



LONDON FIRE BRIGADE

London Fire Brigade Headquarters  
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**Freedom of Information request reference number:** 7780.1

**Date of response:** 22 August 2023

**Request:**

*I would be grateful if you can check your records for an assessment carried out for this property back in 2018 / 2019.*

*PROPERTY ADDRESS*

*103c Harwood Road*

*London*

*SW6 4QL*

**Response:**

A Fire Safety Audit was carried out at 103 HARWOOD ROAD, SW6 on 03 April 2023.

The results of the audit confirmed no significant failure to comply with the Regulatory Reform (Fire Safety) Order 2005 (RRO) were found and as a result the premises was deemed broadly compliant. This means that no enforcement action (informal or formal) was required as a result and no notices were issued.

I have attached a copy of the Fire Safety Audit report to this response. Please note, personal data has been removed from this report under [section 40 – Personal Information](#) of the FOI act.

We have dealt with your request under the Freedom of Information Act 2000. For more information about this process please see the guidance we publish about making a request [on our website](#).

# LONDON FIRE BRIGADE - FIRE SAFETY REGULATION

## Fire Safety Audit Summary

### Audit Information

Audited By [REDACTED]  
Audit Completed 3 April 2019

### Location Summary

File No: 11/233705  
UPRN: 34078472  
Building Name: 103 HARWOOD ROAD  
Address: LONDON  
SW6 4QL  
Use: H - Other sleeping accommodation  
Borough: Hammersmith and Fulham  
Responsible Team: FSR Hammersmith & Fulham Kensington & Chelsea  
Station Ground: G35 - Fulham  
Risk Score: 4.25  
Number of Floors: Total: 3 Basement: 0  
No. of Beds: 12  
Special Features:  
Additional Detail: House conversion owned/managed by Notting Hill/ Genesis.LFB are  
Primary Authority partner.  
Environmental Risks:  
Site Reinspection  
Date:  
Heritage Building:  
Petroleum   
Redevelopment:  
Fire Fighter Risk:

### Inspected property summary

Occupier Contact:  
Address: 103 HARWOOD ROAD  
LONDON  
SW6 4QL  
Responsible Team: FSR Hammersmith & Fulham  
Kensington & Chelsea  
Occupancy Type: Occupier - multi occupancy  
Use: H - Other sleeping  
accommodation  
Valuation Office: R2 - Flats/Maiso up to 3 Flrs PB  
Risk Score: 4.25  
Total Capacity: 0  
Maximum Number of people: 0 < 20

Property Size for Use: Medium  
In M<sup>2</sup>: 141 to 360

Environmental Risks:  
Building features that may assist fire spread:

**Flammable Materials**

Stored:   
Type:

**Contacts**

<b>Contact Type</b>	Occupier
<b>Sole Supplier Risk</b>	
<b>Name</b>	Default Property
<b>Responsible Person</b>	
<b>Position</b>	
<b>Address</b>	103 HARWOOD ROAD LONDON SW6 4QL
<b>Telephone</b>	
<b>Fax</b>	
<b>Email</b>	
<b>URL</b>	
<b>Contact Type</b>	On Site Representative
<b>Sole Supplier Risk</b>	
<b>Name</b>	Notting Hill Genesis
<b>Responsible Person</b>	[REDACTED]
<b>Position</b>	Housing Officer
<b>Address</b>	
<b>Telephone</b>	
<b>Fax</b>	
<b>Email</b>	[REDACTED]@nhhg.org.uk
<b>URL</b>	
<b>Contact Type</b>	Owner/Co-Owner
<b>Sole Supplier Risk</b>	
<b>Name</b>	Notting Hill Genesis
<b>Responsible Person</b>	[REDACTED]
<b>Position</b>	Health and safety Manager
<b>Address</b>	Bruce Kenrick House, 2 Killick Street, London. N1 9FL
<b>Telephone</b>	[REDACTED]
<b>Fax</b>	
<b>Email</b>	[REDACTED]@nhhg.org.uk
<b>URL</b>	www.nhgggroup.org.uk

**Enforcement History**

**Articles**

**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: Compiled 9/01/2018 by [REDACTED]. Provided via email. S & S. Majority of items on schedule are now complete (Issue with a vent on stair which assessor identified as automatic but is in fact manual)

## 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: NHG have a detailed fire safety policy for their buildings. Inspection of this premises verified that these procedures are being adhered to. Housing officer was able to confirm her duties/responsibilities.

## 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: Relevant documents provided by email (EL/5 year electrical) Panel showing no faults. Doors in good condition.

## 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: Not Applicable

Observations: No staff on site.

## Article 14 - Emergency routes and exits

**SAFETY CRITICAL**  
**Is effective means of escape provided and maintained?**

*"Where necessary to safeguard the safety of relevant persons in case of fire the responsible person must ensure that routes to 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: Single stair exit route. Suitable width. Clear and accessible during inspection. Adequately illuminated with emergency lighting. Signage correct.

## 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: SD in common parts. FRA confirmed detection is extended into individual flats. Suitable for premises type.

## 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: All out/simultaneous evacuation policy in place. Suitable for premises size type. Displayed.

**Overall Safety Standard**

Broadly Compliant

Observations:

**Management Compliance Level**

Management Compliance Level: 1 - Well above average

**Initial Expectation:** Verbal Action

Considered EMM

**Confirmed Action:** Verbal Action

Audit Conclusion: 03/04/2019 11:07

Initial Expectation: Verbal action

**Specific instructions for Admin to action**

Admin please change details on front sheet from: Other sleeping accommodation to House Converted to flats. Thanks

**Audit Calculation & Signature**

Management Compliance Level:

1 - Well above average

Property Risk Group:

A - Sleeping Unfamiliar

Life Risk:

-3.9

Relative Risk:

3.73

Signature of Occupier:

Date Completed