

Message

**From:** Barbara Matthews [bmatthews@kctmo.org.uk]  
**Sent:** 20/11/2015 11:00:01  
**To:** Robert Black [rblack@kctmo.org.uk]; Peter Maddison [pmaddison@kctmo.org.uk]; Sacha Jevans [sjevans@kctmo.org.uk]; Robert Black ["/O=KC TMO/OU=First Administrative Group/cn=Recipients/cn=rblack"]; Peter Maddison ["/O=KC TMO/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=Pmaddison"]; Sacha Jevans ["/O=KC TMO/OU=First Administrative Group/cn=Recipients/cn=sjevans"]  
**CC:** Alex Bosman [abosman@kctmo.org.uk]; Janice Wray [jwray@kctmo.org.uk]; Alex Bosman ["/O=KC TMO/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=Abosman"]; Janice Wray ["/O=KC TMO/OU=First Administrative Group/cn=Recipients/cn=jwray"]  
**Subject:** RE: Revised FRA for Adair Tower  
**Attachments:** image001.jpg; image002.jpg

Dear All

Carl has amended the significant findings to amend the item on fitting self closers to be a Strong Advice item which is not coloured. I think this is a good proposal. This has no regulatory requirement or defined timescale but is advisory only.

Regards  
Barbara

Barbara Matthews  
Executive Director of Financial Services & ICT

t: [REDACTED]  
m: [REDACTED] / [REDACTED]

w: www.kctmo.org.uk  
a: 346 Kensington High Street, London W14 8NS  
P Before printing, please think about the environment

From: Robert Black  
Sent: 20 November 2015 09:47  
To: Barbara Matthews; Peter Maddison; Sacha Jevans  
Cc: Alex Bosman; Janice Wray  
Subject: RE: Revised FRA for Adair Tower  
Importance: High

Dear Team

I agree with you on this issue and will leave to Barbara to sort out.

Can I ask Peter, Alex and Janice to focus on getting key parts of the action resolved today so they can be signed off the significant findings list? Barbara let me know what time you want to review the document as I am out this afternoon.

In terms of actions going forward I would say I have a Board on Thursday which I need to agree a line on and

we need to manage RBKC at an officer and political level, so I will brief Laura today. However as I team I think we need to have a position on the following;

- Capital Works and Failed Contractors: Audit of all sites where the failed contractor was working to ensure the site is safe, in line with our H&S Policy and is not causing any Fire risk in terms of blocking risers etc: Not sure how big a job this is but if I was the FB, RBKC or my Board that is the question I would be asking- Peter and Sacha can I ask you to review. I realise you need to think this through and asses the role of our consultants on this project in terms of risk management.

- Certification: the report raises concerns about our over all certification process and the report highlights the following areas on Lightening protection, Boiler system fire alarms (not sure how many we have), Emergency lighting systems, Fire extinguishers: this is an area which with an upcoming H&S Audit in December you may find my Board/RBKC asking for them to focus on these areas, so some assurance would be helpful- Peter and Alex

- Fire Doors broken during the fire I am sure we have a timetable for completing these as this will have to be in the significant findings list- Janice & repairs team


- Door Closures: this is a project to cover both Building so will need to work with Neighbourhood to set a realistic timescale- Janice repairs team and Kiran

- Maintenance: These issues are small so my expectation is they can be sorted out quite quickly

I am in the office until lunch time and then on my mobile

Robert

Robert Black  
Chief Executive

  
www.kctmo.org.uk

346 Kensington High St, London W14 8NS

P Before printing, please think about the environment

From: Barbara Matthews

Sent: 20 November 2015 09:20

To: Peter Maddison; Sacha Jevans; Robert Black

Cc: Alex Bosman; Daniel Wood; Janice Wray

Subject: RE: Revised FRA for Adair Tower

Dear All

I agree with Peter's view that this finding should be low rather than high as there is no regulation requiring the retro fit of self closers and we could not enforce this for leaseholders.

I have asked Janice to raise this with Carl to amend the level of this finding. The action currently reads as a recommendation which we should annotate to reflect that we will initiate a programme to complete the work promptly (with the exception of leaseholders where we can only recommend that they be fitted).

The Fire Brigade have requested our Significant Findings and Action Plan and Janice has agreed with Carl that he will review this report later today and remove any actions where the work has been completed. Janice is chasing up the various teams to ensure we are able to complete some actions before we send the updated version later today.

Regards

Barbara

Barbara Matthews  
Executive Director of Financial Services & ICT

t: [REDACTED]  
m: [REDACTED] / [REDACTED]

w: www.kctmo.org.uk  
a: 346 Kensington High Street, London W14 8NS  
P Before printing, please think about the environment

From: Peter Maddison  
Sent: 20 November 2015 07:45  
To: Sacha Jevans; Janice Wray  
Cc: Barbara Matthews; Robert Black; Alex Bosman; Daniel Wood  
Subject: Re: Revised FRA for Adair Tower

Sent from Samsung Mobile  
----- Original message -----  
From: Sacha Jevans <sjevans@kctmo.org.uk>  
Date: 19/11/2015 09:11 (GMT+00:00)  
To: Peter Maddison <pmaddison@kctmo.org.uk>  
Subject: Fwd: Revised FRA for Adair Tower

Dear All

Following our review of Carl Stoke's "Record of Significant Findings and Action Plan" yesterday afternoon, I have reflected on what Carl said.

I do not think that the recommendation to install door closers throughout the building is appropriately prioritised

(currently "high") for the following reasons:

A. It is not a statutory requirement to install self closers retrospectively, therefore should not automatically default to "High" priority.

B. I assume that the leasehold flat entrance doors are demised to the leaseholder (Daniel - can you please confirm? ). We do not have any enforcement power to install self closers on these doors. The way this is currently drafted would compel us to carry out work that we don't have the power to enforce.

I don't have a problem with us setting out to install door closers following the learning from the fire, and completing the work promptly. However, we would be leaving ourselves exposed if we commit to completing work that we don't have the power to enforce.

I suggest that the priority is reduced to "Low", or "advice" and that we make reference to the fact that we can't enforce this in leasehold properties.

Peter

Peter

Sent from my Samsung device

----- Original message -----

From: Janice Wray <jwray@kctmo.org.uk>

Date: 18/11/2015 21:47 (GMT+00:00)

To: Barbara Matthews <bmatthews@kctmo.org.uk>, Robert Black <rblack@kctmo.org.uk>, Sacha Jevans <sjevans@kctmo.org.uk>

Subject: Revised FRA for Adair Tower

Just received the reviewed FRA and Action Plan

Janice

From: [REDACTED] [mailto:[REDACTED]]

Sent: 18 November 2015 20:46

To: Janice Wray

Subject: FRA for Adair Tower

Sorry its late, this is revision 4 or 5