

Hanover Court  
George Iv Street  
Cambridge  
CB2 1JH



**CAMBRIDGESHIRE  
FIRE & RESCUE SERVICE**  
*Working together to improve community safety*

**For the attention of David Rogers**

Our reference: 282835 (Please quote this number on all occasions)  
File number: 200004292211

Date: 16 April 2024

Dear Sir

**REGULATORY REFORM (FIRE SAFETY) ORDER 2005  
PREMISES: HANOVER COURT, GEORGE IV STREET, CAMBRIDGE, CB2  
1JH**

**NOTIFICATION OF DEFICIENCIES**

Following an audit of the fire safety arrangements at the above premises, I confirm that the measures contained in the attached schedule are to be carried out in order to comply with the above legislation.

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.

A further visit will be made on or after the 11<sup>th</sup> June 2024 to ensure that the requirements of the schedule have been carried out.

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, please contact Jon Bowyer by telephoning 07892 760650 or by e-mailing [jon.bowyer@cambsfire.gov.uk](mailto:jon.bowyer@cambsfire.gov.uk).

Yours faithfully

*Jon Bowyer*

For and on behalf of:  
**C STRICKLAND  
CHIEF FIRE OFFICER**



[www.cambsfire.gov.uk](http://www.cambsfire.gov.uk)

## **SCHEDULE**

**PREMISES: Hanover Court, George Iv Street, Cambridge,  
CB2 1JH**

Note: Notwithstanding any consultation undertaken by the Fire Authority, **before** you make any alterations to the premises, **you** may need to apply for approval from a building control body and /or any other agency having a statutory interest in the premises.

### **1. Article 8 – Duty to take general fire precautions**

#### **Deficiency**

The responsible Person must take such general fire precautions as will ensure the safety of persons who are not employees have not been taken.

#### **Remedial Steps**

- 1.1 The responsible person must ensure that any deficiencies / significant findings identified within the fire risk assessment are acted upon and rectified in a timely manner, prioritising the work to ensure that the safety critical items are completed first.

#### **Deficiency**

The responsible person has failed to comply with Article 8(1) of the Regulatory Reform (Fire Safety) Order 2005 as a result of pipes and service ducts, and other openings in the walls, floors, partitions and ceilings for the passage of building services not being adequately sealed with fire-resisting materials, or bushed, in order to minimise the danger of the spread of heat, smoke or fumes.

#### **Remedial Steps**

- 1.2 Compartmentation issues have been observed in various sections of the premises. These issues are present in the service risers and the main electrical junction box rooms. The service risers extend throughout the entire height of the building and traverse all floors. Within these risers, there are a combination of bathroom ventilation, soil vent pipes (SVPs), electrical components, water pipes, and gas pipelines. Breaches have occurred, affecting adjacent areas as well as those situated above the compromised compartmentation. This was also identified in the significant findings of the risk assessment.

All pipe and service ducts, and other openings in the walls, floors, partitions, and ceilings for the passage of building services are to be adequately sealed with fire-resisting materials, or bushed, in order to minimise the danger of the spread of heat, smoke or fumes.

## 2. Article 14 – Emergency routes and exits

### Deficiency

The escape routes and exits could not be used as quickly and as safely as possible

### Remedial Steps

The following doors are to be fitted with a push bar, push pad or other similar opening device: -

- a) laundry Room door, to ensure relevant persons can evacuate without the need for a key

## 3. Article 17 – maintenance

### Deficiency

The emergency lighting has been inadequately maintained. No testing or service records have been produced prior to or during inspection.

### Remedial Steps

- 3.1 It is recommended that consideration is given to the provision of a servicing contract with a competent contractor who should maintain and test the emergency lighting system in accordance with the recommendations of British Standard 5266.

BS EN 50172: 2004 / BS 5266: Part 8: 2004 makes the following recommendations with regard to testing of emergency lighting systems: -

- a) **Daily** - Indicators of central power supply should be visually inspected for correct operation. NOTE; this is a visual inspection of indicators to identify that the system is in a ready condition and does not require a test of operation
- b) **Monthly** - Each self-contained luminaire should be subjected to a simulated mains failure to ensure that all luminaires are operating correctly. The date, time and results of the test should be recorded in the system log book.
- c) **Annually** - Each luminaire should be energised for its full rated duration by simulating a failure to its normal power supply to ensure that all luminaires are functioning correctly. The date, time and results of the test should be recorded in the system log book. NOTE: This test should be conducted preceding a period of low-risk in order to allow the system to re-charge.

#### **4. Article 18 - Safety assistance**

##### **Deficiency**

One, or more, competent persons have not been appointed to assist in undertaking preventive and protective measures.

##### **Remedial Steps**

- 4.1 The responsible person should appoint one or more competent persons, depending on the size and use of the premises, to assist in undertaking any measures needed to be taken to comply with the Regulatory Reform (Fire Safety) Order 2005. The waking watch should be increased to provide enough assistance to individuals, including those who are vulnerable in the event of an emergency evacuation. This should be in line with the current building evacuation policy.

#### **5. Article 21 – Training**

##### **Deficiency**

Safety training to employees (including 24 hrs waking watch personnel) is not provided in a manner appropriate to the risks identified by the risk assessment. No records of evidence produced prior to or during inspection

##### **Remedial Steps**

- 5.1 The responsible person must ensure that fire safety training is given to employees in a manner appropriate to the risk identified by the risk assessment. The training should take account of the findings of the fire risk assessment and be easily understood by all those attending. This must include ensuring the safe evacuation of residents in line with the current simultaneous evacuation strategy.

#### **6. Article 24 – Power to make regulations about fire precautions.**

##### **Deficiency**

**Regulation 4(5) of The Fire Safety (England) Regulations 2022, made under Article 24 of the Regulatory Reform (Fire Safety) Order 2005.**

The responsible person for The Premises, which is high rise residential building, has not inspected the secure information box at least annually and ensured that it continues to meet the requirements in paragraph 4(2) of The Fire Safety (England) Regulations 2022.

##### **Remedial Steps**

6.1 Institute a programme of inspection of the secure information box on at least an annual basis and ensure that it continues to meet the requirements in paragraph 4(2) of The Fire Safety (England) Regulations 2022. namely that the said box:-

(a) contains the documents required to be placed in it by these regulations.

The box could not be opened at the time of inspection.

### **Deficiency**

#### **Regulation 7(1), 7(2), 7(3) and 7(4) of The Fire Safety (England) Regulations 2022, made under Article 24 of the Regulatory Reform (Fire Safety) Order 2005.**

The responsible person for the premises, which is a high-rise residential building, has not undertaken monthly routine checks of lifts for use by firefighters, (see fire risk assessment) and essential fire-fighting equipment including the dry risers within the premises. No records of testing of maintenance were available prior to or during inspection.

### **Remedial Steps**

6.2 A program should be put in place for the undertaking of routine monthly checks of all lifts that are intended for use by firefighters, and of essential fire-fighting equipment, within the meaning given to the term “essential firefighting equipment” by

Regulation 7(5) of The Fire Safety (England) Regulations 2022, and of any of the following located within the common parts of the building

The routine checks must entail checking that any lift or piece of equipment is in efficient working order and in good repair, carried out in accordance with the relevant industry standard or any recommendations made by the manufacturers of equipment within an operators’ manual.

Records of all the above-mentioned monthly checks must be kept. The records of these checks must be accessible to residents of the building. If any of these checks reveal a fault in one of the above-mentioned systems or equipment, steps must be taken to rectify the fault.

A program should be put in place to ensure that faults are rectified and that if any fault cannot be rectified within 24 hours of its discovery, the Cambridgeshire and Peterborough Fire Authority must be notified by electronic means as soon as is reasonably practicable.

The program should also cover ensuring that the said authority is informed by electronic means when the fault has been rectified.

Details of the said fault should be provided to Cambridgeshire and Peterborough Fire Authority, via the following link: -

## [Fault Reporting Form](#)

When a fault has been rectified, details of the said fault should be provided to Cambridgeshire and Peterborough Fire Authority, via the following link: -

## [Fault Rectification Reporting Form](#)

### **Deficiency**

#### **Regulation 8 (1) and (2) of The Fire Safety (England) Regulations 2022, made under Article 24 of the Regulatory Reform (Fire Safety) Order 2005.**

The responsible person for The Premises which is a high-rise residential building, has not ensured that the building contains clear markings of floor identification and identification of domestic premises; such wayfinding signage being necessary to assist Fire and Rescue Service crews with orientation in the event of a fire.

### **Remedial Steps**

- 6.3 Provide clear markings of floor identification and identification of domestic premises to assist Fire and Rescue Service crews with orientation in the event of a fire. The “markings” must be an identification designed and located in accordance with the guidance in Volume 1 of Approved Document B on each landing within the stairways and in the lift lobbies of the floor level marked in such a way as to be visible both in low level lighting conditions or when illuminated with a torch. Approved Document B can be accessed at <https://www.gov.uk/government/publications/fire-safety-approved-document-b>

Without prejudice to the specifications in the previous paragraph, The Wayfinding signage should comply with the following: -

- a) When firefighters reach the landing of any stairway, there should be signage that clearly indicates to them the floor number on which they are located and the flat numbers on that floor.
- b) When firefighters use a lift designed for their use to reach floors, the same signage should be clearly visible to them when the lift doors open.
- c) The signs must be visible both in normal conditions and in low lighting or smoky conditions.

The [Specification Wayfinding Signage](#) provides guidance, including the size of the lettering, the typeface to be used, the mounting height and suitable wording.

### **Deficiency**

#### **Regulation 9 (1) and 9(2) of The Fire Safety (England) Regulations 2022, made under Article 24 of the Regulatory Reform (Fire Safety) Order 2005.**

The responsible person for the building which is The Premises has not displayed fire safety instructions in a conspicuous part of the building, which contains two or more sets of domestic premises and common parts through which residents would need to evacuate in the case of an emergency.

### **Remedial Steps**

- 6.4 Display fire safety instructions in a conspicuous part of the building. The said instructions must,
- a) be in a comprehensible form that the residents can be reasonably expected to understand; and
  - b) include,
    - i) instructions relating to the evacuation strategy for the building (e.g., stay put or simultaneous evacuation)
    - ii) instructions as regards how to report a fire to the fire and rescue authority (e.g., use of 999 or 112, the correct address to give to the fire and rescue service, etc.), and
    - iii) any other instruction that tells residents what they must do when a fire has occurred, such as ensuring that fire resisting doors have closed shut behind them when making their escape in the event of fire.

### **Deficiency**

#### **Regulation 9 (4) of The Fire Safety (England) Regulations 2022, made under Article 24 of the Regulatory Reform (Fire Safety) Order 2005.**

In respect of The Premises, which contains two or more sets of domestic premises and common parts through which residents would need to evacuate in the case of an emergency, despite there being a material changes to the fire safety instructions specified in paragraph 9(1) of The Regulations, the responsible person for The Premises has not displayed the changed instructions in accordance with paragraph (1) and a copy has not been provided to residents.

### **Remedial Steps**

- 6.5 The changed instructions referred to in paragraph 9(1) of the said Regulations, must be displayed in a conspicuous part of the building in accordance with paragraph (1) and a copy must be provided to residents

The instructions specified in paragraph 9(1) of The Regulations are instructions which must -

- a) be in a comprehensible form that the residents can be reasonably expected to understand; and
- b) include—  
instructions relating to the evacuation strategy for the building (e.g., stay put or simultaneous evacuation)

instructions as regards how to report a fire to the fire and rescue authority (e.g., use of 999 the correct address to give to the fire and rescue service, etc.), and  
any other instruction that tells residents what they must do when a fire has occurred, such as ensuring that Fire resisting doors have closed shut behind them when making their escape in the event of fire.

A program should be put in place whereby if there is a material change to the said instructions, a copy of the changed instructions referred to in paragraph 9(1) of the said Regulations, must be promptly displayed in accordance with paragraph (1) and a copy must be promptly provided to residents.

### **Further Guidance**

A copy of the Fire Safety in Purpose Built Blocks of Flats guidance document is available from the website by using the following link:

[Fire Safety legislation guidance and advice](#)

Cambridgeshire Fire and Rescue Service hold regular virtual online fire safety seminars utilising Microsoft Teams. These seminars are approximately one and a half hours duration and are free of charge. Attendance at one of these should provide you with a better understanding about your responsibilities under the Regulatory Reform (Fire Safety) Order 2005 and guide you through the main aspects of fire safety in the workplace. If you are interested in attending one of these seminars please visit our website and fill in the booking form at the following link

[Free Business Fire Safety Seminars](#)