



Building Safety Policy	
Internal consultation	Relevant managers and teams Strategic Compliance Group
External consultation	Ongoing Resident Engagement for HRBs to inform policy
Equality Assessment	Yes
Responsible officer	Business, Building and Safety Manager
Approved by	Board
Date approved	24 July 2025
Date due for review	24 July 2026
Version number	2025.1

1. Our policy is...

1.1 To:

- prevent the spread of fire / smoke and protect against the risk of structural collapse of higher risk buildings (HRBs).
- successfully deliver all duties of the Principal Accountable Person.
- actively engage our customers in the development of tailored resident engagement strategies and review them every two years.
- operate a Building Safety Complaints Process and actively share this with our customers.
- refer relevant complaints to the Building Safety Regulator (BSR) if our final response isn't satisfactory to the complainant and where they consent to referral.
- operate a Mandatory Occurrence Reporting Process (MOR).
- regularly review and maintain our Building Safety Cases (BSCs) and Building Safety Case Reports (BSCRs) to ensure we actively identify, monitor and mitigate risks present in HRBs.
- successfully apply for a Building Assessment Certificate for each HRB, when approached by the BSR.
- submit appropriate applications to the BSR when building / refurbishing / renovating HRBs.
- maintain the Golden Thread of information, meeting all regulatory requirements.

- 1.2 We've designated our Board as the Principle Accountable Person for building safety in each BSC.
- 1.3 We've designated the Head of Building Safety and Compliance (supported by the Executive Director of Homes and Growth) as the single point of contact for all HRBs in each of the BSCs.
- 1.3 The Head of Building Safety and Compliance will report Mandatory Occurrences to the BSR through the gov.uk website, without delay on behalf of the Board.

Mandatory Occurrences will be escalated to the Director of Property and Building Safety, Executive Director of Homes and Growth and Vico Executive Team (VET), before submission to the BSR through an Escalation Process. The Board will receive regular updates on the Mandatory Occurrences reported.

2. We'll...

- 2.1 Ensure all HRBs:
 - are registered with the BSR.
 - have Safety and Structure information (Key Building Information) submitted to the BSR within 28 days of the registration information being submitted.
 - have a BSC and associated BSCR.
 - have a tailored Resident Engagement Strategy.
- 2.2 Ensure that, when designing and building new HRBs or doing major remodelling / refurbishment / building work of existing HRBs, we follow the Gateway process (as appropriate) and all legislative and regulatory requirements.
- 2.3 Ensure that, when building, improving, repairing, servicing and maintaining HRBs:
 - we maintain the Golden Thread, meeting regulatory requirements, supported by appropriate systems and processes.
 - those appointed to manage, design and work in HRBs are competent to do so.
 - construction products used in HRBs meet the requirements of the National Construction Products Regulator.
 - we maintain resident engagement strategies tailored to each HRB and review every two years or following a confirmed Mandatory Occurrence.
- 2.4 Work with colleagues across Vico Homes to deliver the Building Safety Management Plan (BSMP).

3. Our assurance...

3.1 We'll ensure this policy is effective through:

- Regularly monitoring reports to evaluate the effectiveness of this policy in meeting customer expectations.
- Regularly monitoring of processes (defined by regulations detailed in this policy).
- The following performance indicators (PIs) and key performance indicators (KPIs) will be reported to the Operational Compliance Team (OCT), Strategic Compliance Group (SCG), VET, Property Investment Committee (PIC) and Board at frequencies outlined in our BSMP:
 - number of HRBs registered with BSR
 - number of HRBs with current BSC and associated BSCR
 - number of new HRBs being developed, compliant with BSR Gateways
 - number of Mandatory Occurrences
 - number of Relevant Complaints identified through the Building Safety Complaints Process, submitted to the BSR

These PIs / KPIs will be reviewed periodically by SCG and additional / amended measures may be recommended.

3.2 We'll meet customers each month to monitor their satisfaction with the service provided and we'll publish the results.

3.3 We'll review our performance and service delivery in comparison with other organisations to achieve the highest standards of service delivery.

Legislation and regulations

3.4 We'll ensure this policy complies with all relevant legislation and regulation, including:

- The Building Safety Act 2022
- Building Safety Secondary Legislation ([The Building Safety Act: secondary legislation - GOV.UK](#))
- The Regulatory Reform (Fire Safety) Order 2005
- The Fire Safety Act 2021
- Fire Safety (England) Regulations 2022
- Building Safety Management Plan
- [Fire Safety Management Plan](#)

Review

- 3.5 We'll review this policy at least every one year or when changes in legislation, regulations or best practice prompt an early review, including where major incidents, Mandatory Occurrences or case law impact on this policy.

Version Control			
Version number	Reason	Approved by	Approved date
2025.1	Full review	Board	24 July 2025