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| LONDON BOROUGH OF CAMDEN | WARDS: ALL |
| REPORT TITLE: Panel Terms of Reference Review | |
| REPORT OF DIRECTOR OF PROPERTY MANAGEMENT | |
| FOR SUBMISSION TO: Housing Fire & Building Safety Panel | DATE 22 June 2026 |
| <p>SUMMARY OF REPORT: The Panel reviews its terms of reference each year, the 2026 review was deferred until the Panel's Summer 2026 so that any changes in Government policy following the Grenfell Inquiry Phase 2 report could be considered.</p> <p>Local Government Act 1972 – Access to Information The following documents have been used in the preparation of this report:</p> <p>No documents that require listing have been used in the preparation of this report,</p> <p>Contact Officer: Melissa Dillon, Resident Safety Engagement & Government Lead.</p> <p>Email: Melissa.dillon@camden.gov.uk Tel.0207 974 3100</p> | |
| <p>RECOMMENDATIONS</p> <p>The Panel is asked to:</p> <p>Consider the proposed changes to the Terms of Reference set out in section two and attached as the appendix to the report.</p> | |



Gavin Haynes
Director Property Management

Date 10th June 2026

1. Purpose of Report

- 1.1 The Housing Fire & Building Safety Panel Terms of are normally reviewed in January every year as part of the overall review of the work of the panel. The 2026 review was deferred until the Panel's Summer 2026 so that any changes in Government policy following the Grenfell Inquiry Phase 2 report could be considered.

2. Government Timeline

- 2.1 To date the Government has published the following timeline and progress update for implementation of the Grenfell Inquiry recommendations. The detailed time line can be found on the government website at

<https://www.gov.uk/government/publications/grenfell-tower-inquiry-government-progress-report-may-2026/progress-report-may-2026-implementation-timeline-for-grenfell-tower-inquiry-recommendations>

- 2.2 The timeline and government progress on implementation is briefly:

2025

- Publication of the Single Construction Regulator Prospectus: Consultation Document – **Complete**
- Secondary legislation laid in Parliament to make changes to the Building Safety Regulator and establish a new body – **Complete**

2026

- New Building Safety Regulator body is legally established. – **Complete**

- 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 including implementation of the Residential Personal Emergency Plan Regulations.

- Government response to the consultation published. **(Q2, Apr to Jun)**

2027 to 2029 (when Parliamentary time allows)

- Introduction of primary legislation

2028 to 2029

- Legislative framework complete and the single regulator is established. Implementation and transition begins.

2.3 As the legislative changes emerge there is likely to be an impact on the scope of the Panels work but at this stage there are no major changes to impact on the TOR. However, it is proposed to update the TOR objectives at 2.1 to take into account the publication by government of Residential Personal Emergency Evacuation Plan Regulations as set out below and highlighted in red in the proposed updated TOR attached as the appendix to this report.

2.1.1 *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 including implementation of the Residential Personal Emergency Plan Regulations.*

Other Membership

2.4 The provision for ‘other membership’ of the Panel at 3.1.2 of the TOR has been updated as set out below and, in the Appendix, to reflect the results of the recent local government elections. The update omits the need to provide a single reserved seat for the Green Party as there is now a Green Progressive Alliance group on the Council.

3.1.2 Other Membership

- *The Leaders of all groups on the Council*
- *The Cabinet Member, Better Homes and Homelessness Prevention (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*

3.0 Legal Comments

3.1 The Borough Solicitor has been consulted and has no legal comments.

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.

APPENDIX

Terms of Reference

ENDS

APPENDIX



PROPOSED LONDON BOROUGH OF CAMDEN HOUSING FIRE & BUILDING SAFETY PANEL TERMS OF REFERENCE JUNE 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 **including implementation of the Residential Personal Emergency Plan Regulations.**
 - 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 and building 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 Panel to achieve this balance.

3.1.2 Other Membership

- **The Leaders of all Groups on the Council**
- 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