



**Mr Jason Thelwell**  
**Chief Fire Officer**  
**Buckinghamshire Fire & Rescue Service**  
**Aylesbury, Buckinghamshire, HP20 1BD**  
[jthelwell@bucksfire.gov.uk](mailto:jthelwell@bucksfire.gov.uk)

21<sup>st</sup> November 2019

Dear Jason,

I am writing to you today to outline the next steps of the Protection Board's assurance framework following the successful completion of the pilots in early October. I would like to express my sincere thanks to the four pilot Fire and Rescue Services (FRSs) and the staff involved for their participation in this process under tight deadlines.

As you may know, I accepted the Government's invitation to chair the Protection Board and it met for the second time on 28<sup>th</sup> October. The Board consists of senior representatives from the Home Office, the Ministry of Housing, Communities and Local Government (MHCLG), the National Fire Chiefs Council (NFCC) and the Local Government Association (LGA). The Board is continuing to work towards a recommended standardised approach that can support FRSs in monitoring the measures in the following buildings in scope:

**High-rise residential buildings in England 18m or above in height which are clad in unsafe ACM and are currently awaiting remediation.**

This includes a particular focus on buildings that have moved from 'stay put' to a simultaneous evacuation strategy and waking watch due to the level of risk. A list of the known buildings in scope according to data for your area can be found at the end of this letter.

The Board recognise that the building owner and/or responsible person has ultimate accountability for implementing mitigation measures for these buildings in the event of a fire. The objective of the exercise is to ensure that all FRSs have appropriate operational arrangements in place, in line with their existing functions and duties, for managing the specific risks these buildings present prior to remediation and provide that assurance to your Fire and Rescue Authority (FRA) and the Protection Board. The Board also acknowledges that the assurance response you provide will be a snapshot and based on an assessment made by the information you have available on the building. Should you raise concerns on any of the buildings in scope, the Board will work with you and your FRA to advise on the appropriate steps.

The feedback from the assurance framework pilots has now been analysed and, following consultation between myself, the Home Office, MHCLG, LGA and NFCC's Building Safety

Programme Team, the Board have agreed a revised set of questions to seek assurance on all known buildings in scope. You are therefore being asked to provide a response to the following questions:

- 1. In the context of your functions and duties under the Fire and Rescue Services Act 2004 or other relevant legislation and guidance, as far as you can reasonably assess given your role and expertise, has the building owner/responsible person mitigated the risks posed by the ACM cladding to a sufficient level so that residents can occupy the building (pending remediation)?** YES/NO
- 2. As far as you can reasonably assess, have you got an effective pre-planned response in place for this building to protect life and property in the event of a fire?** YES/NO

You are being asked to provide assurance on the buildings in scope in your service area via an online form which can be accessed [here](#). A copy of the form should be completed and submitted for each building in scope within your jurisdiction. This will allow responses to be submitted one by one as and when each building is assured, rather than information on all buildings being submitted at once.

In order to help you complete the online assurance form, attached with this letter is a guidance document *Appendix A – Assurance Guidance*. This guidance has been refined following feedback received during the pilot exercise and includes a list of questions to assist FRSs in completing the assurance form. **Please note that this document does not need to be completed or returned.**

The Board would appreciate returns to the assurance form on all buildings in scope within your jurisdiction, as listed at the end of this letter *Appendix B – List of Buildings*, by **31<sup>st</sup> December 2019** unless alternative arrangements are agreed. Please ensure that you send your responses to the Chair of your FRA as well as to the Board.

I hope this letter, combined with the assurance guidance attached, provides you with sufficient information about this exercise and we look forward to working with you further on making buildings safer. If you have any questions, I am of course happy to discuss this with you further and if you have any issues concerning the Protection Board please contact NFCC's BSP Team at [BuildingSafetyTeam@nationalfirechiefs.org.uk](mailto:BuildingSafetyTeam@nationalfirechiefs.org.uk).

I am copying this letter to the Head of your Protection Department as well as your relevant governance body.

Yours sincerely,



**Roy Wilsher**  
**Chair of National Fire Chiefs Council**  
**Chair of the Protection Board**

Appendix Glossary:

- A. Assurance Guidance
- B. List of Buildings

**APPENDIX B – List of Buildings**

If you have any difficulties completing the assurance form, or if current records are incorrect and your FRS is aware of additional buildings in scope within your jurisdiction which are not included in the table below, please advise the Protection Board and NFCC's Building Safety Programme Team of this as soon as possible by emailing [BuildingSafetyTeam@nationalfirechiefs.org.uk](mailto:BuildingSafetyTeam@nationalfirechiefs.org.uk).

<b>Buckinghamshire Fire &amp; Rescue Service</b>		
<b>Building UPRN</b>	<b>Premises Name / Site Address</b>	<b>Postcode</b>
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