



# EAST SUSSEX FIRE & RESCUE SERVICE ENFORCEMENT NOTICE

Notice No: ESFRS/BH/LAP/0501/E1/25

## Notice requiring steps to be taken under Article 30 of the Regulatory Reform (Fire Safety) Order 2005

**Name of Premises:** Osprey House  
**Address of Premises:** Osprey House, Sillwood Place, Brighton, BN1 2ND  
**Responsible Person:** Osprey House Limited, Osprey House Mailbox, Osprey House, Sillwood Place, Brighton, Sussex, England, BN1 2ND

I, [REDACTED] on behalf of East Sussex Fire Authority, hereby give you notice that the Fire Authority are of the opinion that, as a person being under an obligation to do so, you have failed to comply with the requirements placed upon you by the Regulatory Reform (Fire Safety) Order 2005 in respect of the above named premises and the persons who may be on the premises or who may be affected by a fire on the premises.

The matters which, in the opinion of the Fire Authority, constitute the failures to comply with the Regulatory Reform (Fire Safety) Order 2005 are specified in the Schedule to this Notice.

The Fire Authority is further of the opinion that the steps identified in the Schedule to this Notice must be taken to remedy the specified failures to comply with the Regulatory Reform (Fire Safety) Order 2005.

The steps identified in the Schedule are to be completed by the dates indicated.

Unless the steps identified in the Schedule to this Notice have been completed within the given time limit, you will be deemed not to have complied with this Notice and the Fire Authority may consider a prosecution against you. You may however apply for an extension to this time limit (see notes).

You have the right to appeal against the Notice (see notes), by way of complaint for an order, to the Clerk to the Court of the Magistrates' Court acting for the petty sessions area in which your premises is located. If you wish to bring an appeal, you must do so within 21 days of the date this Notice is served on you. The Magistrates' Courts Act 1980 will apply to the proceedings. The bringing of an appeal shall have the effect of suspending the operation of this Enforcement Notice until the appeal is finally disposed of or, if the appeal is withdrawn, until the withdrawal of the appeal.

Signature

Date: 1 May 2025

(on behalf of, and duly authorised by, East Sussex Fire Authority)

**SCHEDULE REFERRED TO IN ENFORCEMENT NOTICE NO ESFRS/BH/LAP/0501/E1/25  
REQUIRING STEPS TO BE TAKEN UNDER ARTICLE 30 OF THE REGULATORY REFORM  
(FIRE SAFETY) ORDER 2005 ISSUED BY EAST SUSSEX FIRE AUTHORITY ON 1 MAY 2025.**

**Name of Premises:** Osprey House

**Address of Premises:** Osprey House, Sillwood Place, Brighton, BN1 2ND

Where appropriate, a plan may form part of this Schedule to illustrate the steps which, in the opinion of the Fire Authority, need to be taken in order to comply with the Regulatory Reform (Fire Safety) Order 2005.

**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 either the Local Authority Building Control or an Approved Inspector and/or the approval of any other local bodies having a statutory interest in the premises.

## **SCHEDULE**

**The location and details of matters which are considered to be failures to comply with the Regulatory Reform (Fire Safety) Order 2005 are detailed, along with the steps considered necessary to remedy the failures.**

**1 Failure under Article 8(1)(a) & 8(1)(b) of the Regulatory Reform (Fire Safety) Order 2005.**

*(The responsible person must take such general fire precautions as will ensure the safety of any of his employees and relevant persons present)*

**1.1 Failure**

The Responsible Person has failed to take measures to reduce the risk of the spread of fire and smoke throughout the premises.

**Remedy**

All internal fire resisting doors (or alternatively their respective door frames) are to be fitted with intumescent strips and cold smoke seals. In addition, all flat entrance doors and the doors leading on onto each stair or adjoining corridors, should be a minimum of FD30S and fitted with self-closing devices of the equivalent standard of fire resistance and maintained as self-closing.

The bin chute hopper doors in the flat lobbies should be replaced or upgraded to be 30-minutes fire resistant and to be fitted with cold smoke seals and an intumescent strip.

The fire resistance should conform to a relevant standard e.g., Appendix C (including Table C1) of Approved Document B Volume 1: Dwellings.

**DATE REQUIRED - 1 May 2026**

**Supporting Information**

In the Fire Authorities opinion, carrying out all the remedial work highlighted in the Fire Door Inspection Survey completed by Jamie Ballan Associates on the 7 August 2024 should be appropriate.

Fire resisting doors to store/meter cupboards need not be fitted with a self-closing device providing that they are kept locked shut when not in use but will require.

- Intumescent strips and smoke seals.
- Three brass/steel fire rated hinges.
- A "Keep Locked Shut" when not in use sign.

In addition, the cupboard on the top floor in the stairwell of block A should be investigated to check what it contains and to ensure that it is suitably fire resisting.

## **1.2 Failure**

The Responsible Person has failed to ensure the standard of compartmentation provided is adequate.

### **Remedy**

All breaches in compartmentation should be fire stopped to provide the appropriate fire resistance in accordance with building regulations.

The fire resistance should conform to a relevant standard e.g., Appendix B (including Table B1, B2) of Approved Document B Volume 1 Dwellings

Compliance with this or an equivalent standard will normally satisfy this requirement.

**DATE REQUIRED - 3 November 2025**

### **Supporting Information**

During the inspection breaches in compartmentation were identified in the electrical cupboards located in the flat lobbies. The breaches in compartmentation would not support the existing evacuation strategy.

In addition, the flats have shared extraction systems that require further investigation. It must be identified how the common ducts pass through the building to ensure that there is no risk of fire or smoke spread between flats and common way via any such ductwork.

In the event of fire, breaches in compartmentation, will allow fire and smoke to spread unchecked throughout the building. This would have an impact on the means of escape and render the evacuation strategy of the building ineffective.

## **2 Failure under Article 24 of the Regulatory Reform (Fire Safety) Order 2005.**

*(The responsible person in relation to high-rise buildings must comply with the requirements of the Fire Safety (England) Regulations 2022)*

### **Failure under Regulation 4(1) of The Fire Safety (England) Regulations 2022.**

*(The responsible person in relation to a high-rise residential building must install and maintain a secure information box in or on the building).*

## **2.1 Failure**

The Responsible Person has failed to install and maintain a secure information box in or on The Premises, which is a high-rise residential building.

### **Remedy**

The Responsible Person must install and maintain a secure information box appropriately in or on The Premises, which is a high-rise residential building.

**DATE REQUIRED - 1 August 2025**

### **Supporting Information**

A secure information box must be provided containing all the required documents for the Emergency Response Pack

The National Fire Chiefs Council – Code of Practice for the provision of Premises Information Boxes in Residential Buildings should be followed. This can be located at [www.gov.uk/government/publications/fire-safety-england-regulations-2022/fact-sheet-secure-information-box-regulation-4](http://www.gov.uk/government/publications/fire-safety-england-regulations-2022/fact-sheet-secure-information-box-regulation-4)

- 3 Failure under Article 24 of the Regulatory Reform (Fire Safety) Order 2005.**  
*(The responsible person in relation to high-rise buildings must comply with the requirements of the Fire Safety (England) Regulations 2022).*

**Failure under Regulation 6(1) & 6(4) of The Fire Safety (England) Regulations 2022.**  
*(The responsible person in relation to a high-rise residential building must prepare a plan for each floor of the high-rise residential building)*

**3.1 Failure**

The Responsible Person has not prepared a plan for each floor of The Premises (Osprey House), which is a high-rise residential building

**Remedy**

The Responsible Person must prepare a plan for each floor of the high-rise residential building must be prepared in accordance with Regulation 6(2). The floor plans must, together, identify the location of all lifts and identify if the lift is one for use by firefighters or an evacuation lift, and the key fire-fighting equipment in the whole building.

**DATE REQUIRED - 1 August 2025**

**Supporting Information**

Regulation 6(3) identifies –

If the plans for two or more floors of a high-rise residential building would be the same in all material respects, the responsible person may comply with the obligation under paragraph (1) in relation to those floors by preparing a single plan that clearly indicates the floors to which the plan relates.

- 4 Failure under Article 24 of the Regulatory Reform (Fire Safety) Order 2005.**  
*(The responsible person in relation to high-rise buildings must comply with the requirements of the Fire Safety (England) Regulations 2022).*

**Failure under Regulation 11 of The Fire Safety (England) Regulations 2022.**  
*(The responsible person in relation to a high-rise residential building must provide the local fire and rescue authority by electronic means with the documents specified in—*

- (a) regulation 5 (design and materials in external walls); and*
- (b) regulation 6 (floor plans and building plan).*

**4.1 Failure**

The Responsible Person has not provided documents specified within Regulation 5 & Regulation 6 to East Sussex Fire and Rescue Authority by electronic means.

**Remedy**

The responsible person in relation to a high-rise residential building must provide the local fire and rescue authority by electronic means with the documents specified in:

- (a) regulation 5 (design and materials in external walls)
- (b) regulation 6 (floor plans and building plan)

**DATE REQUIRED - 1 August 2025**

**Supporting Information**

The documents are to be provided to [exchange.of.information@esfrs.org](mailto:exchange.of.information@esfrs.org).

More information can be found at [Provision of Risk Information | East Sussex Fire & Rescue Service](#)

The Fire Authority considers that the above detailed steps will reduce the excessive risk to an acceptable level in the premises. Alternative ways of achieving an equivalent standard may be available and any request for the Fire Authority to consider alternative proposals should be submitted as a matter of urgency.

**NOTES TO ACCOMPANY ENFORCEMENT NOTICE  
SERVED UNDER ARTICLE 30 OF THE  
REGULATORY REFORM (FIRE SAFETY) ORDER 2005**

1. Contravention of any requirement imposed by an Enforcement Notice is an offence under Article 32 of the Regulatory Reform (Fire Safety) Order 2005 and renders the offender liable, on summary conviction, to a fine not exceeding the statutory maximum or, on conviction on indictment, to an unlimited fine, or imprisonment for a term not exceeding two years, or both.
2. In any proceedings for an offence referred to in Note 1, where the commission by any person of an offence under the Order is due to the act or default of some other person, that person is guilty of the offence, and a person may be charged with and convicted of the offence whether or not proceedings are taken against the first mentioned person.
3. Nothing in the Order operates so as to afford an employer a defence in any criminal proceedings for a contravention of those provisions by reason of any act or default of an employee or person nominated to implement measures for fire-fighting and procedures for serious and imminent danger and for danger areas, and appointed to assist him/her in undertaking such preventive and protective measures as necessary.
4. Subject to Note 3, in any proceedings for an offence under the Order, except for a failure to comply with articles 8(a) (Duty to take general fire precautions) or 12 (Elimination or reduction of risks from dangerous substances), it is a defence for the person charged to prove that he/she took all reasonable precautions and exercised due diligence to avoid the commission of such an offence.
5. In any proceedings for an offence under the Order consisting of a failure to comply with a duty or requirement so far as is reasonably practicable, it is for the accused to prove that it was not reasonably practicable to do more than was in fact done to satisfy the duty or requirement.
6. A person on whom an Enforcement Notice is served may under Article 35 of the Order appeal to the Magistrates' Court within 21 days from the date on which the Enforcement Notice was served. The bringing of an appeal has the effect of suspending the operation of the Notice until the appeal is finally disposed of or, if the appeal is withdrawn, until the withdrawal of the appeal.
7. The Fire Authority may grant, at their discretion, an extension (or further extension) of time specified for the steps to be taken if an appeal against the Notice is not pending. Application for an extension of time should be addressed to the above named Officer.
8. If you are the responsible person you are under an obligation to comply with the provisions of the Order or of any regulations made under it. If you have failed to comply and you and the Fire Authority cannot agree on the measures that are necessary to remedy the failure(s), the question may be referred to the Secretary of State for his determination under Article 36 of the Order.
9. To satisfy the 'Environment and Safety Information Act 1988' the Fire Authority is obliged to enter details of this Enforcement Notice into a register to which the public have access. If you feel that any such entry would disclose secret or confidential trade or manufacturing information, then you should appeal in writing to the Authority within a period of fourteen days following; a) the day on which the appeal period in Note 6 above expires, or b) the day on which the appeal is finally disposed of, where an appeal is brought. The following summary of the contents of the Notice will be entered on the public register: -

Served On	Notice Type	Premises Name	Location	Notice Number
01/05/2025	Enforcement	Osprey House	Brighton	ESFRS/BH/LAP/0501/E1/25

The Public Register can be accessed via the internet at **[www.esfrs.org](http://www.esfrs.org)** and this actual notice may be viewed by clicking on the link shown in the table above.

10. The works or actions specified in the Notice are only intended to ensure a satisfactory standard of fire precautions that will comply with the Order. The Notice is issued without prejudice to any other enforcement action that may be taken by this, or any other, enforcing authority.
11. The Fire Authority would be willing to consider and reasonably assist with any proposals you may have to remedy the matters specified in the Notice.
12. To assist with administration procedures, it would be helpful if you could quote the reference number (at the top of this Notice) when dealing with the Fire Authority.

