

Message

**From:** [REDACTED]  
**Sent:** 01/07/2016 14:44:41  
**To:** jwray@kctmo.org.uk  
**Subject:** Re: [REDACTED] Fire Risk Assessment  
**Attachments:** [REDACTED].docx

J

See the attached, I have forwarded as a word document so that you can use whatever you want

C

-----Original Message-----

**From:** Janice Wray <jwray@kctmo.org.uk>  
**To:** carlsstokes [REDACTED]  
**Sent:** Fri, 1 Jul 2016 13:28  
**Subject:** FW: [REDACTED] Fire Risk Assessment

C

This has reared it's head again and it seems we need to respond. I have added the comments you made initially on this below and some of my own but would be grateful if you could take a look and add any additional comments we can include to beef up our response.

Please let me have your comments

Thanks

Janice

Janice Wray  
TMO Health, Safety & Facilities Manager  
t: [REDACTED]

w: [www.kctmo.org.uk](http://www.kctmo.org.uk)  
a: : The Network Hub, 300 Kensal Road, W10 5BE  
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**From:** Raymond Hylton  
**Sent:** 01 July 2016 12:12  
**To:** Janice Wray <jwray@kctmo.org.uk>  
**Cc:** Charlie Saul <csaul@kctmo.org.uk>; Alex Bosman <abosman@kctmo.org.uk>  
**Subject:** FW: [REDACTED], Fire Risk Assessment

Hi Janice

We still have this matter outstanding, which is now an open complaint.

Can you please have Carl Stokes provide further comment against the items raised below, in order that a reply can be prepared.

Regards  
Raymond Hylton  
Contracts Manager

w: www.kctmo.org.uk  
a: Unit A, Network Hub, 292 Kensal Road, London W10 5BE  
t: [REDACTED] m: [REDACTED]  
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From: Charlie Saul  
Sent: 17 February 2016 13:33  
To: Raymond Hylton <rhylton@kctmo.org.uk>  
Cc: Janice Wray <jwray@kctmo.org.uk>  
Subject: FW: [REDACTED] Fire Risk Assessment

FYI

From: Martin Dunne [mailto:martin@firecare999.com]  
Sent: 17 February 2016 11:54  
To: [REDACTED]; Charlie Saul  
Cc: carmen.rooke@rbkc.gov.uk; Katie.Meehan@rbkc.gov.uk; j.wray@kctmo.co.uk  
Subject: Re: [REDACTED] Fire Risk Assessment

Dear [REDACTED]

Thank you for the copy of the kctmo Fire Risk Assessment for the common parts of your residence at [REDACTED]

I have copied in your your Landlord as a matter of urgency as the Fire Risk Assessment which was conducted by Carl Stokes on 7th January 2016 is unsuitable and insufficient as the elementary fire safety deficiencies have not been identified by the fire risk assessor.

To enable compliance to the Regulatory Reform (Fire Safety) Order 2005 the following matters are required to be addressed with remedial action by your Landlord.

It is a matter for the Enforcing body – in this case the London Fire Brigade – to comment on whether a FRA is “suitable and sufficient” as defined by the legislation. Further, we have provided the LFB with copies of our FRAs in relation to many of our properties and so they are very familiar with the layout, content of our reports and our assessors approach and accept that this meets the requirement of PAS79. It is extremely rare for them to challenge any issues or express any concern about the content or the standard of any of our FRAs.

1. Replace / upgrade the existing fire doors to include Intumescent combi seals, automatic door closing devices to contain any fire, smoke and unburnt gases for at least 30 minutes to protect the single staircase which forms part of the escape route from the building.

Retrofitting of cold smoke seals etc onto existing nominally fire-rated doors is not required as per the determination of the Secretary of State – May 2012

2. Electrical Intake cupboard adjacent to the entrance door: Upgrade the existing fire door with intumescent combi seals to offer 60 minutes fire protection to prevent the escape route from being compromised within this high risk area.

See comment above. Would also add that in many cases the electrical meters are not enclosed in a separate compartment / housing and this is acceptable – what can I refer to substantiate this?

3..Conduct a fire alarm survey and install a fire alarm system to BS 5839 Pt 1 to give an early warning of a fire and provision to raise the alarm by installing manual break glass call points.

This block has a stay put strategy in common with the overwhelming majority of our blocks. Dwellings are self-contained and hard-wired detection is fitted within the tenanted flat. There should be no stored items in the communal area and as such this should present very low risk with no stored items. A communal area fire alarm is not required.

3. Install Emergency Lighting to BS 5266 Pt 1 to illuminate the escape route in the event of a power cut to enable the residents to evacuate the building.

FRA extract below. Assessor confident this meets the requirements of the Building Regns - none required So no emergency escape lighting is installed in the residential areas common parts of the building, this is in accordance with the requirements of The Building Regulations. The Building Regulations asks for emergency lighting in the common parts of residential buildings over two storeys in height only. There is street lighting on the public road outside of this building which would illuminate by borrowed light the external route from the building during the hours of darkness. In the event of an electrical supply systems failure in this building the exterior lighting would still function as it is on a different electrical circuit

4. Equality Act 2015: Make reasonable adjustments for the provision for the storage and recharging of the mobility scooter within the storage cupboard on the ground floor. This can be achieved by upgrading the existing fire door and installing a ceiling mounted smoke detector to BS 5839 Pt to enhance your quality of life. Our policy in line with LFB's position which is based upon the significant potential fire risk that this presents is not to permit charging of mobility scooters within the communal areas of our blocks. If residents make a written request to store a scooter in the communal area this will be assessed and if this can be accommodated without obstructing the means of escape etc. it will be. Where this is not the case the request will be turned down.

5. Equality Act 2015: Make reasonable adjustments for the provision of a stair lift leading from the Ground Floor and the 1st floor to enhance your quality of life. Explore compliant and cost effective solutions to enhance quality of life and as a means of escape in the event of a fire with an early warning system in place. The building is unsuitable for a Stay Put evacuation policy.

Our assessor has assessed the building as suitable for a stay put strategy as per the FRA.

Kindly contact me if you require any further information. Thanks

On Mon, Feb 15, 2016 at 2:29 PM, Charlie Saul <csaul@kctmo.org.uk> wrote:

Good afternoon [REDACTED],

Please see attached the FRA report as requested.

This has been completed to the recognised standard (PAS 79) and that the assessor consults the following benchmark in completing this -

- Sleeping Accommodation H M Government fire safety document
- Local Government Group Fire safety in purpose-built blocks of flats (July 2011)
- The Building Regulations 2010 Approved Document B (Volume 2) inc FPA information
- Managing Agents management policy's, procedures and associated documentation
- LACoRS (now Local Government Regulation) Housing Fire Safety Guidance
- The Equality Act 2010

Our assessor confirms that the building converted complies with Building Regulation standards and therefore is appropriate for a stay put fire strategy. A fire alarm is not, therefore, required in the common parts of this block.

To mitigate the fire risk within tenanted dwellings the TMO has been undertaking a programme of installation of hard-wired with battery back-up heat and smoke detection across the housing stock.

Leaseholders are encouraged to fit their own automatic detection within their homes.

At the time of the assessment there was a mobility scooter parked within the communal area and a trailing cable presumably for use to charge the scooter. Based upon the potential fire risk and in line with LFB guidance the TMO's policy is not to permit charging of mobility scooters within communal areas of residential blocks. Therefore, this has been highlighted a significant finding which needs urgent action.

As I have advised previously an official enquiry or complaint should be made through our complaints department and not through emails and phone calls to various members of staff. Should you require more information please follow the advised process, the details of the complaints department are available on the KCTMO website.

Kind regards,

Charlie

Charlie Saul  
Assistant Contracts Manager  
Assets and Regeneration  
Kensington & Chelsea TMO

[www.kctmo.org.uk](http://www.kctmo.org.uk)

292a Kensal Road, London, W10 5BE  
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From: [REDACTED] [mailto:[REDACTED]]  
Sent: 12 February 2016 13:26  
To: Charlie Saul  
Cc: Martin Dunne; carmen.rooke@rbkc.gov.uk; Katie.Meehan@rbkc.gov.uk  
Subject: Re: [REDACTED] Fire Risk Assessment

Afternoon Charlie

Just to clarify

I made a formal request for Fire Risk Assessment in my email to you on Tuesday Feb 8th.

And I certainly do wish to proceed with this request.

My conversation with you today was to ask when I could expect the information as it has become a serious concern of mine.

If you could help speed up this process that would be great.

Thank you

On 12 February 2016 at 12:49, Charlie Saul <[csaul@kctmo.org.uk](mailto:csaul@kctmo.org.uk)> wrote:

Good afternoon [REDACTED]

This email is a follow up to our telephone conversation today in which I advised you to make a formal enquiry for the information you have requested.

You have advised that you do not wish to follow the formal process for such a request.

Please take this email as acknowledgement of your initial email and we aim to respond to your request accordingly next week with further advice.

Kind regards,

Charlie

Charlie Saul  
Assistant Contracts Manager  
Assets and Regeneration  
Kensington & Chelsea TMO

[www.kctmo.org.uk](http://www.kctmo.org.uk)

292a Kensal Road, London, W10 5BE  
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From: [REDACTED] [mailto:[REDACTED]]  
Sent: 08 February 2016 11:37  
To: Charlie Saul  
Cc: Martin Dunne  
Subject: [REDACTED], Fire Risk Assessment

Morning Charlie

As part of the recent stair lift proposal, I commissioned an independent Fire Risk Assessment for the building (see attached).

Could you please send me the TMO's up to date Fire Risk Assessment for the building, and in particular I'm interested at what my means of escape is.

As you can see from my assessment there are a few concerns, so If I could have this by the end of the week that would be brilliant.

Thank you

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Kind Regards

Martin Dunne MIFPO

Mobile: [REDACTED]

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Attached Message

From

Raymond Hylton <rhyllton@kctmo.org.uk>

To

Janice Wray <jwray@kctmo.org.uk>; Charlie Saul <csaul@kctmo.org.uk>

Subject

RE: [REDACTED] Fire Risk Assessment

Date

Mon, 15 Feb 2016 13:41:57 +0000

Thanks Janice.

We will progress with the OT's and Leaseholder.

Regards  
Raymond Hylton  
Contracts Manager

w: [www.kctmo.org.uk](http://www.kctmo.org.uk)  
a: Unit A, Network Hub, 292 Kensal Road, London W10 5BE  
t: [REDACTED] m: [REDACTED]  
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From: Janice Wray  
Sent: 15 February 2016 13:39  
To: Raymond Hylton; Charlie Saul  
Subject: FW: [REDACTED] Golborne Road, Fire Risk Assessment

Raymond

The Fire Risk Assessment for this building was comprehensively reviewed in January 2016 and this assessment confirmed that the current fire safety "stay put" strategy is still appropriate for this building. A copy of the assessment is attached and can be passed to the leaseholder.

I would confirm that this has been completed to the recognised standard (PAS 79) and that the assessor consults the following benchmark in completing this -

- Sleeping Accommodation H M Government fire safety document
- Local Government Group Fire safety in purpose-built blocks of flats (July 2011)
- The Building Regulations 2010 Approved Document B (Volume 2) inc FPA information
- Managing Agents management policy's, procedures and associated documentation
- LACoRS (now Local Government Regulation) Housing Fire Safety Guidance
- The Equality Act 2010

Our assessor confirms that the building converted complies with Building Regulation standards and therefore is appropriate for a stay put fire strategy. A fire alarm is not, therefore, required in the common parts of this block.

To mitigate the fire risk within tenanted dwellings the TMO has been undertaking a programme of installation of hard-wired with battery back-up heat and smoke detection across the housing stock and this is close to completion.  
Leaseholders are encouraged to fit their own automatic detection within their homes.

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Please advise if you wish to discuss further

Regards

Janice

Janice Wray  
TMO Health, Safety & Facilities Manager  
t: [REDACTED]

w: [www.kctmo.org.uk](http://www.kctmo.org.uk)  
a: : The Network Hub, 300 Kensal Road, W10 5BE  
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From: Raymond Hylton  
Sent: 09 February 2016 13:44  
To: Janice Wray  
Cc: Alex Bosman; Charlie Saul  
Subject: FW: [REDACTED] Fire Risk Assessment

Hi Janice

This was the property where we had Carl Stokes prepare a report on the installation of Chair Lift.

Carl's initial report commented on the charging of a scooter in the communal hallway, when we had removed.

The leaseholder in question has now commissioned his own FRA and wishes to see our FRA.

Regards  
Raymond Hylton  
Contracts Manager

w: [www.kctmo.org.uk](http://www.kctmo.org.uk)  
a: Unit A, Network Hub, 292 Kensal Road, London W10 5BE  
t: [REDACTED] m: [REDACTED]  
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From: Charlie Saul  
Sent: 09 February 2016 09:39  
To: Aids and Adaptations  
Subject: FW: [REDACTED] Golborne Road, Fire Risk Assessment

FYI

From: [REDACTED] [mailto:[REDACTED]]  
Sent: 08 February 2016 11:37  
To: Charlie Saul  
Cc: Martin Dunne  
Subject: [REDACTED] Fire Risk Assessment

Morning Charlie

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Could you please send me the TMO's up to date Fire Risk Assessment for the building, and in particular I'm interested at what my means of escape is.

As you can see from my assessment there are a few concerns, so If I could have this by the end of the week that would be brilliant.



Thank you

