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| **Alexandra Johnson**Chief Fire Officer & Chief Executive |  |
| Date: | 26/11/2020 | Sheffield Business Fire Safety197 Eyre StreetSheffieldS1 3FGTel: 0114 2727202Fax: 0114 2532888 |
| Your Ref: |  | Our Ref: | SYFR/#539675 |
| This matter is being dealt with by: | Building Risk Review Team |
| Tel Direct line: |  | Fax Direct line: | 0114 253 2888 |
| Email: | BRRprojectgroup@syfire.gov.uk | Website: www.syfire.gov.uk |
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Dear Sir/Madam

I am writing to you today on behalf of South Yorkshire Fire and Rescue to highlight the Fire Protection Board’s recently launched Building Risk Review (BRR) Programme for your attention.

As part of Fire and Rescue Services’ (FRSs) ongoing national work, to understand and help reduce the risk in high rise residential buildings, the BRR Programme aims to meet the ambition set out by the Secretary of State for Housing, Communities and Local Government in Parliament on 5th September 2019 to ‘significantly increase the pace of inspection activity across high rise residential and other high risk buildings’. The Ministry of Housing, Communities and Local Government has provided all FRSs in England with lists of buildings recorded as being in scope (over 18 metres or 6 or more storeys).

As a Responsible Person we will ask that you provide information on all buildings in scope that you currently have control over.

We will be carrying out visits to conduct an inspection of these building to assess the general fire precautions in relation to The Regulatory Reform (Fire Safety) Order 2005, and reporting information on factors that may impact on fire safety back to the Fire Protection Board. To facilitate the inspection ensure our records are current we will require the following information:

* Fire Risk Assessment.
* External wall system Assessment. Including detail of the cladding and insulation types.
* Internal compartmentation Assessment.
* Details of the adequacy of flat entrance doors.
* Details of any smoke control systems within the building
* Detail of the Evacuation Strategy
* Testing and Maintenance records for fire safety systems.
* Total Number of storeys including ground.
* Number of staircases.
* If the building has a basement and/or balconies
* If there is a fire suppression system installed
* If there is a gas supply
* Information provided to residents.
* Details of facilities for the fire and rescue service. For example, Firefighter stairs/lifts, Dry/wet risers, Premises Information Boxes, Wayfinding Signage

We would also like to remind you that as a Responsible Person, you have ultimate accountability for managing fire safety measures in your building(s). Please ensure that you are aware of the various factors affecting fire safety in your building/s, that all fire protection and firefighting facilities are properly maintained, and you are complying with the most recent consolidated advice note from the Ministry of Housing, Communities and Local Government – [Building safety advice for building owners, including fire doors](https://www.gov.uk/government/publications/building-safety-advice-for-building-owners-including-fire-doors) (published 20th January 2020).

If you have any questions or would like to speak to us further regarding the BRR Programme, please contact us via email: BRRprojectgroup@syfire.gov.uk

Yours faithfully



Chief Fire Officer

**Data Protection Act 2018**

Information provided relating to any application made to South Yorkshire Fire & Rescue will be retained and may be used for future enforcement purposes and monitoring statutory compliance by SYFR and related enforcement agencies.

Disclaimer – Any legal liability howsoever arising from any information contained in this correspondence is hereby excluded.