (Fire Safety) Order 2005 in the attached extracts of</p>

	<p>alterations made to the ventilation of the access route. The PROTECTED ROUTE has been compromised by the smoke ventilation panel showing faults thereby possibly preventing effective ventilation of smoke and fumes in the event of fire. Automatic opening vent call points on floors 5, 6 and 7 floor flats lobby were flashing indicating a fault. The ground floor and 7th floor staircase call point was showing no power.</p>	<p>legislation. Available means the responsible person could use to comply with Article 17 (1) may include enforcing terms of lease and landlord and tenant/property legislation as lessor/owner.</p>
<p>Article 9</p>	<p>At the time of the audit the fire risk assessment for your premises was not suitable and sufficient.</p> <p>It was found that:</p> <ol style="list-style-type: none"> 1) The fire risk assessment provided is not specific to one building but includes 5 buildings within one assessment. 2) Although the fire risk assessment comments on the external wall system on page 6, there is no action listed to carry out an external wall survey for the risk of external fire spread. 3) There was no mention of the external wall survey carried out for Bowthorpe Court, a neighbouring block constructed in what appears to be the same design. These findings would assist the fire risk assessor in making an assessment to the suitability of the external wall system. 4) The actions required from the lift report had not been considered. 5) There was no explanation as to why an emergency green manual call point had been provided to the lift. 6) The excessive gap on the cycle room door had not been identified. 	<p>The fire risk assessment should be reviewed, with specific consideration given to:</p> <ol style="list-style-type: none"> 1) Carrying out a separate fire risk assessment for each block. 2-3) taking into account the guidance offered in PAS 9980, and the findings from the external wall report for Bowthorpe Court. 4) Creating an action within the fire risk assessment for works listed from the lift report to be carried out. 5) Provide reasoning for the emergency green manual call point on the lift, and confirmation that the firefighting lift has been fitted to BS EN 81-72:2015 or equivalence. 6) Considering the suitable protection to the escape route

*****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.

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Date 5 April 2022
Our Ref 27/245744/LB

Dear Sir/Madam

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Premises: Bowthorpe Court, Colonnade Gardens, Acton, W3 7RL

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.

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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 **20 September 2022**.

If you are in any doubt about what you need to do to comply with the Fire Safety Order; 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.

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- ◆ 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: Bowthorpe Court, Colonnade Gardens, Acton, W3 7RL

FILE NUMBER: 27/245744

This schedule should be read in conjunction with the Commissioner's letter dated **5 April 2022**.

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 11	<p>At the time of the audit your preventative and protective measures had not been planned, organised, controlled, monitored or reviewed where required.</p> <p>It was found that:</p> <ol style="list-style-type: none">1) Testing of the automatic opening vent system had not been planned and organised. Testing is to occur in accordance with BS EN 12101 and BS 9999.2) Testing of the emergency light system had not been planned and organised. This is to occur monthly in accordance with BS EN 50172:2004 / BS5266-8:2004.3) The observations and recommendations from the lift certificate dated October 2021 had not been planned and organised.4) Items stored in communal routes had not been controlled, for example, a shoe rack outside flat 13 on the 4th floor, excessive cardboard boxes outside flat 2.5) Maintenance of the automatic opening vents had not been planned or organised. There were faults on the automatic opening vent system.	<p>Arrangements identified as not suitably addressed must be effectively planned, organised, controlled, monitored or reviewed.</p>

Article 13	At the time of the audit you had not made the necessary arrangements with external emergency services. It was found that there was no entry arrangements for firefighters provided to the premises.	Arrange necessary contact with the appropriate external emergency services by providing entry arrangements for firefighters in case of emergency, for example entry fobs within a premises information box or a drop key facility to the entry door.
Article 17	The corridors, lobbies and stairs used for access to and from flats in the premises (the access route(s)) are intended for use by relevant persons as a PROTECTED ROUTE. This route should provide a safe means of escape in event of fire and must be maintained in an efficient state, in efficient working order and good repair. During the audit it was found that the responsible person for management of the access route has not prevented or addressed deficiencies in the ventilation of the PROTECTED ROUTE and/or required rectification of defects that have arisen in, and/or alterations made to the ventilation of the access route. The PROTECTED ROUTE has been compromised by the smoke ventilation panel showing faults thereby possibly preventing effective ventilation of smoke and fumes in the event of fire. Floors 4, 5 and 6 were flashing, with the panel stating it required a reset.	Ensure the access corridor is returned to its intended state as a PROTECTED ROUTE to afford protection from fire in a flat to relevant persons who may require use of that corridor for safe escape from the premises in case of fire. Remedial work that may be necessary for this purpose, must be assessed and completed by a competent person who is practised in application of the relevant standards for means of escape. The following is provided as advice and does not form any part of the notice: Your attention is drawn to the provisions of subsections (2) (3) and (4) of Article 17 of the Regulatory Reform (Fire Safety) Order 2005 in the attached extracts of legislation. Available means the responsible person could use to comply with Article 17 (1) may include enforcing terms of lease and landlord and tenant/property legislation as lessor/owner.
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 self closer on the first floor staircase fire door was not closing the door fully into its frame.	Arrange initial and on going maintenance to ensure fire safety measures are kept in an efficient state, working order and good repair. This can be achieved by repairing or replacing the self closer on the first floor staircase fire door and ensure all other fire doors close effectively into their frames.
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 various pipes were missing intumescent collars in the third, fourth and fifth floor riser cupboards.	Take the general fire precautions required to prevent fire and smoke spread by providing adequate compartmentation to the riser cupboards.
Article 9	At the time of the audit the fire risk assessment for your premises was not suitable and sufficient.	The fire risk assessment should be reviewed, with specific consideration given to:

<p>Article 9 continued.</p>	<p>It was found that:</p> <ol style="list-style-type: none"> 1) The fire risk assessment provided is not specific to one building but includes 5 buildings within one assessment. 2) Although the fire risk assessment comments on the external wall system on page 6, there is no action listed to carry out an external wall survey for the risk of external fire spread. 3) There was no mention of the external wall survey carried out for this premises. These findings would assist the fire risk assessor in making an assessment to the suitability of the external wall system. 4) The actions required from the lift report had not been considered. 	<ol style="list-style-type: none"> 1) Carrying out a separate fire risk assessment for each block. 2-3) Taking into account the guidance offered in PAS 9980, and the findings from the external wall report for this building. 4) Creating an action within the fire risk assessment for works listed from the lift report to be carried out.
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*****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.



LONDON FIRE BRIGADE

Fire Safety Regulation, North West 2 Team
169 Union Street London SE1 0LL
T 020 8555 1200

Minicom 020 7960 3629
london-fire.gov.uk

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

27 The Vale Management Company Limited
c/o Trinity Estates
Vantage Point
23 Mark Road
Hemel Hempstead
Herts
HP2 7DN

Date 5 April 2022
Our Ref 27/245229/LB

Dear Sir/Madam

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

Premises: Capon Court, Colonnade Gardens, Acton, W3 2QZ

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.

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 Regulatory Reform (Fire Safety) Order 2005 (the Fire Safety Order).

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 **20 September 2022**.

If you are in any doubt about what you need to do to comply with the Fire Safety Order; 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 web-site 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 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.

Yours faithfully,

for Assistant Commissioner (Fire Safety)

Directorate of Operations

FSR-AdminSupport@london-fire.gov.uk

Reply to

Direct T 020 8555 1200

Enc: Form FS03_01b Legislation Extracts

Form FS03_06 Definitions of standard terms

CC:

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

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: Capon Court, Colonnade Gardens, Acton, W3 2QZ

FILE NUMBER: 27/245229

This schedule should be read in conjunction with the Commissioner's letter dated **5 April 2022**.

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 11	<p>At the time of the audit your preventative and protective measures had not been planned, organised, controlled, monitored or reviewed where required.</p> <p>It was found that:</p> <ol style="list-style-type: none">1) The remedial actions required from the automatic opening vent service certificate dated December 2021 had not been planned and organised. The certificate had shown a fail status.2) Testing of the automatic opening vent system had not been planned and organised. Testing is to occur in accordance with BS EN 12101 and BS 9999.3) Testing of the emergency light system had not been planned and organised. This is to occur monthly in accordance with BS EN 50172:2004 / BS5266-8:2004.4) The observations and recommendations from the lift certificate dated October 2021 had not been planned and organised.5) Items stored in communal routes had not been controlled, for example, rubbish bags stored outside flat 17.	<p>Arrangements identified as not suitably addressed must be effectively planned, organised, controlled, monitored or reviewed.</p>

	6) Maintenance of the automatic opening vents had not been planned or organised. There were faults on the automatic opening vent system.	
Article 13	At the time of the audit you had not made the necessary arrangements with external emergency services. It was found that there was no entry arrangements for firefighters provided to the premises.	Arrange necessary contact with the appropriate external emergency services by providing entry arrangements for firefighters in case of emergency, for example entry fobs within a premises information box or a drop key facility to the entry door.
Article 17	The corridors, lobbies and stairs used for access to and from flats in the premises (the access route(s)) are intended for use by relevant persons as a PROTECTED ROUTE. This route should provide a safe means of escape in event of fire and must be maintained in an efficient state, in efficient working order and good repair. During the audit it was found that the responsible person for management of the access route has not prevented or addressed deficiencies in the ventilation of the PROTECTED ROUTE and/or required rectification of defects that have arisen in, and/or alterations made to the ventilation of the access route. The PROTECTED ROUTE has been compromised by the smoke ventilation panel showing faults thereby possibly preventing effective ventilation of smoke and fumes in the event of fire. Floors 3, 4 and 5 were flashing, with the panel stating it required a reset.	Ensure the access corridor is returned to its intended state as a PROTECTED ROUTE to afford protection from fire in a flat to relevant persons who may require use of that corridor for safe escape from the premises in case of fire. Remedial work that may be necessary for this purpose, must be assessed and completed by a competent person who is practised in application of the relevant standards for means of escape. The following is provided as advice and does not form any part of the notice: Your attention is drawn to the provisions of subsections (2) (3) and (4) of Article 17 of the Regulatory Reform (Fire Safety) Order 2005 in the attached extracts of legislation. Available means the responsible person could use to comply with Article 17 (1) may include enforcing terms of lease and landlord and tenant/property legislation as lessor/owner.
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 hinge on the second floor fire door leading to lift area was damaged.	Arrange initial and on going maintenance to ensure fire safety measures are kept in an efficient state, working order and good repair. This can be achieved by repairing or replacing the hinge to ensure the door closes effectively.
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 the fire drop	Arrange initial and on going maintenance to ensure firefighting measures are kept in an efficient state, working order and good repair. This can be achieved by repairing the drop key

	key on the main gates was not functioning to allow for the gate to open.	facility on the entry gates.
Article 9	At the time of the audit the fire risk assessment for your premises was not suitable and sufficient	The fire risk assessment should be reviewed, with specific consideration given to:
Article 9 continued.	<p>It was found that:</p> <p>1) The fire risk assessment provided is not specific to one building but includes 5 buildings within one assessment.</p> <p>2) Although the fire risk assessment comments on the external wall system on page 6, there is no action listed to carry out an external wall survey for the risk of external fire spread.</p> <p>3) There was no mention of the external wall survey carried out for Bowthorpe Court, a neighbouring block constructed in what appears to be the same design. These findings would assist the fire risk assessor in making an assessment to the suitability of the external wall system.</p> <p>4) The actions required from the lift report had not been considered.</p>	<p>1) Carrying out a separate fire risk assessment for each block.</p> <p>2-3) The fire risk assessment should take into account the guidance offered in PAS 9980, and the findings from the external wall report for Bowthorpe Court.</p> <p>4) Creating an action within the fire risk assessment for works listed from the lift report to be carried out.</p>

*****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.

27 The Vale Management Company Ltd
Vantage Point, 23 Mark Road
Hemel Hempstead
Herts
United Kingdom
HP2 7DN

Dear Sir/Madam

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

Premises: Knightwood Court, Colonnade Gardens, Acton W3 7UF

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.

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 Regulatory Reform (Fire Safety) Order 2005 (the Fire Safety Order).

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 **28 November 2022**.

If you are in any doubt about what you need to do to comply with the Fire Safety Order; 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 web-site 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 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.

Yours faithfully,

for Assistant Commissioner (Fire Safety)

Directorate of Operations

FSR-AdminSupport@london-fire.gov.uk

Reply to

Direct T 020 8555 1200

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

Cc:

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: Knightwood Court, Colonnade Gardens, Acton W3 7UF

FILE NUMBER: 27/245743

This schedule should be read in conjunction with the Commissioner's letter dated **13 June 2022**.

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 11	<p>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:</p> <ol style="list-style-type: none">1) Testing of the automatic opening vent system had not been planned and organised. Testing is to occur in accordance with BS EN 12101 and BS 9999.2) Testing of the emergency light system had not been planned and organised. This is to occur monthly in accordance with BS EN 50172:2004 / BS5266-8:2004.3) The observations and recommendations from the lift certificate dated Oct 2021 had not been planned and organised.4) Items stored in communal routes had not been controlled, e.g. bike on 4th floor railing, pushchair on 1st floor lobby.5) Maintenance of the automatic opening vents had not been planned or organised. There were faults on the AOV system.	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 made the necessary arrangements with external emergency services. It was found that, there was no entry arrangements for firefighters provided to the premises.	Arrange necessary contact with the appropriate external emergency services by providing entry arrangements for firefighters in case of emergency, for example, entry fobs within a premise's information box or a drop key facility to the entry door.

<p>Article 17</p> <p>Article 17 continued</p>	<p>The corridors, lobbies, and the stairs used for access to and from flats in the premises (the access route(s)) are intended for use by relevant persons as a PROTECTED ROUTE. This route should provide a safe means of escape in event of fire and must be maintained in an efficient state, in efficient working order, and good repair. During the audit, it was found that, the responsible person for management of the access route has not prevented or addressed deficiencies in the ventilation of the PROTECTED ROUTE and required rectification of defects that have arisen in, and alterations made to the ventilation of the access route. The PROTECTED ROUTE has been compromised by the smoke ventilation panel showing faults thereby possibly preventing effective ventilation of smoke and fumes in the event of fire. Floors GF, 3rd, 4th was flashing, with the panel stating it required a reset.</p>	<p>Ensure the access corridor is returned to its intended state as a PROTECTED ROUTE to afford protection from fire in a flat to relevant persons who may require use of that corridor for safe escape from the premises in case of fire. Remedial work that may be necessary for this purpose, must be assessed and completed by a competent person who is practised in application of the relevant standards for means of escape. The following is provided as advice and does not form any part of the notice: Your attention is drawn to the provisions of subsections (2) (3) and (4) of Article 17 of the Regulatory Reform (Fire Safety) Order 2005 in the attached extracts of legislation. Available means the responsible person could use to comply with Article 17 (1) may include enforcing terms of lease and Landlord and Tenant/Property legislation as lessor/owner.</p>
<p>Article 9</p>	<p>At the time of the audit, the fire risk assessment for your premises was not suitable and sufficient. It was found that:</p> <ol style="list-style-type: none"> 1) The fire risk assessment provided is not specific to one building but includes 5 buildings within one assessment. 2) Although the fire risk assessment comments on the external wall system on page 6, there is no action listed to carry out an external wall survey for the risk of external fire spread. 3) There was no mention of the external wall survey carried out for Bowthorpe Court, a neighbouring block constructed in what appears to be the same design. These findings would assist the fire risk assessor in making an assessment to the suitability of the external wall system. 4) The actions required from the lift report had not been considered. 5) There was no explanation as to why an emergency green manual call point had been provided to the lift. 	<p>The fire risk assessment should be reviewed, with specific consideration given to:</p> <ol style="list-style-type: none"> 1) Carrying out a separate fire risk assessment for each block. 2) Taking into account the guidance offered in PAS 9980, and the findings from the external wall report for Bowthorpe Court. 3) Taking into account the guidance offered in PAS 9980, and the findings from the external wall report for Bowthorpe Court. 4) Creating an action within the fire risk assessment for works listed from the lift report to be carried out.

		5) Provide reasoning for the emergency green manual call point on the lift.
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*****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.