

Freedom of Information request reference number: 8068.1

Date of response: 22/11/2023

Request:

I require a copy of Fire enforcement Notice served on Bellevue Court, 141-149 Staines Road, Hounslow, TW3 3JB in 2019.

Response:

Please find attached copy of the Enforcement Notice issued to Bellevue Court on 22nd February 2019. Please note that personal data has been removed from the attached document 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: <https://www.london-fire.gov.uk/about-us/transparency/request-information-from-us/>

The Company Secretary
Citicorp Limited
Jon Avol & Associates
204 Field End Road
Eastcote
Pinner
Middlesex HA5 1RD

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

Date 22 February 2019
Our Ref 25/210401/ere

ENFORCEMENT NOTICE

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

TO :

Name: **Citicorp Limited**

Address: **Jon Avol & Associates, 204 Field End Road, Eastcote, Pinner, Middlesex
HA5 1RD**

Concerning Premises at: **Bellvue Court, 141-149 Staines Road, Hounslow, Middlesex TW3 3JB**

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

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

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

The relevant extracts of the legislation are attached.

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

The steps must be taken by **14 June 2019** (or such extension if granted by the Commissioner).

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

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

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

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

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

Signed

[REDACTED]

Dated: 22 February 2019

Assistant Commissioner
(The Officer appointed for the purpose)

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

Reply to Inspecting Officer [REDACTED]

Direct T 020 8555 1200 [REDACTED]

Encl: FS03_01a, FS03_01b, FS03_06

cc.: [REDACTED] Wilson Hawkins Property Management, 33-35 High Street,
Harrow On The Hill, Harrow, Middlesex HA1 3HT

ENVIRONMENT AND SAFETY INFORMATION ACT 1988

SECTION 4 - PROTECTION OF TRADE SECRETS

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

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

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

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

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

Important information to consider before taking remedial steps:

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

SCHEDULE

PREMISES: Bellvue Court, 141-149 Staines Road, Hounslow, Middlesex TW3 3JB

FILE NUMBER: 25/210401

This schedule should be read in conjunction with the Commissioner's Notice dated **22 February 2019**.

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

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) The storage of items in the common parts had not been monitored or controlled, evidence was found of a shopping trolley stored in the ground floor stairwell. 2) The maintenance of the fire doors had not been monitored or reviewed. 3) The compartmentation in the premises had not been monitored or reviewed. 4) The maintenance of the dry risers has not been planned or organised. 	<p>Arrangements identified as not suitably addressed must be effectively planned, organised, controlled, monitored or reviewed.</p>
Article 14	<p>At the time of the audit the emergency routes or exits were inadequate. It was found that;</p> <ol style="list-style-type: none"> 1) Breaches were found in the compartmentation within the service riser cupboards on the 1st to 6th floors. At the top of the service riser cupboards above the door cabling had been passed through the wall leading on to the protected corridor above the false ceiling. These breaches had not been adequately fire stopped. 	<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. This can be achieved by;</p> <ol style="list-style-type: none"> 1) Addressing the breaches in the service riser cupboards, above the door where the cabling had been passed through the wall leading on to the protected corridor above the false ceiling on the 1st-6th floors with a suitable FIRE RESISTANT material capable of achieving 30 minutes FIRE RESISTANCE.

<p>Article 14 (continued)</p>	<p>2) The automatic opening vent system throughout the premises was not in working order. Fault indications were present on the smoke control panels on the first floor and in the ground floor stairwell of the second stair.</p> <p>3) Further evidence from the contractors call out report dated 15 January 2019 detailed the following on going issues;</p> <ul style="list-style-type: none"> i. Ten of the corridor vents have not been fitted with cold smoke or intumescent seals. ii. The two vent domes on the 6th floor do not open to a 140-degree angle. iii. The ground floor smoke vent panel has been integrated into a common parts Fire Alarm system serving the ground floor accommodation. <p>This configuration does not integrate correctly with the rest of the automatic opening vent system therefore on operation does not open up the head of shaft vent or staircase vent.</p>	<p>A full compartmentation survey of the premises must be conducted; including (but not exhaustive): The service riser cupboards, the separation between the commercial shop and residential accommodation, the roof void and the basement carpark Any breaches identified must be rectified by a competent person to the correct standard of FIRE RESISTANCE.</p> <p>2) Arranging for a competent person to remedy the faults shown on the smoke control panels on the first floor and in the ground floor stairwell of the second stair and ensure that the system throughout the premises is fully operational.</p> <p>3) Arranging for a competent person to;</p> <ul style="list-style-type: none"> i. Install cold smoke seals and intumescent strips to all corridor vents, ensuring that the performance of these vents is at least that of an E30Sa fire door. ii. Arrange for a competent person to take measures necessary to ensure that the two vent domes on the 6th floor open fully to a 140-degree angle. iii. Integrate the ground floor smoke vent panel with the rest of the system and ensure that when it is actuated the head of the shaft vent and staircase vent open. <p>Further investigation should be carried out by a competent Fire Risk Assessor into whether the fire alarm system installed in the common parts of the building is appropriate to the 'defend in place' evacuation strategy adopted at the premises. (this has also been sighted under article 9).</p>
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<p>Article 14 (continued)</p>	<p>4) The fire door leading to the smoke vent shaft adjacent to the lifts on the ground floor did not have cold smoke seals and gaps were found around the door frame.</p> <p>5) On the ground floor, the cross corridor door leading from the main entrance foyer, the intumescent strips and cold smoke seals, were damaged and there was damage to the door frame.</p> <p>6) The left hand fire door on the ground floor leading from the protected stair had a hole in it and gaps around the frame.</p> <p>7) The right hand fire door on the ground floor leading from the protected stair to the corridor adjacent to flat A1 had damage to the frame, there were gaps around the door and the frame.</p> <p>8) The lock on the fire door leading to the roof void had been damaged, rendering the door unable to be closed fully.</p>	<p>4) Arranging for a competent person to fit cold smoke seals to the fire door leading to the smoke shaft and arranging for the door to be repaired or replaced so that it fits into its frame without any gaps, this door should have the properties of at least that of an E30Sa fire door.</p> <p>5) Arranging for a competent person to conduct a full fire door survey throughout the premises, arranging for the faults found to be rectified by a competent person to the correct standard of FIRE RESISTANCE.</p> <p>6) Arranging for a competent person to conduct a full fire door survey throughout the premises, arranging for the faults found to be rectified by a competent person to the correct standard of FIRE RESISTANCE.</p> <p>7) Arranging for a competent person to conduct a full fire door survey throughout the premises, arranging for the faults found to be rectified by a competent person to the correct standard of FIRE RESISTANCE.</p> <p>8) Arranging for a competent person to conduct a full fire door survey throughout the premises, arranging for the faults found to be rectified by a competent person to the correct standard of FIRE RESISTANCE.</p>
<p>Article 15</p>	<p>At the time of the audit your procedures to be followed in the event of serious and imminent danger were inadequate.</p> <p>It was found that although a 'stay put' evacuation strategy had been adopted for the premises, the ground floor residential accommodation corridor had been provided with a common parts fire alarm system which is in conflict with the strategy implemented.</p> <p>It was found that manual call points and detectors had been provided in the common parts ground floor corridor, an example of which was identified adjacent to flat 1A .</p>	<p>Adequate procedures for serious and imminent danger and for danger areas should be established and followed.</p> <p>This can be achieved by undertaking a suitable and sufficient Fire Risk assessment to include a review of the detection and warning systems provided to assess their compatibility and suitability in support of the stay put evacuation strategy adopted within the premises.</p> <p>A clear emergency evacuation strategy, appropriate to the premises type and usage, must be adopted and communicated to residents .</p>

Article 15 (continued)	Fire Action notices throughout the building detailed the stay put strategy.	
Article 17	<p>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;</p> <p>1) The emergency lighting system was not working throughout the premises and the contractor service report dated 15 January 2019 identified 57 emergency lights with ongoing faults throughout the premises.</p> <p>2) The automatic opening vent system throughout the premises was not in working order, faults were showing on the smoke control panels on the first floor and in the ground floor stairwell of the second stair.</p> <p>3) Further evidence from the contractors call out report dated 15 January 2019 detailed the following on going issues;</p> <p>i. Ten of the corridor vents have not been fitted with cold smoke or intumescent seals.</p> <p>ii. The two vent domes on the 6th floor do not open to a 140-degree angle.</p> <p>iii. The ground floor smoke vent panel has been installed together with a fire alarm by others to cover the new flats and is non-compliant and does not integrate with the rest of the system therefore on operation does not open up the head of shaft vent or staircase vent.</p>	<p>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;</p> <p>1) Arranging for a programme of ongoing maintenance to be carried out on emergency escape lighting by a competent person.</p> <p>2) Arranging for a competent person to remedy the faults shown on the smoke control panels on the first floor and in the ground floor stairwell of the second stair and ensure that the system throughout the premises is fully operational.</p> <p>3) Arranging for a competent person to;</p> <p>i. Install cold smoke seals and intumescent strips to all corridor vents, ensuring that the performance of these vents is at least that of an E30Sa fire door.</p> <p>ii. Replace the two vent domes on the 6th floor so they open fully to a 140-degree angle.</p> <p>iii. Integrate the ground floor smoke vent panel with the rest of the system and ensure that when it is actuated the head of the shaft vent and staircase vent open. Further investigation should be sort from a competent Fire Risk Assessor into why a fire alarm system has been installed in the common parts of a building, which has adopted a stay put evacuation strategy (this has also been sighted under article 9).</p>

<p>Article 17 (continued)</p>	<p>4) The fire door leading to the smoke vent shaft adjacent to the lifts on the ground floor did not have cold smoke seals and gaps were found around the door frame</p> <p>5) On the ground floor, the cross corridor door leading from the main entrance foyer, the intumescent strips and cold smoke seals, were damaged and there was damage to the door frame.</p> <p>6) The left hand fire door on the ground floor leading from the protected stair had a hole in it and gaps around the frame.</p> <p>7) The right hand fire door on the ground floor leading from the protected stair to the corridor adjacent to flat A1 had damage to the frame, there were gaps around the door and the frame.</p> <p>8) The lock on the fire door leading to the roof void had been damaged, rendering the door unable to be closed fully.</p>	<p>4) Arranging for a competent person to fit cold smoke seals to the fire door leading to the smoke shaft and arranging for the door to be repaired or replaced so that it fits into its frame without any gaps, this door should have the properties of at least that of an E30Sa fire door.</p> <p>5) Arranging for a competent person to conduct a full fire door survey throughout the premises, arranging for the faults found to be rectified by a competent person to the correct standard of FIRE RESISTANCE.</p> <p>6) Arranging for a competent person to conduct a full fire door survey throughout the premises, arranging for the faults found to be rectified by a competent person to the correct standard of FIRE RESISTANCE.</p> <p>7) Arranging for a competent person to conduct a full fire door survey throughout the premises, arranging for the faults found to be rectified by a competent person to the correct standard of FIRE RESISTANCE.</p> <p>8) Arranging for a competent person to conduct a full fire door survey throughout the premises, arranging for the faults found to be rectified by a competent person to the correct standard of FIRE RESISTANCE.</p>
<p>Article 38</p>	<p>At the time of the audit a suitable system of maintenance of the firefighting measures was not in place. It was found that;</p> <p>1) The dry risers had not been subjected to a suitable system of maintenance.</p>	<p>Arrange initial and ongoing maintenance to ensure firefighting measures are kept in an efficient state, working order and good repair. This can be achieved by;</p> <p>1) Arrange for a competent person to conduct maintenance on the dry risers.</p>

<p>Article 8</p>	<p>At the time of the audit the FIRE RESISTING separation in your premises was inadequate. It was found that;</p> <p>1) In the service riser cupboards on the 1st to 6th floors, holes were found between the pipe work and electrical cabling passing through the ceiling and the floor.</p> <p>2) In the basement, holes were found around the service pipe work passing through the ceiling and the plastic pipe work had not been fitted with intumescent collars.</p>	<p>Provide suitable FIRE RESISTING separation by;</p> <p>Conducting a survey of FIRE RESISTING separation between compartment walls, floors and separated areas. You must take into consideration all areas of the building to protect dwellings, common parts, plant rooms, ancillary areas and roof void cavity barriers which may also require installation or maintenance. Where necessary all breaches must be rectified by a competent person to the correct standard of FIRE RESISTANCE</p> <p>1) Arranging for a competent person to repair the holes around the pipe work and the electrical cabling passing through the ceiling and the floor in the service riser cupboards on 1st - 6th floors with a suitable FIRE RESISTING material which is capable of achieving the correct standard of FIRE RESISTANCE.</p> <p>2) Arranging for a competent person to repair the holes around the service pipe work passing through the ceiling with suitable fire resisting material which is capable of achieving the correct standard of FIRE RESISTANCE and fitting intumescent collars to the plastic pipe work.</p>
<p>Article 8</p>	<p>At the time of the audit the general fire precautions as identified in the significant findings of your fire risk assessment had not been implemented. It was found that;</p> <p>1) As outlined under point H5/1.1/17 of the fire risk assessment, the door to the roof void had not been repaired.</p> <p>2) As outlined under point F4/2.1/17 the fire door to the emergency stairs at the 3rd floor by flat 17 does not fully close into its frame.</p>	<p>Implement the significant findings of your fire risk assessment, in particular the points outlined under reference H5/1.1/17 and F4/2.1/17.</p>

<p>Article 9</p>	<ol style="list-style-type: none"> 1) No evidence in the fire risk assessment that the compartmentation has been adequately assessed as suitable for a stay put strategy. 2) The compartmentation between the residential accommodation and commercial shop has not been adequately assessed as providing 60 minutes FIRE RESISTANCE. 3) Evidence was found of manual call points and detectors in the ground floor corridor adjacent to flat 1A in the common parts of the premises. Further evidence was found of fire action notices, detailing a stay put policy. The evidence of the manual call points and detectors, conflict with a stay put strategy. 4) The risk assessment does not confirm if the vents found in the wall of the ground floor protected stair are intumescent and of the correct standard of FIRE RESISTANCE. There was no evidence provided that an investigation has been conducted to determine their use. 5) The risk assessment has not considered the external cladding where it has been installed adjacent to a means of escape. 6) The risk assessment has failed to assess the impact of the Automatic Opening Ventilation control panel being located in the ceiling of the first floor. 7) The risk assessment has not identified the faults showing on the manual smoke control overrides. 	<ol style="list-style-type: none"> 1) Conducting a full compartmentation survey to, assess that the compartmentation throughout the premises is suitable for a stay put strategy. 2) The standard of compartmentation between the residential accommodation and commercial shop. 3) Providing a clear emergency evacuation strategy and assessing the evacuation strategy adopted is suitable for a purpose built block of flats. Further investigation should be sort from a competent fire risk assessor into why a fire alarm system has been installed in the common parts of a building, which has adopted a stay put evacuation strategy. 4) Investigating the vents in the wall of the ground floor in the protected stair to determine their use and assessing that they are of the correct standard of FIRE RESISTANCE. 5) Reviewing the installation of external cladding where it is identified as being installed adjacent to a means of escape. Assess the materials used, arranging for testing to identify the construction and specification if required, and review the impact on the means of escape. Appropriate action should be taken in line with NFCC guidance. 6) Assess the impact of the Automatic Opening Ventilation control panel being located in the ceiling of the first floor and ensuring it is installed in line with BS7346. 7) The impact of the faults showing on the manual smoke control overrides.
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Article 9	At the time of the audit the fire risk assessment for your premises has not been subject to a suitable system of review. It was found that the fire risk assessment had not been reviewed in March 2018.	The fire risk assessment should be reviewed.
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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.