

Classification: Public

Key Decision: No

Gravesham Borough Council

Report to: Housing Cabinet Committee

Date: 5 September 2023

Reporting officer: Nicole Arthur (Head of Housing Assets)
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Subject: The Building Safety Act 2022, The Fire Safety Act 2021 and The Fire Safety (England) Regulations 2022

Purpose and summary of report:

To inform the Housing Cabinet Committee of recent changes to building and fire safety laws and regulations, their implications for the Authority, and the measures Housing Assets are taking to comply.

Recommendations:

- Note the information provided in this report.

Key Implications:	
Item	Implications
Legal	<p>The Fire Safety Act 2021 The Building Safety Act 2022 The Fire Safety (England) Regulations 2022 The Regulatory Reform (Fire Safety) Order 2005 The Higher Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023 Building Safety (Leaseholder Protections) (England) Regulations 2022</p> <p>Failure to comply with the regulations can result in legal and financial liabilities, including fines, lawsuits and imprisonment.</p>
Finance and Value for Money	<p>The current working budgets shown below are sufficient to meet our building and fire safety responsibilities for 2023/24.</p> <p>C500/C0031 – Fire Precaution & Remedial Works - £901,200 C937/C0031 – Fire Door Replacement Programme - £797,570 C628/C0031 – Servicing & Risk Management Capital - £100,000 H982/51112 – Fire Risk Assessments - £35,000 H780/36263 – Fire Door Inspections - £25,000 H780/36265 - Fire Sprinkler Inspections – £15,000 H780/36266 - Risk Assessment Remedial Works - £100,000</p>

Corporate Plan	<p>People: Protected Environment - enforce high regulatory requirements. Quality Living - safeguard residents and putting our customers first.</p> <p>Place: Connected Community - improve resident well-being</p> <p>Progress: Entrepreneurial Authority - deliver a more resilient, creative and cost effective council</p>
Climate Change	Not applicable

1. Introduction

- 1.1** The Grenfell Tower Fire in June 2017 illustrated the consequences of routine maintenance and fire safety failures, for which authorities had not accepted accountability. An independent review of the building regulations and fire safety was ordered in the wake of the tragedy. The Building a Safer Future - Independent Review of Building Regulations and Fire Safety final report, also known as the Hackitt Report, was released in May 2018 and contained a number of comprehensive recommendations for fire safety and the regulatory system.

The majority of these recommendations have now been incorporated into existing and new legislation:

- The Fire Safety Act 2021
- The Building Safety Act 2022
- The Fire Safety (England) Regulations 2022
- The Regulatory Reform (Fire Safety) Order 2005

These legislation and regulation changes impose specific new requirements on the Authority, as well as actions it must take to comply.

- 1.2** In Appendix 1, Housing Assets have outlined a detailed action plan to comply with the new requirements. This will serve as a live document displaying current compliance status and recording any additional addendums to these regulations, such as the proposed Emergency Evacuation Information Sharing (EEIS), which is in consultation phase and will support the fire safety of residents who would need support to evacuate in an emergency situation.

2. The Fire Safety Act 2021

- 2.1** The Fire Safety Act 2021 received Royal Assent on 29 April 2021. It is the first legislative step in the process of implementing the Grenfell Tower Inquiry's recommendations. Whilst it is a relatively brief technical document, it contains significant changes. The Act's overarching goal is to broaden the scope of The Regulatory Reform (Fire Safety) Order 2005
- 2.2** The Act clarifies without doubt, that where a building contains 2 or more sets of domestic premises, the structure, external walls (including cladding and balconies), external doors and windows, and any common parts including flat entrance fire doors, are all within the scope of The Fire Safety Order.
- 2.3** Through The Fire Safety Act, government have developed an online tool in the form of the Fire Risk Assessment Prioritisation Tool (FRAPT). Its purpose is to support the Responsible Person (RP) to develop a prioritisation strategy for updating their fire risk assessments. Although not obligatory, the RP may use the online tool to evidence and demonstrate that they have met their

obligations. If they decide not to use FRAPT, they may be required to provide alternative evidence of how they have met this aspect of their Fire Safety Order.

- 2.4** The RP as defined under The Fire Safety Order is the any person who may have control of premises, such as the owner, employer, landlord, facilities manager etc. Breaches of the Fire Safety Act and the Fire Safety Order will be considered legal violations, subject to prosecution by the Fire and Rescue Services.

3. The Building Safety Act 2022

- 3.1** The Building Safety Act received Royal Assent on 28 April 2022, following a three-year public consultation and legislative process. The Act is the most significant reform to the building industry in fifty years, bringing in a new single regulated regime to oversee the built environment, design, construction, and maintenance covering the UK.
- 3.2** The Act outlines the duties that will be imposed on landlords (building owners) for buildings in scope of the legislation. The building safety regime will provide residents with the assurance that they live in buildings where their landlords prioritise building safety.
- 3.3** The Building Safety Act will be fully enforceable by October 2023, although some areas of the Act will become enforceable earlier, such as leaseholder protections. Landlords will need to register higher-risk buildings they own with the Building Safety Regulator between April 2023 to October 2023. After which it will become an offence where a landlord/building owner has not registered their higher-risk building
- 3.4** Unlike the Fire Safety Act, the Building Safety Act is extensive comprising more than 200 pages, including 31 factsheets, each dealing with a separate issue within the Act's framework.

I have summarised the key provisions of the Act below which are specific to Gravesham Borough Council's role as a landlord, particularly for buildings in-occupation.

- The Building Safety Regulator
- High Risk Buildings (HRBs) - Definition of Buildings in scope
- Duty Holders & Accountable Persons
- Golden Thread of Information
- Gateway Regime
- Building Registration and Occupancy
- Safety Case and Safety Case Report
- Resident's Voice
- Leaseholder Protection

3.5 The Building Safety Regulator

- 3.5.1** The Act establishes three new bodies to provide effective oversight of the new regime: a new national Building Safety Regulator (BSR), The National Regulator of Construction Products and the New Homes Ombudsman. The BSR will sit in the Health and Safety Executive and report to the Secretary of State for Levelling Up, Housing and

Communities and will oversee the safety and performance systems of all buildings in England.

- 3.5.2 The BSR is responsible for implementing and managing a new and more stringent regulatory regime for “higher-risk buildings” and will become the building control authority for all such buildings. The Regulator will oversee the inspection of higher-risk buildings during their design and construction, and has express powers to authorise remedial works, stop non-compliant projects, impose special measures for failing projects, and order the replacement of key officers. It will also be responsible for registering higher-risk buildings and assessing safety cases for those buildings during their occupation.

3.6 High-Risk Buildings (HRBs)

- 3.6.1 The Act defines higher-risk buildings as buildings in England that are at least 18 metres in height or with at least 7 storeys and containing two or more dwellings. It clarifies that height measurement will be from ground level to the top floor surface of the top storey of the building, excluding any storey which is a roof-top machinery or plant area, or which consists exclusively of machinery or plant rooms.
- 3.6.2 The Higher Risk Buildings (Descriptions and Supplementary Provisions) Regulations 2023, which came into force on 6 April 2023 provide more clarification on buildings in scope.

3.7 Duty Holders & Accountable Persons

- 3.7.1 The Act sets out a regime of duty holders for the design, construction and refurbishment of higher-risk buildings, similar to roles identified under the CDM Regulations. Duty holders will have legal obligations in respect of their duties in relation to higher-risk buildings, and those who fail to meet key building safety obligations will be guilty of criminal offences.
- 3.7.2 The Accountable Person (AP) is one of the duty holders that comes into force once the building is occupied. This can be an individual or a corporate entity responsible for monitoring and assessing health, safety and fire risk. If a building has more than one AP, the AP responsible for the structure and exterior of the building will be the Principal Accountable Person (PAP).

Some of the roles of an Accountable Person include:

- Creating a resident engagement strategy
- Establish complaints and fire reporting procedure
- Storing information on the golden thread
- Producing a safety case report
- Assessing the building’s safety and mitigating risks
- Registering the building with the Building Safety Regulator
- Applying for Building Assurance Certificate

Where an Accountable Person is a corporate entity, individuals within that organisation may also be prosecuted where the breach was committed with their consent, connivance or as a result of their neglect.

3.8 Golden Thread of Information

- 3.8.1 One of the main principals of the Act is the requirement on duty holders and the Accountable Person to compile and maintain a “golden thread” of information running through the life cycle of every higher-risk building. This information shall provide an understanding of the building and the steps needed to keep both the building and people safe, now and in the future.
- 3.8.2 The government proposes the following minimum standards of an effective digital record:
- the information and data must be stored digitally and made accessible to residents
 - the golden thread will require the use of a common data environment that will allow different parties to work collaboratively on developing and maintaining the information
 - the government may choose to mandate that the golden thread of building information has to incorporate and comply with Building Information Modelling (BIM) standards
- 3.8.3 Building Information Modelling (BIM) is a digital process that involves creating and managing a 3D model of a building throughout its lifecycle. It can play an important role in building and fire safety. BIM can assist the Accountable Person, designers and contractors to identify potential safety hazards, plan safety measures, simulate fire scenarios and test the effectiveness of fire safety systems such as sprinklers and smoke detection.
- 3.8.4 BIM can facilitate the sharing of safety-related information among stakeholders including the Fire & Rescue Services, such as building layouts, escape routes and fire protection systems, to improve coordination and decision making.

3.9 Gateway Regime

- 3.9.1 Although not applicable to High-Risk Buildings (HRBs) currently in occupation, the Act installs a three-stage Gateway regime for the Planning, Pre-construction, and Completion certification stage of all higher-risk buildings.
- 3.9.2 Gateway 1 came into effect on 1 August 2021 and deals with the planning phase and early consideration of fire safety. All HRBs in development will require a fire statement to be submitted for approval by the Regulator.
- 3.9.3 Gateway 2 requires the duty holder to provide the BSR with their full plans and design, and construction cannot begin until the BSR is satisfied.
- 3.9.4 Gateway 3 is the completion/final certificate phase at which duties will include handover of relevant documents to both the Regulator and the building owner. If approved the Regulator will issue a completion certificate and the HRB will be registered on the regulatory system. A new building cannot be occupied until this gateway has been completed satisfactorily.

3.10 Building Registration and Occupancy

- 3.10.1 All HRBs must be registered with the BSR by law. For new developments, the Accountable Person (AP) will need to obtain a completion certificate before they can apply to register the building with the BSR, and until building registration has been actioned the building must remain unoccupied.
- 3.10.2 For existing occupied HRBs, the AP must register all buildings from 1 April 2023 and have until 21 October 2023 to complete. From April 2024, the BSR will begin a programme to invite the AP for each registered building to apply for a building assessment certificate. Buildings will then be reassessed every five years to ensure they are being managed and maintained effectively.
- 3.10.3 The AP for a high-risk building must keep the BSR up to date with any changes to registration and key building information. These changes will be shown on the public register of high-risk buildings. Changes to registration information are required within 14 days and changes to key building information are required within 28 days of the AP becoming aware.
- 3.10.4 The Accountable Person will need to ensure that each building in scope of the Act has a building assessment certificate placed in a prominent place in the building where residents can see it.

3.11 Safety Case and Safety Case Report

- 3.11.1 For all HRBs Accountable Persons will be required to identify and assess building safety risks and take reasonable steps to ensure those risks are reduced and controlled to a proportionate level on an ongoing basis. This information needs to be held digitally and easily accessible in a Safety Case. It must be kept up to date when any modifications or refurbishments have been carried out to a building.
- 3.11.2 The Safety Case will contain the following information about the building:
- General building information (address, building height, number of storeys, number of flats)
 - Building construction
 - Fire prevention and structural safety
 - The services and utilities within a building (gas, electrics, water)
 - Maintenance and servicing programmes
 - Building and property compliance
 - The safety management system and emergency planning
 - Refurbishment details
- 3.11.3 The Safety Case Report provides a summary of the Safety Case and identifies the major fire and structural hazards associated with your building. It shows how you are managing the risks they present, as far as you can, to prevent a major accident. It will be submitted to the Building Safety Regulator which will be kept under constant review. Legislation regarding the form, content and submission of Safety Case Reports is still in development by the Health and Safety Executive (HSE).

3.12 Resident's Voice

- 3.12.1 Residents in high-rise will have more say in how their building is kept safe and will be able to raise building safety concerns directly to the

Accountable Person responsible for repairing the common parts of the building. If residents feel their concerns are being ignored, they can raise them directly with the BSR.

3.12.2 As part of the Safety Case Report, the Accountable Person will be required to describe the resident engagement strategy and provide an overview of how you communicate and consult with residents of each building. The report should also describe how residents can raise concerns and how these concerns are investigated and fed back.

3.13 Leaseholder Protection

3.13.1 On 28 June 2022, the Government introduced The Building Safety (Leaseholder Protections) (England) Regulations 2022. The regulations provide financial protection for leaseholder in buildings that are at least 11 meters or 5 storeys high. The regulation gives greater responsibility to developers and building owners for rectifying historical building defects and providing financial protection for the leaseholders in the buildings.

4. The Fire Safety (England) Regulations 2022

- 4.1 Unlike the Fire Safety Act 2021 which applies to England and Wales, the Fire Safety (England) Regulations 2022 only apply to England. The regulations came into effect on 23 January 2023, although guidance issued has been subject to change.
- 4.2 Whereas The Fire Safety Act 2021 broadens the scope of The Regulatory Reform (Fire Safety) Order 2005, The Fire Safety (England) Regulations introduce specific new regulatory requirements under the Fire Safety Order.
- 4.3 These Regulations apply to all buildings in England that comprise two or more domestic premises (including the residential parts of mixed-use buildings). These buildings are, principally, blocks of flats (whether purpose-built or converted from another type of building, such as a house or office building), but also include blocks used for student accommodation.
- 4.4 The Regulations do not apply within individual flats, other than in respect of measures installed within flats for the safety of other residents of the building (e.g. sprinklers, smoke detectors connected to a communal fire alarm system, etc). Enforcement of the Regulations is the responsibility of the same enforcing authority as enforces the Regulatory Reform (Fire Safety) Order 2005, the local fire and rescue authority.
- 4.5 The Responsible Person (RP) has a legal definition, as defined in the Fire Safety Order, is the person who has control of the premises used for conducting a business. The responsibility for compliance with either the Fire Safety Order or the Fire Safety (England) Regulations cannot be delegated to others (though the Responsible Person will normally need to engage other parties, such as contractors, to assist them in compliance). Commonly, the Responsible Person like the Accountable Person within the Building Safety Act, will be an organisation, such as a property company, freeholder or a landlord.
- 4.6 As previously mentioned, the Regulations apply to all residential buildings with two or more domestic premises; however, additional requirements apply to buildings taller than 11 meters, and additional requirements are exclusive to

HRBs (buildings over 18m). Regardless of building height, the Responsible Person must make sure that these regulations are followed.

Appendix 2 shows the range of buildings covered in a simple illustration which has been provided by National Fire Chiefs Council (NFCC).

4.7 Residential buildings with 2 or more domestic premises with common areas

- 4.7.1 The Government has produced an online **Fire Risk Assessment Prioritisation Tool (FRAPT)** that takes responsible persons through a series of specific questions, which are each carefully scored to assist them to determine the priority of their buildings for the purpose of reviewing their fire risk assessments.
- 4.7.2 The tool does this by allocating each building to one of five priority tiers. It can help the Responsible Person show that they have undertaken appropriate steps towards establishing compliance with the Fire Safety Order. These steps will then need to be followed-up in accordance with the priority rating given to the building.
- 4.7.3 FRAPT is not a risk rating tool for buildings and does not constitute a fire risk assessment. It supports the Responsible Person to identify what steps they need to take and how they could prioritise their buildings to update their fire risk assessment to include external walls.
- 4.7.4 Although not mandatory, the use of FRAPT will be beneficial to the Responsible Person to show due diligence, and assist in establishing proceedings, that they are meeting their obligations under the Fire Safety Order (as amended by the Fire Safety Act 2021).
- 4.7.5 **Fire Safety Instructions.** The RP must display fire safety instructions in a conspicuous part of the building. The instructions must be in a comprehensible form that residents can reasonably be expected to understand. The instructions must cover the following matters:
- the evacuation strategy for the building (e.g. stay put or simultaneous evacuation)
 - instructions on how to report a fire (e.g. use of 999 or 112, the correct address to give to the fire and rescue service, etc.)
 - any other instruction that tells residents what they must do when a fire has occurred
- 4.7.6 These instructions must also be provided directly to new residents as soon as reasonably practicable after they move into their accommodation, as should also be the case if there are any material changes to the instructions (e.g. as a result of alterations to the building). In addition, these instructions should be reissued to all existing residents at periods not exceeding 12 months.
- 4.7.7 **Fire Door Information.** The RP must also provide relevant information about fire doors, particularly residents' flat entrance doors, as these play an important part in containing any fire within

the flat in which it starts. In particular, you must provide information to all residents to the effect that:

- fire doors should be shut when not in use
- residents or their guests should not tamper with self-closing devices on fire doors
- residents should report any fault with, or damage to, fire doors immediately to the Responsible Person

4.7.8 Again, the information about fire doors must be provided to residents as soon as reasonably practicable after they move into their flat and at periods not exceeding 12 months thereafter.

4.8 Residential buildings between 11m and 17.9m in height

4.8.1 For buildings over 11m in height, the Regulations place further duties on the Responsible Person specifically for the inspection and maintenance of fire doors.

4.8.2 **Communal Fire Doors.** All fire doors in communal areas of the building must be checked at least every three months. In checking these doors, ensure that the doors are effectively self-closing (or, in the case of cupboard and riser doors, are kept locked shut).

Typically, these doors will include:

- doors to stairways and stairway lobbies
- cross-corridor doors, which sub-divide corridors
- doors to storage and electrical equipment cupboards
- doors to riser shafts, within which various services run

4.8.3 The RP should also check that doors, frames and any glazing are undamaged and that any intumescent strips and smoke seals (where provided) are also undamaged. Defects in the doors, frames and self-closing devices should be rectified as soon as reasonably practicable

4.8.4 It is not intended that these checks should involve any more detailed, technical examination of the doors, or of the original standard of installation, nor is it intended that these checks need to be carried out by specialists. It is expected that the Responsible Person, or their staff, should, with simple instruction, be able to carry out the checks.

4.8.5 **Flat Entrance Fire Doors.** The RP must use best endeavours to undertake checks of all flat entrance fire doors at periods not exceeding 12 months. You must keep a record of the steps taken to comply with this requirement, including, in any case where access to a flat was not granted for this purpose during any 12-month period, the steps taken to try to gain access

4.8.6 In checking these doors, you must ensure that the doors are effectively self-closing. The doors should fully close into their frames when the doors are opened at any angle and released, overcoming the resistance of any latch on the door.

- 4.8.7 You should also check that doors, frames and any glazing are undamaged (and that glazing has not, obviously, been replaced with glazing that might not be fire-resisting), and that any intumescent strips and smoke seals (where provided) are also undamaged.
- 4.8.8 Defects in the doors, frames and self-closing devices should be rectified as soon as reasonably practicable and depending on the risks identified.
- 4.8.9 It is not intended that these checks should involve any more detailed, technical examination of the doors, or of the original standard of installation, nor is it intended that these checks need to be carried out by specialists. It is expected that the Responsible Person, or their staff, should, with simple instruction, be able to carry out the checks.
- 4.8.10 In the case of any leasehold flats, arrangements will need to be made with the leaseholders to grant access to their flats for the purpose of flat entrance door checks. In the event of an impasse, a court order can be obtained for this purpose. It is recommended that any new leases include this right of access.
- 4.8.11 Where inspections identify the need for repair or replacement of any fire door (e.g. communal or flat entrance door), this work must be undertaken by a competent contractor as soon as reasonably practicable.

4.9 Residential buildings 18m (or 7 storeys) and above in height

- 4.9.1 For buildings over 18m in height, the Regulations place further duties on the Responsible Person as set out below.
- 4.9.2 **Wayfinding Signage.** Because of the height of the building, there is a need to provide suitable signage to assist fire and rescue service crews with orientation in the event of a fire.
- 4.9.3 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. 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.
- 4.9.4 The signs must be visible both in normal conditions and in low lighting or smoky conditions. The size of the lettering, the typeface to be used, the mounting height and suitable wording are provided within the Building Regulations Approved Document B.
- 4.9.5 You must make sure that the signs are maintained in good condition, so it is important that you check them regularly (e.g. during other legally required checks within the building).
- 4.9.6 **Secure Information Box.** In the event of a fire in any high-rise residential building, it is important that certain information is readily available for the fire and rescue service.

- 4.9.7 The Regulations require that the information is held in a secure information box, which must be positioned at a location in or on the building that is readily accessible to the fire and rescue service. The box must be capable of containing the documents required by these Regulations, and it must be reasonably secure from unauthorised access and vandalism.
- 4.9.8 The RP must provide the local fire and rescue service with the details necessary to access the secure information box and must inform the fire and rescue service as soon as practicable if there are any changes to these details. Typically, a secure information box is protected against unauthorised access by means of a lock that is openable only with a key that is legally protected from copying and that is carried on fire and rescue service appliances.
- 4.9.9 For the purposes of these Regulations, your secure information box must contain:
- the name, address and telephone number within the United Kingdom of the Responsible Person
 - the name and contact information of such other persons permitted to access the building on behalf of the Responsible Person
 - a copy of the floor plans and building plan
- 4.9.10 The RP must inspect the secure information box at least annually to ensure that it remains secure and accessible to the fire and rescue service. It is strongly recommended that you also ensure that the information within the box remains accurate.
- 4.9.11 **Information on External Wall Construction.** The RP must prepare a record of the design of the external walls of the building, including details of the materials used and provide this record to the local fire and rescue service by electronic means.
- 4.9.12 This record must identify the level of risk to which the design and materials of the external walls gives rise, as determined by the fire risk assessment that you are required by the Fire Safety Order to carry out. You must also record any mitigating steps that have been taken in respect of that risk.
- 4.9.13 The purpose of providing this information to the fire and rescue service is to assist them with operational pre-planning and to provide information that will be of value to front line crews at the time of a fire. If any significant changes are made to the external walls of the building, the record must be revised, and the revised version must be provided to the fire and rescue service.
- 4.9.14 **Floor Plans and Building Plan.** In the event of a fire in a high-rise building, plans of the building are of great assistance to fire and rescue service crews. The Regulations require that you must prepare a plan for each floor of a high-rise residential building.
- 4.9.15 The floor plans must, together, identify the location of all lifts (identifying any designed for use by firefighters or for evacuation)

and key fire-fighting equipment in the building including rising mains, smoke control systems and fire suppression systems.

- 4.9.16 The RP must place a hard copy of the floor plans and the building plan in the secure information box. In addition, you must provide the local fire and rescue service with a copy of these plans by electronic means (i.e. email).
- 4.9.17 If any changes are made to the layout of the building or the location of the key fire-fighting equipment described above, the RP must update the floor plans and building plan as soon as reasonably practicable after the changes are made. The RP will then need to update the plans provided to the fire and rescue service by electronic means.
- 4.9.18 **Lifts and Essential Fire-Fighting Equipment.** In high-rise residential buildings, one or more lifts are designed to be used by fire and rescue service crews to reach upper floors during a fire. The RP must undertake monthly routine checks of all lifts that are intended for use by firefighters. Similarly, you must undertake monthly checks of any evacuation lifts that are provided for the evacuation of disabled people in the event of fire.
- 4.9.19 In addition, other special fire safety measures which are present operate correctly in the event of fire. Accordingly, the Regulations make requirements regarding routine checking of all such systems and equipment.

The RP must undertake monthly checks of the following:

- rising mains (dry or wet risers)
 - smoke control systems
 - fire suppression systems
 - fire detection and fire alarm systems, including any systems linked to other fire safety equipment, such as smoke control systems
 - evacuation alert systems (a visual check of the control and indicating equipment, but not testing of the system)
 - automatic door opening or closing systems linked to fire detection and fire alarm systems
- 4.9.20 The RP must keep records of all of these monthly checks. The records of these checks must be accessible to residents of the building.
- 4.9.21 If any of these checks reveal a fault in one of the above systems or equipment, the RP must take steps to rectify the fault. If the fault cannot be rectified within 24 hours of its discovery, the RP must, as soon as reasonably practicable, notify the local fire and rescue service by electronic means, and also then inform them by electronic means when the fault has been rectified.

5. Housing Assets – Action Plan

- 5.1 Housing Assets have created an Action Plan to keep track of Gravesham Council’s progress in fulfilling the tasks in order to address and comply with the new legislation and regulation. This is detailed in Appendix 1.
- 5.2 Further detail and guidance on fire and building safety regulation continue to be published providing landlords and local fire and rescue services further clarification on the implications and their responsibilities. Housing Assets will continue to monitor any new regulation guidelines and addendums and incorporate them into the Action Plan.

6. Appendices

6.1 Appendix 1- Action Plan

6.2 Appendix 2

7. Background Documents

7.1 There are no background documents.

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Secondary Implications	
Risk Assessment	Failure to comply with regulations can result in a higher risk of fire and structural instability, which can lead to injury, loss of life and property damage.
Data Protection Impact Assessment	<i>A data protection impact assessment (DPIA) should be carried out at the start of any major project involving the use of personal data or if you are making a significant change to an existing process.</i>
	a. Does the project/change being recommended through this paper involve the processing of personal data or special category data or criminal offence data ? A definition of each type of data can be found on the Information Commissioner’s Office website via the above links. No
	b. If yes to question a, have you completed and attached a DPIA including Data Protection Officer advice? not applicable
	c. If no to question b, please seek advice from your nominated DPIA assessor or the Information Governance Team at gdpr@medway.gov.uk . not applicable
Equality Impact Assessment	a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community? If yes, please explain answer. No

	<p>b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality? If yes, please explain answer.</p> <p>No</p> <p><i>In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above</i></p>
Crime and Disorder	None
Digital and website implications	To ensure our residents have access to building and fire safety information in relation to their building, the current dedicated building safety webpage may require expanding with resident interaction.
Safeguarding children and vulnerable adults	Following GBC's Safeguarding Policy "Protecting children and vulnerable adults"