

# Safety Case Report — suggested outline

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## Building description

[Building name] is a [number]-storey residential building constructed in [year] using [construction type, e.g. concrete frame with masonry infill]. The building contains [number] residential units across [number] floors, with [list ancillary uses: ground-floor retail, commercial parking, communal plant rooms]. Cladding system: [describe external wall system including any combustible components]. Means of escape: [single-staircase / dual-staircase, smoke control type]. Resident profile: [estimated resident headcount, presence of vulnerable residents identified via the PEEPs register].

Example: Meridian Court is a 12-storey concrete-frame residential building constructed in 2008 with masonry infill and a single non-combustible (A2-s1,d0) rainscreen facade. The building contains 48 residential units across floors 1-12, with a ground-floor entrance lobby and a basement plant room serving the lift and the dry riser. Single protected escape staircase with mechanical smoke shaft. Approximate resident headcount 92, including 3 residents on the PEEPs register at the date of this report.

The BSR is looking for enough physical description that a third-party assessor can place the building in context without site-visit notes. Storeys, construction type, unit count, cladding system, and means of escape are the load-bearing items; the BSR uses these to triage the building against the four risk-of-harm categories in the Safety Case Toolkit. Adapt the level of detail to building complexity: a 30-flat single-block usually fits on one page; a 200-flat estate with multiple blocks may need a dedicated page per block. BSA 2022 s.85(2)(a); BSR Safety Case Toolkit Feb 2024

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## Hazards

Identify the building safety hazards relevant to this structure under sections 62 and 65 of the Building Safety Act 2022. Cover at minimum: [fire spread within the building], [structural collapse risk], [external wall fire spread], [smoke ingress to common areas], [evacuation strategy hazards], [hazards specific to non-standard aspects of this building]. For each hazard, note whether it is [legacy, e.g. a pre-Grenfell construction detail being remediated] or [ongoing, e.g. a residual risk being managed].

Example: External wall fire spread is a residual hazard. The 2024 EWS1 assessment classified the rainscreen system as B2 (combustible insulation behind a non-combustible facing). Remediation is in train under the Building Safety Fund; interim measures include the simultaneous-evacuation strategy adopted 2024-03 and the temporary waking-watch withdrawn 2024-09 on installation of the common-alarm system.

Each hazard sits in the legacy or ongoing split the Toolkit calls out: legacy hazards are construction-era defects being remediated, ongoing hazards are residual risks managed by the live control regime. The BSR's first assessment area is exactly this question: have legacy issues been identified and is the remediation plan documented. Be specific about hazards that are unique to this building, such as single-staircase configurations, combustible structural elements, or non-standard cladding systems. These map to the BSR's fourth assessment area.

BSA 2022 ss.62, 65, 85(2)(b); BSR Safety Case Toolkit Feb 2024 (assessment areas 1 + 4)

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## Risk assessment

For each hazard identified in Section 2, set out the risk assessment under section 83 of the Building Safety Act 2022 read with regulation 5 of the Fire Safety (England) Regulations 2022. Reference the most recent Type [3 / 4] FRA at section level and cross-reference the FRA action register for findings open at the date of this report. Show the assessment methodology used ([PAS 79-2:2020] or equivalent) and the date the assessment was carried out by the named [BAFE-registered / institute-credentialed] assessor.

Example: The Type 3 fire risk assessment dated 2025-09-12, carried out by [assessor name, IFE / BAFE credential], identified 14 findings: 3 priority-1, 7 priority-2, 4 priority-3. Priority-1 findings closed within 28 days per the action register; current open findings: 4 priority-2 and 2 priority-3, all tracked to closure dates by the FRA action register cross-referenced at Appendix A.

The BSR will cross-check this section against the FRA action register. The FRA is the evidence; the risk assessment in the SCR is the cover document that explains how the FRA findings translate into a managed risk picture. PAS 79-2:2020 is the recognised methodology for residential blocks; the BSR will expect a Type 3 minimum, and Type 4 if non-standard construction or significant remediation work is in progress. Date the assessment and name the assessor with their credential, because the competence basis is part of the section 81 regime.

BSA 2022 ss.81, 83, 85(2)(c); Fire Safety (England) Regulations 2022 reg.5; PAS 79-2:2020

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## Risk control

Set out the control measures in place for each assessed risk, in plain language a Fire and Rescue Authority assessor can verify against the evidence. Cover: [active fire protection: alarm system, sprinklers or suppression where present, smoke control], [passive fire protection: compartmentation, fire doors, cavity barriers, sealing penetrations], [evacuation strategy: stay-put or simultaneous evacuation, evacuation route maintenance, PEEPs for vulnerable residents], [statutory inspections: six-monthly LOLER lift, quarterly fire door checks under FSR 2022 reg.6, dry riser testing], [contractor competence under BSA 2022 s.81 and BS 8670].

Example: Compartmentation: 60-minute fire doors at each flat entrance and at the lobby and corridor boundaries; quarterly compartmentation inspections by [contractor]. Alarm: addressable L2 system serving each flat, alarm panel in the entrance lobby, monitored by [ARC provider]. Evacuation: simultaneous evacuation adopted 2024-03 in response to the EWS1 B2 finding; PEEPs in place for 3 residents reviewed annually. Statutory checks: lift LOLER thorough examination 2025-11, last fire door quarterly inspection 2025-12.

The BSR's second assessment area is "expected measures are in place", and this section is where you evidence that. Active and passive fire protection both need to be addressed; missing one is a common reason BSR assessors call in additional evidence. Statutory inspection cadences are non-negotiable: LOLER six-monthly, FSR 2022 quarterly fire door checks, dry riser testing. Contractor competence under section 81 sits behind every control measure. Without it, the control is unsupported.

BSA 2022 ss.81, 85(2)(d), 87; FSR (England) 2022 reg.6 (quarterly fire door checks); LOLER 1998

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## Resident engagement

Describe the resident engagement strategy required under section 91 of the Building Safety Act 2022. Cover: [how residents are informed of building safety arrangements], [how building safety concerns are raised and responded to under section 92], [the consultation cadence], [the information available to residents on request], [the languages and formats in which information is available], [how the strategy is reviewed and updated].

Example: The resident engagement strategy was issued 2024-06 and is reviewed annually. Residents receive a quarterly building safety bulletin (PDF and printed in the lobby) covering open FRA actions, planned works, and any change in evacuation strategy. Concerns are raised via the resident portal or by email to [safety@\[building\]](mailto:safety@[building]); the principal accountable person responds within 10 working days under section 92. Information available on request includes the most recent FRA, the EWS1 form, the cladding-remediation plan, and the building's safety case summary.

The resident engagement strategy is a freestanding obligation under section 91, but it lives in the SCR because the BSR treats engagement as part of the safety case. The Toolkit calls out the section 92 complaints route, under which residents must be able to raise concerns and get a response. Note that this is not a one-off document; the strategy must be reviewed and updated, and the SCR section should describe the review cadence and how residents are informed of changes.

BSA 2022 ss.91, 92; BSR Safety Case Toolkit Feb 2024 (resident engagement)

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## Management arrangements

Set out the management arrangements for the building under section 87 of the Building Safety Act 2022, the Mandatory Occurrence Reporting (MOR) system. Identify: [the principal accountable person and any additional accountable persons], [the building safety manager or equivalent function, if appointed], [the contractor competence regime under BSA s.81], [the document-control system holding the Golden Thread], [the MOR reporting workflow, including who triggers, who reviews, and how reports are submitted to the BSR], [the maintenance regime for fire and structural safety systems].

Example: Principal accountable person: [RTM company name] (Companies House [number]). Building safety manager function performed under contract by [managing agent name, ARMA-Q accredited]. Golden Thread held in [document-management system], access controlled to directors, managing agent, and retained surveyor. MOR workflow: any incident triggering section 87 reporting captured by the on-call contractor, escalated to the managing agent within 4 hours, reviewed by directors within 24 hours, submitted to the BSR via the regulator portal within statutory timeframe.

Section 87 is the Mandatory Occurrence Reporting (MOR) system: the principal accountable person must have arrangements for capturing, escalating, and submitting safety-related incidents to the BSR. The BSR's third assessment area is the effectiveness and maintenance of the control regime, which is what this section evidences. Name the principal accountable person and any additional APs with their Companies House references; identify the document-control system holding the Golden Thread; describe the MOR workflow end-to-end.

BSA 2022 ss.72, 73, 85(2)(e), 87; BSR Safety Case Toolkit Feb 2024 (assessment area 3)

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## Continuous improvement

Set out how the safety case is kept live between BSR Building Assessment Certificate cycles. Cover: [review cadence for the safety case itself], [trigger events that prompt a mid-cycle review, including change of use, major works, new FRA findings, or a MOR-reportable incident], [the audit trail for amendments], [the change-control process], [the regime for tracking expected versus actual performance of control measures], [the way lessons from the wider sector and from BSR enforcement activity are absorbed].

Example: The safety case is reviewed annually by the directors with the managing agent and the retained fire engineer present. Trigger events for mid-cycle review: any FRA finding at priority 1, any MOR-reportable incident, any change to the evacuation strategy, any major works under LTA 1985 s.20. Amendments are versioned in the document-management system with a dated entry by the principal accountable person. Sector-wide learning: directors review the BSR enforcement decisions published quarterly and the Building Safety Hub bulletins; lessons logged in the safety-case review minutes.

The SCR is not a one-off submission; it is the live cover document for an ongoing evidence regime. The BSR's fifth assessment area is residual risk: what changes between BAC cycles, how the safety case is kept current. Describe the review cadence, the trigger events for mid-cycle review, and the audit trail for amendments. The BSR will expect to see versioned amendments and a clear chain of accountability for who approved them. Sector-wide learning from BSR enforcement decisions is part of this; flag the bulletins you read and how lessons are absorbed.

BSA 2022 ss.85(2)(f), 86, 87; BSR Safety Case Toolkit Feb 2024 (assessment area 5: residual risk)