



Network Homes

Safety in your building

25 November 2022

Moss House,
Matthews Close,
Wembley Park,
HA9

Dear residents,

Fire door inspections from Tuesday 6 – Wednesday 7 December, 8am-5pm

We let you know in October that we were carrying out some fire door inspections at the other buildings in Matthews Close. We're now going to be carrying out these inspections in Moss House.

We have appointed a fire door inspector from Kingsbury Joinery to carry out fire door surveys throughout your building, including communal doors and flat front entrance doors. To carry out these surveys we plan to carry out a visual inspection to **every flat entrance door and to all communal fire doors**. This will take place on **Tuesday 6 and Wednesday 7 December, from 8am-5pm**.

Please get in touch with Najmul Islam, Project Officer, to book a survey appointment on **07919 211248**.

On ten per cent of doors, we'll be carrying out a more intrusive survey, the remainder will be a visual survey. This will allow us to ensure the door has been installed correctly in accordance with manufacturer's instructions and is recommended by our fire door inspector. We will try to limit these inspections to communal doors however we will need to carry out intrusive surveys to a small percentage of flat entrance doors. This will involve taking off the door frame, reinstating and redecorating on completion.

We expect the visual surveys to take no more than 30 minutes and the intrusive surveys to take approximately one hour. We'll let you know if we're going to carry out an intrusive survey on your flat entrance door.

Why are we doing these surveys?

We need to check that all the fire doors in the building have been installed and that doors are operating correctly. The manufacturer will give guidance on installing the door and how often they need maintenance work. We need to check these doors to ensure that they give the appropriate fire protection in the event of an incident. We'll let you know whether there are any works required on completion of our survey.

Further support

If you need further support, you can:

- Go to the London Fire Brigade's website, which is offering a free online tool which guides you through a fire risk assessment of your home (home visits are available for more vulnerable residents): <https://www.london-fire.gov.uk/safety/the-home/home-fire-safety/>

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A summary of this letter

We will be carrying out surveys on communal doors and flat front doors from Tuesday 6 – Wednesday 7 December.

Ten per cent of doors will have an intrusive survey, while the remainder will have a visual survey.

We're doing these surveys to ensure your fire doors give the amount of protection required in an incident

A reminder

Your building's fire strategy is **stay put**, so you should stay in your home unless you are directly affected by smoke, heat or fire, or are told to evacuate by the fire brigade. There is no communal alarm in the building.

- Visit our website where we have a building safety section with lots of information and frequently asked questions: <https://www.networkhomes.org.uk/buildingandfiresafety/>
- View resources which may help: <https://www.networkhomes.org.uk/buildingsafetyresources/>
- Remind yourself of our top fire safety tips, including not using BBQs on balconies: <https://www.networkhomes.org.uk/advice/health-and-safety/fire-safety-top-tips/>
- Check our document library for your building's letters and documents – it takes a little while to load: <https://www.networkhomes.org.uk/matthewsbuildingsafety/>
- Get in touch with us on customerservice@networkhomes.org.uk if you have any questions.

Kind regards

Raj Gandecha
Head of Resident Management (Building Safety)

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