



The Company Secretary
Royal Borough of Kensington and Chelsea
Tenant Management Organisation Limited
Unit A
Kensal Road
London
W10 5BE

London Fire and Emergency Planning
Authority runs the London Fire Brigade

Date 24th March 2014
Our Ref 12/20696/jf

Dear Sir/Madam,

REGULATORY REFORM (FIRE SAFETY) ORDER 2005 NOTIFICATION OF FIRE SAFETY DEFICIENCIES

Premises: GRENFELL TOWER, LANCASTER WEST ESTATE, LONDON, W11 1TQ

A recent inspection of the above premises by a fire authority officer revealed that certain conditions specified in and required by the Regulatory Reform (Fire Safety) Order 2005, were being contravened. The Authority considers that the step(s) detailed in the attached schedule need(s) to be taken in order to comply with the above legislation.

The steps should be completed by **5th May 2014** when a further inspection may be carried out.

You should note that failure to comply with any requirement of the legislation is an offence and the person responsible is liable to prosecution. This letter and attached schedule are issued without prejudice to any legal action which may subsequently be taken regarding the failures to comply with the Legislation.

Your attention is drawn to the notes attached.

The contents of this notice are without prejudice to any requirements or recommendations that may be made by the Authority under the Petroleum (Consolidation) Act 1928, 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.

If you are in any doubt as to the obligations placed upon you by the legislation, or if there is any relevant matter upon which you require clarification you may contact the person named below. If you are dissatisfied in any way with the response given please ask to speak to the Team Leader quoting the above reference.

Yours faithfully,

for Assistant Commissioner (Fire Safety Regulation)

Deputy Commissioner's Directorate
FSRSouth@london-fire.gov.uk

Enc: Form FS03_01b Legislation Extracts

c.c Janice Wray, Tenant Management Organisation Ltd, Unit A, 292 Kensal Road, London, W10 5BE

Reply to Matthew Ramsey

Direct T [REDACTED]

SCHEDULE**PREMISES: GRENfell TOWER, LANCASTER WEST ESTATE, LONDON, W11 1TQ****File Number: 12/20696****Sheet 1 of 1**

This schedule should be read in conjunction with the Authority's letter dated **24th March 2014**.

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(1)	Failure in the effective monitoring of preventive and protective measures. For Example. A significant number (approx. 25%) of automatically opening vents within the common parts of the premises were found not to be in working order. No suitable system of monitoring was in evidence to identify deficiencies with the smoke ventilation system.	Implement effective monitoring of preventive and protective measures.
Article 17(1)	Failure to ensure that the premises and any facilities, equipment and devices are maintained in an efficient state, in effective working order and in good repair. Approximately 20% of Emergency Lighting Luminaires did not appear to be in working condition as LED indicators were not lit. Approximately 25% AOV ventilation units within the common residential lobbies were not held in the closed position indicating the system has not been maintained in effective working condition.	Ensure that adequate maintenance systems are in place to ensure that the premises and any facilities, equipment and devices are maintained in an efficient state, in effective working order and in good repair.
Article 21	Failure to ensure employees receive adequate safety training. Staff on site did not appear familiar with actions to be taken in response to the fire safety system Alarm and Indicator panels situated in and around the reception area. At the time of audit a detector in an adjacent block had been sent	Implement/review training programme to ensure employees receive adequate safety training.

	into pre alarm mode as indicated on the AOV activation / Alarm Panel however no action had been taken to investigate.	
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THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005

Your rights when Fire Safety Inspecting Officers take action.

The fire authority 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.