



London Fire Brigade Headquarters
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London-fire.gov.uk

Freedom of Information request reference number: FOIA 8978.1

Date of response: 12th September 2024

Request:

I am seeking to receive from you any information that you have in respect of historical LFB Fire Inspections, Fire Audits, Fire Officer Reports, Enforcement notices etc., in respect of the above block of c120 apartments known collectively as Florin Court, 6-9 Charterhouse Square, Barbican, London EC1M 6EX although it does have other postcodes depending on the actual apartment floor level I believe, including EC1M 6EY, EC1M 6EU and EC1M 6ET amongst others.

I wish to review any such LFB Fire Officer's reports and notices so that I can be assured that the building is fully compliant such that I can give adequate assurance of the same to my tenants living in the building.

For your reference, I have tried unsuccessfully to source the above information for Florin Court on-line on the LFB website.

Response:

The Prevention and Protection team have provided all documents in relation to Florin Court, 6-9 Charterhouse Square, Barbican, London.

- The Desktop advice & Audit form dated 18/07/2022.
- The Audit form dated 06/07/2021 which was marked has broadly complaint.
- The Audit form date 31/07/2013 was also broadly complaint.
- The Senior Fire Safety Officer Report dated 20/07/2013.
- Notification of Fire Safety Information dated 04/07/2021.

I have attached these document below. Personal data has been removed from 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](#)



Fire Safety Audit Report

Audit Information

Audited By [REDACTED]
Audit Completed 6 July 2021

Location summary

File No 03/010576
UPRN 5300018865
Building Name Florin Court
Address FLORIN COURT
 6-9 CHARTERHOUSE SQUARE
 ISLINGTON
 LONDON
 EC1M 6ET
Borough Islington
Use D - Purpose Built Flats >=4 floors
Responsible Team FSR Hackney Islington & City
Station Ground F24 - Shoreditch
Site Risk Score 4.25
Total Floors 9 **Basement floors** 2
Estimated number of sleeping 0
Special Features
Additional detail **NONE**

Premises Description

124 flats residential premises with commercial unit Honey Studios linked to premises by adjoining doors.
 Constructed in 1936. Converted premises, Brick, Concrete, Concrete floors / stairs, Flat roof. Lower ground floor. Ground to 9th floor. Roof garden. Flats exit into corridors that lead to a minimum of two fire separated staircases. Final exits on ground floor level. Lower ground floor car park has own dedicated exit routes. 2 common stairwells. External stairwell. 2 passenger lifts. Lower ground floor level car park.

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

Property Detail (DEFAULT PROPERTY)

Occupier Contact	Default Property
Address	FLORIN COURT 6-9 CHARTERHOUSE SQUARE ISLINGTON LONDON EC1M 6ET
Responsible team	FSR Hackney Islington & City
Occupancy Type	Sole Occupier
Property Use	D - Purpose Built Flats >=4 floors
Valuation Office	R3 - Flats/Mais 4 Flrs and over PB
Original Risk Score	4.25
Reinspection Date	N/A (SAMPLE)
Last Inspection	8 October 2019
Total Capacity	0
Maximum number of people	>100
Property Size for use	Small 3001m ² to 5000m ²
Environmental Risks	NONE
Occupant Mobility	Average
Fire Loading	Average

Additional detail

Specific lone worker risk

Primary Authority Partnership N/A

Protection Data (SHARED)

Fire Protection & Warning	Adequate
Unwanted fire signals count	0
AFD remote monitoring	No
Smoke ventilation	N/A
Covers MOE/Common areas?	No
Sprinklers Installed?	No
Access for fire-fighting	Average
Water supplies	Average
Special Features	
# Fire fighting shafts	0
Engineered solution?	No
Trade off measures?	No
Evacuation type	Simultaneous Evacuation
History of fires?	No

Contacts

Occupier

Name	Default Property
Address	FLORIN COURT 6-9 CHARTERHOUSE SQUARE ISLINGTON LONDON EC1M 6ET

Managing Agent

Name	POD Management
Responsible Person	[REDACTED]
Position	[REDACTED]
Address	Kinetic Business Centre Borehamwood WD6 4PJ
Telephone	[REDACTED]
Email	[REDACTED]@PODMANAGEMENT.CO.UK
URL	www.podmanagement.co.uk

On Site Representative

Name	[REDACTED]
Responsible Person	[REDACTED]
Position	[REDACTED]
Address	Florin Court 6-9 Charter House Square Islington London EC1M 6ET
Telephone	[REDACTED]

Enforcement history**Articles****Article 9 - Risk assessment**

SAFETY CRITICAL
Safety Evaluation
Broadly Compliant

Observations

Fire Risk assessment carried out by [REDACTED] 10th June 2021 on behalf of Zeta Services Ltd with a recommended annual review date.

The Fire Risk Assessment outlines the following:

1. Introduction
2. Property Details
3. Assessment of Risk and Control Measures
4. Priority Assessment of Actions
5. Action Plan

Significant findings from the recent fire risk assessment/fire door survey included the following:

Of approximately 125 apartments front doors, roughly 28 doors were not inspected based on restricted access or no keys.

In brief, only 1 door had markings stating it was a 30 minute fire door, the rest of them could not be classified as a sufficient 30 minute fire door.

Article 9
(continued)

Majority of the doors were of hollow - chipboard construction, not fitted with self closing device, intumescent strips or cold smoke seals. Letter boxes in doors are also non intumescent and an issue the building is when the post lady deliveries to each apartment, the letters are left stuck in the box, wedging the plate open, therefore providing breaching compartmentation. There were doors in the staircases which could still be used provided the ironmongery is replaced.

Management are aware of the issues, hence the upgrade of the fire alarm system. Quotes for the upgrading/replacement of all flat front doors is underway.

Article 11 - Fire Safety Arrangements

SAFETY CRITICAL
Safety Evaluation
Broadly Compliant**Observations**

Building Manager on site 9-5, CCTV throughout the premises is viewed in office. Measures in place for maintenance of emergency lighting, gas, lightning protection system, lifts, fire alarm, fan extraction system and extinguishers.

A secure entrance door and residents intercom provides a degree of security to the main entrance.

CCTV installed.

Clean well managed block.

Cleaning schedule displayed within entrance.

Letter displayed within ground floor entrance hallway, reminding residents to not store combustible items within communal areas and riser cupboards which adjoin to flat front doors.

Contractors safety code displayed within ground floor entrance hallway.

Due to issues with fire doors and fire separation the evacuation strategy has been altered to simultaneous, an upgrade of the fire alarm and detection system has also been carried out to support the adopted evacuation strategy.

Article 13 - Detection and warning

SAFETY CRITICAL
Safety Evaluation
Broadly Compliant

Observations

BS5839-6 Grade A, category LD2 fire alarm system installed throughout premises.

Fire alarm panel was showing fault on inspection, building manager advised this is due to additional detection being installed within the premises.

Fire alarm system is tested every Wednesday at around 10 am.

Various call points tested last test evidenced 16/06/21

On alarm sounding the building manager will investigate, he will then stand by the entrance of the premises to assist fire crew and direct them to the fire alarm panel.

If the alarm sounds out of hours the call will go directly to the London Fire Brigade as well as PODs monitoring centre.

The fire alarm and detection system has been upgraded to support a simultaneous evacuation strategy.

Detection installed throughout common areas.

Call points installed near to exits.

Sounders within carpark.

Article 14 - Emergency routes and exits

SAFETY CRITICAL
Safety Evaluation
Broadly Compliant

Observations

The main entrance and is clearly signed, visible, recognisable and does not prevent a barrier for disabled people.

Push button to release doors on exits.

Directional signage installed throughout.

Fire door keep shut displayed on communal fire doors.

Do not use lift in emergency signs provided.

Non-maintained emergency escape lighting is installed throughout green indicator light showing.

Emergency route leads directly as possible to a place of ultimate safety and are adequate for the (assumed) number of people using them estimate of 2 persons per flat.

Flat 114 checked no self closer or strips and seals, detector and sounder installed.

FD to lobbies self closing.

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

SAFETY CRITICAL
Safety Evaluation
Broadly Compliant

Observations

There are appropriate procedures in place for evacuation in case of fire with information provided on occupation as terms of the tenancy.

Simultaneous evacuation strategy.

There are fire emergency plan documents within the common areas detailing the following:

- 1) How to raise the alarm in case of fire.
- 2) Action to be taken on hearing the alarm.
- 3) Getting to a place outside which is away from the building and does not restrict access for the Fire Service.
- 4) Summoning the fire and rescue services

Assembly point outlined within fire action notices 'in Charterhouse square, opposite Florin Court'

Vulnerable residents outlined within fire documents box, stored within ground floor lobby.

[REDACTED]

[REDACTED]

[REDACTED]

Article 17 - Maintenance

SAFETY CRITICAL
Safety Evaluation
Broadly Compliant

Observations

Annual Gas safety certificate evidenced 25/03/21 carried out by [REDACTED] on behalf of PHD Mechanical.

Emergency lighting testing evidenced 25/06/21

Lightning protection test and inspection certificate evidenced 03/06/21

6th monthly fire alarm test evidenced 12/05/21

Lift service evidenced 25/05/2021

Article 21 - Training

SAFETY CRITICAL
Safety Evaluation
Broadly Compliant

Observations

Building Manager on site 9-5 previous fire safety training carried out however no training has been provided by POD management.
Cleaning operatives aware of procedures in the event of an incident.
Advised RP on potential fire safety training for building manager.

Article 8 - General fire precautions

Safety Evaluation
Broadly Compliant

Observations

Riser cupboards adjoin flat front doors, not appropriately fire stopped this is due to them being part of door set.
Some residents store items within risers, management have sent communications reminding residents of procedures.

Article 10 - Principles of prevention to be applied

Safety Evaluation
Broadly Compliant

Observations

No issues under this article.

Article 12 - Elimination or reduction of risks from dangerous substances

Safety Evaluation
Not Applicable

Observations

None

Article 13 - Fire Fighting Equipment

Safety Evaluation

Broadly Compliant

Observations

14x extinguishers within premises including 9x Co2, 4x powder, 1x foam.
Extinguishers installed within plant room, laundry room and carpark.
Servicing certification evidenced 04/03/21

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

Safety Evaluation

Not Applicable

Observations

None

Article 18 - Safety assistance

Safety Evaluation

Not Applicable

Observations

None

Article 19 - Provision of information to employees

Safety Evaluation

Broadly Compliant

Observations

Cleaning operatives are on site at various times. All individuals are made aware of policies and procedures prior to attendance.

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

Safety Evaluation

Broadly Compliant

Observations

Cleaning operatives are on site at various times. All individuals are made aware of policies and procedures prior to attendance.

Article 22 - Co-operation and co-ordination

Safety Evaluation

Broadly Compliant

Observations

Regular meetings held with neighbouring property owners.
Honey Studios office space is accessed via Florin court

Article 23 - General duties of employees at work

Safety Evaluation

Broadly Compliant

Observations

Cleaning operatives are on site at various times. All individuals are made aware of policies and procedures prior to attendance.

Article 37 - Fire fighters switches for luminous tube signs

Safety Evaluation

Not Applicable

Observations

None

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

Safety Evaluation

Broadly Compliant

Observations

Zone chart displayed next to fire alar panel.
Fire documents (including vulnerable residents)

Article 24 - Power to make regulations

Safety Evaluation

No (Compliant)

Observations

None

Article 27 - Powers of inspectors

Safety Evaluation	Observations
No (Compliant)	None

Article 29 - Current alterations notices

Safety Evaluation	Observations
No (Compliant)	None

Article 30 - Current enforcement notices

Safety Evaluation	Observations
No (Compliant)	None

Article 31 - Current prohibition notices

Safety Evaluation	Observations
No (Compliant)	None

Article 32 - Offences

Safety Evaluation	Observations
No (Compliant)	None

Overall safety standard

Broadly Compliant

Management compliance level

Management Compliance Level	1 - Well above average
Initial Expectation	Verbal action
Considered EMM?	Yes
Confirmed Action	Verbal action

Audit Conclusion

06/07/2021 17:44

Audit carried out on Sunday 4th July 2021

Audit following BRR spreadsheet.

Identified RP - POD Management met building manager [REDACTED] on site.

Common areas inspected included; corridors, stairs, riser cupboards, basement leisure area - pool small gym, plant rooms, lower basement carpark, refuse stores, laundry rooms, roof space(lift motor room) main entrance/exit, external walk around premises carried out.

Farynor last audit carried out 22/07/2013 outcome broadly compliant. (BRDO) No PAP. Incident management system (IMS) incident on 21/01/19 accidental fire within flat 6. Team lone working file checked no known risk. Google maps and street view used to confirm exterior of premises and route to audit. iMapping used to measure building dimensions and station ground. Operational Risk database (ORD) Tactical plan recorded due to high rise premises.

Station Notification form/BRR form has been sent to relevant persons.

04/07/2021 12:40

Audit carried out on Monday 28th June 2021

Audit following BRR spreadsheet.

Identified RP - POD Management met building manager [REDACTED] on site.

Common areas inspected included; corridors, stairs, riser cupboards, basement leisure area - pool small gym, plant rooms, lower basement carpark, refuse stores, laundry rooms, roof space(lift motor room) main entrance/exit, external walk around premises carried out.

Farynor last audit carried out 22/07/2013 outcome broadly compliant. (BRDO) No PAP. Incident management system (IMS) incident on 21/01/19 accidental fire within flat 6. Team lone working file checked no known risk. Google maps and street view used to confirm exterior of premises and route to audit. iMapping used to measure building dimensions and station ground. Operational Risk database (ORD) Tactical plan recorded due to high rise premises.

Station Notification form/BRR form has been sent to relevant persons.

04/07/2021 12:40

Initial Expectation: Verbal action

Verbal Advice Given

None given

Other Authorities to notify

None

Weeks to Complete Work

N/A

Specific instructions for Admin to Action

None

Inspectors notes

Article 9

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Majority of the doors were of hollow - chipboard construction, not fitted with self closing device, intumescent strips or cold smoke seals. Letter boxes in doors are also non intumescent and an issue the building is when the post lady deliveries to each apartment, the letters are left stuck in the box, wedging the plate open, therefore providing breaching compartmentation. There were doors in the staircases which could still be used provided the ironmongery is replaced.

Management are aware of the issues, hence the upgrade of the fire alarm system. Quotes for the upgrading/replacement of all flat front doors is underway.

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Due to issues with fire doors and fire separation the evacuation strategy has been altered to simultaneous, an upgrade of the fire alarm and detection system has also been carried out to support the adopted evacuation strategy.

Article 14

The main entrance and is clearly signed, visible, recognisable and does not prevent a barrier for disabled people.

Push button to release doors on exits.

Directional signage installed throughout.

Fire door keep shut displayed on communal fire doors.

Do not use lift in emergency signs provided.

Non-maintained emergency escape lighting is installed throughout green indicator light showing.

Emergency route leads directly as possible to a place of ultimate safety and are adequate for the (assumed) number of people using them estimate of 2 persons per flat.

Flat 114 checked no self closer or strips and seals, detector and sounder installed.

FD to lobbies self closing.

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Fire alarm system is tested every Wednesday at around 10 am.

Various call points tested last test evidenced 16/06/21

On alarm sounding the building manager will investigate, he will then stand by the entrance of the premises to assist fire crew and direct them to the fire alarm panel.

If the alarm sounds out of hours the call will go directly to the London Fire Brigade as well as PODs monitoring centre.

The fire alarm and detection system has been upgraded to support a simultaneous evacuation strategy.

Detection installed throughout common areas.

Call points installed near to exits.

Sounders within carpark.

Article 15

There are appropriate procedures in place for evacuation in case of fire with information provided on occupation as terms of the tenancy.

Simultaneous evacuation strategy.

There are fire emergency plan documents within the common areas detailing the following:

- 1) How to raise the alarm in case of fire.
- 2) Action to be taken on hearing the alarm.
- 3) Getting to a place outside which is away from the building and does not restrict access for the Fire Service.
- 4) Summoning the fire and rescue services

Assembly point outlined within fire action notices 'in Charterhouse square, opposite Florin Court'

Vulnerable residents outlined within fire documents box, stored within ground floor lobby.

Article 17

Annual Gas safety certificate evidenced 25/03/21 carried out [REDACTED] on behalf of PHD Mechanical.

Emergency lighting testing evidenced 25/06/21

Lightning protection test and inspection certificate evidenced 03/06/21

6th monthly fire alarm test evidenced 12/05/21

Lift service evidenced 25/05/2021

Article 21

Building Manager on site 9-5 previous fire safety training carried out however no training has been provided by POD management.

Cleaning operatives aware of procedures in the event of an incident.

Advised RP on potential fire safety training for building manager.

Article 22

Regular meetings held with neighbouring property owners.

Honey Studios office space is accessed via Florin court

Article 19/20/23

Cleaning operatives are on site at various times. All individuals are made aware of policies and procedures prior to attendance.

Article 8

Riser cupboards adjoin flat front doors, not appropriately fire stopped this is due to them being part of door set.

Some residents store items within risers, management have sent communications reminding residents of procedures.

Article 10

No issues under this article.

Article 13

14x extinguishers within premises including 9x Co2, 4x powder, 1x foam.

Extinguishers installed within plant room, laundry room and carpark.

Servicing certification evidenced 04/03/21

Article 38

Zone chart displayed next to fire alar panel.

Fire documents (including vulnerable residents)

Conclusion

Audit carried out on Monday 28th June 2021

Audit following BRR spreadsheet.

Identified RP - POD Management met building manager [REDACTED]

Common areas inspected included; corridors, stairs, riser cupboards, basement leisure area - pool small gym, plant rooms, lower basement carpark, refuse stores, laundry rooms, roof space(lift motor room) main entrance/exit, external walk around premises carried out.

Farynor last audit carried out 22/07/2013 outcome broadly compliant. (BRDO) No PAP. Incident management system (IMS) incident on 21/01/19 accidental fire within flat 6. Team lone working file checked no known risk. Google maps and street view used to confirm exterior of premises and route to audit. iMapping used to measure building dimensions and station ground. Operational Risk database (ORD) Tactical plan recorded due to high rise premises.

Station Notification form/BRR form has been sent to relevant persons.

160 minutes travel

150 minutes audit

240 minutes post audit

9 floors + rooftop + basement

Lower basement carpark

SMALL

Shoreditch

Premises Detail

124 flats residential premises with commercial unit Honey Studios linked to premises by adjoining doors.

Constructed in 1936. Converted premises, Brick, Concrete, Concrete floors / stairs, Flat roof. Lower ground floor. Ground to 9th floor. Roof garden. Flats exit into corridors that lead to a minimum of two fire separated staircases. Final exits on ground floor level. Lower ground floor car park has own dedicated exit routes. 2 common stairwells. External stairwell. 2 passenger lifts. Lower ground floor level car park.

POD Management

[REDACTED]
Kinetic Business Centre

Borehamwood

WD6 4PJ

[REDACTED]
www.podmanagement.co.uk

[REDACTED]@PODMANAGEMENT.CO.UK

Compliance calculation & signature

Compliance Level	1 - Well above average
Property Risk Group	B - Sleeping familiar or Licensed Premises
Life Risk	-6.1
Actual Risk Score	4.24
Risk Score	4.25

Audit Timings

Audit Duration
150

Travel Time
160

Post Audit Processing Duration
240

Management Review

Reviewed By [REDACTED]
Reviewed as satisfactory

LONDON FIRE BRIGADE - FIRE SAFETY REGULATION PREMISES INSPECTION AND DATA COLLECTION FORM

Date Added	Payroll	Added By	Message Detail
31/07/2013			NO NOTES TO ADMIN ON WHAT TO

1. Location Detail Tab

File No:	03/010576		
UPRN:	5300018865		
Building Name:	Florin Court		
Address:	6-9 CHARTERHOUSE SQUARE		
	ISLINGTON		
	LONDON		
	EC1M 6ET		
Use:	Purpose Built Flats >=4 floors		
Borough:	Islington		
Borough Fire Safety Team:	FSR Hackney & Islington		
Station Ground:	A27 - Clerkenwell		
Risk Score:	0		
SIC Code:			
Number of Floors:	Total: 9	Basement: 2	
Floor Area (m2):	Total 4500	Average: 500	
No. of Protected Staircases:	3		
No. of Beds:	0		
% Open Plan:	0		
Special Features:			
Additional Detail:	1936 art deco residential flats with communal facilities.		
Environmental Risks:			
Reinspection Date:			
Heritage Building:			
Petroleum Redevelopment:			
Fire Fighter Risk:	High		
Unwanted Fire Signals Count:	0		

2. Protection Tab

Fire Alarm

Alarm Type:AFA with AFD

Management Standard:

BS Compliance

Material Deviations from Brigade preferred standard

Call Point Type:Break Glass

Sounder Type:Bell/Sounder

Power Supply Type:

Automatic Fire Detection

Type:Smoke (Point, Aspirating)

Management Standard:

Remotely Monitored
BS Compliance

Smoke Ventilation

Type:Natural

Management Standard:

BS Compliance

Sprinklers

Type:None

Management Standard:

% Covered 0

Domestic Installation
BS Compliance

General

Fire Instructions Displayed
Fire Drills And Training
Brigade Appliance Access

Special Features:

Number of Firefighting Shafts: 0

BS Applies
Engineering Solution Applies
Trade Off Measures
Other Legislation:

3. Alias Tab

Alias Address

4. Property Detail Tab

Occupier Contact:

CHARTERHOUSE SQUARE

Address:

ISLINGTON

LONDON

EC1M 6EY

Responsible Team:

FSR Hackney & Islington

Occupancy Type:

Sole Occupier

Use:

Purpose Built Flats >=4 floors

Valuation Office:

Flats/Mais 4 Flrs and over PB

Risk Score:

Re-inspection Date:

Total Capacity:

0

Floor Capacity:

0

Property Size for Use:

Small
In M²: 3001 to 5000

Is Non Ambulant:

Occupancy Times:

24 Hours

Exceptional Value:

Environmental Risks:

Flammable Materials

Stored:

Type:

5. People at Risk Tab

Time Period	Weekday Occupants	Weekend Occupants
00:00 - 04:00	20 - 49	20 - 49
04:00 - 08:00	20 - 49	20 - 49
08:00 - 12:00	20 - 49	20 - 49
12:00 - 16:00	20 - 49	20 - 49
16:00 - 20:00	20 - 49	20 - 49
20:00 - 24:00	20 - 49	20 - 49

6. Contacts Tab

Contact Type	Managing Agent
Sole Supplier Risk	
Name	[REDACTED]
Responsible Person	
Position	
Address	165 Fleet Street London EC4A 2DW
Telephone	[REDACTED]
Fax	
Email	
URL	
Contact Type	On Site Representative
Sole Supplier Risk	
Name	[REDACTED]
Responsible Person	[REDACTED]
Position	[REDACTED]
Address	Florin Court 6-9 CHARTERHOUSE SQUARE ISLINGTON LONDON EC1M 6ET
Telephone	[REDACTED]
Fax	
Email	
URL	

Abstracts

Part B - Fire Safety Audit

Article 9 - Risk Assessment

SAFETY CRITICAL

Has a suitable and sufficient Fire Safety Risk Assessment been carried out for the premises?

"The responsible person shall make a suitable and sufficient assessment of the risks to which relevant persons are exposed to identify the preventive & protective measures"

Compliance Level: Broadly Compliant

Observations: Inspection of common areas only. Premises have in basement a swimming pool, spa, sauna, gym, small library and laundry room. There is also a communal roof garden. Post

fire inspection carried out with full time caretaker [REDACTED]. Incident was confined to flat and did not involve any common areas. All common areas have AFD. Within foyer there is notice board with fire safety information and instructions. [REDACTED] explained the emergency procedure and identified the risks and hazards in the premises. He produced the premises fire safety log which included maintenance and test records for FA, EL & FFE. He was not aware of location of the record of significant findings.

Article 10 - Principles of prevention to be applied

SAFETY CRITICAL
Have any preventative and protecting measures been implemented?

"Where the responsible person implements any preventative and protective measures he must do so on the basis of the principles specified in Part 3 of schedule 1"

Compliance Level: Broadly Compliant

Observations: Caretaker demonstrated a good understanding of the principles of prevention. He carries out routine inspections and checks of all communal areas. Evidence of good housekeeping.

Article 11 - Fire Safety Arrangements

SAFETY CRITICAL
Is there effective Fire Safety Management?

"The responsible person shall make . appropriate arrangements for the effective planning, organisation control, monitoring & review of preventive and protective measures"

Compliance Level: Broadly Compliant

Observations: Caretaker explained his responsibilities and further arrangements that are monitored by managing agent who provide 24 support helpline. There is a positive attitude to fire safety and it is evident that suitable arrangements are in place.

Article 17 - Maintenance

SAFETY CRITICAL
Are fire safety provisions being adequately maintained?

"Where necessary in order to safeguard the safety of relevant persons the responsible person must ensure that the premises and facilities, equipment & devices provided. are subject to a suitable system of maintenance. in an efficient state. in efficient working order and in good repair"

Compliance Level: Broadly Compliant

Observations: Caretaker explained the maintenance measures in place. Premises log book available with appropriate records.

Article 38 - Maintenance of Measures Provided for Protection of Fire-Fighters Safety Critical

SAFETY CRITICAL
Are suitable arrangements in place to ensure that facilities, equipment and devices for use by or the protection of fire fighters are maintained in an efficient state, in efficient

"Where necessary. to safeguard the safety of fire-fighters in the event of fire, the responsible person must ensure. facilities, equipment and devices provided. use by or protection of fire-fighters. suitable system of maintenance. maintained. working order and in good repair"

working order and in good repair?

Compliance Level:Not Applicable Observations:

Article 19 - Provision of information to employees

Is adequate provision made to provide information to employees?

"The responsible person must provide his employees with comprehensible and relevant information"

Compliance Level:Broadly Compliant

Observations: Relevant information is provided to employees as required.

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

Is adequate information provided to employers and employees from outside undertakings?

"The responsible person must ensure that comprehensible and relevant information is provided to employees from outside undertakings and to ensure such employees from outside undertakings are provided with appropriate instructions and comprehensible and relevant information regarding any risks to that person"

Compliance Level:Broadly Compliant

Observations: Relevant information is provided as required.

Article 22 - Co-operation and co-ordination

Is there adequate co-operation and co-ordination between responsible persons where there are two or more sharing responsibilities or have duties in respect of premises?

"Where two or more responsible persons share, or have duties in respect of, premises (Whether on a temporary or a permanent basis) each such person must, co-operate, Take all reasonable steps to co-ordinate necessary measures, and provide information"

Compliance Level:Not Applicable

Observations:

Article 21 - Training

SAFETY CRITICAL
Are employees being effectively trained?

"The responsible person must ensure that his employees are provided with adequate safety training"

Compliance Level:Broadly Compliant

Observations: Caretaker and staff receive appropriate FS training annually.

Article 12 - Elimination or reduction of risks from dangerous substances

SAFETY CRITICAL
Are suitable arrangements in place to manage the elimination or reduction of risks from dangerous substance?

"Where a dangerous substance is present . the responsible person shall ensure that risk related to the . substance is either eliminated or reduced as far as is reasonably practicable"

Compliance Level:Not Applicable

Observations:

Article 16 - Additional emergency measures in respect of dangerous substances

Are there suitable additional emergency measures provided to safeguard all relevant persons from an accident, incident or

"The responsible person subject to the risk assessment, must ensure that information on emergency arrangements is available, suitable warning and other communication systems are

emergency related to dangerous substances in or on the premises? *established, escape facilities are provided and maintained, provide information to relevant accident and emergency services and display information at the premises. In the event to an incident occurring take immediate steps and permit only essential persons to the affected area and provide PPE, specialised equipment and plant"*

Compliance Level:Not Applicable

Observations:

Article 18 - Safety assistance

Are there adequate number of competent persons and arrangements in place to assist the responsible person in undertaking the preventative and protective measures?

"The responsible person must appoint competent persons to assist him in undertaking preventative and protective measures"

Compliance Level:Broadly Compliant

Observations: Competent persons are appointed.

Article 14 - Emergency routes and exits

SAFETY CRITICAL *"Where necessary to safeguard the safety of relevant persons in case of fire the responsible person must ensure that routes to escape provided and maintained? emergency exits . and exits are kept clear at all times and where required, to be adequately illuminated by emergency lighting"*

Compliance Level:Broadly Compliant

Observations: Main and north stair. 2nd and 5th floor corridors inspected. All routes clear and available. Adequate illumination and signage.

Article 8 - General Fire Precautions

SAFETY CRITICAL
Are employers carrying out their general fire precaution responsibilities?

*"The responsible person must - Take such general precautions as will ensure, so far as is reasonably practicable, the safety of any of his employees or relevant persons"
(see Article 4, meaning of general fire precautions)*

Compliance Level:Broadly Compliant

Observations: The majority of articles have been broadly complied with.

Article 13 - Fire Warning Arrangements

SAFETY CRITICAL
Are effective fire warning arrangements provided?

"Where necessary.the responsible person must ensure that the premises are equipped with appropriate fire detection equipment, alarms, and fire-fighting equipment"

Compliance Level:Broadly Compliant

Observations: Appropriate detection and warning observed.

Article 13 - Fire Fighting Equipment

Are effective fire fighting equipment arrangements provided?

"Where necessary.the responsible person must ensure that the premises are equipped with appropriate..fire-fighting equipment"

Compliance Level:Broadly Compliant

Observations: Appropriate FFE available.

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

SAFETY CRITICAL

Are there adequate procedures for serious and imminent danger and for danger areas?

"The responsible person must establish & where necessary give effect to .procedures.to be followed in the event of serious & imminent danger to relevant persons, nominate competent persons to implement procedures, inform & instruct relevant persons concerned"

Compliance Level:Broadly Compliant

Observations: Established and workable procedures in place. Fire action notices throughout building.

Article 37 - Fire-Fighters Switches for Luminous Discharge Tubes

Has suitable notice been given to the fire authority regarding the installation of fire-fighters switches? "Prescribed voltage" means: 1000v AC or 1500v DC between two conductors. 600 v AC or 900 v Dc between conductor and earth

"This article applies to apparatus" "designed to work at a voltage exceeding the prescribed voltage" "The cut off switch must be" "placed, coloured or marked as to satisfy" "the fire authority" The responsible person must give suitable notice to the fire authority showing where the cut off switch is to be sited, coloured or marked"

Note This article does not apply to licensed premises authorised to for the exhibition of a film

Compliance Level:Not Applicable

Observations:

Article 23 - General duties of employees at work

Are employees carrying out their general duties while at work?

"Every employee must, while at work take reasonable care for the safety of himself and others, co-operate with their employer, inform their employer or any other employee with specific responsibility for the safety of his fellow employees of any hazard"

Compliance Level:Broadly Compliant

Observations: Employees are fully complying with their duties

The following articles do not attract a score and are for information only (primarily to inform Government IRMP returns); however these issues should be considered when applying the EMM.

Article 27 - Powers of inspectors

Has the Responsible Person prevented an inspector from exercising their powers under this Article where a prosecution has **not** been taken
No (Compliant)

Article 29 - Current alterations notices

Has the Responsible Person failed to comply with any alterations notice served on the premises where a prosecution has **not** been taken
Not Applicable

Article 30 - Current enforcement notices

Has the Responsible Person failed to comply with any enforcement notice served on the premises where a prosecution has **not** been taken
Not Applicable

Article 31 - Current prohibition notices

Has the Responsible Person failed to comply with any prohibition notice served on the premises where a prosecution has **not** been taken

Not Applicable

Article 32 - Offences

Has the Responsible Person failed to comply with any other Article, not mentioned elsewhere on this form, where a prosecution has **not** been taken

Not Applicable

Article 24 - Power to make Regulations

Article 24 Secretary of State's Power to make additional regulations about fire precautions

Not Applicable

Management Compliance Level

Management Compliance Level: 1 - Well above average

Initial Expectation: Verbal action

Considered EMM

Confirmed Action: Verbal action

Audit Conclusion: Caretaker explained that the landlord did not require resident to have smoke detection in there flats. The Local station are aware of this and intend to carry out home fire safety visits. Fire did not affect communal areas , but detection did operate and many residents evacuated building. Two stairs, all of basement and two floors inspected . Verbal action confirmed

Other authorities to notify (if required)

Amount of weeks to be allowed for completion of any necessary works

Peak Activity Inspections required:

General Notes

(eg Instructions to Admin)

Ā

Non-Farynor required detail:

History Of Fires	Fire Setting In Area
Appliance Access: Select...AverageAbove AverageBelow Average	Water Supplies: Select...AverageBelow AverageAbove Average
Occupants Predominant Type: Select...Average MobilityAtypically MobileUntypically Vulnerable	Fire Warning System: Select...AdequateMore Than AdequateLess Than Adequate
Fire Loading: Select...AverageLower than averageHigher than average	Features Assisting Fire Spread: Atrium Unprotected Voids Unprotected Ducts Other

Audit Calculation & Signature

Management Compliance Level:

1 - Well above average

Property Risk Group:

B - Sleeping familiar or Licensed Premises

Life Risk:

-6

Relative Risk:

4.25

Signature of Occupier:

Date Completed

30 July 2013

FS14 - DESKTOP ADVICE & AUDIT FORM

Enter File Number:	03/010576
Enter Job Number:	2210098
Enter Date:	18/07/2022
Inspecting Officer/Fire Safety Advisor:	[REDACTED]
Enter Occupier's Name:	POD Management
Occupancy Type: (click in box & select)	Sole Occupier
Name, Role, Email of Telephone Contact:	[REDACTED]@podmanagement.co.uk, [REDACTED]

Building Information

Use of Premises: (click in white box & select)	Flats Or Maisonettes 4 Floors And Over Purpose Built
VO Code (auto-completes)	R3
FSEC Group (auto-completes)	D
FSR Team: (click in white box & select)	FSR Hackney, Islington & City
Address:	Kinetic Business Centre
Second Line:	Borehamwood
Third Line:	
Post Code:	WD6 4PJ
Email address of RP for serving Letter if Reqd:	[REDACTED]@podmanagement.co.uk

Protection Factors (Click in white boxes for drop down menu - change where appropriate)

Premises Size	3001 to 5000m Small	0
Predominant Mobility Type	Average mobility for this type of occupancy	0
Fire Warning System	Adequate	0
Smoke Control Systems covering Means of Escape and/or common areas?	Yes	-2
Percentage of Operable Sprinkler System (installed and maintained in working order)	None	0

Management and Other Issues (Click in white boxes for drop down menu - change where appropriate)

History Of Fires	None	0
Unwanted Fire Signals	None	0
Known Fire Setting Behaviour for Area	None	0
Building Features which assist fire spread	Yes	0.1
Fire Loading (which assists fire spread)	Average for the Occupancy	0
Access for Fire Fighting	Average for the Occupancy	0
Water Supplies	Average for the Occupancy	0
Maximum People in the Premises	More than 100	0.1

Calculation (will 'auto complete' after 'Compliance Score' completed below)

Relative risk	4.42
FSEC score	-3.8

Existing Fire Precaution Arrangements:	Brief Notes:	BC	LR	HR
Fire Risk Assessment available? - Is it understood? - Are there any outstanding actions? When was it last reviewed?	FRA is suitable and sufficient, Flat front door being replaced as action. FRA was last review in June 2021.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Type of fire alarm system? - Is it still being checked/tested regularly by occupier/ Engineer?	BS5839-6 Grade A, category LD2 fire alarm system installed throughout premises. It is tested regularly by onsite staff.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Plan in place? - Are these actions clear/understood by staff? - Any impact resulting from staff shortages due to COVID-19?	There are appropriate procedures in place for evacuation in case of fire with information provided on occupation as terms of the tenancy. Simultaneous evacuation strategy.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are all staff being trained effectively? - Date of last training/refreshers? Training on the use of evacuation aids?	Building Manager onsite is fully trained. However no written record of staff training provided by management.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there adequate Emergency Lighting? - Is it still being checked/tested?	Non-maintained emergency escape lighting is installed throughout green indicator light showing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is there Fire fighting Equipment provided? - Is it still being checked/tested?	None provided as it is block of flats.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are all escape routes/exits clear and accessible? Do fire doors close properly/not wedged open? Are they still being checked regularly?	Means of escape were clear as of last visit and onsite staff keeps reminding people to leave common areas clear of any obstructions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are other relevant fire protection systems being maintained? (Smoke control, catering extraction, sprinklers, firefighter facilities.)	None other than AFD.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Compliance Score & Action (Following telephone discussion and evaluation)	Level 1 - Broadly Compliant - Verbal Action	-2
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(Click in white box for drop down menu - select appropriate item)

Notes to Admin:	File and Job No:	
Additional Free Text Notes to Admin?:		

Has a Station Notification Form been sent for: - Firefighter risks; - Lack of staff for evacuation or waking watch.	<input checked="" type="checkbox"/>
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Advice discussed/given:	Brief notes if not already covered above:	
Review Fire Risk Assessment and emergency plan in response to COVID-19 changes		<input type="checkbox"/>
Consider effect of staff shortages on evacuation plans (particularly PHE)		<input type="checkbox"/>
Maintain staff training during COVID-19 especially for new or temporary staff		<input type="checkbox"/>
Maintaining fire safety systems in good working order during COVID-19		<input type="checkbox"/>
Reducing risk to firefighters		<input type="checkbox"/>
Other		<input type="checkbox"/>

Senior Fire Safety Officers Report



To be completed every time you are contacted as Senior Fire Safety Officer. See guidance on last page.

A – Event Details

Incident number If applicable: 97400131	Date: 20/07/2013	Time : 21:40 hrs	Stn. Ground: A27
Address: FLORIN COURT, CHARTERHOUSE SQUARE, EC1			

Reason for Attendance:

<input type="checkbox"/> Post fire	<input type="checkbox"/> Alleged Fire Risk	<input type="checkbox"/> Article 31 Prohibition
<input type="checkbox"/> Pre determined attendance	<input type="checkbox"/> Other (please specify)	<input checked="" type="checkbox"/> Did not attend (please specify)
Comments: Informed by control via pager whilst at call out base of 4 pump fire. Monitored radio until after stop message, did not attend.		

Attending Officer Details:

Name: [REDACTED]	Rank and call sign: [REDACTED]	
Location: Stoke Newington	Tel: [REDACTED]	
Date of investigation: 20/07/2013	Time commenced: 22:02 hrs	Time completed: 23:00 hrs

B – Immediate Inspection of Premises/Building Details

Describe what you have observed / recorded / photographed. Type and occupancy of premises, Means of Escape, Fire Alarm issues, Risk Assessment etc.

Residential block of flats of 9 floors. Not persons reported, no rescues, no injuries, no fatalities and no evacuation problems.
--

Information Gathering – identify responsible person & contact details / evidence / photographs

--

Number of persons present in the premises at the time of incident:
Fire safety systems failures
Did FIT attend?

staff 0	public/residents 38
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Premises Information Box fitted?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Further Action Required? (See Note B)
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Evacuation satisfactory:

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
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Comments:

38 persons left building before arrival of brigade.

C – Occupancy Details

Name and contact details of owner/occupier, where incident occurred. Inform other Authorities if appropriate (Environmental Health Officer / ALMO (Arms Length Management Organisation e.g. Peabody) / Licensing Authority / Building Control etc.)

--

D – Conclusions/Recommendations

Further action to be taken by Fire Safety Team Leader

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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If Yes specify:

For information/recording purposes only.
--

Limitations and restrictions imposed on building after incident (if any):

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Send to: Area FSR Mailbox/FSR Team Leader /FSR GM/ FSR Policy Team [REDACTED]@london-fire.gov.uk), Press

██████████@london-fire.gov.uk and Petroleum Section ██████████@london-fire.gov.uk (if applicable)).

Notes for guidance on the completion of FS_GEN_77

Introduction

Senior Fire Safety Officers (SFSO) may attend incidents for a number of reasons including:

Pre-Determined Attendances, Alleged Fire Risks and Article 31 Prohibition/Restriction notices, Premises Information Boxes. They may also be required to attend incidents involving **Petroleum spirit** that occur outside normal office hours.

They also be informed of incidents or fire safety issues.

Following each notification a form FS_GEN_77 is to be completed.

Even if you did not attend because it was inappropriate i.e. because it was a single private dwelling, or you gave advice or resolved the incident by phone, then record this and forward the FS_GEN_77 with as much detail as you can provide.

After completion, the form is to be forwarded, at the earliest opportunity, **by email** to the appropriate **Area Fire Safety Regulation Admin Mailbox (look for FSR XX Admin in Outlook address book)** and **Team Leader (FSR)** for the Borough in which the incident occurred. A copy should also be sent to the **Area Fire Safety Regulation Group Manager, FSR Policy Group, Press Office** and if applicable, to **Petroleum Section**.

A – Event details

Complete all sections for each incident attended.

B – Immediate Inspection of Premises/Building Details

Describe the major use of the building and the issues that you have identified and recorded. **Consider prosecution.** Gather **photographic** evidence. Identify responsible person if possible. If FIT attended provide their contact details

N.B. It is neither advisable or necessary to caution the responsible person at this stage.

Complete all other boxes as necessary by either ticking or inserting data. Record any fire safety/suppression system failures.

Note: Premises Information Boxes (PIB) – These should be checked as present and in the location recorded on the call information slip. PIB should have already been accessed by attending crews and SFSO should advise the Officer in Charge on the information present, as appropriate. If the PIB has not been accessed SFSO should ensure that this is done immediately and the contents used as required. Any problems associated with a PIB (e.g. wrong location, lack of, or wrong information etc.) should be recorded in Section D for follow up action by the area fire safety team (Policies SFS:I005:A4, FSR:D020:a5 and Ops Policy 513 refer).

C – Occupancy Details

The information required in this section can be ascertained by asking the occupier, if present.

Inform appropriate Authorities at this stage e.g. Environmental Health Officer / ALMO (Arms Length Management Organisation e.g. Peabody) / Licensing Authority / Building Control / Police etc.

D – Conclusions/Recommendations

If further action is required indicate what this should be, e.g. a follow-up inspection required by an Inspecting Officer. Any limitations or restrictions imposed as a result of the incident should be recorded here. This section must be completed if an Article 31 Notice is issued.



LONDON FIRE BRIGADE

To: [REDACTED]
Cc: [REDACTED]@london-fire.gov.uk

From: [REDACTED]
Email: [REDACTED]@london-fire.gov.uk

FS file: 03/010576

Tel: [REDACTED]

Date: 04/07/2021

The under-mentioned premises have been identified as having special interest to operational personnel. Brief details are given below and further information can be obtained from the officer dealing.

Inspecting officer dealing: [REDACTED]

Tel: [REDACTED]

Address of premises:

Florin Court
6-9 Charterhouse Square
EC1M 6ET

Detail of information or risk:

- Dangerous substances present
- Cylinders present
- Timber frame construction site
- Sprinklers/dry rising main/wet rising main/other fixed installation present
- Complex fire safety systems present (detail below)
- Complex/unusual evacuation strategy used
- Prohibition notice served (copy attached)
- Inappropriate sleeping accommodation (sleeping in commercial premises/beds in sheds)
- High-risk to firefighters present (detail below)
- Premises information box installed (Gerda or similar)
- External access problems present
- Pollution risks (waste management sites etc.)
- Structural building elements / failures leading to fire spread (give details below)
- Failure of fire-fighting installations contributing to fire spread (give details below)
- Other (detail below)

9 floors, basement and lower basement carpark. Simultaneous evacuation strategy (fully addressable alarm system to support strategy) Building manager onsite 9-5
--

Vulnerable residents recorded within fire documents box within entrance lobby.
Fire alarm panel within entrance hall lobby.

Action recommended by fire safety:

- Joint visit with fire safety
- Visit by local station
- Add premises to 'Outside duty master schedule'
- Check contents of premises information box installed
- Information only, circulate to local station(s)
- Other (detail below)

This form should be emailed to the relevant watch officers, station manager, borough commander, Area support staff (SW/South East/North West/North East Area Support Team) & FSR admin [REDACTED]@london-fire.gov.uk

Note to FSR admin

Copy must be placed on e-FSF



LONDON FIRE BRIGADE

Notification of fire safety information - return to fire safety

To: Team Leader

Cc: [REDACTED]@london-fire.gov.uk

From: Station manager

FS file:

Email:

Tel:

Date:

Acknowledgement of receipt and action taken by station:

- Joint visit carried out with fire safety
- Visit carried out by local station
- Premises added to 'Outside duty master schedule'
- Premises information box contents checked
- Information circulated to local station(s)
- Noted (no further action required)
- Other (detail below)

This form should be emailed to the relevant FSR team leader, borough commander, Area support staff (SW/South East/North West/North East Area Support Team) & FSR admin [REDACTED]@london-fire.gov.uk

Note to FSR admin

Acknowledged copy must be placed on e-FSF