

LONDON BOROUGH OF CAMDEN	WARDS: ALL
REPORT TITLE: Annual Report – Work of the Panel & Terms of Reference Review	
REPORT OF DIRECTOR OF PROPERTY MANAGEMENT	
FOR SUBMISSION TO: Housing Fire & Building Safety Panel	DATE 28 January 2026
SUMMARY OF REPORT: The report reviews the range of issues the Housing Fire & Building Safety Panel has considered over the last 12 months. The Panel also reviews its terms of reference each year.	
Local Government Act 1972 – Access to Information The following documents have been used in the preparation of this report: No documents that require listing have been used in the preparation of this report,	
Contact Officer: Melissa Dillon, Resident Safety Engagement & Government Lead. Email: Melissa.dillon@camden.gov.uk Tel.0207 974 3100	
RECOMMENDATIONS The Panel is asked to: i. Review activity over the preceding 12 months against the objectives in the Terms of Reference attached as the appendix to the report. ii. Agree to defer review of the Terms of Reference as set out in paragraph 1.3 of the report.	



Gavin Haynes - Director Property Management

Date 16th January 2026

1. Purpose of Report

- 1.1 The Housing Fire & Building Safety Panel Terms of Reference (ToR) require that a review of the work of the Panel against its objectives is undertaken every year. The Terms of Reference are normally reviewed in January, a copy of the terms of reference is provided as an Appendix to this report.
- 1.2 The pace of change and introduction of new regulatory requirements has slowed somewhat over the last 12 months as government works through the recommendations of the Phase 2 Grenfell Inquiry report. An update on the timelines for Government plans for the implementation of the phase 2 recommendations was published on 17th December 2025 - [Implementation timeline for Grenfell Tower Inquiry recommendations - GOV.UK](#).
- 1.3 The timeline runs from 2026 to 2029 with recommendations being implemented either through secondary legislation/regulations where the Building Safety Act allows but with a significant number of recommendations requiring primary legislation which is expected to be enacted between 2027 and 2029.
- 1.4 The objective is for the revisions to the legislative framework to be complete from 2028 to 2029 for a Single Construction Regulator to have been established to allow a holistic construction and building safety regime to come into force. To date government has consolidated responsibilities for the Fire Safety Act 2021 and the Building Safety Act 2022 under a single government department – Ministry for Housing, Communities and Local Government with the Building Safety Regulator reporting into MHCLG.
- 1.5 Further updates on the Grenfell recommendation programme are expected early in the new financial year and hence it is proposed to defer review of the Panel's Terms of Reference to the Spring or Summer meeting to allow any Grenfell changes to be taken into account
- 1.6 This report also reviews the activity of the Panel over the last 12 months as set out in section 2 and Appendix 2 of the report

2.0 Panel Activity January – December 2025

- 2.1 The main building safety development in 2025 was the publication of Residential Personnel Emergency Plan Regulations (RPEEPS) which come into force in April 2026. The Panel discussed a report on the Councils preparation for RPEEPS implementation at their October meeting.
- 2.2 In November 2025, the government wrote to the Council to confirm that £214,647 revenue and £984,417 capital grants have been allocated to

Camden for the development of the RPEEPS process and funding of agreed reasonable adjustments to individual residents Council homes and/or adaptation to the communal parts of the buildings in which they live. At the time of writing the Council is awaiting further notification of the arrangements for grant claim and details of the RPEEPS costs that are eligible for grant..

- 2.3 During 2025 the Panel met formally four times in 2025 requesting and discussed 18 reports. The Panel also received monthly updates on the Council's performance against the Voluntary Undertaking Action Plan on Fire Safety agreed with the Regulator of Social Housing.
- 2.4 In addition to the formal meetings, Panel members received 54 written briefings, invitations to participate in conferences or external panels and trials and to review communication materials. Brief details of activity in 2025 are set out in Appendix 2.

3.0 Legal Comments

- 3.1 The Borough Solicitor has been consulted and has no legal comments on this report

4.0 Comments of Executive Director Corporate Services (Finance Comments)

- 4.1 There are currently no financial implications arising from this report.

5.0 Environment Implications

- 5.1 There are no specific implications arising from this work.

6. Appendices

- 6.1 Appendix 1 – Terms of Reference
- 6.2 Appendix 2 – Activity of the Panel in 2025

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APPENDIX 1: TERMS OF REFERENCE



LONDON BOROUGH OF CAMDEN HOUSING FIRE AND BUILDING SAFETY PANEL TERMS OF REFERENCE JANUARY 2026

1. PURPOSE

- 1.1 The Housing Fire and Building Safety Panel supports Camden Council's landlord service to meet its regulatory requirements to tenants and leaseholders in relation to the safety of residents' homes. This includes how the Council monitors the condition of its stock, including damp and mould, as well as compliance with fire, electrical, gas, legionella, asbestos and lift safety checks.
- 1.2 The panel will also support how the Council manages risk of fire by making recommendations and conducting reviews to facilitate effective fire prevention, preparedness, and response and recovery strategies. The Panel will scrutinise and advise on the Council's fire and building safety compliance in line with the Fire Safety Act 2021, Building Safety Act 2022 and the Social Housing (Regulation) Act 2023. The Panel will support the Director of Property Management in ensuring that tenant and leaseholder voices are at the centre of the Council's innovative approach to property safety.

2 OBJECTIVES

- 2.1 The Housing Fire and Building Safety Panel meets regularly to:
 - Receive officer reports on how the Council is working to comply with the Safety & Quality consumer standard, as monitored by the Regulator for Social Housing.
 - Receive officer reports on the status of work being undertaken, in and around council owned homes to achieve compliance with current fire safety legislation and regulation.
 - Provide oversight of progress in delivering Fire & Building Safety Charter commitments.
 - Consider whether arrangements for reviewing fire safety and related safety issues in and around council owned homes are adequate.
 - Receive reports on relevant staff training to ensure that there is improved recognition of fire and building safety breaches and appropriate action taken.
 - Consider what information and training might be appropriate for residents to improve fire safety awareness and readiness in the event of a fire.
 - Receive officer reports summarising recent fire safety and compliance concerns raised by residents who are tenants, leaseholders, and tenants of leaseholders across the borough; and consider Council actions in response to those concerns.

- Understand the nature of and reasons for recent fires in Council owned homes to inform the Panel's own fire safety recommendations.
- Find ways to encourage residents to become more aware of fire and building safety issues and to take responsibility for safety in and around their homes.
- Review the Council's tenancy conditions and new residential leases (and rules and regulations for leaseholders generally) to ensure that they are sufficiently robust around fire safety issues and to receive reports on appropriate action being taken by officers where breaches occur.
- Review the *Tenants Guide* and make proposals for amendments to add any new requirements developed as a result of the findings of the Panel.
- Consider wider best practice and recommend to the Council where good fire safety initiatives implemented elsewhere might also work in Camden.
- Work with the Council to develop effective regular communications in appropriate formats for Camden residents around fire safety.

3 MEMBERSHIP

3.1 Meetings of the Panel will be chaired in rotation by a Camden Council resident and an independent safety expert, with a resident co-chair and deputy resident co-chair nominated by the Panel. The membership of the Panel is as follows:

3.1.1 Resident Membership

Up to 12 resident (tenant and leaseholder) members selected for their expertise, with speaking and voting rights, to include where possible:

- 1 District Management Committee representative with speaking and voting rights
- 1 Tenant Management Organisation representative with speaking and voting rights

During recruitment the Council will be mindful of trying to achieve a Panel that includes residents living in:

- a high-rise block
- a TMO managed property
- a street property.

A resident member may be co-opted to serve on the Housing Fire and Building Safety Panel to achieve this balance.

3.1.2 Other Membership

- The Leaders of all groups on the Council (3 places)
- The Green Party (1 place)
- The Cabinet Member, Better Homes (1 place)
- Nominated Councillors (2 places)
- The Council's Director of Property Management

- Two nominated representatives of the Borough Fire Brigade Commander (Including a representative from the Regulatory Fire Safety Department)
- A nominated representative from the Council's Property Service (observer)
- A nominated representative from the Council's Housing Management Service (observer)

3.2 The majority of the resident members will be Council tenants.

3.3 Resident Panel Members may serve up to a three-year term subject to review at the end of year's one and two.

3.4 The resident Chair is rotated annually on the anniversary of the Panel's establishment.

3.5 An independent safety expert will be appointed to serve as co-chair.

4 AGENDAS

4.1 Agendas are agreed by the Co-Chairs in advance of the meetings, to ensure that all Panel members can be fully prepared.

4.2 Potential agenda items may be submitted to Co-Chairs, for consideration by Panel members or Council Officers. Items may be submitted up to three weeks prior to each meeting. These proposals will be added to the standard work plan report for discussion by the Panel, and subject to their agreement added to the report forward plan and allocated to a Panel agenda to allow time for the preparation of the appropriate report

4.3 Nothing goes on the agenda that is subject to investigation; or should the Borough Solicitor advise that for any reason that an item would be inappropriate.

5 MEETINGS

5.1 The Chair(s) with the support of the Council will:

- Facilitate no less than four formal meetings of the Panel per year
- Consult members prior to setting each agenda
- Ensure that the meeting is run in accordance with the Engagement Code of Conduct
- Be non-voting (in circumstances where a formal vote is required to agree a recommendation)

5.2 Alongside four formal meetings, members may be asked to attend up to two private workshops per year for additional training and information gathering. They will also be invited to attend other informal briefings where relevant.

6 ATTENDANCE

6.1 There is an expectation that Panel members will attend at least 75% of all formal meetings. It will be assumed that members who fail to attend 2 consecutive meetings without having given apologies will have stepped down and a new nomination will be formally requested.

Quorum

6.2 A minimum of 5 Panel members (including 2 resident representatives) must be present at the meeting for recommendations to be made.

6.3 Other residents may be invited to the meeting to provide information. Other officers may be invited to present reports or provide legal advice.

7 DECISION MAKING

7.1 The panel will make recommendations to decision makers in the Council and the results of those recommendations will be reported back to the panel.

7.2 The Director of Property Management will be responsible for ensuring that recommendations are reported to the appropriate officer, action taken and feedback given.

8 DISPUTES

8.1 An independent method will be sourced in order to find resolution in cases where disputes arise between Panel members.

9 ANNUAL REVIEW

9.1 The performance of the Panel against its objectives and its Terms of Reference will be reviewed annually.

ENDS

APPENDIX 2: ACTIVITY OF THE PANEL IN 2025

Date	Panel Meeting	Report Summary
29th January 2025	6 reports	
	Annual Review of the Operation of the Panel	Terms of Reference review and overview of work of the Panel in 2024 & how it was meeting its objectives.
	Leaseholder Access Options	An overview of the options for gaining access to Leasehold properties in order to carry fire and other safety compliance inspections and works.
	Building Safety Case Information	Information about the Building Safety Case preparation and submission programme for the Council's higher-risk residential buildings
	Performance on Compliance	Update on compliance performance across fire, legionella, asbestos, gas, electrics and lifts, FRA action completion and safety-related Tenant Satisfaction Measures for Q2 2024/25.
	Grenfell Inquiry Phase 2 - Update on Council response	Update on LBC response to the recommendations of the Grenfell Inquiry Phase 2 report. Publication of Government plans for accelerating the remediation of dangerous cladding. & new Emergency Evacuation Information Sharing regulations
	Panel Work Programme	An update on work programme for the Panel and actions requested at previous meetings
Date	Written Briefing	Topic
9/1/25	Winter Camden Magazine	Link to the online version of the winter Camden Magazine article on staying safe and warm in the winter and messages about fire safety.
6/1/25	Fire Safety for Children	Link to new page on council website Fire Safety at Home, with LFB videos, colouring books and materials
10/1/25	Fire & Building Safety Information in public libraires	Details of winter fire safety information display
16/2/25	Capital Programme Fire Safety budget	Details of budget approved by cabinet at their meeting on 15 th January 2025
19/1/25	Follow up information on Outstanding FRAs at High-Rise Buildings	Update on request for further information from Panel members

28/1/25	Regulator of Social Housing Fire Risk Action Voluntary Undertaking	January update on performance on completing overdue FRA actions
30/1/25	Building Safety Resident Engagement Strategy for High-Rise Residents	Copy of an explanatory slide deck on the HRB engagement strategy.
3/2/25	Resident Personal Emergency Evacuation Plans/Person Centred Fire Risk Assessments (PEEPS)	Summary of Home Office statement on plans for the introduction of PEEPs & link to government web page
3/2/25	Terms of Reference for the Housing & Fire Safety Advisory Panel	Copy of amended ToR for the Panel
6/2/25	Balcony Safety leaflet	Advance copy of leaflet providing advice for residents on using balconies safely.
25/2/25	Regulator of Social Housing Fire Risk Action Voluntary Undertaking	February Update on performance on completing overdue FRA actions
27/2/25	Grenfell Phase 2 Inquiry Report Recommendations: Government Response	Link to full response on government website and short summary briefing.
31/3/25	Social Housing Regulator Voluntary Undertaking on Fire Risk Actions	March update on performance on completing overdue FRA actions
8/4/25	High-Rise Building safety reporting	Details of reporting system for HRB safety issues and building safety manager contact details for residents
22/4/25	Actions requested by Panel members	Update on actions requested at January meeting
23rd April 2025	Panel Meeting 4 Reports	Topic
	London Fire Brigade Annual Report & Borough Risk Management Plan Camden 2025	Risks for the borough and service objectives & priorities for the LFB in addressing those risks & details of key service performance trends over the preceding 12 months
	Grenfell Inquiry Phase 2 Report - Government Response	Report on Government response to the recommendations & implications for the Councils on-going Resident Safety Programme

	Performance on Compliance Q3 2024/25	Update on compliance performance across fire, legionella, asbestos, gas, electrics and lifts (Q3 2024/25), completion of fire safety Actions, and safety related Tenant Satisfaction Measures.
	Work Programme and Action Tracker	Proposed work programme for future meetings of the panel.
Date	Written Briefing	Topic
24/4/25	LB Camden First High-Rise Building Assessment Certificate	Copy of certificate and briefing on communication and display of certificate
1/5/25	Social Housing Regulator Voluntary Undertaking on FRA Actions	April Update on performance on completing overdue FRA actions
1/5/25	Fire Doors Information for Residents of Council Homes	Link to video and pages on council website
1/5/25	High Rise Buildings - Building Safety Manager	Contact information for Building Safety Manager Team
7/5/25	Updated High Rise Building Fire Safety Pages on Council website	Note with links to updated pages and information on Council website
8/5/25	Building & Fire Safety Packs for High Rise Buildings	Briefing and links to packs online and to be delivered to high rise residents
8/5/25	Building and fire safety e-newsletter	Copy of fire and building safety e-newsletter
13/5/25	Grenfell Inquiry Phase 2 Report - Building Control Recommendation	Briefing on Governments appointment of an independent panel to report to government on the future of building control
14/5/25	High-Rise Buildings - Help to Evacuate	Briefing on communications about the help to evacuate survey
15/5/25	Fire Safety Videos for shared areas and fire doors	Note on availability of fire safety advice videos via DMC microsites & LBC website.
21/5/25	New consultation open: 'Reporting safety issues'	Invitation to respond to survey on LBC process for reporting high-rise building safety issues
21/5/25	Bike Shop Lithium Battery Fire Risk	Note on LFB inspection visits to 3 commercial properties where concerns were highlighted by a member of the panel.
23/5/25	Building Safety Regulator Building Safety Case call in programme	Note on changes to BSR call in criteria & numbers of building safety cases called /expected to be called in 2025/26

2/6/25	Performance Update on Voluntary Undertaking on Fire Risk actions	May Performance Update to the Social Housing Regulator
3/6/25	Fire Safety Videos	Links to on-line fire safety videos and notice of foreign language versions
10/6/25	Community Wealth Fund Panel	Invite to apply for membership
11/6/25	Tree Test for LB Camden fire & building safety website	Invite to participate in test of online information structure and accessibility
Date	Panel Meeting	Topic
10th July 2025	4 Reports	
	Resident & TRA Training Update	Proposed fire safety awareness training offer for residents and TRA representatives
	Panel Terms of Reference Review	Proposed changes to the ToR following the publication of the Government Response to Grenfell Phase 2 Inquiry Recommendations
	Compliance Performance Report	FLAGEL & TSM performance against targets and standards
	Work Programme & Action Tracker	Forward Plan for work of the Panel and update on actions from previous meetings
Date	Written Briefing	Topic
15/7/25	Universal feedback invite	Invitation to feedback on experience of July Panel meeting
17/7/25	Fire Safety Videos in Translation	Information about videos and opportunities to view online
16/7/25	Lift Performance on the Birkenhead Street Estate	Note about performance review and audit report
21/7/25	Invitation to participate in Phase 2 Tree Tests	Improving access to Fire and Building Safety content in Council website
4/8/25	Social Housing Regulator Voluntary Undertaking	July Update on Fire Risk Actions
13/8/25	HRB Newsletter	E-news letter to 7,764 people living in Council high-rise blocks.
26/8/25	Property Management meet and greet 14 th October 2025	Property Heads of Service Meet & Greet invitation to attend & submit questions to heads in advance for discussion on the day.

27/8/25	Birkenhead Estate Lifts	Update on cause of poor lift performance, measures to address problem and mechanical renewal options
3/9/25	Social Housing Regulator Voluntary Undertaking	August Update on Fire Risk Actions
4/9/25	Invitation/Notification of Engaged Residents Training Programme	Essential Training Module at the Crowndale Centre covering a range of topics including Fire and Resident Safety and general Health & Safety
10/9/25	Invitation to interviews for final review of Tree Test	To review results of tree testing and proposed changes to fire and building safety page layout and navigation on Council website
23/9/25	'Who Cares? A Camden Conversation about Adult Social Care'	Invitation to participate in an on-line borough-wide conversation about care and support for adults
25/9/25	Fire Safety at Home - Training and Information for Children and Young People	Update on action to provide fire safety training and information for children and young people
30/9/25	Social Housing Regulator FRA Actions Voluntary Undertaking	September Performance Update to the Social Housing Regulator on the Voluntary Undertaking on Fire Risk actions
30/9/25	Chalcots Independent Review - Stage 2	Copy of letter to Chalcots residents setting out ToR for review, details of chair and process.
23 October 2025	Panel Meeting 4 Reports	Topic
	Fire & Building Safety Charter	Annual Performance Report against Charter commitments
	Residential Personal Emergency Evacuation Plans	Details of published Regulations and new duties for the Council
	Commercial Property Fire compartmentation	Planned remedial works programme
	Performance on Housing Safety compliance	Performance figures for Q1 2025/26
Date	Written Briefing	Topic
27/10/25	2026 Resident Learning Programme	Opportunity to provide feedback on the 2025 pilot resident learning programme & suggestions for 2026 training programme.

27/10/25	Fire Safety for Children Presentation to LB Camden Primary School Head Teachers	Copy of the briefing provided to Head Teachers
28/10/25	Universal feedback invite	Invitation to feedback on experience of October Panel meeting
29/10/25	Camden RPEEPS/PCFRA procedure	Panel discussed a report on the Council's preparations to implement Residential Personal Emergency Plan regulations (RPEEPS)/Person Centred Fire Risk Assessments (PCFRA) & re requested a copy of the LB Camden RPEEPS/PCFRA procedure.
29/10/25	Blocks with Simultaneous Evacuation Strategies (SES) in place.	Panel requested a list of the LB Camden residential blocks where SES are in place
6/11/25	Social Housing Regulator FRA Actions Voluntary Undertaking	October Performance Update to the Social Housing Regulator on the Voluntary Undertaking on Fire Risk actions
1/12/25	Renting a Shed from the Council	Details of update to the Rent a Shed page on the Council website including info on what not to store. Copy of shed advice leaflet being provided with all new shed lets.
18/12/25	Social Housing Regulator FRA Actions Voluntary Undertaking	November Performance Update to the Social Housing Regulator on the Voluntary Undertaking on Fire Risk actions
18/12/25	Government Decision on Definition of a High Risk Building - Grenfell Phase 2 Inquiry Recommendation	Note explaining government decision not to change or amend the current Building Safety Act definition of a high-risk building.

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