

**Freedom of Information request reference number:** 8368.2

**Date of response:** 4 April 2024

**Request:**

*We were looking for the visits which took place late 2023 / early 2024, specifically to Commercials Atrium Heights (Unit 2) and Vertex Tower (Unit 5). The tenant of the unit, Arapina, is claiming that LFB visited both units and were happy with what they found.*

**Response:**

The results of the last, completed fire safety audit which took place at 1 Little Thames Walk and 2 Little Thames Walk SE8 3FB, confirmed no significant failure to comply with the Regulatory Reform (Fire Safety) Order 2005 (RRO) were found. As a result, the premises was deemed broadly compliant. This means that no enforcement action (informal or formal) was required as a result and no notices were issued by the LFB.

I have attached a copy of the January 2024 and February 2024 Fire Safety Audit Report for 1 Little Thames Walk and 2 Little Thames Walk to this response. It can be found on pages 3 to 21 of this document.

The last audit conducted on this 8 Little Thames Walk was in March 2024. The result of the audit confirmed that some fire safety matters require attention to reduce the risk of fire and/or reasonably ensure the safety of people using the premises and these matters need to be addressed in order to comply with Regulatory Reform (Fire Safety) Order 2005 (the Fire Safety Order).

As a result, an informal notification of (fire safety) deficiencies (NOD) will be issued for this premises. A copy of the notice is not yet available.

The last audit conducted on Atrium Heights 4 Little Thames Walk was in October 2020. The result of the audit confirmed that some fire safety matters require attention to reduce the risk of fire and/or reasonably ensure the safety of people using the premises and these matters need to be addressed in order to comply with Regulatory Reform (Fire Safety) Order 2005 (the Fire Safety Order).

As a result, an informal notification of (fire safety) deficiencies (NOD) was issued for the Premises on the 15th October 2020. A copy of the notice is attached below along with the extracts and definition of standard terms that were sent to Managing Agent.

When issuing a NOD the expectation is that the issues are minor enough that they can be rectified without needing any formal intervention from the LFB (which is different to an Enforcement Notice). As such, it would be for the Responsible Person(s) of the premises to be satisfied the deficiencies noted are addressed appropriately and within the recommend time

frame. The LFB will then check these issues when the property is visited at the next routine inspection (according to the level of risk).

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

I hope you find this information of use. Should you have any further questions please do let me know.

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** 25 January 2024

### Location summary

**File No** 94/194805  
**UPRN** 10010234125  
**Building Name**  
**Address** 1 LITTLE THAMES WALK  
 DEPTFORD  
 SE8 3FB  
**Borough** Greenwich  
**Use** D - Purpose Built Flats >=4 floors  
**Responsible Team** FSD SOUTH-LEW-GREEN-BEX  
**Station Ground** E36 - Deptford  
**Site Risk Score** 3.75  
**Total Floors** 6 **Basement floors** 0  
**Estimated number of sleeping** 0  
**Special Features**

**Additional detail** This is triangle shaped purpose built building for flats with commercial units on the ground floor used as shops and offices. It was constructed in 2016. Flats have there own independent entrances which is located next to Arapina Bakery.

**Premises Description** Headcase Barbers is located on the ground floor of this building, and occupies commercial unit 1.  
 There is one entrance/exit at the front of the premises, with a main salon floor hairdressing, a private room for tattooing, kitchenette and toilet.  
 There are high ceilings within this premises.

**Exterior Wall Cladding** N/A

**Exterior Wall Insulation** N/A

**Cladding/Insulation details confirmed by** NOT CONFIRMED

**Environmental Risks** NONE

**Features assisting fire spread** NONE

**Site Reinspection date**

**Heritage Building** No  
**Balconies present?** Unknown  
**Gas Supply present?** No  
**Petroleum redevelopment?** No  
**Known firesetting in area?** No  
**Site lone worker risk** None

## Property Detail (OCCUPIER PROPERTY)

<b>Occupier Contact</b>	Headcase Barbers
<b>Address</b>	1 LITTLE THAMES WALK DEPTFORD SE8 3FB
<b>Responsible team</b>	FSD SOUTH-LEW-GREEN-BEX
<b>Occupancy Type</b>	Occupier - multi occupancy
<b>Property Use</b>	N - Shop
<b>Valuation Office</b>	CS3 - Hairdressing Salon
<b>Original Risk Score</b>	<b>3.75</b>
<b>Reinspection Date</b>	N/A (SAMPLE)
<b>Last Inspection</b>	29 November 2023
<b>Total Capacity</b>	0
<b>Maximum number of people</b>	<b>&lt;20</b>
<b>Property Size for use</b>	Very Small 61m <sup>2</sup> to 130m <sup>2</sup>
<b>Environmental Risks</b>	NONE
<b>Occupant Mobility</b>	Average
<b>Fire Loading</b>	Average
<b>Additional detail</b>	
<b>Specific lone worker risk</b>	None
<b>Primary Authority Partnership</b>	N/A

## Protection Data

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

## Contacts

**Occupier - CHANGED**

<b>Name</b>	Headcase Barbers
<b>Person</b>	[REDACTED]
<b>Position</b>	Owner
<b>Address</b>	1 LITTLE THAMES WALK DEPTFORD SE8 3FB
<b>Telephone</b>	[REDACTED]
<b>Email</b>	greenwich@headcase-barbers.com

**Other relevant contact - NEW**

<b>Name</b>	BARBERS ALLIANCE LTD
<b>Person</b>	[REDACTED]
<b>Position</b>	Director
<b>Address</b>	170 High Street, Guildford, England, GU1 3HW

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

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

**Observations**

At the time of the audit the written fire risk assessment was found to be suitable and sufficient.

It was in date carried out the 02/09/2023.

It included details such as:

The premises

Occupiers and visitors

Fire Hazards

Sources of Fuel

Fire Fighting and Detection

Procedures and Training

**Article 11 - Fire Safety Arrangements**

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

Verbal Advice Given

**Observations**

At the time of audit it was found there was a suitable and well managed system in place for fire safety arrangements.

The RP showed a pro-active attitude to fire safety and good knowledge on what there duties were to comply with the fire safety order.

They had a suitable written fire assessment and emergency plan.

Only advice was given to clear the electrical cupboard of flammable products, to reduce risk.

**Article 13 - Detection and warning**

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

**Observations**

At the time of the audit it was found there was no detection and warning system in place and relied on a shout of fire. Written Fire Risk Assessment assessed this and deemed this sufficient. The RP had brought two domestic smoke detectors to put up in the main salon area and the kitchenette.

## Article 14 - Emergency routes and exits

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

### Observations

At the time of the audit it was found that the means of escape was suitable and sufficient.

It was seen that all fire doors that protected the means of escape were in good repair.

Emergency lighting and signage were suitable.

The means of escape was clear.

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

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

### Observations

There was a suitable and sufficient escape plan for the premises that supports simultaneous evacuation.

In the discovery of a fire/imminent danger -

- The fire marshal will shout fire and direct everyone to leave the building, they will call 999.

- Assembly point is located outside the building.

## Article 17 - Maintenance

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

### Observations

At the time of the audit it was found that all fire safety systems in place were maintained.

Records were seen that Emergency Lighting was tested monthly.

PAT testing was also carried out yearly and was in date. December 2023.

## Article 21 - Training

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

### Observations

At the time of the audit the RP stated that training is carried out on induction on what to do in the event of fire. Fire drills are not carried out advise was given to carry these out every 6 months with additional refresher training.

Verbal Advice Given

## Article 8 - General fire precautions

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**Safety Evaluation**  
 Broadly Compliant

### Observations

At the time of the audit there were no issues identified with compartmentation.

## Article 10 - Principles of prevention to be applied

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**Safety Evaluation**  
 Broadly Compliant

### Observations

At the time of the audit, there was evidence of appropriate instructions to employees who are required to read and sign that they are aware of the policy. All employees are instructed in the need for avoiding and preventing risk. There is a clear no smoking policy.

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

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**Safety Evaluation**

Broadly Compliant

**Observations**

At the time of the audit this was not applicable to the premises.

## Article 13 - Fire Fighting Equipment

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**Safety Evaluation**

Broadly Compliant

**Observations**

At the time of the audit, it was found that there was suitable amount of fire fighting equipment on site, these were suitably maintained. The Rp stated they were new and was going to ask a company to come back and maintain them yearly.

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

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**Safety Evaluation**

Broadly Compliant

**Observations**

At the time of the audit this was not applicable to the premises.

## Article 18 - Safety assistance

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**Safety Evaluation**

Not Applicable

**Observations**

At the time of the audit this not applicable to the premises.

## Article 19 - Provision of information to employees

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**Safety Evaluation**

Broadly Compliant

**Observations**

At the time of the audit information is suitable given to employees.

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

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**Safety Evaluation**

Broadly Compliant

**Observations**

At the time of the audit contractors are required report to management on the commencement of their work.

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

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**Safety Evaluation**

Not Applicable

**Observations**

This is not applicable to the premises.

## Article 23 - General duties of employees at work

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**Safety Evaluation**

Broadly Compliant

**Observations**

At the time of the audit, Evidence was seen that employees are taking reasonable care for themselves and informing the manager of any issues that need to be raised.

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

<b>Safety Evaluation</b>	<b>Observations</b>
Not Applicable	This is not applicable to the premises.

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

<b>Safety Evaluation</b>	<b>Observations</b>
Not Applicable	This is not applicable to the premises.

**Article 24 - Power to make regulations**

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

**Article 27 - Powers of inspectors**

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

**Article 29 - Current alterations notices**

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

**Article 30 - Current enforcement notices**

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

**Article 31 - Current prohibition notices**

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

**Article 32 - Offences**

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

**Overall safety standard**

Broadly Compliant

**Management compliance level**

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



**Audit Conclusion**

**Date audit carried out**

02/10/2023

**Time of audit**

12.00

**Reason for audit;**

Demand Led audit

**Conclusion**

Pre-audit research carried out as follows:

- Farynor
- I-mapping
- IMS
- Google
- Companies house
- Primary Authority
- E-FSF
- Postcode look up

[REDACTED]

Upon inspection of the premises, all escape routes were clear, and management of the shop floor was sufficient. It was kept tidy and clearly signed. I saw no issues with compartmentation, blocked escaped and management of the premises.

The audit was concluded by me with [REDACTED].

**Extent of premises audited**

Full extent of premises audited, including:

- Shop floor
- Tattoo area
- Kitchenette area
- Toilet

**Justification of audit outcome**

All documentation produced in relation to fire safety systems were current and in date. The responsible person for the premises has a proactive and motivated attitude to fire safety.

**Verbal Advice Given**

Advice given on article(s) 11, 21

See articles 11 and 21 for advice given.

**Other Authorities to notify**

None

**Weeks to Complete Work**

N/A

**Specific instructions for Admin to Action**

None

**Compliance calculation & signature**

<b>Compliance Level</b>	1 - Well above average
<b>Property Risk Group</b>	C - Public unfamiliar
<b>Life Risk</b>	-4.9
<b>Actual Risk Score</b>	4.11
<b>Risk Score</b>	4.00

**Audit Timings**

**Audit Duration**  
90

**Travel Time**  
60

**Post Audit Processing Duration**  
240



## Fire Safety Audit Report

### Audit Information

<b>Audited By</b>	[REDACTED]
<b>Audit Completed</b>	21 February 2024

### Location summary

<b>File No</b>	94/232458
<b>UPRN</b>	10010234120
<b>Building Name</b>	
<b>Address</b>	2 LITTLE THAMES WALK DEPTFORD SE8 3FB
<b>Borough</b>	Greenwich
<b>Use</b>	H - Other sleeping accommodation
<b>Responsible Team</b>	FSD SOUTH-LEW-GREEN-BEX
<b>Station Ground</b>	E36 - Deptford
<b>Site Risk Score</b>	9.00
<b>Total Floors</b>	6 <b>Basement floors 0</b>
<b>Estimated number of sleeping</b>	0
<b>Special Features</b>	
<b>Additional detail</b>	<b>NONE</b>

#### Premises Description

This premise is a steel and glass construction.

Urban Architect occupies the ground floor a six storey premise, the first and second storey are offices and the third, fourth and fifth occupied by private dwellings.

There is a maximum of 10 persons in this office at once.

The fire alarm panel is located at the front of the premise next to the entrance.

The nearest hydrant to the premise is located 15m away.

This premise is very small in size.

There is one designated fire exit being the entrance.

**Exterior Wall Cladding** N/A

**Exterior Wall Insulation** N/A

**Cladding/Insulation details confirmed by** NOT CONFIRMED

**Environmental Risks** NONE

**Features assisting fire spread** NONE

**Site Reinspection date**

4 April 1991

Heritage Building	No
Balconies present?	No
Gas Supply present?	No
Petroleum redevelopment?	No
Known firesetting in area?	No
Site lone worker risk	

## Property Detail (OCCUPIER PROPERTY)

Occupier Contact	Urban Architect
Address	2 LITTLE THAMES WALK DEPTFORD SE8 3FB
Responsible team	FSD SOUTH-LEW-GREEN-BEX
Occupancy Type	Sole Occupier
Property Use	S - Office
Valuation Office	CO - Office
Original Risk Score	<b>3.75</b>
Reinspection Date	N/A (SAMPLE)
Last Inspection	28 November 2023
Total Capacity	0
Maximum number of people	<b>&lt;20</b>
Property Size for use	Very Small 100m <sup>2</sup> to 200m <sup>2</sup>
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	Natural
Covers MOE/Common areas?	Yes
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 - CHANGED

Name	Urban Architect
Person	[REDACTED]
Position	Director
Address	2 LITTLE THAMES WALK DEPTFORD SE8 3FB
Telephone	[REDACTED]
Email	[REDACTED]@urbanistarchitecture.co.uk

## Enforcement history

## Articles

### Article 9 - Risk assessment

#### SAFETY CRITICAL

#### Safety Evaluation

Low Risk

Verbal Advice Given

#### Observations

At the time of the audit there was no recorded fire risk assessment (FRA) in place,

However, having a look at the fire preventative measures in place (detection, extinguishers) it is clear there has a form of fire risk assessment completed for this premise.

I spoke to [REDACTED] the RP for this premise and informed her that due to the new fire safety legislation which came into force on 1st October 2023 (section 156 of building safety act), it is now required for every premises to have a recorded fire risk assessment.

#### FAILURE

#### Article 9(1) FRA not suitable or sufficient

At the time of the audit the fire risk assessment for your premises was not suitable and sufficient. It was found that failure to provide evidence of a recorded fire risk assessment.

#### REMEDY

The fire risk assessment should be reviewed, with specific consideration given to ensure a recorded fire risk assessment is completed.

### Article 11 - Fire Safety Arrangements

#### SAFETY CRITICAL

#### Safety Evaluation

Low Risk

Verbal Advice Given

#### Observations

At the time of the audit, through conversation with the RP, it was clear that fire safety had been incorporated into the day to day running of this premises. The RP did display a proactive attitude to ensure the premises is brought to a compliant standard and fire safety is thought about in the day to day running of the premises.

**Article 11**  
(continued)

There were a few fire safety deficiencies found. However, it was clear from the proactive approach from the RP that this was just a lack of information and these will be remediated; there was no recorded fire risk assessment and was not recorded and the fire extinguishers on site had not been subject to maintenance checks.

**FAILURE****Article 11 FS arrangements not maintained**

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

1. The RP did not plan and organise a recorded fire risk assessment.
2. Failure to plan and organise for the scheduled maintenance of fire extinguishers to be carried out.

**REMEDY**

Arrangements identified as not suitably addressed must be effectively planned, organised, controlled, monitored or reviewed.

**Article 13 - Detection and warning**

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

**Observations**

At the time of the audit there was a suitable and sufficient detection and warning system in place. This consisted of smoke/ heat detectors and manual callpoint throughout.

The fire alarm panel was located at the front of the premises in a cupboard, when inspecting the alarm panel there were various fault lights showing on it. However, when speaking to the concierge who looks after the ultimate fire safety for the premises, he was able to explain the complex was testing the AOV's and this is why.

The RP explained that the alarm is tested weekly by the concierge of the whole premises.

The RP explained that if there is an activation of a smoke alarm, someone from the concierge desk of the entire premise, will come over to inspect the issue. It is from here that the concierge will make the call if the warning system for the entire premise needs to be activated and the brigade are informed.

There was on callpoint which is located next to the entrance.

**Article 14 - Emergency routes and exits**

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

**Observations**

There is suitable emergency signage in place within this premises.

There is not emergency lighting in place within this premise, however, due to the significant amount of borrowed lighting this was suitable.

There was appropriate signage throughout the premises.

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

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

### Observations

There is an appropriate emergency plan in place.

The RP explained that staff are aware that in the event of a fire to press the manual callpoint and evacuate out of the entrance and meet at the assembly point which was at the front of premises on the by the bench. Either the RP or the NP will do a full sweep of the premises to ensure it is clear.

There was a map of the premises by the front entrance.

## Article 17 - Maintenance

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**SAFETY CRITICAL**  
**Safety Evaluation**  
 Low Risk

### Observations

At the time of the audit the RP explained, that it is down to the complex to maintain the fire alarm system.

Verbal Advice Given

The fire extinguishers were not maintained and verbal advice was given to the RP explaining the importance of ensuring the fire extinguishers undergo scheduled routine maintenance.

### FAILURE

#### Article 17(1) Facilities/equipment not maintained

At the time of the audit you had not ensured that a suitable system of maintenance was in place in your premises. It was found that the fire extinguishers within the premises had not been serviced.

### REMEDY

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 ensuring that fire extinguishers are serviced annually by an external competent person.

## Article 21 - Training

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

### Observations

Staff are provided training in relation to fire safety.

This is provided for staff on induction and continuously throughout employment.

The RP explained that staff fire safety training is touched on, I spoke to the RP about the importance of recording fire safety training and ensuring there is a clear process of ensuring that it is in place.



## Article 8 - General fire precautions

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**Safety Evaluation**

Broadly Compliant

**Observations**

There was no visible compartmentation issues seen during the audit.

There was no significant findings to action due to there being no recorded FRA.

There is no ducting or extraction for this premise.

## Article 10 - Principles of prevention to be applied

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**Safety Evaluation**

Broadly Compliant

**Observations**

The principles of prevention were adhered to by the RP as far as reasonably practicable.

The chances of fire are removed from the premises as much as possible due to preventative measures being in place such as good housekeeping which was demonstrated through a clear proactive management style within the premises.

The RP explained that the 5 year electrical certificate would be held by the owner of the premises, as they rent it and it is the owners responsibility.

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

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**Safety Evaluation**

Broadly Compliant

**Observations**

There are no dangerous substances kept on site within this premises.

## Article 13 - Fire Fighting Equipment

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**Safety Evaluation**

Broadly Compliant

**Observations**

There was evidence to show there was an appropriate number of fire extinguishers in relation to the size and nature of the premises.

However, when looking around the premise it was clear that extinguisher were not subject to scheduled routine maintenance checks. Please refer to art 17.

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

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**Safety Evaluation**

Broadly Compliant

**Observations**

There are no dangerous chemicals stored on site.

## Article 18 - Safety assistance

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**Safety Evaluation**

Broadly Compliant

**Observations**

The RP was able to demonstrate through conversation the system in place for the safety assistance. In the absence of the RP there is the managing director who is the nominated person. The RP explained that her and the NP will both never be off at the same time so there is always a senior person who takes ultimate responsibility for the fire safety.

**Article 18**

(continued)

The RP also explained that there are contractors which come in on demand of the complex that this premises is part of.

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

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**Safety Evaluation**

Broadly Compliant

**Observations**

At the time of the audit there was no written FRA in place.

However, there was documents in place which did identify protective measures in place which were displayed within staff areas such as the kitchenette.

The RP explained that staff are well briefed on their roles and responsibilities.

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

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**Safety Evaluation**

Broadly Compliant

**Observations**

There was a fire action notices throughout the premises. However, due to no recorded fire risk assessment the information given to employers was unavailable.

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

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**Safety Evaluation**

Broadly Compliant

**Observations**

There is cooperation and coordination required for this premises, due to it being part of a complex.

The RP was able to explain to us that if a fire alarm sounds for somewhere else in the complex, it sends off a different alarm in Urban Architect to inform them that this is happening. It is then down to the complex concierge team to investigate and make the call of a full building evacuation or if it is a false alarm.

There are no shared means of escape for this premise.

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

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**Safety Evaluation**

Broadly Compliant

**Observations**

When staff were spoken too it was evident that training is being undertaken. Staff also knew where the assembly point and what to do if there is a fire.

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

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**Safety Evaluation**

Broadly Compliant

**Observations**

There were no firefighter switches for this premise.

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

<b>Safety Evaluation</b>	<b>Observations</b>
Broadly Compliant	There are no measures in place for the safety of firefighters.

**Article 24 - Power to make regulations**

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

**Article 27 - Powers of inspectors**

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

**Article 29 - Current alterations notices**

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

**Article 30 - Current enforcement notices**

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

**Article 31 - Current prohibition notices**

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

**Article 32 - Offences**

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

**Overall safety standard**

Low Risk

**Management compliance level**

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

## Audit Conclusion

### Date audit carried out

29:11:23

### Time of audit

13:00

### Reason for audit;

Demand Led Audit

### Conclusion

This audit was demand led.

There was a conversation with the RP informing them on the outcome of the audit.

There was no recorded fire risk assessment in place. However, there was an appropriate fire action and emergency plan.

The premises is sleeping above and has an integrated automatic detection and warning system that is tested regularly tested and subject to suitable maintenance which was the responsibility of Little Thames Walk concierge staff.

On the day of the audit fire doors were seen to open and close effectively. The escape routes were found to be clear and sterile and the ignition source and fire loading were, managed and controlled appropriately.

There was sufficient evidence to show that maintenance was being carried out consistently. However, there was no scheduled routine maintenance carried out on extinguishers.

There was evidence that suitable and sufficient training was done for staff, this was confirmed by asking the staff at the time of the audit.

Overall there was a clear level of fire safety being adhered to by the responsible person and all relevant persons, during the inspection. There was minor deficiencies that were found during the inspection.

Before conducting the audit the research that was undertaken was as follows; google maps, Imapping, IMS, Portal and postcode look up.

### Extent of premises audited

An inspection of the audited premises consisted of the following areas main office counter area, private consultation room, separate office and a kitchenette. One riser cupboard and one storage cupboard. There was one fire exit which was the entrance to the premises. Emergency route was walked and all exits were opened and checked to ultimate safety. All rooms within this premises were checked.

### Justification of audit outcome

The parts of premises that were audited was found to have no minor deficiencies. There was a proactive attitude towards fire safety which was recognised through staff interactions.

## Verbal Advice Given

### Advice given on article(s) 9, 11, 17

Verbal advice can be seen in articles above.

**Other Authorities to notify**

None

**Weeks to Complete Work**

N/A

**Specific instructions for Admin to Action**

None

**Compliance calculation & signature**

<b>Compliance Level</b>	1 - Well above average
<b>Property Risk Group</b>	D - Workplace familiar
<b>Life Risk</b>	-4.9
<b>Actual Risk Score</b>	2.79
<b>Risk Score</b>	2.75

**Audit Timings**

**Audit Duration**  
90

**Travel Time**  
40

**Post Audit Processing Duration**  
120

The Company Secretary  
JFM Block and Estate Management  
Middlesex House  
130 College Road  
Harrow  
HA1 1BQ

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

Date 15 October 2020  
Our Ref 94/195744 [REDACTED]

Dear Sir/Madam

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

**Premises: Atrium Heights, 4 Little Thames Walk, Deptford, London SE8 3FB**

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 **7 January 2021**.

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](http://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](http://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](mailto:FSR-AdminSupport@london-fire.gov.uk)

Reply to Inspecting Officer [REDACTED]

Enc: Form FS03\_01b Legislation Extracts  
Form FS03\_06 Definitions of standard terms

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: Atrium Heights, 4 Little Thames Walk, Deptford, London SE8 3FB**

**FILE NUMBER: 94/195744**

This schedule should be read in conjunction with the Commissioner's letter dated **15 October 2020**.

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

<b>Article</b>	<b>Area of Concern</b>	<b>Steps Considered necessary to remedy the contravention.</b>
Article 11	<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"><li>1) There was no checking/review of the lobby fire doors onto the staircase, to ensure the doors are operating and closing correctly.</li><li>2) There was no review of the fire risk assessment, to ensure significant findings have been addressed.</li><li>3) There was no checking/review of the riser cupboard doors, to ensure they close correctly.</li></ol>	<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.</p> <p>It was found that:</p> <p>On the main entrance staircase, residents were sticking pads on the door frames of the lobby doors to the staircase, to stop doors slamming shut. These pads prevent the doors from closing fully.</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>Informing the residents not to stick pads on the door frames of the lobby doors to the main staircase, to stop the doors slamming shut.</p>

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.</p> <p>It was found that:</p> <ol style="list-style-type: none"> <li>1) There were excessive gaps on the riser cupboards, where the two doors come together. This is on floors three and four.</li> <li>2) On the south staircase's final exit, the lighting did not automatically come on, leaving the area in darkness.</li> </ol>	<p>Arrange initial and ongoing maintenance to ensure fire safety measures are kept in an efficient state, working order and good repair.</p> <p>This can be achieved by:</p> <ol style="list-style-type: none"> <li>1) Having a competent person assess the riser cupboard doors and carry out works as necessary.</li> <li>2) Having a competent person to repair the lighting on the south staircase's final exit.</li> </ol>
Article 8	<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.</p> <p>It was found that:</p> <ol style="list-style-type: none"> <li>1) It has not been addressed that the third floor lobby door, from the atrium leading to the south staircase, is not closing fully as in the fire risk assessment.</li> <li>2) It has not been addressed that the fire door survey is to be completed and the 6 monthly maintenance schedule implemented.</li> </ol>	<p>Implement the significant findings of your fire risk assessment, in particular:</p> <ol style="list-style-type: none"> <li>1) The third floor lobby door, from the atrium leading to south staircase, is not closing fully.</li> <li>2) The fire door survey to be completed and the 6 monthly maintenance schedule implemented.</li> </ol>

**\*\*\*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.